

Town of Upton  
Regular Town Council Meeting  
January 8, 2019

**THE REGULAR MEETING** of the Town Council of Upton, Wyoming was held at 7:00 p.m. on Tuesday, January 8, 2019 at the Upton City Hall located at 725 2<sup>nd</sup> Street in Upton, Wyoming.

Present: Mayor Travis Beck, Council Members Justin Norman, Joe Watt, and Dennis Stirmel. Council Member David Watt joined the meeting at 7:35 p.m.

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

Mayor Beck, Council Members Joe Watt and Dennis Stirmel took their oaths of office

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to appoint Council Member David Watt as Vice Mayor. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the following mayoral appointments for 2019:

Mark Hughes, Attorney

Christopher Ringer, Municipal Judge

FirsTier Bank, First State Bank of Newcastle, Wyoming Government Investment Fund, PEAKS Investments and Pinnacle Bank, Financial Institutions

Weston County Gazette, Official Newspaper

Dennis Stirmel, General Government and Fire Department Commissioner

David Watt, Police Department Commissioner

Joe Watt, Water and Sewer Department Commissioner

Justin Norman, Streets and Landfill Department Commissioner

All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the December 11, 2018 regular meeting minutes with one correction to the spelling of public. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the Upton CoOp bill in the amount of \$2,048.73. Council Member Joe Watt recused himself due to a conflict of interest. All ayes, MOTION CARRIED.

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

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve claims paid in December including utilities and payroll expenses. All ayes, MOTION CARRIED.

**CLAIMS PAID:**

Deposit Refund (refunds) \$75.08; Transfers (reserves) \$500.00, \$600.00; AT&T (cell phones) \$386.65; B-4 Automotive (supplies/parts) \$230.96; Black Hills Energy (utilities) \$5,364.01, \$968.02; BCBS (benefit) \$12,888.73; Cambria Supply (supplies) \$178.32; Chase Card Services (supplies/parts/new equipment) \$869.46; City of Newcastle (dispatch) \$1,686.00; Collins Communications, Inc. (services) \$28.00, \$33.00, \$2,479.00; Crook County District Court (garnishment) \$562.82; CW Waste (contract) \$5,964.15; Dearborn National Life Insurance (benefit) \$96.87; Department of Treasury (taxes) \$9,766.75; Department of Workforce Services  
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(benefit) \$37.12, \$2,963.15; Energy Laboratories, Inc. (sample testing) \$44.00; First State Bank (transfer) \$670.00, \$4,282.50; Great Western Tire Co. (supplies) \$1,917.60; Hawkins (supplies) \$245.79; Hughes Law Office (services) \$1,157.70; Joe's Food Center (supplies) \$2.88; Linda Taebel (services) \$225.00; Norco (supplies) \$641.36; Northwest Pipefittings (parts) \$914.88; Omega Computers (services) \$137.50; One Call of WY (locates) \$3.00; Postmaster (postage) \$163.10; Powder River Energy Corp (utility) \$632.69; Raquel Merritt (services) \$60.00; Record Supply (parts) \$86.34; RT Communications (phones) \$663.89; Servall Uniform & Linen Supply (services) \$68.70; Top Office Products, Inc. (services) \$51.00; Upton CO-OP Assn. (parts/supplies/fuels) \$2,048.73; UVFD (reimbursement) \$2,282.20; Verizon Wireless (phone) \$40.81; Weston County Gazette (publications) \$468.00; Weston County Senior Services (contribution) \$3,000.00; WY Network (services) \$100.00; WY Retirement (benefit) \$330.00, \$6,290.19; Wyoming Secretary of State (notary) \$30.00.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (Upper Pine Street project) \$9,667.50.

**SALARIES:** \$28,406.66

**CLAIMS DENIED: NONE**

Attorney Hughes updated the Council that the annexation paperwork is still with WYDOT for signatures.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to nominate Clerk/Treasurer Millar to be the Winter WAM voting delegate. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to hold a liquor license hearing at 7:30 p.m. on February 12, 2019 during the regular meeting. All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve the second reading of Ordinance No. 1, Series 2019: AN ORDINANCE AMDENDING THE SECTION 2.08.020, UPTON MUNICIPAL CODE, UPDATING THE BOND AMOUNT REQUIREMENTS FOR ANY PERSONS WITH CUSTODY OF TOWN OF UPTON FUNDS. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve Ordinance No. 2, 2019: AN ORDINANCE AMENDING SECTIONS 10.16.035 AND 10.16.040 AND ADDING SECTION 10.16.033 OF THE UPTON MUNICIPAL CODE FOR SNOW REMOVAL on an emergency basis due to public safety. All ayes, MOTION CARRIED.

Superintendent Lindstrom gave a brief update that the 3<sup>rd</sup> Street Project would be going out to bid.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve the Conflict of Interest policy. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to table the Unclaimed Property and Special Events policies until the February meeting for further review. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve a request from the Chamber of Commerce to have alcohol for their installation banquet at the Community Center on Saturday, January 26, 2019. All ayes, MOTION CARRIED.

Chief Bridge gave her report and noted many positive contacts for the month of December.

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Chief Strong's report was reviewed.

Superintendent Lindstrom gave his report. The Town of Upton had been approved for a USDA Search Grant in the amount of \$30,000.00, prior to the federal government shutdown, and will wait for an official letter before proceeding.

Clerk/Treasurer Millar reported that the water fund was slightly behind anticipated budget numbers at the half year, and that approximately \$6,497.00 in utility accounts were past due as of the end of the year. Attorney Hughes discussed a collection list he had been provided and suggested that the amounts under his fees could be written off instead of pursued at a loss. Council Member Joe Watt asked about using small claims court filings to collect on the past due accounts. He will stop in at City Hall to explain the process. Attorney Hughes and Clerk/Treasurer Millar will work on the collections list letters as well.

Attorney Hughes reported to the Council regarding a letter received from Michael's Construction about the remaining retainage amount that is to be used for the capstone replacement. He and Superintendent Lindstrom will draft a response letter detailing the decision to keep those funds.

Mayor Beck updated the Council that the Wyoming Game and Fish contract to stock the pond at the golf course is still out for final signatures and that they were interested in the possibility of using piped water from Well No. 6 to aerate the pond. The use of Well No. 6 has been previously discussed as a watering source for the golf course. He also let the Council know that a presentation on behalf of the Town had been made to Governor Mead and Auditor Cloud to show appreciation for the support given to the Town over their tenure.

There being no further business, COUNCIL MEMBER DAVID WATT MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 7:42 p.m.

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Travis Beck, Mayor

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Attest Kelley Millar, Clerk-Treasurer