

Town of Upton  
Regular Town Council Meeting  
April 9, 2019

**THE REGULAR MEETING** of the Town Council of Upton, Wyoming was held at 7:00 p.m. on Tuesday, April 9, 2019 at the Upton City Hall located at 725 2<sup>nd</sup> Street in Upton, Wyoming.

Present: Mayor Travis Beck, Council Members Joe Watt and David Watt. Council Members Stirmel and Norman were absent.

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

COUNCIL MEMBER DAVID WATT MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve the March 12, 2019 regular meeting minutes as published. All ayes, MOTION CARRIED.

COUNCIL MEMBER DAVID WATT MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve the Upton Co-op bill. Council Member Joe Watt did not recuse himself due to the rule of necessity. All ayes, MOTION CARRIED.

COUNCIL MEMBER DAVID WATT MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve the claims for April to date. All ayes, MOTION CARRIED.

COUNCIL MEMBER JOE WATT MOVED, COUNCIL MEMBER DAVID WATT SECONDED a motion to approve claims paid in March including utilities and payroll expenses. All ayes, MOTION CARRIED.

**CLAIMS PAID:**

Deposit Refund (refunds) \$106.00; Transfers (reserves) \$500.00, \$600.00; Alpha Communications (lease) \$50.00; AT&T (cell phones) \$386.43; B-4 Automotive (supplies/parts/services) \$856.63; Bighorn Hydraulics, Inc. (parts) \$31.03; Black Hills Energy (utilities) \$6,474.21, \$1,550.92; BCBS (benefits) \$12,888.73; Border States Electric Supply (supplies) \$113.16; Chase Card Services (supplies/parts/new equipment/travel/training) \$2,889.31; City of Newcastle (dispatch) \$1,686.00; Collins Communications, Inc. (services) \$61.00; Cowboy State Rebuilders, LLC (parts) \$275.00; Crook County District Court (garnishment) \$662.13; CW Waste (contract) \$5,964.15; Dearborn National Life Insurance Co. (benefits) \$96.87; Department of Treasury (taxes) \$9,425.12; Department of Workforce Services (WC, UI) \$2,566.99, \$632.44, \$205.28; Energy Laboratories, Inc. (sample testing) \$119.00; First State Bank (transfer) \$670.00; Gillette Steel (supplies) \$3,085.00; Good Electric (services) \$4,476.29; Hughes Law Office (services) \$659.80; Joe's Food Center (supplies) \$66.19; JubJub, Inc. (web hosting) \$30.00; Linda Taebel (services) \$277.50; Newman Traffic Signs (signs) \$123.32; Norco (supplies) \$715.55; One Call of WY (locates/dues) \$6.00; Postmaster (postage) \$166.95; Rasmussen Electric (services) \$82.50; Record Supply (supplies) \$38.57; RT Communications (phones) \$641.06; Servall Uniform & Linen Supply (services) \$69.16; Top Office Products, Inc. (services/supplies) \$115.71; Upton Co-op Assn. (parts/supplies/fuels) \$2,675.65; USA Blue Book (supplies) \$558.13; UVFD (reimbursement) \$2,346.49; Verizon Wireless (phone) \$40.83; Weston County Gazette (publications) \$464.00; Weston County Natural Resource District (trees) \$1,100.00; Weston County Senior Services (contribution) \$3,000.00; Wyoming Network (services) \$25.00; WY Retirement (benefits) \$330.00, \$5,930.78.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (3<sup>rd</sup> Street Project) \$1,495.00, \$917.50.

**SALARIES:** \$26,621.97

**CLAIMS DENIED: NONE**

Unofficial Minutes of the Regular Meeting April 9, 2019

COUNCIL MEMBER DAVID WATT MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve the following proclamations:

A PROCLAMATION DESIGNATING MAY 2019 AS NATIONAL HISTORIC PRESERVATION MONTH.

A PROCLAMATION DESIGNATING THE WEEK OF MAY 5-11, 2019 AS THE 50<sup>TH</sup> ANNIVERSARY OF MUNICIPAL CLERKS WEEK.

A PROCLAMATION DESIGNATING THE WEEK OF MAY 13-17, 2019 AS PUBLIC WORKS WEEK.

A PROCLAMATION DESIGNATING THE WEEK OF MAY 19-25, 2019 AS EMS WEEK AND MAY 4<sup>TH</sup>, 2019 AS FIREFIGHTER'S DAY.

A PROCLAMATION DESIGNATING THE WEEK OF MAY 12-18, 2019 AS NATIONAL POLICE WEEK.

A PROCLAMATION DESIGNATING THE WEEK OF APRIL 14-20, 2019 AS NATIONAL EMERGENCY TELECOMMUNICATIONS WEEK.

All ayes, MOTION CARRIED.

Jenifer Hicks and Joni Rikke from the Upton Chamber of Commerce were present to ask the Council for support in placing benches on the downtown sidewalks as a part of the Chamber's beautification initiative. The benches would be donated to the Town. The Council asked that they visit with Superintendent Lindstrom about options.

Steve Hampton gave a brief update on the golf course financials and activities. He asked if the Town could bring out some reclaimed roto-mill material for repairing the cart paths; Superintendent Lindstrom will deliver the materials. The lease agreement with the golf club was discussed and Attorney Hughes will draft an updated version of a Management Agreement to replace the lease agreement at renewal. The term of the agreement was also discussed to better facilitate the application for a county liquor license. The new agreement will be reviewed at the next meeting.

COUNCIL MEMBER DAVID WATT MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve the 3<sup>rd</sup> Street Project Engineering Agreement for the construction phase in the amount of \$42,100.00. A brief discussion to clarify grant and local match expenses was held. All ayes, MOTION CARRIED.

Attorney Hughes would like to review some provisions of a proposed contract with Northern Technologies for materials testing on the 3<sup>rd</sup> Street Project before Council approval. This item will be revisited at the next meeting.

An agreement for design services for the Pearl Street Project will be reviewed at the next meeting.

COUNCIL MEMBER DAVID WATT MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve putting the old park playground equipment up for bid with the provision that successful bidder sign a release of liability, pay for the equipment within 5 days of the acceptance of their bid, and remove the equipment from city property within 10 days of the acceptance of the bid. If the provisions of the bid are not met within the specified timeframe, the equipment would be awarded to the next successful bidder with the same provisions in place. All ayes, MOTION CARRIED.

COUNCIL MEMBER DAVID WATT MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to table revision of the water and sewer taps fees until the May meeting for further review by staff. All ayes, MOTION CARRIED.

COUNCIL MEMBER DAVID WATT MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to table discussion regarding revisiting the garbage can and a new parking ordinance until the May meeting. All ayes, MOTION CARRIED.

Chief Bridge was unable to attend the meeting and had submitted her report for review.

Chief Strong presented his report.

Superintendent Lindstrom gave his report and announced that the Town had been awarded a Capital Construction Loan from the new state program in the amount of \$180,000.00 at last week's State Lands and Investments Board meeting for the Pearl Street Project. He also stated that the park restrooms would be open by Easter Weekend.

Clerk/Treasurer Millar gave her report.

COUNCIL MEMBER DAVID WATT MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve an alcohol request at the Community Center for the Jan Douglas funeral services to be held on Saturday, April 13<sup>th</sup>, 2019. All ayes, MOTION CARRIED.

COUNCIL MEMBER DAVID WATT MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve voting for the WAM-JPIC Board candidates as suggested by Clerk/Treasurer Millar. All ayes, MOTION CARRIED.

Attorney Hughes discussed a request for a letter from the Town stating that there are no ordinances prohibiting the owners of a local business from living in a building that also houses a restaurant. An adjoining building has been on the Town's abatement list for several years and is still standing. Mr. Hughes suggested that the Town could request a letter from a structural engineer stating that the buildings were safe and sound for occupancy.

Attorney Hughes stated that he would entertain being on a retainer for the Town instead of paid by the hour so that court proceedings would not be as costly. He had attended municipal court for March and was unable to prosecute anything due to the unexpected absence of the municipal judge. This will be considered in the budget for the next fiscal year.

There being no further business, COUNCIL MEMBER DAVID WATT MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 8:12 p.m.

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Travis Beck, Mayor

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Attest Kelley Millar, Clerk-Treasurer