

Town of Upton  
Regular Town Council Meeting  
April 10, 2018

**THE REGULAR MEETING** of the Town Council of Upton, Wyoming was held at 7:00 p.m. on Tuesday, April 10, 2018 at the Upton Community Center located at 917 N HWY 116 in Upton, Wyoming.

Present: Mayor Travis Beck, Council Members Nathan Todd, Justin Norman and Dennis Stirmel. Absent: David Watt. Council Member Stirmel left the meeting at 8:02 p.m.

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

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve the March 13, 2018 meeting minutes as published. All ayes, MOTION CARRIED.

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

**CLAIMS PAID:**

Meter Deposit Refunds (refund) \$127.53; Kevin Allen (reimburse supplies) \$36.72; Alpha Communications (fee) \$50.00; AT&T (cells) \$379.07; B-4 (parts, supplies) \$278.60; Bearlodge Engineering (service) \$3,227.50; BHE (utility) \$5,727.00, \$1,171.10; BCBS (benefit) \$14,261.59; Cambria Supply (parts) \$227.05; Chase Card Services (credit card) \$3,221.02; City of Newcastle (dispatch) \$1,686.00; CNA Surety (bond) \$150.00; Collins Communications (alarm monitor & service) \$28.00; CW Waste (contract) \$5,964.15; Dept. of Treasury (taxes) \$120.54, \$9,909.75; Dept. of Workforce Services (benefit) \$1,485.31, \$16.02; Eastern Wyoming Equipment (parts) \$40.79; Energy Labs (testing) \$652.00; First State Bank (transfer) \$670.00; Honnen Equipment (parts) \$432.81, \$35.00; Howard White Construction, LLC (labor) \$9,588.65; Hughes Law Office (service) \$1,762.70; Inland Truck Parts (parts) \$24.26; Joe's Food Center (supplies) \$57.81; Local Government Liability Pool (insurance) \$500.00; Raquel Merritt (service) \$172.50; Michael's Construction (retainage release) \$10,000.00; Newcastle Motors (service) \$487.53; NEWEDF (dues) \$500.00; Northwest Pipe Fitting (parts) \$40.00; Norco (supplies) \$363.44; One Call of WY (locates) \$6.00; Postmaster (postage) \$163.45; Rasmussen Electric (service) \$144.00, \$5,654.47; Record Supply (parts) \$123.28; Rocky Mountain Print Solutions (seal) \$20.00; RT Communications (phones) \$676.61; Servall (mats) \$85.96; Team Laboratories (supplies) \$973.90; Top Office (services) \$51.00; UVFD (supplies, services) \$1,496.66; Upton Co-Op (fuel, parts, supplies) \$3,480.67; Verizon (cell) \$45.31; Voelker's (tire repair) \$90.00; Weston County Gazette (publishing) \$672.00; Weston County Senior Services (distribution) \$3,000.00; WY Earth Moving (service) \$7,940.00; WY Machinery (parts) \$147.68, 297.60, \$24.96; WY Network (website) \$50.00; WY Retirement (benefit) \$130.93, \$6,750.34, \$315.00.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (Pine Street project) \$810.00, \$1,249.35.

**SALARIES:** \$30,546.75.

**CLAIMS DENIED:** NONE.

Mayor Beck asked for comments or questions regarding a proclamation for Municipal Clerks Week May 6-12, 2018. He then updated the Council about on-going ENDOW Initiative meetings, the next NEWY meeting in Gillette on April 24<sup>th</sup> that will be followed by some training offered by the Wyoming Business Council for those able to attend.

Mayor Beck told the group that he didn't have any new information regarding the Rail Park Project, but that the WBC, UEDB and business were still working together on the project. The agreement was left tabled.

The Mayor then opened discussion with a group of citizens in attendance about the golf course and options moving forward. He confirmed that there would be no high school tournaments during the spring season, but if the course was needed the school is aware to ask about the status. Toby Canfield asked the Council what the next step would be for continuing to have the golf course open for use. Mayor Beck suggested that those interested take a look at the bylaws of the old clubs and Council Member Todd stated that a board may need to be established. Todd also suggested that the available lots be put up for sale to generate funds. Steve Hampton explained how the original board was elected by the club membership. Attorney Hughes offered to help the group form what ever entity they decided would work best, free of charge, and suggested that they visit with the Wyoming Business Council about options that group might have for funding recreation. Roxanne Duarte asked about a recreation board locally and inquired about possible funding from that board. It was noted that those funds are primarily used to fund the Upton Pool and do not cover the entirety of those costs, so it was not likely that funds would be available nor have previous requests by the golf course been funded from those monies. Mayor Beck offered to have the town look into options for fixing the mowing equipment at the golf course. Neil Schiller suggested that a riding mower used at the city park be allocated to the golf course for fairway mowing. The general consensus of the Council was that the course continue to be leased to whatever entity wanted to run it. Upton Golf, LLC did not renew their liquor license that expires June 30, 2018. Attorney Hughes and Clerk/Treasurer Millar will work with persons from the board, once established, to set up the type of entity desired and apply for the county liquor license.

COUNCIL MEMBER TODD MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the Mayor's signature on a Memorandum of Understanding between the Town of Upton and FOCUS for use a room at the community center. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TODD SECONDED a motion to advertise for bids for a 1977 Fire Truck with a minimum bid of \$1000.00. Fire Chief Strong asked that the ad specify that emergency lights and equipment would be removed from the vehicle if it was not sold to another fire department. All ayes, MOTION CARRIED.

Joe Woods, with the Central Weston County Solid Waste District, asked the Council about the options being researched for solid waste disposal for the Town of Upton. He also told the group that the Town could opt out of the Weston County Solid Waste District and join the CWCSWD if they wanted. Superintendent Lindstrom told Mr. Woods that approximately 14 tons of trash was generated each week in the Town of Upton and that he was looking at several options for solid waste disposal in the future. Mayor Beck, Council Member Norman and Superintendent Lindstrom had visited with other CWCSWD board members last week and plan to attend their next meeting on April 23<sup>rd</sup> in Osage.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to table Resolution No. 4, Series 2018-Utility Rates, Deposits and Fees 2018 until after the budget workshop. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to hold a budget amendment hearing 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.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to hold a budget hearing in the following particulars:

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.

The budget amendment hearing is scheduled during the May 8<sup>th</sup>, 2018 regular meeting at approximately 7:30 p.m.

COUNCIL MEMBER TODD MOVED, COUNCIL MEMBER NORMAN SECONDED a motion for a signature on an Aviation Encouragement (Fly In) Grant application for the Airport Board. All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve the contract documents from Timberline Services for the Upper Pine Street Project. Attorney Hughes had reviewed the contract with Kenny Rathbun and stated that he was comfortable with the actions taken by Timberline to remedy some deficiencies in their insurance requirements for the project. All ayes, MOTION CARRIED. The project is slated to begin on April 24, 2018.

Chief Bridge gave her report and updated the Council on matters with Weston County School District #7. She had attended the board meeting the previous night and fielded questions regarding arming teachers and the possibility of a school resource officer. Chief Bridge had also been following discussions between the county and the City of Newcastle over dispatch services and the use of the county building that houses the service. She warned the Council that the fee the Town of Upton pays for dispatch may double to nearly \$3,400.00 per month. Chief Bridge also asked to have an ordinance reviewed to incorporate the setting of fees for impound and daily costs set by resolution. Attorney Hughes will draft an ordinance for the next meeting.

Chief Strong gave his report and updated the Council that no new members had been added to the volunteer roster at this time.

Superintendent Lindstrom gave his report updating the Council on Park Project. He asked for direction on a request from Michael's Construction to use hydro-seed in place of sod, and they would seal the bathroom floors with no charge. After discussion, the consensus of the Council was to stick with sod and use Raisley Painting, LLC to clean and seal the floors. He delivered a letter from the State Engineers Office regarding the Burlington Northern dam repairs and stated that the engineer is requesting some more work be done before considering it repaired.

Clerk/Treasurer Millar asked for a budget workshop to be scheduled for Monday, April 30<sup>th</sup> at 6:00 p.m. at City Hall and told the Council that the building may be ready for the regular meeting on May 8<sup>th</sup>.

COUNCIL MEMBER TODD MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve diversifying two maturing CDs by investing \$100,000.00 in 1, 2, 3 and 4-year increments with PEAKS Investments. All ayes, MOTION CARRIED.

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 8:38 p.m.

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Mayor

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Attest

Clerk-Treasurer