

Town of Upton
Regular Town Council Meeting
February 11, 2020

THE REGULAR MEETING of the Town Council of Upton, Wyoming was held at 7:00 p.m. on Tuesday, February 11, 2020 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 January 14, 2020 regular meeting minutes as published. All ayes, MOTION CARRIED.

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

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

CLAIMS PAID:

Deposit Refund (refunds) \$95.74; Kelley Millar (reimbursement) \$15.44; Transfer (reserves, debt service) \$500.00, \$600.00, \$670.00; Alpha Communications (lease) \$50.00; B-4 Automotive (parts, supplies) \$453.10; Bearlodge Engineering (service) \$1,600.00; BioWest Remediation (service) \$100.00; Black Hills Energy (utilities) \$6,619.13, \$1,115.29; BlueCross BlueShield of WY (benefit) \$13,341.79 BNSF Railway Co. (fees) \$4,904.00, \$1,899.00; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) \$3,602.50; City of Newcastle (dispatch) \$1,686.00; Collins Communications, Inc. (service) \$242.00; Contractor's Supply (parts) \$574.96; Country Corner (refund advertising) \$18.00; Crook County District Court (garnishment) \$683.97; CW Waste (contract) \$11,664.00; Department of Treasury (taxes) \$11,236.56; Energy Laboratories (samples) \$96.00; FirstNet (phones) \$175.52; Hughes Law Office (retainer) \$1,600.00; Inland Truck Parts (parts) \$308.15; ITT Services (refund advertising) \$18.00; Joe's (supplies) \$11.17; Linda Taebel (services) \$255.00; Norco, Inc. (supplies) \$392.83; Oddette, Inc. (refund advertising) \$18.00; One Call (service) \$1.50; Postmaster (postage) \$177.80; PRECorp (utility) \$828.44; Raquel Merritt (service) \$30.00; RT Communications (phones) \$649.84; Servall (mats) \$88.44; Top Office Products, Inc. (service, supplies) \$110.35; Town of Upton (utilities) \$208.35; Upton Co-op (fuel, parts, supplies) \$2,430.48; UVFD (reimburse) \$834.06; Verizon (phone) \$41.57; Western Royalties (refund advertising) \$18.00; Weston County Gazette (publishing) \$490.00; Weston County Treasurer (fees) \$447.98; Wyoming Machinery Co. (parts) \$29.46; WY Retirement (benefit) \$7,033.78, \$300.00.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (Pine Street BNSF Emergency Repair) \$8,012.50.

SALARIES: \$30,968.11

CLAIMS DENIED: NONE

Roxanne Duarte spoke to the Council about a civil snow removal issue where snow is being moved onto a city right-of-way. Attorney Hughes suggested that if this was the case and an ordinance prohibiting the practice is in place, a citation should be issued. Mayor Beck will address the issue further.

Ms. Duarte also spoke about the Upton Golf Association's current finances and voiced concerns about the remaining amount left in the funds budgeted from the Town of Upton. She anticipated opening the course by May 1st and asked if it would be possible to have the Honor Camp twice per week to help with grounds maintenance. The electric company will be contacted for service interrupt options to save funds over the off season.

Mayor Beck asked for public comment regarding Ordinance No. 7, Series 2019, there being none, COUNCIL MEMBER JOE WATT MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve Ordinance No.7, 2019 entitled AN ORDINANCE FOR THE ANNEXATION OF LAND TO THE TOWN OF UPTON on the third and final reading. All ayes, MOTION CARRIED.

Discussion regarding a master plan was held over for the next meeting.

Mayor Beck asked for public comment regarding Ordinance No. 1, Series 2020, there being none, COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve the second reading of Ordinance No. 1, Series 2020 entitled AN ORDINANCE AMENDING CHAPTER 10 SECTION 10.16-PARKING AND ADDING SECTION 10.16.032 OF THE TOWN OF UPTON CODE- PARKING RESTRICTIONS FOR STREET MAINTENANCE TO INCLUDE STREET SWEEPING. All ayes, MOTION CARRIED.

In new business, the Upton Gun Club grant sponsorship was held over for the next meeting.

Mayor Beck opened the Liquor License Renewal hearing at approximately 7:23 p.m. Clerk/Treasurer Millar verified compliance for all three renewal applications for retail liquor licenses. There being no public comment, Mayor Beck closed the hearing at approximately 7:26 p.m. COUNCIL MEMBER JOE WATT MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve the renewal of liquor licenses for James Parks dba Country Corner, Oddette, Inc. dba Cowboy Bar and Western Royalties dba Sunset Amigos from April 1, 2020 through March 31, 2021. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve holding a hearing for a liquor license hearing transfer from James Parks dba Country Corner to ITT Services dba Irontown Tavern. All ayes, MOTION CARRIED.

Mayor Beck asked for public comment regarding Resolution No. 2, 2020, there being none, COUNCIL MEMBER JOE WATT MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve Resolution No. 2, 2020-A RESOLUTION AUTHORIZING 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 IN THE AMOUNT OF \$905,000.00 FOR THE WILLOW STREET WATER AND SEWER PROJECT. All ayes, MOTION CARRIED.

Mayor Beck asked for public comment regarding Resolution No. 3, 2020, there being none, COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve Resolution No. 3, 2020-A RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE WYOMING WATER DEVELOPMENT COMMISSION ON BEHALF OF THE GOVERNING BODY OF THE TOWN OF UPTON IN THE AMOUNT OF \$250,000.00 FOR A LEVEL II FEASIBILITY STUDY ON THE MUNICIPAL WATER SYSTEM. All ayes, MOTION CARRIED.

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Mayor Beck asked for public comment regarding Resolution No. 4, 2020, there being none, COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve Resolution No. 4, 2020-A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE UNITED STATES DEPARTMENT OF AGRICULTURE, RURAL DEVELOPMENT FOR A COMMUNITY PROGRAM GRANT ON BEHALF OF THE GOVERNING BODY FOR THE TOWN OF UPTON IN THE AMOUNT OF \$45,100.00 FOR THE PURCHASE AND UPFITTING OF ONE POLICE VEHICLE. All ayes, MOTION CARRIED.

Mayor Beck asked for public comment regarding the engineering services contract with Bearlodge Engineering for the Pearl Street Project, there being none, COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to approve the construction phase engineering contract for the Pearl Street Project with Bearlodge Engineering in the amount not to exceed \$58,640.00. All ayes, MOTION CARRIED.

Clerk/Treasurer Millar explained a policy presented for grant and loan applications made on behalf of the Town of Upton that would include those grants or loans using the Town as a pass-through agent. COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the Grant and Loan Application Policy. All ayes, MOTION CARRIED.

Both Chief Bridge and Chief Strong were absent and had submitted their reports prior to the meeting.

Superintendent Lindstrom gave his report and updated the Council on activities in his department.

Council Member Joe Watt inquired about issues on the Pine Street Project and what was being done to fix the problem connections. Kenny Rathbun of Bearlodge Engineering explained that the connections had been replaced on Pine Street and would be addressed on the Kellogg Street portion soon. He also stated that updates to contract documents for future projects would eliminate reoccurrence of the issue moving forward.

Clerk/Treasurer Millar gave her report with a legislative update. The Council asked staff to take a look at the requirements for the golf course clubhouse repairs from an August inspection.

Attorney Hughes asked for an executive session. COUNCIL MEMBER JOE WATT MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to enter executive session as per Wyoming State Statute 16-4-405 (a)(iii) on matters concerning litigation to which the governing body is a party or proposed litigation to which the governing body may be a party. All ayes, MOTION CARRIED. The Council entered executive session at 8:12 p.m. COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to reconvene the regular meeting. All ayes, MOTION CARRIED. The regular meeting reconvened at 8:37 p.m. No action was taken.

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 8:38 p.m.

Travis Beck, Mayor

Attest Kelley Millar, Clerk-Treasurer