

Town of Upton
Regular Town Council Meeting
July 9, 2019

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

Present: Mayor Travis Beck, Council Members Dennis Stirmel, Justin Norman, and Joe Watt. Council Member David Watt was absent.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the June 11, 2019 regular meeting minutes with the correction to the attestation. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the Upton Co-op bill. Council Member Joe Watt recused himself due to a conflict of interest. All ayes, MOTION CARRIED.

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

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

CLAIMS PAID:

FOR FISCAL YEAR 2019: Deposit Refund (refunds) NONE; Other Refunds (refunds) NONE; Arrow Service (fuel) \$21.30; AT&T (cell phones) \$333.89; B-4 Automotive (supplies/parts/services) \$495.55; Black Hills Energy (utilities) \$5,787.44, \$249.19; BCBS (benefits) \$13,341.79; Cambria Supply (supplies) \$44.60; Chase Card Services (supplies/parts/new equipment/travel/training) \$4,539.26; Contractor's Supply, Inc. (parts) \$147.47; Dana Kepner Co. (supplies) \$1,014.30; Dearborn National Life Insurance Co. (benefit) \$96.87; Department of Treasury (taxes) \$9,628.09; Energy Laboratories, Inc. (sample testing) \$265.00; Gillette Steel Center (supplies) \$1,012.20; Hughes Law Office (services) \$1,694.60; Joe's Food Center (supplies) \$72.26; Norman Engle (lease) \$350.00; Northwest Pipe Fitting, Inc. (parts) \$8,631.56; Postmaster (postage) \$174.30; RT Communications (phones) \$651.86; Servall Uniform & Linen Supply (services) \$88.44; Timberline Services, Inc. (Kellogg Repairs not project related, supplies) \$29,222.73; UVFD (reimbursement) \$2,880.07; Upton Senior Center (reimburse fire extinguisher inspection) \$97.00; Van Diest Supply Co. (supplies) \$1,940.50; Verizon Wireless (phone) \$40.79; Weston County Gazette (publications) \$752.15; WY Retirement (benefits) \$345.00, \$5,757.34.

FOR FISCAL YEAR 2020: Deposit Refund (refunds) \$97.40, \$53.30; Other Refunds (refunds) NONE; Transfer (reserves, debt service) \$500.00, \$600.00, \$670.00; Bearlodge Engineering (services) \$1,092.50; Black Mountain Software (maintenance fees) \$6,517.00; City of Newcastle (dispatch) \$1,686.00; Collins Communications, Inc. (services) \$61.00; Calibre Press (training) \$159.00; CW Waste (contract) \$5,964.15; JubJub, Inc. (web hosting) \$30.00; Linda Taebel (services) \$277.55; Municipal Code Corporation (admin fee) \$225.00; One Call of WY (locates) \$12.00; Top Office Products, Inc. (services) \$51.00; Wyoming Association of Risk Management (property insurance) \$22,524.96; Wyoming Association of Municipalities (dues) \$1,414.74; Wyoming Network (services) \$25.00.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (Willow Street and 3rd Street Projects) \$10,316.25; JW Services (3rd Street) \$110,098.80.

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SALARIES: \$28,778.19

CLAIMS DENIED: NONE

Steve Hampton presented the financials for the golf course. He noted that the Upton Golf Association had received funding approval from the Upton Economic Development Board in the amount of \$5,000.00 and that the course has some upcoming events planned.

Stephanie Salazar, Executive Director of the Upton Economic Development Board, introduced herself to the Council and gave a brief overview of the Board's activities, goals and work on a strategic plan. Mayor Beck thanked her for work and coming to the meeting.

Debbie Douglas, Upton Chamber of Commerce, presented information about benches for the downtown area with pictures and a description of locations by phases. She said that proposed locations had been pre-approved by the business owners that would be affected. The Council gave their support for the project to move forward.

Mayor Beck asked for public comment and discussion regarding Ordinance No.3, Series 2019. There being none, COUNCIL MEMBER JOE WATT MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve the third and final reading of Ordinance No. 3, Series 2019 entitled: AN ORDINANCE ADOPTING WIRELESS COMMUNICATION FACILITIES REGULATIONS AND PROVIDING FOR AN EFFECTIVE DATE. All ayes, MOTION CARRIED. A copy of the ordinance can be viewed at www.townofupton.com or in person at City Hall.

Mayor Beck asked for public comment and discussion regarding Ordinance No. 5, Series 2019. Mark Esquivel, Sunset Amigos, asked about the restrictions and requirements regarding minors being allowed in bars with their parents to eat and having a part-time cook over the age of 18 for his establishment. Attorney Hughes clarified that current state statute provided for both situations, current Town ordinance prohibits the practice though. Clerk-Treasurer Millar stated that the proposed ordinance would accommodate both situations moving forward. Chief Bridge introduced Kristi Lipp, Weston County Prevention Coordinator, who is very excited about the proposed ordinance that will include mandatory TIPS training. She told the Council that the training would be offered for free and that Stacie Hoxie of Upton had recently been certified to provide the four-hour class. There being no further public comment or discussion, COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve the third and final reading of Ordinance No. 5, Series 2019 entitled: AN ORDINANCE AMENDING CHAPTER 5.04 OF THE UPTON MUNICIPAL CODE CREATING A PROCESS FOR THE ISSUANCE, RENEWAL, SUSPENSION AND REVOCATION OF LIQUOR LICENSES BY THE GOVERNING BODY OF THE TOWN OF UPTON, WYOMING. All ayes, MOTION CARRIED. A copy of the ordinance can be viewed at www.townofupton.com or in person at City Hall.

Mayor Beck asked for public comment and discussion regarding Ordinance No. 6, Series 2019. There being none, COUNCIL MEMBER JOE WATT MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the second reading of Ordinance No. 6, Series 2019 entitled: AN ORDINANCE AMENDING PORTIONS OF CHAPTER 8 SECTION 8.04.025 OF THE UPTON MUNICIPAL CODE. All ayes, MOTION CARRIED.

Kenny Rathbun, Bearlodge Engineering, updated the Council on the current and proposed infrastructure projects for the Town. He advised that work on Kellogg Street would be starting again in the next week and that the street will be inaccessible over Fun Days weekend this year.

Mayor Beck asked for public comment and discussion regarding Resolution No. 7, 2019-Abandoned Mine Land Grant Application in the amount of \$1,129,312.00 with a local matching amount of \$59,438.00 for a total project cost of \$1,188,750.00 for the Willow Street Water and Sewer Replacement Project. There being none, COUNCIL MEMBER JOE WATT MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve Resolution No. 7, 2019-Abandoned Land Mine Grant Application. All ayes, MOTION CARRIED.

Mayor Beck asked for public comment and discussion regarding Resolution No. 8, 2019-WYLite Energy Grant Application Golf Course & FD HVAC Upgrade for an amount not to exceed \$25,000.00. The grant program requires a 10% local match. There being none, COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve Resolution No. 8, 2019-WYLite Energy Grant Application Golf Course & FD HVAC Upgrade. All ayes, MOTION CARRIED.

Mayor Beck asked for public comment and discussion regarding Resolution No. 9, 2019-WYLite Energy Grant Application Golf Course, Fire Department, Community Center and City Shop LED Retrofit for an amount not to exceed \$25,000.00. The grant program requires a 10% local match. There being none, COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve Resolution No. 9, 2019-WYLite Energy Grant Application Golf Course, Fire Department, Community Center and City Shop LED Retrofit. All ayes. MOTION CARRIED.

Mayor Beck asked for public comment and discussion regarding the proposed extension of a contract with CW Waste for municipal solid waste collection. Attorney Hughes advised delaying approval of the presented proposal due to some provisions that were not acceptable for the Town. It was suggested that the contract could be renewed on a month to month basis at the current price until the Town is sure about a closure date. There being no further public comment or discussion, COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDE a motion to extend the current CW Waste contract for municipal solid waste collection on a month to month basis until an adequate new contract can be drafted. All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve a request from the Class of 1969 to have, not sell, alcohol at the Community Center on July 19, 2019. All ayes, MOTION CARRIED.

Clerk-Treasurer Millar asked the Council to consider moving the September 10th regular meeting to September 17th in order to accommodate some training for her department in Casper. Mayor Beck asked if Deputy Clerk-Treasurer Shell would also be attending the training or if she could fill in for the regularly schedule meeting date. Clerk-Treasurer Millar stated that the plan was to have Deputy Clerk-Treasurer Shell attending the training institute as well and that this was the first step for arranging to have a temporary office position to cover City Hall for the week. COUNCIL MEMBER JOE WATT MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve the advertisement to move the September 10th, 2019 regular meeting to Tuesday, September 17th, 2019. All ayes, MOTION CARRIED.

Chief Bridge gave her report and stated that her department had had a positive response for weed and junk abatement warnings issued this season.

Chief Strong gave his report.

Superintendent Lindstrom gave his report and updated the Council that the Upton Landfill would likely stop taking municipal solid waste in early October and that the two free load program is for local residents only and not open to commercial customers or county customers.

Clerk-Treasurer Millar gave her report.

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Attorney Hughes reported that he has had difficulty getting any response from WYDOT on the proposed annexation submitted in 2018 for their review. He will be following up with letters to higher level officials to see if some progress can be made on the annexation.

There being no further business, COUNCIL MEMBER JOE WATT MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 8:05 p.m.

Travis Beck, Mayor

Attest Kelley Millar, Clerk-Treasurer