



TOWN COUNCIL REGULAR MEETING

APRIL 15, 2026 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 __Councilman Oxford
__Councilman Fluty __Councilman Barkhurst

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES

- 3) Meeting Minutes - April 1, 2026

APPROVAL OF THE BILLS

- 4) Deposits - \$292,695.03
- 5) Accounts Payable - \$134,008.59
- 6) Transmittals - \$13,402.99
- 7) Payroll - \$46,095.75

CORRESPONDENCE

- 8) American Legion Auxiliary - Poppy Day Proclamation
- 9) AmeriCorps - National Service Recognition Proclamation

ITEMS FROM THE PUBLIC

COUNCIL COMMENTS

REPORTS FROM DEPARTMENTS

Town Hall

- 10) Town Hall Friday Staffing Rotation Policy
- 11) WAM Summer 2026 Voting Delegate

Police Department

- 12) Ordinance 892 - Chapter 10.29 Off Road Vehicles in the Town of Saratoga
- 13) K9 Training - May 5-8 - Jackson, WY

Recreation Department

Next meeting is May 4, 2026 at 6:00 PM at the Town Hall Council Chambers

Fire Department

Department of Public Works

[14\)](#) Rocky Mtn Sand & Gravel - Change Order #2

[15\)](#) Wyoming Trailers Quote - 32' Gooseneck \$13,500.00

16) Samantha Anderson - Mosquito Spraying

REPORTS FROM BOARDS AND COMMISSIONS

Planning Commission

Next meeting is May 12, 2026 at 5:30 PM at the Town Hall Council Chambers

[17\)](#) Ordinance 889 - Title 18 Chapter 18.72 Variance Procedure

[18\)](#) Planning Commission Comments - Z.C. Case #2026-05

Water and Sewer Joint Power Board

Next meeting is May 13, 2026 at 6:00 PM at the PVCC

Recreation Commission

Next meeting is May 4, 2026 at 6:00 PM at the Town Hall Council Chambers

Saratoga Airport Advisory Board

Next meeting is May 11, 2026 at 3:30 PM at the Town Hall Council Chambers

[19\)](#) Amend Agreement - Fuel Payment to Town

South Central Wyoming Emergency Medical Services Board

Next meeting is April 20, 2026 at 6:00 PM at the Hanna Fire Station

[20\)](#) Meeting Minutes - February 16, 2026

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
WEDNESDAY, MAY 6, 2026 AT 6:00 PM.**



**TOWN COUNCIL REGULAR MEETING
APRIL 01, 2026 at 6:00 PM**

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

MINUTES

CALL TO ORDER

Mayor Chuck Davis called the meeting to order at 6:00 PM.

- 1) Opening Ceremony
- 2) Roll Call: __Mayor Chuck Davis __Councilman Cooley __Councilman Oxford
__Councilman Fluty __Councilman Barkhurst
All members of Council were present

APPROVAL OF THE AGENDA

Motion to approve agenda for April 1, 2026, made by Councilman Cooley, second by Councilman Oxford. Motion carried.

APPROVAL OF THE MINUTES

- 3) Meeting Minutes - March 18, 2026
Motion to approve Meeting Minutes from March 18, 2026, made by Councilman Cooley, second by Councilman Barkhurst. Motion carried.
- 4) Special Meeting Minutes - March 23, 2026
Motion to approve Special Meeting Minutes from March 23, 2026, made by Councilman Oxford, second by Councilman Barkhurst. Motion carried.

APPROVAL OF THE BILLS

Motion to approve all financials from April 1, 2026, made by Councilman Oxford, second by Councilman Cooley. Motion carried.

- 5) Deposits - \$156,008.23
- 6) Accounts Payable - \$58,430.24
- 7) Transmittals - \$23,990.68
- 8) Payroll - \$43,287.07

CORRESPONDENCE

Motion to allow Referral Form of Zone Change to be added to Correspondence, made by Councilman Cooley, second by Councilman Barkhurst. Motion carried.

Motion to refer Zone Change Notice to the Planning Commission for review, made by Councilman Barkhurst, second by Councilman Oxford. Motion carried.

- 9) Wyoming Children's Trust Fund and Prevent Child Abuse Wyoming
Motion to approve Child Abuse Prevention Month Proclamation for the month of April, made by Councilman Cooley, second by Councilman Oxford. Motion carried.
- 10) Platte Valley Chamber of Commerce - Annual Meeting
Motion to refer Zone Change Case #2026-05

ITEMS FROM THE PUBLIC

- 11) Special Event Permit - Briana Fall - Food Truck at Palomino Hat Bar
- 12) Special Event Permit - Jamie Messina - Town Clean Up
Motion to approve Special Event Permit - Earth Day Town Clean Up, made by Councilman Fluty, second by Councilman Barkhurst. Motion carried.

COUNCIL COMMENTS

REPORTS FROM DEPARTMENTS

Town Hall

- 13) Boys & Girls Club Workshop Date
Motion to set a Workshop date of April 22, 2026 at 6:00 PM with the Boys and Girls Club of Wyoming, made by Councilman Cooley, second by Councilman Oxford. Motion carried.

Police Department

- 14) Public Defender Discussion
Motion to agree to pay a Public Defender an amount of up to \$150.00 for an upcoming trial in May, made by Councilman Cooley, second by Councilman Oxford. Motion carried.

Fire Department

Recreation Department

Department of Public Works

- 15) Request for Proposal - Town of Saratoga Scrap Metal-RFP
Motion to approve RFP for scrap metal at the Lagoon, with Imperial Sanitation out of Casper, WY for \$100.00, made by Councilman Cooley, second by Councilman Oxford. Motion carried.
- 16) Coleman Construction - Contract for Construction of a Small Project
Motion to approve contract with Coleman Construction in the amount of \$58,780.00 to bore under Highway 130 for waterline, made by Councilman Barkhurst, second by Councilman Cooley. Motion carried.

- 17) Engineering Associates - Short Form Agreement
 Motion to approve Engineering Associates the TAP Grant Engineering and Design contract for the pathway in the amount of \$171,000.00, made by Councilman Cooley, second by Councilman Fluty. Motion carried.

REPORTS FROM BOARDS AND COMMISSIONS

Planning Commission

Next meeting is April 14, 2026 at 5:30 PM at the Town Hall Council Chambers

Water and Sewer Joint Power Board

Next meeting is April 8, 2026 at 6:00 PM at the PVCC

Recreation Commission

Next meeting is April 6, 2026 at 6:00 PM at the Town Hall Council Chambers

Saratoga Airport Advisory Board

Next meeting is April 13, 2026 at 3:30 PM at the Town Hall Council Chambers

South Central Wyoming Emergency Medical Services Board

Next meeting is April 20, 2026 at 6:00 PM in Hanna

NEW BUSINESS

EXECUTIVE SESSION

Motion to exit regular meeting and enter Executive Session at 6:38 PM, made by Councilman Cooley, second by Councilman Fluty. Motion carried.

Motion to exit Executive Session, noting to action taken, and reconvene Regular Meeting at 6:59 PM, made by Councilman Cooley, second by Councilman Fluty. Motion carried.

FURTHER BUSINESS

ADJOURNMENT

Motion to adjourn meeting at 7:00 PM, made by Councilman Cooley, second by Councilman Barkhurst. Motion carried.

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
WEDNESDAY, APRIL 15, 2026 AT 6:00 PM.**

Mayor Chuck Davis

Jennifer 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
A T & T Mobility									
7579	A T & T Mobility	287309475560	Acct# 287309475560-PD Cell Phones-	03/12/2026	382.33	.00		10-421-280	426
Total A T & T Mobility:					382.33	.00			
Carbon Power & Light Inc.									
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1314700-Kathy Glode Pk Rstrms	04/01/2026	194.40	.00		10-444-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1121500-112 S River Meter# 109	04/01/2026	217.99	.00		10-422-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1317500-117 E Spring Meter# 84	04/01/2026	80.94	.00		10-422-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1115800-Pump Station Meter# 90	04/01/2026	139.62	.00		52-532-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1130000-Kathy Glode Pk Sprklr	04/01/2026	43.50	.00		10-444-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1130100-Shop Meter# 11450673-	04/01/2026	322.58	.00		10-431-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1130400-Lift Station Meter# 1148	04/01/2026	46.50	.00		52-532-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1130500-Street Lights-No Meter-	04/01/2026	4,916.47	.00		10-431-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1130800-Swimming Pool Meter#	04/01/2026	383.43	.00		10-441-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1130800-Swimming Pool Meter#	04/01/2026	1,150.31	.00		10-442-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1131100-Water Tower Meter# 13	04/01/2026	134.36	.00		51-531-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1144102-Trl Space @ Lake Mete	04/01/2026	203.26	.00		10-443-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1157302-Lake Pump #3 Meter# 9	04/01/2026	43.50	.00		10-443-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1199800-Runway Lights Meter# 1	04/01/2026	154.58	.00		42-533-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1225000-Veterans Island Meter#	04/01/2026	45.00	.00		10-444-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1237500-Lagoon Meter# 844978	04/01/2026	3,621.50	.00		52-532-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1284100-New Beacon Meter# 10	04/01/2026	43.50	.00		42-533-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 12288300 -Rstrms @ Lake Meter	04/01/2026	43.50	.00		10-443-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1308900-River & Bridge Meter# 1	04/01/2026	126.68	.00		10-431-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1309000-Bridge & 2nd Meter# 13	04/01/2026	84.19	.00		10-431-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1321600-Weather Station Meter#	04/01/2026	57.85	.00		42-533-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1327900-1st & Spring Rstrms Me	04/01/2026	321.45	.00		10-431-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 1330501-210 W Elm Meter# 1146	04/01/2026	53.11	.00		10-410-262	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 7311300-110 E Spring Meter# 58	04/01/2026	297.81	.00		10-411-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 7311300-110 E Spring Meter# 58	04/01/2026	297.82	.00		10-421-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 7331200-Well Field# 17499425-1	04/01/2026	3,229.06	.00		51-531-270	426
1725	Carbon Power & Light Inc.	166-3/1/26-3/3	Acct# 7545800-Woods Field Meter# 13	04/01/2026	44.37	.00		10-444-270	426

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Carbon Power & Light Inc.:					16,297.28	.00			
Caselle, Inc.									
1760	Caselle, Inc.	INV-11448	Maintenance & Support-5/1/26 to 5/31/	04/01/2026	175.00	.00		10-411-320	426
1760	Caselle, Inc.	INV-11448	Maintenance & Support-5/1/26 to 5/31/	04/01/2026	157.50	.00		10-412-320	426
1760	Caselle, Inc.	INV-11448	Maintenance & Support-5/1/26 to 5/31/	04/01/2026	157.50	.00		10-413-320	426
1760	Caselle, Inc.	INV-11448	Maintenance & Support-5/1/26 to 5/31/	04/01/2026	350.00	.00		10-421-320	426
1760	Caselle, Inc.	INV-11448	Maintenance & Support-5/1/26 to 5/31/	04/01/2026	87.50	.00		10-431-320	426
1760	Caselle, Inc.	INV-11448	Maintenance & Support-5/1/26 to 5/31/	04/01/2026	157.50	.00		10-441-320	426
1760	Caselle, Inc.	INV-11448	Maintenance & Support-5/1/26 to 5/31/	04/01/2026	157.50	.00		10-442-320	426
1760	Caselle, Inc.	INV-11448	Maintenance & Support-5/1/26 to 5/31/	04/01/2026	157.50	.00		10-445-320	426
1760	Caselle, Inc.	INV-11448	Maintenance & Support-5/1/26 to 5/31/	04/01/2026	175.00	.00		51-531-320	426
1760	Caselle, Inc.	INV-11448	Maintenance & Support-5/1/26 to 5/31/	04/01/2026	175.00	.00		52-532-320	426
Total Caselle, Inc.:					1,750.00	.00			
Chapman Valdez & Lansing									
7820	Chapman Valdez & Lansing	13350	Professional Legal Services Rendered-	03/31/2026	440.25	.00		10-431-310	426
Total Chapman Valdez & Lansing:					440.25	.00			
Coal Creek Law LLC									
7825	Coal Creek Law LLC	58127	Professional Legal Services Rendered-	03/31/2026	512.00	.00		10-413-310	426
Total Coal Creek Law LLC:					512.00	.00			
Core & Main LP									
7604	Core & Main LP	Y698377	Gt141 2 Flg Rubber Gasket (4)-Water	04/06/2026	20.80	.00		51-531-492	426
7604	Core & Main LP	Y782059	12" Wb67 Hyd Ext Fire Hyd Ext-Water	04/06/2026	1,398.32	.00		51-531-251	426
7604	Core & Main LP	Y814216	C44 33 Q NL 3/4 Brs Cplg (12)-Water	04/07/2026	392.76	.00		51-531-492	426
7604	Core & Main LP	Y814216	Insert 51 3/4 SS Insert (24)-Water	04/07/2026	66.00	.00		51-531-492	426
Total Core & Main LP:					1,877.88	.00			
Emery Penner									
7693	Emery Penner	04072026	Reimbursement For Hard Hats-Fuel-Str	04/07/2026	91.87	91.87	04/07/2026	10-431-245	426
7693	Emery Penner	04072026	Reimbursement For Hard Hats-Fuel-Wa	04/07/2026	45.94	45.94	04/07/2026	51-531-240	426
7693	Emery Penner	04072026	Reimbursement For Hard Hats-Fuel-Se	04/07/2026	45.94	45.94	04/07/2026	52-532-240	426

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Emery Penner:					183.75	183.75			
Engineering Associates									
4170	Engineering Associates	4603142	Project# 25410.00-Professional Service	03/25/2026	24,542.94	.00		52-532-825	426
4170	Engineering Associates	4603145	Project# 26418.00-Professional Service	03/25/2026	9,511.00	.00		51-531-310	426
Total Engineering Associates:					34,053.94	.00			
Ferguson Waterworks #1116									
5850	Ferguson Waterworks #1116	1676210	10# Hth Chlr Tab-Elm St-Water	04/07/2026	66.48	.00		51-531-251	426
5850	Ferguson Waterworks #1116	1676210	18# Zn Ano w/10' Lead Strnd (4)-Elm St	04/07/2026	867.00	.00		51-531-251	426
5850	Ferguson Waterworks #1116	1676210	12ga 30mm 500' Hs Cop Wire Blue (50	04/07/2026	121.46	.00		51-531-251	426
5850	Ferguson Waterworks #1116	1676210	8 Mj Ss 304 Blt & Gskt Pk-Elm St-Water	04/07/2026	106.38	.00		51-531-251	426
5850	Ferguson Waterworks #1116	1676210	12 Mj Ss 304 Blt & Gskt Pk-Elm St-Wat	04/07/2026	162.78	.00		51-531-251	426
5850	Ferguson Waterworks #1116	1676210	15 Cadweld Plus (4)-Elm St-Water	04/07/2026	29.32	.00		51-531-251	426
5850	Ferguson Waterworks #1116	1676210	Cop Slv F/ #10 to #14 Sld Wire (4)-Elm	04/07/2026	3.54	.00		51-531-251	426
5850	Ferguson Waterworks #1116	1676210	Handy Cap (4)-Elm St-Water	04/07/2026	29.76	.00		51-531-251	426
5850	Ferguson Waterworks #1116	1676210	8 C900 Dr18 Pvc GJ Blue Pipe (600)-El	04/07/2026	10,026.00	.00		51-531-251	426
5850	Ferguson Waterworks #1116	1676210	8 Megalug F/ C900/lps Pvc-Elm St-Wat	04/07/2026	89.54	.00		51-531-251	426
5850	Ferguson Waterworks #1116	1676210	12 Megalug F/C900/lps Pvc-Elm St-Wat	04/07/2026	177.92	.00		51-531-251	426
5850	Ferguson Waterworks #1116	1676210	12x8 Jm C153 Red Epox-Elm St-Water	04/07/2026	478.34	.00		51-531-251	426
Total Ferguson Waterworks #1116:					12,158.52	.00			
Hach Company									
2920	Hach Company	14924439	Ammonia-TNT+-HR (2-47 MG/L) PK/25	03/20/2026	197.66	.00		51-531-241	426
2920	Hach Company	14924439	Ammonia-TNT+-HR (2-47 MG/L) PK/25	03/20/2026	296.49	.00		52-532-241	426
2920	Hach Company	14940610	Ammonia-TNT+-ULR-(0.015 to 2.0 MG/	03/31/2026	76.32	.00		51-531-498	426
2920	Hach Company	14940610	Ammonia-TNT+-ULR-(0.015 to 2.0 MG/	03/31/2026	114.46	.00		52-532-498	426
Total Hach Company:					684.93	.00			
Kylie M Waldrip, P.C.									
7410	Kylie M Waldrip, P.C.	5047	Professional Legal Services Rendered-	04/01/2026	185.00	.00		10-411-310	426
7410	Kylie M Waldrip, P.C.	5047	Professional Legal Services Rendered-	04/01/2026	129.50	.00		10-412-310	426
7410	Kylie M Waldrip, P.C.	5047	Professional Legal Services Rendered-	04/01/2026	129.50	.00		10-421-310	426
7410	Kylie M Waldrip, P.C.	5047	Professional Legal Services Rendered-	04/01/2026	37.00	.00		10-445-310	426
7410	Kylie M Waldrip, P.C.	5047	Professional Legal Services Rendered-	04/01/2026	18.50	.00		42-533-310	426

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Kylie M Waldrip, P.C.:					499.50	.00			
Laramie GM Auto Center Inc									
6760	Laramie GM Auto Center Inc	68351	2025 Chev Tahoe OW20 Dexos1 (8)-Fil	04/08/2026	129.90	.00		10-421-255	426
Total Laramie GM Auto Center Inc:					129.90	.00			
Lawrence S De Andrade									
7811	Lawrence S De Andrade	3/1/26	Airport Management Shively Field-3/26	04/03/2026	400.00	.00		42-533-310	426
Total Lawrence S De Andrade:					400.00	.00			
Lisa G. Burton									
7787	Lisa G. Burton	2026-04	Prep For Apr 2026 Meeting-Water	04/08/2026	87.50	.00		51-531-821	426
7787	Lisa G. Burton	2026-04	Prep For Apr 2026 Meeting-Sewer	04/08/2026	87.50	.00		52-532-821	426
Total Lisa G. Burton:					175.00	.00			
Motorola Solutions, Inc.									
3930	Motorola Solutions, Inc.	8230553126	CAD Push Interface Maint Standard-2/1	04/02/2026	1,549.10	.00		10-421-320	426
3930	Motorola Solutions, Inc.	8230553126	Flex HUB Maint Enhanced Standard-2/	04/02/2026	1,446.30	.00		10-421-320	426
3930	Motorola Solutions, Inc.	8230553126	Flex Insight Maint Standard-2/1/26 to 1/	04/02/2026	1,029.97	.00		10-421-320	426
3930	Motorola Solutions, Inc.	8230553126	Flex Law Records Maint Standard-2/1/2	04/02/2026	774.55	.00		10-421-320	426
3930	Motorola Solutions, Inc.	8230553126	Flex Licenses & Permits Maint Standar	04/02/2026	565.58	.00		10-421-320	426
3930	Motorola Solutions, Inc.	8230553126	XML Imaging Interface Maint Standard-	04/02/2026	2,603.96	.00		10-421-320	426
3930	Motorola Solutions, Inc.	8230553126	Flex Traffic Information Maint Standard-	04/02/2026	980.23	.00		10-421-320	426
3930	Motorola Solutions, Inc.	8230564407	SVC02SVC0661A-5/1/26 to 5/31/26-S	04/01/2026	192.25	.00		10-421-320	426
3930	Motorola Solutions, Inc.	8230564407	SVC01SVC1405C-5/1/26 to 5/31/26-Pr	04/01/2026	174.55	.00		10-421-320	426
3930	Motorola Solutions, Inc.	8230564407	SVC01SVC1424C-5/1/26 to 5/31/26-On	04/01/2026	1,202.40	.00		10-421-320	426
Total Motorola Solutions, Inc.:					10,518.89	.00			
MPM Corp									
3945	MPM Corp	9155752	Trash Removal For Mar 2026-Lake	03/31/2026	240.00	.00		10-443-262	426
3945	MPM Corp	9155752	Trash Removal For Mar 2026-Veterans	03/31/2026	80.00	.00		10-444-262	426
3945	MPM Corp	9155752	Trash Removal For Mar 2026-HP	03/31/2026	80.00	.00		10-442-262	426
3945	MPM Corp	9155752	Trash Removal For Mar 2026-TH	03/31/2026	17.50	.00		10-411-262	426
3945	MPM Corp	9155752	Trash Removal For Mar 2026-PD	03/31/2026	17.50	.00		10-421-262	426
3945	MPM Corp	9155752	Trash Removal For Mar 2026-Kathy GI	03/31/2026	45.00	.00		10-444-262	426

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
3945	MPM Corp	9155752	Trash Removal For Mar 2026-Streets	03/31/2026	45.00	.00		10-431-262	426
3945	MPM Corp	9155752	Trash Removal For Mar 2026-Water	03/31/2026	45.00	.00		51-531-262	426
3945	MPM Corp	9155752	Trash Removal For Mar 2026-Lagoon	03/31/2026	35.00	.00		52-532-262	426
3945	MPM Corp	9155752	Trash Removal For Mar 2026-Dog Park	03/31/2026	45.00	.00		10-444-262	426
Total MPM Corp:					650.00	.00			
NAPA Auto Parts Saratoga									
7658	NAPA Auto Parts Saratoga	ACCT# 7258-3/	Inv# 575-949286-Oil Dry-3/4/26-VFD	03/31/2026	44.97	.00		10-422-250	426
7658	NAPA Auto Parts Saratoga	ACCT# 8320-3/	Inv# 575-949485-Oil Filter-5W30-3/9/26	03/31/2026	35.52	.00		10-421-255	426
7658	NAPA Auto Parts Saratoga	ACCT# 8320-3/	Inv# 575-949486-Air Filter-3/9/26-PD	03/31/2026	21.48	.00		10-421-255	426
7658	NAPA Auto Parts Saratoga	ACCT# 8320-3/	Inv# 575-949487-Hose Clamp (5)-3/9/2	03/31/2026	52.45	.00		10-444-755	426
7658	NAPA Auto Parts Saratoga	ACCT# 8320-3/	Inv# 575-949552-Hose Clamps (10)-3/1	03/31/2026	104.90	.00		10-444-755	426
7658	NAPA Auto Parts Saratoga	ACCT# 8320-3/	Inv# 575-949601-Trailer Ball-3/10/26-S	03/31/2026	63.49	.00		52-532-255	426
7658	NAPA Auto Parts Saratoga	ACCT# 8320-3/	Inv# 575-949602-Drill Bit (3)-3/10/26-S	03/31/2026	11.97	.00		52-532-242	426
7658	NAPA Auto Parts Saratoga	ACCT# 8320-3/	Inv# 575-949893-16C Trb Sili-3/16/26-S	03/31/2026	21.99	.00		52-532-240	426
7658	NAPA Auto Parts Saratoga	ACCT# 8320-3/	Inv# 575-950086-Oil Filter-5W20 Oil (3)	03/31/2026	73.31	.00		10-421-250	426
7658	NAPA Auto Parts Saratoga	ACCT# 8320-3/	Inv# 575-950309-Emery Cloth Roll-3/24	03/31/2026	14.99	.00		51-531-251	426
Total NAPA Auto Parts Saratoga:					445.07	.00			
Norco Inc									
7148	Norco Inc	0046373079	Acct# HO322-Cylinder Rent-Mar 2026-	03/31/2026	44.64	.00		10-431-240	426
Total Norco Inc:					44.64	.00			
One-Call of Wyoming, Inc.									
4140	One-Call of Wyoming, Inc.	79336	Tickets For Mar 2026-Streets	04/10/2026	50.93	.00		10-431-226	426
4140	One-Call of Wyoming, Inc.	79336	Tickets For Mar 2026-Water	04/10/2026	25.46	.00		51-531-226	426
4140	One-Call of Wyoming, Inc.	79336	Tickets For Mar 2026-Sewer	04/10/2026	25.46	.00		52-532-226	426
Total One-Call of Wyoming, Inc.:					101.85	.00			
Perue Printing									
4255	Perue Printing	03312026	Paper (10)-3/18/26-TH	03/31/2026	29.17	.00		10-411-240	426
4255	Perue Printing	03312026	Paper (10)-3/18/26-PZ	03/31/2026	36.48	.00		10-412-240	426
4255	Perue Printing	03312026	Paper (10)-3/18/26-Court	03/31/2026	36.48	.00		10-413-240	426
4255	Perue Printing	03312026	Paper (10)-3/18/26-PD	03/31/2026	36.48	.00		10-421-240	426
4255	Perue Printing	03312026	Paper (10)-3/18/26-Streets	03/31/2026	36.48	.00		10-431-240	426
4255	Perue Printing	03312026	Paper (10)-3/18/26-SP	03/31/2026	14.59	.00		10-441-240	426

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
4255	Perue Printing	03312026	Paper (10)-3/18/26-HP	03/31/2026	14.59	.00		10-442-240	426
4255	Perue Printing	03312026	Paper (10)-3/18/26-Rec	03/31/2026	14.59	.00		10-445-240	426
4255	Perue Printing	03312026	Paper (10)-3/18/26-Water	03/31/2026	255.32	.00		51-531-240	426
4255	Perue Printing	03312026	Paper (10)-3/18/26-Sewer	03/31/2026	255.32	.00		52-532-240	426
Total Perue Printing:					729.50	.00			
Pine Cove Consulting, LLC									
7285	Pine Cove Consulting, LLC	26753C	Managed Services Agreement-4/26-TH	04/01/2026	117.01	.00		10-411-320	426
7285	Pine Cove Consulting, LLC	26753C	Managed Services Agreement-4/26-PZ	04/01/2026	105.32	.00		10-412-320	426
7285	Pine Cove Consulting, LLC	26753C	Managed Services Agreement-4/26-Co	04/01/2026	105.32	.00		10-413-320	426
7285	Pine Cove Consulting, LLC	26753C	Managed Services Agreement-4/26-PD	04/01/2026	234.04	.00		10-421-320	426
7285	Pine Cove Consulting, LLC	26753C	Managed Services Agreement-4/26-Str	04/01/2026	58.51	.00		10-431-320	426
7285	Pine Cove Consulting, LLC	26753C	Managed Services Agreement-4/26-SP	04/01/2026	105.32	.00		10-441-320	426
7285	Pine Cove Consulting, LLC	26753C	Managed Services Agreement-4/26-HP	04/01/2026	105.32	.00		10-442-320	426
7285	Pine Cove Consulting, LLC	26753C	Managed Services Agreement-4/26-Re	04/01/2026	105.32	.00		10-445-320	426
7285	Pine Cove Consulting, LLC	26753C	Managed Services Agreement-4/26-Wa	04/01/2026	117.02	.00		51-531-320	426
7285	Pine Cove Consulting, LLC	26753C	Managed Services Agreement-4/26-Se	04/01/2026	117.02	.00		52-532-320	426
7285	Pine Cove Consulting, LLC	26801C	Office 365-Pax8 Business Standard-Dir	04/01/2026	36.36	.00		10-411-320	426
7285	Pine Cove Consulting, LLC	26801C	Office 365-Pax8 Business Standard-Dir	04/01/2026	32.72	.00		10-412-320	426
7285	Pine Cove Consulting, LLC	26801C	Office 365-Pax8 Business Standard-Dir	04/01/2026	32.72	.00		10-413-320	426
7285	Pine Cove Consulting, LLC	26801C	Office 365-Pax8 Business Standard-Dir	04/01/2026	72.72	.00		10-421-320	426
7285	Pine Cove Consulting, LLC	26801C	Office 365-Pax8 Business Standard-Dir	04/01/2026	18.18	.00		10-431-320	426
7285	Pine Cove Consulting, LLC	26801C	Office 365-Pax8 Business Standard-Dir	04/01/2026	32.72	.00		10-441-320	426
7285	Pine Cove Consulting, LLC	26801C	Office 365-Pax8 Business Standard-Dir	04/01/2026	32.72	.00		10-442-320	426
7285	Pine Cove Consulting, LLC	26801C	Office 365-Pax8 Business Standard-Dir	04/01/2026	32.72	.00		10-445-320	426
7285	Pine Cove Consulting, LLC	26801C	Office 365-Pax8 Business Standard-Dir	04/01/2026	36.36	.00		51-531-320	426
7285	Pine Cove Consulting, LLC	26801C	Office 365-Pax8 Business Standard-Dir	04/01/2026	36.36	.00		52-532-320	426
Total Pine Cove Consulting, LLC:					1,533.78	.00			
Platte Valley Foods LLC									
5700	Platte Valley Foods LLC	4/1/26	Inv# 00100067145600114-Water (10)-3	04/01/2026	49.90	.00		10-411-240	426
Total Platte Valley Foods LLC:					49.90	.00			
Platte Valley Porta Pots, Inc									
7387	Platte Valley Porta Pots, Inc	1900	Weekly Clean-Veterans Island (2)-3/26	04/07/2026	300.00	.00		10-444-262	426

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Platte Valley Porta Pots, Inc:					300.00	.00			
Plattoga Holdings, LLC									
7523	Plattoga Holdings, LLC	2164	Round Drain Rock 1.5" (20.34)-Elm St-	04/10/2026	528.84	.00		51-531-720	426
7523	Plattoga Holdings, LLC	2164	Round Drain Rock 7/8"-1.5" (21.42)-EI	04/10/2026	492.66	.00		51-531-720	426
7523	Plattoga Holdings, LLC	2164	Trucking/Freight Tandem Dump Truck (04/10/2026	290.00	.00		51-531-720	426
7523	Plattoga Holdings, LLC	2164	Fuel Surcharge-Elm St-Water	04/10/2026	59.45	.00		51-531-720	426
Total Plattoga Holdings, LLC:					1,370.95	.00			
Saratoga Feed and Grain									
4895	Saratoga Feed and Grain	03312026	Inv# 101854-Hydroreflector Buffalo Drive-	03/31/2026	13.00	.00		52-532-500	426
4895	Saratoga Feed and Grain	03312026	Inv# 101977-Irrigation Boots-3/30/26-St	03/31/2026	95.00	.00		10-431-240	426
Total Saratoga Feed and Grain:					108.00	.00			
Shively Hardware Co - VFD									
7585	Shively Hardware Co - VFD	28120-3/31/26-	Inv# 131756-Flame Lighter-3/7/26-VFD	03/31/2026	13.77	.00		10-422-250	426
7585	Shively Hardware Co - VFD	28120-3/31/26-	Inv# 132218-Batteries-3/18/26-VFD	03/31/2026	261.40	.00		10-422-250	426
Total Shively Hardware Co - VFD:					275.17	.00			
Shively Hardware Co (Town# 28210)									
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131493-Ball Valve-3/2/26-Water	03/31/2026	41.99	.00		51-531-492	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131552-Gloves-3/3/26-Streets	03/31/2026	17.99	.00		10-431-245	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131568-Putty Knife-Leakstop-Brus	03/31/2026	46.56	.00		51-531-262	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131605-Insrt Stfmr 1" 2pk (3)-Buildi	03/31/2026	26.96	.00		51-531-492	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131700-Nipple 1"x6"-Mending Bra	03/31/2026	15.77	.00		51-531-492	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131716-Thrmtr-3/6/26-HP	03/31/2026	25.99	.00		10-442-240	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131738-Trash Cans (2)-3/6/26-Par	03/31/2026	15.18	.00		10-444-240	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131742-Misc Supplies (3)-3/6/26-S	03/31/2026	.75	.00		52-532-240	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131779-Roof Sealant-Putty Knife-3	03/31/2026	83.58	.00		51-531-262	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131787-Paint-3/9/26-SP	03/31/2026	149.97	.00		10-441-262	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131794-Nipple 1"x2"-Couple 1"-3/9	03/31/2026	6.88	.00		51-531-492	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131806-Roller-Rlr Frm-3/9/26-Park	03/31/2026	14.18	.00		10-444-262	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131883-Mark Paint (3)-3/10/26-PD	03/31/2026	27.97	.00		10-421-235	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131887-Cplng (3)-Pressure Washe	03/31/2026	111.96	.00		10-442-262	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131937-Brush 3" (2)-Misc Supplies	03/31/2026	16.97	.00		52-532-262	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 131961-Plier 3 Pc-Misc Supplies-3	03/31/2026	32.53	.00		52-532-242	426

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132030-Wheel 8x1.75 Plastic Hub	03/31/2026	24.98	.00		10-431-250	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132067-Dup Key (3)-3/16/26-Sewe	03/31/2026	6.57	.00		52-532-240	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132123-80lb Sakrete-3/17/26-Wat	03/31/2026	29.96	.00		51-531-251	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132132-Spray Paint (2)-3/17/26-W	03/31/2026	11.98	.00		51-531-251	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# IC43780-Tire Repair-3/17/26-Wate	03/31/2026	30.00	.00		51-531-255	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132204-Sand-3/18/26-Rec	03/31/2026	31.96	.00		10-445-241	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132259-Brush 3" (2)-3/19/26-Sewe	03/31/2026	11.98	.00		52-532-262	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132273-Tape-3/19/26-Streets	03/31/2026	13.99	.00		10-431-240	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132288-Sealant-3/20/26-Sewer	03/31/2026	93.99	.00		52-532-262	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132405-Misc Supplies (8)-3/23/26-	03/31/2026	11.92	.00		51-531-240	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132473-Pv Rp Cpl S40 2"-3/24/26-	03/31/2026	41.98	.00		51-531-251	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132481-Elbow 45 2" Sch40-Pvc Sc	03/31/2026	63.94	.00		51-531-251	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132482-Elbow 45 2" Sch40-3/24/2	03/31/2026	6.49	.00		51-531-251	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132490-Dawn-3/25/26-Streets	03/31/2026	11.98	.00		10-431-240	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132495-Charger-3/25/26-Water	03/31/2026	18.99	.00		51-531-225	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132599-Tray Set-Paint-3/26/26-SP	03/31/2026	29.58	.00		10-441-262	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132615-Pvc Pipe-3/26/26-HP	03/31/2026	13.99	.00		10-442-262	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132673-Keys-3/27/26-Parks	03/31/2026	7.99	.00		10-444-262	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132712-Muriatic Acid (5)-3/30/26-S	03/31/2026	69.95	.00		10-441-262	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132714-Gloves-3/30/26-Streets	03/31/2026	17.99	.00		10-431-245	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132725-Garden Sprayer-3/30/26-S	03/31/2026	47.98	.00		10-441-262	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132745-Muriatic Acid (4)-3/30/26-S	03/31/2026	47.96	.00		10-441-262	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# IC43982-Hip Boots-3/30/26-SP	03/31/2026	130.23	.00		10-441-240	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132786-Conn Wire-Elec Tape-Mop	03/31/2026	53.95	.00		51-531-251	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Inv# 132824-Bushing-Adaptr-Nipple-Elb	03/31/2026	46.63	.00		51-531-251	426
5015	Shively Hardware Co (Town# 28210)	ACCT# 28210-	Credit Inv# IC44026-Charged Sales Tax	03/31/2026	7.37-	.00		10-441-240	426
Total Shively Hardware Co (Town# 28210):					1,504.82	.00			
South Central Wyoming EMS JPB									
6985	South Central Wyoming EMS JPB	320	FY 2026 4th Quarter Ambulance Servic	04/01/2026	14,467.00	.00		10-411-494	426
Total South Central Wyoming EMS JPB:					14,467.00	.00			
Tiffany Moore									
7808	Tiffany Moore	12	Contract Cleaning-3/30/26 to 4/12/26-T	04/13/2026	210.00	.00		10-411-110	426
7808	Tiffany Moore	12	Contract Cleaning-3/30/26 to 4/12/26-P	04/13/2026	90.00	.00		10-421-110	426
Total Tiffany Moore:					300.00	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Uline, Inc.									
7765	Uline, Inc.	205954444	8' Rec Picnic Table Green (18)-Lake	03/26/2026	13,300.00	.00		10-443-262	426
7765	Uline, Inc.	205954444	8' Rec Picnic Table Green (18)-Lake	03/26/2026	1,404.70	.00		10-443-740	426
7765	Uline, Inc.	205954444	8' Rec Picnic Table Green (18)-Parks	03/26/2026	7,500.00	.00		10-444-724	426
Total Uline, Inc.:					22,204.70	.00			
Upper Platte River Solid Waste Disposal									
7528	Upper Platte River Solid Waste Disposa	76074	Construct/Demo Excess Fees-3/13/26	04/06/2026	1,097.60	.00		10-444-724	426
Total Upper Platte River Solid Waste Disposal:					1,097.60	.00			
Valley Ready Mix, LLC									
7637	Valley Ready Mix, LLC	8569	Concrete Post Holes @ Baseball Field-	03/27/2026	1,710.00	.00		10-444-720	426
Total Valley Ready Mix, LLC:					1,710.00	.00			
WEX Fleet Universal									
7798	WEX Fleet Universal	111847622	Card# 0659-81.329 G-3/8/26 to 4/7/26-	04/07/2026	274.11	.00		10-421-256	426
7798	WEX Fleet Universal	111847622	Card# 0675-125.004 G-3/8/26 to 4/7/26	04/07/2026	410.03	.00		10-421-256	426
7798	WEX Fleet Universal	111847622	Card# 0709-151.491 G-3/8/26 to 4/7/26	04/07/2026	588.81	.00		10-421-256	426
7798	WEX Fleet Universal	111847622	Card# 0667-130.203 G-3/8/26 to 4/7/26	04/07/2026	429.01	.00		10-421-256	426
7798	WEX Fleet Universal	111847622	Card# 0733-50.736 G-3/8/26 to 4/7/26-	04/07/2026	155.32	.00		10-421-256	426
7798	WEX Fleet Universal	111847622	Card# 0584-24.986 G-3/8/26 to 4/7/26-	04/07/2026	86.44	.00		10-421-256	426
7798	WEX Fleet Universal	111847622	Card# 0576-11.858 G-3/8/26 to 4/7/26-	04/07/2026	43.83	.00		10-421-256	426
7798	WEX Fleet Universal	111847622	Card# 0592-156.316 G-3/8/26 to 4/7/26	04/07/2026	555.03	.00		10-431-256	426
7798	WEX Fleet Universal	111847622	Card# 0626-140.400 G-3/8/26 to 4/7/26	04/07/2026	632.50	.00		10-431-256	426
7798	WEX Fleet Universal	111847622	Card# 0717-332.611 G-3/8/26 to 4/7/26	04/07/2026	1,274.32	.00		10-431-256	426
7798	WEX Fleet Universal	111847622	Card# 0725-41.493 G-3/8/26 to 4/7/26-	04/07/2026	70.03	.00		51-531-256	426
7798	WEX Fleet Universal	111847622	Card# 0725-41.493 G-3/8/26 to 4/7/26-	04/07/2026	70.03	.00		52-532-256	426
7798	WEX Fleet Universal	111847622	Card# 0691-36.991 G-3/8/26 to 4/7/26-	04/07/2026	68.08	.00		51-531-256	426
7798	WEX Fleet Universal	111847622	Card# 0691-36.991 G-3/8/26 to 4/7/26-	04/07/2026	68.09	.00		52-532-256	426
7798	WEX Fleet Universal	111847622	Card# 0683-56.900 G-3/8/26 to 4/7/26-	04/07/2026	117.35	.00		51-531-256	426
7798	WEX Fleet Universal	111847622	Card# 0683-56.900 G-3/8/26 to 4/7/26-	04/07/2026	117.35	.00		52-532-256	426
7798	WEX Fleet Universal	111847622	Card# 0618-21.890 G-3/8/26 to 4/7/26-	04/07/2026	32.79	.00		51-531-256	426
7798	WEX Fleet Universal	111847622	Card# 0618-21.890 G-3/8/26 to 4/7/26-	04/07/2026	32.79	.00		52-532-256	426
Total WEX Fleet Universal:					5,025.91	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Wyoming Machinery Company									
6705	Wyoming Machinery Company	PO8900948	Locknut (11)-Screw (11)-Streets	03/27/2026	24.34	.00		10-431-250	426
6705	Wyoming Machinery Company	PO8900948	Locknut (11)-Screw (11)-Water	03/27/2026	23.62	.00		51-531-250	426
6705	Wyoming Machinery Company	PO8900948	Locknut (11)-Screw (11)-Sewer	03/27/2026	23.62	.00		52-532-250	426
6705	Wyoming Machinery Company	PO8902495	Lamp Gp Basi-Streets	03/28/2026	158.08	.00		10-431-740	426
6705	Wyoming Machinery Company	PO8902495	Lamp Gp Basi-Water	03/28/2026	153.42	.00		51-531-740	426
6705	Wyoming Machinery Company	PO8902495	Lamp Gp Basi-Sewer	03/28/2026	153.42	.00		52-532-740	426
6705	Wyoming Machinery Company	PO8902496	Lamp GP Basi-Streets	03/28/2026	158.08	.00		10-431-740	426
6705	Wyoming Machinery Company	PO8902496	Lamp Gp Basi-Water	03/28/2026	153.42	.00		51-531-740	426
6705	Wyoming Machinery Company	PO8902496	Lamp Gp Basi-Sewer	03/28/2026	153.42	.00		52-532-740	426
6705	Wyoming Machinery Company	PO8902497	Filter Hyd (2)-Streets	03/28/2026	20.95	.00		10-431-740	426
6705	Wyoming Machinery Company	PO8902497	Filter Hyd (2)-Water	03/28/2026	20.33	.00		51-531-740	426
6705	Wyoming Machinery Company	PO8902497	Filter Hyd (2)-Sewer	03/28/2026	20.33	.00		52-532-740	426
Total Wyoming Machinery Company:					1,063.03	.00			
Wyoming Rents									
6200	Wyoming Rents	R7937101	Skid Steer Breaker-NFP	03/19/2026	400.00	.00		10-444-724	426
Total Wyoming Rents:					400.00	.00			
Wyoming Retirement System									
6205	Wyoming Retirement System	281756	Volunteer Firefighter and EMT Pension-	04/09/2026	562.50	.00		10-422-170	426
Total Wyoming Retirement System:					562.50	.00			
Grand Totals:					134,008.59	183.75			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
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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
04/07/2026		7579	A T & T Mobility	2873094755	382.33	.00	.00	382.33			
04/16/2026		1725	Carbon Power & Light Inc.	166-3/1/26-3/	16,297.28	.00	.00	16,297.28			
05/01/2026		1760	Caselle, Inc.	INV-11448	1,750.00	.00	.00	1,750.00			
03/31/2026		7820	Chapman Valdez & Lansin	13350	440.25	.00	.00	440.25			
04/07/2026		7825	Coal Creek Law LLC	58127	512.00	.00	.00	512.00			
05/06/2026		7604	Core & Main LP	Y698377	20.80	.00	.00	20.80			
05/06/2026		7604	Core & Main LP	Y782059	1,398.32	.00	.00	1,398.32			
05/07/2026		7604	Core & Main LP	Y814216	458.76	.00	.00	458.76			
04/25/2026		4170	Engineering Associates	4603142	24,542.94	.00	.00	24,542.94			
04/25/2026		4170	Engineering Associates	4603145	9,511.00	.00	.00	9,511.00			
05/07/2026		5850	Ferguson Waterworks #111	1676210	12,158.52	.00	.00	12,158.52			
04/20/2026		2920	Hach Company	14924439	494.15	.00	.00	494.15			
04/30/2026		2920	Hach Company	14940610	190.78	.00	.00	190.78			
04/01/2026		7410	Kylie M Waldrip, P.C.	5047	499.50	.00	.00	499.50			
04/08/2026		6760	Laramie GM Auto Center In	68351	129.90	.00	.00	129.90			
04/03/2026		7811	Lawrence S De Andrade	3/1/26	400.00	.00	.00	400.00			
04/08/2026		7787	Lisa G. Burton	2026-04	175.00	.00	.00	175.00			
04/02/2026		3930	Motorola Solutions, Inc.	8230553126	8,949.69	.00	.00	8,949.69			
05/01/2026		3930	Motorola Solutions, Inc.	8230564407	1,569.20	.00	.00	1,569.20			
03/31/2026		3945	MPM Corp	9155752	650.00	.00	.00	650.00			
04/15/2026		7658	NAPA Auto Parts Saratoga	ACCT# 7258	44.97	.00	.00	44.97			
04/15/2026		7658	NAPA Auto Parts Saratoga	ACCT# 8320	400.10	.00	.00	400.10			
04/30/2026		7148	Norco Inc	0046373079	44.64	.00	.00	44.64			
04/10/2026		4140	One-Call of Wyoming, Inc.	79336	101.85	.00	.00	101.85			
03/31/2026		4255	Perue Printing	03312026	729.50	.00	.00	729.50			
04/01/2026		7285	Pine Cove Consulting, LLC	26753C	1,170.20	.00	.00	1,170.20			
04/01/2026		7285	Pine Cove Consulting, LLC	26801C	363.58	.00	.00	363.58			
04/01/2026		5700	Platte Valley Foods LLC	4/1/26	49.90	.00	.00	49.90			
05/07/2026		7387	Platte Valley Porta Pots, In	1900	300.00	.00	.00	300.00			
05/10/2026		7523	Plattoga Holdings, LLC	2164	1,370.95	.00	.00	1,370.95			
04/30/2026		4895	Saratoga Feed and Grain	03312026	108.00	.00	.00	108.00			
04/30/2026		7585	Shively Hardware Co - VF	28120-3/31/2	275.17	.00	.00	275.17			
04/15/2026		5015	Shively Hardware Co (Tow	ACCT# 2821	1,504.82	.00	.00	1,504.82			
05/01/2026		6985	South Central Wyoming E	320	14,467.00	.00	.00	14,467.00			
04/13/2026		7808	Tiffany Moore	12	300.00	.00	.00	300.00			
04/26/2026		7765	Uline, Inc.	205954444	22,204.70	.00	.00	22,204.70			
05/06/2026		7528	Upper Platte River Solid W	76074	1,097.60	.00	.00	1,097.60			
04/27/2026		7637	Valley Ready Mix, LLC	8569	1,710.00	.00	.00	1,710.00			
05/22/2026		7798	WEX Fleet Universal	111847622	5,025.91	.00	.00	5,025.91			
04/27/2026		6705	Wyoming Machinery Comp	PO8900948	71.58	.00	.00	71.58			
04/28/2026		6705	Wyoming Machinery Comp	PO8902495	464.92	.00	.00	464.92			
04/28/2026		6705	Wyoming Machinery Comp	PO8902496	464.92	.00	.00	464.92			
04/28/2026		6705	Wyoming Machinery Comp	PO8902497	61.61	.00	.00	61.61			
04/19/2026		6200	Wyoming Rents	R7937101	400.00	.00	.00	400.00			
05/12/2026		6205	Wyoming Retirement Syste	281756	562.50	.00	.00	562.50			
Grand Totals:				45	133,824.84	.00	.00	133,824.84			

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
03/31/2026	1,819.75	.00	.00	1,819.75	1,819.75
04/01/2026	2,083.18	.00	.00	2,083.18	3,902.93
04/02/2026	8,949.69	.00	.00	8,949.69	12,852.62
04/03/2026	400.00	.00	.00	400.00	13,252.62
04/07/2026	894.33	.00	.00	894.33	14,146.95
04/08/2026	304.90	.00	.00	304.90	14,451.85
04/10/2026	101.85	.00	.00	101.85	14,553.70
04/13/2026	300.00	.00	.00	300.00	14,853.70
04/15/2026	1,949.89	.00	.00	1,949.89	16,803.59
04/16/2026	16,297.28	.00	.00	16,297.28	33,100.87
04/19/2026	400.00	.00	.00	400.00	33,500.87
04/20/2026	494.15	.00	.00	494.15	33,995.02
04/25/2026	34,053.94	.00	.00	34,053.94	68,048.96
04/26/2026	22,204.70	.00	.00	22,204.70	90,253.66
04/27/2026	1,781.58	.00	.00	1,781.58	92,035.24
04/28/2026	991.45	.00	.00	991.45	93,026.69
04/30/2026	618.59	.00	.00	618.59	93,645.28
05/01/2026	17,786.20	.00	.00	17,786.20	111,431.48
05/06/2026	2,516.72	.00	.00	2,516.72	113,948.20
05/07/2026	12,917.28	.00	.00	12,917.28	126,865.48
05/10/2026	1,370.95	.00	.00	1,370.95	128,236.43
05/12/2026	562.50	.00	.00	562.50	128,798.93
05/22/2026	5,025.91	.00	.00	5,025.91	133,824.84
Grand Totals:	133,824.84	.00	.00	133,824.84	

Report Criteria:
Paid transmittals included

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount
40720261							
1	EFTPS - TAXES	40720261	04/05/2026	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 04/05/2026	10-212100	3,557.57
1	EFTPS - TAXES	40720261	04/05/2026	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 04/05/2026	10-212100	3,557.57
1	EFTPS - TAXES	40720261	04/05/2026	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 04/05/2026	10-212100	832.01
1	EFTPS - TAXES	40720261	04/05/2026	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 04/05/2026	10-212100	832.01
1	EFTPS - TAXES	40720261	04/05/2026	76-00	FICA/FWT/WITHHOLDING DEPOSIT Federal Withholding Tax Pay Period: 04/05	10-212200	4,403.83
Total 40720261:							13,182.99
40720262							
3	GREAT-WEST TRUST CO	40720262	04/05/2026	55-01	457 CONTRIBUTION Deferred Comp - Pre Tax Pay Period: 04/05/2026	10-212500	165.00
3	GREAT-WEST TRUST CO	40720262	04/05/2026	55-02	457 CONTRIBUTION Deferred Comp - Roth Pay Period: 04/05/2026	10-212500	55.00
Total 40720262:							220.00
Grand Totals:							13,402.99

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
04/05/2026	PC	04/09/2026	54780	275		01-112700	415.57-
04/05/2026	PC	04/09/2026	54781	301		01-112700	130.19-
04/05/2026	PC	04/09/2026	54782	248		01-112700	415.57-
04/05/2026	PC	04/09/2026	54783	285		01-112700	278.62-
04/05/2026	PC	04/09/2026	54784	250		01-112700	277.05-
04/05/2026	PC	04/09/2026	54785	299		01-112700	58.18-
04/05/2026	PC	04/09/2026	54786	9120		01-112700	369.40-
04/05/2026	PC	04/09/2026	54787	302		01-112700	130.53-
04/05/2026	PC	04/09/2026	4092026	46		01-112700	1,648.64-
04/05/2026	PC	04/09/2026	4092026	49		01-112700	2,823.02-
04/05/2026	PC	04/09/2026	4092026	78		01-112700	1,561.35-
04/05/2026	PC	04/09/2026	4092026	86		01-112700	318.91-
04/05/2026	PC	04/09/2026	4092026	134		01-112700	2,224.20-
04/05/2026	PC	04/09/2026	4092026	58		01-112700	25.55-
04/05/2026	PC	04/09/2026	4092026	40		01-112700	2,058.24-
04/05/2026	PC	04/09/2026	4092026	88		01-112700	1,342.35-
04/05/2026	PC	04/09/2026	4092026	201		01-112700	500.94-
04/05/2026	PC	04/09/2026	4092027	226		01-112700	2,718.99-
04/05/2026	PC	04/09/2026	4092027	223		01-112700	1,593.21-
04/05/2026	PC	04/09/2026	4092027	245		01-112700	2,233.84-
04/05/2026	PC	04/09/2026	4092027	247		01-112700	1,905.99-
04/05/2026	PC	04/09/2026	4092027	264		01-112700	3,414.03-
04/05/2026	PC	04/09/2026	4092027	235		01-112700	1,811.84-
04/05/2026	PC	04/09/2026	4092027	202		01-112700	234.27-
04/05/2026	PC	04/09/2026	4092027	261		01-112700	46.84-
04/05/2026	PC	04/09/2026	4092027	272		01-112700	3,494.28-
04/05/2026	PC	04/09/2026	4092027	273		01-112700	2,525.52-
04/05/2026	PC	04/09/2026	4092028	277		01-112700	1,479.25-
04/05/2026	PC	04/09/2026	4092028	283		01-112700	1,514.02-
04/05/2026	PC	04/09/2026	4092028	263		01-112700	1,712.84-
04/05/2026	PC	04/09/2026	4092028	288		01-112700	1,493.17-
04/05/2026	PC	04/09/2026	4092028	48		01-112700	2,873.20-
04/05/2026	PC	04/09/2026	4092028	252		01-112700	41.56-
04/05/2026	PC	04/09/2026	4092028	291		01-112700	139.49-
04/05/2026	PC	04/09/2026	4092028	300		01-112700	977.73-
04/05/2026	PC	04/09/2026	4092028	304		01-112700	487.13-
04/05/2026	PC	04/09/2026	4092028	276		01-112700	820.24-
Grand Totals:							<u>46,095.75-</u>
				<u>37</u>			



A Community of Volunteers Serving Veterans, Military, and their Families

Poppy Day Proclamation

WHEREAS, America is the land of freedom, preserved and protected willingly and freely by citizen soldiers;

WHEREAS, Millions who have answered the call to arms have died on the field of battle;

WHEREAS, A nation at peace must be reminded of the price of war and the debt owed to those who have died in war;

WHEREAS, The red poppy has been designated as a symbol of sacrifice of lives in all wars; and

WHEREAS, The American Legion Auxiliary has pledged to remind America annually of this debt through the distribution of the memorial flower;

THEREFORE, I Chuck Davis, Mayor, of the Town of Saratoga do hereby proclaim the 31st day of May, 2026, as POPPY DAY and ask that all citizens pay tribute to those who have made the ultimate sacrifice in the name of freedom by wearing the Memorial Poppy on this day.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official seal of Town of Saratoga this 15th day of April 2026.

Chuck Davis
Mayor of Saratoga

SERVE WYOMING – NATIONAL SERVICE RECOGNITION DAY

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's [COUNTIES/CITIES/TRIBAL GOVERNMENTS] are increasingly turning to national service and volunteerism as a cost-effective strategy to meet their needs; and

WHEREAS, AmeriCorps and AmeriCorps Senior participants address the most pressing challenges facing our communities, from educating students for the jobs of the 21st century, to fighting the opioid epidemic, to responding to natural disasters, to supporting veterans and military families; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, AmeriCorps and AmeriCorps Senior participants serve in more than 50,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

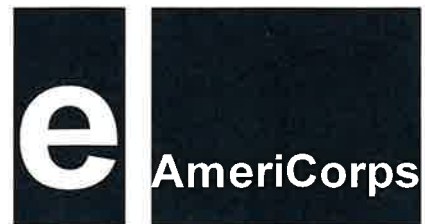
WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the AmeriCorps shares a priority with local leaders nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, the National Association of Counties, Cities of Service, and local leaders across the country for National Service Recognition Day on April 21, 2026.

THEREFORE, BE IT RESOLVED that I, *Chuck Davis, Mayor of the Town of Saratoga*, do hereby proclaim April 30, 2026, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our community, to thank those who serve; and to find ways to give back to their communities.



Saratoga Town Hall Friday Coverage Policy

Effective Date: April 1, 2026

Purpose:

To maintain consistent public service while supporting work-life balance, Saratoga Town Hall employees will follow a three-week rotating schedule for Friday office coverage.

Policy:

1. Friday Staffing Rotation:

- The Town Clerk, Town Treasurer, and Deputy Clerk will rotate Friday office coverage on a three-week cycle.
- Each week, one designated employee will remain in the office from 8:00 a.m. to 5:00 p.m. on Friday.

2. Scheduling:

- A rotating schedule will be created and maintained by the Town Clerk or designated supervisor.
- Employees will be notified of their assigned Fridays at least one month in advance.

3. Coverage Duties:

- The employee scheduled for Friday coverage is responsible for answering phone calls, assisting walk-ins, and performing essential administrative duties.
- In the event of illness or an emergency, the scheduled employee must notify their supervisor immediately, and coverage will be reassigned.

4. Duration:

- This policy shall remain in effect on a permanent basis unless amended or repealed by the Town of Saratoga.
- The policy may be reviewed periodically to ensure continued effectiveness and alignment with operational need.

5. Equity and Flexibility:

- Every effort will be made to distribute Friday assignments fairly.
- Requests for schedule changes must be submitted in writing and are subject to approval.

Review:

This policy will be reviewed annually and may be updated as needed to ensure continued effectiveness and fairness.

Approved by:

Chuck Davis

Mayor of Saratoga

Date _____

Attest



Jennifer Anderson

Town Clerk



Wyoming
Association of
Municipalities
Building Strong Communities

TO: **All Mayors/Clerk-Treasurers/Administrators-Managers**

FROM: Earla Checchi, Finance Manager

SUBJECT: **Voting Delegates for the 2026 WAM Summer Convention**

DATE: March 3, 2026

We are requesting that your municipality's governing body appoint its **Official Voting Delegate** and **alternate** to WAM's Summer Convention Business Meeting, held Thursday, June 4, 2026, in Laramie (Date subject to Change). Items that your Voting Delegate will be voting on Membership Dues. **Any** individual member of the association is entitled to speak during the June business meeting. However, when a vote is taken on any action the official voting delegate, or the alternate, is the **only one allowed to vote** for the city or town. Any elected or appointed official/staff may be designated by the city/town as its official voting delegate.

Please complete the attached form and email, mail, or fax it to WAM by Friday, May 15, 2026. We appreciate your cooperation and prompt action on this matter to ensure that each municipality is represented by a person who has been duly authorized by your governing body to take an active role in the business meeting.

If you find your official delegate is not able to attend the conference at the last moment, you may re-appoint someone else. For this change to be accepted we do need a change **in writing**. You may send/fax it to the WAM office by **Friday, May 15** or your voting delegate may bring the written change/authorization to the convention and submit it to the WAM registration desk **by Wednesday, June 3 before 12:00pm.** After that time, changes will not be accepted.

Please contact us with any questions.

Ensure YOUR community has a VOICE and a VOTE at the June business meeting!

WYOMING ASSOCIATION OF MUNICIPALITIES 2026 WAM SUMMER CONVENTION OFFICIAL VOTING DELEGATE FORM

The following person has been selected as the *Official Voting Delegate* for the 2026 WAM Convention Summer Business Meeting in Laramie, Thursday June 4, 2026 (Date subject to Change).

City/Town: _____

Name: _____

Title: _____

Alternate Delegate will be: _____

Title: _____

Date Approved by the City/Town Council: _____

Attest: _____ (City/Town Clerk)

***The WAM Business Meeting date is subject to change.**

PLEASE EMAIL, MAIL OR FAX TO WAM NO LATER THAN Friday, May 15, 2026.

315 West 27 Street, Cheyenne, WY 82001

Phone (307) 275-8376, Fax (307) 632-1942 or

Email to Earla Checchi at: earla@wyomuni.org

TOWN OF SARATOGA, WYOMING

ORDINANCE NO. 2026-_____

AN ORDINANCE CREATING CHAPTER 10.29 OFF-ROAD VEHICLES IN THE SARATOGA MUNICIPAL CODE ALLOWING THE OPERATION OF OFF-ROAD VEHICLES WITHIN THE TOWN LIMITS OF SARATOGA, WYOMING

WHEREAS, the Town of Saratoga recognizes that the operation of Off-Road Recreational Vehicles (ORVs) is a popular means of transportation and recreation for residents and visitors within the Town and surrounding areas; and

WHEREAS, the Town of Saratoga desires to permit the operation of ORVs upon Town streets for both recreational and incidental purposes, provided such operation is conducted safely and in accordance with Wyoming law; and

WHEREAS, the Town Council recognizes the importance of maintaining public safety, protecting public infrastructure, and promoting the orderly coexistence of motorized and nonmotorized traffic within Town limits; and

WHEREAS, the Town of Saratoga seeks to establish clear regulations allowing ORV travel on all Town roads, while designating a preferred maintained route for safety, convenience, and seasonal maintenance purpose;

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OR THE TOWN OF SARATOGA, WYOMING:

SECTION 1. PURPOSE

The purpose of this ordinance is to promote the safe and responsible operation of Off-Road Recreational Vehicles (ORVs) within the Town of Saratoga, while protecting public safety, preserving roadway integrity, and ensuring compliance with Wyoming Statutes. It is the intent of the Town Council to permit ORV travel on all Town of Saratoga roads with a valid State of Wyoming ORV permit, while designating a preferred ORV route for enhanced maintenance and safety.

SECTION 2. DEFINITIONS

- a) **“Off-Road Recreational Vehicle (ORV)”**- are motor vehicles defined in Wyoming § 31-1-101 (K).
- b) **“Multipurpose vehicle”**- are vehicles defined in Wyoming § 31-1-101 (M).
- c) **“Operator”**- every person who operates or has actual physical control of an ORV.
- d) **“Town Road”**- means any street, alley, or roadway maintained by the Town of Saratoga for public use, unless specifically closed to ORV traffic by posted signage or Town Council resolution. (*1st street is not a Town maintained roadway*)

SECTION 3. OPERATION OF OFF-ROAD VEHICLES ON TOWN STREETS

a) Permitted Operation.

ORVs displaying a current State of Wyoming ORV registration decal (§ 31-2-703(a); § 31-2-702; § 31-5-1601) may be operated on any Town of Saratoga road. No additional Town route designation is required for lawful travel.

b) Operation on All Public Roadways Permissible – Preferred Route.

Until such a time as altered by the or the resolution of the Governing Body or by posted signage prohibiting such use, ORVs may be operated on any public roadway within the municipal boundaries of the Town of Saratoga, Wyoming. The Town Council may, by resolution, identify other preferred ORV routes within Town limits that will receive regular maintenance and serve as the recommended corridor for connecting to County and State trail systems.

- (i) The preferred route from County Road 504 to S. River St. is Pic Pike Rd. to State St. to Bridge Ave. to S. River St.
- (ii) The preferred route from County Road 500 to S. River Ave. is Bridge Ave. to S. River St.

- (iii) The preferred route North and South through the Town is S. River Ave. from Main Ave. to Sage Ave.

c) Prohibited Areas.

ORVs are prohibited in municipal parks, playgrounds, sidewalks, and recreation areas unless specifically posted as open to such vehicles. This prohibition does not include operation within designated parking areas.

d) Operation and Conduct.

Operators shall travel single-file and obey all posted traffic signs. All ORVs shall be equipped with a functioning muffler and exhausted system in good repair and shall not produce excessive noise or emissions consistent with the Town's Noise Ordinance.

e) Lighting and Equipment.

ORV operated under this ordinance shall meet all requirements of required equipment of W. S. § 31-2-232(b)(iv). When operating one-half hour after sunset to one-half hour before sunrise, ORVs must display lighted lamps and illuminating devices as required under W.S. § 31-5-910 through § 31-5-940.

f) License and Insurance.

Operators shall possess a valid driver's license for the class and size of vehicle operated. All ORV's operated within the Town of Saratoga shall be insured in accordance with W.S. § 31-9-401 - § 31-9-415.

g) Hours of Operation.

ORVs will not be operated under this ordinance between the hours of ten p.m. and six a.m.

h) Compliance with rules of the road.

Every operator shall observe all the rules of the road pertaining to vehicles and shall obey all state and municipal traffic laws and ordinances as shown in Title 10 of Town of Saratoga Municipal Code.

i) Enforcement.

The Town's law enforcement personnel, Wyoming State Troopers or Carbon County Sheriff's Office personnel, may at any time, upon reasonable cause to believe that an Off-Road Vehicle Operator is unlicensed, or vehicle is uninsured, or vehicle is unsafe or not equipped as required by this ordinance, or that such equipment is not in proper adjustment or repair, require the operator or such vehicle to stop and submit such vehicle to an inspection and test with reference thereto as may be appropriate. No person shall operate an Off-Road Vehicle after receiving notice with reference thereto as provided in this section except as may be necessary to return such vehicle to the residence or place of business of

the owner or operator, or to a place of repair, until the Off-Road Vehicle and its equipment have been placed in proper condition.

SECTION 4. CREATION OF MUNICIPAL CODE CHAPTER 10.29 OFF-ROAD VEHICLES

§ 10.29.010 DEFINITIONS

- a) **“Off-Road Recreational Vehicle (ORV)”**- are motor vehicles defined in Wyoming § 31-1-101 (k).
- b) **“Multipurpose vehicle”**- are vehicles defined in Wyoming § 31-1-101 (M).
- c) **“Operator”**- every person who operates or has actual physical control of an ORV.
- d) **“Town Road”**- means any street, alley, or roadway maintained by the Town of Saratoga for public use, unless specifically closed to ORV traffic by posted signage or Town Council resolution. (*1st street is not a Town maintained roadway*)

§ 10.29.020 REGISTRATION

- A. ORVs shall display a current State of Wyoming ORV registration decal (§ 31-2-703(a); § 31-2-702; § 31-5-1601).
- B. Violation of this section will result in citation for violation of § 10.12.020 B

§ 10.29.030 OPERATOR’S LICENSE

- A. The operator shall possess and have on their person a valid driver's license.
- B. Violation of this section will result in citation for violation of § 10.12.010 B

§ 10.29.040 REQUIRED EQUIPMENT

- A. ORVs must meet all requirements of W.S. § 31-2-232(b)(iv).
- B. Violation of this section will result in citation for violation of § 31.5.950 through § 31.5.954

§ 10.29.050 INSURANCE

- A. ORVs shall be insured in accordance with ordinance § 10.40.010.
- B. Violation of this section will result in citation for violation of § 10.40.010

§ 10.29.060 OPERATION IN PROHIBITED AREAS

- A. ORVs are prohibited in municipal parks, playgrounds, sidewalks, and recreation areas unless specifically posted as open to such vehicles. This prohibition does not include operation within designated parking areas.

- B. Violation of this section will constitute trespass and citation for violation of § 9.12.070

§ 10.29.070 HOURS OF OPERATION

- A. No ORV shall be operated within the Town between the hours of ten p.m. and six a.m. unless operated with a valid MPV registration.
- B. Violation of this section will result in citation for violation of § 9.20.050

§ 10.29.080 TITLE 10 ENFORCED

- A. Rules and ordinances of Title 10 of the Town of Saratoga Municipal Code apply and are enforced on ORV operation within the Town limits.
- B. Bond schedule applies to violations of Title 10 for Operators of ORVs.

SECTION 5. PREFERRED ROUTE MAP

The Town shall maintain and be publicly available at Town Hall and on the Town’s website a map showing the preferred ORV route within Town limits.

SECTION 6. SEVERABILITY.

If any section, subsection, or provision of this ordinance is declared invalid, the remainder shall remain in full force and effect.

SECTION 7. EFFECTIVE DATE

This ordinance shall take effect upon passage approval, and publication according to law.

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF SARATOGA, COUNTY OF CARBON, STATE OF WYOMING, THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS APPROVAL, PASSAGE, AND ADOPTION.

_____ on the FIRST READING dated this _ day of _____ 2026.

_____ on SECOND READING dated this ___ day of _____ 2026.

_____ on THIRD READING dated this ___ day of _____ 2026.

PASSED, APPROVED AND ADOPTED THIS ___ DAY OF _____ 2026.

Town of Saratoga

Chuck Davis, Mayor

ATTEST:

Clerk

ATTESTATION

I, Jenn Anderson, the Town Clerk for the Town of Saratoga, Wyoming, do hereby certify that the above ordinance shall be adopted in its entirety after passage and publication, and posted in the manner required by law.

TOWN CLERK



QUOTE

Town of Saratoga

Date
9 Apr 2026

Rocky Mountain Sand & Gravel, LLC

Expiry
23 Apr 2026

PO BOX 22417
CHEYENNE WY 82003

Quote Number
QU-0993

(307) 203-9809

FEIN
463149391

water service to house on 8th & Rochester

Town of Saratoga to make tap and provide all materials.

Description	Quantity	Unit Price	Tax	Amount USD
connect to corp stop (provided by town), run 1" waterline to curb stop and connect to existing meter pit. Includes excavation and backfill	1.00	5,500.00		5,500.00
			Subtotal	5,500.00
			TOTAL TAX	0.00
			TOTAL USD	5,500.00

Terms

We propose hereby to furnish the material and labor (unless otherwise stated) in accordance with the above specifications for the sum noted. All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon receipt of written orders. Large and/or unmanageable rock or unexpected groundwater will be billed as an additional item. Our workers are covered under Wyoming Worker's Compensation and we are fully insured. Owner to carry fire, tornado, and other necessary insurance. The above stated proposal does not include costs associated with the payment of permits or fees associated with staking and/or testing unless otherwise noted. Payment is expected at the time the work is completed unless other arrangements are made in advance.



QUOTE

Town of Saratoga

Date
10 Apr 2026

Rocky Mountain Sand &
Gravel, LLC

Expiry
10 May 2026

PO BOX 22417
CHEYENNE WY 82003
(307) 203-9809

Quote Number
QU-0994

Reference
Change Order 2?

FEIN
463149391

Description	Quantity	Unit Price	Tax	Amount USD
Line A watermain encounter HOURLY 930 loader @ \$200/hr 315 excavator @ \$200/hr 308 Mini-ex @ \$180/hr Service Truck @ \$100/hr Dump Truck @ \$100/hr pickup & tools @ \$100/hr 2 Laborers @ \$200/hr 30% overhead	12.00	1,404.00	None	16,848.00
			Subtotal	16,848.00
			TOTAL TAX	0.00
			TOTAL USD	16,848.00

Terms

We propose hereby to furnish the material and labor (unless otherwise stated) in accordance with the above specifications for the sum noted. All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon receipt of written orders. Large and/or unmanageable rock or unexpected groundwater will be billed as an additional item. Our workers are covered under Wyoming Worker's Compensation and we are fully insured. Owner to carry fire, tornado, and other necessary insurance. The above stated proposal does not include costs associated with the payment of permits or fees associated with staking and/or testing unless otherwise noted. Payment is expected at the time the work is completed unless other arrangements are made in advance.

WYOMING TRAILERS

5050 CY AVE.
CASPER, WY 82604

QUOTE

For: Saratoga	Date: 4-15-2026
---------------	-----------------

Year	Make	Color	Model	Cost
2025	Longhorn	Black	32' Gooseneck Flatbed (27' + 5')	\$13,900
Description				
22,500lb GVWR				
Brakes on both axles				
10 ply tires				
12" I-beam frame & neck w/ 3" channel crossmembers				
Pressure-treated deck				
Matching spare				
5' Dovetail with fold-over ramps and center pop-up				
Dual 10k Jack's				
LED lights				
2 5/16" Adjustable height gooseneck ball coupler				
Safety chains				
7 pin RV style plug				
Total				\$13,900
Prepared by: Derek Burris - Wyoming Trailers				\$13,500 ⁰⁰
derek@wyomingtrailers.com / (307)-266-1200				

**TOWN OF SARATOGA
ORDINANCE NO. 889
AN ORDINANCE AMENDING TITLE 18, CHAPTER 18.72, OF THE SARATOGA
MUNICIPAL CODE TO ESTABLISH CLEAR VARIANCE STANDARDS, APPLICATION
PROCEDURES, AND CRITERIA FOR APPROVAL; TO PROVIDE GUIDANCE TO
APPLICANTS AND THE PLANNING COMMISSION; AND TO PROVIDE AN
EFFECTIVE DATE.**

WHEREAS, the Town Council and Mayor of the Town of Saratoga find it necessary to clarify and improve the variance process to ensure fair application of zoning standards;

WHEREAS, variances are intended to address unique and extraordinary circumstances where enforcement of zoning requirements would cause unnecessary hardship and deprive a property owner of reasonable use of land;

WHEREAS, variances are not intended to allow uses prohibited by zoning, nor to serve as a convenience or to remedy self-imposed conditions;

WHEREAS, the Planning Commission has reviewed this ordinance, held a public hearing, and recommended adoption.

NOW THEREFORE, BE IT ORDAINED by the Mayor and Town Council of the Town of Saratoga, Carbon County, Wyoming:

SECTION 1: That Title 18, Chapter 18.72, of the Saratoga Municipal Code shall be amended and replaced in its entirety to read as follows:

§ 18.72.010. Variances

1. What a Variance Is — A variance is a limited, case-specific adjustment from dimensional requirements of The Town of Saratoga Zoning Ordinance. (Saratoga Town Code Title 18) . Examples of dimensional requirements include setbacks, lot coverage, building height, yard definitions, frontage orientation etc. A variance is an approved deviation from these requirements in order to relieve an applicant from unnecessary hardship arising from special conditions peculiar to the property and not the result of the applicant’s actions. An approved variance must only be the minimum adjustment necessary; alternatives must be evaluated. The variance must also be in harmony with the Saratoga Zoning Ordinance as a whole and not injurious to neighboring property or the public welfare. A variance is not merely a mechanism that allows for personal preference. The criteria for approval are intentionally difficult to meet, in order to uphold consistent, fair, reasonable zoning regulations. Statutory findings and local criteria must be satisfied and supported by written findings of fact in order for approval. Burden of proof is on the applicant. To understand what criteria are used to determine if a variance application may be approved see section “§ 18.72.030. Approval Criteria.”

Examples in which a variance MAY apply:

- a) To allow the rebuilding of a non-conforming home after a house fire, granting a reduced setback, building on the same footprint.
 - b) Reducing a front yard setback to allow the construction of a covered handicap accessible porch and access ramp.
 - c) Allowing a decreased side yard setback to allow for the construction of a supporting member of a structure in order that the exterior wall of a pre-existing home will not collapse.
 - d) Allowing increased lot coverage for a preexisting not conforming oddly shaped lot that would otherwise be unbuildable for the prime uses of the zoning district.
2. What a Variance Is NOT- though the following list is not all encompassing it provides guidance and examples of what a variance isn’t and what it does not and shall not allow:
 - a) It is not based solely on personal preference or cost when reasonable, conforming alternatives exist.

- b) It does not cure self-created conditions (e.g., building without permits, ignoring property lines, knowingly designing to noncompliance).
- c) It does not waive procedures, definitions, or conditions imposed by another decision.
- d) It is not a rezoning, text amendment, or subdivision waiver.
- e) It does not authorize a land use not otherwise permitted (no use variances).
- f) It does not alter subdivision regulations.
- g) It does not change the development review process or code definitions.
- h) It does not waive conditions imposed by the Planning Commission, Town Council, or other reviewing authority.

§ 18.72.020. Application Procedures:

The following procedures are designed to assist commissioners, staff and applicants to understand the application process, what is expected and to better define how determinations are made. These steps are laid out chronologically.

1. Pre-Application Consultation – Applicants are required to meet with planning staff prior to filing.
2. Application Filing – Application must be filed with the Zoning Officer 45 days prior to a regular scheduled Planning Commission meeting. Applications are forms provided by the Zoning Officer and filled out by the applicant. Items in the application include:
 - a. Completed variance application form and fee.
 - b. Site plan drawn to scale showing existing and proposed structures, setbacks, easements, lot dimensions, property line locations, building heights, photographs and any other information deemed pertinent by the Zoning Officer. Surveys may be required to verify an application's accuracy. All costs associated with the application and its verification shall be borne by the applicant. Applications that are incomplete or inaccurate may be denied by the Town Council.
 - c. Written responses to all variance approval criteria in section 18.72.030; including the specific dimensional zoning requirement being asked for relief. i.e. setback, building height, lot coverage. The variance must be specifically identified. A detailed description of the hardship is a required aspect of the application.
3. Public Notice – A public hearing shall be held on each application by the Planning Commission. Proper notification of this hearing shall be executed by the Zoning Officer. Each notice shall contain the date, time, and place of hearing as well as the purpose of variance. The following notice(s) shall be completed:
 - a. Two notices published in the newspaper of record (15 days prior to the hearing).
 - b. Certified letters sent by Zoning Officer to all adjacent property owners within a 300-foot radius of the property where the variance is being proposed. (Sent 15 days prior to the hearing).
 - c. Notice posted on the proposed site of the variance a minimum of 2 foot by 3 feet in size. (Placed at least 15 days prior to the hearing).
4. Public Hearing – The Planning Commission shall hear testimony from the applicant, staff, and public. Written testimony must be received within 7 days of the public hearing.
5. Preliminary Decision (Planning Commission Recommendation)–The Planning Commission shall issue written findings and conclusions of law, and make a recommendation to the Town Council on approval or denial. The Planning Commission will consider all information and review the criteria in 18.72.030. While all criteria are required to be evaluated, there are certain components that must be clearly identified and clearly articulated in order for a variance to be considered for approval. The recommendation to Town Council shall be made within 75 days of the submitted date of the application. This written determination from the Planning Commission is then delivered to the Town Council for a final determination. The Planning Commission may make a determination at the same meeting as the public hearing, but applications that are controversial are encouraged to be tabled until a later or possible special meeting.

- a. The Planning Commission must be able to determine that the applicant is not merely asking for a personal preference or a convenience. Variances are only considered if a true hardship can be identified.
- b. The Planning Commission must be able to conclude the hardship was not created by the applicant.
- c. The Planning Commission must be able to conclude that the variance requested is the minimum required relief. They must consider alternatives and why the alternatives are not viable solutions.
- d. The Commission must be able to prove that the variance is a dimensional relief and not allowing a use, or placement of a building in a location where it is not allowed by the zoning ordinance.

6. Final Decision-The Town Council shall make a determination on all applications within 120 days of filing the application. Prior to its determination the Town Council may, in the best interest of the public, hold an additional public hearing on the application (Publication requirements in section 18.72.020.3 are required). Concluding findings shall be formally adopted with the Town Council's decision. The Town Council is responsible to determine if the application can be validated based on the approval criteria listed in 18.72.030.

- a. The Town Council must be able to determine that the applicant is not merely asking for a personal preference or a convenience. Variances are only considered if a true hardship can be identified.
- b. The Town Council must be able to conclude the hardship was not the created by the applicant.
- c. The Town Council must be able to conclude that the variance requested is the minimum required relief. They must consider alternatives and why the alternatives are not viable solutions.
- d. The Town Council must be able to identify that the variance is a dimensional relief and not allowing a use, or placement of a building in a location where it is not allowed by the zoning ordinance.
- e. If more information is required to make a determination on the application, it is the responsibility of the applicant to acquire this information prior to the expiration of the 120 day timeline as described above.

7. Publication of Record and Appeal-The Town Council shall publish their determination in the newspaper. The date of publication shall begin a 30-day appeal period in which anyone may appeal the decision of the Town Council. The appeal shall be submitted in writing to the Town Council on a form provided by the Zoning Officer. The Town Council shall hold a hearing on the appeal. A time and date of the appellate hearing shall be held as soon as reasonably practicable. A notice of the hearing shall be published 15 days prior to the hearing. The Town Council shall make a determination on the appeal within 30 days of the hearing. The decision of the Town Council may be reviewed by the District Court and by the Wyoming Supreme Court upon an appeal thereto as provided in W.S. 1977, § 15-1-707

§ 18.72.030. Approval Criteria:

In order to determine whether or not an application can be considered for an approval it must comply with several criteria. These criteria are listed in this section (18.72.030). and are used to evaluate an application. This evaluation is used to ensure that the variance is providing relief from unnecessary hardship, the hardship was not self-inflicted, the variance is the minimum relief required to mitigate the hardship and there will be no damage to adjacent properties. Examples are listed with the criteria to help provide guidance to the Planning Commission on the purpose of the criteria. Also provided are examples of what type of proposed variances that MAY or MAY NOT satisfy the criteria. As reiterated throughout this section, there are crucial components that must be identified and clearly articulated in order for a variance to be approved. The Planning Commission may recommend, and the Town Council grant a variance, only if the listed criteria can be satisfied. The evaluation must begin with the Planning Commission's ability to identify the hardship of the applicant. If that is possible, the Planning Commission should continue through its evaluation of the application against the criteria. The need to satisfy these requirements including proper findings are held up by Wyoming Courts. See **Juroszek v. City of Sheridan Bd. of Adjustment** (Wyo. 1997), **Ebzery v. City of Sheridan Bd. of Adjustment** (Wyo. 1999), **Sorensen & Twiss v. Halling & Town of Afton** (Wyo. 2025).

The referenced criteria are listed below:

1. Hardship: Literal enforcement of zoning would deprive the owner of reasonable use due to extraordinary physical conditions of the property (such as shape, slope, or topography) that are not common to other properties in the district. "Reasonable use" should be interpreted to mean that the property can be put to at least one basic primary use allowed within the zoning district where it is located. Reasonable use is not based on an owner's personal preferences if those preferences are not permitted by the zoning ordinance. The availability of reasonable use is evaluated objectively, including whether a different owner, with different preferences and a compliant proposal, could make practical use of the property while remaining compliant with the Saratoga Zoning Ordinance (Saratoga Town Code Title 18). As stated in this procedure this is a crucial criterion. The Planning Commission must be able to identify a hardship.

Examples of acceptable findings that MAY satisfy the criteria:

- a. Oddly Shaped Lot: A parcel that is unusually narrow, irregular, or has multiple angles such that standard setbacks cannot reasonably be applied without eliminating a buildable area. This does not mean that an applicant should be granted a variance so they can do as they please on this particular lot. A non-qualifying example would be buying an oddly shaped lot building a house and then coming and asking for a variance for an accessory building. These will be rare when bare lots are involved, reasonable use must be carefully contemplated and be used alongside the rest of the criteria.
- b. Steep Slopes: A lot where a significant portion of the land has a grade in excess of 20% slope (rise of 20 feet or more over 100 feet of horizontal distance), or where natural topography such as ravines, bluffs, or hillsides prevents reasonable placement of structures in compliance with setbacks.
- c. Floodplain, Drainage, or Wetland Areas: Lots encumbered by mapped flood hazard zones, drainageways, or wetlands. The age of the maps should be taken into consideration when determining if this is valid for the criteria.
- d. A house or structure built legally under older zoning rules that now creates a nonconforming condition;
- e. A lot subdivided or platted decades ago that does not meet modern code;
- f. Historic or Legal Nonconforming Parcels: A lot legally created prior to current zoning requirements, where dimensions are insufficient to meet dimensional requirements. A variance should not be used to create more dense development where non-conforming lots could be combined. i.e. an individual wants a setback reduction on two adjacent non-conforming lots to build two homes to increase profitability, when combining the lots and building a single conforming home is possible.
- g. Utility or Access Easements: Easements that restrict the usable portion of the lot.
- h. Nonconforming Structure Destroyed by Natural Disaster: A legally established structure that was involuntarily destroyed (such as by fire or natural disaster), where rebuilding within current dimensional standards is impractical. Such circumstances are recognized as undue hardship not caused by the applicant.

Examples of acceptable findings that MAY NOT satisfy the criteria:

- a. Personal preference for larger buildings or additional square footage; Seeking a larger structure or otherwise meeting personal preferences on property that does not have a physical constraint or established nonconforming setback.
- b. Purely financial hardship (e.g., cost to comply);
- c. Self-created conditions, such as building without permits or failing to verify property boundaries.
- d. Self-Created – The hardship was created by the applicant.
- e. Not accurately locating property lines prior to construction, thereby building the structure in violation of setbacks.
- f. Purchasing a lot without researching the zoning requirements first (failure to perform due diligence).
- g. Claiming that construction will cost more to bring the property into compliance with the Town's Zoning Requirements (Saratoga Zoning Ordinance Title 18).

2. Minimum Relief Necessary – The variance requested is the least modification possible to afford reasonable use of the property. Relief granted must be the minimum adjustment that accomplishes the purpose; the Planning Commission shall note feasible narrower alternatives considered and rejected. This is a crucial criterion. The purpose of the variance is to provide reasonable use and mitigate the hardship. It must be determined that there is a hardship and that the variance requested is only the minimum required to provide reasonable use and hardship relief. i.e.

Examples of acceptable findings that MAY satisfy the criteria:

- a. Reducing a setback by only a few feet to allow construction of a standard-sized home;
- b. Slightly adjusting building height to accommodate floodplain foundation requirements.
- c. An applicant needs a variance to install a garage so they can get in and out of their handicap accessible van easier in poor weather. Minimum relief would be an adequate setback reduction to install a one car useable garage not a setback relief to install an oversized 2 car garage that would serve more than the intended purpose.

Examples of acceptable findings that MAY NOT satisfy the criteria:

- a. Major setback reductions where a smaller one would suffice;
- b. Requests for maximum lot coverage far beyond what is typical for the district.
- c. Large setback reductions for building additions on conforming homes that are consistent in size with the neighborhood.

3. Permitted Uses Maintained – The variance does not authorize a use other than those allowed in the zoning district.

Examples of acceptable findings that MAY satisfy the criteria:

- a. Accessibility-driven stoop/ramp encroachment. A minimal setback reduction for a building code-compliant entrance ramp serving a permitted dwelling; no change of use. ADA compliance.
- b. Single family home where dwellings are permitted.
- c. Through-lot frontage clarification. Recognizing the functional “front” on the block-pattern side to maintain consistent setbacks; no change of use results.
- d. FEMA freeboard height relief (residential). A +2' height variance strictly to meet BFE + freeboard; no change in use and no additional story or unit is introduced.
- e. Garage placement adjustment (residential). A minor side-yard reduction to attach a garage to the principal home where lot shape limits feasible locations; the use remains accessory to a permitted dwelling.

Examples of acceptable findings that MAY NOT satisfy the criteria:

- a. Converting a detached garage into a separate dwelling unit where the district prohibits ADUs (use variance).
- b. Event venue in a residential district (use variance).
- c. Home-based auto repair shop open to the public in a residential district (use variance).
- d. Short-term rental / lodging where not permitted in the underlying district (use variance).
- e. Second detached dwelling in a single-family district that does not allow two principal units (use variance).

4. No Injury to Adjacent Property – The variance will not injure adjoining conforming properties.

Examples of acceptable findings that MAY satisfy the criteria:

- a. Reduced setback where the structure is screened and does not affect neighboring use or value.
- b. Variance aligning with existing neighboring structures, preserving consistency.

Examples of acceptable findings that MAY NOT satisfy the criteria:

- a. Blocking sunlight, access, or drainage for a neighbor.
- b. Increasing traffic, noise, or density inconsistent with the neighborhood.
- c. Decreasing EMS, Police, or Fire Service access.
- d. Increasing damage risk to adjacent property, i.e. fire safety

5. District Character Preserved – The variance will not alter the essential character of the zoning district.

Examples of acceptable findings that MAY satisfy the criteria:

- a. A garage placement that matches the neighborhood pattern.
- b. A minor height adjustment consistent with nearby homes.

Examples of acceptable findings that MAY NOT satisfy the criteria:

- a. A structure dominating the streetscape or appearing out of scale.
- b. Features inconsistent with residential use, such as excessive parking or lighting.
- c. Placement of structures in locations not allowed by code.

6. No Undue Advantage – The variance will not result in extraordinary gain in use, service, or income compared with nearby conforming properties.

Examples of acceptable findings that MAY satisfy the criteria:

- a. A garage placement that matches the neighborhood pattern;
- b. A minor height adjustment consistent with nearby homes.

Examples of acceptable findings that MAY NOT satisfy the criteria:

- a. Oversized signage or extra parking capacity beyond what's typical or allowed (use/service advantage).
- b. Setback cut to enable a materially wider house than typical on the block when smaller, feasible layouts exist (program/size advantage).
- c. Lot-coverage jump to build a large accessory building used for commercial operations or storage exceeding residential scale (service/income advantage).
- d. Height increase to add an extra story or a roof deck to capture premium views (superior amenity and income potential beyond neighbors).
- e. Front setback to 5' primarily to fit a triple-bay garage or oversized façade dominating the block (marketability/size advantage beyond neighborhood norms).

7. Consistency with Public Welfare – The variance is in harmony with the purposes of this Code and will not adversely affect public health, safety, or welfare.

Examples of acceptable findings that MAY satisfy the criteria:

- a. Flood-safety enhanced. A height variance strictly to achieve foundation height for a building to be in compliance with flood plain regulations, improving resilience and public safety.
- b. Access and circulation safety. A footprint shift that meets driveway spacing, keeps sidewalks passable, and maintains emergency access widths.
- c. Fire/life-safety maintained. A side-yard reduction with 1-hour fire-rated construction, no openings within required distance, and compliant eave/fascia details.
- d. Drainage and easements protected. A setback adjustment with an engineer-stamped drainage plan that maintains pre-/post-runoff, avoids icing, and does not encroach into recorded utility/drainage easements.
- e. Sight-triangle preserved. A minor front-yard encroachment that does not intrude into required sight triangles at intersections/driveways (documented on the site plan).

Examples of acceptable findings that MAY NOT satisfy the criteria:

- a. Noise/lighting intensification (e.g., wall-mounted lights and equipment placed closer to neighbors without mitigation) incompatible with the residential setting.
- b. Blocking emergency access (e.g., narrowing a required fire lane or obstructing hydrant access).
- c. Variance that redirects runoff onto adjacent parcels or public sidewalks, causing icing or flooding.
- d. Building or paving over a recorded utility/drainage easement, risking service disruption or flooding.
- e. Corner-lot setback reduction that encroaches into the clear sight triangle, impairing visibility for drivers/pedestrians.

§ 18.72.040. Variances recorded

All variances approved and the findings of facts adopted shall be recorded at the office of the Carbon County Clerk upon the closing of the appeal period.

§ 18.72.050. Variances non-conforming

Every variance approved by the Saratoga Town Council shall be considered a non-conforming use and dealt with as determined by the Saratoga Town Code. See Town Code section 18.66.

SECTION 2: Severability

If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason by a court of competent jurisdiction, or its application to any person or circumstances is held invalid, the remaining portion of this Ordinance shall remain in full force and effect, and the application of the provision to other persons or circumstances shall not be affected.

SECTION 3: Methodology

For purposes of clarifying the amending procedures all code sections are listed in full in the above sections. This ordinance is intended to replace Chapter 18.72 in full.

SECTION 4: Effective Date

This ordinance shall take effect upon passage, approval, and publication as required by law.

PASSED ON FIRST READING this ___ day of _____, 2026.

PASSED ON SECOND READING this ___ day of _____, 2026.

PASSED AND ADOPTED ON THIRD READING this ___ day of _____, 2026.

ATTEST:

Town Clerk

APPROVED:

Mayor

TOWN OF SARATOGA

P.O. BOX 486
110 E. Spring Avenue
SARATOGA, WYOMING 82331

www.townofsaratoga.org

Phone: 307-326-8335

Fax: 307-326-8941

Email: townhall@saratogawyo.org

Item 18)

Mayor Chuck Davis

Councilman Michael Cooley

Councilmen Cory Oxford

Councilman Jerry Fluty

Councilman Bub Barkhurst

Town of Saratoga
Planning and Zoning Department
110 E. Spring Ave.
Saratoga, WY 82331
307-447-2882
e.penner@saratogawyo.org

April 15, 2026

Planning & Development Coordinator and Zoning Administrator
Carbon Building
215 West Buffalo Street, Suite 317
Rawlins, WY 82301
Main Phone Number: 307-328-2651
Direct: 307-328-2737
Fax: 307-328-2735

Subject: Z.C. Case#2026-05

Dear Ms. Rowan,

After reviewing the above reference application, the Planning Commission has determined that the application is not indirect conflict with the Town's adopted future land use map. However, we would highly discourage any development that would encourage an increase in use of septic systems and water wells prior to the Town annexing areas directly outside its boundary. We find these types of developments may be potential hindrance to future development, as they deter the need for utility extensions that are required for denser development.

Regards,



Emery Penner
Director of Public Works/Planning and Zoning Administrator

REFERRAL FORM

Carbon County Planning and Development Department
 215 West Buffalo Street, Suite 317
 Rawlins, WY 82301
 Phone: 307-328-2651 Fax: 307-328-2735

Date Sent: 03/31/2026

Request Returned: 04/17/2026

Website: www.carboncountyyw.gov

Case File Number:	Type of Application:
Z.C. Case #2026-05	Zone Change Request from RAM to RD-2.57

Involved Parties:	Email Addresses:	Phone Number:
Staff Contact: Kristy R. Rowan, Planning & Development Coordinator	kristyrowan@carboncountyyw.gov	307-328-2651
Applicants and Land Owners: Mary E. Oaks, Trustee 419 E. Murray Street Rawlins, WY 82301		
Summary of Request: <ul style="list-style-type: none"> Request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Residential (RD-2.57) on approximately 2.57 acres. The RD Zone intended to provide land for residential development that is typically single family detached and located within Town Expansion Areas and within or nearby Rural Centers. Residential single family zones are intended to be located in areas planned for residential development that are easily accessible and infrastructure already exists or is readily available. 		
Parcel Identification Number: 17841220008100		
General Location of Property: Approximately 500 feet north of the Town of Saratoga's town limits off Carbon County Road #301 (Leavengood Lane) on the west side.		
Legal Description: A tract of land (2.57 acres) located in the E1/2NW1/4, Section 12, Township 17 North, Range 84 West, 6 th P.M., Carbon County, Wyoming. A more complete legal description is available upon request.		

The Carbon County Planning and Development Department has received a Zone Change Applicant Request as referenced above. Your comments are an important part of the evaluation process. In order to review all appropriate agency comments and incorporate them into the Staff Report, please respond by April 17, 2026. If written comments are received after the deadline, comments will be provided to the Carbon County Planning & Zoning Commission and the Carbon County Board of County Commissioners.

NOTE: Hearing Dates are tentative, call for confirmation at 307-328-2651.

Carbon County Planning & Zoning Commission Hearing Date: 05/04/2026

Carbon County Board of County Commissioners Hearing Date: 06/02/2026

Carbon County Agencies & Departments, Towns, Local Conservation Districts	Referral Sent US Mail or E-Mail
Planning & Zoning Commission	X
Commissioners c/o County Clerk	X
County Attorney's Office	X
County Road and Bridge Department	X
County Sheriff's Office – County Sheriff	X
County Fire Department – County Fire Warden	X
County Emergency Management	X
County Assessor	X
Towns	
Saratoga – Town Council	X
Saratoga – Planning Commission	X

State Agencies, Departments, & Divisions	Referral Sent US Mail or E-Mail
Wyoming – Office of State Lands and Investments – Cody Booth	X

Federal Agencies, Outside of Carbon County, Local Utility Companies, & Other	Referral Sent US Mail or E-Mail
Local Utility Companies	
Carbon Power & Light – Jim Beckman	X

CHAPTER 4: ZONE DISTRICT REGULATIONS

Section 4.7 RESIDENTIAL SINGLE FAMILY ZONE (RD)

The purpose of this district is to provide land for residential development that is typically single family detached and located within Town Expansion Areas and within or nearby Rural Centers. Residential single family zones are intended to be located in areas planned for residential development that are easily accessible and infrastructure already exists or is readily available.

A. Principally Permitted Uses:

1. Single family and two family dwelling units.
2. Churches and Sunday schools.
3. Home occupations.

B. Conditionally Permitted Uses:

The following uses are permitted subject to the review and approval pursuant to Chapter 5 – General Regulations Applying to all Districts and Uses:

1. Multi-family dwelling units.
2. Accessory dwelling unit and boarding house.
3. Bed and breakfast facilities and recreation lodges.
4. Family Day Care Home.
5. Family Day Care Center.
6. Community Care Facility (see limitations in definition-Chapter 3).
7. Nursing, rest and convalescent homes.
8. Cemeteries.
9. Public Use and Civic Use(s).
10. Public utilities limited to above ground structures including sewage treatment and water supply facilities all conforming to Wyoming Department of Environmental Quality requirements.
11. Membership clubs.
12. Extraction or production of mineral resources.
13. Mobile Home Parks. See Chapter 5.
14. Telecommunication Towers and Facilities. See Chapter 5.
15. Electrical Substations and Transmission Lines. See Chapter 5.
16. Non-Commercial Wind Energy Collection Systems. See Chapter 5.

C. Accessory Uses:

1. Crop, garden and 4-H type non-commercial livestock uses.
2. Customary accessory structures and uses.
3. Signs, pursuant to Chapter 5-General Regulations Applying to all Districts and Uses.
4. Parking, pursuant to Chapter 5-General Regulations Applying to all Districts and Uses.

D. Minimum Lot Area:

1. Minimum Lot Area is One (1) acre – See Chapter 5-General Regulations Applying to all Districts and Uses.

E. Other Regulations:

1. Minimum Lot Width: 70 feet.
2. Multi-family development shall be reviewed as part of the Conditional Use Permit review process.
3. Minimum lot area: 7,500 square feet per dwelling unit.
4. Open Space (private): Not less than 25 percent (25%) of the site shall be reserved and improved as open space for use of the occupants. Open space does not include parking areas.

CHAPTER 4: ZONE DISTRICT REGULATIONS

5. Minimum Yard Setbacks and Maximum Building Height – See Chapter 5-General Regulations Applying to all Districts and Uses.
6. Density: In order to avoid potential illegal subdivision creation, the zoning designation shall specify a density (i.e., RD-1) meaning one principally permitted dwelling unit per 1 acre.

CARBON COUNTY

www.carbonwy.com

Department of Planning and Zoning
215 West Buffalo, Suite 317
Rawlins, WY 82301
Tel (307) 328-2651 FAX (307) 328-2735

C. C. P. Z.

Current Application Fee **Plus** public notice costs.
Fee Paid \$ 200.00 Date 03-04-2026
Case File No. Z.C. CASE # 2026-05

MAR 04 2026

DATE RECEIVED

- APPLICATION FOR A ZONE CHANGE OR**
- AMENDMENT OF ZONING RESOLUTION – TEXT AMENDMENT**
(To be completed by applicant)

Applicant: Mary E. Oaks, Trustee Date: 03/04/2026

Mailing Address: 419 E. Murray Street Rawlins, WY 82301 Phone: (307) 320-7131

Email Address for all notifications: meoaks@msn.com – Mary Oaks

Owners (if **not** Applicant): Mary E. Oaks, Trustee Date: 03/04/2026

Mailing Address: 419 E. Murray Street Rawlins, WY 82301 Phone: (307) 320-7131

Email Address for all notifications: meoaks@msn.com – Mary Oaks

Description of Zoning Resolution Amendment: (attach additional sheets if necessary) N/A

LEGAL DESCRIPTION OF THE PROPERTY(S): (attach additional sheets if necessary)

GEO/Parcel Identification Number(s) (PIN) #: 06-17841220008100

Quarter Sections NE1/4 NW/14 Section 12 Township T17N Range R84W

Subdivision Name N/A Block N/A Lots N/A

Site Address or Location: Approximately 500 feet north of Town of Saratoga's town limits off Carbon County Road #301 on the west side.

Current Zone District: RAM Proposed Zone District: RD-2.57

Lot or Parcel Size: 2.57 Acres

Please indicate at least one (1) of the following reasons for the zone change and attach an explanation or justification for the request:

- Is necessary to come into compliance with the Zoning Resolution;
- The existing zoning of the land was the result of a clerical error;
- The existing zoning of the land was based on a mistake of fact;
- The existing zoning of the land failed to take into account the constraints of the affected property due to natural characteristics of the land, including but not limited to, steep slopes, floodplain, unstable soils, and inadequate drainage;
- The affected property or its surrounding environs has changed or is changing to such a degree that it is in the public interest to encourage a redevelopment of the area or to recognize the changed character of the area; or
- The proposed rezoning is necessary in order to provide land for a community need that was not anticipated at the time of adoption of the Zoning Resolution.

The application will not be processed until it is accepted as complete. The applicant is solely responsible for submitting a complete application and any delays that result from inaccuracies or an incomplete application.

Please attach the following required information:

1. Application fee (see Current Fee Schedule). In addition, the cost(s) of all notice(s) and recording resolution fee(s) shall be paid by the applicant.
2. Proof of ownership:
 - a. Warranty Deed, Title Policy, or Contract for Deed, and
 - b. Signed authorization letter from the owner if other than applicant.
3. A written legal description of all property that is subject to this application. The legal description must contain the seal of a professional land surveyor, registered in the State of Wyoming. The applicant must provide the legal description in "Word" format for advertising/publication purposes.
4. A Statement demonstrating that the proposed Zone Change Request is generally consistent with the Goals, Strategies and Actions of the Comprehensive Land Use Plan, including the Future Land Use Map. In addition, the staff will provide a summary at the Planning & Zoning Commission meeting.
5. Site Plan and Vicinity Map.
6. Statement of purpose and need.
7. Ingress and egress should be provided to each parcel by a binding and recordable easements of not less than forty (40) feet in width to a public road unless specifically waived by the Board.
8. Provide a completed affidavit (attached) that must accompany the adjacent property owners listing (attached), attesting that the submittal includes true and accurate listing of the adjacent/abutting property owners as reflected in the records of the Carbon County Assessor's Office.
9. Provide copies of the Current Notice of Valuation(s) for the subject property. Notice of Valuation(s) can be obtained from either the County Assessor's Office or from the County's website.
10. Current Tax Certificate(s) – must be signed by the Carbon County Treasurer or authorized deputy.
11. The applicant shall post a sign on the approach to the subject property not less than fourteen (14) days prior to the Planning & Zoning Commission meeting date. The Planning Department will provide the applicant a sign and approve the posting location. The Applicant/Owner should provide digital photos of the posted sign with date and time stamps and submit the photos to the Planning Department.

OPTIONAL INFORMATION THAT MAY EXPEDITE REVIEW. This information is typically required for subdivision and building permit applications.

1. Wyoming Dept. of Environmental Quality:
 Septic/Wastewater Permit(s)-application submitted? Yes No Pending
 Permit # _____ Date Issued: _____
2. Wyoming State Engineer's Office:
 Well water permit(s)-application submitted? Yes No Existing
 Permit # _____ Date Issued: _____
3. Survey Map must contain the seal of a professional land surveyor, registered in the State of Wyoming.

I do hereby certify that the foregoing representation and attachments are true and correct to the best of my knowledge.

Mary E. Oaks, Trustee

Mary E Oaks Trustee 03/04/2026

PRINTED SIGNATURE-landowner

SIGNATURE-landowner

DATE

Mary E. Oaks, Trustee

Mary E Oaks Trustee 03/04/2026

PRINTED SIGNATURE-applicant

SIGNATURE-applicant

DATE

Date: 12/10/2021

Date: 03/04/2026

Acreage: Approximately 2.57 acres
(GEO/PIN #: 17841220008100)

Request: The zone change request is from RAM to RD-2.57

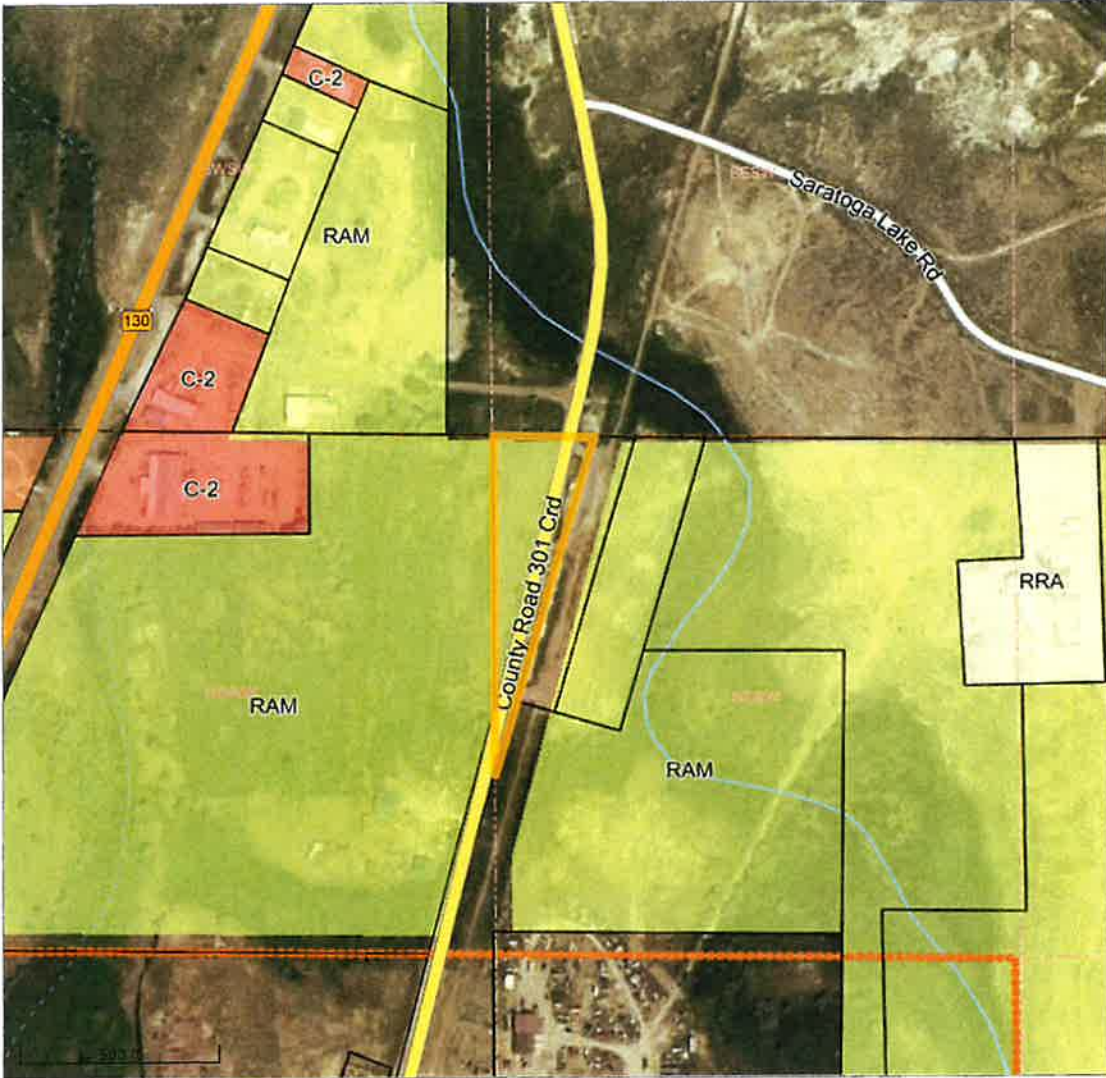
Statement of Purpose and Need:

In June of 2023, I purchased this 2.57-acre parcel of land that is zoned RAM. To apply for building permits to build on the property, I need to bring the parcel into compliance with the current Carbon County Zoning Resolution of 2015, as amended. The RD Zone District is appropriate and suitable for this location and area. In addition, the affected property or its surrounding environs has changed or is changing to such a degree that it is in the public interest to encourage a redevelopment of the area or to recognize the changed character of the area.

I am requesting that both the Carbon County Planning & Zoning Commission and the Carbon County Board of County Commissioners approve the zone change for this parcel that is legal, pre-existing, and non-conforming. Thank you for your consideration.



Mary E. Oaks, Trustee
(Applicant and Owner)



Carbon County, Wyoming

Mary E. Oaks, Trustee
GEO/PIN #: 17841220008100

- ∨ Lot and Parcel Lines
- ∨ Township Line
- ∨ Municipal Limits
- ∨ Rivers and Creeks
- ∨ Railroad
- ∨ U.S. Highway
- ∨ State Highway
- ∨ County Road
- RAM - Ranching, Agriculture, and Mining
- FPSR - Forestry Production, Seasonal Recr.
- RRA - Rural Residential Agriculture
- RD - Residential Single Family
- C-1 - Neighborhood Commercial
- C-2 - Highway Commercial
- IL - Light Industrial
- IH - Heavy Industrial
- PUD - Planned Unit Development
- 2022 Aerial Photography (2R)



This data has been prepared from the best records available to Carbon County. It is presented "AS IS" and there is no express or implied warranty of any kind by Carbon County or Terra GIS Ltd. for completeness, accuracy, currency or correctness of this information, including, but not limited to, warranties of title, merchantability, satisfactory quality or fitness for a particular purpose. This data is not necessarily accurate by surveying standards, and is not to be used for legal conveyance. Carbon County nor Terra GIS Ltd. shall not be liable for damages of any kind arising out of use of this product or for any errors or inaccuracies. printed 3/4/2026

4. **Permitted Use.** Lessee shall use and occupy the Premises for the purposes of a multiple services fixed base operation as described in the Minimum Standards and these permitted activities: aircraft storage, aircraft management, aircraft cleaning and detailing, aircraft brokering, aircraft insurance sales, aircraft sales, retail fuel, aerial medical evacuation services, arrival guidance, and ramp service. Lessee may charge fees determined by Lessee in its discretion and as permitted under the Minimum Standards, including, without limitation, facility fees, handling fees, ramp parking fees, and fees related to services ancillary to aviation. Lessee shall manage the apron, future GA ramp, and abandoned taxiways which are highlighted in orange in the Exhibit (the "Apron") for and on behalf of Lessor, and, in consideration for this obligation, Lessee may charge handling, facility, and parking fees determined by Lessee in its discretion. Lessee shall collect landing fees for and on behalf of Lessor and, on a monthly basis, Lessee shall remit landing fees for the immediately preceding month (reduced by a servicing fee in the amount of three percent (3%) of the landing fees collected) to Lessor along with an accounting. Lessor shall have the right to audit said accounting upon 30 days' notice. Except as otherwise provided in this Agreement, Lessee shall not engage in any other activity without the prior approval of Lessor, which approval shall not be unreasonably withheld. Lessee shall comply with all applicable laws. Lessee may refuse service to those parties who pose a safety or liability risk to Lessee and its employees or agents, the Airport or the public, as determined by Lessee in its sole and absolute discretion.

5. **Term.** Except as otherwise provided in this Agreement, this Agreement shall expire on the twenty-fifth (25th) anniversary of the Effective Date (the "Initial Term"). Lessor hereby grants to Lessee, who accepts such grant, two options (each, an "Option") to extend the Initial Term by an additional five (5) years (each, an "Extension"; collectively, the Initial Term and any Extension shall be the "Term"). No later than ninety (90) calendar days before the end of the Initial Term or, as the case may be, any subsequent Extension, Lessee may give written notice to Lessor that Lessee wishes to exercise the applicable Option, and the Initial Term or, as the case may be, any subsequent Extension shall be extended accordingly pursuant to that written notice. Each of Lessor and Lessee acknowledge and agree the Initial Term and any Extension extends beyond the term of the current governing body of Lessor. In accordance with current Wyoming law, each of Lessor and Lessee specifically finds the Initial Term and any Extension is of a particular benefit and is in the best interest of the public. Lessor grants to Lessee, who hereby accepts it, a right of first refusal ("Right") to lease the Premises following the expiration of the Term as extended pursuant to the second Extension, and the terms, consideration, and conditions of such lease shall be fully and fairly negotiated between Lessor and Lessee without specific reference to this Agreement. Lessee shall exercise the Right by notifying Lessor in writing not more than one year and not less than ninety (90) days before the expiration of the Term (as extended pursuant to the second Extension) of the Agreement.

6. **Rent; Audit Rights.**

(a) During the Initial Term and each year thereafter, Lessee shall pay to Lessor, on or before the anniversary date of this Agreement and in advance for the ensuing year, ground rent in the amount of Two Thousand and no/100 Dollars (\$2,000.00) for the FBO Building and fuel farm, One Thousand Five Hundred and no/100 Dollars (\$1,250.00) for footprint of Hangar 7, and One Thousand Five Hundred and no/100 Dollars (\$1,250.00) for the footprint of Hangar 8 (the "Ground Rent"). In addition, Lessee shall pay to Lessor, as part of the consideration for this Agreement the sum of seven cents (\$0.07) per gallon of aviation fuel dispensed by Lessee to Lessee's customers, to be paid within forty-five (45) calendar days after Lessee's fuel tanks are refilled by any fuel supplier (the "Fuel Fee").

(b) During any Extensions, Lessee shall pay to Lessor, on or before the anniversary date of each year, the Ground Rent increased by the Consumer Price Index, as published by the Bureau of Labor and Statistics of the United States Department of Labor for All items in West urban, all urban consumers, not seasonally adjusted, and shall, in addition thereto, pay the Fuel Fee to Lessor as part of the consideration for the Extension. Such Consumer Price Index increase shall be applied so that the date of this Agreement will be the "base index" and the month an Extension commences will be the

4. Permitted Use. Lessee shall use and occupy the Premises for the purposes of a multiple services fixed base operation as described in the Minimum Standards and these permitted activities: aircraft storage, aircraft management, aircraft cleaning and detailing, aircraft brokering, aircraft insurance sales, aircraft sales, retail fuel, aerial medical evacuation services, arrival guidance, and ramp service. Lessee may charge fees determined by Lessee in its discretion and as permitted under the Minimum Standards, including, without limitation, facility fees, handling fees, ramp parking fees, and fees related to services ancillary to aviation. Lessee shall manage the apron, future GA ramp, and abandoned taxiways which are highlighted in orange in the Exhibit (the "Apron") for and on behalf of Lessor, and, in consideration for this obligation, Lessee may charge handling, facility, and parking fees determined by Lessee in its discretion. Lessee shall collect landing fees for and on behalf of Lessor and, on a monthly basis, Lessee shall remit landing fees for the immediately preceding month (reduced by a servicing fee in the amount of three percent (3%) of the landing fees collected) to Lessor along with an accounting. Lessor shall have the right to audit said accounting upon 30 days' notice. Except as otherwise provided in this Agreement, Lessee shall not engage in any other activity without the prior approval of Lessor, which approval shall not be unreasonably withheld. Lessee shall comply with all applicable laws. Lessee may refuse service to those parties who pose a safety or liability risk to Lessee and its employees or agents, the Airport or the public, as determined by Lessee in its sole and absolute discretion.

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6. Rent Audit Rights.

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South Central Wyoming EMS Joint Powers Board
Monthly Meeting Minutes
February 16, 2026
Hanna Fire Station, Hanna, WY

Item 20)

- a. Meeting was called to order at 6:10pm.**
- | | |
|--------------------------------------|---|
| a. Chairman: Morgan Irene present | g. Theresa Lembke present |
| b. Vice-chair: Carl Bickel present | h. Ex-officio Member: Dr. Zimmerman absent |
| c. Secretary: Kenzie Strauch present | i. Ex-officio Member from SCWEMS: Kyle Warren present |
| d. Gayle Wessel: absent | j. Ex-officio Member from SCWEMS: Mike Farver present via Meets |
| e. Steve Martin: present | |
| f. Sam Neilson present | |
- b. Introductions of Guests**
- No guests.
- c. Additions/Corrections to the Agenda**
- K. Strauch moved to approve agenda. S. Neilson seconded. Motion carried.
- d. NPVMC Presentation**
- No one for NPVMC was in attendance. We will be double checking with them about when they were talking about presenting.
- e. Stayton Mosbey – Privacy Policy Update**
- We need to update our substance use disorder privacy policy. A sample was sent out by the EMS lawyers of the state. This addition will need to reflect part two of the privacy policy update. S. Mosbey presented a draft of the updated privacy policy using the same wording as the sample sent out. Morgan suggested that we use the Logo as a water mark.
 - The motion was made by S. Neilson to adopt our new privacy policy with the addition of a watermark. T. Lembke seconded. Motin carried unanimously.
- f. Approval of Previous Meeting Minutes**
- C. Bickel moved and S. Neilson seconded the approval of our January 19, 2026 meeting minutes.
- g. Financials / Bookkeeper Report**
- Our profit and loss should be closer to 64% of the year.
 - We are still waiting for the final report of the auditors.
 - There are a few issues with our EMSMC billing company not reaching out to answer questions that we have. M. Goodwin will continue to work on getting in contact with someone within EMSMC.
 - Our new glucosometers fall under durable medical supplies, which is why that percentage in the profit and loss is high.
 - Total of payroll transactions for the month was \$18,789.10.
 - Debit card transactions total for the month was \$665.02.
 - Our total of unapproved bills paid since last meeting equaled to \$12,169.35.
 - Bills to be paid totaled to \$8,126.82.
 - This brings our total expenses to \$39,750.29 to approve.
 - K. Strauch moved to approve payroll transactions, debit card transactions, unapproved bills paid since last meeting, bills to be paid. S. Neilson seconded the motion. Motion passed.
 - Treasurer’s Report and Monthly Collection Summary from REVCO (Wakefield) and EMSMC
 - We are still receiving payments back from the summer of 2025.
 - Payments show about 60% from runs which is a nice number coming in to our accounts.
 - We are still waiting to hear back from Undue Medical Debt about purchasing our bad debt.
- h. Ambulance Director’s Report**
- All ambulances are back and running well.

South Central Wyoming EMS Joint Powers Board

Monthly Meeting Minutes

February 16, 2026

Hanna Fire Station, Hanna, WY

Item 20)

- There is a new application for an EMT in Saratoga, as a basic EMT volunteer.
- We had to order new CPR course materials. With that there are new trainings are coming up.
 - On Feb. 25th there will be a new training with the Hanna Fire and SCWEMS for new airbags and how they work.
 - First part of march will be meeting with Med Bow Fire as a consultant and discussion about what are ideal medical items are beneficial in their first aid kits in their fire department trucks.
 - TIMS Saratoga Feb. 25th. Tristan and Derrik will be going to this training but also sent out to all volunteers.
 - NIMS training will be on March 12th with Elk Mountain.
 - S. Romero and Dr. Zimmerman will be meeting NPVMC with some concerns on Thursday Feb. 19th.
 - S. Romero was also invited to the NPVMC trauma trainings they will be having.
- Transfers from NPVMC have been going as well are they can. When things are BLS for sure we're good to go. However, still hesitant committing to because there hasn't been 100% transparency on what truly is a BLS.
- S. Martin started discussion about the Rural Health Transformation Funds. We will be looking at how to present our budget and apply for funding from this.

i. Old Business

- Hanna Station
 - C. Bickel presented a few options pertaining to what we could do with Hanna Station.
 - M. Irene spoke with J. Nelson with North Fork Engineering and was discussing the information that we received from the previous engineering company and asked to look at it. He believes that we will still be able to build on the property we are leasing from the school district, but will look closer at the information and data that was gathered by the previous engineering company.
 - Jade Street and Char-Ka Apartments were two properties that we received answers about on if owners were willing to sell or donate to SCWEMS.
 - C. Bickel will get with the two property owners letting them know that we will get in contact and are looking at options.
 - We have until December 2026 to spend the \$30,000 granted to us to use for this project.
- NPVMC Agreement
 - Payer of last resort was presented to Dana a few months ago. It was stated that she said if we wanted to go through with this, we need to contact their lawyers.
 - Pushed to PWW and sent back a few comments.
 - More discussion will take place on what to do next with this at the next meeting.
 - Concerns were brought to the board about the lack of communication between NPVMC and the SCWEMS Saratoga Representative.
- Replace Bank Signer/Treasurer

South Central WY EMS Federal Mailing Address

PO Box 1192, Saratoga, WY 82331

info@scwems.org

South Central Wyoming EMS Joint Powers Board
Monthly Meeting Minutes

Item 20)

February 16, 2026

Hanna Fire Station, Hanna, WY

- K. Strauch moved to have Theresa Lembke be the SCWEMS Joint Power Board treasurer and our third bank signer with to both of SCWEMS checking accounts with Rawlins National Bank. The motion was seconded by C. Bickel. The motion passed unanimously.

j. New Business

- 1st Budget Reading - FY2027
 - Discussion on payment for the municipalities to help meet expense needs took place. As representatives of our community for SCWEMS we will be discussing these changes with our municipality boards.
 - We are also looking at having our budget prepared for potentially applying for Rural Health Transformation Funds.
 - C. Bickel motioned to approve the first budget reading of FY 2027. S. Martin seconded. The motion carried unanimously.
- Volunteer Appreciation Dinner - May 18 (EMS Week - May 17-23)
 - This will be our monthly meeting for May. It will take place at the Elk Mountain Hotel. More information for menu options will be presented for approval at our March meeting.

k. Executive Session 8:17

- K. Strauch moved to enter executive session for matters of personnel at 8:17pm. T. Lembke seconded. The motion passed unanimously.
- Motion to exit executive session with no action taken at 8:58 was made by S. Martin. S. Neilson seconded. Motion carried.
- Motion to approve and seal minutes from session was made by K. Strauch. T. Lembke seconded. Motion passed unanimously.

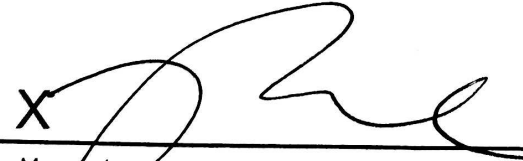
l. Any Further Business / Good of the order

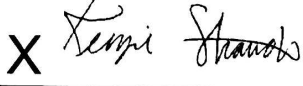
- The motion to offer the director's position to David Clegg with an appropriate letter was made by C. Bickel. S. Martin seconded the motion. The motion carried unanimously.
- The motion was made by C. Bickel to have S. Romero send the letter to potential director. S. Martin seconded. The motion carried unanimously.
- Discussion happened about making a more known positive appearance to establish that SCWEMS is a great entity to work with and for.

m. Meeting was adjourned at 9:08pm

Next meeting: March 16, 2026, 6pm, Saratoga Ambulance Barn, Saratoga, WY

3/16/2026

X 
Morgan Irene
SCWEMS Chariman
03/16/2026

X 
Kenzie Strauch
SCWEMS Secretary
03/16/2026
Signed by: 2b49c608-edfd-4498-ac84-f71a227ece9a

South Central WY EMS Federal Mailing Address
PO Box 1192, Saratoga, WY 82331
info@scwems.org