

**TOWN OF UPTON AGENDA**  
**FOR REGULAR COUNCIL MEETING**  
**December 9, 2025**

1. **CALL TO ORDER**- 7:00 p.m., PLEDGE OF ALLEGIANCE
2. **APPROVAL OF CONSENT ITEMS** (regular business items that occur at each meeting):
  - A. Minutes of the November 10, 2025 regular meeting as published.
  - B. Claims paid in November (utility payments, payroll, approved grant/loan expenses) and for December to date.  
(ask if the Council would like anything removed from the Consent Agenda, motion/second for action-no discussion, one motion will suffice for all items)
  - C. Claim(s) from the Upton CoOp & Weston County Gazette (Councilman J Watt & Mayor N Trandahl recused)
3. **PUBLIC REPORTS/COMMENTS**
  - A. Liquor Licenses-Scott Evans
  - B. Other
4. **UNFINISHED BUSINESS**
  - A. Consideration of a request to have Lot 5 in the Bobcat Subdivision priced for sale under economic development as per **WS 15-1-112(b)(i)(D)**
    - a. Action to set terms of the sale, please see appraisal dated 10/14/2025
    - b. Action to set a public hearing to be advertised for three consecutive weeks, hearing date suggested 12/9/2025 during the regular meeting.  
(motion/second to open discussion, ask for staff input, ask for public comment, call for action)
  - B. Other
5. **NEW BUSINESS**
  - A. Consideration to allow Brian Meals to carryover vacation time from 2025 to 2026 with parameters set by council  
(motion/second to open for discussion, ask for staff input, ask for public comment, call for action)
  - B. Consideration to hold a budget amendment hearing during the regular meeting on January 13, 2026 in the following particulars:
    - a. Increase the General Fund Budget by \$0000.00 by budgeting \$000.00 from General Fund Cash Reserves. The monies will be used for an additional full-time/part-time police officer with a wage cap of \$26.50 per hour, and benefits as appropriate.  
(motion/second to open discussion, ask for staff input, ask for public comment, call for action)
  - C. Other
6. **REPORTS**
  - A. Chief of Police
  - B. Fire Chief
    - o Dispatch JPB Update-financial reports, state compliance with DOA
  - C. Superintendent
  - D. Clerk-Treasurer
  - E. City Attorney
  - F. Council
  - G. Mayor
7. **ADJOURNMENT**