



**CARBON COUNTY SCHOOL DISTRICT No. 2 AND WYOMING SCHOOL FACILITIES DEPARTMENT
NOTICE TO OWNER'S REPRESENTATIVE CONSULTANTS
REQUEST FOR PROPOSALS**

Notice is hereby given that the Carbon County School District No.2, 315 North 1st, Saratoga, Wyoming, 82331 and the Wyoming School Facilities Department has issued a Request for Proposals ("RFP") from firms/individuals for Owner's Representative services in connection with Hanna Elementary School ("the Project").

The Project will be constructed utilizing the DESIGN-BID-BUILD delivery model. The total Estimated Construction Cost for the Project is \$ 5,434,159 (plus an Estimated Demolition Cost of \$565,452). The scope of project will be available with the RFP

materials discussed below.

The RFP materials, the contract documents, and other important information will be available for download by visiting the SFD website:

http://www.wyoming.gov/loc/03302010_1/Pages/default.aspx

Steps

- Step One – Click on the "Projects" link and choose "Upcoming Projects" from the drop-down menu
- Step Two – Under Hanna Elementary School, select "Click Here to Learn More"
- Step Three – Click on the link under "Download Procurement Documents"
- Step Four – Click on Hanna Elementary School under the Professional / Technical Services tab on the left side of the page.
- Step Five – Click on "Download

Project PDF" and enter information.

All submitted RFP'S shall be sealed and must be received at the Carbon County School District No.2 Administrative Offices located at 315 North 1st, Saratoga, Wyoming, 82331 at 2:00 o'clock p.m. on June, 24, 2013. RFP'S may be delivered in person, via United States Mail or parcel service; letters of interest will not be received by facsimile transmission, e-mail, or any other electronic or telephonic means. Only RFP'S that have been received by the Carbon County School District No. 2 Administrative Offices, at the address, time and date listed above, will be considered.

Carbon County School District No. 2 reserves the right to reject any and all RFP'S received that are not deemed to be in the best interests of the school district. The School District further re-

serves the right to cancel or amend the RFP materials and Contract Documents at any time and will notify all persons requesting proposal documents accordingly.

**Legal #6137
Published in the Saratoga Sun
June 12 and 19, 2013**

NOTICE OF ACCEPTANCE AND FINAL PAYMENT FOR 2013 TRENCH EXCAVATION SARATOGA, WYOMING

Notice is hereby given that the Upper Platte River Solid Waste Disposal District has accepted as substantially complete according to plans, specifications, and rules governing the same, the works performed under that certain contract dated April 16, 2013, between the Upper Platte River Solid Waste Disposal District, the Owner, and A&D OILFIELD DOZERS, INC., the

Contractor, for the SARATOGA LANDFILL – UPRSWDD 2013 TRENCH EXCAVATION and the Contractor is entitled to final payment therefore; Owner will cause said Contractor to be paid the full amount due him under said contract on July 23, 2013. All persons having claims for labor and material furnished the Contractor shall present them to the Upper Platte River Solid Waste Disposal District prior to the date specified for final payment.

UPPER PLATTE RIVER SOLID WASTE DISPOSAL DISTRICT
PO Box 6
Saratoga, WY 82331

Randy Raymer, UPRSWDD

**Legal #6136
Published in the Saratoga Sun
June 12, 19 and 26, 2013**

NOTICE OF HEARING - CARBON COUNTY SCHOOL DISTRICT NO. 2 BUDGET

Notice is hereby given that a public hearing on the proposed budget amendment for Carbon County School District No. 2 for the fiscal year ending June 30, 2013, which is now being considered by the Board of Trustees of School District No. 2, will be held at the Central Administration Office, 315 North 1st Street, Saratoga, Wyoming on the 17th day of June, 2013, immediately following the regular Board meeting, at which time any and all persons interested may appear and be heard regarding such budget.

Attest: /s/ Greg Bartlett, Chairman of Board of Trustees /s/ Janice Peterson, Clerk of School District Date: June 10th, 2013

SUMMARY OF BUDGET

Funds	1 Cash Available for Budget July 1st	2 Estimated Revenues for Budget	3 Estimated Cash Plus Revenues	4 Appropriations
General	\$3,178,391.03	\$14,691,608.97	\$17,870,000.00	\$17,870,000.00
Food Service	\$77,325.17	\$580,000.00	\$657,325.17	\$657,325.17

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MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL HELD MAY 21, 2013, AT 6:00 P.M. IN THE COUNCIL CHAMBERS OF THE SARATOGA TOWN HALL

Mayor John Zeiger called the meeting to order.

The Pledge of Allegiance was recited. Members present were Councilman Mike McWain, Councilman Steve Wilcoxson, Councilwoman Susan Howe and Councilwoman Judy Welton.

Mayor Zeiger apologized for having missed the last three meetings due to medical issues and emergency management obligations.

APPROVAL OF AGENDA: Councilwoman Welton made a motion to approve the agenda as presented. Councilwoman Howe seconded and the motion carried unanimously.

APPROVAL OF THE MINUTES: Councilman Wilcoxson made a motion to approve the minutes of the May 7, 2013 meeting as presented. Councilman McWain seconded and the motion carried unanimously.

APPROVAL OF THE BILLS: Councilwoman Welton read the following bills for approval: Accounts Payable: \$52,620.34; Payroll and FICA for 5/20/2013 in the amount of \$62,987.66; and manual checks in the amount of \$231.23, for a total of \$115,839.23.

Councilwoman Welton made a motion to pay the bills in the amount of \$115,839.23. Councilwoman Howe seconded and the motion carried unanimously.

CORRESPONDENCE: Mayor Zeiger noted that two letters of interest had been received for the vacancies on the Water and Sewer Joint Powers Board. The letters were submitted by Glee Johnson and Will Faust. Mayor Zeiger noted that the JPB will take the names under consideration and give their recommendation to the Mayor and Council after their June meeting.

COUNCIL COMMENTS: Mayor Pro Tem Welton updated the council on the Wheels for Wishes/ Beautify Saratoga Project scheduled for the week of May 26th through June 2nd with a community picnic being planned for June 1st in the downtown parking lot.

Councilman Wilcoxson, on behalf of the American Legion, explained that the Legion members would like to paint the building white with blue trim and a red door. Legion members will begin power washing the building in the next two weeks and will then begin painting the building hoping to have it completed by the second week in June.

Tammy Taylor of Second Impressions will be painting her building as soon as they finish power washing the exterior. The building will be painted gray with red trim.

The town will be painting the municipal pool building to match the new bath house at the hot pool. The street crew completed removing the shrubs and cleaning up the area around the municipal pool building.

Mr. Olson owner of Build-rite will be painting the Build-rite building.

Joe Elder reported that Kara Choquette called and explained that Power Company of Wyoming would like to make a donation to the town to be used where ever it will be most useful.

Councilwoman Welton explained that the landfill will be closed on Monday for Memorial Day and Thursday will be their regular day to close. The town will assist those individuals that are physically unable to haul their own items to the landfill. However, the items will need to be either at the curb or in the alley because they are unable to go on private property to pick up the items. Additionally, the landfill will not take refrigerators or freezers but those items can be taken to Shively Hardware and for a small fee they will take the items and remove the anti-freeze.

Councilwoman Welton noted that the picnic will be held in the downtown parking lot on Saturday from 12:00 noon until 2:00 p.m. and the town is seeking donations of salads and desserts.

REPORTS FROM DEPARTMENTS:

Town Hall: Mayor Zeiger read Ordinance 816, an Ordinance Amending Ordinance No 811 Authorizing the Budget Officer to amend the 2012/2013 fiscal year budget, on First Reading.

Councilwoman Welton made a motion to approve Ordinance 816 on first reading, seconded by Councilman Wilcoxson. Discussion: Clerk Cox explained that the Specific Purpose Tax Fund needed to be amended reflect the corrected budget entry for FY 2012/2013 that had been entered incorrectly by approximately \$25,000.00; The Hobo Pool Fund had over budget expenditures in the amount of approximately \$22,000.00; and the Community Center Fund amendment was to reflect the corrected budget entry for 2012/213 by \$150,000.00 that had been entered incorrectly. The motion passed unanimously.

Mayor Zeiger read Ordinance 817 – An Ordinance to provide the income necessary to finance the 2013/2014 fiscal year budget for the Town of Saratoga.

Councilwoman Welton made a motion to approve Ordinance 817 on first reading, seconded by Councilman Wilcoxson. The motion passed unanimously.

Mayor Zeiger and Councilman Wilcoxson took turns reading RESOLUTION 2013-03 authorizing and renewing the Carbon County Special Purpose Tax, a renewal of the lease and agreement made between the participating Carbon County municipalities in the 2009 approval of the specific purpose tax. The Specific Purpose Tax was approved by the voters of Saratoga to fund the water projects for the Town of Saratoga.

Councilman Wilcoxson made a motion to approve Resolution 2013-03 on first reading with permission for the Mayor to sign, seconded by Councilwoman Howe. The motion passed unanimously.

Clerk Suzie Cox reported that a Public Hearing would be held on May 30th at 5:00 p.m. to review the Request for Assignment of

Cable Franchise Agreement from James Cable, LLC to BCI James Cable, LLC a wholly owner subsidiary of BCI Broadband, LLC.

Clerk Suzie Cox reported that she, Chuck Bartlett and Joe Elder had met with Ray Gallegos of HUB International Mountain Services LTD, a property and casualty Insurance provider. After reviewing the coverage that was offered and prior costs incurred with WARM the current provider as well as the fact that the carrier will be a Wyoming based company she would propose that the Council approve changing the town's property and casualty to HUB.

Councilwoman Welton made a motion to approve changing to HUB International Mountain Services LTD as the town property and casualty provider, seconded by Councilman Wilcoxson. The motion passed unanimously.

Fire Department: No report

Police Department: No report

Recreation Department: Recreation Director Lisa Burton requested permission to hire the following summer employees: Director Burton requested permission to hire the following:

Returning Pool Staff
Ransom Gates (4th yr) \$11.00 per hour as Pool Manager
Sarah Lincoln (2nd yr) \$10.00 per hour Assistant Pool Manager
Taylor Smith (3rd yr) \$9.50/hr
Ben Gates (3rd yr) \$9.50/hr
Kennadie Love (2nd yr) \$9.00/hr
Ben Falk (2nd yr) \$9.00/hr
Nikki Pacheco (1st yr) \$8.50/hr
Aubree Neville (1st yr) \$8.50/hr

Councilman McWain made a motion to hire Ransom Gates as Pool Manager at \$11.00 per hour, seconded by Councilwoman Welton. The motion passed unanimously.

Councilwoman Welton made a motion to hire Sarah Lincoln as Assistant Pool Manager at \$10.00 per hour, seconded by Councilwoman Howe. The motion passed.

Councilwoman Welton made a motion to hire Taylor Smith at \$9.50 per hour, seconded by Councilman Wilcoxson. The motion passed unanimously.

Councilman McWain made a motion to hire Ben Gates at \$9.50 per hour, seconded by Councilman Wilcoxson. The motion passed unanimously.

Councilman McWain made a motion to hire Kennadie Love at \$9.00 per hour, seconded by Councilman Wilcoxson. The motion passed unanimously.

Councilwoman Welton made a motion to hire Ben Falk at \$9.00 per hour, seconded by Councilman McWain. The motion passed unanimously.

Councilwoman Howe made a motion to hire Nikki Pacheco at \$8.50 per hour, seconded by Councilman Wilcoxson. The motion passed unanimously.

Councilwoman Welton made a motion to hire Aubree Neville at \$8.50 per hour, seconded by Councilman Wilcoxson. The motion passed unanimously.

Ms. Burton was directed to use

these individuals for other recreational activities as needed.

Mayor Zeiger read a Proclamation for Arbor Day.

Councilman Wilcoxson made a motion to support the Arbor Day Proclamation, seconded by Councilman McWain, the motion carried unanimously. Recreation Director Lisa Burton reported that on May 30th they will be landscaping around the pool and planting trees around the community garden. Assisting will be the Conservation District and the Forest Service.

Ms. Burton reported that there are forty-two children had signed up for baseball both minor and majors.

Department of Public Works

Street Department: Mayor Zeiger read a report submitted by Public Works Supervisor Chuck Bartlett. In that report Mr. Bartlett requested the following:

Public Works Supervisor Chuck Bartlett requested permission to hire Ryan Schutte as a weed technician and maintenance helper at the rate of \$10.00 per hour.

Councilwoman Welton made a motion to allow Chuck Bartlett to hire Ryan Schutte at the rate of \$10.00 per hour, seconded by Councilman Wilcoxson. Councilman McWain declared a conflict and abstained. The motion carried unanimously.

Chuck Bartlett requested permission to hire David Gonzales as a weed technician and maintenance helper at the rate of \$11.00 per hour.

Councilwoman Welton made a motion to allow Chuck Bartlett to hire David Gonzales at the rate of \$11.00 per hour, seconded by Councilman Wilcoxson. The motion carried unanimously.

Mr. Bartlett reported that the street crew began working on the sprinkler system at Kathy Glode Park, Triangle Park, Community Center, Saratoga Lake campground and Woods Field and installed a cable for the river study and removed the old shrubs in front of the swimming pool building.

Public Works Supervisor Chuck Bartlett requested permission to purchase a pick-up from River Street Motors at a cost of \$2500.00 to be used for mosquito fogging.

Councilman Wilcoxson made a motion to allow Chuck Bartlett to purchase pick-up from River Street Motors at a cost of \$2500.00, seconded by Councilwoman Welton. The motion carried unanimously.

Zeiger reported that the mosquito foggers had been taken to Casper to be calibrated and were told that one of them was not operating properly and was old enough that it may not be repairable. If the fogger cannot be properly repaired Chuck Bartlett was requesting permission to purchase a fogger at a cost of approximately \$6,500 dollars.

Councilman Wilcoxson made a motion to allow Chuck Bartlett

to purchase a fogger at a cost of approximately \$6,500 dollars if the town's fogger cannot be repaired, seconded by Councilman McWain. The motion carried unanimously.

Water & Sewer: The water crew worked on meter pit leaks (4 leaks) started repairing a leak at the Saratoga Inn south of the steel bridge, and worked on cleaning sewers.

Weed and Pest: The Emergency Insect Management Grant application from the Department of AG has been approved in the amount of \$35,890.00 and will need permission for the Mayor to sign.

Councilwoman Welton made a motion to allow Chuck Bartlett allow the Mayor to sign the Emergency Insect Management Grant application from the Department of in the amount of \$35,890.00, seconded by Councilman Wilcoxson. The motion carried unanimously.

Mr. Bartlett requested authorization for the Mayor to sign the contract with Stantech for the River Study.

Councilman Wilcoxson made a motion to allow the Mayor to sign contract with Stantech for the River Study, seconded by Councilwoman Welton. The motion carried unanimously.

Hot Pool: No report

REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: Councilman Wilcoxson discussed issues that have been raised regarding the airport board authority and requested that the council consider amending the ordinance that gives the airport board authority over the airport rather than the council. Discussion followed.

Councilman Wilcoxson made a motion to direct Tom Thompson to draft an amendment to Ordinance 14.08.020 addressing the airport authority, seconded by Councilman McWain. The motion carried unanimously.

Community Center Joint Powers Board: Community Center Director Stephanie Vines reported on upcoming events and activities at the community center scheduled May thru July.

Ms. Vines added that the new gym mats should be installed in the near future and the projection system that was purchased from funds raised during last year's annual fundraiser will be installed which will allow the use of either large or small screens.

The next meeting will be held Monday, May 20, 2013 at 4:30 p.m.

Water and Sewer Joint Powers Board: Mayor Zeiger again noted that two letters of interest have been sent to the JPB for their review and recommendation to the council for action on June 18, 2013.

Chuck Bartlett reported that the next meeting will be June 12, 2013 at 6:00 p.m.

Landfill Board: The next meeting will be June 5, 2013 at 7:00 p.m.

Medical Board: Councilwoman

Welton reported that the medical board will hold a lunch meeting on May 30th.

Planning Commission: Mayor Zeiger read a resignation letter submitted by Bev Hempel requesting that she not be re-appointed to the planning commission.

Mayor Zeiger read a letter from Bob Thrasher resigning his two year seat on the Planning Commission and requesting that he be appointed to the five year position vacated by Bev Hempel.

Councilman Wilcoxson made a motion to accept the resignation of Bob Thrasher for the one and one-half year term, seconded by Councilwoman Welton. The motion passed unanimously.

Mayor Zeiger requested council approval of his appointment of Bob Thrasher to a five year position on the Planning Commission.

Councilman Wilcoxson made a motion to accept the appointment of Bob Thrasher to a five year term on the Planning Commission, seconded by Councilwoman Welton. Roll call vote taken with Councilman Mike McWain voting yes, Councilman Steve Wilcoxson voting yes, Councilwoman Susan Howe voting yes, Councilwoman Judy Welton yes and Mayor Zeiger voting yes, the motion passed unanimously.

Mayor Zeiger noted that when Mr. Thrasher was appointed to the one and one-half year term and that position should have technically gone to someone living in the one mile buffer zone. Even though Chris Shannon lives in Saratoga, he does have a house in the one mile buffer zone and that appointment is more appropriate.

Councilman Wilcoxson made a motion to approve the appointment of Chris Shannon to the Planning Commission for a one and one-half year term, seconded by Councilman McWain. The motion carried unanimously.

Councilman Wilcoxson addressed the council noting his disappointment that the Planning Commission has not taken the ordinances addressing home occupations more seriously. This discussion started back in December and at the April meeting he had asked the commission members to bring ideas and concerns to the next meeting and not one idea was presented at the May meeting. These ideas were to then be taken to the council for their consideration. Councilman Wilcoxson stated that if the Planning Commission does not take their responsibility seriously then the responsibility will fall on the council and they should take over these decisions.

Councilwoman Welton asked if the Planning Commission has a priority list and Councilman Wilcoxson noted that they had started make a priority list and home occupations was on that list. Presently anyone can have a home business and unless there is a complaint, these things are not acted upon.

Councilman Wilcoxson would like to see the commission and the council address transitional zoning and retail business zoning as it relates to non-conforming uses. Councilman Wilcoxson explained in more detail the issues concerning transitional zoning.

Greg Cooksey commented on some of the issues that Councilman Wilcoxson was addressing.

Councilman Wilcoxson will be encouraging the members of the Planning Commission to start taking care of these issues or he will be appealing to the council to move forward with addressing these issues.

The next meeting of the planning commission will be Tuesday, June 11, 2013 at 5:30 p.m.

Recreation Commission: The next meeting of the recreation commission will be Monday, June 10, 2013 at 5:00 p.m.

Community Garden Board: Jan Heinle reported that all of the bed sites have been rented and are being planted.

Additionally, Ms. Heinle noted that the mill had donated wood chips to line the walkways and a unit of uncut lumber to use in the greenhouse.

The next meeting of the Saratoga Community Garden Board will be Monday, June 17, 2013 at 6:30 p.m. at the Town Hall.

South Central Emergency Services Board: No report

Business: Councilwoman Welton asked everyone to take a minute to remember and pray for those that have suffered through the devastation in Oklahoma.

Clerk Suzie Cox reported that at the prior council meeting an event application had been received from the Saratoga Museum for the Daran Little's Summer Opener and included insurance information but no date had been indicated. Clerk Cox apologized for not reading an email from the museum more closely because the email did mention the date for the event and asked that the council approve the application.

Councilwoman Welton made a motion to approve the Special Event Application submitted by the Saratoga Museum for the Daran Little's Summer Opener, seconded by Councilwoman Howe. The motion carried.

Items from the Public: David Worthington addressed the council thanking them on their plans to move forward with the ordinance concerning the airport authority.

He then drew attention to the flag in the council chambers because it is still displayed with an eagle above the state flag.

Mayor Zeiger then provided a picture (additional copies had been displayed attached to the wall in the council room) depicting

Governor Mead with state FFA students and the flags displayed behind the governor, American flag and one state flag, both with eagles at the top of the staff. Mayor Zeiger stated that if it was good enough for the governor, it is good enough for us.

Mayor Zeiger then indicated that he had further researched the proper protocol for displaying the American flag and state flags. The information that he shared stated that there is no set standard for civilians displaying the flags.

Adjournment: Being no further business, to come before the meeting, Councilwoman Welton made a motion to adjourn, seconded by Councilwoman Howe. The meeting was adjourned.

The next regular meeting of the Saratoga Town Council will be held on June 4, 2013 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Mayor John Zeiger
ATTEST: Suzie Cox, Clerk

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Town of Saratoga Cash Requirements Report June 4, 2013	
American Express Load	\$542.42
Don's Enterprises	2,582.50
Franklin McVey	500.00
Franklin McVey	500.00
Galls, LLC	3109.26
Hilltop Lube & Automotive	588.45
Source Gas	1,196.84
MPM Corp	910.00
Natl Assc of Chiefs of Police	60.00
Pete Lien & Sons	205.83
Pete Lien & Sons	166.74
Platte Valley Community Center	2,728.67
Postmaster	38.00
Ryan Electronics	398.00
Saratoga Auto Parts	1,043.81
Saratoga Construction	439.50

Saratoga Sun	2,638.88
Union Telephone	303.02
Union Telephone	1,522.32
Upper Platte Valley Solid Waste	286.00
Upper Platte Valley Solid Waste	5,000.00
Upper Platte Valley Solid Waste	1,8287.90
Van's Wholesale	323.78
Vaughn Concrete Products	3,260.00
Waterworks Industries	197.00
Waterworks Industries	75.85
WY Assoc of Sheriffs & Chiefs	50.00
WY Law Enforcement Academy	185.00
Wyoming Health Fairs	390.00
Wyoming Machinery Company	19.79
D'Ron Campbell	141.90
Valerie Larscheid	57.60
Susan R. Marich	50.90
Caterpillar Financial Services	1,563.09
Nastasha N. Smith	176.00
Colby Butler	48.00
Candy Mountain	30.00
Ally Financial	1,645.74
SMHS FCCLA	85.00
Varda	2018.92
Grand Total	\$53,385.74

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Town of Saratoga Manual Checks and Liabilities June 4, 2013	
Child Support Services	96.46
Child Support Services	134.77
Total	231.23
Payroll for 6/4/2013	50,017.50
FICA for above payroll	12,080.57
Total	\$62,098.07
Accounts Payable	\$53,385.74
Manual Checks	231.23
Total	\$53,616.97
Grand Total	\$115,715.04

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