

Town of Upton  
Regular Town Council Meeting  
February 14, 2017

**THE REGULAR MEETING** of the Town Council of Upton, Wyoming was held at 7:00 p.m. on Tuesday, February 14, 2017 at the Upton Community Center located at 917 N HWY 116 in Upton, Wyoming.

Present: Vice-Mayor Travis Beck, Councilmen Nathan Todd and Justin Norman. Also present were: Attorney Hughes, Mark Lindstrom, David Larson, Kelley Millar, and Rona Barker.

Absent: Mayor Dustin Upton and Councilman David Watt.

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

Councilman Todd made a motion, seconded by Councilman Norman, to approve the minutes of the January 10, 2017 regular meeting, the January 26, 2017 and February 6, 2017 special meetings . All voted in favor, and the motion passed.

Councilman Todd made a motion, seconded by Councilman Norman to pay the following claims: Aflac (ins.), \$104.41; Alpha Communications (lease), \$100.00; American Welding & Gas (materials), \$138.09; AT&T (phone), \$803.60; BC/BS (ins.), \$10,490.68; B-4 Automotive (parts), \$260.22; BH Energy (utilities), \$8,517.34; Cambria Supply (parts), \$81.06; Casper Rasmussen (electric), \$50.31; Chase Cardember Service (credit), \$2,673.55; City of Newcastle (dispatch), \$1,686.00; Collins Communications, (alarm), \$28.00; CW Waste (garbage), \$5,964.15; David Larson (training/supplies), \$490.27; Dept. of Treasury, (taxes), \$11,092.89; Dept. of Workforce Services (workers comp.), \$1,432.08; Eastern WY Equipment Company (parts), \$41.87; Energy Labs (testing), \$40.00; First State Bank (trf), \$670.00, \$2,118.02, (loans), \$13,120.00, \$30,037.06; Great Western Tire, (tires), \$1,105.00; Hawkins (Azone 15), \$651.88; Honnen Equipment (parts), \$129.87; Hughes Law Office (attorney), \$1,157.10; Interstate All Battery Center (batteries), \$445.20; Joe's Food Center (supplies), \$76.43; Kriz-Davis (parts), \$1,225.00; Mark Lindstrom (cord), \$26.49; Nathan Todd (shelving), \$319.46; NCPERS (ins.), \$16.00; NEWY (tour), \$500.00; N.W. Pipe Fittings (parts), \$1,717.64; Newcastle Fire Suppression (service), \$172.79; One-Call of Wyoming (tickets), \$35.50; Postmaster (postage), \$163.88; Powder River Energy (utilities), \$869.04; Raquel Merritt (labor), \$450.00; RT Communication (phone), \$672.30; Record Supply (parts), \$480.71; Servall (mats), \$85.96; Stine Electronics (supplies), \$281.00; The Counseling Center (evaluation), \$140.00; The Radar Shop (recertification), \$189.00; Titan Machinery (parts), \$4,394.93; Top Office Products (copier maint.), \$51.00; Upton Co-op (fuel/parts), \$3,552.25; Upton Fire Department (dues/supplies), \$486.46; Verizon Wireless (phone), \$45.14; "Gazette" (adv.), \$476.57; W.C. Public Health (inoculations), \$40.00; W.C. Treasurer, fees), \$154.17; Walmart Community (supplies), \$139.23; Wyoming Network (web/domain), \$100.00; Wyoming Retirement (pensions), \$6,840.08; WWQ&P (dues), \$60.00. The following claim from Arete will be paid from grant funds when received: \$11,717.75. **SALARIES:** \$27,712.47. All voted in favor, and the motion passed.

Lacey Sloan with WCNRD updated the Council on the progress made to date in regard to a community garden in Upton. The School Board approved using the old track field for the garden, but specified water usage was not to be paid by the School. She provided a copy of the policies and procedures for the Weston County Community Garden and explained that the garden planned for Upton is still in the developmental phase. When asked, Lacey explained the City of Newcastle charges for water usage. Councilman Norman inquired if there was a water tap or water hydrant that would be provided at the old track field. Superintendent Lindstrom will check into the water situation, and Lacey will be notified.

Councilman Norman made a motion to approve Grant Agreement MRG-17005 WE with the State of Wyoming State Loan and Investment Board. The motion was seconded by Councilman Todd, and all voted in favor. Motion carried. This is the agreement for the emergency water line replacement on 4<sup>th</sup> Street.

Vice-Mayor Beck told the Council that the pre-bid meeting for the Park Enhancement Project was well attended. The sewer line adjacent to the Park Enhancement Project is a major concern. Superintendent Lindstrom is having the City of Gillette camera the sewer line to determine an as-is condition. Different methods of upgrading the 250 feet of sewer line was discussed. The grant will not cover the sewer line, but this is still an issue that needs to be addressed within the realm of the project.

A contract between the UEDB and the Town of Upton was discussed. This was in regard to the Park Enhancement Project.

Superintendent Lindstrom anticipated June 1, 2017 as a completion date for renovations at city hall. Renovation plans will be drawn, and anticipated pricing for the project will be submitted to the Council at the March 14, 2017 council meeting. Superintendent Lindstrom anticipated that the gym at the community center would be ready by late summer for fall use. Councilman Todd asked City Hall to advertise for bids to remodel the police station exterior. His anticipated date for the renovations was also June 1, 2017.

At 7:30 p.m. the regular meeting was halted to hold a public hearing to issue liquor licenses that will be effective April 1, 2017. Vice-Mayor Beck held a comment and objection period. There being no comments or objections, the hearing was closed at 7:31 p.m. Councilman Todd made a motion to approve issuing liquor licenses to Oddette Inc., d/b/a/ Cowboy Bar; Western Royalties d/b/a/ Sunset Amigos; and James Parks d/b/a/ Country Corner. Councilman Norman seconded the motion, and all voted in favor. Motion passed.

Tiffany Riehemann asked permission for the Fire Department to sell alcohol at their event at the community center on March 4, 2017. Councilman Norman made a motion to approve the request. Councilman Todd seconded the motion, and all voted in favor. Motion carried. Mark Esquivel then requested approval for a catering permit for that event. Councilman Todd made a motion to approve a catering permit to sell alcohol at the Firemen's Ball. Councilman Norman seconded the motion, and all voted in favor. Motion passed.

Clean up of the motel was discussed. Officer Larson stated that the motel fire was still under investigation. It may be another month before the landowner would have permission to tear the building down.

Councilman Norman made a motion to approve Resolution No. 2 entitled: A RESOLUTION AUTHORIZING SUBMISSION OF A FEDERAL MINERAL ROYALTY CAPITAL CONSTRUCTION ACCOUNT GRANT APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR THE TOWN OF UPTON. Councilman Todd seconded the motion, and all voted in favor. Motion passed. The purpose of the Resolution is to replace old AC water lines and sewer lines and appurtenances in the amount of \$1,024,983.00 to be submitted to the State Loan and Investment Board for consideration at the June 15, 2017 meeting to assist in funding the Pine Street Water and Sewer Replacement Project.

Councilman Norman made a motion to approve Resolution No. 3 entitled: A RESOLUTION AUTHORIZING SUBMISSION OF A FEDERAL MINERAL ROYALTY CAPITAL CONSTRUCTION ACCOUNT GRANT APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR THE TOWN OF UPTON. Councilman Todd seconded the motion, and all voted in favor. Motion passed. The purpose of the Resolution is to replace old AC water and sewer lines and appurtenances in the amount of \$804,638.00 to be submitted to the State Loan and Investment Board for consideration at the June 15, 2017 meeting to assist in funding the Willow Street W&S Reconstruction Project.

Councilman Todd made a motion to approve a Joint Resolution with Weston County to reallocate \$77,127.47 from Grant CWC 13104 to CWC 15122 for courthouse improvements. Councilman Norman seconded the motion, and all voted in favor. Motion Carried. Councilman Norman then made a motion to approve a Joint Resolution with Weston County to reallocate \$6,342.70 from Grant CWC 13417 to CWC15122 for courthouse improvements. Councilman Todd seconded the motion, and all voted in favor. Motion carried.

Councilman Todd made a motion to approve Stacie Hoxie's appointment to the Upton Housing Authority Board. Councilman Norman seconded the motion, and all voted in favor. Motion carried.

Police Officer David Larson submitted the police department report to the Council. Officer Larson stated the radar units have been recertified. Clean-up of the police station is on-going. Purged files are being taken to the dump to be burned. Electrical work will be done in the court chambers. Councilman Todd told the Council that court may be held in Room 4 of the community center until city hall council chambers are done. Locking file cabinets will be needed for court paperwork.

The fire department report was submitted by Fire Chief Strong. Pictures of the new fire truck will be sent here in the next couple of weeks. The date for getting the truck is unknown at this time.

The public works report was submitted by Superintendent Lindstrom. Surveying and design work is ongoing for the 4<sup>th</sup> Street Project.

Attorney Hughes reported that he had drawn up a contract to be used for caterers. He has not been able to work on the utility policy. Review of the building inspections has been done with letters written to approximately six people with a completion due date. Additional inspections of buildings are in the works.

A budget item for the senior center was clarified. Deputy Clerk Millar informed the council in regard to the upcoming solar eclipse that will happen in August, 2017.

Councilman Norman inquired if Deputy Clerk Millar was a member of NEWY. She said that she was not a representative, but does go to the meetings. The meetings are for Mayors, Council members, and staff.

It was announced that WAM-JPIC Health Insurance Board Election Nominations are due in the WAM office by February 28, 2017 at 5:00 p.m.

In other business, Lacey Sloan told the Council that Hazardous Waste Day will be either September 9<sup>th</sup> or September 23<sup>rd</sup> in the community center parking lot. Police Chief Bridge will be available for prescription pick up that day. Lacy also asked if the Town needed a tree for Arbor Day. Upton is on the list for landfill closure. The landfill extension expires in 2020.

There being no further business, a motion was made to adjourn by Councilman Norman, and seconded by Councilman Todd. All voted in favor and the motion passed. The meeting adjourned at 8:08 p.m.