

MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL HELD JUNE 4, 2013, AT 6:00 P.M. IN THE COUNCIL CHAMBERS OF THE SARATOGA TOWN HALL

Mayor Pro Tem Judy Welton called the meeting to order.

The Pledge of Allegiance was recited. Members present were Councilman Steve Wilcoxson and Councilwoman Susan Howe. Councilman Mike McWain and Mayor John Zeiger were absent from the meeting.

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

APPROVAL OF THE MINUTES: Councilman Wilcoxson made a motion to approve the minutes of the May 21, 2013 meeting as presented. Councilwoman Howe seconded and the motion carried unanimously.

APPROVAL OF THE BILLS: Mayor Pro Tem Welton read the following bills for approval: Accounts Payable: \$53,385.74; Payroll and FICA for 6/3/2013 in the amount of \$62,098.07; and manual checks in the amount of \$231.23, for a total of \$115,715.04.

Councilwoman Howe made a motion to pay the bills in the amount of \$115,715.04. Councilman Wilcoxson seconded and the motion carried unanimously.

CORRESPONDENCE: None to report

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

Mayor Pro Tem Welton added that four cars had been picked up; there were five calls for home pickup assistance and four painting projects to be completed in the near future. Additionally, the Valley Service Organization cleaned up the highway from the forest service building to the highway department shop; Judy Welton and Peggy Lorenzen picked up trash and cleaned around the Country Club Heights area.

Mayor Pro Tem Welton indicated that the town would like to make this an annual event and encouraged everyone to continue to make an effort to beautify Saratoga.

Mayor Pro Tem Welton gave a heartfelt Thank You on behalf of the Town of Saratoga to Tom, Mary Jo and Brian Rodeno for their wonder help and contribution for this event.

REPORTS FROM DEPARTMENTS:

Town Hall: Mayor Pro Tem Welton read Ordinance 816, an Ordinance Amending Ordinance No. 811 and authorizing the budget officer to amend the 2012/2013 fiscal year budget, on Second Reading.

Councilman Wilcoxson made a motion to approve Ordinance No.

816 on second reading, seconded by Councilwoman Howe. The motion passed unanimously.

Mayor Pro Tem read Ordinance No. 817 – An Ordinance to provide the income necessary to finance the 2013/2014 fiscal year budget for the Town of Saratoga on Second Reading.

Councilman Wilcoxson made a motion to approve Ordinance No. 817 on second reading, seconded by Councilwoman Howe.

Glee Johnson questioned the Bridge Street Fund to which Chuck Bartlett explained that in 1996 the Bridge Street Project was completed. The project was paid for with capital facilities tax money and an enterprise fund was set up with the remaining funds for repair and maintenance of Bridge Street. The money can only be used for Bridge Street and is used for repair and maintenance of the lighting and the sidewalk heating system.

The question was called and the motion passed unanimously.

Clerk Suzie Cox reported that the audit has been scheduled for July 29th thru August 1st.

Fire Department: Fire Chief Randy Sikes reported that the fire department responded to one motor vehicle accident.

Police Department: Assistant Police Chief Tom Knickerbocker requested permission to advertise for a police officer to fill the position vacated by the resignation of Clay Doolittle.

Councilman Wilcoxson made a motion to allow the police department to advertise for a police officer, seconded by Councilwoman Howe. The motion passed unanimously.

Recreation Department: no report

Department of Public Works

Street Department: DPW Supervisor Chuck Bartlett requested permission to hire Colton Woolfolk as a weed technician and maintenance helper at the rate of \$9.50 per hour.

Councilman Wilcoxson made a motion to allow Mr. Bartlett to hire Colton Woolfolk at the rate of \$9.50 per hour, seconded by Councilwoman Howe. The motion passed unanimously.

DPW Supervisor Chuck Bartlett requested permission to hire Ray Talmage as a maintenance helper for both the water department and the street department wherever necessary at the rate of \$11.00 per hour.

Councilman Wilcoxson made a motion to allow Mr. Bartlett to hire Ray Talmage at the rate of \$11.00 per hour, seconded by Councilwoman Howe. The motion passed unanimously.

Mr. Bartlett reported that the crews have been working on the alley, working on the parks and helping on leaks.

Public Works Supervisor Chuck Bartlett thanked the Middle school kids for picking up trash on the east side of town to the stone gates.

Water & Sewer: DPW Supervisor Chuck Bartlett reported that the crew has been working on water leaks and pouring inverts in the manhole that were set a month ago.

Weed and Pest: DPW Supervisor Chuck Bartlett reported that one bid had been received for the mosquito spraying this year and asked for council approval to award the project to Circle S Aviation, LLC with a cost the same as last year. Mr. Bartlett added that the contract will require the Mayor's signature.

Councilwoman Welton made a motion to allow Chuck Bartlett to contact Circle S Aviation, LLC for mosquito spraying and to give the Mayor permission to sign the contract, seconded by Councilman Wilcoxson. The motion carried unanimously.

Hot Pool: No report

REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: The next meeting will be held Wednesday June 12, 2013 at 1:00 p.m.

Community Center Joint Powers Board: The next meeting will be held Monday, May 20, 2013 at 4:30 p.m.

Water and Sewer Joint Powers Board: 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:

Planning Commission: 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: 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: Mayor Pro Tem Welton reviewed an event application for the Lions Club annual Junior Golf lunch to be held at Veteran's Island on June 25, 2013.

Councilman Wilcoxson made a motion approve the event application submitted by the Lion's Club for the annual Junior Golf lunch to be held at Veteran's Island on June 25th, seconded by Councilwoman Howe. The motion passed unanimously.

Mayor Pro Tem Welton reviewed an event permit submitted by the Recreation Department for the July 4th Craft/Street Fair to be held on Bridge Street between River Street and Highway 130/230. Additionally, a Street Closure Permit had been submitted and approved.

Councilwoman Howe made a motion approve the event application submitted by the Recreation Department for the July 4th Craft/Street Fair to be held on Bridge Street,

seconded by Councilman Wilcoxson. The motion passed unanimously.

Items from the Public: Richard Hodges requested that the council consider signage for the protection of wildlife within the town limits of Saratoga. Discussion followed and the council agreed to consider some type of signage to protect wildlife crossing town streets.

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

The next regular meeting of the Saratoga Town Council will be held on July 2, 2013 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Mayor Pro Tem, Judy Welton
ATTEST: Suzie Cox, Clerk

**Legal #6140
Published in the Saratoga Sun
June 26, 2013**

**Cash requirements
Town of Saratoga
June 17, 2013**

Shively Hardware	247.81
Carbon County Sheriff's Office	240.00
Caselle Inc.	565.00
Chemsearch	214.30
CNA Surety	250.00
Forester Landscaping	184.00
Galls, LLC	1,162.80
In the Swim-Cortz Inc.	598.99
J H Kaspar Oil Co.	4,061.52
Macpherson, Kelly & Thompson	2,935.88
Neve's Uniforms, Inc.	5,889.45
Notary Law Institute	19.00
One Call of Wyoming	27.75
Perue Printing	8.95
Pete Lien & Son, Inc.	423.72
Pitney Bowes	361.05
Postmaster	28.00
Prairie Dog Electric, Llc	110.80
River Street Motors Inc.	2,500.00
Sage Civil Engineering	4,357.95
Saratoga CC JPB	150.00
Saratoga Do It Best Lumber	236.51
Saratoga Sun, Inc.	23.25
Shively Hardware	1,800.70
South Central Wyoming EMS	5,860.83
Union Telephone Co.	537.35
Upper Platte River Solid Waste	25,244.20
Vaisala Inc.	618.00
Valley Foods	34.53
Van's Wholesale Llc	121.87
WCS Telecom	113.75
Wolf Hotel	176.50
Wyoming Machinery Company	21.70
Xerox Corp.	172.31
Total:	75,677.19

**Legal #6141
Published in the Saratoga Sun
June 26, 2013**

**Manual checks and liabilities
Town of Saratoga
June 18, 2013**

Child Support Services	\$96.46
Child Support Services	\$134.77
Blue Cross/Blue Shield Wyoming Retirement	\$29,395.59
Wyoming Retirement	\$12,531.62
NCPERS Group Life	\$32.00
Deferred Compensation	\$600.00

Aflac Insurance	\$799.88
Total:	\$43,590.32
Accounts payables	\$75,677.19
Payroll for 6/17/2013	\$48,113.07
FICA above payroll	\$13,082.05
Total:	\$180,462.63

**Legal #6142
Published in the Saratoga Sun
June 26, 2013**

ORDINANCE NO. 816

AN ORDINANCE TO AMEND ORDINANCE NO 811 OF THE TOWN OF SARATOGA, CARBON COUNTY, STATE OF WYOMING, AUTHORIZING THE TOWN OF SARATOGA BUDGET OFFICER TO AMEND THE 2012/2013 FISCAL YEAR BUDGET.

WHEREAS, the governing body of the Town of Saratoga, Carbon County, State of Wyoming, has unanticipated revenues and expenditures in the General Fund; and

WHEREAS, the Town of Saratoga governing body does hereby determine that it is in the Town's best interest to direct its budget officer to amend the 2012/2013 fiscal year budget due to unanticipated revenues and expenditures; and

WHEREAS, the governing body has given public notice of said amendment and the budget amendments have been on file for the public to review at the office of the Town Clerk; and

NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF SARATOGA, CARBON COUNTY, STATE OF WYOMING, that Ordinance No. 816 be and the same is hereby created, which shall partially amend Ordinance 811 of the Saratoga Municipal Code.

SPECIFIC PURPOSE TAX FUND: The Town of Saratoga budget officer shall adjust the Revenues and Expenditures of the SPECIFIC PURPOSE TAX FUND by \$25,000.00 to reflect the corrected budget entry for 2012/2013

HOB0 POOL FUND: The Town of Saratoga budget officer shall adjust the Revenues and Expenditures of the HOB0 POOL FUND by \$22,000.00.

COMMUNITY CENTER FUND: The Town of Saratoga budget officer shall adjust the Revenues and Expenditures of the COMMUNITY CENTER FUND by \$150,000.00, to reflect the corrected budget entry for 2012/2013.

PASSED, APPROVED AND ADOPTED THIS DAY OF 2013.

Town of Saratoga
John Zeiger, Mayor
ATTEST: Suzie Cox, Clerk

Passed on FIRST READING dated this 21st day of May, 2013

Passed on SECOND READING dated this 4th day of June, 2013

Passed on THIRD READING dated this 18th day of June, 2013

**Legal #6143
Published in the Saratoga Sun
June 26, 2013**

ORDINANCE NO. 817

AN ORDINANCE TO PROVIDE INCOME NECESSARY TO FINANCE THE 2013-2014 FISCAL BUDGET OF THE TOWN OF SARATOGA, CARBON COUNTY, STATE OF WYOMING.

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

Section 1: The amount of general revenue necessary to be raised for municipal purposes and to meet current expenditures of the Town of Saratoga, Carbon County, State of Wyoming during the Fiscal Year July 1, 2013 to June 30, 2014 is hereby fixed at the suitable levy on the Town of Saratoga assessed valuation.

Section 2: That for the General Fund of said Town, there be levied a suitable tax of eight (8) mills on all real and personal property in the Town of Saratoga, subject to taxation for the purpose of raising the sum of a portion of the appropriation \$ 2,441,713.42

Section 3. That for the Enterprise Funds of said Town, there be levied a suitable tax of eight (8) mills on all real and personal property in the Town of Saratoga, subject to taxation for the purpose of raising the sum of a portion of the appropriation of the total of the enterprise funds.

	Revenues	Expenditures
General Fund:	\$ 2,441,713.42	\$2,441,713.42
Airport Fund:	\$ 413,250.00	\$413,250.00
Water Fund:	\$ 342,835.00	\$342,835.00
Sewer Fund:	\$ 462,635.00	\$462,635.00
Landfill Fund:	\$ 341,500.00	\$341,500.00
Weed & Pest:	\$ 110,990.00	\$110,990.00
911:	\$ 13,000.00	\$13,000.00
Medical Clinic:	\$ 17,000.00	\$17,000.00
Bridge St.:	\$ 65,000.00	\$65,000.00
Community Center:	\$ 226,300.00	\$226,300.00
Specific Purpose Tax:	\$ 54,440.00	\$54,440.00
Specific Purpose Tax: (Bond/Lease Interest Payment)	\$ 394,763.42	\$394,763.42

Section 4: That the sum of money shall be raised by this levy for general revenue purposes, upon all real and personal property located within the corporate limits of the Town of Saratoga and the levy and collection shall be made as provided by the laws of the State of Wyoming.

Section 5: The Mayor of the Town of Saratoga, and the Town Clerk are hereby authorized and instructed to certify this ordinance and to make application to the Board of County Commissioners of Carbon County, Wyoming, for suitable levy to provide the Town of Saratoga with monies for general purposes, provided, however, that said levy shall not be in excess of eight (8) mills on the dollar.

PASSED, APPROVED AND ADOPTED THIS day of June , 2013.

Town of Saratoga
ATTEST: John Zeiger, Mayor
Suzie Cox, Clerk

Passed FIRST READING this 21st day of May, 2013
Passed SECOND READING this 4th day of June, 2013
Passed THIRD READING this 18th day of June, 2013

Legal #6144 Published in the Saratoga Sun June 26, 2013

NOTICE OF PUBLIC HEARING BEFORE THE STATE BOARD OF CONTROL

IN THE MATTER OF: Amended Petition Docket No. I-2012-1-3 for Change of Point of Diversion, Means of Conveyance, and Change of Use of the following appropriations: The George B. Storer Appropriation, Territorial Appropriation, diverting from the North Platte River through the Town of Saratoga Municipal Intake with a priority of April 2, 1883 under Proof No. 7857; the George B.

Storer Appropriation, Territorial Appropriation, diverting from the North Platte River through the Town of Saratoga Municipal Intake with a priority of 1886 under Proof No. 7878; both to be changed to divert from the North Platte River (Cadwell Slough Channel) to the Old Baldy Corporation Storer Golf Links Pump Line.

Said petition having been referred to the undersigned for hearing as provided for by law under Wyoming Administrative Procedure Act under Wyo. Stat. Ann. §§

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**

**What's up at town hall?
What's out for Bid?
Whats up around the county?
Find out in the Sun's legals!**

16-3-101 through 115, and Part IV Chapter 5 of the Regulations and Instructions of the Wyoming Board of Control, and pursuant to Wyo. Stat. Ann. §§ 41-3-114-(f), and 41-3-104-(a).

NOW THEREFORE, a hearing will be held at the Platte Valley Community Center, 210 West Elm Ave., Saratoga, Wyoming, on Thursday, July 25th, 2013 at 9:00 A.M., at which time the petitioners and anyone whose water right might be affected by the granting of said petitions may

CARBON COUNTY SCHOOL DISTRICT No. 2 AND WYOMING SCHOOL FACILITIES DEPARTMENT

ADVERTISEMENT FOR BIDS REQUEST FOR PROPOSALS

Sealed Proposals will be received by the Board of Trustees of Sweetwater County School District No. 2 of Saratoga, Wyoming, at the office of the Owner, 315 North 1st, Saratoga, Wyoming 82331 until Thursday July 11, 2013 at 2:00pm for the New Hanna Elementary School, and will be opened and publicly read aloud at the address and time afore stated. Bids received after the time fixed for opening will not be considered. RFP's may be delivered in person, via United States Mail or parcel service; RFP's 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.

Bid proposals shall be made out on the forms furnished, shall be sealed and upon the envelope bear the endorsement:

New Hanna Elementary School
Board of Trustees
Carbon County School District No. 2
Saratoga, Wyoming

Proposals will be opened and publicly read at the above hour and date.

Plans, Specifications, proposal forms and other information will be available on June 18, 2013, 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 dropdown menu.
- Step Two – Under Hanna Elementary School, select “Click Here to Learn More”

appear and submit testimony and evidence in support or opposition. Each party should be prepared to identify their water right(s) at the hearing and to show under oath and subject to cross-examination how the proposal would affect their recorded water right if the petitions are ultimately granted by the Board of Control. Attorney representation is not required, but without an attorney a party can generally only represent themselves. If you wish to protest, please let this office know in advance.

- Step Three – Select the link under “Download Procurement Documents”
- Step Four – Choose Hanna Elementary School Planning under the Architectural Design tab on the left side of the page.
- Step Five – Click “Download Project PDF” and enter information.

Bid Proposal:

Each bid shall be accompanied by a certified check, cashier's check or bid bond made payable to the Owner in an amount not less than ten percent (10%) of the amount of bid. This check or bid bond of the accepted bidder shall be forfeited in case he fails or refused to enter into the contract or furnish the Performance Bond required within (10) days after date of award.

A pre-bid conference will be held at the existing Hanna Elementary School, Hanna, Wyoming on Tuesday, June 25, 2013 starting at 2:00pm. All general contractor bidders are required to attend.

The right is reserved by the Owner to accept or reject any or all proposals and the right to waive any informalities in bid opening. The School District further reserves the right to cancel or amend the RFP materials and Contract Documents at any time and will notify all persons requesting proposal documents accordingly.

No bidder may withdraw his bid after the hour set for the bid opening or before contract is awarded unless said award is delayed for a period exceeding forty-five (45) days.

Bid documents may also be examined on or after July 15th, 2013 at the office of the Architect/Engineer, and at the District's Administration office, 315 North 1st, Saratoga, Wyoming 82331, Phone (307) 872-5597

Sally Wells
Business Manager
Carbon County School District No. 2

**Legal #6138
Published in the Saratoga Sun
June 19 and 26, 2013**

Dated this 21st day of June, 2013.

Signed: Brian Pugsley
Water Division One
Superintendent
510 West 27th Ave.
Torrington, WY 82240

(307) 532-2248
brian.pugsley@wyo.gov

**Legal #6146
Published in the Saratoga Sun
June 26, 2013**