



# Public Notices

**REQUEST FOR PROPOSAL MUNICIPAL AUDIT SERVICES TOWN OF SARATOGA, WYOMING**  
Proposals are due by 4:00 PM, Friday, August 19, 2019

The Town of Saratoga is requesting proposals from Certified Public Accountants (CPA'S) to conduct annual municipal audits in accordance with Wyoming law on municipal audits for the Town of Saratoga, Carbon County, Wyoming. The successful firm will also be required to provide other related services including technical assistance, as requested by the Town. The successful proposer will be awarded a contract for three (3) fiscal years, beginning with the fiscal year ending June 30, 2019, with the option of two one-year extensions for a maximum period of five (5) fiscal years. Sealed Proposals must be received prior to 4:00 pm, Thursday, August 19, 2019, by Suzie Cox, Town Clerk in the Saratoga Town Hall located at 110 E. Spring Street, Saratoga, Wyoming 82331, or by mailing the same to P.O. Box 486, Saratoga, Wyoming 82331. All questions and inquiries can be directed to the Town Clerk, Suzie Cox at (307) 326-8335.

The proposals will be publicly opened at 4:00 pm, Friday, August 19, 2019 at Saratoga Town Hall located at 110 E. Spring Street, Saratoga, Wyoming 82331. The Town of Saratoga reserves the right to reject any and all proposals for any reason, or no reason at all. Suzie Cox  
Town Clerk  
P.O. Box 486  
Town of Saratoga, WY 82331

**Legal #7458**  
Published in  
**The Saratoga Sun**  
Aug., 14 and 21 2019

**MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL HELD JULY 16, 2019 AT 6:00 P.M IN THE COUNCIL CHAMBERS OF THE SARATOGA TOWN HALL**

Mayor Pro Tem Steve Wilcoxson, called the meeting to order at 6:00 p.m.

Members present were Councilman Jon Nelson, Councilwoman Judy Welton, and Councilman Bob Keel. Mayor John Zeiger was absent from the meeting.

**APPROVAL OF AGENDA:** Councilman Nelson made a motion to approve the Agenda with the addition of a report from the Carbon County Visitors Council, Councilman Keel seconded, and the motion carried.

**APPROVAL OF THE MINUTES:** Councilman Keel made a motion to approve the minutes of the July 2, 2019 meeting as presented, Councilman Nelson seconded, and the motion carried.

**APPROVAL OF THE BILLS:** Treasurer Samuel Flohr read the following bills for approval: Accounts Payable: \$94,037.19; Payroll and FICA for 7/8/2019 in the amount of \$61,578.73; and manual checks in the amount of \$20,008.07, for a total of \$175,623.99.

Councilwoman Welton made a motion to pay the bills in the amount of \$175,623.99, Councilman Keel seconded, and the motion carried.

**CORRESPONDENCE:** Nothing to report

**COUNCIL COMMENTS:** Councilman Keel requested that the council consider having the town's Corbett Medical Clinic property appraised for future reference. Councilman Keel noted that this

would be for an appraisal only, not for any change of tenant, change of services, or future negotiation at this time.

Councilman Keel made a motion to have the property at 1208 S. River Street (the Corbett Medical Clinic) appraised, Councilman Nelson seconded, and the motion carried.

Councilman Nelson reviewed his concerns with the past audit and having the oversight of a CPA to work through any monthly reconciling issues that may arise. It was suggested that the CPA could meet with the firm that had conducted the past audit to discuss any concerns he might have. Following that discussion Councilman Keel made a motion to have the auditor meet with the Mayor and Council, Councilwoman Welton seconded, the motion carried.

Councilman Wilcoxson praised everyone for the successful July 4th celebration, parade, firemen's breakfast, car show, art exhibits and street concert.

Councilman Wilcoxson noted that there is a petition at the town hall and the American Legion addressing the Sunday closures of the landfill.

The Biological Waste at the Transfer Station is being addressed and therefore that issue is not being addressed with a petition at this time.

Councilman Wilcoxson read a letter submitted by Jim Clennon referring to the comment made by Randy Raymer when addressing the complaints addressed by Councilman Wilcoxson about the landfill's Sunday closing. Mr. Clennon took offense when he was referenced as a faceless or nameless person and therefore his concerns did not count.

Councilwoman Welton thanked the volunteers along Bridge Street for volunteering to water the flowers that have been placed on the light poles for the Bridge Street Beautification project.

**ITEMS FROM THE PUBLIC:** Carol Beach from Bridge Street Bargains addressed the council requesting permission to continue with the beautification of the Odd Fellows Park at the north end of West River Street near the Firewater Restaurant. Discussion followed with Ms. Beach requesting that the council designate the park as a town park so that it will remain a park falling under the town's maintenance and responsibility. Concerns including snow removal and maintenance continued and Ms. Beach will meet with Jon Winter to address those concerns.

**REPORTS FROM DEPARTMENTS**

**Town Hall:** Mayor Pro Tem Wilcoxson read the Special Event Application submitted by Kimberly Givens. The application is for the Joe Picket Trivia Dinner/Auction fundraiser sponsored by the Saratoga Museum to be held at the "Yard" on August 3rd beginning at 5:00 pm until 9:30 p.m.

Councilman Nelson objected to approving the application due to the late submission not giving the council the required 30 days for review and approval. Discussion followed with it being noted that Ms. Givens was not aware that she was required to submit the application as noted.

Councilwoman Welton made a motion to approve the application pending all required signatures, Councilman Keel seconded. Councilman Nelson voted nay, Councilwoman Welton voted yea, Councilman Keel voted yea, Mayor Pro Tem Wilcoxson voted yea, the motion carried.

Mayor Pro Tem Wilcoxson read Resolution 2019-08, a resolution establishing uniform procedures, fees, costs and charges for inspection, copying and reproduction of public records in compliance with the 2019 Wyoming Legislative amendments to the Public Records Act. Councilman Keel made a motion to pass Resolution 2019-08, Councilwoman Welton seconded, and the motion carried.

**Fire Department:** Fire Chief Pat Vining reported the following:

One search and rescue and one helicopter rescue, and a 16 ft hard bottom boat and motor had been donated to the fire department. Tickets for the gun raffle are now available.

A Dispatch meeting was held in Rawlins to review a centralized dispatch center, discussion included: Will not save the agencies money, and will probably cost more in training

Rawlins will provide training free of charge if Saratoga wants to participate Rawlins agencies will work toward a central dispatch Sweetwater county went from 4 agencies to a central dispatch

**Police Department:** Chief Lehr was called out before reporting

**Recreation Department/Commission Report:** Director Lisa Burton reported the following:

The Board meet on July 8th and held election of officers and discussed event planning and activities

Director Burton and Councilman Wilcoxson discussed contacting the Wood family to ask if they would be willing to sell the baseball field property to the town.

Mayor Pro Tem Wilcoxson added that they would like consideration of reclaiming both old baseball fields above the library, believing that Reg Forster will assist with the irrigation system and Debbie and Randy Arnold providing seeding and fertilizing one of the baseball fields

Discussion followed about the reclaiming of the ball fields and eradicating the prairie dogs. No action was taken.

**Saratoga Airport:** Councilman Nelson reported that two letters of interest were reviewed for the remaining position on the board. The letters of interest will be readdressed by the Board at the August meeting. Any additional letters of interest should be received by August 9th so that they can be addressed at the August 14th meeting.

**Additional discussions:** Airport fencing to prevent animal access to the airport

Monthly airplane traffic stats

Snow removal equipment bids – neither vendor could meet the FAA requirements for "buy American", the specs will be reviewed to determine how to proceed

Terminal Demolition project will begin after August 1st with a pre bid meeting, and the project will start after the Conquistadors in September

Have discussed quarterly meetings – meetings may be determined by project needs

**Department of Public Works:** DPW Director Jon Winter requested permission to purchase 4-150lb bottles of Chlorine for Lagoon treatment at a cost of \$329 per bottle and delivery charges of \$45 for a total of \$1,617.00.

Councilman Nelson made a motion to allow the purchase

4-150lb bottles of Chlorine for Lagoon treatment at a cost of \$1,617.00, Councilman Keel seconded, and the motion carried unanimously.

DPW Director Jon Winter reported that the hot pool will be cleaned on Thursday.

Councilman Nelson requested Mr. Winter prepare the RFP for the project to install water to the lake.

**REPORTS FROM BOARDS AND COMMISSIONS**

**Carbon County Visitors Council Update:** Danny Burau, Saratoga's Representative to the CCVC Board addressed the council to answer questions about the letter received earlier that indicated there would be changes to the municipalities funding model set by the CCVC. The goals of the CCVC is to use the money to advertise throughout the seasons to promote events and guarantee the funds are being spent in carbon County.

**Community Center Joint Powers Board:** Councilwoman Welton reported the following:

The Board held their election of officers

Approved the Foundation

Board members and officers

Discussed upcoming concerts and events

The next meeting will be on August 12th at 4:30 p.m.

**Water and Sewer Joint Powers Board:** Councilman Nelson reported that the board discussed the following

Water rate structure

Checking the meter sizes to eliminate any discrepancies

Reevaluate Municipal Code 13-40-020 (new)

Connection Fees

Building permit issued for an accessory building that allowed connecting water/sewer into an existing service

Would like the current zoning officer for documentation noting those nonconformities

The next meeting will be on August 14th at 6:00 p.m.

**Landfill Board:** Mayor Pro Tem Wilcoxson reported that the Landfill Board addressed questions regarding the one-year contract in preparation of transferring billing to a central billing agency, hazards at the transfer station, and the Sunday closings.

The next Landfill Board meeting will be held at 7:00 p.m. on August 7th in Saratoga.

**Medical:** Mark Pesognelli reported that there was a mock disaster practical exercise conducted at the nursing home on Friday, July 12th.

George Haigh noted that there will be a question and answer sustainability group meeting on Wednesday July 17th. However, the results from the feasibility study will not be available at this time. BKD will be at the August meeting to share the results of the study

**Planning Commission:** Councilman Keel reported that the Planning Commission is recommending that the Council approve a Zoning Amendment for Seth Johnson, Slow and Steady Law Firm, for the property at 1st and Hickory. The parcel is four lots, two are in Highway Business and two are in RD 6000, Residential Zoning. Mr. Johnson would like to make all four lots Highway business in order to demolish the buildings that are

there and build a law office and an additional office space building.

Councilman Keel made a motion to recommend the Council approve the zoning amendment submitted by Seth Johnson to change the zoning for the two lots west of Mom's Kitchen to Highway Business, Councilman Nelson seconded, the motion carried.

The Zoning Officer position was discussed with the Planning Commission suggesting that the position be made a fulltime position with a part-time building inspection position being shared with the county. No action taken.

The next Planning Commission meeting will be held at 5:30 p.m. on Tuesday, August 13, 2019.

**SCWEMS Board:** No report

**NEW BUSINESS:** nothing

**Adjournment:** There being no additional business to come before the meeting Councilman Keel made a motion to adjourn at 7:54 p.m., Mayor Pro Tem Wilcoxson seconded, and the motion carried.

The next regular meeting of the Saratoga Town Council will be held on August 6, 2019 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Steve Wilcoxson, Mayor Pro Tem  
Suzie Cox, Clerk

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August 14, 2019

Town of Saratoga Manual Checks	
Garnishment	267.05
Child Support Services	134.77
Total	401.82
Payroll for 8/6/2019	43,376.41
FICA for above payroll	10,273.65
Accounts Payable	100,847.02
Manual Checks	401.82
Total	154,898.90

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August 14, 2019

**Thanks for reading the Saratoga Sun!**

**Town of Saratoga Cash Requirements**

Carbon Power & Light	16,689.96
Casper Star Tribune	450.08
Custom Builders	560.50
Dana Kepner Co.	3,722.06
Hach Company	395.56
Black Hills Energy	128.47
Lane's Plumbing & Heating	124.65
MPM Corp	955.00
Saratoga Sun, Inc	3,735.75
Saratoga CCJPB	12,000.00
Thatcher Co.	769.42
Union Telephone Co.	2,707.71
Upper Platte River Solid Waste	44,867.80
CenturyLINK	154.56
Pitney Bowes	39.98
Pine Cove Consulting LLC	1,170.20
Pine Cove Consulting LLC	225.00
American Red Cross	60.00
Capital Business Systems	1,044.93
Clarke Mosquito Control	1,831.19
Airtime Aerial	4,580.87
De Lage Landen Public Fin.	1,305.91
3 P's Platte Valley Porta Pots	1,495.00
.Capital Business Systems	149.00
Rocky Mountain Air Solution	1,683.42
Grand Total	100,847.02

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**Public Notice**

Pursuant to Wyoming Statute 15-1-110 (b) (i) within sixty (60) days after the end of each fiscal year, the name and position and the gross monthly salary of each full-time employee and each elected official All salaries listed are gross monthly salaries excluding overtime and any fringe benefits such as health insurance costs, life insurance benefits and pension plans. All salaries or wages listed do not include any overtime the employees may earn which would be paid by the town.

**John Zeiger**  
Mayor  
\$400.00

**Robert Keel**  
Councilman  
\$50.00/meeting

**Jonathan Nelson**  
Councilman  
\$50.00/meeting

**Judy Welton**  
Councilwoman  
\$50.00/meeting

**Steve Wilcoxson**  
Councilman  
\$50.00/meeting

**Dan Massey**  
Municipal Judge  
\$800.00

**Suzie Cox**  
Clerk  
\$3891.33

**Samuel Flohr**  
Treasurer  
\$2946.67

**Brenda Mistelske**  
Assn't Clerk/Treasurer  
\$2816.67

**Jon Winter**  
Director of Public Works  
\$5921.07

**Kenneth Lehr**  
Police Chief  
\$4680.00

**Tyler Christen**  
Sergeant  
\$3900.00

**Robert Bifano**  
Patrol  
\$4160.00

**Kyle Murphy**  
Patrol  
\$3683.33

**Kathy Wachsmuth**  
Communication Supervisor  
\$3388.67

**Jennifer German**  
Dispatch  
\$3048.93

**Kandice Starr**  
Dispatch  
\$3048.93

**Virginia Parker**  
Dispatch  
\$2860.00

**Alyx Munson**  
Dispatch  
\$2426.67

**John Lasco**  
Street Foreman  
\$4246.67

**Mitch Zeiger**  
Operator  
\$2990.00

**Lyle Cook**  
Operator  
\$2860.00

**David Gonzales**  
Operator  
\$2513.33

**Chuck McVey**  
Water/Sewer Foreman  
\$3900.00

**Brandan Mistelske**  
Water/Sewer Operator  
\$3192.80

**Anthony Gonzales**  
Water/Sewer Operator  
\$2513.33

Suzie Cox  
Clerk  
Town of Saratoga

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