



Legals

WYOMING DEPARTMENT OF TRANSPORTATION

LEGAL NOTICE INVITATION TO BID

The Wyoming Department of Transportation will receive sealed bids in the Office of the Procurement Services Manager, 5300 Bishop Blvd., Building No. 6189, Cheyenne, Wyoming, 82009-3340, until 11:00 A.M., Mountain Time on May 14, 2015, at which time they will be publicly opened and read for FURNISHING FELL AND/OR REMOVE HAZARDOUS TREES ALONG WYO 130 IN ALBANY/CARBON COUNTIES. A MANDATORY Pre-Bid Inspection will be held at 10:00 A.M., Mountain Time on Wednesday, April 29, 2015 at the Laramie District Office Building located at 3411 South 3rd St., Laramie, Wyoming. Only bids received on Wyoming Department of Transportation bid forms will be considered. Bid forms and further information may be obtained, without charge, by going to <http://www.publicpurchase.com>, logging in and clicking on Bid No. 15-226DA. You must be registered with Public Purchase to log in and view bids. If you are not registered, click on the "free registration" button and follow the registration instructions. The registration process takes up to 24 hours, so signing up right away is recommended.

BY: HANS F. HEHR, CPPB
PROCUREMENT SERVICES MANAGER

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MINUTES OF A REGULAR MEETING OF THE SARATOGA TOWN COUNCIL HELD MARCH 17, 2015, AT 6:00 P.M. IN THE COUNCIL CHAMBERS OF THE SARATOGA TOWN HALL

Mayor Ed Glode called the meeting to order at 6:00 p.m. Members present were Councilman Will Faust, Councilwoman Judy Welton, Councilwoman Susan Howe and Councilman Richard Raymer.

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 Faust made a motion to approve the minutes of the March 3, 2015 meeting as presented. Councilman Raymer seconded and the motion carried unanimously.

APPROVAL OF THE BILLS: Councilwoman Welton read the following bills for approval: Accounts Payable: \$43,482.13; Payroll and FICA for 3/9/15 in the amount of \$56,787.74; and manual checks in the amount of \$672.02, for a total of \$100,941.89.

Councilman Raymer made a motion to pay the Shively Hardware bill in the amount of \$1,767.34. Councilwoman Welton seconded and the motion carried. Mayor Glode declared a conflict and abstained. Councilman Faust made a motion to pay the remaining bills in the amount of \$99,174.55. Councilman Raymer seconded and the motion passed unanimously.

CORRESPONDENCE: Mayor Glode read a letter from Deborah Burke, Encampment Student Council Advisor, explaining that the Encampment Junior-Senior Prom is April 11th and in an effort to make this a safe and exciting event they are planning recreational activities and offering food and prizes during an all-nighter event. They are asking for donations to use as door prizes for incentives for keeping the young people interested in staying throughout the night. Clerk Suzie Cox added that in the past the town has offered a summer pass for the pool as a donation from the Town of Saratoga.

Councilman Faust made a motion to donate a summer swim pass for the Encampment Junior Senior Prom all-nighter event. Councilwoman Welton seconded and the motion carried unanimously.

ITEMS FROM THE PUBLIC: There were no items from the public.

REPORTS FROM DEPARTMENTS:

Town Hall: Mayor Glode read the WAMJPIC board election ballot which needs to be returned to WAMJPIC on or before April 8th. The ballot included the following: Two 2 year Town Seats; David Kend-

all, Lingle Clerk/Treasurer and Genelle Petsch, Glendo Council Member; One 1 year City Seat; Tracy Glanz, Worland Clerk/Treasurer; and One 1 year City Seat; Cindy Baker Cody Administrative Services Officer.

Councilman Faust made a motion to cast a vote for each individual as presented. Councilman Raymer seconded and the motion carried unanimously.

Mayor Glode asked Assistant Clerk/Treasurer Johnathon Moore to give a short overview of the new on-line payment system that the town will be implementing during the next few weeks.

MunicipiPAY is a customizable electronic payment processing system designed for government, education and utility services. It will enable utility customers to pay bills on line by logging into the town website at www.saratoga.gov/office2.com to pay their utility bills, court fines or recreation department membership fees. Individuals will still be able to come into the town hall to pay their bills by cash, check or credit card. One difference in the current system and the new MunicipiPAY system is that customers will be paying a convenience fee for credit card transactions rather than having the town pick up the convenience fees charged for each transaction. The convenience fee to be charged under the new system is similar to any other fee you are charged for using your credit card for gas or fuel, groceries, etc. The fee will be either a flat \$3.00 charge or a 2.45% of the total transaction for any payment over \$122.65.

The public was encouraged to call the town hall or go on the website where detailed information has been provided on the new payment service.

Mayor Glode reported that there will be a WAM Regional reorganization meeting in Wamsutter on April 1st from 4:00 p.m. until 6:00 p.m. The WAM Board has reorganized cities and towns from four to six regions. Our Region (Region 6) is a new region with no current board representation. WAM Board members for Region 6 will be selected by regional peers at the meeting on April 1st. Mayor Glode asked if any members of the council would be interested in attending the meeting with him. There being no interest in attending from other council members, Mayor Glode will be representing the Town of Saratoga at the meeting.

Mayor Glode reported that the Spring Rural Water Conference will be in Casper April 21st through April 24th and Mayor Glode will be leaving for Casper following the council meeting on the 21st, if any council members were interested in attending with him. Additionally Mayor Glode stated that the WAM Convention is scheduled for June 10 through 13, 2015 in Cheyenne and the council members were encouraged to consider attending.

Mayor Glode noted that a pre budget discussion will be held on March 19th at 5:00 p.m.

Fire Department: No report

Police Department: Mayor Glode noted Chief Knickerbocker was not in attendance but the status of the IT position continues to be discussed and the police department is trading out a number of firearms.

Recreation Department: Recreation Director Lisa Burton was not in attendance and the council discussed a request for permission to advertise for summer pool help.

Councilwoman Welton made a motion to allow Director Burton to advertise for summer pool help. Councilman Faust seconded and the motion carried unanimously.

Mayor Glode reported that Director Lisa Burton had left a request and contract for the Missoula Children's Theater to be considered for approval. The contract will be for approximately \$2,800.00 and will require permission for the Mayor to sign.

Councilwoman Welton made a motion to approve the Contract with the Missoula Children's Theater for \$2,800.00 with permission for the Mayor to sign. Councilwoman Howe seconded and the motion carried unanimously.

Department of Public Works:

Street Department: Department of Public Works Supervisor Chuck Bartlett reported

that the street crew had been plowing snow, working on the downtown sidewalk pumps, clearing willows out of Hugus Ditch, cleaning drains and working on the plow trucks.

Mr. Bartlett requested permission to purchase front springs for the dump trucks at a cost of approximately \$2,300.00.

Councilman Faust made a motion to allow Chuck Bartlett to order springs for the dump trucks at a cost of approximately \$2,300.00. Councilwoman Welton seconded and the motion carried unanimously.

DPW Supervisor Chuck Bartlett requested permission to put David Gonzales on full time status at the rate of \$13.00 per hour with benefits. Mr. Gonzales has been working part time for the past two and a half years but working mostly full time hours.

Councilwoman Welton made a motion to allow Chuck Bartlett to put David Gonzales on full time status at the rate of \$13.00 per hour. Councilwoman Howe seconded and the motion carried unanimously.

Mr. Bartlett reported that WYDOT will have a representative attending the April 21st council meeting to answer questions concerning the resurfacing of the 130/230 Bridge beginning sometime in May. The bridge will be down to one lane while they resurface each lane. This project will take approximately six weeks to complete.

Chuck Bartlett requested permission to advertise for bids for the upcoming street projects as follows:

Mr. Bartlett stated that each councilmember was provided a map of the streets that would be addressed in this project. Funding for this project was discussed and it was noted that there is \$109,900.00 in consensus funds available from the 2012 allotment and \$300,000.00 in consensus funds available from the 2015 allotment. The town's portion of the projects will be \$49,900.00. The project will include chip sealing Elm, Bridge, Main and Rochester with an overlay of petro mat on the Swanson Subdivision (11th Street, 12th Street and 13th Street) These areas will be re-evaluated and prioritized when the bids are received and reviewed.

Discussion continued on other street projects that might be looked at when funding is available. Some crack sealing will be done by the town crews beginning in May. Construction on the streets currently targeted will not begin until later in June and July.

Councilman Faust made a motion to allow Mr. Bartlett to advertise for bids for the street improvement projects. Councilwoman Howe seconded and a discussion followed.

During this time members of the public commented on the number of individuals speeding on town streets and the lack of enforcement on the speeding issues and other traffic violations. Additionally, questions were asked about the use of the speed trailers and why they were not being utilized to caution drivers about speeding. The public was assured that this issue would be discussed with the police department.

Mayor Glode called for a vote to allow Mr. Bartlett to advertise for bids on the street projects and the motion carried unanimously.

Water & Sewer: Chuck Bartlett requested permission to purchase a multi-gas detector at a cost of approximately \$2,500.00 to make inspections of the sewer lines safer and to comply with OSHA requirements.

Councilman Faust made a motion to allow Mr. Bartlett to purchase a multi-gas detector at a cost of approximately \$2,500.00. Councilman Raymer seconded and the motion carried unanimously.

Mayor Glode reported that representatives from Waterworks Industries had been in for a meeting about the Sensus meters and ways to improve the system.

Weed and Pest: Chuck Bartlett requested permission to hire Cameron Collamer at the rate of \$9.50 per hour as a seasonal worker for the summer.

Councilman Faust made a motion to allow Chuck Bartlett to hire Cameron Collamer as a summer employee at the rate of \$9.50 per hour. Councilwoman

Welton seconded and the motion carried unanimously.

Mr. Bartlett reported that he will be attending the mosquito grant award meeting in Cheyenne on March 24th.

Parks: Chuck Bartlett requested permission to advertise for two positions for summer help. Councilwoman Welton made a motion to allow Chuck Bartlett to advertise two positions for summer help. Councilman Faust seconded and the motion carried unanimously.

Chuck Bartlett requested permission to purchase fertilizer for the parks at a cost of approximately \$1,300.00.

Councilman Raymer made a motion to allow Chuck Bartlett to purchase fertilizer at a cost of approximately \$1,300.00. Councilman Faust seconded and the motion carried unanimously.

Lake: no report

Hot Pool: Discussion on the replacement of the wall between the swimming pool and the hot pool was held with no action taken.

River Project: Mayor Glode reported that the river committee will meet on Wednesday, March 18th at 1:00 p.m. in the town hall and fifty-two letters have been sent to the property owners requesting contact information. Mayor Glode asked that both upstream and downstream neighbors be added to the contact list.

Master Plan Steering Committee: Mayor Glode reported that the RFQ has been completed with bid opening to be on April 17th.

The next meeting will be April 8th.

LiDAR update: Craig Kopasz reported that the contracts have been signed, and when the painting of manhole covers is complete they will begin flying for mapping. The result should be available within a couple of weeks. Engineering Associates has been surveying and taking check shots around town in preparation for the flying as well.

REPORTS FROM BOARDS AND COMMISSIONS:

Airport Board: Jennifer Johnson, airport board chairman, reported the following to the council:

Pavement project expected to start June 1st and the contractor STC will have twenty days in which to complete the project with a completion date of July 1st.

The project will see pavement in front of east and west hangers and include overlay of Taxiway C. Phase I - east hangers Phase II - west hangers Phase III Taxiway C and connecting Taxiway

The sealcoat project will be addressed later this summer

The crack seal project will be done the following year (2016) The town website will be updated throughout the projects and will include a timeline for the project.

Additional items discussed at the airport board meeting included the completion and installation of the sign to be done by Milo Hunter. The board is still considering the installation of cameras at the airport to be used as safety, security and accident reporting. The hanger leases were discussed and Clerk Cox will work with the town's attorneys to get them changed and approved.

The next Airport Board meeting will be on April 8, 2015 at 1:00 p.m.

Community Center Joint Powers Board: Joe Elder, CEO of the Community Center reported on the valley-wide dance that was held for grades 8 - 11 with about sixty in attendance. Cassidy Little and Bailey Miller, both Encampment School students organized the dance and there were students from Encampment, Saratoga, Hanna and Elk Mountain enjoying the dance.

Other events and meeting scheduled: The Wyoming Open Pool Tournament is scheduled for March 27th - 29th; Leaders Luncheon will be held April 8th; and the Chamber Board meeting will be held April 1st at 4:00 p.m.

The next meeting of the Community Center Joint Powers Board will be held Monday, April 13, 2015 at 4:30 p.m.

Water and Sewer Joint Powers Board: Mayor Glode discussed mapping for the Master Plan and indicated that two estimates had been received for the project and PMPC was awarded the project. PMPC was submitting Task Order No. 1 (LiDAR survey). The project will include mapping of the streets, water and sewer, including painting for identification with a cost of \$34,000.00. The mapping program will begin in the spring of 2015. Approval of Task Order #1 will require permission for the Mayor to sign.

Councilwoman Welton made a motion to approve Task Order No. 1 for the LiDAR survey with permission for the Mayor to sign. Councilman Faust seconded and the motion carried unanimously.

The JPB Master Service Agreement will be passed to the water and sewer joint powers board for their approval and signature.

The next meeting of the Water and Sewer Joint Powers Board will be Wednesday, April 8, 2015 at 6:00 p.m.

Landfill Board: Craig Kopasz reviewed the MRG Application for Transfer Station for the Upper Platte River Solid Waste Disposal District (UPR-SWDD). The estimated cost of the project is \$1,300,000.00 with grant fund being 75% or \$487,500.00 and the landfill district share being the remaining 25% or \$250,000.00.

Mayor Glode added that the request included a letter of support for the project for him to sign if approved by the council.

Councilman Faust made a motion to support the MRG Grant Application for the UPRSWDD transfer station and included permission for the Mayor to sign a letter of support. Councilwoman Howe seconded and the motion carried unanimously.

The next meeting will be Wednesday, April 1, 2015 at 7:00 p.m. in Saratoga.

Medical Board: No report

Planning Commission: Councilman Faust reported that the planning commission members discussed the fence ordinance and the by-laws continue to be reviewed. A conditional use permit to allow 4-H animals was approved for Caleb German.

The next Planning Commission meeting will be April 14, 2015 at 5:30 p.m.

Recreation Commission: Mayor Glode read letters of interest from D'Ron Campbell and Sarah Lincoln requesting reappointment to the Recreation Commission.

Councilwoman Welton made a motion to approve the reappointment of D'Ron Campbell and Sarah Lincoln to the Recreation Commission. Councilman Faust seconded and the motion carried unanimously.

The next meeting of the Recreation Commission will be Wednesday, April 15, 2015 at 5:00 p.m.

Community Garden Board: There will be two resignations from the board and Clerk Cox will advertise for letters of interest.

The next meeting of the Garden Board will be Monday, April 13, 2015 at 6:00p.m.

South Central Emergency Medical Services: No report

Adjournment: Being no further business to come before the meeting, Councilwoman Welton made a motion to adjourn at 7:14 pm. Councilman Faust seconded and the motion carried unanimously.

The next regular meeting of the Saratoga Town Council will be held on April 7, 2015 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

Ed J. Glode, Mayor
ATTEST: Suzie Cox, Clerk

Legal #6506
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