



## **TOWN COUNCIL REGULAR MEETING NOVEMBER 15, 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**

- 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 Beck  
Councilwoman D'Ron Campbell  
Councilman Ron Hutchins

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

Mayor James added 'Selling Town Property' under Town Hall. Motion made by Councilman Nelson to approve the agenda as amended. Seconded by Councilwoman Campbell. Motion carried.

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

- 3) Approval of the regular minutes of November 1, 2022  
Motion made by Councilman Hutchins to approve the minutes. Seconded by Councilwoman Campbell. Motion carried.

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

- 4) Deposits - \$254,415.25  
Motion made by Councilwoman Campbell to approve the deposits. Seconded by Councilman Nelson. Motion carried.

- 5) Accounts Payable - \$844,879.03  
Motion made by Councilman Nelson to approve the accounts payable. Seconded by Councilwoman Campbell. Motion carried.
- 6) Payroll - \$34,324.91  
Motion made by Councilman Nelson to approve payroll. Seconded by Councilman Hutchins. Motion carried.
- 7) Transmittals - \$67,100.57  
Motion made by Councilman Hutchins to approve the transmittals. Seconded by Councilman Nelson. Motion carried.

## CORRESPONDENCE

- 8) Christmas Magic Lighted Parade

The lighted Christmas parade is on December 10, 2022 at 5pm and line up at 4:30pm at the Community Center.

## ITEMS FROM THE PUBLIC

There were no items from the public.

## COUNCIL COMMENTS

Councilman Nelson stated that he wanted to acknowledge the work on the town financial situation. Four years ago, the town had \$1.5 million in combined cash. Now, it is at \$7.7 million in combined cash. It has been quite an effort on everyone's behalf.

Councilman Nelson stated the governing body has an obligation to provide a framework of support to citizens to come together and undertake projects within our community and not everything has to be done by the Town Council and government. The Town Council should be supportive of the efforts done by citizens outside of the government to better the community or serve a need, it is incumbent of the Town Council to provide a framework for that to take place. Let's use the Recreation department as an example, when those services are offered outside the umbrella of Town Hall utilizing some amount of public funds; there is a loss of accountability for that money and programming. If people spending public funds are not standing for election and answer to constituents, ultimately there is a potential to abuse the public funds and/or programming. We should be thankful there are people that do community projects and support them in those endeavors.

Councilman Hutchins agreed and reiterated Councilman Nelson's sentiments and said we are on a good track with asking if all purchases are in the budget.

## REPORTS FROM DEPARTMENTS

### Town Hall

- 9) Motion to Transfer 2nd disbursement of ARPA to WyoStar from the General Fund  
Motion made by Councilman Nelson. Seconded by Councilwoman Campbell. Motion carried.
- 10) Carbon County Senior Services Agreement - 2nd Draft  
Clerk Marie Christen stated that we are waiting on the Carbon County Senior Services to look at the agreement for their feedback.
- 11) Bank Reconciliations  
Mayor James spoke to Stuart Webster and is waiting for a few things from Treasurer Georgia Gayle and will finished last fiscal year. Stuart Webster acknowledged that the bank reconciliations were more difficult than he thought.
- 12) Ordinance 865 - Mobile Vending 3rd Reading  
Motion made by Councilman Nelson in title only for third reading. Seconded by Councilman Hutchins. Motion carried.  
Motion made by Councilman Nelson to pass, approve and adopt the ordinance.  
Councilwoman Campbell seconded the motion. Motion carried.
- 13) Special Events Application - 307 GoFast on Ice  
Councilman Nelson stated his only concern is to make sure we have the certificate of insurance from the applicant. Susan Smith said they are getting permission from the Arnolds' to use their part of the lake. Motion made by Councilman Nelson to approve the special event application subject to receiving all signatures necessary on the application, insurance certificate and communication from SCWEMS. Seconded by Councilman Hutchins. Motion carried.
- 14) Wyoming Retirement System Pension Agreement  
Motion made by Councilwoman Campbell, Seconded by Councilman Hutchins.
- 15) Selling Town Property  
Mayor James was asked if the town had interest in selling areas by River St., Pine St., Myrtle St. and Veterans St. He told interested individuals that there is a process if town liquidated any assets and he said he would bring it up to the Council. Mayor James stated that it would be up to the new council but he doesn't think the town should sell just to sell. Councilman Nelson said the town should be responsible with our investments.

### Police Department

Chief Lehr stated that Spillman and Digiticket has been doing good. He stated that it is just a matter of getting used to it. Sergeant Christen and dispatcher Alyx Munson are at training.

- 16) Dispatcher \$1 Pay Increase  
Jenn Anderson completed her dispatch academy and Chief Lehr would like to increase her pay by \$1.  
Motion made by Councilman Nelson. Seconded by Councilwoman Campbell. Motion carried.

## **Fire Department**

Mayor James stated there was a house fire last Sunday North of town. There will be a food drive the Wednesday before Christmas and typically the schools collect canned goods for the fire department. If anyone has any food items, they can also drop it off at town hall.

## **Recreation Department / Commission**

Next meeting is December 5, 2022 at 6:00 PM at the Town Hall Council Chambers

### **16) Department Report**

The gym will be closed on November 25th. Pickleball clinic was successful, and they will have gym hours for Pickleball. There will be a holiday movie on December 20, 2022 because there is early dismissal for school and the movie will start at 2pm. There is one recreation commission opening and any interested parties should contact the Mayor.

### **17) Public Announcement & Notice**

### **18) Ice Skate Rink Updates**

The gates to the ice skating rink are working and the town will work on lights. The Kiwanis will contact the fire department on filling the ice-skating rink. They are looking to open the ice-skating rink on December 19th.

## **Department of Public Works**

The lighting in the streets building is bad. The quote to replace 9 of the old florescent lights from Cord's Electric is \$2500 plus fixtures. If the town provided the lights, then it is \$1000 plus or minus 15%.

Councilman Nelson made a motion to purchase LEDs and to hire Cord's Electric not to exceed to \$1150. Councilman Hutchins seconded. Motion carried.

At the weekly meeting on Spring Avenue Waterline project, Lewis and Lewis acknowledged they will not get the project completed this year. There will be a discussion on a plan for the winter shut down and a workshop to discuss liquidated damages.

### **19) DPW Job Posting**

Mayor James asked for input from the new council and through the interview process. Chuck Davis stated he would like to advertise and let it run for a month. Councilman Nelson would like to reevaluate the job description and would like a workshop with the new council to see what direction they can go with it.

## **REPORTS FROM BOARDS AND COMMISSIONS**

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

Next meeting is December 12, 2022 at 4:30 PM at the PVCC

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

Next meeting is December 14, 2022 at 6:00 PM at the PVCC

The water tank has been discussed as the next priority. The Joint Powers Board would like the late fees from payments to continue going to the water fund. They have agreed to pay for Brenda Mistelske's overtime for inputting the new water meter information.

Motion made by Councilman Nelson to ratify issuing the notice of assessing liquidated damages to Lewis & Lewis. Seconded by Councilman Hutchins. Motion carried.

### **Planning Commission**

Next meeting is December 13, 2022 at 5:30 PM at the Town Hall Council Chambers

There are 2 requests for variances at the next planning meeting in December.

### **Saratoga Airport Advisory Board**

Next meeting is December 12, 2022 at 3:30 PM at the Town Hall Council Chambers

The next project is a revamp of the airport master plan. There has been an increase of activity and the master plan may be moved up to 2023.

- 20) SAA Grant Oversight Risk Assessment  
Mike Beckoff stated that he will meet with Clerk Marie Christen and will work on a grant risk assessment.
- 21) RFR ASA004B  
Motion made by Councilman Nelson to approve the Mayor to sign the request for reimbursement from WYDOT and the FAA. Seconded by Councilman Hutchins. Motion carried.
- 22) RFR AER1012794 #4  
Motion made by Councilman Nelson to approve the Mayor to sign the request for reimbursement. Seconded by Councilman Hutchins. Motion carried.
- 23) RFR ASA003A  
Motion made by Councilman Nelson to approve the Mayor to sign the request for reimbursement. Seconded by Councilman Hutchins. Motion carried.

### **South Central Wyoming Emergency Medical Services Board**

Next meeting is November 21, 2022 at 6:00 PM at Hanna Fire Station

### **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 Councilwoman Campbell to enter executive session at 7:21pm. Seconded by Councilman Hutchins. Motion carried.

Motion made by Councilman Nelson to exit executive session at 7:50pm. Seconded by Councilwoman Campbell. Motion carried.

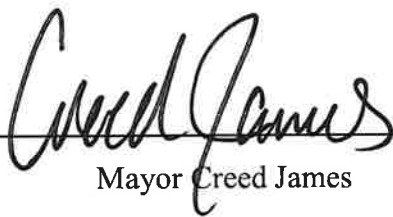
### **FURTHER BUSINESS**

No further business.

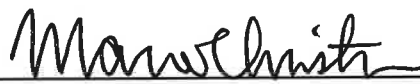
### **ADJOURNMENT**

Motion made by Councilwoman Campbell to adjourn at 7:50pm. Councilman Nelson seconded. Motion carried.

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



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Mayor Creed James



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Marie Christen, Town Clerk