



## **TOWN COUNCIL REGULAR MEETING**

**JUNE 04, 2024 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**

- 1) Opening Ceremony
- 2) Roll Call: \_\_Mayor Chuck Davis \_\_Councilman Cooley \_\_Councilwoman Beck  
\_\_Councilman Fluty \_\_Councilman Barkhurst

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

Motion to approve agenda for June 4, 2024 made by Councilman Fluty, second by Councilman Cooley.  
Motion carried.

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

- 3) Minutes from May 21, 2024 Council Meeting  
Motion to approve minutes from May 21, 2024 Council Meeting made by Councilman Fluty,  
second by Councilman Cooley. Motion carried.

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

Motion was made by Councilman Fluty to approve the financials for June 4, 2024, second by Councilman Cooley. Motion carried.

- 4) Deposits - \$146,481.63
- 5) Accounts Payable - \$115,351.61
- 6) Transmittals - \$20,332.50
- 7) Payroll - \$42,747.11

#### **CORRESPONDENCE**

- 8) Halle - Wyoming Tourism  
Halle Bender is employed by a marketing agency based in Jackson and has been hired by the Wyoming Office of Tourism to take photos and videos for their social media, website, advertisements, etc. They are looking to hire local talent for a quick photo shoot on or around June 16 and 17.
- 9) Carbon County Visitors' Council - Member-at-Large Nominee

Motion was made by Councilman Fluty to approve John Farr as a Member at Large Board Member on the Carbon County Visitors' Council, second by Councilman Cooley. Motion carried.

- 10) Power Company of Wyoming - Application to amend CCSM Project Conditional Use Permit  
Power Company of Wyoming is applying to amend the Conditional Use Permit to construct and operate the Chokecherry and Sierra Madre Wind Energy Project. The amendments include reducing the number of wind turbines from 1,000 to 622, and extending the deadline for commencing operation from September 9, 2024 to June 1, 2029. Carbon County Zoning Resolution requires PCW to notify cities and town located within 20 miles of the CCSM Project about the proposed changes.
- 11) Chamber Member Appreciation - Meet your Board June 11, 2024  
Saratoga/Platte Valley Chamber of Commerce is hosting a "Meet your Board" evening on June 11, 2024 from 4PM - 6PM in the lobby at the Platte Valley Community Center. Refreshments will be served.

### **ITEMS FROM THE PUBLIC**

- 12) Special Event Application - 28th Annual Steinley Cup Brewfest  
Motion was made by Councilman Fluty to approve Special Event Permit for the 28th Annual Steinley Cup Brewfest on August 3, 2024, second by Councilman Cooley. Motion carried.
- 13) Special Event Application - 5K Fundraiser  
Motion to approve Special Event Permit for a 5K Fundraiser on July 4, 2024 was made by Councilwoman Beck, second by Councilman Fluty. Motion carried.
- 14) Special Event Application - Platte Valley Kiwanis Rubber Duck Race  
Motion was made by Councilman Cooley to approve Special Event Permit for the Kiwanis Rubber Duck Race on August 3, 2024, second by Councilman Barkhurst. Motion carried.
- 15) Amanda Pickett - Water Bill at 407 W. Hickory  
Amanda Pickett has purchased the property at 407 W. Hickory it came with an unpaid balance for water & sewer of \$2,908.24. Ms. Pickett asked the Council if she could make payment arrangements of \$150.00 a month plus current charges. Mayor Chuck Davis stated per Town Ordinance 858 13.60.010 payment must be paid in full to get the water service reconnected.
- 16) Bike Track Petition and Map  
Jackson Owen and Archer Burau read letters of support and presented names in support of improving and redesigning the existing bike track. Ben Owen then presented a plan and means of improving and redesigning the track. Mr. Owen stated he would like to donate all materials and time to get the track designed and improved at no cost to the Town of Saratoga. Motion was made by Councilwoman Beck to allow Mr. Ben Owen permission to redesign and improve the existing bike track at no cost to the Town of Saratoga, second by Councilman Fluty. Motion carried.
- 17) Special Event Application - The Malt  
Motion was made by Councilman Fluty to approve a Special Event Permit for The Malt on July 4, 2024, second by Councilman Cooley. Motion carried.
- 18) Special Events Permit - SMHS Volleyball Dunk Tank  
Motion was made to approve a Special Events Permit for the SMHS Volleyball team on July 4, 2024 by Councilwoman Beck, second by Councilman Fluty. Motion carried.

### **COUNCIL COMMENTS**

### **REPORTS FROM DEPARTMENTS**

## **Town Hall**

- 19) Carbon County Visitors' Council  
Councilman Cooley made a motion to appoint Ellie Dana as the Saratoga Representative to the Carbon County Visitors' Council, second by Councilman Barkhurst. Motion carried.
- 20) Civic Plus Invoices 302177 - \$3,400.00 and 302197 - \$3,700.00  
Motion was made by Councilwoman Beck to approve Civic Plus Invoices 302177 for \$3,400.00 and 302197 for \$3,700.00, second by Councilman Cooley. Motion carried.
- 21) Ordinance 869 - 2024/2025 Budget Final Reading  
Motion was made to approve Ordinance 869 - 2024/2025 FY Budget on the third and final reading by Councilman Fluty, second by Councilwoman Beck. Motion carried.
- 22) 2022/2023 Audit Invoice #140331 - \$6,816.00 Mountain States CPAs and Consultants  
Motion was made by Councilman Fluty to pay Mountain States CPAs and Consultants, LLC invoice 140331 in the amount of \$6,816.00 for the 2022/2023 audit, second by Councilwoman Beck. Motion carried.
- 23) Verizon Land Lease Agreement  
Verizon has completed a site review at 401 S. 7th St, with the upgrade to 5G the need for tower sites is decreasing. Verizon is amending their lease agreement with the Town of Saratoga with a new rent amount of \$670.00, down from \$990.00. Verizon stated with the reduction in rent, they are extending the contract out 20 plus more years. The new rent amount will become effective May 1, 2025.

## **Police Department**

Chief Mike Morris stated there have been 191 calls for service since the last meeting, with 18 Citations and 20 Warnings issued. The rescheduled Public Hearing to discuss a Combined Dispatch Center is scheduled for May 12, 5:30 PM at the Platte Valley Community Center. ComTech was able to come and reconfigure the dispatch radio console with equipment that was donated by the CCSO. Radio communications are back up and the SHSP grant that was going to be used towards a new console will now be focused on the communication system on the water tower. The traffic study at Hugus and 3rd has been completed and Chief Morris explained that it would be better served with more patrol during game times and practices and "Children at Play" signage rather than a permanent FourWay stop.

## **Fire Department**

## **Recreation Department**

Next meeting is July 1, 2024 at 6:00 PM at the Town Hall Council Chambers

Director Kim Hemenway reported that the pool has been cleaned and filled. Tyler and Sami have been working cleaning the deck and locker rooms, it's looking good, getting the water PH in balance and are hoping to open on a part time basis soon. Looking for a Pool Manager, lifeguards, and cashiers, as well as a Rec Director.

- 24) New Hires - Sophia Powell, Maddison Dunning, Emma Vannett, Samantha Anderson, Tyler Greenberg, Jane Carey  
Motion was made by Councilwoman Beck to approve the hiring of Sophia Powell and Madison Dunning for Pool Cashiers with a wage of \$11.00 an hour per the wage scale, Sami Anderson and Emma Vannett as lifeguards at a wage of \$13.00 an hour per the wage scale, Tyler Greenberg as Lead Lifeguard with a wage of \$15.00 an hour per the wage scale, and

Jane Carey as a lifeguard 2 at \$14.00 an hour per the wage scale, second by Councilman Cooley. Motion carried.

25) **Rec Director Duties**

Director Hemenway presented a list of job duties and responsibilities broke down for the Council and Mayor to assist with hiring a new Rec Director.

**Department of Public Works**

Director of Public Works, Emery Penner stated that with the weather getting warmer work will begin on patching streets around town, maintenance on the swimming pool and Hobo pool continues, paving up on Airport started today, hopefully will be completed by the weekend. Peterson storm drain is complete, the new pipe is in, the old catch basin has been torn out. Once the water goes down the old outfall will be torn out. Hospital signs are up.

26) **S. River St Pay App # 1**

Motion was made to pay, Pay Application #1 in the amount of \$190,667.85 for the River St Waterline Replacement by Councilman Fluty, second by Councilman Cooley. Motion carried.

**REPORTS FROM BOARDS AND COMMISSIONS**

**Water and Sewer Joint Power Board**

Next meeting is June 12, 2024 at 5:30 PM at the PVCC

River Street project is in full swing, will be trying to pave as they get done, if that can't be done, they will backfill up to the trench, with compacted Road Base so a Prius can drive over it and stay compacted as they go and then pave it all at the end. The goal is to keep as much of the road open during this project as possible. Ensuring we have good signage in place with a route to the Hobo pool to let everyone know it's open and accessible.

Lead and Copper inventory survey will go out in the paper, and through a direct mailer or postcard with a link on it. If you are a homeowner and you see this, it would be very helpful if you could participate if at all possible. Surveys can be dropped off with your water bill, bring it directly to Town Hall, or you can fill the survey out online by scanning the QR code. Results are important for the homeowner to know as well as the town what material is being used. The state website is really informative to help you better understand as to why the survey is being done. Survey needs to be completed by October, the sooner you can get them in the better.

New employee, Christopher Powell with the water department is getting trained on sampling testing, working towards getting his licenses in the near future.

Never Forget Park, talked about doing some grading and getting some work done ourselves. Will get the area staked out after the 4th of July. Have had a contractor offer dump truck services to haul material. Once it's staked, we will be able to see what we need and where. Will do a rough grade staking and then a finished grade and hopefully if that goes good we can look at concrete curb and gutter. Looking at a walking path on the east side of parking lot to eliminate people having to walk through the middle of the park to the bridge. Have reached out to a couple of vendors for the bathroom, going to be over the \$75,000 mark, will be working on getting a bid package put together. In the meantime will get started on the tap side of the project.

**Planning Commission**

Next meeting is June 11, 2024 at 5:30 PM at the Town Hall Council Chambers

OV schedule for the Transportation Master Plan

June 14 - OV study draft complete and to Emery Penner

June 19 - Due date for comments on draft

June 25 - Revised draft to Planning Commission

July 11 - OV will meet with the Planning Commission to discuss the draft plan

Drafted the Chicken Ordinance will be presenting it to the Planning Commission next week.

Meeting with FEMA and the state last week on the floodplain maps, will be getting a letter of final determination on June 19. From that point in time, we have 6 months to get the ordinances that go along with these maps adjusted to how we think they should be for us and make sure we are congruent with what the state and FEMA requires and get them adopted.

**Community Center Joint Powers Board**

Next meeting is June 10, 2024 at 4:30 PM at the PVCC

**Recreation Commission**

Next meeting is July 1, 2024 at 6:00 PM at the Town Hall Council Chambers

**Saratoga Airport Advisory Board**

Next meeting is June 10, 2024 at 3:30 PM at the Town Hall Council Chambers

**27) Sewer Lift Station - Task Order**

Director Emery Penner stated the Airport does not have much of a sewer system in place. This has been an ongoing discussion as to how to remedy the problem. Have looked at getting a bore for under the Highway and putting a main underneath there, with casing and directional drill, engineers estimate \$430,000. Joint Powers Board, and Airport Board were not very excited to go that route, it would not serve anything but the Airport. The idea was brought up about putting in a lift station. Airport would own it, the town would put it in, if they needed help the town could run up there and check pumps, and they are pretty low maintenance. Both the Joint Powers Board and the Airport Board are in favor and would like to get a task order designed, it would be sized accordingly to give it room for growth, then would be able to pump to the manhole up the hill that is already on the Mainline System. This would be a considerably cheaper way to go, with long term cost liability low. Project cost estimation is around \$70,000 compared to \$430,000. Motion was made by Councilwoman Beck to move forward with the task order for a lift station at the airport, fully paid for by the Airport, second by Councilman Fluty. Motion carried.

**South Central Wyoming Emergency Medical Services Board**

Next meeting is June 17, 2024 at 6:00 PM at Saratoga Ambulance Barn

## **NEW BUSINESS**

### **EXECUTIVE SESSION**

Motion was made to move into executive session made by Councilwoman Beck at 7:37 PM, second by Councilman Fluty. Motion carried

Motion was made by Councilwoman Beck to exit Executive session at 8:12 PM and seal the minutes, second by Councilman Cooley. Motion carried.

Motion was made by Councilman Barkhurst to call regular meeting back to order at 8:12 PM, second by Councilman Cooley. Motion carried.

## **FURTHER BUSINESS**

### **ADJOURNMENT**

Motion was made by Councilman Fluty to adjourn meeting at 8:13 PM, second by Councilman Cooley. Motion carried.

**THE NEXT TOWN COUNCIL MEETING WILL BE ON  
TUESDAY, JUNE 18, 2024 AT 6:00 PM.**

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Mayor Chuck Davis

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Jenn Anderson, Town Clerk