



TOWN COUNCIL REGULAR MEETING DECEMBER 17, 2024 at 6:00 PM

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

AGENDA

CALL TO ORDER

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

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES

- [3\)](#) Meeting Minutes from December 3, 2024

APPROVAL OF THE BILLS

- 4) Deposits - \$447,652.56
- [5\)](#) Accounts Payable - \$67,150.43
- [6\)](#) Transmittals - \$13,368.92
- [7\)](#) Payroll - \$47,420.20

CORRESPONDENCE

ITEMS FROM THE PUBLIC

COUNCIL COMMENTS

- [8\)](#) Councilwoman Beck

REPORTS FROM DEPARTMENTS

Town Hall

- [9\)](#) Letter of Support - Mountain West Technologies - BEAD Grant Application

Police Department

- [10\)](#) Ordinance 10.12.060 Revision - Possession of Driver's License - 2nd Reading
[11\)](#) Ballistic Vest for Sergeant Lehr - Quote \$1,101.60

Fire Department

Recreation Department

Next meeting is January 6, 2025 at 6:00 PM at the Town Hall Council Chambers

Department of Public Works

[12\)](#) On-Call/Rounds & Call Back Policy

REPORTS FROM BOARDS AND COMMISSIONS

Planning Commission

Next meeting is January 14, 2025 at 5:30 PM at the Town Hall Council Chambers

Water and Sewer Joint Power Board

Next meeting is January 8, 2025 at 6:00 PM at the PVCC

Community Center Joint Powers Board

Next meeting is January 13, 2025 at 4:30 PM at the PVCC

Recreation Commission

Next meeting is January 6, 2025 at 6:00 PM at the Town Hall Council Chambers

Saratoga Airport Advisory Board

Next meeting is January 13, 2025 at 3:30 PM at the Town Hall Council Chambers

South Central Wyoming Emergency Medical Services Board

Next meeting is January 20, 2025 at 6:00 PM, Saratoga Ambulance Barn

[13\)](#) Meeting Minutes - November 18, 2024

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, JANUARY 7, 2025 AT 6:00 PM.**



TOWN COUNCIL REGULAR MEETING DECEMBER 03, 2024 at 6:00 PM

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

MINUTES

CALL TO ORDER

- 1) Opening Ceremony
Mayor Davis called the meeting to order at 6:00 PM.
- 2) Roll Call: __Mayor Chuck Davis __Councilman Cooley __Councilwoman Beck
__Councilman Jerry Fluty __Councilman Bub Barkhurst
Councilman Fluty was absent; all other members of Council were present.

APPROVAL OF THE AGENDA

Motion was made to approve agenda for Dec. 3, 2024, by Councilman Barkhurst, second by Councilman Cooley. Motion carried.

APPROVAL OF THE MINUTES

- 3) Meeting Minutes from November 19, 2024
Motion was made to approve Meeting Minutes from November 19, 2024, by Councilman Barkhurst, second by Councilman Cooley. Motion carried.

APPROVAL OF THE BILLS

Motion was made to approve all financials for December 3, 2024, by Councilman Cooley, second by Councilman Barkhurst. Motion carried.

- 4) Deposits - \$209,171.56
- 5) Accounts Payable - \$75,276.99
- 6) Transmittals - \$22,501.78
- 7) Payroll - \$45,148.96

CORRESPONDENCE

- 8) Bank of Commerce - Application for Designated Depository for 2025
Mayor Davis tabled the designation of the 2025 Depository until the new year.

ITEMS FROM THE PUBLIC

COUNCIL COMMENTS

REPORTS FROM DEPARTMENTS

Town Hall

- 9) Mountain States CPA's LLC - 2023/2024 Audit Invoice #140389 - \$13,824.00
Motion was made to approve Invoice from Mountain States CPA's in the amount of \$13,824.00, by Councilman Cooley, second by Councilman Barkhurst. Motion carried.
- 10) Liquor License Renewal - American Legion Post 54
Motion was made to approve Liquor License for the American Legion Post 54, by Councilman Barkhurst, second by Councilman Cooley. Motion carried.
- 11) Mountain States CPA's Engagement Letter
Motion was made to approve Engagement Letter with Mountain States CPA's for the 2023/2024 Audit, by Councilman Cooley, second by Councilman Barkhurst. Motion carried.

Police Department

Lt. Moore reported there have been 184 calls for service since the last meeting with 129 of those calls being law.

Motion was made to approve the increase of Lt. Moore's wage of \$30.62 by a \$1.00/hr. to \$31.62 while he is Acting Chief, by Councilman Cooley, second by Councilman Barkhurst. Motion carried.

- 12) Shop with a Cop
Motion to approve Shop with a Cop with funds from donations via Gift Card or pay in person made by Councilman Barkhurst, second by Councilman Cooley. Motion carried.
- 13) K9 POLICY
Motion was made to approve the K9 Policy, by Councilman Barkhurst, second by Councilman Cooley. Motion carried.
- 14) K9 Contract with Officer Lehr and K9 Argus
Motion was made to approve K9 Contract with Officer Lehr and K9 Argus, by Councilman Barkhurst, second by Councilwoman Beck. Motion carried.
- 15) Ordinance Revision 10.12.060 - Possession of a Valid Driver's License - First Reading
Motion to approve Revision of Ordinance 10.12.060 - Possession of Driver's License made by Councilman Cooley, second by Councilman Barkhurst. Motion carried.

Fire Department

Recreation Department

Next meeting is January 6, 2025 at 6:00 PM at the Town Hall Council Chambers

- 16) Natare Quote - \$3032.03 - Sand Filter Assembly
Motion was made to approve the purchase of a Sand Filter Assembly in the amount of \$3032.03 from Natare, by Councilwoman Beck, second by Councilman Cooley. Motion carried.

Department of Public Works

- 17) Ordinance 873 - Sewer Rates - Final Reading
Motion was made to approve Ordinance 873 - Sewer Rates on the 3rd and final reading, by Councilman Cooley, second Councilman Barkhurst. Motion Carried.
- 18) Ordinance 874 - Water Rate - Final Reading
Motion was made to approve Ordinance 874 - Water Rates on the 3rd and final reading, by Councilman Barkhurst, second by Councilwoman Beck. Motion Carried.

REPORTS FROM BOARDS AND COMMISSIONS

Planning Commission

Next meeting is December 10, 2024 at 5:30 PM at the Town Hall Council Chambers

- 19) Ordinance 24-872 - Floodplain - Final Reading
Motion was made to approve Ordinance 24-872 - Floodplain on the 3rd and final reading, by Councilman Barkhurst, second by Councilman Cooley. Motion carried.

Water and Sewer Joint Power Board

Next meeting is December 11, 2024 at 6:00 PM at the PVCC

Community Center Joint Powers Board

Next meeting is December 9, 2024 at 4:30 PM at the PVCC

December will be held December 16 at 4:30 PM.

Recreation Commission

Next meeting is January 6, 2025 at 6:00 PM at the Town Hall Council Chambers

Saratoga Airport Advisory Board

Next meeting is December 9, 2024 at 3:30 PM at the Town Hall Council Chambers

- 20) Letter of Interest - D'Ron Campbell
Motion was made to appoint D'Ron Campbell to the Saratoga Airport Advisory Board, by Councilman Barkhurst, second by Councilman Cooley. Motion carried.

South Central Wyoming Emergency Medical Services Board

Next meeting is December 16, 2024 at 6:00 PM in Hanna

- 21) October 21, 2024 Meeting Minutes

NEW BUSINESS

EXECUTIVE SESSION

FURTHER BUSINESS

ADJOURNMENT

Motion was made to adjourn meeting at 6:36 PM by Councilman Cooley, second by Councilman Barkhurst. Motion carried.

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, DECEMBER 17, 2024 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
Armstrong Consultants, Inc.									
7709	Armstrong Consultants, Inc.	ARM236916-2	AIP# 3-56-0026-036 & 037-2024-WYD	10/25/2024	12,713.80	.00		42-534-312	1224
7709	Armstrong Consultants, Inc.	ARM236916-2	AIP# 3-56-0026-036 & 037-2024-WYD	11/22/2024	14,400.00	.00		42-534-312	1224
Total Armstrong Consultants, Inc.:					27,113.80	.00			
BCN									
5860	BCN	23835490	Acct# 7267-Landline Long Distance-No	12/01/2024	7.52	.00		42-533-270	1224
5860	BCN	23835490	Acct# 7267-Landline Long Distance-No	12/01/2024	7.52	.00		10-422-280	1224
5860	BCN	23835490	Acct# 7267-Landline Long Distance-No	12/01/2024	7.52	.00		10-412-280	1224
5860	BCN	23835490	Acct# 7267-Landline Long Distance-No	12/01/2024	35.44	.00		10-421-280	1224
5860	BCN	23835490	Acct# 7267-Landline Long Distance-No	12/01/2024	7.52	.00		10-431-280	1224
5860	BCN	23835490	Acct# 7267-Landline Long Distance-No	12/01/2024	37.05	.00		10-411-280	1224
5860	BCN	23835490	Acct# 7267-Landline Long Distance-No	12/01/2024	3.22	.00		51-531-280	1224
5860	BCN	23835490	Acct# 7267-Landline Long Distance-No	12/01/2024	3.22	.00		52-532-280	1224
Total BCN:					109.01	.00			
Carbon Power & Light Inc.									
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1314700-Kathy Glode Rstrms Me	12/01/2024	32.52	.00		10-444-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1121500-112 S River Meter# 109	12/01/2024	242.21	.00		10-422-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1317500-117 E Spring Meter# 84	12/01/2024	78.01	.00		10-422-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1115800-Pump Station Meter# 90	12/01/2024	168.83	.00		52-532-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1130000-Kathy Glode Sprklr Met	12/01/2024	30.00	.00		10-444-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1130100-Shop Meter# 11450673-	12/01/2024	336.55	.00		10-431-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1130400-Sewer Lift Meter# 1148	12/01/2024	34.20	.00		52-532-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1130500-Street Lights-No Meter-	12/01/2024	4,334.67	.00		10-431-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1130800-Swimming Pool Meter#	12/01/2024	347.77	.00		10-411-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1130800-Swimming Pool Meter#	12/01/2024	1,043.32	.00		10-442-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1131100-Water Tower Meter# 13	12/01/2024	101.90	.00		51-531-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1144102-Tri Space @ Lake Mete	12/01/2024	644.53	.00		10-443-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1157302-Lake Pump #3 Meter# 1	12/01/2024	30.00	.00		10-443-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1199800-Runway Lights Meter# 1	12/01/2024	147.87	.00		42-533-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1225000-Veteran's Island Meter#	12/01/2024	35.16	.00		10-444-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1237500-Lagoon Meter# 844978	12/01/2024	3,053.51	.00		52-532-270	1224

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1284100-New Beacon Meter# 10	12/01/2024	30.00	.00		42-533-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1288300-Rstrms @ Lake Meter#	12/01/2024	30.00	.00		10-443-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1308900-River & Bridge Meter# 1	12/01/2024	129.05	.00		10-431-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1309000-Bridge & 2nd Meter# 13	12/01/2024	85.33	.00		10-431-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1321600-Weather Station Meter#	12/01/2024	45.60	.00		42-533-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1327900-1st & Spring Rstrms Me	12/01/2024	273.41	.00		10-431-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 1330501-210 W Elm Lights Meter	12/01/2024	75.37	.00		10-410-262	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 7311300-110 E Spring Meter# 11	12/01/2024	249.93	.00		10-411-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 7311300-110 E Spring Meter# 11	12/01/2024	249.93	.00		10-421-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 7331200-Well Field Meter# 1749	12/01/2024	2,799.49	.00		51-531-270	1224
1725	Carbon Power & Light Inc.	166-11/1/24-12/	Acct# 7545800-Woods Field Meter# 13	12/01/2024	30.72	.00		10-444-270	1224
Total Carbon Power & Light Inc.:					14,659.88	.00			
Caselle, Inc.									
1760	Caselle, Inc.	137149	Contract Support & Maintenance-1/1/25	12/01/2024	1,279.65	.00		10-411-320	1224
1760	Caselle, Inc.	137149	Contract Support & Maintenance-1/1/25	12/01/2024	67.35	.00		10-413-320	1224
Total Caselle, Inc.:					1,347.00	.00			
Kelsey Kristen Huntoon									
7752	Kelsey Kristen Huntoon	12062024	Fuel Reimbursement-Town Subaru-Rec	12/06/2024	30.00	.00		10-445-256	1224
Total Kelsey Kristen Huntoon:					30.00	.00			
Kylie M Waldrip, P.C.									
7410	Kylie M Waldrip, P.C.	4257	Professional Legal Services Rendered-	12/02/2024	74.00	.00		10-411-310	1224
7410	Kylie M Waldrip, P.C.	4257	Professional Legal Services Rendered-	12/02/2024	323.00	.00		10-412-310	1224
7410	Kylie M Waldrip, P.C.	4257	Professional Legal Services Rendered-	12/02/2024	425.50	.00		10-421-310	1224
7410	Kylie M Waldrip, P.C.	4257	Professional Legal Services Rendered-	12/02/2024	203.50	.00		51-531-310	1224
7410	Kylie M Waldrip, P.C.	4257	Professional Legal Services Rendered-	12/02/2024	37.00	.00		52-532-310	1224
Total Kylie M Waldrip, P.C.:					1,063.00	.00			
Lonnie Fager									
7755	Lonnie Fager	24-0063	Restitution	12/04/2024	1,849.03	1,849.03	12/05/2024	10-413-640	1224
Total Lonnie Fager:					1,849.03	1,849.03			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Motorola Solutions, Inc.									
3930	Motorola Solutions, Inc.	8230492169	SVC01SVC1405C-1/1/25 to 1/31/25-Pr	12/02/2024	163.97	.00		10-421-320	1224
3930	Motorola Solutions, Inc.	8230492169	SVC01SVC1424C-1/1/25 to 1/31/25-On	12/02/2024	1,169.89	.00		10-421-320	1224
3930	Motorola Solutions, Inc.	8230492169	SVC02SVC0661A-1/1/25 to 1/31/25-S	12/02/2024	160.62	.00		10-421-320	1224
Total Motorola Solutions, Inc.:					1,494.48	.00			
MPM Corp									
3945	MPM Corp	9152246	Trash Removal For November 2024-La	11/30/2024	240.00	.00		10-443-262	1224
3945	MPM Corp	9152246	Trash Removal For November 2024-Vet	11/30/2024	80.00	.00		10-444-262	1224
3945	MPM Corp	9152246	Trash Removal For November 2024-HP	11/30/2024	80.00	.00		10-442-262	1224
3945	MPM Corp	9152246	Trash Removal For November 2024-TH	11/30/2024	17.50	.00		10-411-262	1224
3945	MPM Corp	9152246	Trash Removal For November 2024-PD	11/30/2024	17.50	.00		10-421-262	1224
3945	MPM Corp	9152246	Trash Removal For November 2024-Ka	11/30/2024	45.00	.00		10-444-262	1224
3945	MPM Corp	9152246	Trash Removal For November 2024-Str	11/30/2024	15.00	.00		10-431-262	1224
3945	MPM Corp	9152246	Trash Removal For November 2024-Wa	11/30/2024	15.00	.00		51-531-262	1224
3945	MPM Corp	9152246	Trash Removal For November 2024-Se	11/30/2024	15.00	.00		52-532-262	1224
3945	MPM Corp	9152246	Trash Removal For November 2024-Se	11/30/2024	35.00	.00		52-532-262	1224
3945	MPM Corp	9152246	Trash Removal For November 2024-Do	11/30/2024	45.00	.00		10-444-262	1224
Total MPM Corp:					605.00	.00			
NAPA Auto Parts Saratoga									
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-920743-Seat Saver-11/1/24-St	11/30/2024	345.17	345.17	12/05/2024	10-431-255	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-920895-Cut Off Wheel-11/4/24	11/30/2024	17.94	17.94	12/05/2024	51-531-240	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-920994-De Icer (2)-11/5/24-P	11/30/2024	11.38	11.38	12/05/2024	10-421-255	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-921131-Reducer Sleeve-11/7/	11/30/2024	40.99	40.99	12/05/2024	10-431-255	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-921248-Hyd Hose Fittings (2)	11/30/2024	353.85	353.85	12/05/2024	10-431-248	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-912396-Oil Dry (2)-11/12/24-S	11/30/2024	28.98	28.98	12/05/2024	10-431-240	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-921421-Transfer Pump Lever	11/30/2024	127.99	127.99	12/05/2024	10-431-240	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-921562-Posts (2)-11/14/24-Str	11/30/2024	17.98	17.98	12/05/2024	10-431-250	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-921633-Shrink Tubing-11/15/2	11/30/2024	26.99	26.99	12/05/2024	52-532-250	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-921634-12P Com Wren (3)-11	11/30/2024	162.96	162.96	12/05/2024	51-531-242	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-21777-Surface Prep Pad (2)-B	11/30/2024	43.20	43.20	12/05/2024	10-442-262	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-921836-Tru Ext Life Gal-Car S	11/30/2024	10.99	10.99	12/05/2024	51-531-250	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-921837-Diesel Antigel-Diesel	11/30/2024	11.99	11.99	12/05/2024	51-531-250	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-921837-Diesel Antigel-Diesel	11/30/2024	11.99	11.99	12/05/2024	52-532-250	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-921866-Grease Fittings-11/19/	11/30/2024	4.99	4.99	12/05/2024	10-431-240	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-922082-Hydraulic Filter (2)-11/	11/30/2024	325.34	325.34	12/05/2024	52-532-250	1224
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-922290-Air Brake Cond-11/26/	11/30/2024	10.99	10.99	12/05/2024	10-431-240	1224

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
7658	NAPA Auto Parts Saratoga	11302024	Inv# 575-922300-WD 40-11/26/24-Wate	11/30/2024	15.98	15.98	12/05/2024	51-531-240	1224
7658	NAPA Auto Parts Saratoga	11302024-2	Inv# 575-922076-Hyd Hose Fittings (2)-	11/30/2024	291.16	291.16	12/05/2024	10-422-255	1224
Total NAPA Auto Parts Saratoga:					1,860.86	1,860.86			
One-Call of Wyoming, Inc.									
4140	One-Call of Wyoming, Inc.	73615	Tickets For November 2024-Water	12/06/2024	13.87	.00		51-531-310	1224
4140	One-Call of Wyoming, Inc.	73615	Tickets For November 2024-Sewer	12/06/2024	13.88	.00		52-532-310	1224
Total One-Call of Wyoming, Inc.:					27.75	.00			
Perue Printing									
4255	Perue Printing	11302024	Inv# 070900-Tabs-11/18/24-Streets	11/30/2024	7.35	.00		10-431-240	1224
4255	Perue Printing	11302024	Inv# 070898-Box 5160 Labels-11/14/24	11/30/2024	33.95	.00		51-531-240	1224
4255	Perue Printing	11302024	Inv# JB43150-Envelopes-11/15/24-TH	11/30/2024	125.00	.00		10-411-240	1224
4255	Perue Printing	11302024	Inv# JB43090-Lake Campground Fee E	11/30/2024	595.00	.00		10-443-240	1224
Total Perue Printing:					761.30	.00			
Pitney Bowes Bank Inc Reserve Account									
7225	Pitney Bowes Bank Inc Reserve Accou	12042024	Postage Reserve Account-12/4/24-TH	12/04/2024	375.00	375.00	12/05/2024	10-411-240	1224
7225	Pitney Bowes Bank Inc Reserve Accou	12042024	Postage Reserve Account-12/4/24-PZ	12/04/2024	375.00	375.00	12/05/2024	10-412-240	1224
7225	Pitney Bowes Bank Inc Reserve Accou	12042024	Postage Reserve Account-12/4/24-Cour	12/04/2024	250.00	250.00	12/05/2024	10-413-240	1224
7225	Pitney Bowes Bank Inc Reserve Accou	12042024	Postage Reserve Account-12/4/24-PD	12/04/2024	125.00	125.00	12/05/2024	10-421-240	1224
7225	Pitney Bowes Bank Inc Reserve Accou	12042024	Postage Reserve Account-12/4/24-Stre	12/04/2024	125.00	125.00	12/05/2024	10-431-240	1224
7225	Pitney Bowes Bank Inc Reserve Accou	12042024	Postage Reserve Account-12/4/24-Wat	12/04/2024	625.00	625.00	12/05/2024	51-531-240	1224
7225	Pitney Bowes Bank Inc Reserve Accou	12042024	Postage Reserve Account-12/4/24-Sew	12/04/2024	625.00	625.00	12/05/2024	52-532-240	1224
Total Pitney Bowes Bank Inc Reserve Account:					2,500.00	2,500.00			
Pitney Bowes Global Financial Services									
7432	Pitney Bowes Global Financial Services	3320009149	Acct# 0011887462-Postage-10/17/24 to	11/28/2024	64.71	.00		10-411-240	1224
7432	Pitney Bowes Global Financial Services	3320009149	Acct# 0011887462-Postage-10/17/24 to	11/28/2024	64.71	.00		10-412-240	1224
7432	Pitney Bowes Global Financial Services	3320009149	Acct# 0011887462-Postage-10/17/24 to	11/28/2024	43.13	.00		10-413-240	1224
7432	Pitney Bowes Global Financial Services	3320009149	Acct# 0011887462-Postage-10/17/24 to	11/28/2024	21.56	.00		10-421-240	1224
7432	Pitney Bowes Global Financial Services	3320009149	Acct# 0011887462-Postage-10/17/24 to	11/28/2024	21.57	.00		10-431-240	1224
7432	Pitney Bowes Global Financial Services	3320009149	Acct# 0011887462-Postage-10/17/24 to	11/28/2024	107.84	.00		51-531-240	1224
7432	Pitney Bowes Global Financial Services	3320009149	Acct# 0011887462-Postage-10/17/24 to	11/28/2024	107.85	.00		52-532-240	1224

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Pitney Bowes Global Financial Services:					431.37	.00			
Platte Valley Porta Pots, Inc									
7387	Platte Valley Porta Pots, Inc	1775	Weekly Clean-Veteran's Island (2)-Nov	12/09/2024	300.00	.00		10-444-262	1224
Total Platte Valley Porta Pots, Inc:					300.00	.00			
Rocky Mountain Battery LLC									
7692	Rocky Mountain Battery LLC	21339566	MTP 78DT-MTP 94R/H7-Sewer	12/10/2024	151.95	.00		52-532-250	1224
7692	Rocky Mountain Battery LLC	21339566	MTP 78DT-MTP 94R/H7-Weed	12/10/2024	151.95	.00		55-571-255	1224
Total Rocky Mountain Battery LLC:					303.90	.00			
Saratoga Carbon County JPB									
4960	Saratoga Carbon County JPB	12-11-2024	Inv# 2024-12-Lisa Burton December 20	12/11/2024	87.50	.00		51-531-821	1224
4960	Saratoga Carbon County JPB	12-11-2024	Inv# 2024-12-Lisa Burton December 20	12/11/2024	87.50	.00		52-532-821	1224
4960	Saratoga Carbon County JPB	12-11-2024	EA Engineering Project# 23420-Inv# 44	12/11/2024	175.00	.00		50-450-325	1224
Total Saratoga Carbon County JPB:					350.00	.00			
Saratoga Feed and Grain									
4895	Saratoga Feed and Grain	12012024	Inv# 95822-Tuff Glove-11/27/24-Sewer	12/01/2024	11.99	.00		52-532-500	1224
Total Saratoga Feed and Grain:					11.99	.00			
Saratoga Recycling									
7156	Saratoga Recycling	10304-2	Commercial Recycling 12/1/24-TH	12/01/2024	30.00	.00		10-411-262	1224
Total Saratoga Recycling:					30.00	.00			
Saratoga Sun									
4940	Saratoga Sun	2578	Inv# 42433-Legal# 9029-Request For B	11/30/2024	148.60	.00		10-421-220	1224
4940	Saratoga Sun	2578	Inv# 42433-Legal# 9029-Request For B	11/30/2024	222.84	.00		10-431-220	1224
4940	Saratoga Sun	2578	Inv# 42433-Legal# 9029-Request For B	11/30/2024	37.14	.00		51-531-220	1224
4940	Saratoga Sun	2578	Inv# 42433-Legal# 9029-Request For B	11/30/2024	37.14	.00		52-532-220	1224
4940	Saratoga Sun	2578	Inv# 42433-Legal# 9029-Request For B	11/30/2024	37.14	.00		55-571-220	1224
4940	Saratoga Sun	2578	Inv# 42433-Legal# 9029-Request For B	11/30/2024	37.14	.00		55-572-220	1224
4940	Saratoga Sun	2578	Inv# 42436-Legal# 9032-Project Financ	11/30/2024	280.00	.00		52-532-650	1224
4940	Saratoga Sun	2578	Inv# 42437-Legal# 9022-Notice of Final	11/30/2024	270.00	.00		50-450-335	1224

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
4940	Saratoga Sun	2578	Inv# 42438-Legal# 9021-Notice of Acce	11/30/2024	270.00	.00		50-450-325	1224
4940	Saratoga Sun	2578	Inv# 42440-8" Ad-Now Hiring Streets D	11/30/2024	80.00	.00		10-431-220	1224
4940	Saratoga Sun	2578	Inv# 42466-8" Ad-PSA Snow Removal-	11/30/2024	96.00	.00		10-431-220	1224
4940	Saratoga Sun	2578	Inv# 42523-Legal# 9042-Council Minut	11/30/2024	420.00	.00		10-411-220	1224
4940	Saratoga Sun	2578	Inv# 42524-Legal# 9037-Ordinance Re	11/30/2024	220.00	.00		42-533-310	1224
4940	Saratoga Sun	2578	Inv# 42526-Legal# 9038-Ordinance Re	11/30/2024	180.00	.00		10-412-220	1224
4940	Saratoga Sun	2578	Inv# 42528-Legal# 9039-Mountain Wes	11/30/2024	1,110.00	.00		10-411-220	1224
4940	Saratoga Sun	2578	Inv# 42529-Legal# 9040-Cash Req-11/	11/30/2024	100.00	.00		10-411-220	1224
4940	Saratoga Sun	2578	Inv# 42530-Legal# 9041-Manual Check	11/30/2024	40.00	.00		10-411-220	1224
4940	Saratoga Sun	2578	Inv# 42533-6" Ad-PSA Snow Removal-	11/30/2024	72.00	.00		10-431-220	1224
4940	Saratoga Sun	2578	Inv# 42535-4" Ad-Airport Advisory Seat	11/30/2024	40.00	.00		42-533-310	1224
4940	Saratoga Sun	2578	Inv# 42536-4" Ad-PZ Seat Vacancy-11/	11/30/2024	40.00	.00		10-412-220	1224
4940	Saratoga Sun	2578	Inv# 42552-8" Ad-Streets Dept-11/14/24	11/30/2024	80.00	.00		10-431-220	1224
4940	Saratoga Sun	2578	Inv# 42583-8" Ad-Streets Dept-11/21/24	11/30/2024	80.00	.00		10-431-220	1224
4940	Saratoga Sun	2578	Inv# 42590-4" Ad-PZ Seat-11/21/24-PZ	11/30/2024	40.00	.00		10-412-220	1224
4940	Saratoga Sun	2578	Inv# 42591-4" Ad-Airport Board-11/21/2	11/30/2024	40.00	.00		42-533-310	1224
4940	Saratoga Sun	2578	Inv# 42653-Legal# 9048-Minutes-11/28/	11/30/2024	420.00	.00		10-411-220	1224
4940	Saratoga Sun	2578	Inv# 42654-Legal# 9050-Manual Check	11/30/2024	40.00	.00		10-411-220	1224
4940	Saratoga Sun	2578	Inv# 42655-Legal# 9051-Cash Req-11/	11/30/2024	60.00	.00		10-411-220	1224
4940	Saratoga Sun	2578	Inv# 42691-8" Ad-Streets Dept-11/28/24	11/30/2024	80.00	.00		10-431-220	1224
Total Saratoga Sun:					4,578.00	.00			
Shively Hardware Co - VFD									
7585	Shively Hardware Co - VFD	11302024	Inv# 109846-11oz Super Slick Stuff-11/	11/30/2024	10.99	.00		10-422-262	1224
Total Shively Hardware Co - VFD:					10.99	.00			
Shively Hardware Co (Town# 28210)									
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 109642-Shop Supplies-11/5/24-Wa	11/30/2024	2.64	2.64	12/05/2024	51-531-240	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 109663-Release Clamps (2) Tape-	11/30/2024	59.95	59.95	12/05/2024	51-531-320	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 109718-Brz Hook-11/6/24-Water	11/30/2024	8.99	8.99	12/05/2024	51-531-240	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 109718-Brz Hook-11/6/24-Sewer	11/30/2024	8.99	8.99	12/05/2024	52-532-240	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 109743-Painter Tape-11/6/24-Wate	11/30/2024	11.29	11.29	12/05/2024	51-531-240	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 109766-Gloves-Mop-Pine Sol-11/7	11/30/2024	45.97	45.97	12/05/2024	10-444-240	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 109848-Hand & Power Tools-11/8/	11/30/2024	52.90	52.90	12/05/2024	51-531-262	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 6" Ladder Scr Hook-11/8/24-Water	11/30/2024	26.32	26.32	12/05/2024	51-531-262	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 109863-Hex Screw-11/9/24-Street	11/30/2024	11.49	11.49	12/05/2024	10-431-240	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 110049-3/4x51/2 Nipple-11/14/24-	11/30/2024	4.49	4.49	12/05/2024	10-441-250	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 110050-Cable Splice Kit-11/14/24-	11/30/2024	23.99	23.99	12/05/2024	52-532-250	1224

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 110051-All Weather Tape-HD Plug	11/30/2024	22.48	22.48	12/05/2024	51-531-250	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 110205-Drain Stick-Antifreeze-11/1	11/30/2024	14.98	14.98	12/05/2024	10-442-262	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 110217-Adapter-11/18/24-Sewer	11/30/2024	6.49	6.49	12/05/2024	52-532-250	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 110316-Land Fabric-Fabric Pin-11/	11/30/2024	45.94	45.94	12/05/2024	10-444-724	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 110352-Wheel Barrow Tire-11/21/2	11/30/2024	38.99	38.99	12/05/2024	10-431-242	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# IC34760-Plowing Helmets (2)-11/2	11/30/2024	359.90	359.90	12/05/2024	10-431-245	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 110409-Gasket-11/22/24-HP	11/30/2024	171.60	171.60	12/05/2024	10-442-262	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 110425-Land Fabric-Fabric Pin-11/	11/30/2024	68.91	68.91	12/05/2024	10-444-724	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 110618-Ext Cable-11/27/24-Water	11/30/2024	7.99	7.99	12/05/2024	51-531-320	1224
5015	Shively Hardware Co (Town# 28210)	11302024	Inv# 110650-Windex-11/27/24-Streets	11/30/2024	4.29	4.29	12/05/2024	10-431-240	1224
Total Shively Hardware Co (Town# 28210):					998.59	998.59			
Stinker Stores, Inc									
7438	Stinker Stores, Inc	K378-113024	Card# 9649276-94.108 G-November 20	11/30/2024	257.64	.00		10-421-256	1224
7438	Stinker Stores, Inc	K378-113024	Card# 9649134-95.135 G-November 20	11/30/2024	260.60	.00		51-531-256	1224
7438	Stinker Stores, Inc	K378-113024	Card# 4817837-210.264 G-November 2	11/30/2024	689.94	.00		10-431-256	1224
7438	Stinker Stores, Inc	K378-113024	Card# 9649387-27.257 G-November 20	11/30/2024	72.33	.00		10-421-256	1224
7438	Stinker Stores, Inc	K378-113024	Card# 4817402-91.690 G-November 20	11/30/2024	138.00	.00		51-531-256	1224
7438	Stinker Stores, Inc	K378-113024	Card# 4817402-91.690 G-November 20	11/30/2024	138.01	.00		52-532-256	1224
7438	Stinker Stores, Inc	K378-113024	Card# 4817401-56.018 G-November 20	11/30/2024	77.78	.00		51-531-256	1224
7438	Stinker Stores, Inc	K378-113024	Card# 4817401-56.018 G-November 20	11/30/2024	77.78	.00		52-532-256	1224
7438	Stinker Stores, Inc	K378-113024	Card# 4817686-70.136 G-November 20	11/30/2024	248.71	.00		10-431-256	1224
7438	Stinker Stores, Inc	K378-113024	Card# 9649385-10.502 G-November 20	11/30/2024	29.16	.00		10-421-256	1224
7438	Stinker Stores, Inc	K378-113024	Card# 9649130-14.228 G-November 20	11/30/2024	41.65	.00		10-421-256	1224
7438	Stinker Stores, Inc	K378-113024	Card# 9649192-37.944 G-November 20	11/30/2024	133.03	.00		10-422-256	1224
7438	Stinker Stores, Inc	K378-113024	Card# 4817420-24.544 G-November 20	11/30/2024	74.02	.00		10-431-256	1224
Total Stinker Stores, Inc:					2,238.65	.00			
TACONE Consulting									
6625	TACONE Consulting	2235	Beyond Lockdown-Active Shooter Cour	12/04/2024	1,000.00	.00		10-421-235	1224
Total TACONE Consulting:					1,000.00	.00			
US Bank									
7743	US Bank	CPN 00269148	Surveymonk-Subscription-11/20/24-PZ	12/15/2024	99.00	.00		10-412-310	1224
7743	US Bank	CPN 00269148	Adobe-Subscription-11/21/24-Sewer	12/15/2024	21.19	.00		52-532-245	1224
7743	US Bank	CPN 00269148	Grainger-Sewer Pump Starter-11/25/24-	12/15/2024	309.15	.00		52-532-250	1224
7743	US Bank	CPN 00269148	EBay-Seat Foam For Truck-12/5/24-Se	12/15/2024	56.17	.00		52-532-255	1224

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
7743	US Bank	CPN 00269148	Amazon-Chemical Feeder-11/15/24-SP	12/15/2024	279.00	.00		10-441-250	1224
7743	US Bank	CPN 00269148	Amazon-Descale Solution-11/18/24-SP	12/15/2024	108.94	.00		10-441-240	1224
7743	US Bank	CPN 00269148	Amazon-Sand Filter-11/18/24-SP	12/15/2024	24.99	.00		10-441-240	1224
7743	US Bank	CPN 00269148	Amazon-Calendars-11/19/24-TH	12/15/2024	20.28	.00		10-411-240	1224
7743	US Bank	CPN 00269148	Amazon-Calendars-11/19/24-PD	12/15/2024	40.56	.00		10-421-240	1224
7743	US Bank	CPN 00269148	Amazon-Calendars-11/19/24-Streets	12/15/2024	20.28	.00		10-431-240	1224
7743	US Bank	CPN 00269148	Amazon-Calendars-11/19/24-Water	12/15/2024	10.14	.00		51-531-240	1224
7743	US Bank	CPN 00269148	Amazon-Calendars-11/19/24-Sewer	12/15/2024	10.14	.00		52-532-240	1224
7743	US Bank	CPN 00269148	Amazon-Toilet Brush-11/19/24-HP	12/15/2024	14.38	.00		10-442-240	1224
7743	US Bank	CPN 00269148	Amazon-Air Freshner Spray-11/19/24-T	12/15/2024	21.90	.00		10-411-240	1224
7743	US Bank	CPN 00269148	Amazon-Pens-11/19/24-PD	12/15/2024	24.82	.00		10-421-240	1224
7743	US Bank	CPN 00269148	Amazon-Disinfectant Wipes-11/29/24-T	12/15/2024	66.52	.00		10-411-240	1224
7743	US Bank	CPN 00269148	Zoom-Subscription-12/3/24-TH	12/15/2024	64.99	.00		10-411-245	1224
7743	US Bank	CPN 00269148	Amazon-Report Covers-12/9/24-TH	12/15/2024	51.99	.00		10-411-240	1224
7743	US Bank	CPN 00269148	Blauer Manufacturing-Long Sleeve Shir	12/15/2024	239.96	.00		10-421-200	1224
7743	US Bank	CPN 00269148	Pocketpress-WY Law Handbook-11/19/	12/15/2024	109.90	.00		10-421-241	1224
7743	US Bank	CPN 00269148	Rmadefense.com-Plate Carriers-11/25/	12/15/2024	335.78	.00		10-421-740	1224
7743	US Bank	CPN 00269148	Family Dollar-Klenex-TP-12/5/24-PD	12/15/2024	33.55	.00		10-421-240	1224
7743	US Bank	CPN 00269148	USPS-Postage-12/12/24-PD	12/15/2024	9.90	.00		10-421-241	1224
Total US Bank:					1,973.53	.00			
Valley Oil Company									
5705	Valley Oil Company	8338	Card# 1130-48.0090 Gal-November 20	11/30/2024	195.56	.00		10-421-256	1224
5705	Valley Oil Company	8338	Card# 2038-89.1810 Gal-November 20	11/30/2024	289.31	.00		10-421-256	1224
5705	Valley Oil Company	8338	Card# 2040-107.0060 Gal-November 2	11/30/2024	436.18	.00		10-421-256	1224
Total Valley Oil Company:					921.05	.00			
Wyoming Retirement System									
6205	Wyoming Retirement System	261861	Volunteer Firefighter and EMT Pension-	12/04/2024	581.25	581.25	12/05/2024	10-422-170	1224
Total Wyoming Retirement System:					581.25	581.25			
Grand Totals:					67,150.43	7,789.73			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

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

Due Date	Discount Lost Due Date	Vendor Number	Vendor Name	Invoice Number	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Pay	Partial Pmt Amt	Part Pmt Disc Amt
11/25/2024		7709	Armstrong Consultants, Inc	ARM236916-	12,713.80	.00	.00	12,713.80	_____	_____	_____
12/22/2024		7709	Armstrong Consultants, Inc	ARM236916-	14,400.00	.00	.00	14,400.00	_____	_____	_____
12/01/2024		5860	BCN	23835490	109.01	.00	.00	109.01	_____	_____	_____
12/17/2024		1725	Carbon Power & Light Inc.	166-11/1/24-	14,659.88	.00	.00	14,659.88	_____	_____	_____
12/25/2024		1760	Caselle, Inc.	137149	1,347.00	.00	.00	1,347.00	_____	_____	_____
12/06/2024		7752	Kelsey Kristen Huntoon	12062024	30.00	.00	.00	30.00	_____	_____	_____
12/02/2024		7410	Kylie M Waldrip, P.C.	4257	1,063.00	.00	.00	1,063.00	_____	_____	_____
01/02/2025		3930	Motorola Solutions, Inc.	8230492169	1,494.48	.00	.00	1,494.48	_____	_____	_____
11/30/2024		3945	MPM Corp	9152246	605.00	.00	.00	605.00	_____	_____	_____
12/06/2024		4140	One-Call of Wyoming, Inc.	73615	27.75	.00	.00	27.75	_____	_____	_____
11/30/2024		4255	Perue Printing	11302024	761.30	.00	.00	761.30	_____	_____	_____
01/16/2025		7432	Pitney Bowes Global Finan	3320009149	431.37	.00	.00	431.37	_____	_____	_____
12/31/2024		7387	Platte Valley Porta Pots, In	1775	300.00	.00	.00	300.00	_____	_____	_____
12/10/2024		7692	Rocky Mountain Battery LL	21339566	303.90	.00	.00	303.90	_____	_____	_____
12/11/2024		4960	Saratoga Carbon County J	12-11-2024	350.00	.00	.00	350.00	_____	_____	_____
01/01/2025		4895	Saratoga Feed and Grain	12012024	11.99	.00	.00	11.99	_____	_____	_____
12/31/2024		7156	Saratoga Recycling	10304-2	30.00	.00	.00	30.00	_____	_____	_____
12/30/2024		4940	Saratoga Sun	2578	4,578.00	.00	.00	4,578.00	_____	_____	_____
12/31/2024		7585	Shively Hardware Co - VF	11302024	10.99	.00	.00	10.99	_____	_____	_____
12/30/2024		7438	Stinker Stores, Inc	K378-113024	2,238.65	.00	.00	2,238.65	_____	_____	_____
12/04/2024		6625	TACONE Consulting	2235	1,000.00	.00	.00	1,000.00	_____	_____	_____
01/10/2025		7743	US Bank	CPN 002691	1,973.53	.00	.00	1,973.53	_____	_____	_____
11/30/2024		5705	Valley Oil Company	8338	921.05	.00	.00	921.05	_____	_____	_____
Grand Totals:				23	59,360.70	.00	.00	59,360.70			

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
11/25/2024	12,713.80	.00	.00	12,713.80	12,713.80
11/30/2024	2,287.35	.00	.00	2,287.35	15,001.15
12/01/2024	109.01	.00	.00	109.01	15,110.16
12/02/2024	1,063.00	.00	.00	1,063.00	16,173.16
12/04/2024	1,000.00	.00	.00	1,000.00	17,173.16
12/06/2024	57.75	.00	.00	57.75	17,230.91
12/10/2024	303.90	.00	.00	303.90	17,534.81
12/11/2024	350.00	.00	.00	350.00	17,884.81
12/17/2024	14,659.88	.00	.00	14,659.88	32,544.69
12/22/2024	14,400.00	.00	.00	14,400.00	46,944.69
12/25/2024	1,347.00	.00	.00	1,347.00	48,291.69
12/30/2024	6,816.65	.00	.00	6,816.65	55,108.34
12/31/2024	340.99	.00	.00	340.99	55,449.33
01/01/2025	11.99	.00	.00	11.99	55,461.32
01/02/2025	1,494.48	.00	.00	1,494.48	56,955.80
01/10/2025	1,973.53	.00	.00	1,973.53	58,929.33
01/16/2025	431.37	.00	.00	431.37	59,360.70
Grand Totals:				59,360.70	59,360.70

Report Criteria:
Paid transmittals included

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount
53460	3 GREAT-WEST TRUST CO	53460	12/01/2024	55-01	457 CONTRIBUTION Deferred Comp - Pre Tax Pay Period: 12/1/2024	10-212500	240.00
	3 GREAT-WEST TRUST CO	53460	12/01/2024	55-02	457 CONTRIBUTION Deferred Comp - Roth Pay Period: 12/1/2024	10-212500	180.00
	Total 53460:						420.00
120320241	1 EFTPS -TAXES	120320241	12/01/2024	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 12/1/2024	10-212100	3,633.34
	1 EFTPS -TAXES	120320241	12/01/2024	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 12/1/2024	10-212100	3,633.34
	1 EFTPS -TAXES	120320241	12/01/2024	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 12/1/2024	10-212100	849.70
	1 EFTPS -TAXES	120320241	12/01/2024	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 12/1/2024	10-212100	849.70
	1 EFTPS -TAXES	120320241	12/01/2024	76-00	FICA/FWT/WITHHOLDING DEPOSIT Federal Withholding Tax Pay Period: 12/1/	10-212200	3,982.84
	Total 120320241:						12,948.92
Grand Totals:							13,368.92

Report Criteria:

Includes the following check types:

Manual, Payroll, Void

Includes unprinted checks

[illegible]

TOWN OF SARATOGA

Check Register - NAMELESS
 Pay Period Dates: 11/18/2024 - 12/01/2024

Dec 05, 2024 9:20AM

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee ID	Description	GL Account	Amount
12/01/2024	PC	12/05/2024	1205202	268		01-112700	99.88-
12/01/2024	PC	12/05/2024	1205202	272		01-112700	2,653.48-
12/01/2024	PC	12/05/2024	1205202	273		01-112700	2,717.16-
12/01/2024	PC	12/05/2024	1205202	274		01-112700	69.87-
12/01/2024	PC	12/05/2024	1205202	276		01-112700	1,537.41-
12/01/2024	PC	12/05/2024	1205202	277		01-112700	1,187.95-
12/01/2024	PC	12/05/2024	1205202	280		01-112700	1,112.95-
12/01/2024	PC	12/05/2024	1205202	283		01-112700	1,101.26-
12/01/2024	PC	12/05/2024	1205202	284		01-112700	2,290.55-
12/01/2024	PC	12/05/2024	1205202	263		01-112700	1,497.43-
12/01/2024	PC	12/05/2024	1205202	227		01-112700	1,423.89-
12/01/2024	PC	12/05/2024	1205202	285		01-112700	73.71-
Grand Totals:							47,420.20-
							<u>65</u>

December 13, 2024

Dear Saratoga Residents,

As a departing member of the town council, I want to extend my gratitude for the opportunity to serve our community. It has been an honor to work alongside dedicated and passionate individuals who care deeply about the future of our town.

Over the past two years, we have achieved significant milestones together. From improving local infrastructure to enhancing community services, our collective efforts have made Saratoga a better place to live, work, and raise a family. None of this would have been possible without your support and active participation.

As we look ahead, I encourage each of you to continue getting involved in our community. Whether it's attending town meetings, volunteering for local events, or simply sharing your ideas and concerns, your voice matters. Together, we can address the challenges we face and seize new opportunities for growth and improvement.

Thank you again for this experience. I am excited about what we can accomplish together in the future. Let's keep the spirit of community alive and thriving as we support our newly elected members.

Warmly,

Kathy Beck

TOWN OF SARATOGA

Item 9)

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

www.townofsaratoga.org

Phone: 307-326-8335

Fax: 307-326-8941

Email: townhall@saratogawyo.org

Mayor Chuck Davis

Councilman Michael Cooley

Councilwoman Kathy Beck

Councilman Jerry Fluty

Councilman Bub Barkhurst

Mayor Chuck Davis & Town Council Members

Town of Saratoga

110 E. Spring Avenue / PO Box 486

Saratoga, WY 82331

December 17, 2024

Chad Bolling

Broadband Manager

Wyoming Business Council BEAD Grant Committee

241 W. 15th Street, Cheyenne, WY 82002

Subject: Letter of Support for funding Mountain West Technologies BEAD Grant Application

Dear Mr. Boling,

I am writing this letter to express my support for Mountain West Technologies grant request for projects that will provide affordable access to high-speed broadband to the Town of Saratoga. I believe that this project will play a crucial role in bridging the digital divide in our state and creating opportunities for both residential and business users.

The proposed project to reach an estimated 300 homes and businesses is commendable and addresses a pressing need for improved connectivity across Wyoming. As the world becomes increasingly reliant on digital technologies, access to reliable and high-speed internet is essential for education, healthcare, business growth, and overall quality of life.

I am thrilled that the program's emphasis is on implementing fiber optic infrastructure, which offers a future-proof and scalable solution. By investing in fiber optic infrastructure, the proposed Mountain West project ensures that the benefits of this initiative will be sustained for years to come. We also appreciate MWT commitment to bolster its existing network which will allow current customers to increase bandwidth as needed and potentially serve additional residents and businesses.

The completion deadline of December, 2028, ensures that Wyoming residents and businesses will start reaping the benefits of improved internet access within a reasonable timeframe.

This project will foster economic growth, attract new businesses, and enhance the overall competitiveness of Wyoming in the global market.

In conclusion, I support the Mountain West Technologies grant request for projects for Saratoga and urge the Grant Committee to approve and fund this vital program. The impact of this program will be far-reaching, creating a positive and transformative change in the lives of thousands of residents and businesses throughout the state.

Thank you for considering my input and for your dedication to enhancing connectivity in Wyoming. If you require any additional information or support, please do not hesitate to reach out to me.

Sincerely,

Mayor Chuck Davis

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 10.12.060 OF THE SARATOGA MUNICIPAL CODE TO MAKE OPERATING A MOTOR VEHICLE WITHOUT A VALID DRIVER'S LICENSE A VIOLATION OF MUNICIPAL ORDINANCE.

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

Section 1. Section 10.12.060 is repealed and reenacted, with amendments, as follows:

10.12060 Possession of a driver's license.

A. No person, unless exempt under this act shall drive, steer or exercise any degree of physical control of any motor vehicle or a vehicle being towed by a motor vehicle upon a highway in the Town unless the person has been issued a driver's license for the class and type and applicable endorsements valid for the motor vehicle being driven.

B. Every person who drives or is in actual physical control of a motor vehicle, shall have his or her driver's license in his or her immediate possession at all times when driving a motor vehicle and shall display the license upon demand of any judicial officer, municipal court judge or any police officer. However, no person charged with violating this section shall be convicted if he or she produces in court a driver's license previously issued to him or her and valid at the time of his or her arrest. For the purposes of this section, "display" means the surrender of his or her license to the demanding officer. After examination, the officer shall immediately return the license to the person, except as state law requires immediate surrender of the license, whether issued in Wyoming or any other jurisdiction.

C. Any person who violates the provisions of this section is guilty of a misdemeanor and may be punished by a fine of not more than seven hundred fifty dollars, by imprisonment for not more than ninety days, or both. On conviction for a second or subsequent violation, the person may be fined not more than seven hundred fifty dollars, imprisoned for not to exceed six months, or both.

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

Passed on FIRST READING dated this 3rd day of December, 2024.

_____ on SECOND READING dated this ____ day of _____ 2024.

_____ on THIRD READING dated this ____ day of _____ 2025.

PASSED, APPROVED AND ADOPTED THIS _____ DAY OF _____ 2025.

Town of Saratoga

Chuck Davis, Mayor

ATTEST:

Clerk

ATTESTATION

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

TOWN CLERK



QUOTE

ROCK SOLID SST

82 SOUTH MONKEY ROAD

307-797-9614

GLENROCK, WY 82637

ROCKSOLIDSST@GMAIL.COM

Bill To: Saratoga Police Department Phone: 307-329-8964 Quote #: 121324spd
 Address: 110 E Spring Fax: _____ Quote Date: 121324
Saratoga, WY 82331 Email: jmoore@saratogawyo.org
 Attn: Lt. John Moore Quote For: Point Blank

Quantity	Description	Unit Price	Price
1	GDAMOOVB0J Guardian external carrier, black molle	240.30	240.3
1	Elite Gen 5 one carrier IIIA AF5MXIBV0M	861.30	861.3
			0
			0
			0
			0
			0
Tax ID #		Subtotal	1101.6
Thanks for supporting Wyoming Small Businesses! Make checks payable to Rock Solid SST or Richard Crays Credit Card Fee: 4% on total amount Quotes are valid for 30 days from date of quote Shipping rates are subject to change		Tax Rate	
		Sales Tax	0
		Shipping	
		Credit Card Fee	
		TOTAL	1101.6



**TOWN OF SARATOGA DEPARTMENT OF PUBLIC WORKS
ON-CALL/ROUNDS & CALL BACK POLICY**

Revised 11/05/2024

Town Council Adoption _____

Purpose

The purpose of this policy is to provide guidelines to the Director of Public Works regarding the process and procedures to be followed for non-exempt employees who are required to maintain their availability after hours or during days off to perform Round Checks at various Town facilities and/or to be on-call to come back to work or to otherwise be available to respond to emergency situations. This policy is consistent with the provisions of the Fair Labor Standards Act and the Town's Compensation Policy.

Policy and Procedures

A. Definitions

1. On-Call – When an employee's job assignment requires the ability to be contacted in order to provide professional services, if necessary, but not formally on duty.
2. Rounds – When an employee's job assignment requires the employee to report to work to perform various tasks to ensure that the Town facilities remain functioning (e.g. lift station check, kennel clean up)
3. Call-Back - When an employee is called back to work to perform a task of professional services either in person or via phone or computer.
4. A "day" is considered a period of time consisting of twenty four hours starting at 12:00am and ending at 12:00am the following day.

B. Identification and Notification

1. The Director of Public Works should identify positions and employees who are required as a condition of employment to be on-call, to come back to work outside of the employee's regular shift or to conduct rounds checks at various Town facilities.
2. Once The Public Works Director identifies these positions, and if the employees job description has not already conveyed it, the employee should be notified in writing that the essential functions of his or her job requires the employee to maintain an on-call or round status on either an intermittent or regularly scheduled basis. The employee's job description should also be updated accordingly. The supervisor of the employee assigned to on-call or rounds status shall maintain a roster of all qualified employees and an equitable rotation policy shall be followed.

B. On-Call Requirements

The Director of Public Works should provide employees who are required to be on-call with a schedule of the time and date that the employee must be on-call. In addition, the following guidelines apply:

1. Unless otherwise advised, the employee is not required, while on-call, to remain on the Town premises. However, the employee must remain available by telephone or text while off site and respond to any message within (10) minutes.
2. If an emergency requires the employee to return to work, he or she must do so with as much haste as safely possible but no more than (25) minutes after responding to the message.
3. The employee is not required to restrict his or her activities while on-call, but the employee must remain free of the influence of alcohol or illegal drugs. In addition, the employee should not take any prescription drug that adversely affects his or her ability to safely and effectively perform his or her job duties. If an employee has a medical condition and has concerns about complying with this requirement, the employee should consult with the Human Resources Department.
4. If the employee has a conflict and is unable to be on-call during his or her assigned time, it is the employee's obligation to pre-arrange with his or her immediate supervisor for a replacement to cover the employee's on-call shift.
5. On-Call employees who fail to respond when called and/or who fail to find a replacement are subject to disciplinary action up to and including termination.

C. Round Requirements

1. The Director of Public Works and/or supervisors should provide employees who are required to perform rounds with a schedule of the time and date that the employee will perform such duties.
2. Employees performing rounds must remain on Town premises until all rounds are complete.
3. If the employee has a conflict and is unable to perform rounds during his or her assigned time, it is the employee's obligation to pre-arrange with his or her immediate supervisor for a replacement to cover the rounds.
4. Employees who fail to perform rounds when assigned and/or who fail to find a replacement are subject to disciplinary action up to and including termination.

D. On-Call Pay

1. Employees will receive 1 hour of On-Call pay at their regular rate for each 24-hour shift of on-call status. For the purpose of calculating overtime this hour shall be considered actual hours worked.

E. Call Back Pay

1. If an employee is called to come back to work while he or she is on-call, the employee is subject to a minimum of 2-hours of call-back compensation for the on-call shift. This 2-hour of call-back pay counts as time worked for the purpose of calculating overtime and is paid in addition to the 1-hour of on-call pay. If the employee's time worked exceeds the 2- hour call-back minimum, the employee shall receive pay for the actual hours worked.

2. An employee receives a minimum of 2-hours of call-back pay for each time that an employee is called back to work during a 24 hour period (a day), up to a maximum of 12 hours. All additional call backs within that day shall be paid for actual hours worked.
3. Continuing to work on a call back that extends into the next day shall not entitle the employee to a second 2-hours of call back pay.
4. A non-exempt employee who does not return to work but who handles a work-related task by phone or computer will be paid for the actual time worked. Employees must record their time on their time record. For this purpose, the seven (7) minute rule shall apply. The minimum call back pay referenced in section E.1. does not apply to this section.
5. Compensatory Time may be accrued in lieu of pay for Call-Back time worked in accordance with the Town's Overtime Policy.

F. Rounds

1. Streets Department Employees will receive 2 hours of Rounds Pay at their regular rate for each day that they have to perform Rounds at various Town facilities. This 2-hour of Rounds Pay counts as time worked for purposes of calculating overtime and is paid in addition to the 1-hour of on-call pay.
2. Water and Sewer Department Employees will receive 2 hours of Rounds Pay at their regular rate for each day that they have to perform Rounds at various Town facilities. This 3-hour of Rounds Pay counts as time worked for purposes of calculating overtime and is paid in addition to the .5-hour of on-call pay.

Example:

- a. If an employee has already worked 40 hours when he or she is on-call, he or she will receive 1-hour of on-call pay for the 24-hour on-call shift. This 1 hour counts as hours worked for purposes of calculating overtime and is paid at the employee's overtime rate of pay.
- b. In addition, if the employee is called to come back to work and then works for 30 minutes, the employee will receive 2-hours of call-back pay that will be paid at his or her overtime rate. So, in this example, the employee will be paid 40 hours at his or her regular rate and he or she will receive an additional 2-hours of call-back pay that will be paid at the overtime rate as well as 1 hour of on-call pay at the overtime rate.
- c. If, by way of further example, an employee is called to come back to work three times during an 24-hour shift, and if the employee works less than one hour during each of the three call backs, the employee receives 1-hour of on-call pay and 6- hours of call-back pay at the overtime rate (which is a minimum of two hours for each of the three times that the employee was called back to work during the 24 hour shift.)

- d. If the employee is called back three times and works 30 minutes in the first two call backs and then 3 hours in the third call back, the employee will receive 1-hour of on-call pay and an additional 7-hours of call-back pay at the overtime rate (which is a minimum of four hours for the first two call backs and then 3 hours for time actually worked for the third call back.)
- e. Commuting time to work is not counted as hours worked if the employee is on-call and called back to work. Work time begins upon arrival to work and ends upon clocking out and leaving work.

**South Central Wyoming Emergency Medical Services
PO Box 1192 / Saratoga, WY 82331 / info@scwems.com
November 18, 2024 6PM
Official Minutes
Saratoga Ambulance Station**

The meeting started the meeting at 6:03PM on Monday, November 18, 2024. Those present were Bookkeeper Mandy Goodwin, Penny Layman, Marie Christen, Irene Archibald, Jason Nordquist was present on Google Meets, Gayle Wessel, Morgan Irene, Shana Romero, Alison Knoles, Kyle Warren and Director Stayton Mosbey.

Additions/Corrections to the Agenda – Mayor Morgan Irene made a motion to approve the agenda, Marie Christen seconded. Motion carried.

Introduction of Guests – No guests present.

Approval of meeting minutes

- Meeting minutes – October 21, 2024 meeting
 - Mayor Morgan Irene made a motion to approve the minutes from October's regular meeting. Penny Layman seconded. Motion carried.

Correspondence – No correspondence.

Financials/Bookkeepers Report

Bookkeeper Mandy Goodwin reviewed the financials and we have received \$46,114.42 from accounts receivable.

- 1) Debit card transactions in the amount of \$1,642.61;
- 2) Unapproved bills paid since last meeting in the amount of \$10,225.30;
- 3) Bills to be paid after approval in the amount of \$18,188.36;

Mayor Morgan Irene made a motion to approve the financials and pay the bills. Penny Layman seconded. Motion carried. Mandy went through the treasurer's report with the board. There were 40 runs in October. Penny Layman made a motion to approve the Treasurer's report. Gayle Wessel seconded. Motion carried.

Ambulance Director's Report

The director's report is attached. Director Stayton said there was a scheduled orientation for Tiffany but she did not show up. Application has come in from Kathleen Kerbs. Ambulance 60 is out of service for a loose antenna. Jayson Nordquist said the turbo with a ceramic bearing is known to be trash. Mayor Morgan Irene said that there is something out there with a prelubed system where warm up time won't be an issue and that may help our engines. Penny Layman made a motion that if volunteers are not compliant, that they do not get access to I-Spy. Once they volunteer, they will receive I-Spy access. Mayor Morgan Irene seconded. Motion carried. Irene stated that we need to send out a letter regarding compliance and let them know we will remove I-Spy.

Old Business

- Status of Hanna Station – Waiting for the reimbursement check for engineering fees and waiting for the survey from WLC.
- Tristan Status – He was released for light duty. He has helped with the EMT class, move vehicles for maintenance and wash ambulances.

- EMSMC Medical Billing Company – Irene stated that we will go into effect on February 1, 2025. If Wakefield declines to retrieve payments after we give notice, EMSMC said to hold onto the claims because they will bill it out for us. It would be a breach of contract if Wakefield does not bill. We will give a 60 day notice to Wakefield on December 1, 2024.

New Business

- Challenge Coins - Director Mosbey showed the board the challenge coin design. Irene stated we should talk about it next month.
- OSHA Emergency Responder Rule Updates – Director Mosbey stated that the legislature has been discussing this.

Executive Session

Mayor Morgan made a motion to enter Executive session to discuss matters involving personnel, litigation or other matters deemed confidential by law. Marie Christen seconded. Motion carried.

Penny Layman made a motion to exit executive session noting no action was taken and to approve and seal minutes from session. Mayor Morgan Irene seconded. Motion carried.

Any Further Business / Good of the order

- Mayor Morgan Irene would like for the board to discuss in the future to pay for Cobra for a certain number of months for employees and a safety net for the employees that we want to take care of.
- Mayor Morgan Irene said they received an area for the town and will be using the area as a community event. He thought if they do a blood drive, SCWEMS can be present as good public relations. Irene Archibald will get the contact to the people who run blood drives.

Adjourn

Mayor Morgan Irene made a motion to adjourn at 7:40pm, Penny Layman seconded. Motion carried.

Next meeting: December 16, 2024, 6pm, Hanna, WY

Respectfully,

Marie Christen

Secretary

12-16-24
Date


Irene Archibald
Chairperson

11/14/2024

TO: South Central Wyoming Joint Powers Board

FROM: Stayton Mosbey, Director SCWEMS

RE: Board Update – Nov 2024

Staffing

1. Carter delayed his start due to vehicle issues. Tiffany did not show up for her orientation date 11/13/24

2. Application received from Kathleen Kerbs

Vehicles

1. 60 – Hanna, serviced, OOS for a radio antenna issue. Parts ordered.

2. 266 – Turbo replaced, \$8,560.31

3. 267 – 2nd out Saratoga, serviced

4. 268 – Primary Saratoga, serviced

5. 269 – Encampment

6. 272 – Medicine Bow

7. White dodge response truck got tires replaced

Operations

1. NPVMC transfers Update Report

2. Anthrax – no new updates

3. Saline shortage: SCWEMS has >60 days of needs at this time. Saline was ordered and allocation was received. Flushes have been removed from allocation. Coordination calls continue every other week.

4. Halloween walk went well, Pelvis made his annual appearance.

Training

1. EMT classes continue, test date set for 12/14. NPVMC has agreed to let us use the clinic and lobby area for testing.

2. NPVMC Airway Topics lunch and learn, Air Methods, 11:30am 10/29, well attended.

3. Protocol updates training held 11/13/24 in Saratoga. Protocol tests being sent out based on certification level.