



TOWN COUNCIL REGULAR MEETING NOVEMBER 21, 2023 at 6:00 PM

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

AGENDA

CALL TO ORDER

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

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES

- 3) Special Meeting Minutes 11-15-2023
- 4) Minutes from November 7, 2023 Council Meeting

APPROVAL OF THE BILLS

- 5) Deposits - \$1,408,848.79
- 6) Accounts Payable - \$144,461.72
- 7) Payroll - \$40,868.96
- 8) Transmittals - \$44,122.02

CORRESPONDENCE

ITEMS FROM THE PUBLIC

COUNCIL COMMENTS

REPORTS FROM DEPARTMENTS

Town Hall

- 9) Special Event Application - 40th Annual Ice Derby
- 10) Saratoga-Carbon County Impact JPB Invoice #11-20-2023

Police Department

- 11) Dani Vorn and Alyx Munson Pay Raise Request
- 12) Joshua Mathieu, Tiffany Moore, and Tana Davi Employment
- 13) MOU- Emergency Dispatch Service Assistance
- 14) VPN Gateway - Remote Dispatch Capabilities for Encampment

Fire Department

Recreation Department

Department of Public Works

[15\)](#) Engineering Associates Invoice - \$22,044.67

[16\)](#) Wading Pool Rehabilitation

17) River St. Project Update

REPORTS FROM BOARDS AND COMMISSIONS

Water and Sewer Joint Power Board

Next meeting is December 13, 2023 at 5:30 PM at the PVCC

Planning Commission

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

[18\)](#) Letter of Interest - Chia Valdez

Community Center Joint Powers Board

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

Recreation Commission

Next meeting is December 4, 2023 at 6:00 PM at the Town Hall Council Chambers

Saratoga Airport Advisory Board

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

South Central Wyoming Emergency Medical Services Board

Next meeting is December 18, 2023 at 6:00 PM in Hanna

NEW BUSINESS

EXECUTIVE SESSION

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

Exit executive session noting no action was taken and to seal the minutes at HH:MM PM

FURTHER BUSINESS

ADJOURNMENT

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, December 5, 2023 AT 6:00 PM.**



SPECIAL MEETING - WELL SERVICE CONTRACT NOVEMBER 15, 2023 at 9:00 AM

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

APPROVAL OF THE AGENDA

Motion to approve agenda by Councilman Mike Cooley, second by Councilman Jacob Fluty, motion carried.

ITEMS FROM THE PUBLIC

- 3) Variance Application VA-23-1
Planning commission approved variance at meeting on Tuesday November 14, 2023
Motion to approve Variance Application VA-23-1 by Councilman Mike Cooley, second by Councilman Jacob Fluty, motion carried.
- 4) Well Service Contract with Watson Well Service
Motion to approve contract with Watson Well Service for \$75,000 to clean out and pump test all municipal wells by Councilman Jacob Fluty, second by Councilman Mike Cooley, motion carried.

NEW BUSINESS

ADJOURNMENT

Motion to adjourn Special Meeting at 9:04 by Councilman Mike Cooley, second by Councilman Jacob Fluty, motion carried.

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, NOVEMBER 21 AT 6:00 PM.**

Mayor Chuck Davis

Jenn Anderson, Town Clerk



**TOWN COUNCIL REGULAR MEETING
NOVEMBER 07, 2023 at 6:00 AM**

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
All members of Council present

APPROVAL OF THE AGENDA

Motion to approve November 7 meeting agenda by Councilman Jerry Fluty, second by Councilman Jacob Fluty, motion carried.

APPROVAL OF THE MINUTES

- 3) Minutes October 17, 2023
Motion to approve Oct 17, 2023, minutes by councilman Jerry Fluty, second by Councilman Jacob Fluty, motion carried.

APPROVAL OF THE BILLS

Motion to approve bills by Councilman Jerry Fluty, second by Councilman Mike Cooley, motion carried..

- 4) Deposits - \$310,134.25
- 5) Accounts Payable - \$49,565
- 6) Payroll - \$34,118.89
- 7) Transmittals - \$15,840.33

CORRESPONDENCE

- 8) Festival of Trees Gala - Platte Valley Community Center

ITEMS FROM THE PUBLIC

- 9) Special Event Application - Kiwanis Ice Skating Party
Motion to approve Special Event Application for Kiwanis Ice Skating Party by Councilman Jacob Fluty, second by Councilman Jerry Fluty, motion carried.
Resident Richard Hodges voiced his concern with the height and accessibility of the step to the entrance at 313 E Bridge.

COUNCIL COMMENTS

REPORTS FROM DEPARTMENTS

Town Hall

- 10) National Apprenticeship Proclamation
Motion to approve November 13th - 19th National Apprenticeship Week by Councilman Mike Cooley, second by Councilman Jacob Fluty, motion carried.
- 11) Quality Code Publishing Invoice
Motion to approve Quality Code Publishing Invoice in the amount of \$1,245.00 by Councilman Jerry Fluty, second by Councilman Mike Cooley, motion carried.
- 12) Wyoming Community Gas Grant Request
Motion to approve splitting Community Gas Grant 5 ways in the Rec Department, f Woods Field, Swimming Pool, Drama Program, Sport Programs, and the Recreation Dept. by Councilman Jerry Fluty, second by Councilwoman Kathy Beck, motion carried.
- 13) Ordinance 868 - Final Reading
Motion to approve final reading of Ordinance 868 - A Revision of Ordinance No. 0.24.020 by Councilman Mike Cooley, second by Councilman Jacob Fluty, motion carried.
- 14) Mtn West Technologies Franchise Agreement
Motion to move forward with franchise agreement for Mountain West Technologies by Councilman Jerry Fluty, second by Councilman Mike Cooley, motion carried.

Police Department

- 15) MOU- Emergency Dispatch Service Assistance
227 Calls of service, Oct 18 citations, 12 warnings. In Oct 1682 total calls and 61-911 calls. MOU - drafted by Sheriff Bakken is with the Town Attorney currently under review. Dispatchers will be switching to 8 hour shifts. Saratoga Police Dept will be responsible to pay CCSO \$75/hr. for county dispatcher to be onsite. The agreement will be for 60 days and will be able to extend if need to be. Will be hiring new dispatchers, there will be an added cost of training into the final amount. Filling staffing needs has been an issue. Josh Wood, offered his help with advertising in the Saratoga and also statewide. He will be meet with the Chief, in his weekly meeting. Councilwoman Beck would like to look at other possibilities for a combined communication center.
Combined dispatch center will be in discussion, pros and cons will be discussed and taken into consideration. Nothing will be decided right now.

Fire Department

Recreation Department

- 16) New Hires
Motion to approve the hiring of Sami Anderson, Jillian Jordan, and Carter Edwards, for Gym Supervisor positions at \$12.00/hr. by Councilman Mike Cooley, second by Councilman Jacob Fluty, motion carried.
- 17) Pay Increase for Existing Employees
Motion to approve existing employee, Kelsey Muhamet and Sadie Bangs to \$12.00 By Councilman Mike Cooley, second by Councilman Jacob Fluty, motion carried.
- 18) Pond Hockey - Saratoga Lake January 5th-7th
- 19) Quote - PVCC Door Lock

Quote for the lock on gym door at PVCC from Hooton Tech for \$2,660.00. Lock will allow members to have a key fob to use to get in the door. Cost of the fob will be factored into the cost of membership. Will further be discussing costs with PVCC and the Town Treasurer. 501c(3) is being researched for possible use for the Recreation Dept.

Department of Public Works

- 20) Never Forget Park Bid Package
Motion to approve Bid Package by Councilman Jerry Fluty, second by Councilman Mike Cooley, motion carried.
- 21) Large Road Project
Motion to approve Engineer for Greater Road Project by Councilman Jerry Fluty, second by Councilman Jacob Fluty, motion carried.
- 22) Justin Peterson Storm Drain Agreement
Motion to approve Construction Agreement with Justin Peterson and the Town of Saratoga by Councilman Jerry Fluty, second by Councilman Mike Cooley, motion carried.
- 23) Street Barricade Kit
Motion to approve Street Barricade purchase from Traffic Safety Store for \$1927.80 minus the tax for a total of \$1846.92 by Councilman Jerry Fluty, second by Councilman Mike Cooley, motion carried.

REPORTS FROM BOARDS AND COMMISSIONS

Community Center Joint Powers Board

Next meeting is November 13, 2023 at 4:30 PM at the PVCC

Water and Sewer Joint Power Board

Next meeting is November 8, 2023, at 5:30 PM at the PVCC.

Planning Commission

Next meeting is November 14, 2023, at 5:30 PM at the Town Hall Council Chambers.

Tap study continues, workshop next week. Will start seeing what infrastructure projects will look like.

Recreation Commission

Next meeting is December 4, 2023 at 6:00 PM at the Town Hall Council Chambers

Saratoga Airport Advisory Board

Next meeting is November 13, 2023, at 3:30 PM at the Town Hall Council Chambers

Motion to approve Invoice for Cutting Edges in the amount of \$6048.28 by Councilman Jacob Fluty, second by Councilman Jerry Fluty, motion carried.

South Central Wyoming Emergency Medical Services Board

Next meeting is November 20, 2023, at 6:00 PM in Saratoga, at the Ambulance Barn

NEW BUSINESS

EXECUTIVE SESSION

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

Exit executive session noting no action was taken and to seal the minutes at 08:12 PM

Motion to move into Executive Session at 7:40 p.m. by Councilman Jerry Fluty, second by Councilman Mike Cooley. Motion carried.

Motion to reconvene regular meeting at 8:12 pm by Councilman Mike Cooley, second by Councilman Jerry Fluty, motion carried.

FURTHER BUSINESS

ADJOURNMENT

Motion to adjourn meeting at 8:16 p.m. by Councilman Mike Cooley, second by Councilman Jerry Fluty, motion carried.

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, November 21, 2022 AT 6:00 PM.**

Mayor Chuck Davis

Jenn Anderson, Town Clerk

Report Criteria:
 Detail report.
 Invoices with totals above \$0.00 included.
 Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
3 P's Platte Valley Porta Pot & Septic									
7387	3 P's Platte Valley Porta Pot & Septic	1652	Weekly Cleaning Veterans Island (2)	11/08/2023	220.00	.00		10-444-262	1123
Total 3 P's Platte Valley Porta Pot & Septic:					220.00	.00			
BCN									
5860	BCN	23628134	Acct# 7267-Landline Long Distance-No	11/01/2023	5.83	.00		42-533-270	1123
5860	BCN	23628134	Acct# 7267-Landline Long Distance-No	11/01/2023	5.83	.00		10-422-280	1123
5860	BCN	23628134	Acct# 7267-Landline Long Distance-No	11/01/2023	5.84	.00		10-412-280	1123
5860	BCN	23628134	Acct# 7267-Landline Long Distance-No	11/01/2023	27.51	.00		10-421-280	1123
5860	BCN	23628134	Acct# 7267-Landline Long Distance-No	11/01/2023	5.83	.00		10-431-280	1123
5860	BCN	23628134	Acct# 7267-Landline Long Distance-No	11/01/2023	27.51	.00		10-411-280	1123
5860	BCN	23628134	Acct# 7267-Landline Long Distance-No	11/01/2023	2.50	.00		51-531-280	1123
5860	BCN	23628134	Acct# 7267-Landline Long Distance-No	11/01/2023	2.50	.00		52-532-280	1123
Total BCN:					83.35	.00			
BLACK DIAMOND ELECTRIC									
1465	BLACK DIAMOND ELECTRIC	5120	New Heater Labor-Well Building# 4-Wat	10/30/2023	100.00	.00		51-531-262	1123
Total BLACK DIAMOND ELECTRIC:					100.00	.00			
Black Hills Energy									
3400	Black Hills Energy	10/18/23-11/15/	Acct# 4893 8916 95-Meter# BHE47050	11/17/2023	96.91	.00		10-422-270	1123
3400	Black Hills Energy	10/18/23-11/15/	Acct# 6102 9457 17-Meter# BHE66466	11/17/2023	127.04	.00		51-531-270	1123
3400	Black Hills Energy	10/18/23-11/15/	Acct# 6102 9457 17-Meter# BHE66466	11/17/2023	127.03	.00		52-532-270	1123
3400	Black Hills Energy	10/18/23-11/15/	Acct# 6106 0330 32-Meter# BHE30707	11/17/2023	262.86	.00		10-431-270	1123
3400	Black Hills Energy	10/18/23-11/15/	Acct# 6113 7275 62-Meter# BHE57941	11/17/2023	221.25	.00		10-422-270	1123
3400	Black Hills Energy	10/18/23-11/15/	Acct# 7953 7231 14-Meter# SG528271	11/17/2023	70.74	.00		10-411-270	1123
3400	Black Hills Energy	10/18/23-11/15/	Acct# 7953 7231 14-Meter# SG528271	11/17/2023	70.73	.00		10-421-270	1123
Total Black Hills Energy:					976.56	.00			
CARBON POWER & LIGHT, INC.									
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1314700-Kathy Glode Pk Rstr	11/01/2023	40.32	.00		10-444-270	1123

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1121500-112 S River Meter#	11/01/2023	192.52	.00		10-422-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1317500-117 E Spring Meter#	11/01/2023	73.21	.00		10-422-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1115800-Pumping Station Me	11/01/2023	130.42	.00		52-532-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1130000-Kathy Glode Sprklr	11/01/2023	30.00	.00		10-444-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1130100-Maint Shop 311 S Ri	11/01/2023	289.62	.00		10-431-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1130400-Sewer Lift 510 E My	11/01/2023	33.00	.00		52-532-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1130500-Street Lights-No Met	11/01/2023	4,334.67	.00		10-431-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1130800-Swimming Pool Met	11/01/2023	218.15	.00		10-441-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1130800-Swimming Pool Met	11/01/2023	654.43	.00		10-442-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1131100-Water Tower South	11/01/2023	117.26	.00		51-531-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1144102-Trl Space Lake Mete	11/01/2023	771.76	.00		10-443-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1157302-Lake Pump# 3 Mete	11/01/2023	30.12	.00		10-443-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1199800-Runway Lights Mete	11/01/2023	160.71	.00		42-533-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1225000-Veterans Island Met	11/01/2023	84.49	.00		10-444-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1237500-Sewer Lagoon Mete	11/01/2023	5,260.89	.00		52-532-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1284100-New Beacon Meter#	11/01/2023	30.00	.00		42-533-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1288300-Rstrms @ Lake Met	11/01/2023	30.00	.00		10-443-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1308900-River & Bridge Mete	11/01/2023	109.61	.00		10-431-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1309000-Bridge & 2nd Meter	11/01/2023	101.06	.00		10-431-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1321600-Airport Weather Stat	11/01/2023	44.16	.00		42-533-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1327900-1st & Spring Rstrms	11/01/2023	271.97	.00		10-431-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 1330501-210 W Elm Lights M	11/01/2023	69.25	.00		10-410-262	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 7311300-110 E Spring Meter#	11/01/2023	265.48	.00		10-411-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 7311300-110 E Spring Meter#	11/01/2023	265.47	.00		10-421-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 7331200-Well Field Meter# 1	11/01/2023	3,077.26	.00		51-531-270	1123
1725	CARBON POWER & LIGHT, INC.	166-1001-1101	CP Acct# 7545800-Woods Field Meter#	11/01/2023	30.00	.00		10-444-270	1123
Total CARBON POWER & LIGHT, INC.:					16,715.83	.00			
Daniels Plows									
7707	Daniels Plows	102695	5' Wing Edge For 3in1 Carbide-6' Cente	10/16/2023	6,048.28	6,048.28	11/09/2023	42-533-250	1123
Total Daniels Plows:					6,048.28	6,048.28			
ECS Engineers									
7699	ECS Engineers	7899	Professional Services Rendered-10/1/2	11/10/2023	540.75	.00		10-411-760	1123
Total ECS Engineers:					540.75	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Emery Penner									
7693	Emery Penner	11012023	Reimbursement For Lodging @ Days In	11/01/2023	25.15	.00		10-412-230	1123
7693	Emery Penner	11012023	Reimbursement For Lodging @ Days In	11/01/2023	25.14	.00		10-431-230	1123
7693	Emery Penner	11012023	Reimbursement For Lodging @ Days In	11/01/2023	25.14	.00		51-531-230	1123
7693	Emery Penner	11012023	Reimbursement For Lodging @ Days In	11/01/2023	25.14	.00		52-532-230	1123
Total Emery Penner:					100.57	.00			
HACH COMPANY									
2920	HACH COMPANY	13801061	Ammonia-TNT+-HR (2-47 MG/L) PK/25	11/01/2023	432.75	.00		52-532-241	1123
Total HACH COMPANY:					432.75	.00			
NENA									
7661	NENA	300074865	Nena Membership For Alyx Munson 20	10/01/2023	147.00	.00		10-421-245	1123
Total NENA:					147.00	.00			
NORCO, INC									
7148	NORCO, INC	39090134	Acct# HO322-Cylinder Rent-October 20	11/01/2023	42.78	.00		10-431-240	1123
Total NORCO, INC:					42.78	.00			
ONE CALL OF WYOMING									
4140	ONE CALL OF WYOMING	69196	Tickets For October 2023-Water	11/06/2023	19.88	.00		51-531-226	1123
4140	ONE CALL OF WYOMING	69196	Tickets For October 2023-Sewer	11/06/2023	19.87	.00		52-532-226	1123
Total ONE CALL OF WYOMING:					39.75	.00			
SHIVELY HARDWARE CO (Fire Dept#28120)									
7585	SHIVELY HARDWARE CO (Fire Dept#	90462	GE 11W Motion A21 LED-VFD	10/31/2023	23.99	.00		10-422-240	1123
Total SHIVELY HARDWARE CO (Fire Dept#28120):					23.99	.00			
Stinker Stores Inc. for AR Dept. 566									
7438	Stinker Stores Inc. for AR Dept. 566	K378-102023	Card# 4817779-26.474 Gal-October 20	11/01/2023	106.51	.00		55-571-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-102023	Card# 9649276-21.537 Gal-October 20	11/01/2023	82.19	.00		10-421-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-102023	Card# 4817402-88.382 Gal-October 20	11/01/2023	328.64	.00		52-532-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-102023	Card# 4817837-117.205 Gal-October 2	11/01/2023	456.10	.00		10-431-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-102023	Card# 4817686-60.725 Gal-October 20	11/01/2023	259.97	.00		10-431-256	1123

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
7438	Stinker Stores Inc. for AR Dept. 566	K378-102023	Card# 9649134-163.299 Gal-October 2	11/01/2023	324.45	.00		51-531-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-102023	Card# 9649134-163.299 Gal-October 2	11/01/2023	324.45	.00		52-532-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-102023	Card# 4817401-219.38 Gal-October 20	11/01/2023	822.36	.00		51-531-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-102023	Card# 9649275-142.97 Gal-October 20	11/01/2023	553.52	.00		10-421-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-102023	Card# 4817420-245.938 Gal-October 2	11/01/2023	974.40	.00		10-431-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-102023	Card# 9649130-13.141 Gal-October 20	11/01/2023	55.80	.00		10-421-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-102023	Card# 4817866-21.159 Gal-October 20	11/01/2023	87.94	.00		10-422-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-102023	Card# 4817673-115.329 Gal-October 2	11/01/2023	449.35	.00		10-431-256	1123
Total Stinker Stores Inc. for AR Dept. 566:					4,825.68	.00			
SUNDAHL POWERS KAPP & MARTIN LLC									
7551	SUNDAHL POWERS KAPP & MARTIN	15640	Professional Legal Services Rendered-	11/08/2023	1,440.52	.00		10-411-760	1123
7551	SUNDAHL POWERS KAPP & MARTIN	15640	Professional Legal Services Rendered-	11/08/2023	442.00	.00		10-413-310	1123
Total SUNDAHL POWERS KAPP & MARTIN LLC:					1,882.52	.00			
WYOMING MACHINERY COMPANY									
6705	WYOMING MACHINERY COMPANY	WO7855676	Troubleshoot Fan Motor-Replace Fan	11/07/2023	1,306.36	.00		51-531-250	1123
6705	WYOMING MACHINERY COMPANY	WO7855676	Troubleshoot Fan Motor-Replace Fan	11/07/2023	1,306.36	.00		52-532-250	1123
Total WYOMING MACHINERY COMPANY:					2,612.72	.00			
Grand Totals:					34,792.53	6,048.28			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
--------	-------------	----------------	-------------	--------------	-----------------------	-------------	-----------	------------	-----------

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Due Date	Discount Lost Due Date	Vendor Number	Vendor Name	Invoice Number	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Pay	Partial Pmt Amt	Part Pmt Disc Amt
11/08/2023		7387	3 P's Platte Valley Porta Po	1652	220.00	.00	.00	220.00			
11/01/2023		5860	BCN	23628134	83.35	.00	.00	83.35			
10/30/2023		1465	BLACK DIAMOND ELECT	5120	100.00	.00	.00	100.00			
12/07/2023		3400	Black Hills Energy	10/18/23-11/1	976.56	.00	.00	976.56			
11/17/2023		1725	CARBON POWER & LIGH	166-1001-11	16,715.83	.00	.00	16,715.83			
12/09/2023		7699	ECS Engineers	7899	540.75	.00	.00	540.75			
11/01/2023		7693	Emery Penner	11012023	100.57	.00	.00	100.57			
12/01/2023		2920	HACH COMPANY	13801061	432.75	.00	.00	432.75			
11/01/2023		7661	NENA	300074865	147.00	.00	.00	147.00			
11/01/2023		7148	NORCO, INC	39090134	42.78	.00	.00	42.78			
11/06/2023		4140	ONE CALL OF WYOMING	69196	39.75	.00	.00	39.75			
11/30/2023		7585	SHIVELY HARDWARE CO	90462	23.99	.00	.00	23.99			
12/01/2023		7438	Stinker Stores Inc. for AR	K378-102023	4,825.68	.00	.00	4,825.68			
11/08/2023		7551	SUNDAHL POWERS KAP	15640	1,882.52	.00	.00	1,882.52			
12/07/2023		6705	WYOMING MACHINERY	WO7855676	2,612.72	.00	.00	2,612.72			
Grand Totals:				15	28,744.25	.00	.00	28,744.25			

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
10/30/2023	100.00	.00	.00	100.00	100.00
11/01/2023	373.70	.00	.00	373.70	473.70
11/06/2023	39.75	.00	.00	39.75	513.45
11/08/2023	2,102.52	.00	.00	2,102.52	2,615.97
11/17/2023	16,715.83	.00	.00	16,715.83	19,331.80
11/30/2023	23.99	.00	.00	23.99	19,355.79
12/01/2023	5,258.43	.00	.00	5,258.43	24,614.22
12/07/2023	3,589.28	.00	.00	3,589.28	28,203.50
12/09/2023	540.75	.00	.00	540.75	28,744.25
Grand Totals:				28,744.25	28,744.25

Report Criteria:
Detail report.
Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
71 CONSTRUCTION									
1025	71 CONSTRUCTION	23-1949-01	Salt Sand-28.76 Units-Streets	11/03/2023	992.22	.00		10-431-248	1123
Total 71 CONSTRUCTION:					992.22	.00			
Saratoga Carbon County JPB									
4960	Saratoga Carbon County JPB	11-20-2023	WY State Lands & Investment Board Lo	11/20/2023	108,676.97	.00		51-531-820	1123
Total Saratoga Carbon County JPB:					108,676.97	.00			
Grand Totals:					109,669.19	.00			

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Due Date	Discount Lost Due Date	Vendor Number	Vendor Name	Invoice Number	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Pay	Partial Pmt Amt	Part Pmt Disc Amt
12/03/2023		1025	71 CONSTRUCTION	23-1949-01	992.22	.00	.00	992.22			
12/01/2023		4960	Saratoga Carbon County J	11-20-2023	108,676.97	.00	.00	108,676.97			
Grand Totals:					2	109,669.19	.00	.00	109,669.19		

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
12/01/2023	108,676.97	.00	.00	108,676.97	108,676.97
12/03/2023	992.22	.00	.00	992.22	109,669.19
Grand Totals:					
	109,669.19	.00	.00	109,669.19	

Report Criteria:

Includes the following check types:
 Manual, Payroll, Void
 Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee ID	Description	GL Account	Amount
11/05/2023	PC	11/09/2023	52382	251		01-112000	1,027.89-
11/05/2023	PC	11/09/2023	52383	19		01-112000	1,800.32-
11/05/2023	PC	11/09/2023	52384	134		01-112000	1,551.70-
11/05/2023	PC	11/09/2023	52385	39		01-112000	2,034.38-
11/05/2023	PC	11/09/2023	52386	39		01-112000	844.50-
11/05/2023	PC	11/09/2023	1109202	40		01-112000	1,796.27-
11/05/2023	PC	11/09/2023	1109202	46		01-112000	1,339.47-
11/05/2023	PC	11/09/2023	1109202	48		01-112000	2,529.91-
11/05/2023	PC	11/09/2023	1109202	49		01-112000	2,083.00-
11/05/2023	PC	11/09/2023	1109202	58		01-112000	105.44-
11/05/2023	PC	11/09/2023	1109202	61		01-112000	448.40-
11/05/2023	PC	11/09/2023	1109202	78		01-112000	1,171.31-
11/05/2023	PC	11/09/2023	1109202	86		01-112000	671.51-
11/05/2023	PC	11/09/2023	1109202	111		01-112000	2,389.17-
11/05/2023	PC	11/09/2023	1109202	88		01-112000	1,264.48-
11/05/2023	PC	11/09/2023	1109202	112		01-112000	2,117.16-
11/05/2023	PC	11/09/2023	1109202	74		01-112000	1,666.44-
11/05/2023	PC	11/09/2023	1109202	201		01-112000	597.04-
11/05/2023	PC	11/09/2023	1109202	202		01-112000	143.31-
11/05/2023	PC	11/09/2023	1109202	216		01-112000	287.70-
11/05/2023	PC	11/09/2023	1109202	217		01-112000	287.70-
11/05/2023	PC	11/09/2023	1109202	225		01-112000	383.36-
11/05/2023	PC	11/09/2023	1109202	226		01-112000	1,210.34-
11/05/2023	PC	11/09/2023	1109202	227		01-112000	56.52-
11/05/2023	PC	11/09/2023	1109202	235		01-112000	2,302.20-
11/05/2023	PC	11/09/2023	1109202	238		01-112000	165.43-
11/05/2023	PC	11/09/2023	1109202	245		01-112000	1,882.94-
11/05/2023	PC	11/09/2023	1109202	247		01-112000	1,612.58-
11/05/2023	PC	11/09/2023	1109202	263		01-112000	1,321.27-
11/05/2023	PC	11/09/2023	1109202	264		01-112000	3,069.35-
11/05/2023	PC	11/09/2023	1109202	265		01-112000	1,390.65-
11/05/2023	PC	11/09/2023	1109202	266		01-112000	1,317.22-
Grand Totals:							<u>40,868.96-</u>
							<u>32</u>

Report Criteria:
 Paid transmittals included

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount
52387							
3	GREAT-WEST TRUST CO	52387	11/05/2023	55-01	457 CONTRIBUTION Deferred Comp - Pre Tax Pay Period: 11/5/2023	10-212500	135.00
3	GREAT-WEST TRUST CO	52387	11/05/2023	55-02	457 CONTRIBUTION Deferred Comp - Roth Pay Period: 11/5/2023	10-212500	80.00
Total 52387:							215.00
110720231							
1	EFTPS -TAXES	110720231	11/05/2023	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 11/5/2023	10-212100	3,173.75
1	EFTPS -TAXES	110720231	11/05/2023	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 11/5/2023	10-212100	3,173.75
1	EFTPS -TAXES	110720231	11/05/2023	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 11/5/2023	10-212100	742.26
1	EFTPS -TAXES	110720231	11/05/2023	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 11/5/2023	10-212100	742.26
1	EFTPS -TAXES	110720231	11/05/2023	76-00	FICA/FWT/WITHHOLDING DEPOSIT Federal Withholding Tax Pay Period: 11/5/	10-212200	4,354.34
Total 110720231:							12,186.36
111420231							
5	BLUE CROSS & BLUE SH	111420231	11/05/2023	90-00	ACCOUNT # 2483060001 Health Ins Pay Period: 11/5/2023	10-212700	36,655.35
5	BLUE CROSS & BLUE SH	111420231	11/05/2023	90-00	ACCOUNT # 2483060001	10-212700	4,934.69
Total 111420231:							31,720.66
Grand Totals:							44,122.02

TOWN OF SARATOGA - PERMIT APPLICATION
REQUEST FOR WAIVER OF OPEN CONTAINER LAW



Permit No. _____
Permit Fee: \$25.00

Fee Paid: _____

Receipt No. _____

Pursuant to the Town of Saratoga Municipal Code, the governing body and Town Clerk are authorized to issue a permit which waives the Town's container restrictions as defined in the Town of Saratoga Municipal Code 5.08.210(4)

APPLICANT NAME: Saratoga/Platte Valley Chamber
NAME OF EVENT: 4th Annual Saratoga Lake Ice Fishing Derby
ADDRESS (City/State/Zip): PO Box 1095, Saratoga ny 12381
TELEPHONE NO. 307 329 8855

IF APPLICANT IS REPRESENTING AN ORGANIZATION, PLEASE PROVIDE THE FOLLOWING:

ORGANIZATION NAME: _____
ORGANIZATION ADDRESS: _____
ORGANIZATION TELEPHONE NO. _____

IS THE APPLICANT THE CONTACT PERSON FOR THE EVENT: _____

If no, Please provide Name/Telephone Number and Address of contact person:
Amanda Knobell- CEO chamber 307-329-3590

LOCATION OF EVENT: Saratoga Lake
DATE(S) OF EVENT: Jan 20th 21st 2024

PERMIT HOURS REQUESTED: ~~7am~~ ~~8am~~ 7am Jan 20th -> 2pm Jan 21st

The undersigned hereby requests a waiver of the open container provisions pursuant to the Town of Saratoga Municipal Code 5.08.210(4) for the above listed event.

Applicant Signature: [Signature] Date: 11/10/2023

Approval

Date: _____

Mayor: _____

Clerk: _____

Copies to:
Saratoga Police Department

TOWN OF SARATOGA
SPECIAL EVENTS APPLICATION

Applicant Name: Saratoga/Platte Valley Chamber	Organization:
Address: PO Box 1095	Address:
City/State/Zip Saratoga NY 82331	City/State/Zip
Phone: 307 326-8855 Cell: 307-329-3590 e-mail: director@saratogachamber.info	Phone: _____ Cell: _____ e-mail: _____
DATE of Event: Jan. 20 th & 21 st 2024	Start Time for Event:
LOCATION:	End Time for Event:

Please check one:

- SMALL EVENT – less than 100 participants
- LARGE EVENT – more than 100 participants

Describe briefly the proposed event.

40th Annual Ice Derby fundraiser for the Chamber

Use additional sheet if necessary.

Location of the event (please be specific)

SARATOGA LAKE

Schedule of event or events (attach by date the tentative activity planned for each location chosen).

Approximate number of participants expected: 800 +

Approximate number of support staff/volunteers: 10 +

Number of vehicles anticipated and parking requirements: Park out at lake

Will town property be used for this event: _____

yes no (if yes, please explain fully)

The Lake

Coordination with the Town of Saratoga Department of Public Works (DPW)

- What traffic control or parking issues are you anticipating: _____

NA

• What parking plan have you in place: All parking at the lake

• What services do you require from the Police Department or DPW? :

Drive through upper & lower areas periodically through out event!

• What are your security plans: : NA

• What services are required from the Fire Department? : If accident they may be called.

• What services are required from the Planning Commission? : NA

• What plans have you made for garbage containment and removal? Sunrise

• What plans have you made for sanitary control/portable toilets?: that will go out for bid and extra toilets will be brought in

• Will you be serving food? If yes, have you contacted the State of Wyoming Certified Food Safety Professional at 307-777-8001 for food service requirements: Chamber members that have food trucks will be attending.

❖ There is **NO CAMPING PERMITTED** within the Saratoga Town Limits and violators will be cited.

• Alcoholic Beverages: Describe the location of any alcohol sales or serving stations, liquor license to be used, measures to insure proper ID for purchases and list persons supervising the operations.

None of where
NA

• Liquor Liability insurance to be required as described in Special Events Conditions #5.

NA

• Any other request by applicant: : NA

• Name of persons who will be "in charge" at the site/activity: :

Amanda Knotwell

On-site

Manager: Amanda Knotwell

Home Phone: _____ Cell Phone: 307-329-3590

Alternate On-site Manager

Home Phone: Scott McIlwaine Cell Phone: 307-

Insurance Information: (if applicable)

Name of Insurance Will be provided before Event date.

Company: _____

Address: _____

Phone Number: _____

Contact Person: _____

Policy Number: _____

Special Terms and Conditions to the Special Event Application

By submitting and signing this Application, the applicant/organization hereby agrees to comply with the Town of Saratoga Special Event conditions (attached hereto and made a part thereof) and further agrees not to violate any Federal, State, County or municipal laws, rules or regulations. Applicant further agrees to be bound by all Saratoga municipal codes in the conduct of the requested special event.

In consideration for permission to conduct its special event, applicant agrees to indemnify, defend and hold harmless the Town of Saratoga, its officers, agents, employees and volunteers, (including the payment of the Town's attorney's fees incurred in defense of the same) from any and all damage to property, injury to, or death of any person and from any and all liability, claims, actions or judgments which may arise from the proposed activity.

The Town of Saratoga, its employees, appointed and elected officials hereby preserve any and all immunity available to them pursuant to Wyoming law and the Wyoming Governmental Claims Act, and nothing contained herein shall be deemed to be a waiver of its immunity.

Dated this 10 day of November, 2023

[Signature]
Applicant Signature

8. AL Additional applications and fees may be required for use of facilities of the Town of Saratoga and entry upon areas subject to special security requirements, such as the Saratoga Lake area, Veterans Island, Kathy Glode Park or the Hot Pool and Municipal Pool areas. Use of such facilities and areas may be further conditional upon assurances of compliance with security and other requirements of these facilities.

9. AL Applicant shall designate a local agent to sign this application who shall have the authority to represent them in all matters relating to exercise of the privileges herein granted and who shall be responsible for compliance with these conditions.

10. AL Arrangements for use of Town property, (i.e. building, streets/alleys, sidewalks, parks or other public places or property) owned by the Town must be approved by the Town Clerk in writing in advance of the actual event.

11. AL If Applicant finds it necessary or desirable to use Town equipment, only Town employees will be allowed to operate said equipment, unless prior arrangements in writing are made and then only with the prior approval of the DPW Supervisor.

12. AL The Applicant will be required to reimburse the Town as provided for contracting/ use of town services, equipment, building, or if not addressed, for the wages due the employees, calculated at their regular hourly overtime rate and including all withholdings required by the federal and state governments. In addition, the Applicant will be responsible for reimbursing the Town for additional bookkeeping or clerical costs.

13. AL Applicant shall be responsible for all additional costs incurred by the Town of Saratoga for garbage and sanitary clean-up due to the special event.


Signature of Applicant

11/10/2023
Date

Application approved:

Mayor /Clerk

Date: _____



TOWN OF SARATOGA SPECIAL EVENTS APPLICATION CONDITIONS

Please initial each condition as read

1. AL Applicant shall obey all Federal, State, and local rules, regulations and laws. Applicant shall obey all Town of Saratoga municipal ordinances, rules and guidelines pertaining to the use of Town property, including the location and storage of vehicles and equipment, crowd control, and the restoration of premises to their original condition after the use for the special event.

2. AL Applicant shall confine its activities to the location and time schedules approved for the permit. Traffic control shall be maintained as approved by the Saratoga Police Department and configured by the Saratoga Public Works Department when events are conducted on Town streets or on Town property.

3. AL Reference to or the use thereof of the Town of Saratoga Logo is strictly prohibited in advertising of the event, unless prior written approval is granted by the Town of Saratoga.

4. AL Applicant does hereby covenant and agree to indemnify and hold harmless the Town of Saratoga harmless from any and all loss, cost, damages, injuries, judgment and claims of any kind, including and an all costs, including any attorney's fees, on account of personal injury or property damage resulting from any activity of Applicant.

5. AL Applicant shall reimburse the Town of Saratoga for costs incurred in the use of Town equipment and assignment of municipal employees to duty in connection with the special event activities. A schedule of expected costs shall be prepared by the Saratoga Department of Public Works Supervisor after identification of the municipal sites to be used for the special event. Applicant shall post a cash bond as a refundable deposit against the estimated cost when requested.

6. AL Neither the Applicant, nor its agent, employees, servants or helpers shall be or deemed to be, the employee, agent or servant of the Town of Saratoga. None of the benefits provided by the Town of Saratoga to its employees, including, but not limited to medical insurance, compensation insurance, and unemployment insurance are available to Applicant or its employees, agents, servants or helpers.

7. AL Fees may be charged for the use of Town Property: Applicant shall not conduct any event on Town property intended to attract or entertain the public or charge fees to spectators without specific approval of the Town of Saratoga in writing. No alterations or changes to Town owned property would be allowed without prior written permission from the Town Council or their designee.



What other agencies or groups have you contacted?
Please check applicable agencies.

- Zoning and Planning Officer – (events requiring zoning clarification)
- Saratoga Department of Public Works (street closures – use of public parks)
- Saratoga Police Department: (events with alcohol sales or use Traffic & crowd control)
- Wyoming Highway Department (highway closures - parades or any use of Highway 130/230)

TOWN OF SARATOGA
SPECIAL EVENTS SIGN OFF SHEET

Proposed Special Event: _____

Location of Event: _____

Date of Event: _____

Approved: _____ Date: _____
 Planning and Zoning Officer

Approved: _____ Date: _____
 DPW Supervisor

Approved: _____ Date: _____
 Police Chief

Approved: _____ Date: _____
 Fire Chief

Approved: _____ Date: _____
 Town Council

Saratoga-Carbon County Impact JPB

P.O. BOX 486
SARATOGA, WY 82331

INVOICE #11-20-2023

DATE: 11/20/2023

To: Town of Saratoga
P. O. Box 486
Saratoga, WY 82331

For: Reimbursement

DATE OF INVOICE	DESCRIPTION		AMOUNT
11/20/2023	WY State Lands and Investment Board Payment DW078 due December 1st		\$108,676.97
TOTAL DUE			\$ 108,676.97

Make all checks payable to Saratoga-Carbon County Impact Joint Powers Board
If you have any questions concerning this invoice, contact Lisa G. Burton @ 307-329-8522 or biffliisa@hotmail.com



OFFICE OF THE CARBON COUNTY SHERIFF



P.O. BOX 190 • RAWLINS, WY 82301 • (307) 324-2776

SHERIFF
Alex S. Bakken

UNDERSHERIFF
Shawn Kelley

DETENTION CAPTAIN
Leo Black

MEMORANDUM OF UNDERSTANDING FOR DISPATCH SERVICES BETWEEN THE TOWN OF SARATOGA, CARBON COUNTY SHERIFF, AND THE CARBON COUNTY BOARD OF COUNTY COMMISSIONERS

This memorandum of Understanding (hereinafter referred to as “MOU”) is entered into the 20th day of November, 2023 by and between the Town of Saratoga, Wyoming, an incorporated municipality under the laws of the State of Wyoming (hereinafter referred to as TOWN), and the Carbon County Sheriff’s Office (hereinafter referred to as SHERIFF), a division of Carbon County, a political subdivision of the State of Wyoming; and approved by the Board of County Commissioners of Carbon County, (hereinafter referred to as COUNTY).

1. **Purpose.** The purpose of this MOU is to provide emergency dispatch service assistance to TOWN on an “as-needed” basis. Pursuant to Wyoming Statute Ann. §15-1-103(a)(xxxiv), TOWN has the authority to establish and regulate a police department and dispatch center; however, TOWN does not have a fully staffed police department dispatch center at this time and is in need of emergency dispatch service assistance. This MOU will allow SHERIFF and the Carbon County Sheriff’s Office (“CCSO”) to provide 911 and radio dispatching services and exchange criminal justice information with the Town of Saratoga’s Police Department (“SPD”).
2. **Authority.** SHERIFF has primary jurisdiction in Carbon County, Wyoming; therefore, has jurisdictional authority to provide dispatch service assistance for TOWN due to its location within Carbon County. See Wyoming Statute Ann. §18-3-606. Pursuant to Wyoming Statute Ann. §16-1-101, governmental agencies are authorized to cooperate with each other and create partnerships to carry out duties or functions legally vested in them by Wyoming law.
3. **Duration.** This agreement shall be for a continuous period of sixty (60) days, beginning November 20, 2023, and ending January 19, 2024, unless extended for an additional thirty (30) days in accordance with paragraph 5 or terminated by either party in accordance with paragraph 4.
4. **Termination.** This agreement may be terminated by either party, without cause, upon fourteen (14) days written notice, which notice shall be delivered by certified mail to the address provided in this MOU. This MOU may be suspended or terminated immediately if staffing prohibits SHERIFF from carrying out the terms of this agreement, due to any operational or technical issues with TOWN’s dispatch equipment, or if TOWN violates any rule, policy, or procedure of NCIC, NCLETS or WCJIN, with immediate verbal notification of the suspension or termination to

TOWN, which shall be followed up with written notice delivered by certified mail to the address provided in this MOU.

5. **Extension.** This MOU may be extended for an additional thirty (30) days if the parties are able to reach a mutually acceptable fiscal agreement for the purchase and installation of the VPN Gateway device which would allow SPD dispatching to occur from the Carbon County Dispatch Center.
6. **Scope of Agreement.** The agreement is limited to emergency dispatch service assistance undertaken by SHERIFF for TOWN police department dispatch center.
7. **Consideration.** In exchange for the emergency dispatch service assistance to be performed by SHERIFF for TOWN in accordance with this MOU, TOWN shall pay SHERIFF the applicable hourly amounts due pursuant to Paragraph 9(C) for the services provided herein.
8. **SHERIFF's Obligations.** During the term of this MOU, SHERIFF shall assume and perform the following:
 - A. SHERIFF shall provide assistance with emergency dispatch services coverage for TOWN, assisting with covering scheduled dispatch hours on an "as needed" basis and at the discretion and availability of CCSO unless previously scheduled and agreed upon by both SHERIFF and SPD. SHERIFF shall provide a local staff member to operate TOWN dispatch services at the SPD until full dispatch capabilities can be attained from the CCSO Dispatch Center through the utilization of a VPN Gateway device. If there is a dire emergency, as determined by the SHERIFF, that prevents SHERIFF from providing an employee to operate TOWN dispatch services at the SPD prior to installation of the VPN Gateway device, dispatch services may be provided from the Carbon County Dispatch Center.
 - B. CCSO shall invoice TOWN for hourly services on a monthly basis.
 - C. CCSO will maintain and provide adequate records of all 911 calls and dispatching information for TOWN, barring unforeseen technical issues.
 - D. CCSO will answer phone calls for service, and dispatch TOWN and Encampment law enforcement officer(s), local emergency medical services, fire services and any other agency currently dispatched by TOWN, and employees or volunteers who respond to those calls.
 - E. CCSO will share or exchange criminal justice information with TOWN's law enforcement officers as needed to meet the terms of this agreement.
 - F. SHERIFF agrees to sign, agree to and comply with any necessary terminal user agreements as needed for the SHERIFF and/or dispatch staff to obtain criminal history information for TOWN.

9. **TOWN's Obligations.** During the term of this MOU, TOWN shall assume and perform the following:
- A. TOWN shall provide and maintain an operational dispatch center and equipment.
 - B. TOWN must qualify as a Criminal Justice Agency with an assigned NCIC ORI and agree to abide by all rules, policies and procedures of the National Crime Information Center (NCIC); National Law Enforcement Telecommunications System (NLETS); Wyoming Criminal Justice Information Network (WCJIN).
 - C. TOWN shall pay Carbon County, Wyoming, an hourly fee of Seventy-five Dollars (\$75.00) per hour for the services included in this agreement that are completed as straight-time by any Carbon County employee(s). TOWN shall pay Carbon County, Wyoming, an hourly fee of One Hundred Twenty-five Dollars (\$125.00) per hour for the services included in this agreement that are completed as over-time by any Carbon County employee(s). Overtime is calculated at any time a CCSO employee exceeds 40 hours per week working for the county and/or the TOWN. If this MOU is terminated during the term consistent with paragraph 4 herein, TOWN shall be responsible to reimburse COUNTY for services provided herein prior to the date of termination of services.
 - D. TOWN shall pay for the services provided pursuant to this agreement within thirty (30) days of invoicing by the County or Sheriff, by making payments to the Carbon County Clerk, P.O. Box 6, Rawlins, WY 82301.
 - E. TOWN will maintain and provide adequate records of 911 calls and dispatching information to CCSO for calls serviced by CCSO employees pursuant to this agreement upon request, barring unforeseen technical issues.
 - F. TOWN agrees to hold COUNTY, SHERIFF, any employees, elected officials, officers and/or contractors, harmless from any and all liability which they otherwise may have as the result of the services provided through this agreement by the COUNTY, with the exception of any liability accruing to the COUNTY or its officers and employees as the result of negligent acts or omissions of the COUNTY's employees elected officials, officers and/or contractors, pursuant to this agreement.
 - G. TOWN agrees to provide NCIC terminal access to SHERIFF and/or his employees.
 - H. TOWN agrees to comply with the duties and responsibilities developed to ensure the reliability, confidentiality, completeness and accuracy of all records contained in or obtained by means of the NCIC, NLETS and WCJIN systems. TOWN recognizes that failure to comply with these duties and responsibilities will subject the SHERIFF to various sanctions and those may include the termination of NCIC, NLETS and WCJIN services.

- I. TOWN agrees to sign, agree to and comply with any necessary terminal user agreements as needed for the SHERIFF and/or dispatch staff to share criminal history information with TOWN.
- J. TOWN agrees to abide by all rules, policies and procedures of CCSO as necessary to provide services pursuant to this agreement. TOWN shall provide the SHERIFF with names and telephone numbers of all persons on call for such services and provide CCSO with monthly call-out schedules and procedures.
- K. TOWN must provide a schedule for requested dispatch services no later than two (2) weeks in advance of services. TOWN recognizes that SHERIFF must approve all requests for coverage. Emergency services can be provided when necessary, after notice to and approval from the SHERIFF.

10. General Terms:

- A. **Amendments.** Any party may request changes in the MOU. Any changes, modifications, revisions, or amendments to this MOU which are mutually agreed upon by the parties to this MOU shall be incorporated by written instrument, executed and signed by all parties to this MOU.
- B. **Applicable Law.** The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of Wyoming. The courts of the State of Wyoming shall have jurisdiction over any action arising out of this MOU and over the parties, and the venue shall be the Second Judicial District, Carbon County, Wyoming.
- C. **Entirety of Agreement.** This MOU, consisting of six (6) pages, represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations and agreements, whether written or oral.
- D. **Governmental Immunity.** TOWN, SHERIFF and COUNTY each individually, do not waive governmental immunity by entering into this MOU, and specifically retain all immunities and defenses available to each as a governmental entity¹ and all other applicable law. The parties agree that any ambiguity in this MOU shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.
- E. **Independent Contractor.** SHERIFF shall function as an independent contractor for the purposes of this MOU and shall not be considered an employee of TOWN for any purpose. SHERIFF shall assume sole responsibility for any debts or liabilities that may be incurred by SHERIFF in fulfilling the terms of this MOU and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this MOU. Nothing in this agreement shall be interpreted as authorizing SHERIFF or its agents

to act as an agent or representative for or on behalf of TOWN or to incur any obligation of any kind on behalf of TOWN except as expressly provided herein. SHERIFF agrees that no health/hospitalization benefits, workers' compensation, and/or similar benefits available to TOWN employees will inure to the benefit of SHERIFF or its agents and/or employees as a result of this MOU.

F. Indemnification. Each party shall be responsible for its own conduct and that of its employees, elected and appointed officials. Neither party shall be required to indemnify the other party.

G. Notice. All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed given through the United States Postal Service, mailed, certified mail, return receipt requested, or sent by express mail to the addresses set forth herein except for the initial verbal communications as provided in Paragraph 4. Addresses for notice may be changed by giving written notice of the change in the manner set forth herein.

TOWN:
Town of Saratoga
Attn. Mayor
PO Box 486
Saratoga, WY 82331

COUNTY:
Carbon County Commissioners
PO Box 6
Rawlins, WY 82301

SHERIFF:
Alex Bakken, Carbon County Sheriff
PO Box 190
Rawlins, WY 82301

H. Third Party Beneficiary Rights. The parties do not intend to create in any other individual or entity the status of third-party beneficiaries, and this MOU shall not be construed so as to create such status. The rights, duties, and obligations contained in this MOU shall operate only between the parties to this MOU and shall inure solely to the benefit of the parties to this MOU. The provisions of this MOU are intended only to assist the parties in determining and performing their obligations under this MOU.

I. Severability. Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

11. **Signatures:** The parties to this agreement, through their duly authorized representatives, have executed this agreement on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

Town of Saratoga:

Carbon County:

Chuck Davis Date: 11-17-2023
Chuck Davis, Mayor

Sue Jones Date: 11/07/2023
Sue Jones, Chair, Board of
County Commissioners

Saratoga Police Department:

Attest:

Mike Morris Date: 11-17-23
Mike Morris, Chief

Gwynn Bartlett Date: 11/07/2023
Gwynn Bartlett, Carbon County Clerk



Jennifer Anderson
Saratoga Town Clerk
JENNIFER ANDERSON
11/17/23

Alex Bakken Date: 11/07/2023
Alex Bakken, Carbon County Sheriff

Invoice



ENGINEERING ASSOCIATES
 P.O. Box 1900 - 902 13th Street
 Cody, Wyoming 82414
 (307) 587-4911
 Kim.DeAtley@eaengineers.com
 PAY ONLINE: eaengineers.com

SCCIJPB
 Ryan Munks, Vice Chair
 PO BOX 486
 Saratoga, WY 82331

October 19, 2023
 Project No: 23420.00
 Invoice No: 4310032
 Project Mgr: Craig Kopasz

South River Street Waterline Replacement
Professional Services from September 16, 2023 to October 13, 2023

Task 01 Funding Application

Professional Personnel

	Hours	Rate	Amount
Project Manager 1			
Gilbert, Austin 10/13/2023	.50	175.00	87.50
Coordinated with OSLI and TOS regarding ARPA Application			
Totals	.50		87.50
Total Labor			87.50

Technology Expenses

Computer/Software/Cellular			5.25
Total Technology Expenses			5.25
		Total this Task	\$92.75

Task 02 Preliminary Design

Professional Personnel

	Hours	Rate	Amount
Engineer's/Surveyor's Aide			
Stone, Tamara 9/22/2023	1.00	80.00	80.00
Surveying Assistance			
Engineer 3			
Smith, Jedediah 9/21/2023	.50	170.00	85.00
Smith, Jedediah 9/22/2023	4.00	170.00	680.00
Flow testing plan, model calibration			
Smith, Jedediah 9/25/2023	1.00	170.00	170.00
Smith, Jedediah 9/26/2023	1.00	170.00	170.00
Smith, Jedediah 10/13/2023	2.00	170.00	340.00
Modeling Summary			
Engineer 5			
Conklin, Travis 9/20/2023	1.00	185.00	185.00
Coordination and design TW			
Conklin, Travis 10/10/2023	1.50	185.00	277.50
Coord and Review			

Project	23420.00	SCCIJPB- S. River St. Waterline Replacem	Invoice	4310032
EIT 2				
Myers, Carter	9/18/2023	1.00	130.00	130.00
Meeting with Craig on Design				
Myers, Carter	10/10/2023	.50	130.00	65.00
Reviewed Plans with Hannah and Travis				
Myers, Hannah	9/18/2023	1.00	130.00	130.00
Meeting with Craig to discuss and corrdinate the project utilites				
Myers, Hannah	9/20/2023	3.00	130.00	390.00
Updated the waterline P&P sheets				
Myers, Hannah	9/21/2023	6.00	130.00	780.00
Project coordination with Cody and Travis -Updated and Drafted the Water Line				
Myers, Hannah	9/26/2023	4.00	130.00	520.00
Worked on the the runoff calculations for the new storm line, imported the existing street survey from Levi, and drafted a pond, updated TW P&P Sheets				
Myers, Hannah	9/28/2023	7.50	130.00	975.00
Updated the TW Plan and Profile Sheets, Updated the TW Detail Sheets				
Myers, Hannah	10/2/2023	2.00	130.00	260.00
Updated the water vault detail, and researched pressure reducing valves and water meter				
Myers, Hannah	10/3/2023	2.00	130.00	260.00
Put together progress set of drawings				
Myers, Hannah	10/4/2023	2.50	130.00	325.00
Updated the Progress Plan Set				
Myers, Hannah	10/9/2023	2.00	130.00	260.00
Adjusted the elevation for the crossing utilites for our proposed design				
Myers, Hannah	10/10/2023	3.00	130.00	390.00
Reviewed the Progress Set				
Wolfe, Levi	9/21/2023	4.00	130.00	520.00
Field Survey, Setting Project Control Points for Total Station Survey and Construction.				
Wolfe, Levi	9/22/2023	8.00	130.00	1,040.00
Filed Survey Topo on South River St				
Wolfe, Levi	9/25/2023	6.00	130.00	780.00
Filed survey, Topo on South River St.				
Wolfe, Levi	9/26/2023	3.00	130.00	390.00
Processing Survey Data. Building New Surface for Design.				
Project Manager 1				
Gilbert, Austin	9/22/2023	3.00	175.00	525.00
Hydrant Flow Testing				
Kopasz, Craig	9/18/2023	2.00	175.00	350.00
Design Meeting, Design Discussions				
Kopasz, Craig	9/22/2023	4.50	175.00	787.50
Flow Testing Hydrants on S. River St for Water Model Calibration, Compile Data for Summary Report				
Kopasz, Craig	9/25/2023	1.00	175.00	175.00
Survey Discussions				
Kopasz, Craig	9/26/2023	2.50	175.00	437.50
Plan Review/Marks, Survey Review				
Kopasz, Craig	9/27/2023	2.50	175.00	437.50
Marks, Communications				

Project	23420.00	SCCIJPB- S. River St. Waterline Replacem	Invoice	4310032
Kopasz, Craig	9/28/2023	2.00	175.00	350.00
Plan Review/Marks, Discussions				
Kopasz, Craig	9/29/2023	3.00	175.00	525.00
Plan Review/Marks, Design Feature Discussions/Layout				
Kopasz, Craig	10/2/2023	2.00	175.00	350.00
Plan Review, Project Discussions				
Kopasz, Craig	10/4/2023	1.00	175.00	175.00
Plan Review/Discussions				
Kopasz, Craig	10/5/2023	1.00	175.00	175.00
Plan Review w/ Emery				
Kopasz, Craig	10/6/2023	2.00	175.00	350.00
Updates to Drawings				
Kopasz, Craig	10/11/2023	3.00	175.00	525.00
Meeting Prep, Project Updates, Meeting				
Totals		97.00		14,365.00
Ovt. Premium		1.5 times	68.25	102.38
Total Labor				14,467.38
Unit Reimbursable Expenses				
Robotic Total Station				
9/21/2023		2.0 hours @	70.00	140.00
9/22/2023		4.0 hours @	70.00	280.00
Total Unit Reimbursables				420.00
Technology Expenses				
Computer/Software/Cellular				868.04
Total Technology Expenses				868.04
Total this Task				\$15,755.42

Task	03	Streets & Storm	Hours	Rate	Amount
Professional Personnel					
Engineer 5					
Conklin, Travis	9/21/2023	Storm Drain Design	1.00	185.00	185.00
Conklin, Travis	9/22/2023	Stormwater	1.00	185.00	185.00
EIT 2					
Myers, Carter	9/27/2023	Assisted on drainage pond and stormwater design	1.50	130.00	195.00
Myers, Carter	10/3/2023	Assist with road design	1.00	130.00	130.00
Myers, Hannah	9/20/2023	Created a detention pond	1.00	130.00	130.00
Myers, Hannah	9/21/2023	Project coordination with Cody and Travis: Storm Drain, and Pond	2.00	130.00	260.00
Myers, Hannah	9/25/2023	Met with Travis regarding sizing the detention/retention pond	1.00	130.00	130.00
Myers, Hannah	9/27/2023	Drafting of the pond and detail sheets Verified spreadsheets for sizing the pond and runoff calculations	5.00	130.00	650.00

Project	23420.00	SCCIJPB- S. River St. Waterline Replacem	Invoice	4310032
---------	----------	--	---------	---------

Myers, Hannah	9/29/2023	4.50	130.00	585.00	
Drafting the detention pond, specifying erosion control blanket, updated the TW and Storm P&P Sheets, and discussing the road design					
Myers, Hannah	10/2/2023	1.00	130.00	130.00	
Updated Stormwater P&P Sheets					
Myers, Hannah	10/3/2023	2.00	130.00	260.00	
Drafted a proposed road centerline for River Street, created plan view sheets for road grading					
Project Manager 1					
Gilbert, Austin	9/18/2023	3.50	175.00	612.50	
Preliminary stormwater design					
Gilbert, Austin	9/19/2023	5.00	175.00	875.00	
Preliminary stormwater design					
Gilbert, Austin	9/20/2023	1.00	175.00	175.00	
Preliminary stormwater design					
Gilbert, Austin	9/28/2023	.50	175.00	87.50	
Storm Water Permitting Regulations					
Kopasz, Craig	9/20/2023	2.00	175.00	350.00	
Meet w/ Lasco on Storm Sewer Locations, Update Plans					
Kopasz, Craig	9/21/2023	2.50	175.00	437.50	
Storm Alignment Review/Marks/Discussions					
Kopasz, Craig	9/27/2023	1.00	175.00	175.00	
Storm/Pond/Sheet Review					
Kopasz, Craig	10/3/2023	1.50	175.00	262.50	
Discussions on Street Design/Storm Water					
Totals		38.00		5,815.00	
Ovt. Premium		1.5 times	20.50	30.75	
Total Labor					5,845.75
Technology Expenses					
Computer/Software/Cellular				350.75	
Total Technology Expenses				350.75	350.75
				Total this Task	\$6,196.50
				Total this Invoice	\$22,044.67

Billings to Date

	Current	Prior	Total	Received	Total Now Due
Labor	20,400.63	32,010.13	52,410.76		
Consultant	0.00	2,704.67	2,704.67		
Unit	420.00	486.00	906.00		
Expense	1,224.04	1,920.61	3,144.65		
Totals	22,044.67	37,121.41	59,166.08	37,121.41	22,044.67

NOTE: A 3.25% convenience fee will be added for credit card payments.



Wading Pool Rehabilitation

Background

The wading pool also known as the baby pool is located adjacent to the primary swimming pool for the community. This small pool is roughly 16 by 20 feet in dimensions and a foot and a half deep. Over time the pool has decayed causing water quality issues forcing the Town to shut it down. The condition of this pool led it to be added to the special purpose tax ballot as a priority, along with repairs to the deck surrounding the pool. An investigation into the development of a project to repair the pool began approximately two months ago. The staff brings forth this memo as a document of findings.

Project scope

With the assistance of a contractor who works on, builds and repairs pools we walked through several options for the future of the pool. Below are various options that we discussed.

1. Solutions

- a. This would involve all new equipment, chemical feed, heater, and an entire demo of the pool. This option would be extremely expensive because the entire thing would need to be upgraded to today's standards, which could also mean some repairs to the large pool.
- b. This option includes demoing the stairs some of the deck and installing a rigid fiberglass liner, this would be the 2nd most expensive option but would require a large amount of work and cost due to the fact fiberglass liners don't come in those dimensions. We would have to modify the size of the pool to accommodate one of these. This would also include a new, properly sized heater and cartridge filter.
- c. Another option and as far as repair goes, the most economical was, demoing the surrounding deck, stairs and a repairing portions of the pool. After this a replaceable vinyl liner would be installed along with a new filter and properly sized heater. This option would allow the liner to be replaced in the event it rips or fails in the future.
- d. The last option that was explored was demoing the pool, filling it in and pouring a new slab of deck over it. This is the cheapest option regarding the future of the wading pool.

Timeline

Due to the cost of any of the repair options we would need to go through a formal bid process to get a contractor on board. It would be hard to say when they would be able to complete the project. Many contractors that are in this line of work are booking for the following season and will be booked out for 2024 soon. If a demo and pour over replacement is chosen, this would open up the project to a lot more contractors due to the lack of specialization.

Budget

Originally when the special purpose tax budgets were developed, the cost for this project was estimated to be \$71,450.00 for the wading pool repairs and \$103,200.00 for pool deck repairs. The language for the projects show them working together to complete the rehabilitation.

The only repair option that was explored deeply for cost was the vinyl liner adaptation. This option with new operating equipment including filter and heater was approx.. \$125,000.00. This does not include the demo of the stairs and the surrounding deck nor the repour after the pool is renovated. If we proceed with the project that we estimate that additional cost to come in at an additional \$45,000.00 to \$60,000.00 This brings the total cost of the project to just under \$200,000.00

Funding

The sole source of funding for this project comes from special purpose tax. The original estimated amounts were \$71,450.00 for wading pool repairs and \$103,200.00 for deck repair at the pool. It is important to note that when using special purpose tax there are multiple projects that have largely increased in cost. Any project that is done potentially takes funding away from another project on the list.

Solution Table

Option	Pro's	Con's
Repairing pool w/Vinyl liner	Continues autonomous pool use for small children.	Short term cost and long term maintenance requirement. Continues safety issues and increased water quality monitoring. Decreased deck size.
Demoing pool and pouring deck over it	Lower cost short term, limited maintenance, eliminates safety concerns and additional water quality monitoring.	Eliminates autonomous pool use for small children.

Conclusion

In closing this may be a difficult decision to make. There are good arguments for either path forward. If I were to be asked, moving forward I think from an operational, financial, and liability stand point it makes sense to reclaim the wading pool and pour a deck over it. The deck needs repair anyway which is relevant to the main large pool, so that is cost the is going to accrue either way. When it comes to the repairs on the wading pool it would seem the con's outweigh the pro's. At the end of the day it is up to the Council and Mayor. We could put a bid package together and see what happens if that is what you would like to do. Thank you for taking the time to look this information over.

Thank You,
Emery Penner

11-21-2023

Letter of Interest Planning and Zoning Commission

Mayor Davis and Town Council Members,

Please accept this 'Letter of Interest' on the Planning and Zoning Commission.

As a 3rd Generation WY Woman and a resident of the town of Saratoga WY since 2010 and serving on the Planning and Zoning Commission this past year, I feel it's a calling for me to continue to serve.

Moreover, clearly there is a need for a strong conversative voice, on the commission, that reflects the core values of this community. My focus shall be to continue our efforts on the much-needed infrastructure and affordable housing.

Saratoga has been discovered...they found us! Folks coming from different parts of this great country of ours...some who do not reflect the core values of The Valley and want to change Saratoga to "where they come from" i.e. "Back where I came from" this is how we did type of mind set. Again, the need for a strong conservative voice to keep Saratoga authentic.

Please accept this 'Letter of Interest' to continue to serve our blessed community on the Planning and Zoning Commission.

Best Regards.

Chia Valdez

chia@bunkhousecountry.com

