

Town of Upton  
Regular Town Council Meeting  
February 8, 2022

**THE REGULAR MEETING** of the Town Council of Upton, Wyoming, was called to order at 7:00 p.m. on Tuesday, February 8, 2022, at the Upton City Hall located at 725 2<sup>nd</sup> Street in Upton, Wyoming.

Present: Vice Mayor Justin Norman, Council Members Dennis Stirmel, Joe Watt and Nicholas Trandahl.  
Absent: Mayor Travis Beck. Staff present included Attorney Mark Hughes, Clerk/Treasurer Kelley Millar, Superintendent Mark Lindstrom, and Fire Chief Mike Hiatt. Public attendance included Ann Barker with the *Weston County Gazette*, Les Riehemann with the Upton Volunteer Fire Department, and Rick Rothleutner with the Upton Gun Club.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve the consent agenda which included minutes of the January 11, 2022 regular meeting as published, and claims paid for February to date. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve the claims paid in January to include utility payments, payroll, and approved grant expenses. All ayes, MOTION CARRIED.

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

COUNCIL MEMBER STRIMEL MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve the claim for 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) \$100.00; Reimbursements: NONE; Transfer (reserves, debt service) \$500.00, \$1,200.00, \$670.00; Alpha Communications (tower rent) \$50.00; Arrow Services (parts) ARPA \$160.00; AT&T Mobility (phones) \$246.52; Bailey Crackel (service) \$270.00; Black Hills Energy (utilities) \$1,671.36, \$5,824.93; Blakeman Propane (fuel) 43.92; Blue Cross Blue Shield (benefit) \$13,876.75; Border States (parts) \$154.63; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) \$6,100.89; City of Newcastle (dispatch) \$1,686.00; Collins Communications, Inc. (service) \$242.98; CNA Surety (bonds) \$2650.00; CW Waste (contract) \$12,528.00; Department of Treasury (taxes) \$10,192.68; Emily Cork (service) \$300.00; Energy Laboratories (samples) \$64.00; FirstNet (phones) \$175.48; Gillette Steel (parts) \$2,562.20; Great Western Tire Company (service) \$214.00; Grossenburg (service) \$573.68; Hughes Law Office (retainer) \$1,600.00; Joe's Food Center (supplies) \$78.59; Dana Kepner Company (parts) \$2,496.48; Northwest Pipefitting (parts) \$55.10; One Call of WY (locates, dues) \$28.00; PRECorp (utilities) \$728.24; Range (phones) \$626.91; Raquel Merritt (service) \$30.00; Robin Allen (service) \$24.00; Servall (service) \$83.84; Top Office Supply (service) \$183.15; Town of Upton (utilities) \$208.35; Upton Co-op (fuel, parts, supplies) \$2,538.50; UVFD (reimburse) \$281.66; Verizon (phone) \$84.40; WWQ & PCA (dues) \$60.00; Weston County Clerk (fee) \$12.00; Weston County Gazette (publishing) \$494.50; WY Department of Revenue (sales tax refund) \$1,907.64; WY Retirement (benefit) \$6,885.39, \$187.50; Zabel & Associates (service) \$300.00.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (service) \$3,805.00 for the Willow Street Project; Wyoming Earthmoving Company (service) \$2,875.00 Emergency Lagoon Project.

Unofficial Minutes of the Regular Meeting February 8, 2022

**SALARIES:** \$36,863.13

**CLAIMS DENIED:** NONE

Clerk/Treasurer Millar updated the Council on the progress of the selection committee for the WYDOT Pathways project. An engineering firm has been chosen and engaged. WYDOT will review contracts and another update will be available at the March meeting.

Vice Mayor Norman asked for public comment regarding a building permit variance. Superintendent Lindstrom shared that the Planning Commission recommended approval of the variance since the required letter from the neighboring property and a land survey were included in the application. COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve a building permit variance for ITT Services dba Irontown Tavern due to a setback encroachment. All ayes, MOTION CARRIED.

Vice Mayor Norman asked for public comment regarding a proclamation declaring next week Random Acts of Kindness Week 2022, there being none, COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve the Proclamation entitled: A PROCLAMATION DECLARING THE WEEK OF FEBRUARY 13 THROUGH FEBRUARY 19, 2022 AS RANDOM ACTS OF KINDNESS WEEK AND FEBRUARY 17, 2022 AS RANDOM ACTS OF KINDNESS DAY 2022. All ayes, MOTION CARRIED.

Vice Mayor Norman asked for public comment regarding a request to sell alcohol at an event at the Upton Community Center, there being none, COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve a request from the Upton Gun Club to have the Upton Golf Association sell alcohol at their fundraiser event at the Upton Community Center on April 2, 2022. All ayes, MOTION CARRIED.

Vice Mayor Norman asked for public comment regarding Resolution No. 6, 2022. Superintendent Lindstrom and Clerk/Treasurer Millar explained the updates and reasoning behind the proposed changes. COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve Resolution No. 6, 2022 entitled: A RESOLUTION REQUESTING EXPENDITURE OF THE AMERICAN RESCUE PLAN ACT FUNDS ON BEHALF OF THE GOVERNING BODY FOR THE TOWN OF UPTON, WESTON COUNTY, WYOMING. The resolution adjusted some of the proposed spending of the ARPA funds where initial costs were less than anticipated and other means of efficiency had been discovered. All ayes, MOTION CARRIED.

At approximately 7:11 p.m. Vice Mayor Norman opened a public hearing regarding a land sale for the benefit of economic development. Council Member Watt verified that the sale was not an issue for the Upton Fire Department with Chief Hiatt. Chief Hiatt stated that it was not and that the Department had plenty of room to perform training. Superintendent Lindstrom offered his assistance with other areas of public property should the Department need additional room as well as further development of the space behind the fire hall if necessary between the building and the alley. The hearing was closed at approximately 7:16 p.m.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve the sale of Lots 5, 6, 7, & 8 in Block 43 of the Sawmill Addition for the agreed upon \$0.52/square foot price.

Chief Bridge was absent and had submitted her report prior to the meeting.

Chief Hiatt delivered his report and updated the Council that the Department would be losing two EMTs as they are moving out of town.

Unofficial Minutes of the Regular Meeting February 8, 2022

Superintendent Lindstrom gave his report and updated the Council on current projects. He also asked the Council to hold a special meeting on Monday, February 14, 2022 at 7:00 p.m. to consider the recommendation of a contractor for the Willow Street Project based on a bid opening held on February 2, 2022. Clerk/Treasurer Millar will post the meeting notice.

Clerk/Treasurer Millar gave her report and shared invites to the Festival of Tables in Upton on March 12<sup>th</sup> and an Energy Capital Economic Development groups annual event on May 11<sup>th</sup>. She shared a notice from the Weston County Planning and Zoning Board detailing a subdivision near city limits and updated the Council on upcoming travel for Department Heads as well. The Council agreed to nominate the recommended candidates for re-election to the WAM-JPIC Board.

At approximately 7:25 p.m. Vice Mayor Norman opened the 2022 Liquor License Renewal Hearing. Clerk/Treasurer Millar noted that all applicants were in compliance to date. The hearing was closed at approximately 7:25 p.m.

COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve the liquor license renewal applications for ITT Services, dba Irontown Tavern, Oddette Inc., dba Cowboy Bar, and Western Royalties, dba Sunset Amigo's. All ayes. MOTION CARRIED.

There being no further business before the Council, COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER WATT SECONDED A MOTION to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 7:25 pm.

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Justin Norman, Vice Mayor

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Attest: Kelley Millar, Clerk-Treasurer