

Town of Upton
Regular Town Council Meeting
April 14, 2020

THE REGULAR MEETING of the Town Council of Upton, Wyoming was held at 7:00 p.m. on Tuesday, April 14, 2020 at the Upton City Hall located at 725 2nd Street in Upton, Wyoming.

Present: Mayor Travis Beck, Council Members Dennis Stirmel, Justin Norman. To comply with state health orders and current social distancing protocols, Council Members Joe Watt and David Watt did not attend the meeting. Staff was also limited to Clerk/Treasurer Millar. Also in attendance was Assistant Publisher/Editor of the *Weston County Gazette*, Nicholas Trandahl.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the March 10, 2020 regular meeting minutes as published. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the Upton Co-op bill. All ayes, MOTION CARRIED.

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

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

CLAIMS PAID:

Deposit Refund (refunds) \$125.00, \$150.00, \$40.60; Transfer (reserves, debt service) \$500.00, \$600.00, \$670.00; Alpha Communications (lease) \$50.00; American Welding & Gas (supplies) \$ 85.13; AT&T (phones) \$340.12; Black Hills Energy (utilities) \$5,902.81, \$1,143.99; BlueCross BlueShield of WY (benefit) \$13,341.79; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) \$2,417.46; City of Newcastle (dispatch) \$1,686.00; Collins Communications, Inc. (service) \$242.00; Cowboy State Rebuilders, LLC (parts) \$395.86; Crook County District Court (garnishment) \$631.49; CW Waste (contract, service) \$13,164.00; Dearborn National (benefit) \$96.87; Department of Treasury (taxes) \$10,318.04; Department of Workforce Services (benefit) \$110.53, \$459.92, \$3,832.83; Eastern Wyoming Equipment Co. (supplies) \$31.98; ECEDF (NEWY dues) \$500.00; Energy Laboratories (samples) \$420.00; Environmental Products Co. (supplies) \$107.72; FirstNet (phones) \$351.52; Gillette Steel Center (parts) \$220.00; Global Heat Transfer WY (service) \$973.43, \$2,731.12; Honnen Equipment (parts) \$96.25; Hughes Law Office (retainer) \$1,600.00; Joe's (supplies) \$25.68; Linda Taebel (services) \$420.00; Northwest Pipe Fitting (supplies) \$245.56; Office of State Lands & Investments (loan fee) \$450.00; Omega Computers (service) \$94.00; One Call (service) \$6.00; Postmaster (postage) \$179.20; Powder River Energy (utilities) \$611.88; Raquel Merritt (service) \$60.00; RT Communications (phones) \$694.54; S & S Parts and Performance (parts) \$123.54; Servall (mats) \$139.23; Titan Machinery (parts) \$330.22; Top Office Products, Inc. (service, supplies) \$67.41; Town of Upton (utilities) \$208.35; Upton Co-op (fuel, parts, supplies) \$2,345.33; Upton Senior Center (reimburse insurance) \$500.00; USA Bluebook (supplies) \$177.11; UVFD (reimburse) \$2,561.39; Verizon (phone) \$41.57; Voelker's Autobody & Glass, Inc. (service) \$1,672.00; Weston County Gazette (publishing) \$598.50; Weston County Senior Services (distribution) \$3,000.00; Wilson & Company, Inc. (prepayment for service) \$30,300.00; WY Retirement (benefit) \$6,617.54, \$195.00.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (Pine Street BNSF Emergency Repair, Pearl Street Project) \$5,732.28, \$1,977.50; DRM, Inc. (Pine Street BNSF Emergency Repair) \$23,332.27.

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SALARIES: \$29,486.01

CLAIMS DENIED: NONE

Mayor Beck signed proclamations recognizing the following:

National Emergency Telecommunications Week April 12-18, 2020

National Historic Preservation Month May 2020

Municipal Clerk's Week May 3-9, 2020

National Firefighter's Day May 4, 2020

National Police Week May 10-16, 2020

Public Works Week May 17-23, 2020

EMS Week May 17-23, 2020

Mayor Beck asked for public comment regarding Resolution No. 9, 2020-Landfill Rate for Bagged Municipal Solid Waste. Clerk/Treasurer Millar explained that MSW would be required to be bagged and with the increased use of the roll-off dumpsters these rates should adequately capture revenue to offset the costs associated. Mayor Beck commented that it was a starting point to establish a rate and see how it works out. COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve Resolution No. 9, 2020 entitled: A RESOLUTION OF THE TOWN COUNCIL OF UPTON, WESTON COUNTY, WYOMING ADOPTING UTILITY RATE AMOUNT INCREASES IMMEDIATELY. The resolution is specific landfill rates for the Town of Upton Landfill. All ayes, MOTION CARRIED. The resolution may be viewed at www.townofupton.com. Council Member Norman asked that an ad be put in the paper regarding bagging MSW for the landfill and securing loads while in transport to the landfill.

Mayor Beck asked for public comment regarding the correction of Resolution No. 2, 2020-Mineral Royalties Grant Application for the Willow Street Project. Clerk/Treasurer Millar updated the council that a correction was needed upon the Office of State Land's review of the application and the previously approved amount of \$905,000.00 would need to be changed to \$972,095.00 for the project grant request. COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve corrected Resolution No. 2, 2020 entitled: A RESOLUTION AUTHORIZING THE SUBMISSION OF A FEDERAL MINERAL ROYALTY CAPITAL CONSTRUCTION ACCOUNT GRANT APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR THE TOWN OF UPTON FOR THE PURPOSE OF REPLACEMENT OF AGED AND DETERIORATED WATER AND SEWER MAIN, AND OUTDATED METER PITS TO INCLUDED REPLACING THE WATER AND SEWER SERVICES TO THE PROPERTY LINES FOR WILLOW STREET. All ayes, MOTION CARRIED. The resolution may be viewed at www.townofupton.com.

Mayor Beck asked for public comment regarding Resolution No. 10, 2020-USDA RD Apply Willow Street Project. Clerk/Treasurer Millar explained that with funding sources limited, it was recommended to apply for the entire amount of the Willow Street grant funding from multiple sources, Mayor Beck agreed. COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve Resolution No. 10, 2020 entitled: A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE UNITED STATES DEPARTMENT OF AGRICULTURE, RURAL DEVELOPMENT PROGRAM FOR A GRANT ON BEHALF OF THE GOVERNING BODY FOR THE TOWN OF UPTON. All ayes, MOTION CARRIED.

At approximately 7:10 p.m. Mayor Beck opened the budget hearing asking for public comment. Mayor Beck asked how much had been billed to date by ACM, LLP, the firm conducting the financial audit. Clerk/Treasurer Millar said that \$4,500.00 had been billed so far and that through recent communication with ACM, LLP the

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audit should be finished soon so another billing would be forthcoming not to exceed the \$12,000.00 quote. Mayor Beck closed the hearing at 7:11 p.m.

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

Increase the General Fund Budget by \$12,000.00 by budgeting \$12,000.00 from General Fund Cash Reserves. The monies will be used to pay for audit services from ACM, LLP as quoted “not to exceed \$12, 000.00”.

All ayes, MOTION CARRIED.

Department Head reports were submitted prior to the meeting and available for council review in Dropbox.

There being no further business, COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 7:12 p.m.

Travis Beck, Mayor

Attest Kelley Millar, Clerk-Treasurer