



TOWN COUNCIL REGULAR MEETING SEPTEMBER 05, 2023 at 6:00 PM

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

MINUTES

CALL TO ORDER

- 1) Opening Ceremony
- 2) Roll Call: __Mayor Chuck Davis __Councilman Cooley __Councilwoman Beck
__Councilman Jerry Fluty __Councilman Jacob Fluty

PRESENT

Mayor Chuck Davis
Councilman Mike Cooley
Councilwoman Kathy Beck
Councilman Jacob Fluty
Councilman Jerry Fluty

APPROVAL OF THE AGENDA

Mayor Davis has a visitor from out of town and wants to move Planning Commission right after Town Hall. Mayor Davis stated to strike ISO reading from Fire Department, add item to the airport, 2 special events permits and number 16 out of Town Hall. Motion made by Councilman Jerry Fluty, Seconded by Councilman Cooley. Motion carried.

APPROVAL OF THE MINUTES

- 3) Approval of the minutes of August 15, 2023
Motion made by Councilman Cooley, Seconded by Councilman Jacob Fluty. Motion carried.

APPROVAL OF THE BILLS

Motion made by Councilman Cooley, Seconded by Councilman Jerry Fluty. Motion carried.

- 4) Deposits - \$347,525.26
- 5) Accounts Payable - \$188,693.51
- 6) Payroll - \$51,613.37
- 7) Transmittals - \$42,559.60

CORRESPONDENCE

No new correspondence.

ITEMS FROM THE PUBLIC

- 8) Letter from Cindy Carnes
Clerk Marie Christen read a letter from Cindy Carnes. Councilwoman Beck stated that she asked for quotes for the courts at the parks but hasn't heard anything yet and it is budgeted in this year's budget.
- 9) Saratoga Middle/High School Fundraiser
Jaida Jennings & Josie Little came on behalf of the junior class to fundraise for prom for next year. The class will paint panther paws on the sidewalks and roads leading up to the high school. Motion made by Councilman Cooley, Seconded by Councilwoman Beck. Motion carried.

COUNCIL COMMENTS

Mayor Davis stated that printed packets for the agenda will go to the council members. The public can find the packets online.

REPORTS FROM DEPARTMENTS

Town Hall

- 10) Clerk Appointment
Mayor Davis appointed Jenn Anderson to the position of Town Clerk. Mayor Davis read the oath of office to Jenn Anderson. Motion made by Councilwoman Beck, Seconded by Councilman Jerry Fluty. Motion carried.
- 11) Valley Village
Ellie Dana brought a request to make changes to the area around the building and put up a fence. She also stated that anyone is welcome to tour the building anytime, just get in touch with her. Motion made by Councilman Jerry Fluty, Seconded by Councilman Cooley. Motion carried.
- 12) Ground Lease Agreement between Town of Saratoga & Valley Village
Ellie Dana brought the additional insured certificate for the ground lease and brought \$100 for the next 100 years for the lease. Motion made by Councilman Jerry Fluty, Seconded by Councilman Cooley. Motion carried.
- 13) Letter of Support for funding Mountain West Technologies Projects
Mayor Davis was approached by Mountain West to bring broadband to the valley. He stated he will send a letter of support.
- 14) Town Owned Land
Individuals approached Mayor Davis on purchasing town owned land. He wanted to know if the Council is interested in selling. Director Emery Penner stated there is a process involved for selling town owned property. There are RFPs and public hearings involved. There will also be a bid process.
Randy Raymer stated that the town has sold their land before. Triple D solicited land south of the senior center. Other places have petitioned the town for the property. Randy stated the

Town should get appraisals to know how much the land is worth. He encouraged the council to be careful, know what you use the money for, etc.

Mayor Davis stated that the town should not be in competition with others selling land.

Motion made by Councilman Jacob Fluty to hold off on selling town owned property, Seconded by Councilman Cooley. Motion carried.

15) 2022 Audit

Mayor Davis stated that we are 2 years behind on an audit. Motion made by Councilman Cooley to have Mayor Davis to sign the audit letter when it comes in, Seconded by Councilman Jerry Fluty. Motion carried.

16) Ordinance 868 - Town Ordinance Revision per WAM Recommendation

17) Crimmins Associates Invoice - \$134.29

Motion made by Councilman Cooley, Seconded by Councilman Jerry Fluty. Motion carried.

Planning Commission

Next meeting is September 12, 2023 at 5:30 PM at the Town Hall Council Chambers

Chris Vogelsang and Kevin Rangel with OV Consulting in Denver came to present on the walkways in Saratoga with the TAP grant. OV Consulting works with Studio CPG-landscape architecture and FEA in Cheyenne, WY. The purpose of the plan is to configure mobility within the community that is community generated and community supported. They will be building off the 2016 comprehensive master plan and will provide the town with a GIS database.

The project website is called www.saratogamoves.com. There will be information about the project and a survey is available. The next community meeting is on Wednesday, September 13 from 5-7pm. For any questions, please contact information for Chris Vogelsang, OV Consulting 303-898-8042.

Director Emery Penner stated that the flood plain maps were created in 1974. Recently the town has received draft maps with a drastic change of the flood plain which will affect insurance, mortgage rates, etc. Reached out to a few firms to appeal, and a firm saw a few things that we saw. There will be a proposal to give a high-level look, and mitigation and levying. Also, if we start looking at maps, we will have to give info about properties that should be in the flood plain and give the most accurate data.

Octagon subdivision first addition was approved several months ago and the plat was recorded. Legally the town did not have a stand and there was a bond in place for improvements with a deadline of August 17th. Randy Raymer stated why is the town giving building permits for a subdivision that is not approved. Director Penner stated that if assurances are put up and we can issue a certain percentage of building permits per our ordinance. The third addition was just presented with the planning commission. Director Penner stated that they are working on the legal side of things currently. Randy Raymer said he doesn't think the bond is worth the paper it is written on. He stated that maybe there needs to be a bigger bond and not to approve the next subdivision.

Police Department

Chief Mike Morris stated there were 287 calls for service from the last meeting.

18) New Vehicle Graphics

Chief Morris stated that they got the new Durango and put a new graphic package on it. Chief would like for all the vehicles to look the same someday. Chief Morris will look at a cheaper alternative to get the graphics on the vehicles. Motion made by Councilman Jacob Fluty to purchase the graphics, Seconded by Councilman Jerry Fluty. Motion carried.

19) 4 Way Stop at Constitution & South River

Chief Morris stated that they are considering putting in a 4 way stop at Constitution and River St. They want to increase public safety with the crosswalks. It consists of \$600 in materials. Motion made by Councilwoman Beck, Seconded by Councilman Jerry Fluty. Motion carried.

Fire Department

Mayor Davis spoke to the Chief and Treasurer of the Fire Department and the ISO rating dropped. They will be at the next meeting to explain it. Pump checks on all of the trucks and pump 13 has an issue. The truck will go to Rock Springs for repairs.

20) ISO Rating

Recreation Department

Mayor Davis thought that people that had the door code can come in anytime to use the gym.

Director Kim Hemenway stated that codes are only available to use during gym hours.

Councilwoman Beck said to get confirmation with everyone and communicate that.

21) Adult Softball League 2024 & Woods Field

The Town is in the process of a lease agreement on the field. The Town will be in control of the field and when little league ends, adult softball would start. The little league would be looking at the ballfields by the airport. Mayor Davis told Director Hemenway that the town supports it and she should ask the little league board about using it.

22) Pool Pass - Baby Pool

A member of the public bought a pool pass for use of the baby pool. The baby pool was closed most of the summer and this member would like a refund or the pool pass to be extended to next year. The council would like to rollover the membership next year after they research how long the pool was closed. Motion made by Councilwoman Beck, Seconded by Councilman Jacob Fluty.

Department of Public Works

An employee will be retiring in November. Director Penner would like to advertise for a Street Operator Level 1 to start training. Motion made by Councilwoman Beck, Seconded by Councilman Jerry Fluty. Motion carried. Advertise in Wyoworks.

lift station at myrtle street. getting parts from last years budget.

23) Transportation Alternative Master Plan

24) Full Time Position for DPW & Rec

Director Emery Penner stated that he has been discussing a support position for Streets Department, Recreation Department and Weed & Pest. He would like the council to review and discuss at the next meeting. It will be a full time position with contribution from Streets, Weed and Pest, Recreation and the Community Center.

- 25) Core & Main Invoices - \$6,036.40
Motion made by Councilman Jerry Fluty, Seconded by Councilman Cooley. Motion carried.
- 26) WY Machinery Company Invoice - \$2,865.18
Motion made by Councilwoman Beck, Seconded by Councilman Jerry Fluty. Motion carried.
- 27) Dana Kepner Invoices - \$16,448.46
Motion made by Councilwoman Beck, Seconded by Councilman Jerry Fluty. Motion carried.
- 28) Iseler Demolition Inc./SCCIJPB Invoice #08-21-2023
Motion made by Councilwoman Beck to reimburse SCCIJPB, Seconded by Councilman Jerry Fluty. Motion carried.
- 29) Van Diest Supply Company Invoice - \$14,040.00
Motion made by Councilman Jerry Fluty to pay the invoice which is reimbursable from Carbon County Weed & Pest, Seconded by Councilman Cooley. Motion carried.

REPORTS FROM BOARDS AND COMMISSIONS

Community Center Joint Powers Board

Next meeting is September 11, 2023 at 4:30 PM at the PVCC

No new updates.

Water and Sewer Joint Power Board

Next meeting is September 13, 2023 at 6:00 PM at the PVCC

No new updates.

Recreation Commission

Next meeting is September 11, 2023 at 6:00 PM at the Town Hall Council Chambers

Motion made by Councilman Cooley to appoint Megan James to the Recreation Commission, Seconded by Councilman Fluty. Motion carried. Councilwoman Beck will follow up with Megan and stated that the Recreation Commission still has out of town positions for the commission.

- 30) Letter of Interest - Megan James

Saratoga Airport Advisory Board

Next meeting is September 11, 2023 at 3:30 PM at the Town Hall Council Chambers

Mayor Davis asked for a motion to recess. Motion made by Councilman Jacob Fluty, Seconded by Councilman Cooley. Motion carried.

Councilwoman Beck made a motion to get back in session and add the special events permits and the Task Order from Armstrong, Seconded by Councilman Jerry Fluty. Motion carried.

Professional engineering services for Armstrong engineering for an airport master plan for \$469,023. Motion made by Councilman Cooley, Seconded by Councilman Jacob Fluty. Motion carried.

South Central Wyoming Emergency Medical Services Board
Next meeting is September 18, 2023 at 6:00 PM at Medicine Bow

No new updates.

NEW BUSINESS

Special Events Permit for Riviera Backyard on September 16, 2023 4-7pm
Motion made by Councilman Jacob Fluty, Seconded by Councilman Cooley. Motion carried. Motion made by Councilman Jacob Fluty to approve the malt beverage permit, Seconded by Councilman Cooley. Motion carried.

Frozen Fore event special events permit
Motion made by Councilman Jacob Fluty to approve the special events permit for the Frozen Fore, Seconded by Councilman Cooley. Motion carried.

Fall Festival
Motion made by Councilman Cooley to approve the special events permit for the Fall Festival, Seconded by Councilman Jacob Fluty. Motion carried.

FURTHER BUSINESS

No further business.

ADJOURNMENT

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

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, SEPTEMBER 19, 2023 AT 6:00 PM.**

Mayor Chuck Davis

Marie Christen, Town Clerk