

Town of Upton
Regular Town Council Meeting
May 8, 2018

THE REGULAR MEETING of the Town Council of Upton, Wyoming was held at 7:00 p.m. on Tuesday, May 8, 2018 at the Upton Community Center located at 917 N HWY 116 in Upton, Wyoming.

Present: Mayor Travis Beck, Council Members Nathan Todd and Justin Norman. Absent: Dennis Stirmel, and David Watt.

Mayor Beck called the meeting to order by leading the group in the Pledge of Allegiance.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER TODD SECONDED a motion to approve the April 10, 2018 meeting minutes as published. All ayes, MOTION CARRIED.

COUNCIL MEMBER TODD MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the claims for April and May to date. All ayes, MOTION CARRIED.

CLAIMS PAID:

Meter Deposit Refunds (refund) \$148.20; Alpha Communications (fee) \$50.00; AT&T (cells) \$384.68; B-4 (parts/supplies) \$342.81; BHE (utility) \$5,603.23, \$778.59; BCBS (benefit) \$14,261.59; Cambria Supply (parts) \$27.32; Chase Card Services (credit card) \$3,045.45; City of Newcastle (dispatch) \$1,686.00; Collins Communications (alarm monitor) \$28.00; Contractor's Supply (parts/supplies) \$1,654.46; CW Waste (contract) \$5,964.15; Dash Medical Glove (supplies) \$16.18; David Larson (postage) \$13.45; Dept. of Treasury (taxes) \$9,746.45; Dept. of Workforce Services (benefit) \$850.75, \$279.99, \$344.89; Energy Labs (testing) \$421.00; First State Bank (transfer) \$670.00; Howard White Construction, LLC (labor/materials) \$18,809.04; Hughes Law Office (service) \$1,282.70; Ind. Alternator & Starter Inc. (parts) \$640.00; Joe's Food Center (supplies) \$80.82; Local Government Liability Pool (insurance) \$5,562.00; Norco (supplies) \$15.65; One Call of WY (locates) \$15.00; Petty Cash (postage) \$23.62; Postmaster (postage) \$225.00, \$162.75; PRE Corp (utility) \$753.13; ProForce Law Enforcement (supplies/equipment) \$1,923.51; Rasmussen Electric (service) \$6,614.88, \$1,101.18; \$280.00, \$310.00; Record Supply (parts) \$60.87; RT Communications (phones) \$674.67; Servall (mats) \$85.96; Skaggs Companies (safety supplies) \$896.95; Team Laboratories (supplies/parts) \$800.00, \$158.00; Titan Machinery (parts) \$26.72; Top Office (services/supplies) \$90.95; UVFD (supplies/services) \$5,183.45; Upton Co-Op (fuel/parts/supplies) \$2,615.38; Upton Housing Authority (insurance) \$500.00; Verizon (cell) \$45.27; Versatel Communications (radio) \$1,926.12; Weston County Gazette (publishing) \$474.50; WYPDES Storm Water Section (permit fee) \$500.00; WY Network (website) \$50.00; WY Retirement (benefit) \$6,924.63, \$315.00.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (Pine Street project) \$1,677.50, \$12,697.50; Timberline Services (Upper Pine Street Project) \$107,970.84 (+11,996.76 retainage to be held).

SALARIES: \$28,481.58.

CLAIMS DENIED: NONE.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER TODD SECONDED a motion to have the Mayor sign the Proclamation for Kids in the Park Day to be observed in the Town of Upton on May 19, 2018. All ayes, MOTION CARRIED.

COUNCIL MEMBER TODD MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to have the Mayor sign a Proclamation for National Historic Preservation Month for May 2018. All ayes, MOTION CARRIED.

Mayor Beck did not have any new information regarding the Project Development & Administration Agreement for the Rail Car Project. The item remained tabled.

Resolution No. 4, Series 2018 remained tabled.

Steve Hampton and Toby Canfield were present to review the new lease for the golf course. Mr. Hampton asked about circumstances that prevent the automatic renewal of the lease, to which Attorney Hughes answered that there could be many situations where both parties may not want to renew the lease from year to year including the lack of funding availability. Mr. Hampton explained to the Council that the club may not pursue a liquor license and asked that the requirement for applying for a license be changed to read "may apply". Under the obligations for the Lessee, a requirement to honor all current lifetime memberships was discussed and the word "may" was added to the provision to provide a groundskeeper. The rest of the agreement was left intact. COUNCIL MEMBER TODD MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the lease agreement with the discussed amendments. All ayes, MOTION CARRIED.

Mr. Hampton asked the Council if selling the course to the club would be an option. Mayor Beck said that the option was viable and especially if that was what helped the club get donations from outside organizations.

At approximately 7:35 p.m. Mayor Beck opened the only bid received for the 1977 Chevrolet Firetruck. After discussion, COUNCIL MEMBER TODD MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to accept the bid of \$650.00 from Tom McMillan with the provisions that Fire Chief Strong supervise the removal of all emergency equipment from the vehicle. All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER TODD SECONDED a motion to hold the annual budget appropriations hearing at 6:45 p.m. on Tuesday, June 12, 2018 at City Hall before the regular meeting. All ayes, MOTION CARRIED.

At approximately 7:40 p.m. Mayor Beck opened the hearing to amend the Town of Upton's fiscal year 2017-2018 budget in the following particulars:

Increase the General Fund Budget by \$68,300.00 by budgeting \$38,300.00 from the General Fund Cash Reserves and \$30,000.00 from the Community Development Fund. The monies will be used for general government benefits in the amount of \$27,500.00; for general government building maintenance in the amount of \$30,000.00; for cemetery salaries and benefits in the amount of \$150.00; for maintenance and repairs at the golf course (dam) in the amount of \$10,000.00; and for community center salaries in the amount of \$650.00.

All ayes, MOTION CARRIED.

And:

Increase the Sewer Fund Budget by \$2,450.00 by budgeting \$2,450.00 from the Sewer Fund Cash Reserves. The monies will be used for sewer salaries and benefits.

All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER TODD SECONDED a motion to hold a budget amendment hearing to be held at approximately 7:30 p.m. on Tuesday, June 12, 2018 at City Hall to amend the budget in the following particulars:

Increase the General Fund budget by \$10,000.00 by budgeting \$3,000.00 from General Fund Cash Reserves and \$7,000.00 from the Community Development Fund. The monies will be used for General Government Building Maintenance and Repair.

All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER TODD SECONDED a motion to approve Ordinance No. 3, Series 2018 entitled AN ORDINANCE AMENDING SECTION 6.04.120(B) OF TITLE 6 (ANIMALS) OF THE UPTON MUNICIPAL CODE AND PROVIDING FOR AN EFFECTIVE DATE that updates the fees for impounding of captured animals to be set by resolution as necessary. All ayes, MOTION CARRIED.

Kenny Rathbun was present to discuss two Change Orders to the Upper Pine Street Project. Unsuitable materials had been discovered in the initial process of stripping the asphalt and it was prudent to make changes for what would be replaced beyond the original scope of the bid for the project. COUNCIL MEMBER TODD MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve Timberline Services' Change Order No. 1 for an increase in the amount of \$36,365.05 and Bearlodge Engineering's Change Order No. 1 for an increase in the amount of \$3,190.00 for additional work on Kellogg and Division Streets within the grant and loan budget for the Upper Pine Street Project. All ayes, MOTION CARRIED.

Mr. Rathbun also presented the Council with a contract from NTI for materials testing for the Upper Pine Street Project. The testing had been previously billed through the engineer but will now be billed separately from NTI direct.

Police Chief Bridge presented her report and asked for the Council's permission to pursue grant options for a possible School Resource Officer/Community Policing Officer after getting confirmation from Weston County School District's Superintendent Summer Stephens that the District was interested in having an officer present in the schools. COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER TODD SECONDED a motion to pursue grant options. All ayes, MOTION CARRIED.

Mayor Beck asked Chief Bridge if she had been able to contact the Humane Society about the approximate per dog cost they incur when they accept unclaimed animals from the Town of Upton. The cost was between \$275-\$360 for each animal. The Council agreed to honor the \$1,500.00 request in the upcoming fiscal year budget.

Fire Chief Strong presented his report.

Superintendent Lindstrom presented his report and updated the Council about progress on the punch list items left for the City Park Enhancement Project. Michael's Construction is prepping the soil for sod and completing other items on the list.

Clerk/Treasurer Millar presented her report announcing that the next NEWY meeting is Saturday, May 19, 2018 at 8:00 a.m. at the Gillette City Hall, an update on the PEAKS Investments, the possibility of purchasing some property in town, and candidacy information that will soon be available for those interested in running for office in the 2018 elections. She also thanked everyone for recognizing Municipal Clerk's Week.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MAN TODD SECONDED a motion to appoint Superintendent Lindstrom as the official voting delegate at the summer WAM Convention in Pinedale. All ayes, MOTION CARRIED.

Mayor Beck told the Council that picnic tables for the City Park Enhancement Project had been ordered (by the UEDB as per the grant) and that the bathroom floors were almost finished being painted.

There being no further business, COUNCIL MEMBER TODD MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 8:15 p.m.

Travis Beck, Mayor

Attest Kelley Millar, Clerk-Treasurer