

Town of Upton
Regular Town Council Meeting
June 8, 2021

THE ANNUAL APPROPRIATIONS HEARING for the Town of Upton was called to order at 6:45 p.m. on Tuesday, June 8, 2021 at the Upton City Hall located at 725 2nd Street in Upton, Wyoming. Mayor Beck opened the hearing asking for public comment regarding the proposed budget for the fiscal year ending June 30, 2022. Staff updated landfill and sanitation items to account for estimated costs of roll off and cardboard container tipping fees in the amount of \$5,000.00 additional to the published proposed budget. It was discussed to use Cash on Hand for maintenance and repair costs for the cardboard compactor for this fiscal year and evaluate a fee in the future. The hearing was closed at 6:55p.m.

THE REGULAR MEETING of the Town Council of Upton, Wyoming was called to order at 7:00 p.m. on Tuesday, June 8, 2021 at the Upton City Hall located at 725 2nd Street in Upton, Wyoming.

Present: Mayor Travis Beck, Council Members Justin Norman, Dennis Stirmel and Nicholas Trandahl. Council Member Joe Watt was absent. Staff present included Attorney Mark Hughes, Clerk/Treasurer Kelley Millar, Superintendent Mark Lindstrom, and Police Chief Susan Bridge. Public attendance included Ann Barker with the *Weston County Gazette*, Rick Rothleutner with the Upton Gun Club, Jeff Baumgarner with Powder River Energy Corporation, Lori Materi with the Upton Airport Board and Lucy Mckenzie.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve the Consent Agenda which included the May 11, 2021 regular meeting minutes as published, claims paid to date in May and claims paid in April including corrected claims, utilities, payroll expenses and approved grant expenses. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve payment of the Upton Co-op and Weston County Gazette bills with Council Member Trandahl recusing himself due to a conflict of interest. All ayes, MOTION CARRIED.

CLAIMS PAID:

Deposit Refund (refunds) \$46.26, \$35.50, \$41.85; Reimbursements \$5.00, \$100.80; Transfer (reserves, debt service) \$500.00, \$600.00, \$670.00; Arrow (fuel, materials) \$557.02; AT&T (phones) \$259.89; Bearlodge Engineering (service) \$487.50, \$1,700.00; Black Hills Energy (utilities) \$5,377.53, \$654.48; Blue Cross Blue Shield of WY (benefits) \$13,841.70; Cambria Supply (supplies) \$20.68; Carrot Top Industries (supplies) \$269.17; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) \$13,125.71; City of Newcastle (dispatch) \$1,686.00; Collins Communications, Inc. (service) \$362.00; Contractor's Supply (parts) \$979.04; Crackel Artworks (service) \$537.92; Crook County District Court (garnishment) \$705.31; CW Waste (contract) \$11,664.00, \$500.00; Department of Treasury (taxes) \$10,679.45; Emily Cork (service) \$210.00; Energy Laboratories (samples) \$808.00; Environmental Products (parts) \$1,666.10; Ferguson Enterprises, Inc. (parts) \$5,492.73; FirstNet (phones) \$176.04; Hawkins, Inc. (supplies) \$464.78; Hughes Law Office (retainer) \$1,600.00; Leadership Wyoming (tuition) \$1,500.00; One Call of WY (locates) \$6.75; Northwest Pipefitting (parts) \$649.03; Postmaster (postage) \$186.48; Range (phones) \$623.08; S&S Parts & Performance (service) \$47.56; Savage Repair (service) \$459.10; Servall (mats) \$77.98; Top Office Products, Inc. (service/supplies) \$110.35; Town of Upton (utilities) \$208.35, \$15.00; Uber Geek Computers (equipment) \$288.18; Upton Co-op (fuel, parts, supplies) \$3,094.95; UVFD (reimburse) \$1,717.26; Verizon (phone) \$79.61; Weston County Natural Resource District (trees) \$1,100.00; Weston County Gazette (publishing) \$960.24; WY Retirement (benefit) \$7,217.60, \$225.00.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (Willow Street Project, Lagoon #3 Project) \$807.50, \$7,860.00, \$1,300.00.

SALARIES: \$38,450.61

CLAIMS DENIED: NONE

Lucy McKenzie came before the Council to express her concerns about the upkeep at the Greenwood Cemetery.

Lori Materi let the Council know that she had planned to host a Fly In over Fun Days in July and was waiting to hear back about potential grant opportunities to fund the event.

There was no update on the Bobcat Subdivision land sale.

Mayor Beck asked for public comments regarding changes to the agreement with the Upton Golf Association to add provisions for camping spots. Rick Rothleutner spoke in support of the idea. COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve the updated agreement. All ayes, MOTION CARRIED.

Council Member Norman briefly discussed disc golf and will follow up with Mary Hart for more details.

Mayor Beck asked for public comment regarding Ordinance No. 1, Series 2021. There being none, COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve the Ordinance No. 1, Series 2021 entitled: ANNUAL APPROPRIATIONS ORDINANCE FOR THE FISCAL YEAR ENDING JUNE 30, 2022, on an emergency basis. All ayes, MOTION CARRIED.

Mayor Beck asked for public comment regarding Resolution No. 5, 2021. There being none, COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve Resolution No. 2, 2021 entitled: A RESOLUTION OF THE TOWN COUNCIL OF UPTON, WYOMING, WESTON COUNTY ADOPTING UTILITY RATE INCREASES FOR THE FISCAL YEAR 2021-2022. The resolution can be viewed in the Weston County Gazette, online at www.townofupton.com or in person at City Hall.

Mayor Beck asked for public comment regarding Ordinance No. 2, Series 2021. Clerk/Treasurer Millar asked for a correction to the spelling of the word cooperative to cooperate. Jeff Baumgarner with Powder River Energy Corporation was on hand to answer further questions. There being no further comments, COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve the first reading of Ordinance No. 2, Series 2021 entitled: AN ORDINANCE GRANTING A NONEXCLUSIVE FRANCHISE TO POWDER RIVER ENERGY CORPORATION 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 Resolution No. 6, 2021. Clerk/Treasurer Millar explained the resolution for submitting a grant application in the amount \$80,000.00 to the WYDOT Transportation Alternatives Program to develop a master plan for construction of new and repair of existing pathways in and around Upton. COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve Resolution No. 6, 2021 entitled: A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR FEDERAL FUNDING THROUGH THE TRANSPORTATION ALTERNATIVES PROGRAM ADMINISTERED BY THE WYOMING DEPARTMENT OF TRANSPORTATION ON BEHALF OF THE GOVERNING BODY FOR THE TOWN OF UPTON FOR THE DEVELOPMENT OF A PATHWAYS MASTER PLANNING DOCUMENT. All ayes, MOTION CARRIED.

Unofficial Minutes of the Regular Meeting June 8, 2021

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve allowing the sale of alcoholic beverages at a benefit event for the Ireland family to be held on June 19, 2021 at the Upton Community Center. The Upton Golf Association will be catering the event. All ayes, MOTION CARRIED.

Mayor Beck asked for public comment regarding an agreement for design services with Bearlodge Engineering. Superintendent Lindstrom explained the contract for the Willow Street Project Design phase. COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve the agreement with Bearlodge Engineering for the design phase of the Willow Street Project in the amount of \$31,282.00. All ayes, MOTION CARRIED.

Chief Bridge gave her report and updated the Council on department activities.

Chief Strong had submitted his report prior to the meeting.

Superintendent Lindstrom gave his report and updated the Council that the State Lands & Investments Board had awarded \$380,000.00 in emergency MRG funding for repairs need at Lagoon #3 and some vandalism that had occurred at the baseball field restrooms.

Clerk/Treasurer Millar gave her report and updated the Council about the most recent information regarding the ARPA funding. She also let them know that there is a vacancy on the Weston County Travel Commission for Upton so that three-year term will be advertised for interested parties. A budget amendment hearing will be held during the July 13, 2021 regular meeting in the following particulars:

Increase the General Fund Budget by \$8,849.00 by budgeting \$8,849.00 from General Fund Cash Reserves. The monies will be used for unanticipated expenses in Maintenance & Repairs-Building in the amount of \$2,893.00, Miscellaneous in the amount of \$1,89.00 related to a net zero employee reimbursement, Loss to Cure Market Value for a recently matured CD in the amount of \$2,297.00, and Cemetery Maintenance & Repair in the amount of \$1,870.00

Increase the Sanitation & Landfill Budget by \$17,165.00 by budgeting \$17,165.00 from Sanitation & Landfill Cash Reserves. The monies will be used for unanticipated expenses in New Equipment related to the cardboard compactor.

The recent purchase of the Newcastle Ambulance Service by Campbell County Health was discussed briefly.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to retire into executive session in accordance with WS 16.4.405(a)(ii) personnel and (iii) possible litigation at 7:54p.m. All ayes, MOTION CARRIED. The regular meeting resumed at 8:43p.m.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to adopt the recommendation regarding personnel and sick leave. All ayes, MOTION CARRIED.

There being no further business, COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 8:43 p.m.

Travis Beck, Mayor

Attest Kelley Millar, Clerk-Treasurer

Unofficial Minutes of the Regular Meeting June 8, 2021