

Town of Upton  
Regular Town Council Meeting  
August 10, 2021

**THE REGULAR MEETING** of the Town Council of Upton, Wyoming was called to order at 7:00 p.m. on Tuesday, August 10, 2021 at the Upton City Hall located at 725 2<sup>nd</sup> Street in Upton, Wyoming.

Present: Mayor Travis Beck, Council Members Dennis Stirmel, Joe Watt and Nicholas Trandahl. Council Member Justin Norman joined the meeting at 7:23 p.m. Staff present included Attorney Mark Hughes, Clerk/Treasurer Kelley Millar, Fire Chief John Strong and Police Chief Susan Bridge. Public attendance included Ann Barker with the *Weston County Gazette*, Rick Rothleitner with the Upton Gun Club, Scott Evans & Gloria Knapp with Irontown Tavern, Gary Barnes with the Upton Senior Center Board and Lori Materi with the Upton Airport Board.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve the minutes of the June 8, 2021 regular meeting as published. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to pay the claims for August to date. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve the claims paid in July to include utility payments, payroll, approved grant expenses and final year end expenses. All ayes, MOTION CARRIED.

COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve the claim from the Upton CoOp with Council Member Joe Watt recusing himself due to a conflict of interest. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve the claim from the Weston County Gazette with Council Member Trandahl recusing himself due to a conflict of interest. All ayes, MOTION CARRIED.

**CLAIMS PAID:**

Deposit Refund (refunds) \$125.42, \$15.10; Reimbursements: \$61.56, \$288.96; Transfer (reserves, debt service) \$500.00, \$1,200.00, \$670.00; Arrow (fuel) \$392.99; Association of Public Treasurers US & Canada (dues) \$259.00; AT&T (phones) \$250.62; Black Hills Energy (utilities) \$7,867.51, \$150.78; Blakeman Propane (fuel) \$22.10; Blue Cross Blue Shield of WY (benefits) \$11,991.91; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) \$4,412.96; City of Newcastle (dispatch) \$1,686.00; Collins Communications, Inc. (service) \$242.00; Contractor's Supply (parts) \$176.75; Craig's Sales-Service Rental (tools) \$291.98; CW Waste (contract) \$12,964.00; Department of Treasury (taxes) \$11,902.44; Emily Cork (service) \$270.00; Energy Laboratories (samples) \$442.00; FirstNet (phones) \$176.00; Gillette Steel Center (parts) \$545.00; Hawkins (supplies) \$1,209.26; Hughes Law Office (retainer) \$1,600.00; Independent Internet Solutions, Inc. (service) \$300.00; International Association of Chiefs of Police (dues) \$190.00; International Institute of Municipal Clerks (dues) \$175.00; Joe's Food Center (supplies) \$95.27; JubJub (service) \$360.00; One Call of WY (locates) \$8.25; NEWEDF (fees for Congressional Tour) \$500.00; Norco (supplies) \$361.36; Northwest Pipefitting (supplies) \$2,450.75; Postmaster (postage) \$188.64; PRECorp (utility) \$797.25; Range (phones) \$627.49; Raquel Merritt (service) \$30.00; Ryan's Custom Designs (service) \$845.00; S&S Parts & Performance (service, parts, supplies) \$907.35; Savage Repair (service) \$162.50; Servall (mats) \$79.88; Team Laboratory Chemical, LLC (supplies) \$1,083.00; Titan Machinery (parts) \$88.50; Top Office Products, Inc. (service/supplies) \$51.00; Town of Upton (utilities) \$208.35; Upton Co-op (fuel, parts, supplies) \$2,777.46; USA Blue Book (supplies) \$2,484.91; UVFD (reimburse) \$80.08; Verizon (phone) \$79.62; Weston County Unofficial Minutes of the Regular Meeting August 10, 2021

Clerk (fees) \$12.00, \$12.00, \$12.00; Weston County Children's Center (contribution) \$3,000.00; Weston County Gazette (publishing) \$683.93; Weston County Humane Society (contribution) \$1,200.00; Weston County Senior Services (contribution) \$3,000.00; Weston County Sheriff/Detention Center (service) \$55.00; WY Association of Municipalities (dues) \$1,414.74; WY Association of Risk Management (property insurance) \$31,616.89; WY Retirement (benefit) \$7,888.73, \$187.50.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (Willow Street Project, Lagoon #3 Project) \$12,875.00, \$325.00, \$7,400.00.

**SALARIES:** \$42,401.29

**CLAIMS DENIED:** NONE

Scott Evans with Irontown Tavern came before the council to request permission for a street closure and open container permit to accompany a street dance on September 11, 2021. Mr. Evans outlined the plan for the event and stated that if the event goes well, he would be back to request the same for an event over Fun Days in 2022. Chief Bridge had concerns over keeping the Veteran's Memorial safe from vandalism or damage, as did Mr. Evans and precautions will be taken to protect the memorial. COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve a street closure from the intersection of Pine Street & 2<sup>nd</sup> Street to the Upton Post Office and to include the approval of an open container permit for the same area. All ayes, MOTION CARRIED.

Gary Barnes, President of the Upton Senior Center Board, came before the council to share information regarding reinstating hot meals being served at the Upton Senior Center building. He stated that more seniors are interested in stopping by the Center to eat lunch but would like to have a hot meal rather than a sack lunch that is being sent up from the Weston County Senior Center. He will check back in with the council after more conversations with the Weston County staff.

Lori Materi with the Upton Airport Board came before the council with an update on the Upton Municipal Airport Master Plan. She also answered a question from Mayor Beck that the Airport Board is looking into some availability of additional lighting from the Sheridan Airport. She also asked if there was a location for storage of lighting available. Mayor Beck will check in to storage options.

Mayor Beck asked for public comment regarding Ordinance No. 2, Series 2021. There being none, COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve Ordinance No. 2, Series 2021 entitled: AN ORDINANCE GRANTING A NONEXCLUSIVE FRANCHISE TO POWDER RIVER ENERGY CORPORTION TO CONSTRUCT, ACQUIRE, OPERATE AND MAINTAIN AN ELECTRIC SYSTEM IN THE TOWN OF UPTON, WYOMING, AND TO FURNISH ELECTRICITY TO THE TOWN AND THE INHABITANTS THEREOF, AND TO USE THE STREETS, ROADS, ALLEYS, AND OTHER PUBLIC PLACES WITHIN THE TOWN; LENGTH OF FRANCHISE, FRANCHISE FEE; REPEALING ALL ORDINANCES IN CONFLICT THEREWITH; SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. All ayes, MOTION CARRIED.

Mayor Beck asked for public comment regarding Ordinance No. 3, Series 2021. Attorney Hughes shared an email chain between himself and Jason Hendricks with Range regarding concern over proposed changes to the term (10 year proposed by Range, 5 year proposed by the Town) and the fee percentage (1% of gross sales proposed by Range, 2% of gross sales proposed by the Town). After discussion, Attorney Hughes will communicate the council's concerns with Mr. Hendricks. Representatives from Range will be invited to the September meeting. COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve the second reading of Ordinance No. 3, Series 2021-Non Exclusive Franchise

Agreement with RT Communications, dba Range with a 5 year term and a 2% fee. All ayes, MOTION CARRIED.

Mayor Beck asked for public comment regarding Resolution No. 9, 2021. Clerk/Treasurer Millar outlined a preliminary plan for expenditure of the American Rescue Plan Act monies received by the Town. Any significant changes to the presented plan will be brought before the council for approval. COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve Resolution No. 9, 2021 entitled: A RESOLUTION REQUESTING EXPENDITURE OF AMERICAN RESCUE PLAN ACT FUND ON BEHALF OF THE GOVERNING BODY FOR THE TOWN OF UPTON, WESTON COUNTY, WYOMING. All ayes, MOTION CARRIED.

Mayor Beck asked for public comment regarding the appointment of a representative to the Weston County Travel Commission. Only one letter of interest had been received as of meeting time. Clerk/Treasurer Millar updated the council that the previously approved Joint Powers Agreement had been rejected by the Wyoming Attorney General's office and would need to be corrected then re-approved by the entities before becoming effective. COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve the appointment of Stacie Hoxie as an Upton representative for the joint commission. All ayes, MOTION CARRIED.

Chief Bridge gave her report and updated the council on possible community service to be served by juveniles involved in vandalism at the Upton City Park. She would like to see improvements at the Upton Rodeo Grounds through that community service. She also reiterated that both stalking orders had been extended by the court and that after some clean up and stripping of the old Upton Police Department vehicle (2009 Chevrolet-White) she would like to have the vehicle put up for bid with the proceeds being deposited into the PD Vehicle Replacement Fund.

Chief Strong gave his report. He has not been contacted by Campbell County Health regarding ambulance services yet, but he has also been working fires. He did not know of any calls in his absence that had required response from the Newcastle Ambulance Service.

Superintendent Lindstrom had submitted his report prior to the meeting.

Clerk/Treasurer Millar presented her report and updated the Council on an upcoming dispatch meeting as well as the previous meeting from July. She presented thank you cards from the Young Guns Club and thanked Rick Rothleutner for his excellent work with the kids. She also shared that she is still working on the best option for grants to build a facility at the outdoor range and a reminder that the September meeting has been moved from Tuesday the 14<sup>th</sup> to Tuesday the 7<sup>th</sup> of September due to a training conflict. The change will be advertised.

There being no further business, COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 7:49 p.m.

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Travis Beck, Mayor

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Attest Kelley Millar, Clerk-Treasurer