

PUBLIC NOTICES

SARATOGA TOWN COUNCIL REGULAR MEETING MINUTES MAY 4, 2021 AT 6:00 P.M. SARATOGA TOWN HALL COUNCIL CHAMBERS

Mayor Creed James called the meeting to order at 6:00 p.m. Members present were: Councilman Jon Nelson, Councilman Ben Spaulding, Councilwoman D’Ron Campbell and Councilman Ron Hutchins.

APPROVAL OF THE AGENDA

Councilwoman Campbell requested to have the cleaning proposal added to the agenda under Town Hall. Councilman Nelson made a motion to approve the agenda of the April 20, 2021 as amended, Councilman Hutchins seconded; motion carried.

APPROVAL OF THE MINUTES

Councilwoman Campbell made a motion to approve the minutes of the April 20, 2021 meeting. Councilman Spaulding; motion carried.

APPROVAL OF THE BILLS

Treasurer Flohr read the Accounts Payable, Payroll and Transmittal bills as follows:

Accounts Payable 5/04/2021 \$32,225.55

Net Payroll 4/26/2021 \$28,833.47

Transmittals 4/26/2021 \$11,095.69

Councilman Nelson questioned the uniforms for the police department. Chief Lehr replied that they purchased polo shirts for all dispatchers and officers for court. Councilwoman Campbell made a motion to pay the accounts payable for 5/04/2021 in the amount of \$32,225.55. Councilman Nelson questioned the Pittsburgh tank amount and Jon Winter advised that they needed to pay 50% upfront for the tank work. Councilman Nelson seconded; the motion carried.

Councilman Spaulding made a motion to pay the net payroll for 4/26/2021 in the amount of \$28,833.47. Councilman Nelson seconded; the motion carried.

Councilman Nelson made a motion to pay the 4/26/2021 Transmittals in the amount of \$11,095.69. Councilwoman Campbell seconded; the motion carried.

CORRESPONDENCE

MHCC Health Center sent an invitation to their Grand Opening & Ribbon cutting on May 14, 2021 from 4-6 pm. The open house is open to the public.

Mayor James received the WY FEMA Flood insurance rate maps and they are now in the appeals period. Anyone in the town who has a problem with the map should appeal formally through the town. Comments such as small changes like incorrect street names for example can be addressed. If citizens find themselves in the flood plain, they can appeal the map to minimize impacts. Appeals must be signed by a certified land surveyor or a professional engineer and submitted by community leaders. There is also a LOMO (letter of map amendment) and a LOMAR (letter of map revision). The LOMAR would be if the information is not accurately reflected on the FEMA map. Mayor James asked if we can post the letter on the town website with a link to the FEMA map. Councilman Nelson stated that there is also help through the FEMA website.

COUNCIL COMMENTS

No council comments.

ITEMS FROM THE PUBLIC

Dee Dee Martz and Heidi Larson spoke about an event they would like to have called Old-Fashion Family Carnival on July 3 in conjunction with Saratoga Days. Heidi Larson asked if the council had any questions. Nelson thanked them for being proactive about the process. Mayor James asked if the town is ok with closing the streets, and Jon Winter said it would not be a problem. Councilman Nelson made the motion to approve the events application for the Old-Fashioned Family Carnival and street closure, Councilwoman Campbell seconded. Motion carried.

Beau Peck from WY Solid Waste & Recycling Association and Jerry Hamel from their board of directors came regarding their yearly conference. Their yearly conference travels to different cities each year and this year they have chosen Saratoga to have their conference. One night Mr. Peck advised they have a social at a city park and need to use Veterans Island from 6 p. m. to 10 p.m. which is after hours for the park. Mr. Peck stated that they will bring in portable lights and advised they will be serving alcohol to members, not for sale, and have gotten an open container permit from the Town. Councilman Nelson thanked them for choosing Saratoga as a destination for their party. They will be using the Wolf Hotel for their catering. Councilman Nelson made a motion to accept the events permit for the WY Solid Waste & Recycling Association social contingent upon the department heads signatures, Councilman Hutchins seconded. The motion carried.

Chris Shannon was on the agenda for an events permit for the Yard but did not show up. Councilman Nelson stated that while they are on the subject of the Yards permit, the council never got a rewrite on the code for outdoor concerts by retail business versus a business in a residential area. Councilman Nelson stated that the code specifically mention outdoor events for businesses in the code. If you are in the Retail Business zone or Highway Business zone you can use your property for a music event which is different than if you are in a residential district in which case you will need a special event permit. The events at the Yard have been approved when the procedures have been followed.

REPORTS FROM DEPARTMENTS

Town Hall:

• An audit proposal was received from Fagnant, Lewis & Brinda, P.C. Councilman Nelson thanked the Mayor for all his work in finding an audit firm Mayor James advised that Stewart Webster and Sue Jones were very helpful in finding the auditor. Mayor James stated he sent the

audit proposal to the town attorney and she okayed it. Councilman Nelson made a motion to enter into an engagement with the audit firm of Fagnant, Lewis & Brinda P.C. to do the years 2020 and 2021 audit for the Town of Saratoga. Councilwoman Campbell seconded; the motion carried.

• Councilwoman Campbell made a motion to renew the WAM-JPIC Blue Cross/Blue Shield health insurance coverage for the employees. Councilman Spaulding seconded, the motion carried.

• Crissy Blocker has maintained the area by the marquee and Oddfellows park for \$15/hour in the past and asked if she could continue that. Crissy stated that Suzie would pay her around \$100 at the end of the summer for her work. Councilwoman Campbell asked what Crissy’s wage is at the Community Center and Marie advised it is \$12.00/ hour. Councilman Nelson stated he thought it was a good idea to continue as long as it is capped at something reasonable so that it does not get abused. Randy Raymer stated there is a Weed & Pest fund to pay for that and why is the town not using that. Mr. Raymer also asked who is going to be mowing the street right-of ways that were done in the past. Councilman Nelson advised that there have been people hired to mow the right-of-ways in the past but he does not see a problem with hiring someone to do those small parts of town.

Jon Winter stated that in his report he is requesting to put an ad in the paper for 2 people for summer help for weed and pest. Mr. Winter said the position will be full time for 2.5 months. Councilman Spaulding said he thinks having 4 part time positions would be better than 2 full timers and that they also need to check the budget. Josh Wood stated that with a lot of businesses in town looking for employees right now full time positions might work better. Councilwoman Campbell made a motion to hire Crissy Blocker to clean around Oddfellows Park and the Marquee for \$15/hour. Councilman Hutchins seconded and stated that amount should be capped at \$150.00. Councilwoman Campbell amended her motion and Councilman Hutchins seconded; the motion carried.

• Mayor James noted that Treasurer Sammy Flohr put in his resignation letter last week and he is resigning effective May 21, 2021. Mayor James said they need to look at the job description and to send it to Jane and then advertise the position. Councilman Nelson said they should also use WAMCAT and advertise in the newspaper. Councilman Nelson made a motion to accept the Treasurers resignation. Councilman Hutchins seconded, the motion carried.

Councilwoman Campbell thanked the Treasurer for his work. Mayor James thanked Sammy Flohr as well. Ellie Raymer said that Facebook has been great for hiring. Councilman Spaulding also thanked Sammy. Councilman Nelson made a motion for a vacancy for the office of Treasurer and approved the placement of an ad with Bigfoot and Saratoga Sun’s facebook pages. Councilman Spaulding stressed spending money to advertise on Facebook for a further reach. Josh from the Saratoga Sun said there’s an option to advertise in all the papers in the state. Josh said if we advertise with the Saratoga Sun, he would place it on Facebook in the package. Ellie Raymer advised that Lauren Kragen has a great deal of expertise in Facebook and Facebook advertising is a good resource. Councilwoman Campbell seconded, the motion carried.

• Spring Cleaning Town Hall- Councilwoman Campbell received 2 quotes for cleaning all of the carpets and tile in Town Hall and the Police Department. The quotes exceeded \$1000.00 so it was brought before the council. The lower quote came from Chem Dry and they were chosen to do the cleaning. Councilman Nelson made a motion to clean the floors in Town Hall and the Police Department for \$1,181.99. There is also a package with a sealing protectant for \$3.00 a foot more. Councilman Hutchins seconded the motion for cleaning in the amount of \$1,181.99; motion carried.

• **Police Department:** Chief Lehr requested approval to hire a police officer to replace the officer that is retiring soon. Councilman Nelson stated they will discuss that in executive session. Chief Lehr stated they are hosting a class for dispatchers statewide at the community center on June 7th & June 8th. Chief Lehr said that there has been a lot of interest in the class. The Chief also stated that there will be a mock DUI crash on May 18 th at 9:30am. It is a live training exercise for a multiagency response in front of the high school.

Councilman Spaulding said a concerned citizen advised him that people are driving too fast by the area of the stone gates. The citizen asked if there could be more patrol presence up there. Chief Lehr advised that if the officer has time he will be up there.

• **Fire Department:** Mayor James advised they had a live fire training for wildland fires by the sawmill. The fire department received calls for several wildland fires the past couple of weeks. They have been doing trainings every week on Wednesdays. The fire department are waiting on an invoice for bunker gear and Mayor James will get the invoice to the Treasurer.

• **Recreation Dept:** Baseball field: Councilman Spaulding stated that the Little League is getting quotes for irrigation cost and received a proposal for the irrigation system for \$22,000 from Quality Landscaping. The Little League is still in negotiations with the Wood family for the lease. Mayor James spoke with the family and is waiting to see total cost to extend water lines and sprinkler system. The Little League is wanting a more long term lease if possible and The Wood family is concerned that the field to the north will be neglected. The family is apprehensive about moving forward with a 10 year lease until the town promises to do what they say they will do. There was a skills assessment for the little league last

night. There was proposal for a 10 year lease or 5 year lease that auto renews when obligations are met. The north field needs a lot of work and the Little League won’t be using it this year but they should be able to play on the north field next year. Councilman Spaulding said there is a lot of community support and the little league was able to raise a substantial amount of money. Councilman Spaulding also stated that last year they had 65 kids playing and this year there is almost 80 kids. Mayor James said we shouldn’t tie the town to a 50 year lease in case something should happen but with the upcoming budget session, we should try and get that work done this year. Jon Winter asked if the line item is public works/parks or a Recreation budget item. Councilman Nelson stated that the water line part would be the water department.

Mr. Winters asked about the operation and maintenance part and Councilman Nelson stated that it would be in the Recreation budget. Jon Winter stated that the south field is already in the contract for the mowing but next year the south field would need to be added. Councilwoman Campbell stated that there was \$25,000 earmarked from last year’s budget for the baseball fields. Richard Hodges asked what they are going to do about portable toilets at the fields. Councilman Spaulding said they typically would put out port-a-johns but they haven’t yet. They did not for the assessments because the kids were not there for very long. Councilman Nelson said the council will make sure that the Little League has appropriate sanitary facilities if the council can ask for Richard Hodges assistance in keeping the right-of-way and properties adjacent to the fields clean. Richard Hodges said he has contracted with a slide off to clean up the back but said he didn’t see anything in the rig ht-of-way. He already moved the camper shell. Councilman Nelson stated that Mr. Hodges’s continued efforts are appreciated.

Mayor James said he will continue to work with the Wood family and the Town Attorney to get a lease drawn up and hopefully with have something to report by the next meeting.

• **Tyler Pickett Park:** Joe Parsons stated that they have been talking about Tyler Pickett park since he got here in November 2011 and it was being talked about long before he moved here. As the Vice Commander of the American Legion, the American Legion request that he come to the council to work on getting the project to move forward. Mr. Parsons had a conversation with Councilman Spaulding and they would like to formulate a small working group so it doesn’t slip through the cracks for another 10 plus years. Councilman Spaulding spoke to Jon Winter and Joe Parsons about the plans for the park and they want to make it accessible to everyone but not break the bank in doing so. There is \$33,354.45 saved for the park and they want to get a committee going with a simpler design so it is not quite so expensive without all of the phases. Jon Winter said that the numbers that he has are about 7 years old and the original plans would cost around \$250,000. Mr. Winter also stated that the plans that Councilman Spaulding has are simpler with more grass and more of a focal point on the memorial to Tyler Pickett and not as much sidewalk. Joe Parsons said that many groups offered to donate different things but he wasn’t sure what offers are still on the table because it has been so long ago. Mr. Parson’s also said that this project needs to be completed more than anything. Councilwoman Campbell offered to be on the Tyler Pickett Park committee. Councilman Spaulding said the goal this summer is to start moving dirt. Councilman Nelson stated that he knows that WLC has been working on the park but if he can be of any assistance, he will help also. Joe Parson asked that the council formally make a motion to start a working group so that it is in the minutes and that it does move forward. Councilman Spaulding made a motion to start a working group to assist with the American Legion. Councilman Spaulding. Councilwoman Campbell seconded; the motion carried.

• **Recreation Report:** Lisa Burton stated that she placed ads for lifeguards and that registration is under way for the next session of co-ed Volleyball. The games will begin for Wednesday, May 12 th and registration is also under way for youth soccer for ages 3 through 6th grade. Soccer will be held on Tuesdays and Thursdays, with the first practice being Thursday, May 13th. The season ends Thursday, June 7th. The Recreation Commission met last night and new items that were discussed were the Color Run over the July 4th weekend, tennis lessons and adult softball assuming that the field is ready. Lisa Burton discussed an Arbor Day celebration on May 19th and a Proclamation will be ready for the Mayors signature at the May 18th Council Meeting. They will plant trees at SES around the track area involving the kids from the elementary school. The next meeting is June 7th at 5:30 p.m. Councilman Spaulding advised that they are looking for 2 more members within town limits for the Recreation Board.

• **Department of Public Works:** Streets: The streets crew have been replacing tagged signs around town. Councilman Nelson asked the Chief if there is anything that the Police Department can do about tagging. Chief Lehr advised that unless you have a witness, there really isn’t anything that can be done. They used the sweeper to sweep the streets. On May 19 th they will be having MSHAW training for their yearly renewal and the crew is training for certification so they can go to the state pit and work if needed.

• **Sewer and Water:** Completed and submitted the first quarter DMR to WEDQ. The standby generator should be done this week. The scheduled start up with TW Enterprises is the first two weeks in May. State inspector was out today and didn’t see anything significant. The state inspector will be back when it is fired up within the next week or two. Replacement of the vent on the tank and will be done on May 24th with weather permitting.

• **Weed and Pest:** Director Winter is requesting permission to put an ad in the paper for 2 people for summer to help with weed control. He is also needs to advertise for 2 people for mosquito fogging. Councilwoman Campbell made a motion to advertise for summer help for weeding and mosquito fogging. Councilman Hutchins seconded, the motion carried. Parks maintenance will start this week. Bathrooms and drinking fountains at the hot pool are open as of Monday after consulting with the health department. The playground at Kathy Glode Park and the Playground at Veteran’s Island have been raked and cleaned up. Sand has been added to the horseshoe pits at Veteran’s Island.

• **Lake:** The boat docks have been put in and the bathroom vaults have been pumped. The bathrooms are now open to the public.

• **Delinquent Water & Sewer bills:** Director Winter is waiting on comments back from the Joint Powers Board and the Council on the revised ordinance, then the ordinance can go for the 3 readings. The Mayor requested the ordinance be emailed to him so he can send it to the Town Attorney for review. Councilman Nelson made a motion to send the ordinance to the attorney and ask her to put in ordinance format to do the first reading next meeting. Councilman Spaulding seconded, the motion carried.

• **Joint Powers Boards:** Community Center Joint Powers Board: Councilwoman Campbell asked if someone can attend the next meeting for her because she will not be able to attend. Councilman Hutchins said he will check his schedule to see if he can attend. The next meeting is May 10, 2021 at the PVCC at 4:30 pm.

• **Water and Sewer Joint Powers Board:** No new updates. The next meeting is May 12th at 6 p.m. at the PVCC. Planning Commission: No new updates. The next meeting is May 11th at 5:30 p.m. at Town Hall.

• **Saratoga Airport Advisory Board:** No new updates. New meeting time is the 2nd Monday of the month at 3:30 p.m. at the PVCC. Councilwoman Campbell stated that she will not be able to attend but Councilman Nelson with be going to the meeting. Councilman Nelson emailed the board and the jet center to be prepared to talk about the budget at this month’s meeting.

• **SCWEMS Board:** The next SCWEMS meeting is May 17, 2021 at 6:00p.m at Riverside Town Hall. New Business: Appointment for the Healthcare Board Representative and the Landfill Board Rep representative. Bob Keel was the representative to the landfill and healthcare board. The Mayor asked Councilman Hutchins if he would want to be on those boards. The Mayor asked Randy Raymer when the Landfill meets and Mr. Raymer stated that the board meets the first Wednesday of every month in either Saratoga and Riverside. He also stated that there hasn’t been a representative from Saratoga from the Council for a number of years. There is a representative from Saratoga in the board and that is Josh Wood. The Mayor asked if the landfill would want a representative from the council and Mr. Raymer stated that it is an open meeting but there is usually never an audience. Mayor James stated that since the Town is no longer doing the billing and Josh Wood is appointed by county commissioners, Town will be there to listen but has no vote. Councilman Hutchins volunteered to be a point of contact for the landfill board.

• **Healthcare Board:** The Council does not know what exists of the healthcare board anymore. Josh Wood stated that he doesn’t think that anyone from the Council has went to the healthcare meetings for a while and that with the PVHP running the new clinic, the Corbett Medical Board is just more or less guiding the PVHP board. Mayor James advised that the Healthcare board could reach out to the Council if they would want someone to come to a meeting.

• **Budget workshops:** The Council has met twice to discuss revenues and we will begin with department heads to go over expenses on Tuesday May 11, 2021 at 9 a.m. and Monday May 17, 2021 at 9 a.m. at Town Hall.

• **EXECUTIVE SESSION**
To discuss personnel and matters of litigation in accordance with W.S. 16-4-405(a)(ii) and (iii) Councilman Nelson made a motion to enter executive session at 7:31 p.m. Councilman Spaulding seconded; motion carried.

Councilman Nelson made a motion to exit executive session at 8:57 p.m. Councilman Spaulding seconded; motion carried.

Councilwoman Campbell made a motion for a special meeting on May 11, 2021 at 12:30pm to discuss personnel and matters of litigation in accordance with W.S. 16-4-405(a)(ii) and (iii), Councilman Hutchins seconded; motion carried. Mayor James asked Marie to advertise for the meeting.

Councilwoman Campbell made a motion to hire a police officer. Councilman Spaulding seconded; motion carried.

• **FURTHER BUSINESS**
No further business.

• **ADJOURNMENT**
There being no additional business to come before the council, Councilman Nelson made a motion to adjourn at 8:58 p.m., Councilman Spaulding seconded, and the motion carried.

The next regular meeting of the Saratoga Town Council will be held on Tuesday, May 18, 2021 at 6:00 p.m. in the Council Chambers of the Saratoga Town Hall.

M) L= Marie Christen, Town Clerk

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DEADLINE REMINDER

The Saratoga Sun advertising deadlines IS Thursday at 5 p.m.

For any questions, please contact Joshua Wood, editor/publisher

Thank you for your business!

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