



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

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

AGENDA

CALL TO ORDER

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

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES

- 3) Minutes October 17, 2023

APPROVAL OF THE BILLS

- 4) Deposits - \$310,134.25

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

CORRESPONDENCE

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

ITEMS FROM THE PUBLIC

- 9) Special Event Application - Kiwanis Ice Skating Party

COUNCIL COMMENTS

REPORTS FROM DEPARTMENTS

Town Hall

- 10) National Apprenticeship Proclamation
- 11) Quality Code Publishing Invoice
- 12) Wyoming Community Gas Grant Request
- 13) Ordinance 868 - Final Reading
- 14) Mtn West Technologies Franchise Agreement

Police Department

- 15) MOU- Emergency Dispatch Service Assistance

Fire Department

Recreation Department

- 16) New Hires
- 17) Pay Increase for Existing Employees
- 18) Pond Hockey - Saratoga Lake January 5th-7th
- [19\)](#) Quote - PVCC Door Lock

Department of Public Works

- 20) Never Forget Park Bid Package
- 21) Large Road Project
- [22\)](#) Justin Peterson Storm Drain Agreement
- [23\)](#) Street Barricade Kit

REPORTS FROM BOARDS AND COMMISSIONS

Community Center Joint Powers Board

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

Water and Sewer Joint Power Board

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

Planning Commission

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

Recreation Commission

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

Saratoga Airport Advisory Board

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

South Central Wyoming Emergency Medical Services Board

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

NEW BUSINESS

EXECUTIVE SESSION

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

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

FURTHER BUSINESS

ADJOURNMENT

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



**TOWN COUNCIL REGULAR MEETING
OCTOBER 17, 2023 at 6:00 PM**

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

MINUTES

CALL TO ORDER

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

APPROVAL OF THE AGENDA

Never Forget to Park needs to be moved in the agenda to Town Hall

Motion to approve to agenda with amended Never Forget Park by Councilman Jacob Fluty, second by Councilman Mike Cooley. Motion carried.

APPROVAL OF THE MINUTES

- 3) Approval of Minutes from October 3, 2023
Motion to approve minutes from October 3, 2023 by Councilman Jerry Fluty, second by Mike Cooley. Motion carried.

APPROVAL OF THE BILLS

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

- 4) Deposits - \$363,243.02
- 5) Accounts Payable - \$90,224.80
- 6) Payroll - \$38,486.38
- 7) Transmittals - \$40,482.21

CORRESPONDENCE

NO CORRESPONDENCE

ITEMS FROM THE PUBLIC

- 8) Cindy Carnes - Kiwanis Ice Skating Rink
Motion to approve Kiwanis Ice Skating Rink by Councilman Jerry Fluty, second by Mike Cooley, motion carried.

COUNCIL COMMENTS

All Department heads will have access to town website to update their specific department.

REPORTS FROM DEPARTMENTS

Town Hall

- 9) Woods Field Concession Stand
Woods Field Concession Stand, treasurer Corina Daley states the concession is almost finished and are running over budget, however, the money that was allocated from the Wyoming community gas will cover the difference.
Motion to purchase metal for the siding for the concession stand at Wood's Field by Councilman Jerry Fluty, second by Councilman Mike Cooley, motion carried.
- 10) SCWEMS QTR 2 INVOICE #189
SCWEMS QTR 2 INVOICE #189 Invoice for quarterly payment in the amount of \$14,467.00 for the 2nd qtr.,
Motion to pay invoice SCWEMS Invoice #189 by Councilman Jerry Fluty, second by Councilman Mike Cooley, motion carried.
- 11) Furnace Replacement
Motion to replace the ignitor in the furnace by Councilman Mike Cooley, second by Councilman Jacob Fluty, motion carried.
- 12) Emergency Management Coordinator
Tabled
- 13) Motorola Solutions Security Camera Demo
Police Dept states the cameras are working fine, they have talked about enhancing the current cameras. What we have is working fine. No need for the demo.
- 14) Octagon Subdivision - Deliberation
Octagon Subdivision - Public Hearing was held, no comments from the public at the hearing. Director Penner states, the bond will continue from the first addition, with assurances of improvements needed. Signing for the final plat will be withheld until the road is completed. Developer is responsible for plowing snow until the road is paved.
Motion to approve document agreement with Octagon Estates Third Addition by Councilman Jacob Fluty, second by Jerry Fluty, motion carried.
Motion to approve Resolution 2023-15 approval of the final subdivision plat of the Octagon Estate Third Addition as read by Councilman Cooley, second by Councilman Jerry Fluty, motion carried.
- 15) Ordinance 868 - 2nd Reading
Motion to approve 2nd reading of Ordinance 868 by Councilman Cooley, second by Councilman Jacob Fluty, motion carried.
- 16) Never Forget Park
Motion to pursue Never Forget Park in 2 phases, without the surfacing of the parking lot by Councilman Jerry Fluty, second by Councilman Cooley, motion carried.
Motion to approve Resolution 2023-14, authorizing submission of an application to the Land and Water Conservation Fund Program by Councilman Jerry Fluty, second by Councilman Cooley, motion carried.

Police Department

17) Dispatch Overtime

Motion to pay dispatchers overtime that was miscalculated in previous pay periods by Councilman Jerry Fluty, second by Councilman Cooley, motion carried.

Fire Department**Recreation Department**

18) Employee Benefit - Pool/PVCC

Motion to approve the update to the employee handbook for use of the pool and gym free of charge for town employees, does not include any classes, by Councilman Cooley, second by Councilman Jacob Fluty, motion carried.

19) Special Event Application - Ugly Sweater Run

Motion to approve application for special event Ugly Sweater Run by Councilman Cooley, second by Councilman Jerry Fluty, motion carried.

Motion to approve \$2.00/hr. increase making it \$12.00/hr. for a parttime gym supervisor by Councilman Cooley, second by Councilman Jerry Fluty, motion carried.

Department of Public Works

20) Carbon County Impact JPB - Reimbursement

Motion to pay invoice, Carbon County Impact JPB - Reimbursement Invoice for River St water project totaling \$9,656.90 by Councilman Jerry Fluty, second by Councilman Cooley, motion carried.

21) Floodplain Review

Motion to not move forward with floodplain review, and help the community with contact information, by Councilman Jacob Fluty, second by Councilman Cooley, motion carried.

22) Municipal Well Service Plan

Municipal Well Service Plan, will move forward with drilling the wells. to get the wells cleaned out.

23) Wading Pool

Motion to approve Bond Aquatics to spec out the wading pool for improvement and repairs by Councilman Jerry Fluty, second by Councilwoman Beck, motion carried.

REPORTS FROM BOARDS AND COMMISSIONS**Water and Sewer Joint Power Board**

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

Planning Commission

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

Community Center Joint Powers Board

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

24) Land and Water Conservation Fund

Recreation Commission

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

Recreation Commission

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

Saratoga Airport Advisory Board

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

South Central Wyoming Emergency Medical Services Board

Next meeting is November 20, 2023 at 6:00 PM at Riverside Town Hall

South Central Wyoming Emergency Medical Services Board

Next meeting is November 20, 2023 at 6:00 PM

NEW BUSINESS

No new business

EXECUTIVE SESSION

FURTHER BUSINESS

ADJOURNMENT

Motion to adjourn meeting at 7:36 pm by Councilman Jerry Fluty, second by Councilman Cooley, motion carried.

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, November 7, AT 6:00 PM.**

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, November 7, AT 6:00 PM.**

Mayor Chuck Davis

Jenn Anderson, Town Clerk

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

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
A T & T MOBILITY									
7579	A T & T MOBILITY	287309475560	Acct# 287309475560-PD Cell Phones-	10/12/2023	498.54	.00		10-421-280	1023
Total A T & T MOBILITY:					498.54	.00			
AMERICAN EXPRESS LOAD # 004105									
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Amazon-Prime Membership Year Subs	10/28/2023	139.00	.00		10-411-245	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Amazon-TP-10/17/23-HP	10/28/2023	119.74	.00		10-442-240	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Amazon-Cell Phone Cases-Screen Prot	10/28/2023	29.36	.00		51-531-280	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Amazon-Cell Phone Cases-Screen Prot	10/28/2023	29.36	.00		52-532-280	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Amazon-Acrylic Paint-Face Painting Kit	10/28/2023	47.38	.00		10-445-495	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Amazon-Stackable Shoe Rack-10/11/23	10/28/2023	25.97	.00		10-445-486	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Amazon-Face Painting Kit-Acrylic Paint	10/28/2023	47.38	.00		10-445-495	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Amazon-Stackable Shoe Rack-10/5/23-	10/28/2023	25.97	.00		10-445-486	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Amazon-Paper Towels-10/16/23-TH	10/28/2023	63.58	.00		10-411-240	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Amazon-Boot Tray (4)-10/23/23-Rec	10/28/2023	119.96	.00		10-445-486	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Best Western-WAMCAT Training Lodgi	10/28/2023	333.76	.00		10-411-230	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Traffic Safety-Valley Village Barriers-10/	10/28/2023	361.59	.00		10-431-262	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Exxon Mobile-WAMCAT Training Fuel-A	10/28/2023	41.01	.00		10-411-230	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	GreenTek Energy-Lights-10/17/23-Stre	10/28/2023	166.65	.00		10-431-262	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	La Quinta-LPA Class Lodging-Penner-1	10/28/2023	124.99	.00		10-412-235	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	OWPSACSTATE-Water System Trainin	10/28/2023	199.00	.00		51-531-235	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	RP Lumber-Shipping For Light Return-1	10/28/2023	22.49	.00		10-431-262	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Solid Waste-Latex Paint Disposal-10/6/	10/28/2023	560.00	.00		10-431-240	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Solid Waste-Latex Paint Disposal-10/6/	10/28/2023	384.56	.00		10-445-262	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	USPS-UM Certified Letters Sent-10/20/	10/28/2023	145.52	.00		10-411-240	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Zoom-Membership-10/2/23-TH	10/28/2023	64.99	.00		10-411-245	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Blauer Manufacturing-Uniforms-10/20/2	10/28/2023	447.94	.00		10-421-200	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Family Dollar-Cleaning & Office Supplie	10/28/2023	17.49	.00		10-421-240	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Tractor Supply-Traffic Safety Cones-10/	10/28/2023	139.86	.00		10-421-240	1123
1207	AMERICAN EXPRESS LOAD # 00410	004105-10312	Walmart-Cleaning & Office Supplies-10/	10/28/2023	55.86	.00		10-421-240	1123
Total AMERICAN EXPRESS LOAD # 004105:					3,713.41	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Black Hills Energy									
3400	Black Hills Energy	9/19/23-10/18/	Acct# 4893 8916 95-Meter# BHE47050	10/20/2023	57.58	.00		10-442-270	1023
3400	Black Hills Energy	9/19/23-10/18/	Acct# 6102 9457 17-Meter# BHE66466	10/20/2023	40.76	.00		51-531-270	1023
3400	Black Hills Energy	9/19/23-10/18/	Acct# 6102 9457 17-Meter# BHE66466	10/20/2023	40.76	.00		52-532-270	1023
3400	Black Hills Energy	9/19/23-10/18/	Acct# 6106 0330 32-Meter# BHE30707	10/20/2023	68.51	.00		10-431-270	1023
3400	Black Hills Energy	9/19/23-10/18/	Acct# 6113 7275 62-Meter# BHE57941	10/20/2023	84.12	.00		10-422-270	1023
3400	Black Hills Energy	9/19/23-10/18/	Acct# 7953 7231 14-Meter# SG528271	10/20/2023	36.08	.00		10-411-270	1023
3400	Black Hills Energy	9/19/23-10/18/	Acct# 7953 7231 14-Meter# SG528271	10/20/2023	36.07	.00		10-421-270	1023
Total Black Hills Energy:					363.88	.00			
Bond Consulting Services Inc									
7703	Bond Consulting Services Inc	10312023	Wading Pool Inspection	10/31/2023	1,000.00	1,000.00	10/31/2023	10-441-720	1023
Total Bond Consulting Services Inc:					1,000.00	1,000.00			
Calibre Engineering, Inc									
7706	Calibre Engineering, Inc	18795	FloodPlain Analysis-Site Visit-Expenses	10/25/2023	9,110.91	.00		10-412-245	1123
Total Calibre Engineering, Inc:					9,110.91	.00			
CANDY MOUNTAIN									
7106	CANDY MOUNTAIN	001501	5 Gal Purified Water \$9.50 Each (8), Bo	11/06/2023	53.00	.00		10-411-240	1123
7106	CANDY MOUNTAIN	001501	5 Gal Purified Water \$9.50 Each (8), Bo	11/06/2023	53.00	.00		10-421-240	1123
Total CANDY MOUNTAIN:					106.00	.00			
Capital Business Systems Inc. (TX)									
7346	Capital Business Systems Inc. (TX)	35137952	Cannon Copier Agreement-9/15/23 to 1	10/23/2023	107.70	.00		10-411-240	1023
7346	Capital Business Systems Inc. (TX)	35137952	Cannon Copier Agreement-9/15/23 to 1	10/23/2023	107.68	.00		10-412-240	1023
7346	Capital Business Systems Inc. (TX)	35137952	Cannon Copier Agreement-9/15/23 to 1	10/23/2023	107.68	.00		10-413-240	1023
7346	Capital Business Systems Inc. (TX)	35137952	Cannon Copier Agreement-9/15/23 to 1	10/23/2023	409.48	.00		10-421-240	1023
7346	Capital Business Systems Inc. (TX)	35137952	Cannon Copier Agreement-9/15/23 to 1	10/23/2023	107.68	.00		10-431-240	1023
7346	Capital Business Systems Inc. (TX)	35137952	Cannon Copier Agreement-9/15/23 to 1	10/23/2023	53.84	.00		51-531-240	1023
7346	Capital Business Systems Inc. (TX)	35137952	Cannon Copier Agreement-9/15/23 to 1	10/23/2023	53.84	.00		52-532-240	1023
Total Capital Business Systems Inc. (TX):					947.90	.00			
Capital Business Systems Inc. (WY)									
7400	Capital Business Systems Inc. (WY)	1333118	Contract# 7986-01-Includes 1800 Blk &	10/30/2023	48.62	.00		10-411-240	1023

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
7400	Capital Business Systems Inc. (WY)	1333118	Contract# 7986-01-Includes 1800 Blk &	10/30/2023	48.62	.00		10-412-240	1023
7400	Capital Business Systems Inc. (WY)	1333118	Contract# 7986-01-Includes 1800 Blk &	10/30/2023	48.62	.00		10-413-240	1023
7400	Capital Business Systems Inc. (WY)	1333118	Contract# 7986-01-Includes 1800 Blk &	10/30/2023	48.62	.00		10-431-240	1023
7400	Capital Business Systems Inc. (WY)	1333118	Contract# 7986-01-Includes 1800 Blk &	10/30/2023	24.30	.00		51-531-240	1023
7400	Capital Business Systems Inc. (WY)	1333118	Contract# 7986-01-Includes 1800 Blk &	10/30/2023	24.30	.00		52-532-240	1023
7400	Capital Business Systems Inc. (WY)	1333119	UCS VOIP Phone Service Contract# 15	10/30/2023	55.97	.00		10-411-280	1023
7400	Capital Business Systems Inc. (WY)	1333119	UCS VOIP Phone Service Contract# 15	10/30/2023	55.93	.00		10-412-280	1023
7400	Capital Business Systems Inc. (WY)	1333119	UCS VOIP Phone Service Contract# 15	10/30/2023	55.93	.00		10-413-280	1023
7400	Capital Business Systems Inc. (WY)	1333119	UCS VOIP Phone Service Contract# 15	10/30/2023	55.93	.00		10-421-280	1023
7400	Capital Business Systems Inc. (WY)	1333119	UCS VOIP Phone Service Contract# 15	10/30/2023	55.93	.00		10-422-280	1023
7400	Capital Business Systems Inc. (WY)	1333119	UCS VOIP Phone Service Contract# 15	10/30/2023	55.93	.00		10-431-280	1023
7400	Capital Business Systems Inc. (WY)	1333119	UCS VOIP Phone Service Contract# 15	10/30/2023	55.93	.00		10-441-280	1023
7400	Capital Business Systems Inc. (WY)	1333119	UCS VOIP Phone Service Contract# 15	10/30/2023	55.93	.00		10-442-280	1023
7400	Capital Business Systems Inc. (WY)	1333119	UCS VOIP Phone Service Contract# 15	10/30/2023	55.93	.00		10-443-280	1023
7400	Capital Business Systems Inc. (WY)	1333119	UCS VOIP Phone Service Contract# 15	10/30/2023	55.93	.00		10-445-280	1023
7400	Capital Business Systems Inc. (WY)	1333119	UCS VOIP Phone Service Contract# 15	10/30/2023	55.93	.00		42-533-270	1023
7400	Capital Business Systems Inc. (WY)	1333119	UCS VOIP Phone Service Contract# 15	10/30/2023	27.97	.00		51-531-280	1023
7400	Capital Business Systems Inc. (WY)	1333119	UCS VOIP Phone Service Contract# 15	10/30/2023	27.97	.00		52-532-280	1023
Total Capital Business Systems Inc. (WY):					914.29	.00			
CASELLE INC.									
1760	CASELLE INC.	128288	Contract Support & Maintenance-12/1/2	11/01/2023	1,227.00	.00		10-411-320	1123
1760	CASELLE INC.	128288	Contract Support & Maintenance-12/1/2	11/01/2023	43.00	.00		10-413-320	1123
Total CASELLE INC.:					1,270.00	.00			
CenturyLINK									
7221	CenturyLINK	307-432-1330	PD 911 Phone Line-307.432.1330-10/1	10/16/2023	157.74	.00		10-421-225	1123
Total CenturyLINK:					157.74	.00			
Cuts & Stitches									
7259	Cuts & Stitches	550	Police Dept Patches-Embroidered With	10/19/2023	275.00	.00		10-421-200	1123
Total Cuts & Stitches:					275.00	.00			
DANA KEPNER Co.									
2180	DANA KEPNER Co.	2237176-00	3/4" GT114 Rubber Meter Washers-Insi	10/13/2023	65.30	.00		51-531-251	1123
2180	DANA KEPNER Co.	2237181-00	6" PVC DWV SCH-40 1/4 Bend-6" Spe	10/23/2023	518.42	.00		10-431-255	1123

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
2180	DANA KEPNER Co.	2237212-00	NL 1 1/2 x 3" Brass Nipple-NL 1 1/2"x4"	10/23/2023	669.92	.00		51-531-250	1123
Total DANA KEPNER Co.:					1,253.64	.00			
Emery Penner									
7693	Emery Penner	10182023	Grant Training Meal Reimbursement	10/18/2023	7.17	.00		10-412-230	1123
7693	Emery Penner	10182023	Grant Training Meal Reimbursement	10/18/2023	7.17	.00		10-431-230	1123
7693	Emery Penner	10182023	Grant Training Meal Reimbursement	10/18/2023	7.16	.00		51-531-230	1123
7693	Emery Penner	10182023	Grant Training Meal Reimbursement	10/18/2023	7.16	.00		52-532-230	1123
Total Emery Penner:					28.66	.00			
ENGINEERING ASSOCIATES									
4170	ENGINEERING ASSOCIATES	4310031	Project# 23418.00-Professional Service	10/19/2023	467.50	.00		42-533-310	1123
4170	ENGINEERING ASSOCIATES	4310031	Project# 23418.00-Professional Service	10/19/2023	525.00	.00		42-533-310	1123
4170	ENGINEERING ASSOCIATES	4310031	Project# 23418.00-Professional Service	10/19/2023	700.00	.00		42-533-310	1123
4170	ENGINEERING ASSOCIATES	4310031	Project# 23418.00-Professional Service	10/19/2023	101.55	.00		42-533-310	1123
Total ENGINEERING ASSOCIATES:					1,794.05	.00			
Jack's Body & Fender Repair, Inc.									
7702	Jack's Body & Fender Repair, Inc.	023179	Tow From Saratoga To Rawlins-Service	08/29/2023	536.00	536.00	10/19/2023	10-421-488	1023
Total Jack's Body & Fender Repair, Inc.:					536.00	536.00			
Joe Kunz									
1995	Joe Kunz	108801	97 Chevy 2500 Repairs-Heater Hose-W	10/30/2023	1,091.89	.00		10-431-255	1123
Total Joe Kunz:					1,091.89	.00			
Kylie M Waldrip P.C.									
7410	Kylie M Waldrip P.C.	3525	Professional Legal Services Rendered-	11/01/2023	351.50	.00		10-411-310	1123
7410	Kylie M Waldrip P.C.	3525	Professional Legal Services Rendered-	11/01/2023	1,087.04	.00		10-412-310	1123
7410	Kylie M Waldrip P.C.	3525	Professional Legal Services Rendered-	11/01/2023	111.00	.00		10-431-310	1123
7410	Kylie M Waldrip P.C.	3525	Professional Legal Services Rendered-	11/01/2023	18.50	.00		10-445-310	1123
7410	Kylie M Waldrip P.C.	3525	Professional Legal Services Rendered-	11/01/2023	27.75	.00		51-531-310	1123
7410	Kylie M Waldrip P.C.	3525	Professional Legal Services Rendered-	11/01/2023	27.75	.00		52-532-310	1123
Total Kylie M Waldrip P.C.:					1,623.54	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Megan James									
7413	Megan James	10312023	October 2023 Fitness Class Instruction	11/06/2023	202.00	.00		10-445-483	1123
Total Megan James:					202.00	.00			
MODERN MARKETING INC									
6675	MODERN MARKETING INC	MMI152739	Evidence Bags (100)-Nartec Amphetam	08/23/2023	274.87	.00		10-421-240	1123
Total MODERN MARKETING INC:					274.87	.00			
MOTOROLA SOLUTIONS									
3930	MOTOROLA SOLUTIONS	8230431127	SVC01SVC1424C-12/1/23 to 12/31/23-	11/01/2023	1,159.55	.00		10-421-320	1123
3930	MOTOROLA SOLUTIONS	8230431127	SVC02SVC0662A-12/1/23 to 12/31/23-	11/01/2023	263.11	.00		10-421-320	1123
3930	MOTOROLA SOLUTIONS	8230431127	SVC01SVC0335A-12/1/23 to 12/31/23-	11/01/2023	.00	.00		10-421-320	1123
Total MOTOROLA SOLUTIONS:					1,422.66	.00			
MPM CORP									
3945	MPM CORP	9149357	Trash Removal For October 2023-Sarat	10/31/2023	240.00	.00		10-443-262	1123
3945	MPM CORP	9149357	Trash Removal For October 2023-Veter	10/31/2023	80.00	.00		10-444-262	1123
3945	MPM CORP	9149357	Trash Removal For October 2023-Hot P	10/31/2023	80.00	.00		10-442-262	1123
3945	MPM CORP	9149357	Trash Removal For October 2023-TH	10/31/2023	17.50	.00		10-411-262	1123
3945	MPM CORP	9149357	Trash Removal For October 2023-PD	10/31/2023	17.50	.00		10-421-262	1123
3945	MPM CORP	9149357	Trash Removal For October 2023-Kath	10/31/2023	45.00	.00		10-444-262	1123
3945	MPM CORP	9149357	Trash Removal For October 2023-Stree	10/31/2023	45.00	.00		10-431-262	1123
3945	MPM CORP	9149357	Trash Removal For October 2023-Wate	10/31/2023	45.00	.00		51-531-262	1123
3945	MPM CORP	9149357	Trash Removal For October 2023-Sewe	10/31/2023	45.00	.00		52-532-262	1123
3945	MPM CORP	9149357	Trash Removal For October 2023-Sewe	10/31/2023	35.00	.00		52-532-262	1123
3945	MPM CORP	9149357	Trash Removal For October 2023-Dog	10/31/2023	45.00	.00		10-444-262	1123
Total MPM CORP:					695.00	.00			
Northwest Colorado Auto & Truck Parts									
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 895842-Pin Clip-10/5/23-Streets	10/31/2023	16.49	.00		10-431-240	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 895846-Blister Pack Capsules-10/	10/31/2023	15.99	.00		10-431-255	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 895900-Large Meter Installs Suppli	10/31/2023	158.16	.00		51-531-240	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 896068-Electrical Fuel Pump-Strai	10/31/2023	78.35	.00		10-431-255	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 896144-2001 Chev 2500 Water Pu	10/31/2023	182.39	.00		10-431-255	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 896176-Cutoff Wheel-Meter Install	10/31/2023	10.47	.00		51-531-240	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 896250-Serpentine Belt-Fluid Filter	10/31/2023	46.18	.00		10-431-255	1123

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 896253-Fuel Filter-Multi Purpose L	10/31/2023	22.97	.00		10-421-255	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 896259-Oil Dry-10/11/23-Streets	10/31/2023	28.98	.00		10-431-240	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 896268-Adhesive Sealant-10/11/2	10/31/2023	30.58	.00		10-431-255	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv#-896273-Mac Electronic Clean-10/1	10/31/2023	.69	.00		10-431-240	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 896292-Dex Cool Antifreeze-10/11/	10/31/2023	21.98	.00		10-431-250	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 896313-Stubby Socket Adapter-10	10/31/2023	9.99	.00		10-431-242	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 896341-Fuel Line Hose-10/12/23-	10/31/2023	3.39	.00		10-431-255	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 896343-In Line Fluid Filter-10/12/2	10/31/2023	14.01	.00		10-431-255	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 896869-Lamp-10/18/23-Water	10/31/2023	10.77	.00		51-531-250	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 897532-Cutoff Wheel Shop Suppli	10/31/2023	13.96	.00		51-531-240	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 897751-Wiper Blade (2)-10/31/23-	10/31/2023	35.98	.00		10-431-255	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 897752-Wiper Blades (2)-10/31/23	10/31/2023	2.00	.00		10-431-255	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 897777-Hinge Pin-10/31/23-Street	10/31/2023	43.69	.00		10-431-255	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 896382-Water Pump-Radiator Hos	10/31/2023	185.71	.00		10-431-255	1123
7658	Northwest Colorado Auto & Truck Parts	10312023	Inv# 896714-Retainer-10/16/23-Streets	10/31/2023	9.96	.00		10-431-255	1123
Total Northwest Colorado Auto & Truck Parts:					942.69	.00			
Pine Cove Consulting LLC									
7285	Pine Cove Consulting LLC	19402C	Office 365-Pax8 Business Standard Mo	10/30/2023	83.46	.00		10-411-320	1023
7285	Pine Cove Consulting LLC	19402C	Office 365-Pax8 Business Standard Mo	10/30/2023	15.45	.00		10-412-320	1023
7285	Pine Cove Consulting LLC	19402C	Office 365-Pax8 Business Standard Mo	10/30/2023	15.45	.00		10-413-320	1023
7285	Pine Cove Consulting LLC	19402C	Office 365-Pax8 Business Standard Mo	10/30/2023	101.99	.00		10-421-320	1023
7285	Pine Cove Consulting LLC	19402C	Office 365-Pax8 Business Standard Mo	10/30/2023	15.45	.00		10-442-320	1023
7285	Pine Cove Consulting LLC	19402C	Office 365-Pax8 Business Standard Mo	10/30/2023	15.45	.00		10-445-320	1023
7285	Pine Cove Consulting LLC	19402C	Office 365-Pax8 Business Standard Mo	10/30/2023	30.91	.00		51-531-320	1023
7285	Pine Cove Consulting LLC	19402C	Office 365-Pax8 Business Standard Mo	10/30/2023	30.91	.00		52-532-320	1023
7285	Pine Cove Consulting LLC	19480C	IT Managed Services Agreement-Nove	11/01/2023	315.95	.00		10-411-320	1023
7285	Pine Cove Consulting LLC	19480C	IT Managed Services Agreement-Nove	11/01/2023	58.51	.00		10-412-320	1023
7285	Pine Cove Consulting LLC	19480C	IT Managed Services Agreement-Nove	11/01/2023	58.51	.00		10-413-320	1023
7285	Pine Cove Consulting LLC	19480C	IT Managed Services Agreement-Nove	11/01/2023	386.17	.00		10-421-320	1023
7285	Pine Cove Consulting LLC	19480C	IT Managed Services Agreement-Nove	11/01/2023	58.51	.00		10-442-320	1023
7285	Pine Cove Consulting LLC	19480C	IT Managed Services Agreement-Nove	11/01/2023	58.51	.00		10-445-320	1023
7285	Pine Cove Consulting LLC	19480C	IT Managed Services Agreement-Nove	11/01/2023	117.02	.00		51-531-320	1023
7285	Pine Cove Consulting LLC	19480C	IT Managed Services Agreement-Nove	11/01/2023	117.02	.00		52-532-320	1023
Total Pine Cove Consulting LLC:					1,479.27	.00			
Platte Valley Heating & Air LLC									
7362	Platte Valley Heating & Air LLC	1988	Cleaned Flame Sensor-Service Call-10/	10/23/2023	110.00	.00		10-411-262	1123

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Platte Valley Heating & Air LLC:					110.00	.00			
Plattoga Holdings Inc									
7523	Plattoga Holdings Inc	SI-1378	3/8"3/4" Small Crushed Rock-Trucking-	10/13/2023	199.89	.00		51-531-251	1123
7523	Plattoga Holdings Inc	SI-1378	3/8"3/4" Small Crushed Rock-Trucking-	10/13/2023	199.90	.00		52-532-251	1123
7523	Plattoga Holdings Inc	SI-1378	3/8"3/4" Small Crushed Rock-Trucking-	10/13/2023	599.68	.00		22-446-250	1123
Total Plattoga Holdings Inc:					999.47	.00			
QUALITY CODE PUBLISHING LLC									
6370	QUALITY CODE PUBLISHING LLC	GC00123033	ECode360 Annual Maintenance & Ordi	10/25/2023	186.75	.00		10-411-240	1123
6370	QUALITY CODE PUBLISHING LLC	GC00123033	ECode360 Annual Maintenance & Ordi	10/25/2023	186.75	.00		10-412-240	1123
6370	QUALITY CODE PUBLISHING LLC	GC00123033	ECode360 Annual Maintenance & Ordi	10/25/2023	174.30	.00		10-413-240	1123
6370	QUALITY CODE PUBLISHING LLC	GC00123033	ECode360 Annual Maintenance & Ordi	10/25/2023	174.30	.00		10-421-240	1123
6370	QUALITY CODE PUBLISHING LLC	GC00123033	ECode360 Annual Maintenance & Ordi	10/25/2023	174.30	.00		10-431-240	1123
6370	QUALITY CODE PUBLISHING LLC	GC00123033	ECode360 Annual Maintenance & Ordi	10/25/2023	174.30	.00		51-531-240	1123
6370	QUALITY CODE PUBLISHING LLC	GC00123033	ECode360 Annual Maintenance & Ordi	10/25/2023	174.30	.00		52-532-240	1123
Total QUALITY CODE PUBLISHING LLC:					1,245.00	.00			
R. P. Lumber Inc									
7522	R. P. Lumber Inc	10312023	Inv# 1669927-Rough Sawn Cedar-Win	10/31/2023	61.60	.00		10-444-262	1023
7522	R. P. Lumber Inc	10312023	Inv# 1611956-4x4x10 MCA Treated #2	10/31/2023	175.00	.00		10-431-240	1023
7522	R. P. Lumber Inc	10312023	Inv# 1699413-2x10x8 #2 BTR/SPF/HE	10/31/2023	31.20	.00		10-431-240	1023
Total R. P. Lumber Inc:					267.80	.00			
RNB Front Range State Bank									
4545	RNB Front Range State Bank	10282023	Customer# 402082-Safe Deposit Box R	10/28/2023	35.00	.00		10-411-300	1023
Total RNB Front Range State Bank:					35.00	.00			
Rocky Mountain Air Solutions									
7427	Rocky Mountain Air Solutions	30477722	Cust# 30114-Bottle Rental-CL-2.5-CL (1	10/20/2023	158.15	.00		51-531-241	1123
7427	Rocky Mountain Air Solutions	30477722	Cust# 30114-Bottle Rental-CL-2.5-CL (1	10/20/2023	158.15	.00		52-532-241	1123
Total Rocky Mountain Air Solutions:					316.30	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Rocky Mountain Battery LLC									
7692	Rocky Mountain Battery LLC	44410383	MTP-78OT Battery-Reimbursed By Mc	10/31/2023	142.95	.00		10-411-240	1023
Total Rocky Mountain Battery LLC:					142.95	.00			
SARATOGA FEED AND GRAIN									
4895	SARATOGA FEED AND GRAIN	11012023	Inv# 91373-Propane For Hot Box-10/17	11/01/2023	42.40	.00		10-431-260	1123
4895	SARATOGA FEED AND GRAIN	11012023	Inv# 91456-Propane For Hot Box-10/24	11/01/2023	34.00	.00		10-431-260	1123
Total SARATOGA FEED AND GRAIN:					76.40	.00			
SARATOGA SUN, INC									
4940	SARATOGA SUN, INC	10312023	Inv# 37854-4" Ad Rec/Custodial Assista	10/31/2023	40.00	.00		10-445-220	1123
4940	SARATOGA SUN, INC	10312023	Inv# 37868-Legal# 8724-Subdivision P	10/31/2023	220.00	.00		10-412-220	1123
4940	SARATOGA SUN, INC	10312023	Inv# 37976-Legal# 8738-Manual Check	10/31/2023	30.00	.00		10-411-220	1123
4940	SARATOGA SUN, INC	10312023	Inv# 37977-Legal# 8736-Cash Req-10/	10/31/2023	130.00	.00		10-411-220	1123
4940	SARATOGA SUN, INC	10312023	Inv# 37978-Legal# 8737-Town Council	10/31/2023	510.00	.00		10-411-220	1123
4940	SARATOGA SUN, INC	10312023	Inv# 38038-4" Ad-Help Wanted-10/19/2	10/31/2023	40.00	.00		10-445-220	1123
4940	SARATOGA SUN, INC	10312023	Inv# 38043-Legal# 8741-Notice of Varia	10/31/2023	92.50	.00		10-412-220	1123
4940	SARATOGA SUN, INC	10312023	Inv# 38069-6" Ad-Meeting Notice-10/26	10/31/2023	60.00	.00		10-444-724	1123
4940	SARATOGA SUN, INC	10312023	Inv# 38085-Ad Rec Custodial Worker-1	10/31/2023	40.00	.00		10-445-220	1123
4940	SARATOGA SUN, INC	10312023	Inv# 38100-Legal# 8744-Town Council	10/31/2023	420.00	.00		10-411-220	1123
4940	SARATOGA SUN, INC	10312023	Inv# 38101-Legal#8745-Manual Check	10/31/2023	40.00	.00		10-411-220	1123
4940	SARATOGA SUN, INC	10312023	Inv# 38102-Legal# 8746-Cash Req 10/	10/31/2023	150.00	.00		10-411-220	1123
Total SARATOGA SUN, INC:					1,772.50	.00			
SHIVELY HARDWARE (TOWN #28210)									
5015	SHIVELY HARDWARE (TOWN #28210)	10312023	Inv# 88904-40W 48" Fluo Bulb-10/3/23-	10/31/2023	12.99	.00		10-444-262	1123
5015	SHIVELY HARDWARE (TOWN #28210)	10312023	Inv# 88908-100pk Stake Flags-Lag Scr	10/31/2023	153.46	.00		10-431-240	1123
5015	SHIVELY HARDWARE (TOWN #28210)	10312023	Inv# 89006-4pk 6x6 Cork Tile-10/4/23-	10/31/2023	7.49	.00		10-445-240	1123
5015	SHIVELY HARDWARE (TOWN #28210)	10312023	Inv# 89012-100pk Dry Screws-10/4/23-	10/31/2023	4.99	.00		10-431-240	1123
5015	SHIVELY HARDWARE (TOWN #28210)	10312023	Inv# 89096-2 Gal Tank Sprayer-10/6/23	10/31/2023	29.99	.00		10-431-240	1123
5015	SHIVELY HARDWARE (TOWN #28210)	10312023	Inv# 89341-12oz Crack Foam-10/10/23	10/31/2023	5.99	.00		51-531-240	1123
5015	SHIVELY HARDWARE (TOWN #28210)	10312023	Inv# 89347-4pk 9V Battery-10/11/23-Str	10/31/2023	41.98	.00		10-431-240	1123
5015	SHIVELY HARDWARE (TOWN #28210)	10312023	Inv# 89382-16pk AA Battery-10/11/23-S	10/31/2023	19.99	.00		10-411-240	1123
5015	SHIVELY HARDWARE (TOWN #28210)	10312023	Inv# 89492-15A HiVis Plug For Heater-	10/31/2023	6.99	.00		10-442-262	1123
5015	SHIVELY HARDWARE (TOWN #28210)	10312023	Inv# 89510-4' Shop Light-10/13/23-Wat	10/31/2023	74.97	.00		51-531-262	1123
5015	SHIVELY HARDWARE (TOWN #28210)	10312023	Inv# 89543-5pk 3/4" Connector-3/4x1/2	10/31/2023	59.34	.00		51-531-262	1123
5015	SHIVELY HARDWARE (TOWN #28210)	10312023	Credit Inv# 89549-3/4x1/2 Galv Couplin	10/31/2023	32.42-	.00		51-531-262	1123

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 89552-Hand Power Tools-10/13/23	10/31/2023	6.49	.00		10-411-240	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 89555-2 1/2" Hole Saw-For Desk	10/31/2023	17.99	.00		10-411-240	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 89635-Sakrete For Setting Fence	10/31/2023	14.98	.00		51-531-262	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 89689-3/8" Quick Link-Gate Repair	10/31/2023	5.49	.00		52-532-262	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 89753-ButtSplice UY Connector-1	10/31/2023	16.98	.00		51-531-250	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 89778-1/4" Magnet Nut Setter-10/1	10/31/2023	3.79	.00		51-531-242	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 89829-75pk Screws-Kathy Glode	10/31/2023	5.49	.00		10-444-262	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 89945-Nuts & Bolts For Fencing at	10/31/2023	5.84	.00		51-531-262	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 90115-12oz Barrier Foam Doors at	10/31/2023	10.29	.00		52-532-262	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 90221-50pk Alu Rivet-Raised Mete	10/31/2023	11.99	.00		51-531-240	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 90222-1" Merch Coupling-Nipple-R	10/31/2023	18.48	.00		51-531-240	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 90254-40pk Thumb Tack-10/27/23-	10/31/2023	3.98	.00		10-445-240	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 90255-Duplicate Key-10/27/23-Re	10/31/2023	4.38	.00		10-445-240	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 90335-8oz Solv Cement-8oz Pipe	10/31/2023	39.62	.00		10-431-240	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 90340-Utility Heater-10/30/23-PD	10/31/2023	41.99	.00		10-421-262	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 90383-Anchor-Screw Bolt-Drill Bit-	10/31/2023	30.87	.00		10-431-262	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Credit Inv# 90432-3pk Filt Bag-10/31/2	10/31/2023	3.00-	.00		10-431-240	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 90464-1 1/2x10 PVP Pipe-1 1/2 El	10/31/2023	33.97	.00		52-532-251	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# IC26656-ST205/75R14 Tires-Tire	10/31/2023	334.72	.00		10-431-255	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# IC26779-Air Filter-Freight-10/11/23	10/31/2023	38.96	.00		10-431-250	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# IC26825-.325 Sprock-10/11/23-Str	10/31/2023	10.49	.00		10-431-250	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# IC27108-Post Driver-10/25/23-Stre	10/31/2023	34.99	.00		10-431-242	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# IC27143-Boots-10/27/23-HP	10/31/2023	115.10	.00		10-431-240	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 89062-4pk Padlock-Evidence Lock	10/31/2023	36.99	.00		10-421-240	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# B13060-Chip Brushes-9/5/23-Stre	10/31/2023	9.76	.00		10-442-240	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# IC26778-Air Filter-16" Bar-Chain S	10/31/2023	95.93	.00		10-431-240	1123
5015	SHIVELY HARDWARE (TOWN #28210	10312023	Inv# 90422-3pk Filt Bag-Shop Vac-10/3	10/31/2023	31.99	.00		10-431-240	1123
Total SHIVELY HARDWARE (TOWN #28210):					1,364.31	.00			
Sign Krafts									
7704	Sign Krafts	2023-20	Remove Old Graphics-Buff Entire Car (10/29/2023	900.00	.00		22-446-262	1123
Total Sign Krafts:					900.00	.00			
Stinker Stores Inc. for AR Dept. 566									
7438	Stinker Stores Inc. for AR Dept. 566	K378-092023	Card# 4817779-26.474 Gal-September	10/01/2023	106.51	.00		55-571-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-092023	Card# 9649276-21.537 Gal-September	10/01/2023	82.19	.00		10-421-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-092023	Card# 4817402-50.361 Gal-September	10/01/2023	195.22	.00		52-532-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-092023	Card# 4817837-65.216 Gal-September	10/01/2023	257.71	.00		10-431-256	1123

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
7438	Stinker Stores Inc. for AR Dept. 566	K378-092023	Card# 4817686-39.772 Gal-September	10/01/2023	165.29	.00		10-431-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-092023	Card# 9649134-66.835 Gal-September	10/01/2023	132.18	.00		51-531-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-092023	Card@ 9649134-66.835 Gal-Septembe	10/01/2023	132.19	.00		52-532-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-092023	Card# 4817401-88.724 Gal-September	10/01/2023	334.00	.00		51-531-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-092023	Card# 9649275-38.750 Gal-September	10/01/2023	203.11	.00		10-421-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-092023	Card# 4817420-115.717 Gal-Septembe	10/01/2023	471.08	.00		10-431-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-092023	Card# 9649130-13.141 Gal-September	10/01/2023	55.80	.00		10-421-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-092023	Card# 4817866-21.159 Gal-September	10/01/2023	87.94	.00		10-422-256	1123
7438	Stinker Stores Inc. for AR Dept. 566	K378-092023	Card# 4817673-57.162 Gal-September	10/01/2023	221.73	.00		10-431-256	1123
Total Stinker Stores Inc. for AR Dept. 566:					2,444.95	.00			
Summit West CPA Group, P.C.									
7564	Summit West CPA Group, P.C.	180208	Progress Billing For 2022 Audit Confirm	10/31/2023	2,500.00	.00		10-411-330	1123
Total Summit West CPA Group, P.C.:					2,500.00	.00			
SUNDAHL POWERS KAPP & MARTIN LLC									
7551	SUNDAHL POWERS KAPP & MARTIN	15570	Professional Legal Services Rendered-	10/19/2023	521.50	.00		10-411-760	1023
7551	SUNDAHL POWERS KAPP & MARTIN	15570	Professional Legal Services Rendered-	10/19/2023	329.00	.00		10-413-310	1023
Total SUNDAHL POWERS KAPP & MARTIN LLC:					850.50	.00			
UNION TELEPHONE CO									
5630	UNION TELEPHONE CO	11302023	Union Acct# 70001447-TH Cell-Novem	10/17/2023	71.70	.00		10-411-280	1023
5630	UNION TELEPHONE CO	11302023	Union Acct# 70001447-P&Z Cell-Nove	10/17/2023	54.84	.00		10-412-280	1023
5630	UNION TELEPHONE CO	11302023	Union Acct# 70001447-Streets Cell-Nov	10/17/2023	113.88	.00		10-431-280	1023
5630	UNION TELEPHONE CO	11302023	Union Acct# 70001447-Rec Cell-Novem	10/17/2023	71.70	.00		10-445-280	1023
5630	UNION TELEPHONE CO	11302023	Union Acct# 70001447-Water Cell-Nove	10/17/2023	54.83	.00		51-531-280	1023
5630	UNION TELEPHONE CO	11302023	Union Acct# 70001447-Sewer Cell-Nov	10/17/2023	54.83	.00		52-532-280	1023
5630	UNION TELEPHONE CO	11302023	Union Acct# 70091365-VFD Landline-N	10/17/2023	51.37	.00		10-422-280	1023
5630	UNION TELEPHONE CO	11302023	Union Acct# 70091381-Streets Landline	10/17/2023	18.81	.00		10-431-280	1023
5630	UNION TELEPHONE CO	11302023	Union Acct# 70091381-Lake Landline &	10/17/2023	18.81	.00		10-443-280	1023
5630	UNION TELEPHONE CO	11302023	Union Acct# 70091381-Water Landline	10/17/2023	36.50	.00		51-531-280	1023
5630	UNION TELEPHONE CO	11302023	Union Acct# 70091381-Sewer Landline	10/17/2023	36.50	.00		52-532-280	1023
5630	UNION TELEPHONE CO	11302023	Union Acct# 70091372-Airport Landline	10/17/2023	104.90	.00		42-533-270	1023
5630	UNION TELEPHONE CO	11302023	Union Acct# 70091416-TH Landline-No	10/17/2023	84.60	.00		10-411-280	1023
5630	UNION TELEPHONE CO	11302023	Union Acct# 70091416-Court Landline-	10/17/2023	28.20	.00		10-413-280	1023
5630	UNION TELEPHONE CO	11302023	Union Acct# 70091422-PD Landline &	10/17/2023	299.36	.00		10-421-280	1023
5630	UNION TELEPHONE CO	11302023	Union Acct# 70092204-Rec Landline &	10/17/2023	79.77	.00		10-445-280	1023

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
5630	UNION TELEPHONE CO	11302023	Union Acct# 70122064-PD E911-Nove	10/17/2023	619.19	.00		25-421-320	1023
Total UNION TELEPHONE CO:					1,799.79	.00			
Upper Platte River Solid Waste DispDist									
7528	Upper Platte River Solid Waste DispDis	44499	Waste Disposal-October 2023-Saratoga	10/25/2023	142.00	.00		10-443-262	1023
7528	Upper Platte River Solid Waste DispDis	44499	Waste Disposal-October 2023-Kathy GI	10/25/2023	38.00	.00		10-444-262	1023
7528	Upper Platte River Solid Waste DispDis	44499	Waste Disposal-October 2023-Veterans	10/25/2023	245.00	.00		10-444-262	1023
7528	Upper Platte River Solid Waste DispDis	44499	Waste Disposal-October 2023-Hot Pool	10/25/2023	408.00	.00		10-444-262	1023
7528	Upper Platte River Solid Waste DispDis	44499	Waste Disposal-October 2023-TH	10/25/2023	19.00	.00		10-411-262	1023
7528	Upper Platte River Solid Waste DispDis	44499	Waste Disposal-October 2023-PD	10/25/2023	19.00	.00		10-421-262	1023
7528	Upper Platte River Solid Waste DispDis	44499	Waste Disposal-October 2023-Shop	10/25/2023	245.00	.00		10-431-262	1023
7528	Upper Platte River Solid Waste DispDis	44499	Waste Disposal-October 2023-Water	10/25/2023	19.00	.00		51-531-262	1023
7528	Upper Platte River Solid Waste DispDis	44499	Waste Disposal-October 2023-Sewer	10/25/2023	19.00	.00		52-532-262	1023
Total Upper Platte River Solid Waste DispDist:					1,154.00	.00			
VALERIE L. LARSCHEID									
6981	VALERIE L. LARSCHEID	10312023	Fitness Spinning Class Instruction-Octo	11/01/2023	137.00	.00		10-445-483	1023
Total VALERIE L. LARSCHEID:					137.00	.00			
VALLEY OIL COMPANY									
5705	VALLEY OIL COMPANY	7228	Card# 1130-142.1130 Gal-October 202	10/31/2023	652.65	.00		10-421-256	1123
5705	VALLEY OIL COMPANY	7228	Card# 2038-97.1680 Gal-October 2023	10/31/2023	381.63	.00		10-421-256	1123
5705	VALLEY OIL COMPANY	7228	Card# 2039-143.5260 Gal-October 202	10/31/2023	656.60	.00		10-421-256	1123
Total VALLEY OIL COMPANY:					1,690.88	.00			
Valley Ready Mix, LLC									
7637	Valley Ready Mix, LLC	0017	Concrete Man Holes-Fiber-Minimum Lo	10/20/2023	337.50	.00		10-431-255	1123
Total Valley Ready Mix, LLC:					337.50	.00			
WG Dale Electric Co									
7705	WG Dale Electric Co	78727	Install Furnished VFD-Milage-Electrian-	10/11/2023	966.50	.00		51-531-250	1123
Total WG Dale Electric Co:					966.50	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Wyoming Div. of Criminal Investigation									
7583	Wyoming Div. of Criminal Investigation	10192023	Background Check For Cody Hogan-P	10/19/2023	15.00	15.00	10/19/2023	10-421-235	1023
Total Wyoming Div. of Criminal Investigation:					15.00	15.00			
WYOMING MACHINERY COMPANY									
6705	WYOMING MACHINERY COMPANY	PO7819029	Backhoe Tube Filter-10/11/23-Streets	10/11/2023	41.69	.00		10-431-250	1123
6705	WYOMING MACHINERY COMPANY	PO7820962	Backhoe Fuel Line-10/12/23-Streets	10/12/2023	40.87	.00		10-431-250	1123
6705	WYOMING MACHINERY COMPANY	PO7822734	Backhoe Tube Filter-10/13/23-Streets	10/13/2023	50.90	.00		10-431-250	1123
Total WYOMING MACHINERY COMPANY:					133.46	.00			
WYOMING RETIREMENT SYSTEM									
6205	WYOMING RETIREMENT SYSTEM	245600	Volunteer Firefighter and EMT Pension-	11/01/2023	543.75	.00		10-422-170	1123
Total WYOMING RETIREMENT SYSTEM:					543.75	.00			
WYOMING SECRETARY OF STATE									
4980	WYOMING SECRETARY OF STATE	10182023	Notary Fee Brenda Mistelske-TH	10/18/2023	60.00	60.00	10/19/2023	10-411-245	1023
Total WYOMING SECRETARY OF STATE:					60.00	60.00			
Grand Totals:					49,565.00	1,611.00			

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.

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
10/22/2023	PC	10/26/2023	52331	251		01-112000	989.33-
10/22/2023	PC	10/26/2023	52332	19		01-112000	1,800.32-
10/22/2023	PC	10/26/2023	52334	134		01-112000	1,551.70-
10/22/2023	PC	10/26/2023	52335	39		01-112000	1,223.91-
10/22/2023	PC	10/26/2023	1026202	40		01-112000	1,796.27-
10/22/2023	PC	10/26/2023	1026202	46		01-112000	1,494.89-
10/22/2023	PC	10/26/2023	1026202	48		01-112000	2,502.75-
10/22/2023	PC	10/26/2023	1026202	58		01-112000	22.32-
10/22/2023	PC	10/26/2023	1026202	78		01-112000	1,318.57-
10/22/2023	PC	10/26/2023	1026202	86		01-112000	545.95-
10/22/2023	PC	10/26/2023	1026202	111		01-112000	2,155.23-
10/22/2023	PC	10/26/2023	1026202	88		01-112000	1,264.48-
10/22/2023	PC	10/26/2023	1026202	112		01-112000	1,898.47-
10/22/2023	PC	10/26/2023	1026202	74		01-112000	1,772.53-
10/22/2023	PC	10/26/2023	1026202	201		01-112000	627.97-
10/22/2023	PC	10/26/2023	1026202	202		01-112000	95.37-
10/22/2023	PC	10/26/2023	1026202	216		01-112000	287.70-
10/22/2023	PC	10/26/2023	1026202	217		01-112000	287.70-
10/22/2023	PC	10/26/2023	1026202	225		01-112000	156.68-
10/22/2023	PC	10/26/2023	1026202	226		01-112000	1,210.34-
10/22/2023	PC	10/26/2023	1026202	227		01-112000	97.23-
10/22/2023	PC	10/26/2023	1026202	235		01-112000	2,173.14-
10/22/2023	PC	10/26/2023	1026202	238		01-112000	121.39-
10/22/2023	PC	10/26/2023	1026202	245		01-112000	1,882.94-
10/22/2023	PC	10/26/2023	1026202	263		01-112000	1,064.49-
10/22/2023	PC	10/26/2023	1026202	264		01-112000	3,069.35-
10/22/2023	PC	10/26/2023	1026202	265		01-112000	1,390.65-
10/22/2023	PC	10/26/2023	1026202	266		01-112000	1,317.22-
Grand Totals:							<u>34,118.89-</u>
							<u>28</u>

Report Criteria:
 Paid transmittals included

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount
101320231							
1	EFTPS -TAXES	101320231	10/22/2023	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 10/22/2023	10-212100	502.50
1	EFTPS -TAXES	101320231	10/22/2023	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 10/22/2023	10-212100	502.50
1	EFTPS -TAXES	101320231	10/22/2023	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 10/22/2023	10-212100	117.52
1	EFTPS -TAXES	101320231	10/22/2023	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 10/22/2023	10-212100	117.52
1	EFTPS -TAXES	101320231	10/22/2023	76-00	FICA/FWT/WITHHOLDING DEPOSIT Federal Withholding Tax Pay Period: 10/22	10-212200	919.55
Total 101320231:							2,159.59
102520231							
3	GREAT-WEST TRUST CO	102520231	10/22/2023	55-01	457 CONTRIBUTION Deferred Comp - Pre Tax Pay Period: 10/22/2023	10-212500	135.00
3	GREAT-WEST TRUST CO	102520231	10/22/2023	55-02	457 CONTRIBUTION Deferred Comp - Roth Pay Period: 10/22/2023	10-212500	80.00
Total 102520231:							215.00
122720225							
1	EFTPS -TAXES	122720225	10/22/2023	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 10/22/2023	10-212100	3,504.24
1	EFTPS -TAXES	122720225	10/22/2023	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 10/22/2023	10-212100	3,504.24
1	EFTPS -TAXES	122720225	10/22/2023	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 10/22/2023	10-212100	819.55
1	EFTPS -TAXES	122720225	10/22/2023	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 10/22/2023	10-212100	819.55
1	EFTPS -TAXES	122720225	10/22/2023	76-00	FICA/FWT/WITHHOLDING DEPOSIT Federal Withholding Tax Pay Period: 10/22	10-212200	4,818.16
Total 122720225:							13,465.74
Grand Totals:							15,840.33

FESTIVAL OF TREES

DEC. 1ST, 2023

Item 8)

We can not make this event happen without great people and businesses willing to donate items to Auction off!

We have included a donation form if you are attending and wanted to donated a fun Holiday item, or if you can not make the event and still would like to donate. We appreciate all the guests and donors though-out the many years of the Festival of Trees!

Looking forward to seeing you at the event!

“Festival of Trees” Auction entry form

Name of Entry: _____
(such as “Candy Christmas Centerpiece” or “Santa’s Helpers Wreath”)

Name: _____

Business or Organization: _____

Address: _____ **Phone #:** _____

Item Category: _____ **VALUE:** _____

- | | |
|--|---|
| <input type="checkbox"/> artificial tree (___ ' high)
<input type="checkbox"/> live tree (___ ' high)
<input type="checkbox"/> artificial wreath
<input type="checkbox"/> live wreath | <input type="checkbox"/> centerpiece
<input type="checkbox"/> gift basket
<input type="checkbox"/> other holiday item, please describe: |
|--|---|

Wed, November 29th	Thu, November 30th	Fri, December 1st
Entry Deadline 5pm	Set-up 9am-3pm	On Display for Public 9am-4pm Festival Gala & Auction 6pm

- Any individual, business or organization may donate an item, attend and bid at the Gala and Live Auction.
- “Festival of Trees Gala” will be located at the Platte Valley Community Center (210 W Elm Street).
- Deadline to enter an item in the auction is Wednesday, November 29th at 5 pm.
- All items are to be delivered, set up and decorated by 3 pm Thursday, November 30th. Please call if other arrangements need to be made.
- The Public is invited to see the displays on Friday 9am-4pm.
- The Festival Gala will be Friday, December 1st. Tickets are \$50/person and must be purchased by November 19th. Event sells out and tickets may not be available after that date! If tickets are still available they will be \$60 each.
- Doors Open 5:30 pm Appetizers and cocktails begin at 6 pm for ticket holders. The Live Auction will follow starting at about 7 pm.
- Proceeds are to benefit local charities and the chamber.



307.326.8855 PO Box 1095 Saratoga, WY 82331

Date Item Received	Sign Number

TOWN OF SARATOGA
SPECIAL EVENTS APPLICATION

Applicant Name: <u>Barb Youngberg</u>	Organization: <u>Platte Valley Kiwanis</u>
Address: <u>156 Leavengood LN</u>	Address: <u>Box 1536</u>
City/State/Zip <u>Saratoga, NY 82331</u>	City/State/Zip <u>Saratoga, NY 82331</u>
Phone: Cell: <u>307-329-10772</u> e-mail: <u>barbyoungber@yahoo.com</u>	Phone: _____ Cell: _____ e-mail: _____
DATE of Event: <u>January 6, 2024</u>	Start Time for Event: <u>11:00 AM</u>
LOCATION: <u>Veterans Island</u>	End Time for Event: <u>1:00 PM</u>

Please check one:

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

Describe briefly the proposed event.

Ice skating party

Use additional sheet if necessary.

Location of the event (please be specific)

Veterans Island

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

Approximate number of participants expected: 25

Approximate number of support staff/volunteers: 9

Number of vehicles anticipated and parking requirements: 20

Will town property be used for this event: Veterans Island

yes no (if yes, please explain fully)

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

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

None

• What parking plan have you in place: Using Veterans Island parking lot

• What services do you require from the Police Department or DPW? : None

• What are your security plans: : _____

• What services are required from the Fire Department? : None

• What services are required from the Planning Commission? None

• What plans have you made for garbage containment and removal? we will remove garbage.

• What plans have you made for sanitary control/portable toilets?: portable toilets are already there

• Will you be serving food? If yes, have you contacted the State of Wyoming Certified Food Safety Professional at 307-777-8001 for food service requirements: I have a call in

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

• Alcoholic Beverages: Describe the location of any alcohol sales or serving stations, liquor license to be used, measures to insure proper ID for purchases and list persons supervising the operations. No alcohol

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

• Any other request by applicant: : No

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



TOWN OF SARATOGA SPECIAL EVENTS APPLICATION CONDITIONS

Please initial each condition as read

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

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

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

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

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

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

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

8B4 Additional applications and fees may be required for use of facilities of the Town of Saratoga and entry upon areas subject to special security requirements, such as the Saratoga Lake area, Veterans Island, Kathy Glode Park or the Hot Pool and Municipal Pool areas. Use of such facilities and areas may be further conditional upon assurances of compliance with security and other requirements of these facilities.

9B4 Applicant shall designate a local agent to sign this application who shall have the authority to represent them in all matters relating to exercise of the privileges herein granted and who shall be responsible for compliance with these conditions.

10.B4 Arrangements for use of Town property, (i.e. building, streets/alleys, sidewalks, parks or other public places or property) owned by the Town must be approved by the Town Clerk in writing in advance of the actual event.

11.B4 If Applicant finds it necessary or desirable to use Town equipment, only Town employees will be allowed to operate said equipment, unless prior arrangements in writing are made and then only with the prior approval of the DPW Supervisor.

12.B4 The Applicant will be required to reimburse the Town as provided for contracting/ use of town services, equipment, building, or if not addressed, for the wages due the employees, calculated at their regular hourly overtime rate and including all withholdings required by the federal and state governments. In addition, the Applicant will be responsible for reimbursing the Town for additional bookkeeping or clerical costs.

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

Barbara Youngberg
Signature of Applicant

10/24/2023
Date

Application approved:

Mayor /Clerk

Date: _____

On-site

Manager: Kiwanis
Home Phone: _____ Cell Phone: 307-329-6772

Alternate On-site Manager
Home Phone: _____ Cell Phone: _____

Insurance Information: (if applicable)

Name of Insurance
Company: _____
Address: _____
Phone Number: _____
Contact Person: _____
Policy Number: _____

Special Terms and Conditions to the Special Event Application

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

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

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

Dated this _____, day of _____, 20_____

Applicant Signature



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

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

**TOWN OF SARATOGA
SPECIAL EVENTS SIGN OFF SHEET**

Proposed Special Event: _____

Location of Event: _____

Date of Event: _____

Approved: _____ Date: _____
 Planning and Zoning Officer

Approved: _____ Date: _____
 DPW Supervisor

Approved: _____ Date: _____
 Police Chief

Approved: _____ Date: _____
 Fire Chief

Approved: _____ Date: _____
 Town Council

THE TOWN OF SARATOGA NAW PROCLAMATION

WHEREAS, National Apprenticeship Week is celebrating its 9th anniversary of raising awareness of the vital role Registered Apprenticeships provide in creating opportunities by allowing apprentices to earn while they learn and preparing a pathway to good, quality jobs and well-paying careers in Saratoga and across the nation; and

WHEREAS, Registered Apprenticeship programs enable employers to develop and train their future workforce while offering career seekers affordable paths to secure high-paying jobs, and

WHEREAS, Saratoga recognizes the role of Registered Apprenticeship in expanding opportunities in our workforce that are inclusive of individuals who have been historically underserved, marginalized, and adversely affected by persistent poverty and inequality, thus providing a path for all qualified individuals, including women, youth, people of color, rural communities, justice-involved individuals and individuals with disabilities, to become apprentices and contribute to America’s industries; and

WHEREAS, Saratoga recognizes that Registered Apprenticeship, a proven and industry-driven training model, is a key strategy to improving job quality, and creating access to good-paying, family-sustaining jobs for all, starting with youth and young adults, while addressing some of our nation’s pressing workforce challenges such as rebuilding our country’s infrastructure, addressing critical supply chain demands, supporting a clean energy workforce, modernizing our cybersecurity response, and responding to care economy issues.

NOW, THEREFORE, I, Chuck Davis, Mayor of Saratoga, do hereby declare November 13, 2023, through November 19, 2023, as National Apprenticeship Week in the Town of Saratoga.

**Insert Seal Here
Delete Box After**

Chuck Davis, Mayor
Saratoga, Wyoming



Item 11)

New Remit Address
P.O. Box 772512
Detroit, MI 48277-2512

Invoice No: GC00123033
Invoice Date: 10/25/2023
Due Date: 11/24/2023
Terms: Net 30
Customer No: SA5011
PO:
Maintenance Ends: 9/30/2024

Bill To:
Town of Saratoga
Ms. Jenn Anderson
PO Box 486
110 E. Spring Avenue
Saratoga WY 82331

<i>Qty</i>	<i>Description: eCode360 Annual Maintenance</i>	<i>Amount</i>
1	eCode360 Annual Maintenance	\$1,195.00
1	Ordinance Annual Update Fee	\$50.00

The scheduled Annual Maintenance Invoice will happen in October each year for \$1,245

Subtotal	\$1,245.00
S&H Charges	\$0.00
Tax	\$0.00
Payment/Credit:	
Total Due	\$1,245.00

*This order is subject to General Code's Term and Conditions:
<https://www.generalcode.com/terms-and-conditions-documents/>*

Invoice Questions: (800)836-8834 x315 * Fax(585)328-8189 accounting@generalcode.com

We appreciate your business.

Claimant's Certification

I do solemnly declare and certify under penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any persons within knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

10/25/2023

Catherine Butler

Accounting Administrator

Wyoming Community Grant Request Form

Please return this form by email to: Natalie.flood@constellation.com

**Or by mail to: Wyoming Community Grant Program
 c/o Wyoming Community Gas
 3704 SE 31st St
 Topeka, KS 66605**

PART A (to be completed by organization)

Date: _____ Amount of Request: \$ _____

Organization: _____

Address: _____

Contact Person: _____

Fed.ID#: _____

Telephone: _____ Fax: _____

Email: _____

- Have you, or will you, receive funding from other organizations within the last year?
 Y or N If yes, total dollar amount received: \$ _____
- Will you be able to complete your objective if only partially funded? **Y or N**

PART B Please attach copies of the following:

- () Completed Wyoming Community Grant Project Questionnaire
- () IRS 501(c) (3) or 501(c) (6) status letter and W-9 form
- () Supporting documents
- () Project Budget
- () Others who financially support the organization & their contribution levels
- () List of organization's directors and/or project committee members
- () Corporate Status Certificate

I certify that this project meets all criteria as outlined in the guidelines and have provided all documents required in Part B.

X _____

Print Name: _____

Wyoming Community Grant Program

Wyoming Community Gas

Guidelines

Mission:

To wisely invest Wyoming Community Grants in programs that enhance quality of life with community projects in the Wyoming Choice Gas program service areas.

Qualifying Projects

- Arts and Culture
- Community Improvement

Qualifying Criteria

- **Grants cannot be used for operations, salaries or to supplement the general fund.**
- **Grant monies must be used within one (1) year. Progress reports are to be submitted to the Wyoming Community Gas office quarterly with completion documentation, including pictures, for a final project report.**
- Governmental entities and agencies (such as cities and towns) and organizations exempt from federal income tax under section 501(c)(3) or 501(c)(6) of the Internal Revenue Service Code may apply.
- If a charitable organization, the organization must be in full compliance with all federal, state, and local laws or regulations.
- Project must address community-related issues in communities in the Wyoming Choice Gas program area.
- Grants generally will not be given to private foundations.
- Grants will not be given to individual persons.
- Grants will not be given to tax-supported organizations or religious groups and churches, except for programs or projects that broadly benefit the community.
- Grants will not be given to individual pre-college schools or individual pre-college school foundations.

Grant Requests Should Include The Following Information:

- Completed Wyoming Community Grant Request Form
- Completed Wyoming Community Grant Project Questionnaire
- Total fund-raising goal for the project.
- Organization’s mission statement.
- Organization’s project budget and primary sources of funding.
- List of the organization’s directors and/or list of project committee members.
- A copy of the organization’s 501(c)(3) or 501(c)(6) tax-exempt status from the IRS.
- A copy of the organization’s W-9 form, which verifies its taxpayer identification number.
- If a request is from a city or town, then a Resolution passed by the council must be attached.
- Written permission from property owner if property to be used is not private (i.e. city, county, state, or federal).
- If an entity is any form of a corporation, a certificate of corporate status must be provided.

Grant requests can be emailed to natalie.flood@constellation.com **by January 31, 2024** or mailed to Wyoming Community Gas (3704 SE 31st St, Topeka, KS 66605) **postmarked no later than January 31, 2024**. Grant requests will be reviewed by the Wyoming Community Grants committee in March who will make recommendations to the WCG Board of Directors.

For Information contact:

Natalie Flood, Wyoming Community Gas Senior Business Development Manager, 888-527-0003.
Mailing Address: 3704 SE 31st St, Topeka, KS 66605

ORDINANCE 868

A REVISION OF ORDINANCE NO. 2.24.020

**AN ORDINANCE OF THE TOWN OF SARATOGA, CARBON COUNTY, WYOMING
REVISING CHAPTER 2.24.020 OF THE TOWN OF SARATOGA MUNICIPAL CODE
REGULATING
THE COMPOSITION OF THE RECREATION COMMISSION**

WHEREAS, the Governing Body of the Town of Saratoga wishes to preserve the public peace, health, safety, and welfare of all residents of the Town of Saratoga; and,

WHEREAS, Chapter 2.24 of the Town of Saratoga Municipal Code concerns the Recreation Commission; and,

WHEREAS, the Governing Body of the Town of Saratoga has determined it is in the best interest of the citizens of the Town to amend Chapter 2.24.020 of the Town of Saratoga Municipal Code to amend the Composition and Appointment of the Recreation Commission to more efficiently serve the needs of the Town of Saratoga; and,

WHEREAS, the governing body of the Town of Saratoga has given public notice of said amendment and the ordinance has been made available for the public to review at the office of the Town Clerk; and,

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF SARATOGA, CARBON COUNTY, WYOMING that Chapter 2.24.020 of the Saratoga Municipal Code shall be amended to read as follows:

Section 1: Chapter 2.24.020 of the Saratoga Municipal Code is hereby amended to read as follows: 2.24.020 Composition—Appointment.

The recreation commission shall consist of seven members; at least five of whom shall be residents of the town, and two of whom may be nonresidents of the town, but shall reside within Carbon County School District No. 2. A Town council member shall be appointed as a liaison to the Board by the mayor and shall serve at the pleasure of the mayor (hereinafter referred to as the “Liaison Council Member”). The Liaison Council Member shall not be a voting member of the Board and shall have no authority over the Board. The Liaison Council Member may be removed with or without cause by the mayor in his sole discretion. The Liaison Council Member is not to be considered a member of the Board. The recreation commission shall be appointed by the mayor with the approval of the town council. (Ord. 711, 2003; Ord. 641, 1999; Ord. 515, 1988; prior code § 15-8)

Section 2. This ordinance shall be in full force and effect from and after its approval, passage and adoption.

PASSED ON FIRST READING THIS ____ day of _____, 2023.

PASSED ON SECOND READING THIS ____ day of _____, 2023.

PASSED, APPROVED AND ADOPTED THIS ____ day of _____, 2023.

Town of Saratoga, Wyoming

Chuck Davis, Mayor

ATTEST:

ATTESTATION

I, Jenn Anderson, the Town Clerk for the Town of Saratoga, Wyoming, do hereby certify that the above ordinance was duly and properly published or posted in the manner required by law.

Jenn Anderson, Town Clerk

clerk@saratogawyo.org

From: Lesha Thorvaldson <lthorvaldson@mwtcorp.net>
Sent: Monday, November 6, 2023 8:18 PM
To: clerk@saratogawyo.org
Cc: Pat Waliser
Subject: Re: Saratoga Town Council
Attachments: Saratoga-Franchise Agreement.pdf

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

Hello,

Please find the proposed franchise agreement attached for your review. We do not have notification of Connect WY Project awards yet but would like to proceed with the franchise agreement should you allow us to. Please let me know if you questions or concerns. If there are none, please let me know when you would present this to the Council, and I will attend virtually if you allow.

Best,
 Lesha

Lesha Thorvaldson

Chief of Operations
 Desk 307.227.5994 Cell 307.262.7791
 LThorvaldson@mwtcorp.net



Internet - TV - Phone Systems - Data & Colocation Centers

851 Werner Ct, Suite 100 Casper, WY 82601

****Please document our new address**

MWTN.net - 307First.com

From: clerk@saratogawyo.org <clerk@saratogawyo.org>
Sent: Wednesday, October 4, 2023 9:12 AM
To: Lesha Thorvaldson <lthorvaldson@mwtcorp.net>
Subject: RE: Saratoga Town Council

Lesha,

Good Morning! Our Council meets the first and third Tuesdays of each month.

ORDINANCE NO. _____

AN ORDINANCE

WHEREAS, under Wyoming Statutes Section 15-1-103(a)(xxxiii), a city may grant franchises for such terms as the governing body deems proper to any utility company, provided no franchise may be entered into with any person in which that person is given an exclusive right for any purpose whatsoever and,

WHEREAS, this franchise agreement (Agreement) is entered into by and between the following parties: The Town of Saratoga, Wyoming, a Wyoming municipal corporation, 110 E. Spring Avenue, Saratoga, Wyoming 82331 ("Town") and Mountain West Technologies Corporation., 851 Werner Court, Suite 100, Casper, Wyoming 82601 ("Franchisee"). Throughout this document, the Town and Franchisee may be individually referred to as a "party" or collectively referred to as the "parties;" and,

WHEREAS, on _____, the parties have negotiated this mutually acceptable Agreement for this franchise.

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

SECTION 1. DEFINITIONS AND TERMS

- A. "Commission" means the Wyoming Public Service Commission or its successor.
- B. "Customer" means a person, business or other entity that purchases a service from the Franchisee and receives all or part of the service within the Town boundary.
- C. "Gross Revenue" means all revenue, cash or otherwise, of the Franchisee for the provision of local telecommunication services to any location inside the Town limits, without regard to where the service is billed or paid. Gross Revenues shall not include:
 - 1. Any sales, excise or other taxes which are imposed directly on any telecommunications service subscriber by any governmental unit or agency and which are collected by the Franchisee on behalf of such governmental unit or agency.
 - 2. Proceeds from the sale of bonds, mortgages, or other evidence of indebtedness, securities or stocks.
 - 3. Sales at wholesale by Franchisee to another utility when the utility purchasing such services is not the ultimate consumer, is itself a franchisee of the Town, and is paying a franchise fee to the Town on the revenue derived from the use of Franchisee's telecommunication system.

4. Any of the following:
- Bad debt write-offs and customer credits;
 - Installation, upgrade, disconnection or late fees, including non-sufficient funds charges;
 - Fees for the leasing or sale of equipment;
 - Any amounts collected for taxes, fees, or surcharges and paid to the federal, state or local governments;
 - Any amounts collected from customers that are to be remitted to a federal or state agency as part of a Universal Service Fund or other government program;
 - Any franchise fees that are not chargeable per federal or state law;
 - Revenues from any carrier purchased for resale.
- D. “Local loop” means the “last mile” facilities (either wired facilities or the wireless equivalent) utilized for the transmission between a central office and the end user premises in a telephone network, a node and the end user premises in a cable network, or the analogous portion of the facilities of other providers of the telephone service or broadband connections.
- E. “Telecommunications” means the transmission, between or among points specified by the user, of information of the user’s choosing, without change in the form or content of the information as sent and received.
- F. “Local telecommunication services” means the offering of telecommunications for a fee directly to the public, or to such classes of users as to be effectively available directly to the public, regardless of the facilities used but including only that portion of the service that includes transmission between the Customer Premises and the Franchisee’s designated Point-of-Presence.

SECTION 2. PURPOSE.

The Town hereby grants to Franchisee, a corporation authorized to do business in the State of Wyoming, its successors and assigns, a nonexclusive right to construct, maintain and operate a telecommunications service system. The telecommunications system may be placed in, under, upon, over, across and along the streets, alleys, bridges and public places for the furnishing, transmission, distribution and sale of telecommunications services for the benefit of the inhabitants of the Town, and persons and corporations within and beyond the limits of the Town, subject to the terms and conditions of this Agreement and to making of payments hereinafter specified.

SECTION 3. USE OF STREETS AND PUBLIC GROUNDS/RESTORATION OF PUBLIC RIGHTS-OF WAY.

3.1 GENERAL CONDITIONS ON USE.

- A. The Franchisee may not endanger nor unreasonable interfere with the lives or property of persons; unreasonably interfere with property of the Town or

any public utility; or unnecessarily hinder or obstruct use of the Public Ways. The Franchise does not establish priority for use of Public Ways over holders of other permits or franchises; it grants no vested interest in occupying any particular position in the Public Ways. The Town shall control distribution of space in the Public Ways, but may not exercise that authority unreasonably. No location of any pole, utility box, or wire-holding structure shall give rise to a vested interest in Town property or Public Ways and such poles or structures shall be removed or modified by the Franchisee whenever the Town reasonable determines that the public interest will be enhanced thereby.

- B. The telecommunications system shall be installed in Public Ways and other places within the limits of the Town, subject to the inspection of and in close cooperation and coordination with the Town Manager or his/her designee. All cable placed under streets, roads and other Public Ways crossed by vehicular traffic shall be placed in conduit.
- C. Without obtaining the prior written approval of the Town, the Franchisee shall not install or erect its telecommunications system in or on public property, rights-of-way- or in any privately-owned area within the Town that has not yet become a Public Way, even if it is designated or delineated as a proposed Public Way on any subdivision plat submitted for approval by the Town, except insofar as the telecommunications system may be installed or erected on public utility facilities then existing.
- D. The Franchisee shall expeditiously carry out all of its operations during the course of any construction, repairs or maintenance operations on Public Ways of the Town.
- E. If the Franchisee performs any excavation or other construction in any portion of any Public Way, Franchisee shall take all reasonable precautions to protect the public using such Public Ways from harm including erecting proper barriers and warning facilities. All barriers and related signs shall conform to the Manual on Uniform Traffic Control Devices, latest edition. Paved streets shall be bored or drilled when they are crossed beneath the ground by Franchisee's telecommunications system so that the Town's paved streets will not be unnecessarily damaged. The Town Manager or his/her designee, in his/her sole discretion, may allow other construction methods when he/she finds that drilling or boring is unreasonable and will not provide a sufficient public benefit for the cost. All excavation shall be performed to create the least inconvenience to the public, and in accordance with permits and manuals issued by the Town. The Town shall have the right, but not the responsibility to supervise all excavation.
- F. Franchisee shall bury or suspend each of its service lines from its main trunk lines to individual customers. In no event shall it allow its cable to lie upon

the ground except as may be necessary during the actual construction or repair to the service line, and in not event shall it be allowed to remain upon the ground for more than sixty (60) calendar days, provided that Franchisee is not required to bury its cable between October 15 and April 15 where the weather prevents it. Subject to the foregoing, in the event the Franchisee fails to bury any cable within sixty (60) calendar days, then the Town shall give the Franchisee a wren objection to the delay. If Franchisee fails to perform the work within ten (10) business days after receipt of the notice, the Town may have the cable buried. The Franchisee shall compensate the Town for the expenses incurred in the connection with this work.

3.2 NO HINDRANCE TO PUBLIC WORKS AND IMPROVEMENTS.

- A. Franchisee shall, at its sole cost and expense, install, construct, operate, and maintain its telecommunications system so that it does not interfere with or hinder the Town's installation, construction, maintenance, or operation of any public works, public improvements, or other publicly-owned facilities or systems. Whether the Franchisee's installation, construction, operation, or maintenance of its telecommunications system is an interference or hindrance is at the reasonable discretion of the Town Manager or his/her designee.
- B. The Franchisee shall protect, support, temporarily disconnect, relocate, or remove its telecommunications system as requested by the Town for reasons of traffic conditions, public health and safety, and protection of property, construction, repair, maintenance or relocation of any Public Way, grade change, or construction, relocation, installation or maintenance of any public works, public improvements, or other publicly-owned facilities or systems. If, after fifteen (15) business days from the deadline provided in the written notice, Franchisee fails to remove or relocate its telecommunications system as required by the Town, the Town may remove or relocate the Franchisee's telecommunications system, and Franchisee shall compensate the Town for all expenses incurred thereby.
- C. Franchisee, at all times, will keep a map in the office of Franchisee and in the Town Engineer's Office of the Town showing the size and approximate location of its cables and other supporting infrastructure laid in said telecommunications system in the Town. The map will be replaced each year, upon request by the Town, with a revised map showing the new construction for the previous calendar year. The Franchisee shall provide the Town annually GIS Data on a DVD or other acceptable electronic storage form with files in ArcView format, or other technology agreed upon by the Town and Franchisee, at no cost to the Town. Except for information that is protected under the Wyoming Public Records Act, Wyoming Statute Sections 16-4-201 *et seq.*, upon request by Franchisee the Town shall provide Franchisee annually a Municipality GIS Data DVD with electronic

files in ArcView format, or other technology agreed upon by the Town and Franchisee, at no cost to Franchisee. The electronic files provided Franchisee by the Town shall include (if and to the extent available) the following features and attributes: Parcels, Structures, Boundaries, Utilities, Transportation, Natural Features, Community Development Planning, Hazards, Parks & Recreation, Public Safety, Topography and Imagery.

3.3 AERIAL AND UNDERGROUND CONSTRUCTION.

With regard to all areas of new construction or line extension, where the distribution facilities of public utilities providing telephone communications and electric services are located underground, the Franchisee likewise shall locate its telecommunications system underground. Nothing contained in this Section shall require the Franchisee to construct, operate, and maintain underground any ground-mounted appurtenances such as Subscriber taps, line extenders, system passive devices (splitters, directional couplers), amplifiers, power supplies, pedestals, or other related equipment. For purposes of this Section, "undergrounding" shall include a partial underground system. Amplifiers on the telecommunications system must be underground wherever feasible, but may be in appropriate housings upon the surface of the ground when it is commercially impractical to place them underground.

3.4 CONSTRUCTION STANDARDS.

The construction, installation, operation, and maintenance of the telecommunications system shall be performed in an orderly and workmanlike manner. In addition to requirements of local law and conditions established by the utilities whose facilities are used by the telecommunications system, all such work shall be performed in accordance with best engineering practices, in accordance with at least the following safety, construction, and technical specifications and codes and standards, as they may now exist or be amended or adopted hereafter:

- A. National Electrical Code;
- B. National Electrical Safety Code (NESC);
- C. Obstruction Marking and Lighting, AC 70/7460; Federal Aviation Administration;
- D. All Federal, State, and Municipal Construction Requirements, including FCC Rules and Regulations; and,
- E. Local building and zoning codes, and all land use restrictions and local safety codes.

The Town may to the extent consistent with its policing powers from time to time adopt additional standards of general applicability as appropriate to assure work is performed in a safe and workmanlike manner.

3.5 SUBCONTRACTORS.

All contractors or subcontractors shall be properly licensed, and each contractor or subcontractor shall have the same obligations with respect to its work as Franchisee would have under this Franchise and applicable laws if the work were performed by Franchisee. Franchisee shall be responsible for ensuring that the work of contractors and subcontractors is performed consistent with the Franchise and applicable law, and the all contractors and subcontractors are familiar with their responsibilities.

3.6 POLES.

The Town may, upon reasonable notice to the Franchisee and without contact charges or rental therefor, attach its fire alarm, police signal wires, traffic control systems, signs, or communication systems for the Town's own use, to the poles of Franchisee, but at its own risk and expense and only in accordance with the National Electric Safety Code (NESC) and accepted electric utility industry standards. If there is not sufficient space available thereon for said purposes, Franchisee's structures may be changed, altered, or rearranged at the Town's expense so as to provide proper clearance for such wires or appurtenant facilities. Such facilities shall be subject to interference by Franchisee only when to the extent necessary for the proper construction, maintenance, operation or repair of Franchisee's facilities.

SECTION 4. SYSTEM SERVICES.

4.1 TOWN INTERNET CONNECTION.

Telecommunication services will be offered to the Town to support its general government operations.

- A. MONTHLY CHARGE. Town will have the option to purchase telecommunication services from Franchisee at a rate of 0.75 per month for each megabit per second (Mb) of download connectivity. Each purchased Mb of download connectivity will be matched with an equivalent amount of upload connectivity at no additional charge.
- B. NONRECURRING CHARGES. Town will not be charged for any connection, design, excavation, cable extension, or similar non-recurring fee that is associated with the installation of any new service connection, provided that the service connection is located within 300 feet of slack loop/splice point or other suitable connection point, and provided that the associated cable extension crosses no more than one street centerline. The cost to purchase or lease any on premises equipment beyond the demarcation point within the Town facilities that is required to receive the

telecommunication services, and which is not normally included in the installation services shall be borne by the Town.

For purposes of this paragraph, distance shall be calculated as the length of cable required to extend the connection from the nearest suitable connection point at the Town's facility to the nearest suitable connection point of the Franchisee's local loop infrastructure. For connections that are further than 300 feet distant or cross more than one street centerline from the Franchisee's local loop infrastructure, the Town shall pay non-recurring connection fees as they are normally calculated by the Franchisee for its customers minus the normally calculated value of a non-recurring connection fee for a facility that is exactly 300 feet distant from the Franchisee's existing local loop infrastructure which shall include the cost of crossing on street centerline.

- C. **CHANGES IN SERVICE.** The Town shall not pay any service cancellation charges. Town may opt to cancel, reduce, or enhance its connectivity to any existing Town facility. Any change that does not require additional excavation will be made no later than thirty (30) days after receipt of notice to proceed from Town to Franchisee. Any change that requires additional excavation will be made no later than ninety (90) days after receipt of notice to proceed from the Town, including any relevant permits to the Franchisee. If any service is canceled or reduced to less than 10 MB connection speed before the termination of this franchise agreement, within 36 months of the initial installation of service at that location, and has incurred less than \$5,500 in service charges for the telecommunications services provided by the Franchisee related to that installation, then the Town shall pay to the Franchisee the difference in total amount of non-recurring charges that were waived in paragraph "B" of this section and the total amount of charges incurred from services received associated with that installation.
- D. None of the provisions of this section shall be construed to withstand any contradictory unexpired and pre-existing contracts between the Town and the Franchisee.

SECTION 5. FIBER OPTIC INSTALLATION

Franchisee, as part of their operations, desires to expand Fiber Optic Network installation into the Town of Saratoga in anticipation of offering services to residents and business in Saratoga. As part of this agreement, Franchisee will offer a flat rate fee schedule for a Fiber Optic Network installation to connect all existing Town of Saratoga facilities together. The rates below represent the costs for standard build out items. Additional sizes of cables and conduit can be requested at the current market rates. The parties agree and understand that the infrastructure installed under this agreement for this purposes will be provided as follows, although the parties also agree that franchisee has

the right and expectation of using the same for providing services to residents and business in the Town of Saratoga.

A. PLACEMENT.

Trenching cable or conduit	10\$ per foot.
Boring cable or conduit	15\$ per foot.

B. MATERIALS.

12 Fiber Armored Cable	0.50\$ per foot.
1.25 Inch HDPE Duct	0.75\$ per foot.
Composite Hand Hold with Incidental traffic rated lid.	750\$ full installation.

C. SPLICING.

Fiber Splice or Termination Labor and Materials	30\$ per splice
--	-----------------

SECTION 6. TERM.

The right and authority herein granted shall continue for a period of either (8) years from and after the date of final passage of this Agreement, subject to the Town’s right to renegotiate the franchise fee as described in Section 8.d. below.

SECTION 7. SERVICE.

Franchisee shall provide telecommunications service in accordance with the rules and regulations of the Commission and Franchisee’s Wyoming Tariff as revised from time to time.

SECTION 8. FRANCHISE FEE AND PERMITTING.

- A. As consideration for all franchise rights and contractual privileges granted by the Town under this Agreement, Franchisee shall assess, effective the first billing cycle after this Agreement becomes effective, a five percent (5%) fee on the Franchisee’s Gross Revenues. Franchisee shall pay to the Town in quarterly payments for each year of the Agreement’s duration an amount equal to the franchise fee collected by Franchisee hereunder. Payment shall be made on or before June 1 for the period of January 1 through March 31 of said year, on or before September 1 for the period of April 1 through June 30 of said year, on or before December 1 for the period of July 1 through September 30 of said year, and on or before March 1 for the period of October 1 through December 31 of the preceding year.

- B. Such payment shall be in lieu of any and all other fees, charges, licenses, taxes or assessments which the Town may impose for the rights and privileges herein granted or for the telecommunications system, except that such payment shall not be in lieu of any required permit fees (which Franchisee shall pay before the commencement of the work on the telecommunications system covered by the permit fees). In the event the Town imposes any fee, charge, license, tax or assessment other than any required permit fees, the payment to be made in accordance with the provisions of this section shall be refunded in an amount equal to the annual burden of such fee, charge, license, tax or assessment imposed upon the Franchisee. Ad Valorem property taxes imposed generally upon all real and personal property within the Town shall not be deemed to affect the obligation of the Franchisee under this section for property located within the Town's right of way.
- C. All permits required by the Saratoga Municipal Code or town regulations shall be acquired by the franchisee. All work performed by the franchisee shall be performed in strict accordance with such permits and ordinances.
- D. The Town reserves the right to renegotiate the franchise fee up to and no more than two times during the right (8)-year term of this Agreement.

SECTION 9. REPORTING.

- A. **REVENUE REPORTING.** Each franchise fee payment required by this Agreement shall be accompanied by a form, a sample of which is included in this agreement, satisfactory to the Town, that shall be delivered to the Town's Administrative Services Director and which shall report the gross revenue of the Franchise and the associated franchise fees collected. The report shall detail the amount of service provided by service type and the revenue collected by type of service provided. Service types shall include all wired and wireless telecommunications services and total services delivered to telecommunication customers within the Town. Any deductions from the franchise fee due shall be noted on the form.
- B. **EXCAVATION REPORTING.** So as to create a record of work completed, Franchisee shall produce a report detailing all excavations performed within the public rights-of-way for purposes of routine repair, replacement and maintenance of system components associated with the telecommunications system. The report will specify the date of the work, the location, a description of the work completed, the name of the Company's contractor or subcontractor(s) responsible for this work (if any), and contact information, including address and phone number, for any such contractor or subcontractor(s). Reports will be produced annually and will be due on the first business day of the second month after the completion of the calendar year.

9.1 REQUIRED REPORT DETAILS FOR SERVICES WITHIN THE FRANCHISE AREA

- A. Miles of fiber installed.
- B. Current number of customers, by service type and connection speed.

SECTION 10. RIGHT TO AUDIT.

The Town shall have the right to audit records to ensure compliance with the franchise fee section, including records regarding services delivered to telecommunication customers within the Town. The Town shall give reasonable written notice of its intent to audit. It is Franchisee's responsibility to collect and to make available to the Town, at Franchisee's local office, records of all services on which a franchise fee is required to be paid. If a Town review of payments shows that Franchisee has underpaid the franchise fee by: (i) three percent (3%) or less for the year, the Town shall bear the cost of the audit; (ii) more than three percent (3%) but less than or equal to seven percent (7%) for the year, the Town and Franchisee shall each bear an equal amount of the cost of the audit; or (iii) more than seven percent (7%) for the year, Franchisee shall bear the cost of the audit. Franchisee shall pay to the Town interest on any underpaid amounts at the rate of the Commission's annual interest rate payable on customer deposits.

SECTION 11. LIABILITY, INDEMNITY AND INSURANCE.

- A. Franchisee is required, and by the acceptance hereof, agrees to fully indemnify, defend, hold harmless, protect and save the Town, its council, manager, officers, employees and agents, harmless from and against all damage, lawful claims and demands, and from any and all loss, liability, cost or expense, necessarily incurred as a result thereof, arising out of any negligent act or omission of Franchisee in the construction, removal, maintenance, operation, replacement, inspection or repair of Franchisee's telecommunication system or in the use and operation thereof, including but not limited to attorneys' fees and costs incurred, and Franchisee shall at all times comply with any lawful present or future ordinances, rules or regulations of the Town relating to the manner of occupation or use, or to the repair or improvement of said streets and property. The obligations under this paragraph shall not extend to any reckless conduct caused by the Town, its council, manager, officers, employees and agents.
- B. Franchisee shall provide and maintain in full force and effect, at its own cost and expense, through the term of this Agreement, and any subsequent renewals, Comprehensive General Liability Insurance, from a provider having a minimum A.M. Best Company rating of "B++" VI, in the amount of not less than \$500,000 combined single limit for bodily injury, and property damage for the Town, its council, manager, officers, employees and agents. Said insurance shall designate the Town as an additional insured and loss payee, as applicable. Such insurance shall be noncancellable except upon thirty (30) days notice to the Town and upon

Franchisee providing and maintaining in full force and effect replacement Comprehensive General Liability Insurance that complies with the requirements of this subsection. Franchisee shall furnish to the Town, upon execution of this Agreement and upon any replacement of its Comprehensive General Liability Insurance, a copy of a certificate of insurance to the Town's Risk Manager for said insurance. The insurance limit hereunder shall be revised upward in the event the statutory maximum applicable to local governments in Wyoming, as provided in the Wyoming Governmental Claims Act, is raised during the term of this Agreement or any subsequent renewals, upon thirty (30) days advance written notice to the Franchisee by the Town. The Franchisee shall have had notice of the pendency of any action against the Town arising out of such exercise by the Franchisee of said rights and privileges and be permitted at its own expense to appear and defend or assist in the defense of the same.

SECTION 12. GOVERNMENTAL CLAIMS ACT.

THE TOWN DOES NOT WAIVE ANY RIGHT OR RIGHTS IT MAY HAVE PURSUANT TO THE WYOMING GOVERNMENTAL CLAIMS ACT, W.S. § 1-39-101, ET SEQ., AND THE TOWN SPECIFICALLY RESERVES THE RIGHT TO ASSERT ANY AND ALL RIGHTS, IMMUNITIES, AND DEFENSES IT MAY HAVE PURSUANT TO THE WYOMING GOVERNMENTAL CLAIMS ACT.

SECTION 13. MISCELLANEOUS.

13.1 FEDERAL AND STATE LAW; GOOD FAITH DISCUSSION.

The Franchisee and the Town recognize that many aspects of the telecommunications industry are regulated by federal and state law, and that those regulations may ultimately result in fundamental changes in the way the Franchisee conducts its business and meets its service obligations. In recognition of the state of uncertainty respecting potential changes to the state and federal law, the Franchisee and the Town each agree on the request of the other during the term of this Agreement and any subsequent terms, to meet with the other and discuss in good faith whether it would be appropriate, in view of the developments of this kind referred to above dur the term of this Agreement, to amend this Agreement or enter into separate, mutually satisfactory arrangements to effect a proper accommodation of any such developments. By way of example and not as a limitation, the parties may amend this Agreement or substitute alternate terms to provide equivalent benefit to the Town, so as to achieve the same or similar intent.

13.2 SEVERABILITY.

If any section, subsection, sentence, clause or phrase of this Agreement is for any reason held illegal, invalid, or unconstitutional by the decision of any court of competent jurisdiction, or by any State or Federal regulatory authority having

jurisdiction thereof, such decision shall not affect the validity of the remaining portion hereof.

13.3 ASSIGNMENT.

The Franchisee may not assign this Agreement or the rights granted hereunder, without first obtaining the written consent of the Town. The Town’s consent to such an assignment shall not be unreasonably withheld, and this section shall not be construed to restrict or prevent the issuance of bonds, debentures, or other evidence of indebtedness, or the issue of additional stock, needed or useful for the purpose of financing the system or any portion thereof.

SECTION 14. EFFECTIVE DATE.

This Agreement shall be in full force and effect from and after its final passage and publication, pursuant to Wyoming Statute Section 15-1-116, but shall become null and void unless within sixty (60) days after such effective date the Franchisee shall file in the office of the Clerk the Franchisee’s unqualified written acceptance of all the provisions thereof.

Passed on First Reading this ____ day of _____, 2023.

Passed on Second Reading this ____ day of _____, 2023.

Passed on Third and Final Reading this ____ day of _____, 2023.

Chuck Davis, Mayor

Mike Cooley, Councilman

Jacob Fluty, Councilman

Jerry Fluty, Councilman

Kathy Beck, Councilwoman

Attested By:

Jenn Anderson, Town Clerk



Hooton Tech LLC
 PO Box 463
 Lyman, WY 82937
 +1 3072881810
 accounting@hootontech.com
 www.hootontech.com

Estimate 2025-Item 19
 1068

ADDRESS	SHIP TO	DATE	TOTAL	EXPIRATION DATE
Joe Elder Platte Valley Community Center PO Box 128 Saratoga, WY 82331	Joe Elder Platte Valley Community Center 210 W. Elm St Saratoga, WY 82331	10/30/2023	\$2,660.00	11/30/2023

ACTIVITY	QTY	RATE	AMOUNT
infinias Single Door Kit with Prox Reader and Electronic Fail Safe/Secure Rim Strike	1	1,250.00	1,250.00T
Security Installation Labor	1	400.00	400.00T
CAT6 Cable, per foot	150	0.40	60.00T
Miscellaneous Hardware (conduit, mounts, etc)	1	250.00	250.00T
infinias Wiegand Access Control Key Fob	100	7.00	700.00T
Access Control Door for PVCC. Quote based on requiring a new conduit run from the main closet.	SUBTOTAL		2,660.00
additional \$100/door/year for Cloud hosting.	TAX		0.00
TOTAL			\$2,660.00

THANK YOU.

Accepted By

Accepted Date

CONSTRUCTION AGREEMENT

STORM DRAIN RE-ALIGNMENT

Justin Peterson & Town of Saratoga

“A Construction Agreement for the construction, placement and maintenance of certain public improvements necessary for the proper conveyance of storm water for the Town of Saratoga.”

THIS CONSTRUCTION AGREEMENT (the "Agreement") is entered into effective this _____ day of _____, 2023 by and among the Town of Saratoga ("Town") and, Justin Peterson ("Owner").

RECITALS

- A. Owner is the owner of record of certain real estate more particularly described as "LOTS 11 & 18 & ADJACENT VACATED ALLEY BLK 2 H & C ORIGINAL ADDN." (The "Property").
- B. The Town currently has a storm drain line located on the "Property".
- C. The Town currently has an easement to locate and maintain the storm drain line located on the "Property". This easement is attached hereto as Exhibit "B".
- D. Owner proposes that the storm drain line be relocated to the most southernly boundary of the "Property".
- E. The Town wishes to replace the storm drain due to its condition and age.
- F. Construction plans for the required improvements have been designed by EA Engineers and are attached hereto as Exhibit "C."
- G. The Town and Owner wish to secure their interest as they pertain to replacement and re-alignment of the storm drain improvements described herein. As well as the safety, security and best interest of future property owners, current residents and the public in general.
- H. The parties do enter into this Agreement with mutual consideration as reflected in the covenants, duties and obligations herein set forth.

NOW THEREFORE, in consideration of the above recitals which are incorporated below, and the mutual covenants and agreements herein contained and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. Improvements. The parties agree to abandon the current storm drain line identified in Exhibit "C". They agree to install and re-align a new storm drain line within an easement on the southerly boundary of the Owner's property. The terms of cost, construction, and legal right to placement and maintenance are further described below.

2. Construction
 - a. The Owner's Responsibilities
 - i. Owner agrees to provide at their own expense to the town all required engineering, and survey data for the improvements identified in this agreement. This shall include and not be limited to alignments, profiles, onsite benchmarks and additional drawings that may be required by permitting agencies.
 - ii. Owner agrees to reimburse the Town for fifty percent (50%) of the parts and materials cost to complete the improvements. These shall include, 12" HDPE piping, catch basin(s), grout, pipe clamps, pipe bedding, pipe couplers, topsoil, grass seed, riprap and any additional materials required for the Town to comply with any BMP's required by applicable permitting agencies.

 - b. The Town's Responsibilities
 - i. The Town shall provide, all fuel, equipment and labor to construct all the new improvements identified in this agreement, as well as the removal and abandonment of existing facilities identified in this agreement.
 - ii. The Town agrees to pay for fifty percent (50%) of the parts and materials cost to complete the improvements. These shall include, 12" HDPE piping, catch basin(s), grout, pipe clamps, pipe bedding, pipe couplers, top soil, grass seed, riprap and any additional materials required for the Town to comply with any BMP's required by applicable permitting agencies.
 - iii. All construction shall be done in accordance with Wyoming Public Works Construction Standards.
 - iv. The Town shall remove the current storm drain line outfall fifteen (15) feet from the riverbank.
 - v. The Town shall remove the existing northernly catch basin within the Right-of-Way.
 - vi. The Town will stabilize sloped surfaces that are disturbed with applicable armoring practices. Riprap, boulder terracing etc. Disturbed surfaces on flat ground shall be finished with topsoil and seeded with applicable grass blend.
 - vii. Town agrees to acquire all state, local, and federal permits required for the project.

3. Maintenance

- a. All future maintenance, repair, replacement of the identified improvements shall be the sole responsibility of the Town.

4. Access

a. Construction Access

- i. Owner agrees to allow the Town access to the area shown as the construction site on the attached construction plans. The purpose is to remove the outfall of the existing storm drain, and construct the improvements described in this agreement.

5. Acceptance and Completion.

a. Acceptance and Payment

- i. Upon completion of construction and acceptance of site conditions by Owner. Owner shall reimburse the Town for its share of expenses as identified in this agreement.

b. Easement

- i. After execution of Section 4.a.i of this agreement, Owner and Town agree to amend the current easement "Exhibit B" in the form of "Exhibit D". This amendment shall remove the existing easement and grant the Town a new easement allowing access for repair, replacement and maintenance of all installed public infrastructure within a 15-foot-wide strip of land running east and west along the southerly boundary of the Owner's property.

c. Requirement of Recordation

- i. After the aforementioned easement is signed by both parties, the Town shall record the easement in the office of the Carbon County Clerk. The instrument number shall be kept on file with this agreement. Once the easement is recorded all the terms of this agreement shall be deemed to be satisfied.

6. Timeline.

- a. The timeline of this agreement shall begin upon the approval of the Town Council and by the signing of the Mayor. Construction may begin as early as fall of 2023 and be completed no later than July 15th, 2024. If construction has not begun and an extension of this timeline cannot be agreed upon by the parties this contract shall be fully terminated on October 1, 2024.

7. Remedies. In the event Owner, its heirs, successors and assigns, subsequent owners of the Property or any other person acquiring an interest in the Property, fails to faithfully comply with all of the terms and conditions included in this Agreement. The Town may, terminate this agreement in accordance with Section 7 of this Agreement and/or file a claim

upon the financial assurances in Section 2 of this Agreement. This Agreement shall be enforceable in the courts of the State of Wyoming and the venue shall be the 2nd Judicial District of the State of Wyoming, Carbon County, Wyoming, by either Town or Owner, or by any successor or successors in title or interest or by the assigns of the parties hereto. Enforcement may be sought by an appropriate action at law or in equity to secure the performance of the covenants, agreements, conditions and obligations contained herein, and may include an action for specific performance, breach of contract, reformation and/or rescission.

8. Right to Cure. In the event of a material breach of this Agreement, the parties agree that Town and Owner, shall have thirty(30) days after delivery of notice of said breach to correct the same prior to the non-breaching party seeking any remedy provided for herein; provided, however, that in the case of any such default which cannot with diligence be cured within such thirty(30) day period, if the defaulting party shall commence to cure the same within such thirty (30) day period and thereafter shall prosecute the curing of same with diligence and continuity, then the time within which such failure may be cured shall be extended for such period as may be necessary to complete the curing of the same with diligence and continuity.

9. Termination or Rescission. The Town Council may terminate or rescind this Agreement if—after compliance with the requirements of the Saratoga Town Code, Wyoming State Code and the requirements of this Agreement—the City determines that Owner is in breach of this Agreement and failed to cure in accordance with paragraph 8.

10. Force Majeure. In the event the performance of any covenant to be performed hereunder by either Owner or Town is delayed for causes which are beyond the reasonable control of the party responsible for such performance, which shall include, without limitation, acts of civil disobedience, strikes, war or similar causes, the time for such performance shall be extended by the amount of time of such delay.

11. Title and Ownership of Property. Owner hereby warrants and covenants that it is the sole Owner of the Property and that at the time of the execution and recordation of this Agreement. Owner further agrees that any attempt to convey any portion of the Property prior to the recordation of this Agreement will result in a termination of this Agreement.

12. Modifications. This Agreement may be modified only by the permission of the Town Council.

13. Miscellaneous.

a. Waiver

- i. A waiver by Town of any default by Owner of any one or more of the covenants or conditions hereof shall apply solely to the breach and breaches waived and shall not bar any other rights or remedies of

Town or apply to any subsequent breach of any such or other covenants and conditions.

b. Notices

- i. Any and all notices, demands, requests and other communications required to be given hereunder by either of the parties hereto shall be in writing and be deemed properly served or delivered, if delivered by hand to the party to whose attention it is directed, or when sent, two (2) days after deposit in the U.S. mail, postage prepaid, or upon the sending of a facsimile, followed by a copy sent by U.S. mail as provided herein, addressed as follows:

To Town: Town of Saratoga
 c/o Administrator, Planning & Zoning Department
 P.O. Box 486
 Saratoga, WY 82331
 (307) 326-8335

To Owner: Justin & Shelly Peterson
 3340 Rookery Rd.
 Fort Collins, CO 80528
 (303) 901-1308

or at such other address, or facsimile number, or to such other party which any party entitled to receive notice hereunder designates to the other in writing as provided above.

14. Attorney Fees. Should any litigation be commenced between the parties hereto concerning this Agreement, the prevailing party shall be entitled, in addition to any other relief as may be granted, to court costs and reasonable attorney's fees as determined by a Court of competent jurisdiction. This provision shall be deemed to be a separate contract between the parties and shall survive any default, termination or forfeiture of this Agreement.

15. Time is of the Essence. The parties hereto acknowledge and agree that time is strictly of the essence with respect to each and every term, condition and provision hereof, and that the failure to timely perform any of the obligations hereunder shall constitute a breach of and a default under this Agreement by the party so failing to perform.

16. Binding upon Successors. This Agreement shall be binding upon and inure to the benefit of the parties' respective heirs, successors, assigns and personal representatives, including Town's corporate authorities and their successors in office. This Agreement shall be binding on the owner of the Property, each subsequent owner and each other person acquiring an interest in the Property. Nothing herein shall in any way prevent sale or alienation

of the property, or portions thereof, except that any sale or alienation shall be subject to the provisions hereof and any successor owner or owners shall be both benefitted and bound by the conditions and restrictions herein expressed.

17. Wyoming Governmental Claims Act. The Town is protected by the Wyoming Governmental Claims Act, Wyo. Stat. 1-39-101, *et seq.* Town of Saratoga does not waive its governmental immunity by entering into this lease agreement, and fully retains all immunities and defenses available under W.S. § 1-39-104(a) and all other immunities provided by law with respect to any action based on or occurring as a result of this lease agreement.

18. Final Agreement: This Agreement sets forth all promises, inducements, agreements, conditions and understandings between Owner and The Town relative to the subject matter hereof, and there are no promises, agreements, conditions or understanding, either oral or written, express or implied, between Owner and Town, other than as stated herein. Except as herein otherwise provided, no subsequent alteration, amendment, change or addition to this Agreement shall be binding upon the parties hereto unless reduced to writing and signed by them or their successors in interest or their assigns, and pursuant, with respect to the Town, to a duly adopted ordinance or resolution of the Town.

19. Invalid Provisions. If any provision of this Agreement is held not valid, such provision shall be deemed to be excised therefrom and the invalidity thereof shall not affect any of the other provisions contained herein, except that if any provision of this Agreement is held not valid which Owner deems essential to its development of the Property, Owner may, at its sole discretion, declare this entire Agreement null and void and of no force and effect and thereby relieve all parties from any obligations hereunder.

IN WITNESS WHEREOF, the parties, having been duly authorized, have hereunto caused this agreement to be executed, on the day and first above written, the same being done after public hearing, notice and statutory requirements having been fulfilled.

Town of Saratoga, a Wyoming
Municipal corporation

ATTEST:

By _____
Mayor

By _____
Town Clerk

Shopping Cart

	Quantity	Each	Price
8' Deluxe ACade Barricade Kit (/traffic-barricades/acleg-kit-8#ACKIT8EG2) ACKIT8EG2 Sheeting: Engineer Grade (EG) Sides Sheeted: Both Customization: Lettering or Logo No Customization	10	\$134.80	\$1,348.00

Shipping Summary

Please enter your zip code: Saratoga, WY

Order Summary

Subtotal: **\$1,348.00**

Shipping: **\$498.92**

Sales Tax: **\$80.88** Sales Tax Exempt? *sales tax removed before order*

Final Total: \$1,927.80



Invoice Item 23

Order Date	Invoice #
11/3/2023	10-986404

1816 Louisville Road Bowling Green, KY 42101

Bill To
TOWN OF SARATOGA P.O. BOX 486 SARATOGA, WY. 82331

Ship To
TOWN OF SARATOGA ATTN: Jon Lasco 305 S. RIVER ST SARATOGA, WY. 82331 307-329-5806

P.O. Number	Ship Via	Sales Rep	Terms	Order Origin	Customer No
	UPS	CR	Net 30 DAYS	PHONE	82331

Quantity	Part No.	Description	Price Each	Amount
10	200-A8HI-P	1 KIT = 2EA: 2002 SINGLE A-FRAME LEG, WHITE -- 1EA: 208-HIP 8' I BEAMS, HIGH INTENSITY SHEETING	179.00	1,790.00T
1	FREIGHT	FREIGHT	594.21	594.21T
		Sales Tax	0.00	0.00

Phone 1.800.443.7103 Fax 1.270.782.2758
sales@econosignsllc.com

Total	\$2,384.21
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