

Town of Upton  
Regular Town Council Meeting  
May 10, 2022

**THE REGULAR MEETING** of the Town Council of Upton, Wyoming, was called to order at 7:00 p.m. on Tuesday, May 10, 2022, at the Upton City Hall located at 725 2<sup>nd</sup> Street in Upton, Wyoming.

Present: Mayor Travis Beck, Council Members Justin Norman, Joe Watt and Nicholas Trandahl. Council Member Dennis Stirmel was absent. Staff present included Attorney Mark Hughes, Clerk/Treasurer Kelley Millar, Superintendent Mark Lindstrom, and Fire Chief Mike Hiatt. Public attendance included Les Riehemann and Tiffany Riehemann with the Upton Volunteer Fire Department, and Tabitha Pierce with the Upton Golf Association.

COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the minutes from the April 12, 2022 regular meeting as published, minutes from the April 26, 2022 special meeting, as published. All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve the bills paid to date in May. All ayes, MOTION CARRIED.

COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve the bills paid in April including payroll, approved grant expenses, and utilities.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER TRANDAHL 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) NONE; Reimbursements: NONE; Transfer (reserves, debt service) \$500.00, \$1,200.00, \$670.00; Alpha Communications (tower lease) \$50.00; AT&T Mobility (phones) \$248.84; Bailey Crackel (service) \$255.00; Bearlodge Engineering (service) \$772.50, \$567.50; Big Horn Hydraulics (parts) \$469.80; Black Hills Energy (utilities) \$892.47, \$5,288.27; Blue Cross Blue Shield (benefit) \$13,876.75; CableWholesale.com (ARPA) \$199.77; Cambria Supply (parts) \$553.63; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) \$9,773.39; City of Newcastle (dispatch) \$1,686.00; Collins Communications, Inc. (service) \$58.00; Contractor's Supply (parts) \$426.24; Crook County District Court (garnishment) \$736.73; CW Waste (contract) \$13,128.00; Department of Treasury (taxes) \$10,589.89; Emily Cork (service) \$255.00; Energy Laboratories (samples) \$168.00; FirstNet (phones) \$175.28; Gillette Steel (parts) \$1,615.75; Hawkins (supplies) \$2,839.43; Hughes Law Office (retainer) \$1,600.00; Independent Internet Solutions, LLC (service) \$60.00; Joe's Food Center (supplies) \$120.59; Postmaster (postage, permit) \$265.00, \$205.60; PRECorp (utility) \$729.87; One Call of WY (locates, dues) \$5.25; Range (phones) \$623.41; Raquel Merritt (service) \$30.00; S & S Parts & Performance (parts, supplies) \$396.81; Scott's Small Engine Repair (service) \$182.00; Servall (service) \$86.87; Top Office Supply (service) \$100.95; Town of Upton (utilities) \$208.35; Upton Co-op (fuel, parts, supplies) \$3,614.12; UVFD (reimburse) \$230.09; Verizon (phone) \$79.36; Weston County Gazette (publishing) \$189.00; Weston County Natural Resource District (trees) \$910.00; Weston County Sheriff (service) \$55.00; Wyoming Assn. of Rural Water (training) \$1,109.00; WY Retirement (benefit) \$7,019.44, \$168.75.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering \$775.00 Willow Street Project.

**SALARIES:** \$32,131.57

**CLAIMS DENIED:** NONE

Mayor Beck noted the following proclamations:

Nation Historic Preservation Month May 2022

All proclamations are available at [www.townofupton.com](http://www.townofupton.com) and in person at city hall.

Tabitha Pierce from the Upton Golf Association was present, though other members of the association were unable to attend. Mayor Beck gave Ms. Pierce some deliverables for the association for the next regular meeting, including the submission of a budget request and the association's financial statements as per the management contract.

There was no update on the WYDOT Pathways Master Plan.

Mayor Beck asked for public comment regarding the third and final reading of Ordinance No. 1, Series, 2022; there being none, COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER TRAND AHL SECONDED a motion to approve Ordinance No. 1, Series 2022 entitled: AN ORDINANCE AMENDING SECTION 6.04.040 OF TITLE 6 (ANIMALS) OF THE UPTON MUNICIPAL CODE AND PROVIDING FOR AN EFFECTIVE DATE. The amendment to the ordinance effectively changes the expiration date of pet licenses from March 1<sup>st</sup> each year to December 31<sup>st</sup>. A copy of the ordinance is available at [www.townofupton.com](http://www.townofupton.com) or in person at city hall. New pet licenses will be issued beginning January 1, 2023 and those with 2021 licenses can use those until that date. A reminder that ALL dogs and cats over three months of age MUST be licensed through City Hall with proof of current rabies vaccination. Pet licenses are \$15.00 for an unaltered animal and \$5.00 for a fixed animal.

Clerk/Treasurer Millar gave a brief update on the dispatch discussion that had taken place during the Weston County Commissioner's May 3, 2022 meeting. Further updates will be delivered as available.

Mayor Beck asked for public comment regarding the scheduling of the Annual Appropriations Hearing; there being none, COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER TRAND AHL SECONDED a motion to approve holding the Annual Appropriations Hearing for the Fiscal Year Ending June 30, 2023 at approximately 6:45 p.m. on Tuesday, June 14, 2022 before the regular meeting. All ayes, MOTION CARRIED.

Mayor Beck asked for public comment regarding holding a budget amendment hearing in the following particulars:

Increase the General Fund Budget by \$33,013.00 by budgeting \$22,050.00 from general fund cash reserves and \$10,963.00 from the ARPA Fund Reserve. The funds will be used to cure end of the year expenditures for city hall building maintenance in the amount of \$2,000.00, convention and meeting expenses in the amount of \$2,500.00, training and education expenses in the amount of \$150.00, dues and fees in the amount of \$4,000.00, street department equipment maintenance and repairs in the amount of \$17,000.00 that are above and beyond anticipated expenditures; and ARPA expenditures in the amount of \$10,963.00 to the total allotment of \$91,575.00 received.

This matter is to be heard at approximately 7:30 p.m. during the regular meeting on Tuesday, June 14, 2022. All ayes, MOTION CARRIED.

The second budget workshop has been scheduled for Monday, May 23, 2022 at 7:00 p.m.

Unofficial Minutes of the Regular Meeting May 10, 2022

Chief Bridge was not in attendance.

Chief Hiatt gave his report.

Superintendent Lindstrom gave his report and updated the Council that Black Hills Energy had decided to purchase the originally approved lot in the Sawmill Addition for the previously negotiated price of approximately \$0.52 per square foot. The transaction was completed on May 6, 2022.

Clerk/Treasurer Millar gave her report and presented a request to for an event to have alcohol sales at the Upton Community Center on May 27, 2022. Irontown Tavern would be the permit holder for the event. COUNCIL MEMBER NOMRAN MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve the sale of alcohol by Irontown Tavern at the Huckin's Medical Fundraising Event to be held at the Upton Community Center on Friday May 27, 2022. All ayes, MOTION CARRIED.

There being no further business before the Council, COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER TRANDAHL SECONDED A MOTION to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 7:19 p.m.

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Travis Beck, Mayor

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Attest: Kelley Millar, Clerk/Treasurer