

Town of Upton
Regular Town Council Meeting
May 11, 2021

THE REGULAR MEETING of the Town Council of Upton, Wyoming was called to order at 7:00 p.m. on Tuesday, May 11, 2021 at the Upton City Hall located at 725 2nd Street in Upton, Wyoming.

Present: Mayor Travis Beck, Council Members Justin Norman, Joe Watt, and Nicholas Trandahl. Council Member Dennis Stirmel joined the meeting at 7:05 p.m. Staff present included Attorney Mark Hughes, Clerk/Treasurer Kelley Millar, Superintendent Mark Lindstrom, and Fire Chief John Strong. Public attendance included Ann Barker with the *Weston County Gazette*, Upton Golf Association's Roxanne Duarte and Jeremy Remington, Kenny Rathbun of Bearlodge Engineering, Rick Dunford chairman of the Weston County Planning Commission, and Lori Materi with the Upton Airport Board.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER TRAND AHL SECONDED a motion to approve the Consent Agenda which included the April 13, 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 NORMAN MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve payment of the Upton Co-op and Weston County Gazette bills with Council Members Watt and Trandahl recusing themselves due to a conflict of interest. All ayes, MOTION CARRIED.

CLAIMS PAID:

Deposit Refund (refunds) \$19.75; Reimbursements: NONE; Transfer (reserves, debt service) \$500.00, \$600.00, \$670.00; Alpha Communications (service) \$50.00; AT&T (phones) \$267.02; Black Hills Energy (utilities) \$4,904.53; Blue Cross Blue Shield of WY (benefits) \$13,192.50; Cambria Supply (supplies) \$166.05; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) \$8,930.57; City of Newcastle (dispatch) \$1,686.00; Collins Communications, Inc. (service) \$242.00; Contractor's Supply (parts) \$231.00; CR Electric, Inc. (service) \$1,145.10; Crook County District Court (garnishment) \$650.91; CW Waste (contract) \$11,664.00, \$900.00; Department of Treasury (taxes) \$10,699.84; Emily Cork (service) \$277.50; Energy Laboratories (samples) \$577.00; Fisher Sand & Gravel (supplies) \$216.09; FirstNet (phones) \$176.04; Gillette Steel (parts) \$90.00; Hawkins, Inc. (supplies) \$2,790.46; Hughes Law Office (retainer) \$1,600.00; Joe's Food Center (supplies) \$57.35; Norco, Inc. (supplies) \$96.37; Northwest Pipefitting (parts) \$2,197.94; Normont (supplies) \$2,283.37; Office of State Lands (loan fees) \$1,620.18; One Call of WY (service) \$14.25; Postmaster (postage) \$186.84, \$245.00; PRECorp (utilities) \$609.01; Range (phones) \$628.84; Raquel Merritt (services) \$30.00; Record Supply (parts) \$832.98; Scott's Small Engine (parts/service) \$372.00; Servall (mats) \$76.08; Sundance Extinguisher, LLC (service) \$189.79; Top Office Products, Inc. (service/supplies) \$57.96; Town of Upton (utilities) \$208.35; Upton Co-op (fuel, parts, supplies) \$2,473.48; USA BlueBook (parts) \$1,358.53; UVFD (reimburse) \$915.61; Verizon (phone) \$136.35; WAM (fee) \$220.00; Weston County Circuit Court (fees) \$80.00; Weston County Gazette (publishing) \$357.00; Weston County Peace Officer's Assn. (dues) \$60.00; Weston County Sheriff Office (fees) \$450.00; WYDOT (fee) \$5.00; WY Retirement (benefit) \$7,205.47, \$225.00.

The following invoices will be paid from grant and/or loan funds when received: NONE

SALARIES: \$38,543.56

CLAIMS DENIED: NONE

Lori Materi with the Upton Airport Board gave a brief update on the progress of the Master Plan. She also let the Council know that the Board was planning to host a fly-in over Fun Days. She asked Chief Strong if it would be possible to have the Upton Volunteer Fire Department could spare staff and equipment for take offs and landings. Chief Strong indicated that with the lack of volunteers and unknowns for work schedules that he could not commit to that at this time. It was discussed that the Weston County Fire Protection District would be contacted for possible support as well as any ranchers with fire suppression equipment who may be interested in volunteering for the event.

There was no further information regarding the Bobcat Subdivision land sale.

COUNCIL MEMBER STRIMEL MOVED, COUNCIL MEMBER WATT SECONDED a motion to remove the discussion regarding allowing chickens in city limits from the current agenda and as a carryover agenda item in Old Business. Some of the Council Members had been contacted after the April 13th meeting by citizens opposing changes to current ordinances. Council Member Strimel reiterated that the minutes from the previous meeting included comments from Council Member Norman asking that a committee with representation from both viewpoints be formed and bring a plan to the Council for review. All ayes, MOTION CARRIED.

Roxanne Duarte with the Upton Golf Association came before the Council regarding the addition of primitive camping spaces at the CBQ Reservoir. Mayor Beck let her know that she needed to check with her liability insurance provider to see if the Golf Association needed additional coverage. Ms. Duarte also asked if there could be any help from the Town for maintenance in the clubhouse restrooms. Mayor Beck asked that a list of needs be compiled and shared with the Town. A volunteer workday is tentatively scheduled at the golf course on May 26th for cleanup and maintenance. Mayor Beck will reach out to the Wyoming Game and Fish to check on water options due to the low level of the reservoir, as the contract between the Town and the G&F requires that the water level be maintained to sustain the stocked fish.

Rick Dunford, chairman of the Weston County Planning Commission, came before the Council to give an update on a recent uptick in requests they are receiving for subdivisions and single splits in the county. He noted that with recent changes eliminating the “sphere of influence” an unintended consequence had been a cease of communication between the Board and the Town and he hoped to extend that courtesy again to some degree. He also gave some information about how the Board is approaching Planned Unit Developments with updated procedures and will share that information with the Town. He also suggested looking at special use permits for developments or special requests that may come before the Town’s Planning Board that include sunsets and time limits. Mr. Dunford also noted that his Board was short two members and anyone interested could get more information from the County Clerk.

Mayor Beck asked for public comment regarding Resolution No. 5, 2021 related to an emergency repair needed at Lagoon #3. Superintendent Lindstrom gave the Council updated information on the issues that were in need of repair and explained that possibility of a 5-10% match for the emergency Mineral Royalty Grant funds. Kenny Rathbun explained where the new berm would be constructed. There being no further comment. COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve Resolution No. 5, 2021 entitled: 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 for the purpose of emergency repairs at Lagoon #3. All ayes, MOTION CARRIED.

Council Member Norman had been approached by Mary Hart about the donation of some disc golf baskets for a course to be set up in the City Park for additional activity options in Upton. After discussion, Council Member Norman will contact Mrs. Hart and the Clark Coberly with the Chamber of Commerce about pursuing the activity and report back to the Council at the June meeting.

Clerk/Treasurer Millar presented an email and draft ordinance related to the Powder River Energy Corp. non-exclusive franchise agreement with the Town of Upton. The suggestions were reviewed with input from Attorney Hughes.

Chief Bridge submitted her report prior to the meeting.

Chief Strong gave his report.

Superintendent Lindstrom gave his report and updated the Council on the Willow Street Project design progress.

Clerk/Treasurer Millar gave her report. She updated the Council regarding a May 4th discussion about dispatch with Weston County and the City of Newcastle. Each entity had been asked to attend another informal meeting on Tuesday May 18th at 4:00 p.m. at the Newcastle Firehall and to bring back information on how each entity would come up with their share of the cost of a new Computer Aided Dispatch system and the two dispatch consoles necessary. Information as presented based on ballpark numbers given for the costs of the new CAD system, consoles, operating costs for dispatch and other items related to future funding of the service. Attorney Hughes reviewed the current Dispatch Agreement in place between the City of Newcastle and the Town of Upton. A list of questions will be compiled and sent to the City of Newcastle, with other interested entities copied, so that more information can be gathered before the May 18th meeting. No decisions were made.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to designate Clerk/Treasurer Millar as the voting delegate for the Town of Upton at the Wyoming Association of Municipalities Summer Convention in Cheyenne July 14-16, 2021. All ayes, MOTION CARRIED.

Attorney Hughes will review and update the agreement with the Upton Golf Association to include language for the primitive camping spots as well as other items discussed.

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 9:02 p.m.

Travis Beck, Mayor

Attest Kelley Millar, Clerk-Treasurer