

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL  
HELD OCTOBER 20, 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: Councilwoman Welton made a motion to approve the agenda with the addition of a Day Care Update as item #2 under Town Hall. Councilman Faust seconded and the motion carried unanimously.

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

APPROVAL OF THE BILLS: Assistant Clerk/Treasurer Johnathon Moore read the following bills for approval: Accounts Payable: \$64,107.01; Payroll and FICA for 10/19/15 in the amount of \$60,637.83; and manual checks in the amount of \$403.39 for a total of \$125,148.23.

Councilman Faust made a motion to pay the Prairie Dog Electric bill in the amount of \$142.00. Councilwoman Welton seconded and the motion carried. Councilwoman Howe abstained.

Councilman Faust made a motion to pay the remainder of the bills in the amount of \$125,006.23, including a bill to Shively Hardware for \$1,665.84. Councilwoman Welton seconded and the motion carried. Mayor Glode abstained.

CORRESPONDENCE: None

KIWANIS PRESENTATION: Mayor Glode recognized Platte Valley Kiwanis members Connie McGuire and Bill Rathbun and presented each with a Legion of Honor Award from Kiwanis International for 25 years of community service in the Platte Valley. Platte Valley Kiwanis was founded on May 18, 1990 and Connie McGuire is the only active founding member. Bill Rathbun joined the group in October, 1990. Platte Valley Kiwanis President, Dave Gloss, presented each with a Legion of Honor Pin. Mayor Glode thanked Ms. McGuire and Mr. Rathbun for all their years of dedicated service to the community.

ITEMS FROM THE PUBLIC: None

REPORTS FROM DEPARTMENTS

Town Hall:

Three Special Events Applications for the Saratoga/Platte Valley Chamber of Commerce were reviewed.

Councilman Raymer made a motion to approve the Special Events Application for the Halloween Walk to be held on October 29, 2015 from 3:30 - 5 p.m. Councilman Faust seconded and the motion carried unanimously.

Councilman Faust made a motion to approve the Special Events Application for the Christmas Parade to be held on Saturday, December 5th at 5:30 p.m. Councilwoman Howe seconded and the motion carried unanimously.

Councilwoman Welton made a motion to approve the Special Events Application for the Ice Fishing Derby to be held at Saratoga Lake on January 16 and 17th, 2016, from 7 a.m. - 5 p.m. on Saturday and from 7 a.m. - 2 p.m. on Sunday. Councilman Raymer seconded and the motion carried unanimously.

Sarah Chatfield and Myra Kopasz addressed the council to give them an update of the progress made towards solving the lack of day care in Saratoga. They indicated that there are two separate issues. 1) the need for licensed day care and 2) the need to update and improve ExCel Preschool.

Ms. Chatfield reported that they had called Tomorrow's Promise, a licensed day care in Rawlins, and were waiting for a call back. She also reported that she had talked to the licensing agent in Cheyenne, who has had experience licensing some non-traditional

facilities including a nursing home and an assisted living facility and would be able to help if a non-traditional location became an option. Ms. Chatfield also contacted the licensing agent in Laramie who has experience with licensing other private or commercial locations and would be willing to help vet any possible sites.

Ms. Kopasz reported that she had talked to Pat Robbins from the Wyoming Business Council about possible grant funding. Unfortunately, it is too late to apply this year as the deadline is December 1, 2015. However, there are low interest business loans available for a new business.

The second objective is to update and improve ExCel Preschool. Ms. Chatfield stated they were working with the Laramie branch to help increase the staffing in Saratoga to be able to offer the current 3 and 4 year old group more than 2 days of instruction per week. They also have a list of repairs that need to be made to the current facility and Ms. Chatfield inquired about getting help from the local contractors and organizations. Randy Raymer, Raymer Construction, suggested getting the list of repairs out to the local contractors to get a cost estimate and also raise awareness of the need for repairs.

Ms. Chatfield said they are considering having a work night and invite the parents to participate so they are vested in the improvements.

Fire Department: No report.

Police Department: No report.

Recreation Department: Recreation Director Burton reported the Recreation Department will have a movie night on October 29th at 5:30 p.m. following the Halloween Walk and will be showing Hotel Transylvania.

Ms. Burton also reported that auditions for Missoula Children's Theatre will be held on Monday, November 2nd at 4 p.m. Auditions are open to Kindergarten through 12th grade and 50 - 60 students will be cast into roles for the Jungle Book performances.

Department of Public Works:

- Street Department: Director of Public Works, Jon Winter, reported the Streets Department employees retrieved 24 hesco baskets from Elk Mountain; cleaned up brush piles at the Saratoga Cemetery; replaced a 3" valve that was leaking at the west sidewalk vault; finished winterizing the irrigation lines; ran the street sweeper; repaired the bathroom in the parking lot adjacent to town hall; filled and patched pot holes; pressure washed dock segments at the lake; and completed maintenance on the backhoe and loader.
- Water & Sewer: Director of Public Works, Jon Winter, reported the Water Department employees completed routine locates and power shut offs; installed a new meter pit and sewer service at a new site in the Saratoga Overlook subdivision; installed a new meter pit and service line to the Ricci property across from the mill, which was not completed as part of the original meter pit project; completed third quarter Discharge Monitoring Reports; toured outfall project on October 13th with representatives of the Army Corp. of Engineers; and toured the river in town with the Army Corp. of Engineers to discuss gravel removal projects and the necessary permitting and approval process to use to get those done.

Director Winter also reported that Timberline Electric will be in town this week to perform a backup on the town's SCADA system, which is long overdue and is estimated to cost between \$500 - \$1,500. Should the system fail without having a back up, it would cost considerably more to reconfigure the system.

Mr. Winter also reported that he had received a quote from Precision Electronics to repair the seven VFDs that were previously damaged. The cost would be \$1,390 each and \$9,730 for all. Currently they have one back up.

Director Winter explained that the recently purchased sewer camera is scheduled to be delivered on Thursday, October 22nd and there will be training on site.

Director Winter requested permission to purchase a 6' X 12' enclosed, single axle trailer to store the newly purchased sewer camera system at a cost of \$3,450. The enclosed trailer will allow storage of the camera system in a secure, controlled environment and allow all components of the system to be stored in a single unit.

Councilman Raymer made a motion to allow Public Works Director, Jon Winter, to purchase a 6' X 12' enclosed, single axle trailer to store the newly purchased sewer camera system at a cost of \$3,450. Councilwoman Welton seconded and the motion carried unanimously.

- Weed and Pest: No report given.
- Hot Pool: Director Winter reported that it was necessary to replace one of the two motors at the hot pool for the side walk delivery system; wood benches at the hobo pool were repaired and sealed for winter and they are working to seal the fence around the not-so-hot pool.
- Good Times Park: Mr. Winter reported that the hand rails are in and painted. Top soil has been secured and they will start spreading the material and leveling the area to prepare for the installation of the sprinkler system and broadcast seeding this fall.
- River Project: Mayor Glode reported that they were waiting to hear back about the ground penetrating radar and when that would be completed.
- Master Plan Steering Committee: Mayor Glode reported that the next meeting will be held at 4 p.m. on Wednesday, October 21st at the Platte Valley Community Center and the results of the survey will be reviewed at that time. Some employees of CBI are currently in town for the meeting.

#### REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: Councilman Raymer reported that the Airport meeting was changed to Wednesday, October 21st at 1 p.m.

Community Center Joint Powers Board: No report

The next meeting of the Community Center Joint Powers Board will be held Monday, November 09, 2015 at 4:30 p.m.

Water and Sewer Joint Powers Board: Craig Kopasz reviewed Grant Draft Request #3 (\$4,330.06) and Loan Draft Request #3 (\$8,791.33) for the 2014 Wastewater Outfall Transmission and Pump Station.

Councilwoman Welton made a motion to approve Grant Draft Request #3 (\$4,330.06) and Loan Draft Request #3 (\$8791.33) for the 2014 Wastewater Outfall Transmission and Pump Station and to allow the mayor to sign. Councilman Raymer seconded and the motion carried unanimously.

The next meeting of the Water and Sewer Joint Powers Board will be Wednesday, November 18, 2015 at 6:00 p.m.

Landfill Board: Randy Raymer reported that they are still progressing on a transfer station design and working on state funding applications.

The next meeting will be Wednesday, November 4, 2015 at 7:00 p.m. in Encampment.

Medical Board: No report.

Planning Commission: Ordinance 831, an ordinance amending Section 18.42.030 of the Saratoga Municipal Code to establish a procedure for obtaining a deviation from fence and wall restrictions and to provide an effective date.

Mayor Glode explained that Ordinance 831 was amended since the initial reading and there was still two weeks before the 3rd and final reading, giving everyone the opportunity to review the changes and make further changes before the final reading.

Councilman Faust made a motion to approve Ordinance 831 on second reading. Councilwoman Welton seconded and the motion carried unanimously.

Ordinance 832, an ordinance amending Section 18.06.190 of the Saratoga Municipal Code to expand the number of home occupations permitted within the town; to provide a procedure for permitting of non-listed home occupations; and to provide an effective date.

Councilman Faust reported that there had been some fundamental changes made since the first reading. After doing some research, the Planning Commission recommended taking out "nursery school" as a prohibited activity and under the explicitly allowed section added "home child care business" as allowed Wyoming Department of Child Care Services licensing rules.

The second reading of Ordinance 832 was postponed until the planning commission has the opportunity to review the ordinance and make further changes.

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

Recreation Commission: The next meeting of the Recreation Commission will be Wednesday, October 21, 2015 at 5:00 p.m.

Community Garden Board: Glee Johnson reported that the board will receive a grant from the Wyoming Department of Agriculture in the amount of \$19,924 over the next two years. The scope of the grant is to increase the quantity of specialty crops with emphasis on heritage fruits and vegetables and to increase pollinator habitat by using hugelkultur pollinator mounds.

Ms. Johnson explained that the Town of Saratoga is the fiscal agent for the grant and hopes the project will educate students and citizens of the Platte Valley regarding the use of hugelkultur practices for specialty crop production and pollinator habitat. The grant will allow the hiring of two or three students to help monitor the results.

There will be workdays on November 8th and 15th to work on the greenhouse and do more cleanup before winter.

The next meeting of the Community Garden Board will be Monday, November 9th, 2015 at 5:30 p.m. at the Saratoga Town Hall.

South Central Emergency Medical Services:

Mayor Glode went over the First Amendment to the Joint Agreement Between the Town of Elk Mountain, Wyoming, The Town of Medicine Bow, Wyoming, The Town of Saratoga, Wyoming, The Town of Riverside, Wyoming, The Town of Encampment, Wyoming, and Carbon County, Wyoming creating the South Central Wyoming Emergency Medical Services Joint Powers Board Agreement.

The First Amendment involves 2 changes. 1) it allows the board to pursue grant funding without using a fiscal agent and 2) The Town of Hanna will now sign the MOU and be part of the agreement.

Councilwoman Welton made a motion to approve the First Amendment to the Joint Agreement Between the Town of Elk Mountain, Wyoming, The Town of Medicine Bow, Wyoming, The Town of Saratoga, Wyoming, The Town of Riverside, Wyoming, The Town of Encampment, Wyoming, and Carbon County, Wyoming creating the South Central Wyoming Emergency Medical Services Joint Powers Board Agreement and allow the mayor to sign the agreement. Councilman Faust seconded and the motion carried unanimously.

Adjournment: Being no further business to come before the meeting, Councilman Faust made a motion to adjourn at 6:57 p.m. Councilwoman Welton seconded and the meeting was adjourned.

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

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Ed J. Glode, Mayor

ATTEST:

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Lisa G. Burton