



## **TOWN COUNCIL REGULAR MEETING DECEMBER 20, 2022 at 6:00 PM**

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Saratoga Town Hall, 110 E Spring Ave, Saratoga, WY 82331

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### **MINUTES**

#### **CALL TO ORDER**

Mayor James called the meeting to order at 6pm.

- 1) Opening Ceremony
- 2) Roll Call: \_\_\_Mayor Creed James \_\_\_Councilman Nelson \_\_\_Councilwoman Beck  
\_\_\_Councilwoman Campbell \_\_\_Councilman Hutchins

#### **PRESENT**

Mayor Creed James  
Councilman Jon Nelson  
Councilwoman Kathy Beck  
Councilman Ron Hutchins  
Councilwoman Campbell was absent.

#### **APPROVAL OF THE AGENDA**

Mayor James stated to list under 'Police Department', Pay Raise for dispatcher. Councilman Nelson added a letter from Lewis and Lewis in 'Water & Sewer Joint Powers Board' and strike executive session.

Motion made by Councilman Nelson, Seconded by Councilwoman Beck. Motion carried.

#### **APPROVAL OF THE MINUTES**

- 3) Approval of the regular minutes of December 6, 2022  
Motion made by Councilman Hutchins, Seconded by Councilwoman Beck. Motion carried.

#### **APPROVAL OF THE BILLS**

- 4) Deposits - \$388,668.43  
Motion made by Councilman Nelson, Seconded by Councilman Hutchins. Motion carried.

- 5) Accounts Payable - \$91,754.87  
Motion made by Councilman Nelson, Seconded by Councilman Hutchins. Motion carried.
- 6) Payroll - \$34,470.99  
Motion made by Councilman Hutchins, Seconded by Councilman Nelson. Motion carried.
- 7) Transmittals - \$26,214.82  
Motion made by Councilman Hutchins, Seconded by Councilman Nelson. Motion carried.

## **CORRESPONDENCE**

- 8) 2023 Winter WAM Conference - January 25, 2023-January 27, 2023 \$200-\$260
- 9) 2023 Newly Elected Bootcamp at WAM  
Newly elected Mayor Chuck Davis asked the current Council if Clerk Marie Christen can make reservations for the new Council at the boot camp.  
Motion made by Councilman Nelson, Seconded by Councilwoman Beck. Motion carried.

## **ITEMS FROM THE PUBLIC**

No items from the public.

## **COUNCIL COMMENTS**

## **REPORTS FROM DEPARTMENTS**

### **Town Hall**

- 10) Carbon County Senior Services Agreement  
Motion made by Councilman Nelson, Seconded by Councilman Hutchins. Motion carried.
- 11) Valley Village Childcare  
Ellie Dana asked if the Town would match Valley Village at \$2500 for the appraisal.  
Motion made by Councilman Nelson, Seconded by Councilman Hutchins. Motion carried.  
Currently Valley Village is reviewing a cooperative operating agreement with Excel Preschool.  
Ellie Dana asked if we could change the clinic address to 1208 S River St. because it is the same address as the vacant lot. Mayor James stated that he would look at the address change and email the County of the change.
- 12) Grant & Loan Application Policy  
Motion made by Councilman Hutchins, Seconded by Councilman Nelson. Motion carried.

- 13) Website - [www.townofsaratoga.org](http://www.townofsaratoga.org)  
The Town of Saratoga now has a new website at [www.townofsaratoga.org](http://www.townofsaratoga.org). Residents can now go online and pay their bill and view minutes and council videos.
- 14) Worker's Compensation - Failure to Abate  
Councilman Hutchins asked for the original report so he can work on it with the Public Works department. We will open a new case after we have more items completed.

### **Police Department**

Chief Ken Lehr stated he received a salary increase for \$1 and from \$16.20 to \$17.20/hr for Advanced Dispatcher for Dani Vorn. Motion made by Councilman Nelson, Seconded by Councilwoman Beck. Motion carried.

Chief Lehr stated that he or Officer Casner will take a few children up to Walmart for 'Shop with a Cop' tomorrow. They have also found several stolen items and will be getting it back to the owners.

### **Fire Department**

- 15) Ledgeco Quote - \$4,590.00

Mayor James had difficulty finding multiple quotes and found someone local to quote and can fix it in the future if anything should happen. Motion made by Councilman Nelson, Seconded by Councilman Hutchins. Motion carried.

There was a good response for the food drive from the school. The fire department will be sorting the food for families in the valley.

### **Recreation Department / Commission**

Next meeting is January 9, 2023 at 6:00 PM at the Town Hall Council Chambers

Director Sarah Laughlin asked permission to continue the service agreement for Sports Connect at \$300 annual fee and \$1.25/registration. Motion made by Councilman Nelson, Seconded by Councilman Hutchins. Motion carried.

Hours of operation have changed for Winter break. There will be no evening open gym hours until January. There will be a movie showing of 'Elf' at 12:30pm-3pm tomorrow.

- 16) Letter of Interest from Amber Waldron

Motion made by Councilman Nelson, Seconded by Councilwoman Beck. Motion carried.

### **Department of Public Works**

Mayor James stated that the new lights have been put into the shop. John Lasco stated that the changing rooms for the hot pool will be closed from tomorrow to Friday with the cold front coming in and will be reopened on Friday. Councilman Nelson stated there is money in the budget to finish the insulation in the hot pool building too.

## **REPORTS FROM BOARDS AND COMMISSIONS**

### **Community Center Joint Powers Board**

Next meeting is January 9, 2023 at 4:30 PM at the PVCC

Councilwoman Beck stated they will revisit the Community Center/Town employment agreement after the new year.

### **Water and Sewer Joint Power Board**

Next meeting is January 11, 2023 at 6:00 PM at the PVCC

The board requested that the Council draft a letter to Lewis and Lewis advising them that regardless of their presence on site that they are required to meet plans, specs, etc. T.O. Engineers drafted a letter for us and they are in support of the Mayor signing it. Mayor James read the letter draft.

Motion made by Councilman Nelson, Seconded by Councilwoman Beck. Motion carried.

#### 17) Project Pay Estimate #3

Motion made by Councilman Nelson, Seconded by Councilman Hutchins. Motion carried.

### **Planning Commission**

Next meeting is January 10, 2023 at 5:30 PM at the Town Hall Council Chambers

There is a commission opening. Letters of interest can be turned into Town Hall.

#### 18) Variance Application - 313 East Bridge Ave.

Motion made by Councilman Hutchins, Seconded by Councilman Nelson. Motion carried.

#### 19) Variance Application - 602 N 3rd St.

Motion made by Councilman Hutchins, Seconded by Councilwoman Beck. Motion carried.

### **Saratoga Airport Advisory Board**

Next meeting is January 9, 2023 at 3:30 PM at the Town Hall Council Chambers

#### 20) Grant No. 028 - CARES Grant

Motion made by Councilman Nelson, Seconded by Councilman Hutchins. Motion carried.

#### 21) Grant No. 029 - SF-425 Apron Design Grant

Motion made by Councilman Nelson, Seconded by Councilman Hutchins. Motion carried.

#### 22) Grant No. 030 - Apron Construction Grant

Motion made by Councilman Nelson, Seconded by Councilman Hutchins. Motion carried.

#### 23) Grant No. 031 - Entrance Rd/Parking Project Grant

Motion made by Councilman Nelson, Seconded by Councilman Hutchins. Motion carried.

#### 24) Grant No. 032 - CRRSA Grant

Motion made by Councilman Nelson, Seconded by Councilman Hutchins. Motion carried.

#### 25) Grant No. 033 - ARPA Grant

Motion made by Councilman Nelson, Seconded by Councilman Hutchins. Motion carried.

#### 26) Grant No. 034 - Entrance Rd/Parking Project Grant

Motion made by Councilman Nelson, Seconded by Councilman Hutchins. Motion carried.

- 27) Grant No. 035 - Entrance Rd/Parking Project Grant  
Motion made by Councilman Nelson, Seconded by Councilman Hutchins. Motion carried.
- 28) RFR #1 AER1012961/ASA004  
Motion made by Councilman Nelson, Seconded by Councilwoman Beck. Motion carried.
- 29) RFR #2 AER 1012962/ASA004  
Motion made by Councilman Nelson, Seconded by Councilwoman Beck. Motion carried.
- 30) RFR #3 AER1012963/ASA004  
Motion made by Councilman Nelson, Seconded by Councilwoman Beck. Motion carried.
- 31) RFR #4 AER1012964/ASA004  
Motion made by Councilman Nelson, Seconded by Councilwoman Beck. Motion carried.
- 32) RFR #5 AER1012975/ASA003A  
Motion made by Councilman Nelson, Seconded by Councilwoman Beck. Motion carried.

**South Central Wyoming Emergency Medical Services Board**

Next meeting is January 16, 2023 at 6:00 PM at Hanna Fire Station

Clerk Marie Christen stated that SCWEMS has been awarded \$280,000 for the ambulance barn in Hanna.

**NEW BUSINESS**

No new business.

**ADJOURNMENT**

Motion made by Councilman Nelson to adjourn at 7:02pm, Seconded by Councilman Hutchins. Motion carried.

**THE NEXT TOWN COUNCIL MEETING WILL BE ON  
TUESDAY, JANUARY 3, 2023 AT 6:00 PM.**

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Mayor Creed James

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Marie Christen, Town Clerk