

Town of Upton
Regular Town Council Meeting
September 11, 2018

THE REGULAR MEETING of the Town Council of Upton, Wyoming was held at 7:00 p.m. on Tuesday, September 11, 2018 at the Upton City Hall located at 725 2nd Street in Upton, Wyoming.

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

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

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the August 14, 2018 regular meeting minutes as published. All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve the claims for August and September to date, with the exception of claim #1505 from Michael's Construction in the amount of \$10,000.00 for the remaining retainage left on the project. Superintendent Lindstrom is still searching for solutions to replace the sub-standard capstone on the bandshell in the city park. All ayes, MOTION CARRIED.

CLAIMS PAID:

Deposit/Overpayment (refunds) \$366.83; Arrow Service (fuel) \$59.01; B-4 Automotive (supplies, parts) \$603.77; Bearlodge Engineering (water storage) \$617.50; Berger & Brown Attorneys (services) \$262.50; Black Hills Energy (utilities) \$6,408.07; \$77.37; Chase Card Services (supplies/parts/services) \$5,221.52; City of Newcastle (dispatch) \$1,686.00; Collins Communications, Inc. (services) \$28.00; Contractors Supply, Inc. (supplies) \$28.37; CW Waste (contract) \$5,964.15; David Larson (reimbursement) \$646.48; Energy Laboratories, Inc. (sample testing) \$208.00; Environmental Products Company (supplies) \$213.12; Global Heat Transfer WY, Inc. (parts, freight) \$255.94; Hughes Law Office (services) \$857.70; Ind Alternator & Starter Inc. (battery) \$180.00; Joe's Food Center (supplies) \$36.89; Newman Traffic Signs (signs) \$47.91; Norman Engle (contract) \$512.50; One Call of WY (locates) \$18.75; Postmaster (postage) \$170.45; PRECorp. (utilities) \$690.43, \$868.96; Raquel Merritt (services) \$60.00; RT Communications (phones) \$706.15; Russell Industries Inc. (parts) \$1,258.10; Servall Uniform & Linen Supply (services) \$95.98; State Land & Investment Office (payment) \$2,473.72, \$821.96; Stotz Equipment (services, parts) \$1,569.32; Timberline Services, Inc (supplies) \$340.80; Top Office Products, Inc. (services) \$51.00; Town of Upton (Vehicle Reserve) 3300.00; Upton CO-OP Assn. (parts/supplies/fuels) \$3,697.68; Upton Fire Department (supplies, parts, services) \$403.26; Upton Senior Center (inspection) \$59.79; USA Blue Book (parts) \$96.64; Verizon Wireless (phone) \$45.20; Weston County Gazette (publications) \$1,225.00; Weston County Treasurer (fee) \$13.40; Wyoming Machinery Company (repairs, parts) \$969.95; WY Network (services) \$50.00; WY Retirement (benefit) \$330.00.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (Upper Pine Street project) \$28,670.00; Timberline Services (Upper Pine Street Project) \$134,241.79 (+14,915.75 retainage to be held); Upton Soccer League (WYDOT Fly In Grant) \$800.00; Lori Olson (WYDOT Fly In Grant) \$1,050.00; Joe's Food Center (WYDOT Fly In Grant) \$592.05.

SALARIES: \$21,298.55

CLAIMS DENIED: Michael's Construction, Inc. (retainage balance) \$10,000.00.

Wes Birkley presented the Council with a Weston County Travel Commission public meeting invite for September 24, 2018 at 6:30 p.m. at the Newcastle Lodge.

Stanley Dixon and Chris Rhodes from the VFW post 2516 presented the Council with the services offered by the newly reorganized VFW.

Steve Hampton presented the Council with a financial statement and report for the golf course and discussed having water pumped from well six and stored in tanks to water the golf course.

Mark Hughes updated the Council on the contract from the Wyoming Game & Fish. Mr. Hughes had some questions for the WG & F about keeping the water at an acceptable level for fish. He also reported the annexation paperwork should be ready for initial review at the next meeting after he adds the special provisions regarding Old Town.

Cheri Claycomb, Director of the Weston County Children's Center in Upton, and Francie Gregory, Business Manager, spoke about the purpose and importance for grant match funding at the local level. Ms. Gregory stated that the WCCC would be short on their match money for the year by approximately \$12,000.00 with the Town of Upton and the Town of Hulett denying this year's requests. COUNCIL MEMBER TODD MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to for a budget amendment hearing for the next regular meeting on October 9th, 2018 for WCCC's request of \$3000.00. All ayes, MOTION CARRIED. Feedback from the Department of Audit on the legality of outside funding requests is also being considered in this matter.

Lacey Sloan, with the Weston County National Resource District, was on hand to explain how the funding to them is spent for hazardous waste day and review a quote for a mini-hazardous waste day in Upton.

Kenny Rathbun, with Bearlodge Engineering, gave an update on the Pine Street project. He shared that the asphalt paving on Pine Street should be starting directly. The next step after asphalt will be water on Kellogg Street.

Clerk/Treasurer Millar presented the Council with a policy for missing credit card receipts and credit card use at the advice of the Department of Audit. COUNCIL MEMBER TODD MOVED COUNCIL MEMBER NORMAN SECONDED a motion to approve the new policy. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TODD SECONDED a motion to approve Resolution No. 9, Series 2018 entitled: A RESOLUTION AUTHORIZING SUBMISSION OF A FEDERAL MINERAL ROYALTIES CAPITAL CONSTRUCTION ACCOUNT GRANT APPLICATION TO THE TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR THE TOWN OF UPTON FOR THE PURPOSE OF TO REPLACE OLD ASBESTOS CEMENT WATER MAINS AND SERVICES ALONG WITH CLAY TILE SEWER MAINS AND SERVICES ON PEARL STREET in the amount of \$390,000.00 with local matching funds of approximately \$97,500.00 coming from reserves or loans. All ayes, MOTION CARRIED. Resolution No. 9, Series 2018 can be viewed in its entirety at www.townofupton.com or at city hall.

COUNCIL MEMBER TODD MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the Weston County Joint Resolution: Reallocating \$70,000.00 from CWC-15124 to Weston County Solid Waste Grant for matching funds needed to close the landfill in Osage. The money was originally set aside from money received in 2011 from County Wide Consensus funds. All ayes, MOTION CARRIED.

Allyson Louderback requested a special event permit for the Upton High School for a bonfire for the Homecoming event that will take place on October 2, 2018. COUNCIL MEMBER TODD MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve the special event permit. All ayes, MOTION CARRIED.

Nick White requested that The Upton Gun Club receive a formal agreement for the area out by the driving range at the golf course. The area is used for Youth Hunter Education Challenge courses during the state competition held in Upton. Mark Hughes will draw up an agreement for review at the next meeting.

Clerk/Treasurer Millar brought a request from Kayla Caylor for permission to serve, not sell, alcohol at the Upton Community Center for a wedding taking place on Saturday, September 15, 2018. COUNCIL MEMBER TODD MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the request. All ayes, MOTION CARRIED.

Police Chief Bridge presented her report for review.

Fire Chief Strong presented his report for review.

The Town of Upton recognized Robert Willis for 15 years of dedicated service to the town with a plaque.

Superintendent Lindstrom presented his report for review. Mr. Lindstrom stated they are still looking for someone to fill the vacancy on the planning board. Mr. Lindstrom gave an update on the LED lights conversion, that are replacing current street lighting. He also stated the security cameras are installed and running at the park, with real time viewing with access for viewing at the police department, city hall and the public works office. Superintendent Lindstrom recognized The Upton Gun Club for all the help with the repair for the dam at the golf course.

Clerk/Treasurer Millar presented her report for review. Clerk Millar presented the Council with property insurance pricing. COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TODD SECONDED a motion to approve Clerk/Treasurer Millar's recommendation by choosing Wyoming Association of Risk Management. All ayes, MOTION CARRIED.

A discussion was held regarding EMT/Paramedic/School Resource Officer. The idea of organizing a committee to oversee and start looking at avenues to look for funding for this position. The idea of the SRO would be to be a presence in the schools and also present in the community when needed. Clark Coberly, Interim Superintendent for Weston County School District #7 and current vice president for the Upton Economic Development Board, and Woody Gaughenbaugh, school board member, were on hand to facilitate the discussion.

There being no further business, COUNCIL MEMBER TODD MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 9:12 p.m.

Travis Beck, Mayor

Attest June Shell, Deputy Clerk-Treasurer