

Town of Upton  
Regular Town Council Meeting  
July 12, 2022

**THE REGULAR MEETING** of the Town Council of Upton, Wyoming, was called to order at 7:00 p.m. on Tuesday, July 12, 2022, at the Upton City Hall located at 725 2<sup>nd</sup> Street in Upton, Wyoming.

Present: Mayor Travis Beck, Council Members, Joe Watt, Justin Norman, and Nicholas Trandahl. Council Member Dennis Stirmel joined via ZOOM link. Staff present included Attorney Mark Hughes, Deputy Clerk/Treasurer June Shell, Superintendent Mark Lindstrom, Police Chief Susan Bridge and Fire Chief Mike Hiatt. Public attendance included Tiffany McMillan, Kelly Wozney with the Upton Chamber of Commerce, Rick Rothleutner, Kade McMillan with the *Weston County Gazette*, Roxanne Duarte with the Upton Golf Association, Scott Evans, and Gloria Knapp with Irontown Tavern.

COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the consent agenda including minutes from the June 14, 2022 regular meeting and the June 23, 2022 special meeting as published. All ayes, MOTION CARRIED.

COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to pay July claims to date. All ayes, MOTION CARRIED.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to pay claims paid in June for utilities, payroll and approved grant expenses, and end of year expenditures. All ayes, MOTION CARRIED.

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

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER WATT SECONDED a motion to pay the claim for the Weston County Gazette with Council Member Trandahl recused due to a conflict of interest. All ayes, MOTION CARRIED.

**CLAIMS PAID:**

Deposit Refund (refunds) \$50.00; Reimbursements: Doyle Bayer (pressure tank golf course) \$346.49; Transfer (reserves, debt service) \$500.00, \$1,200.00, \$670.00; Alpha Communications (tower lease) \$50.00; Arrow Service (fuel) \$72.46; AT&T Mobility (phones) \$206.16; Bailey Crackel (service) \$150.00; Black Hills Energy (utilities) \$5,146.15, \$354.33; Black Mountain Software (software, ARPA) \$10,238.50; Blue Cross Blue Shield (benefit) \$14,290.37; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) \$8,778.09, \$1,200.37; City of Newcastle (dispatch) \$1,686.00; Civic Plus (support fee) \$225.00; Collins Communications, Inc. (service) \$58.00; CW Waste (contract) \$13,928.00; Dearborn National Life (benefit) \$96.87; Department of Workforce Services (benefit) \$4,870.08; Department of Treasury (taxes) \$10,568.43; Emily Cork (service) \$315.00; Energy Laboratories (samples) \$316.00; Ferguson Enterprises, Inc. (parts, ARPA AMR) \$317.60, \$9,369.00; FirstNet (phones) \$350.56; Fisher Sand & Gravel (supplies) \$1,646.63, \$46.55; Grossenburg Implement (parts) \$350.58; Hughes Law Office (retainer) \$1,600.00; Iron Creek Services (service) \$668.40; Joe's Food Center (supplies) \$17.18; Jub Jub (website) \$130.00; Northwest Pipe Fitting (parts) \$1,942.57; Postmaster (postage) \$210.00; PRECorp (utility) \$635.53; One Call of WY (locates, dues) \$8.25; Range (phones) \$633.85; Raquel Merritt (service) \$30.00; S&S Parts and Performance (part, supplies) \$371.12, 613.22; Servall (service) \$88.46; Sundance Extinguisher (service) \$123.50; Top Office Supply (service) \$51.00; Town of Upton (utilities) \$208.35; Upton Co-op (fuel, parts, supplies) \$5,515.16; UVFD (reimburse) \$212.75; Verizon (phone) \$79.36; WAMCAT (dues) \$175.00; Weston County Gazette (publishing) \$1,211.00; Weston County Clerk (fees) \$12.00; Weston County Senior Services (contribution) \$3,000.00; Weston County Humane Unofficial Minutes of the Regular Meeting July 12, 2022

Society (contribution) \$1,200.00; Weston County Treasurer (fees) \$468.17; WY Retirement (benefit) \$6,834.71, \$168.75; WARM (property insurance) \$30,301.19; WYDOT Financial Services (vehicle) \$7,500.00.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (service) \$5,970.00, \$6,415.00 for the Emergency Lagoon Repair and Pearl Street Phase Project Phase II.

**SALARIES:** \$37,172.84

**CLAIMS DENIED:** NONE

Roxanne Duarte gave her report on the golf course. The golf course is running in the red after insurance and payroll. She stated that membership is down twenty memberships. She reported that there will be workdays at the Golf Course on July 24 and July 26. There will be three events coming up for the Golf Course, Kid's Day, Joe Haynes Memorial and The Triathlon.

Tiffany McMillan came before the council asking for four lots in Country Club Estates to be put up for bid with the condition that covenants can be changed. She has talked with other current owners, and they would be willing change certain covenants. After discussion some investigating into the matter will have to done. The matter will be continued at the next meeting.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER TRAND AHL SECONDED A MOTION for ITT Services, dba Irontown Tavern for an Open Container Permit, Street Closure Permit, and a Catering Permit For Upton Fun Days on July 16, 2022.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER TRAND AHL SECONDED A MOTION to hold a budget amendment hearing at approximately 7:30 pm during the regular meeting on August 9, 2022, in the following particulars:

- a. Increase the FYE 2022 General Fund Budget by \$42,633.59 by budgeting \$21,332.95 from general fund reserves and \$21,300.64 from the ARPA Fund Reserve, having received the second tranche in FYE 2022. The funds will be used to cure end of the year expenditures for general government salaries in the amount of \$3,562.99, loss to cure market value of Certificates of Deposit in the amount of \$17,451.90, court salaries in the amount of \$78.01, cemetery salaries in the amount of \$240.05, that are above and beyond anticipated expenditures; and ARPA expenditures in the amount of \$21,300.64.
- b. Increase the Sanitation Fund Budget by \$6,330.00 by budgeting \$6,330.00 from sanitation/landfill fund reserves. The funds will be used to cure end of year expenditures for contract garbage hauling in the amount of \$6,330.00 due to additional carboard trailer tips.

Chief Hiatt gave his report.

Chief Bridge gave her report.

Clerk Millar was absent but submitted her report for review.

Superintendent Lindstrom gave his report, he updated the council that the Willow Street Project should be started July 18, 2022. He also stated that the Pearl Street project is almost ready for bid. CW Waste had also been in contact and said there is yard waste is going into the trash.

There being no further business before the Council, COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER NORMAN SECONDED A MOTION to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 8:04 p.m.

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Travis Beck, Mayor

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Attest: June Shell, Deputy Clerk/Treasurer