

Town of Upton
Regular Town Council Meeting
October 12, 2021

THE REGULAR MEETING of the Town Council of Upton, Wyoming, was called to order at 7:00 p.m. on Tuesday, October 12, 2021, at the Upton City Hall located at 725 2nd Street in Upton, Wyoming.

Present: Justin Norman Vice Mayor, Council Members Dennis Stirmel, Joe Watt and Nicholas Trandahl. Mayor Beck was absent. Staff present included Deputy Clerk/Treasurer June Shell, Superintendent Mark Lindstrom, Fire Chief Mike Hiatt and Police Chief Susan Bridge. Attorney Hughes joined by phone. Clerk/Treasurer Millar joined by phone at approximately 7:29 p.m. Public attendance included Ann Barker with the *Weston County Gazette*, Rick Rothleutner with the Upton Gun Club, George Bondora III, Tiffony & Les Riehemann with the Upton Volunteer Fire Department, and Lori Materi with the Airport Board.

COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve the consent agenda which included of the September 7, 2021 regular meeting as published, minutes from the September 16th & 23rd public hearings to be published, claims paid for October to date, and claims paid in September to include utility payments, payroll, and approved grant expenses. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the claims from the Upton CoOp and the Weston County Gazette with Council Members Trandahl and Watt recused themselves due to a conflict of interest. All ayes, MOTION CARRIED.

CLAIMS PAID:

Deposit Refund (refunds) \$50.00, \$49.00, \$125.00, \$6.55; Reimbursements: \$20.00; Transfer (reserves, debt service) \$500.00, \$1,200.00, \$670.00, \$7,620.51, \$26,700.00; Alpha Communications (lease) \$50.00; Arrow Service (fuel) \$59.70; AT&T (phones) \$250.22; Bearlodge Engineering (service) \$1,315.00; Black Hills Energy (utilities) \$7,556.10, \$150.76; Blue360 Media (supplies) \$406.88; Blue Cross Blue Shield of WY (benefits) \$12,636.28; Big Horn Hydraulics (supplies) \$69.75; Cambria Supply (supplies) \$109.55; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) \$2,603.65; City of Newcastle (dispatch) \$1,686.00; Collins Communications, Inc. (service) \$242.00; Contractor's Supply (parts) \$588.65; Crook County District Court (garnishment) \$700.34; CW Waste (contract) \$11,664.00; Dearborn National Life Insurance (benefits) \$95.76; Department of Treasury (taxes) \$10,464.26; Department of Workforce Services (benefits) \$371.30, \$4,563.67, \$248.40; Double Y (supplies) \$74.36; Emily Cork (service) \$285.00; Energy Laboratories (samples) \$514.00; FirstNet (phones) \$176.00; Fisher Sand & Gravel Co. (supplies) \$119.02; Gillette Steel (supplies) \$192.00; Hughes Law Office (retainer) \$1,600.00; Joe's Food Center (supplies) \$51.63; News Letter Journal (supplies) \$225.59; One Call of WY (locates) \$8.25; Northwest Pipefitting (supplies) \$1,260.81; Postmaster (postage) \$213.60; PRECorp (utilities) \$777.98, \$500.03; Pro Machine (service) \$2,043.85; Range (phones) \$629.18; Raquel Merritt (service) \$30.00; Servall (service) \$79.88; Terry Thiel (equipment) \$6,500.00; Titan Machinery (parts) \$816.02; Top Office Products, Inc. (service) \$51.00; Town of Upton (utilities) \$208.35; Upton Co-op (fuel, parts, supplies) \$2,384.57; UVFD (reimburse) \$122.65; Verizon (phone) \$79.55; Weston County Gazette (publishing) \$420.50; Weston County Senior Center (contribution) \$3,000.00; WY Retirement (benefit) \$6,898.70, \$187.50; WWQ & PCA (training) \$440.00.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (service) \$17,480.00, \$2,805.00 for the Willow Street and Emergency Lagoon #3 Repairs Project; Wyoming Earthmoving Corporation (service) \$4,180.00 for the Emergency Lagoon #3 Repairs Project.

SALARIES: \$42,571.49

CLAIMS DENIED: NONE

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Lori Materi from the Airport Board updated the council on how the master plan is coming along. The new aeronautics commissioner from Sheridan would like to meet with the council at the November meeting.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to table the Ordinance No. 3, Series 2021-RT Communications, Inc., DBA Range Franchise Agreement for the November meeting. All ayes, MOTION CARRIED.

COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve the Garbage Haul contract with CW Waste with the contract expiring on 6/30/2023. The new contract includes an increase of approximately \$10,368.00 per year. This is the first requested raise for the contract since its inception in 2015. All ayes, MOTION CARRIED.

COUNCIL MEMBER STRIMEL MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve the use of The Wyoming Community Gas Donation in the amount of \$4,036.67 for City Park Picnic table replacements and concrete to affix them to. All ayes, MOTION CARRIED.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve RESOLUTION NO. 11, 2021-ARPA FUNDING to purchase an additional tablet for meter reading and services orders in the amount of \$6,904.56. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion for approval for a budget meeting at 7:15 pm at the Upton City Hall, 725 2nd Street, Upton, Weston County, Wyoming for the following particulars, Increase the Sewer Fund Budget by \$406,000.00 by budgeting \$26,000.00 from Sewer Fund Cash Reserves and \$380,000.00 received from the State Loan & Investment Board through the MRG program. The monies will be used to purchase replacement parts for the Vactor truck in the amount of \$7,000.00; for the 5% local match for the Emergency Lagoon #3 Repairs Project in the amount of \$19,000.00, and for the 95% MRG emergency grant for the Emergency Lagoon #3 Repairs Project in the amount of \$380,000.00. All ayes, MOTION CARRIED.

At approximately 7:14 pm Vice Mayor Norman opened the budget amendment hearing by asking for public comment on the following particulars. Increase the Water Fund Budget by \$26,700.00 by budgeting \$26,700.00 from the Water Well & Tank Maintenance Reserves. The monies will be used for expenses incurred to repair Well #7 in May 2021 not originally budgeted for due to a missing invoice. Superintendent Lindstrom stated that we had expected the amount and the work was done. The hearing was closed at 7:16 p.m. COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER TRANDAHL SECONDED THE MOTION to approve the budget amendment. All ayes, MOTION CARRIED.

Chief Bridge gave her report and asked the council for permission to put the retired patrol pickup up for bid. She stated she would like the minimum bid to start at \$7,000.00. All equipment will be removed from the pickup truck. She would like the monies to be put towards the vehicle replacement fund. COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve a call for bids for the pickup truck with the minimum bid of \$7,000.00. All ayes, MOTION CARRIED.

Superintendent Lindstrom gave his report and gave an update on the WWDC level one grant, which is a level one study on the water system. He also updated the council on the Willow Street project which has been sent to the state revolving fund for review, once approved the project will go to bid this winter. Lagoon project sampling is done, and we are preparing a design to be submitted to DEQ. Councilman Watt and Superintendent Lindstrom looked at a chip sealing project in Pine Haven that has been completed and will be getting numbers for next budget year for repairing streets with no infrastructure.

At 7:29 pm, COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER WATT SECONDED A MOTION TO GO TO EXECUTIVE SESSION regarding personnel as per Wyoming State Statute 16.4.405. All ayes, MOTION CARRIED.

At 7:57 pm, COUNCIL MEMBER STRIMEL MOVED, COUNCIL MMEBER WATT SECONDED A MOTION to adjourn the executive session with no action taken. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER WATT SECONDED A MOTION to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 7:59 pm.

Justin Norman, Vice Mayor

Attest: June Shell Deputy Clerk-Treasurer