



TOWN COUNCIL REGULAR MEETING SEPTEMBER 20, 2022 at 6:00 PM

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

MINUTES

CALL TO ORDER

Mayor Creed James called the meeting to order at 6:00pm.

- 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
Councilwoman D'Ron Campbell
Councilman Ron Hutchins

APPROVAL OF THE AGENDA

Councilman Nelson made a motion to add 'Fema Flood Map' to Council Comments, after Items from the Public. Motion made by Councilman Nelson, Seconded by Mayor Pro Tem Hutchins. Motion carried.

APPROVAL OF THE MINUTES

- 3) Approval of the regular minutes on September 6, 2022
Motion made by Councilwoman Campbell to approve the regular minutes of the September 6, 2022; Seconded by Councilman Hutchins. Motion carried.

APPROVAL OF THE BILLS

- 4) For September 20, 2022

Deposits:	from 9/1/22 - 9/18/22	\$ 436,539.16
Accounts Payable:	for 9/20/2022	\$ 89,340.02
Net Payroll:	for 9/15/2022	\$ 39,729.92
Net Transmittals:	for 9/15/2022	\$ 51,774.83

Motion made by Councilman Nelson to approve the deposits from 9/1/22-9/18/22; Seconded by Councilman Hutchins. Motion carried.

Motion made by Councilman Hutchins to approve accounts payable for 9/20/22; Seconded by Councilman Nelson. Motion carried.

Motion made by Councilman Hutchins to approve payroll for 9/15/22; Seconded by Councilman Nelson. Motion carried.

Motion made by Councilwoman Campbell to approve transmittals for 9/15/22; Seconded by Councilman Hutchins. Motion carried.

Treasurer Georgia Gayle stated that invoices came in after Accounts Payable was processed. She would like permission to pay \$33,013.59 for 7 different vendors.

Motion made by Councilman Nelson to approve the second accounts payable; Seconded by Councilman Hutchins. Motion carried.

CORRESPONDENCE

5) Food Bank of WY Proclamation

Mayor James read the proclamation from the Food Bank of Wyoming.

Motion made by Councilman Nelson to approve the proclamation and proclaim September 2022 as 'Honoring Hunger Action Month'; Seconded by Councilman Hutchins. Motion carried.

6) WY Community Gas - Community Project Distribution Form for 2022

Councilman Nelson would like to put this item on the agenda for next month.

Motion made by Councilman Nelson to table the distribution form until next month; Seconded by Councilman Hutchins.

7) Fire District Informational Meetings

ITEMS FROM THE PUBLIC

8) Letter from Dave Lawrence

Mayor James read a letter from Dave Lawrence against the Saratoga Hot Springs Sign Variance for Base Camp.

9) Odd Fellows Park Maintenance

Councilman Nelson stated that Danny Burau will make a formal agreement to take care of the Odd Fellows "Park" in exchange for having retail space extended to the park and will bring it

to the Council at the next council meeting.

COUNCIL COMMENTS

FEMA Flood Map - Director Jon Winter has received the FEMA flood maps. Councilman Nelson and Director Winter will meet with FEMA on October 5, 2022 at 10am to discuss the plans. Councilman Hutchins stated that Director Winter will try and get electronic versions of the maps for our records.

Councilman Hutchins drove through the Octagon subdivision. He has a question if the contractor is living up to the terms and conditions of the agreement and what they are planning on doing with the open ditches before the winter season comes.

REPORTS FROM DEPARTMENTS

Town Hall

- 10) Never Forget Park
Director Winter stated they have not received their bid package or the final design of curb and gutter yet. Councilwoman Campbell stated that the committee has not been able to meet because of the lack of design plans from WLC.
- 11) State of WY Worker's Comp Report
Director Winter stated that they have just received 1 quote but he does not know what the progress is on worker's comp.
- 12) Valley Village Day Care - Letter from Ellie Dana
Ellie Dana stated that the day care would need 75 square feet of fenced park per child and that is slightly 2% of the total space of the park. Mayor James stated that the updates and maintenance of the clinic were not budgeted so that is something that the Council will need to look at. Councilman Nelson stated that this endeavor is more than just the small maintenance that the Town currently does. Ellie Dana stated that she is just presenting options on the building and does not have an opinion on how the Town should proceed. Councilman Nelson stated that we need to have more information on what needs to be done. Councilman Hutchins stated to get quotes for everything so that future councils will know how much we need to spend. Mayor James stated that after we receive quotes, we should prioritize which items should be done first. Councilman Nelson stated that we need opinions from the public for this as well.
- 13) Ordinance 864 - 3rd Reading
Motion made by Councilman Nelson to approve the 3rd reading of Ordinance 864 in title only; Seconded by Councilman Hutchins. Motion carried.
- 14) Fiscal year 2021 Audit
Mayor James spoke to Tim Fixter and will have the audit by the end of the calendar year. The auditors cannot submit a letter of engagement for the next audit until the 2021 audit is finished.
- 15) Food Trucks
Councilman Nelson stated that he researched what the Wyoming Food Freedom Act was and the food truck permit will not pertain to that. Councilman Nelson stated that he would like to open it up to questions and concerns from the public. McCall Burau asked what the town's

goal is for the food truck permit. Mayor James spoke to the Planning Commission on food trucks and they didn't have an opinion on it yet. The Town Council would like to hear more from the local businesses and vendors on what their concerns are.

Police Department

Chief Ken Lehr stated that the officer bonds total would be \$2,762.50 for 2 years to cover the police department. Mayor James stated that this has come up to our attention that all of the police department would need to be bonded and were not bonded in the past. This amount was not budgeted. Treasurer Georgia Gayle stated that this should be under an admin code for bonds.

Motion made by Councilman Hutchins to approve the bonds; Seconded by Councilman Nelson. Motion carried.

Fire Department

- 16) Wyoming Apparatus, LLC - Pump Test for \$2,071.00
Motion made by Councilman Nelson to approve the invoice for Wyoming Apparatus;
Seconded by Councilman Hutchins. Motion carried.
The fire department will be training twice a month every other Wednesday.

Recreation Department / Commission

Next meeting is October 3, 2022 at 6 PM at the Town Hall Council Chambers

Director Sarah Laughlin stated they have received the new pickleball equipment and is communicating with the pickleball instructor out of Laramie for a clinic scheduled for November and February. The Recreation Board has postponed a portion of the Fall Festival but will continue with the Family Fall Carnival for ages 2-10.

- 17) Carbon County Visitor's Council Grant
Motion made by Councilman Nelson to sign the grant; Seconded by Councilman Hutchins. Motion carried.
- 18) Town Council Representative to Rec Commission
Mayor James stated that he had appointed Councilwoman Campbell to the Recreation Commission and the future Council can appoint when they start in the new year.

Department of Public Works

- 19) Motion to Hire Water & Sewer Operator
Motion made by Councilman Nelson to hire a water & sewer operator; Seconded by Councilman Hutchins. Motion carried.
- 20) Asphalt - \$1500
Director Winter stated that the price of hot mix is increasing.
Motion made by Councilman Hutchins to purchase; Seconded by Councilman Nelson. Motion carried.

- 21) CAT Pusher & Blocks - \$616.00
Motion made by Councilman Hutchins to purchase; Seconded by Councilman Nelson. Motion carried.
- 22) Snow Removal Cutting Edges for Plow - \$1490
Motion made by Councilman Hutchins to purchase; Seconded by Councilman Nelson. Motion carried.
- 23) Tires for Pickup - \$967.04
Motion made by Councilman Hutchins to purchase; Seconded by Councilman Nelson. Motion carried.

REPORTS FROM BOARDS AND COMMISSIONS

Community Center Joint Powers Board

Next meeting is October 10, 2022 at 4:30 PM at the PVCC

- 24) Town Council Representative to PVCC JPB
Currently there is not a representative but since Kathy Beck is on the board, she will step in as the town representative.

Water and Sewer Joint Power Board

Next meeting is October 12, 2022 at 6:30 PM at the PVCC

No new updates.

Planning Commission

Next meeting is October 11, 2022 at 5:30 PM at the Town Hall Council Chambers

- 25) Saratoga Resort Sign Variance
Motion made by Councilman Hutchins to approve the Saratoga Resort sign variance. The motion died for a lack of motion.
- 26) Hospital Sign Variance
The hospital signs are federally regulated and required. Some of their monument signs are larger than the permitted amount.

Mayor James asked to poll the Council. Councilwoman Campbell was kicked off the zoom call. Motion made by Councilman Nelson, Seconded by Councilwoman Beck.

Voting Yea: Mayor James, Councilman Nelson, Councilwoman Beck, Mayor Pro Tem Hutchins

Saratoga Airport Advisory Board

Next meeting is October 10, 2022 at 3:30 PM at the Town Hall Council Chambers

South Central Wyoming Emergency Medical Services Board

Next meeting is October 17, 2022 at 6:00 PM at Saratoga Ambulance Barn

NEW BUSINESS

No new business.

EXECUTIVE SESSION

To discuss personnel and matters of litigation in accordance with W.S. 16-4-405(a) (ii) and (iii)

Motion made by Councilman Nelson to enter executive session at 8:30pm; Seconded by Councilman Hutchins. Motion carried.

Councilman Nelson made a motion to exit executive session at 8:58pm, seal the minutes and note that no action was taken. Councilman Hutchins seconded; Motion carried.

FURTHER BUSINESS

Councilman Nelson made a motion to modify a work order for T.O. Engineers. Councilman Hutchins seconded the motion; Motion carried.

Councilman Hutchins made a motion to accept the resignation of Martin Peterson. Councilman Nelson seconded; Motion carried.

ADJOURNMENT

Motion made by Councilman Nelson to adjourn at 9:01pm, Seconded by Councilman Hutchins. Motion carried.

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, OCTOBER 4, 2022 AT 6:00 PM.**