

Town of Upton
Regular Town Council Meeting
August 12, 2025

THE REGULAR MEETING of the Town Council of Upton, Wyoming, was called to order at 7:00 p.m. on Tuesday, August 12, 2025 at the Upton City Hall located at 725 2nd Street in Upton, Wyoming with the Pledge of Allegiance.

Present: Mayor Nicholas Trandahl, Council Members Rick Rothleutner, Joe Watt, Tiffany McMillan, and Justin Norman.. Staff present included Superintendent Mark Lindstrom, Clerk/Treasurer Kelley Millar, Attorney Mark Hughes, and Chief Brian Meals. Public attendance included Brittany Trandahl with the *Weston County Gazette* , Maribeth Meals, Justin McMillan with the Upton Golf Association, Rick Donner and Christina Bohnet.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER ROTHLEUTNER SECONDED a motion to approve the consent agenda which included the minutes from the July 8, 2025 regular meeting minutes and July 15, 2025 special meeting minutes as published, the notes from the July 7, 2025 workshop, and claims paid for August to date, claims paid in July (utility payments, payroll, and approved grant/loan expenses). All ayes, MOTION CARRIED.

COUNCIL MEMBER ROTHLEUTNER MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the claims for the Weston County Gazette and the Upton Co-op with Mayor Trandahl and Council Member Watt recused due to a conflict of interest. All ayes, MOTION CARRIED.

CLAIMS PAID:

Deposit/Overpayment (refunds) \$125.00; Reimbursements: \$635.00, \$104.99, \$687.87; Aced Embroidery (service) \$58.00; Advanced Communications (service) \$244.00; American Welding & Gas (supplies) \$120.86; Black Hills Energy (utilities) \$5,955.70, \$198.56; Blue Cross Blue Shield (benefit) \$9,554.10; BoundTree (supplies) \$402.72; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) \$3,892.40; Clean Enough (service) \$800.00; ClingerHagerman (audit) \$8,000.00; Combined Communications Dispatch (service) \$8,915.83, \$8,915.83; Collins Communications, Inc. (service) \$128.10; CW Waste (service) \$14,510.00; Department of Treasury (taxes) \$3,839.64; Energy Labs (testing) \$744.00; ES Designs (service) \$235.99; Everon (service) \$6,276.87; Grossenburg (parts) \$298.44; Hughes Law Office (retainer) \$1,600.00; Joe's Food Center (supplies) \$409.91; June Shell (service) \$232.50; LinkTech (equipment, service) \$1,115.00; Matheson Trigas Inc. (service, supplies) \$334.92; Northwest Pipe Fitting (supplies) \$2,340.00; Postmaster (postage) \$323.30; PRECorp (utilities) \$841.80; Range (utilities) \$638.18; Servall (service) \$162.57; Sundance Extinguisher (service) \$230.00; Team Labs (supplies) \$662.50; Thunder Basin Ford (parts) \$0.06; Top Office Supply (service) \$330.62; Town of Upton (utilities) \$373.00; Tracy Motor (parts) \$121.16; Upton Co-op (fuel, parts, supplies) \$2,150.51, \$201.51; Verizon (phone) \$81.02; Wally's Spraying (service) \$190.00; Weston County Clerk (fee) \$12.00, \$12.00, \$12.00; Weston County Senior Services (contribution) \$3,000.00; Weston County Children's Center (contribution) \$3,000.00; Weston County Gazette (publishing) \$646.88; WYDOT (equipment) \$3,000.00; WAM (dues) \$1,561.00; Wyoming Network (service) \$300.00; Wyoming OSLI (debt service) \$4,979.09; Wyoming Retirement System (benefit) \$6,392.60, \$281.25.

The following invoices will be paid from grant and/or loan funds when received: Dan Hart Patrol Services, LLC (service) \$3,144.35, \$59,742.50 for the Phase 1.1-Whitetail-Redwood project; DRM, Inc. (service) \$4,492.65, \$85,360.26 for the Colorado Avenue project; Engineering Associates (service) \$4,013.16, \$47,325.58, \$2,619.26, \$84,129.48, \$5,992.71 and \$41,910.30 for the Three Phase and Colorado Avenue Projects; and Hot Iron, Inc. (service) \$194,378.62, \$10,230.45 for the Phase 1.3-East Highway 16 project.

SALARIES: \$29,687.05

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CLAIMS DENIED: NONE

Justin McMillan gave an update on the status of equipment for the golf course. No financials were available, but Council Member McMillan stated that the Founder's Tournament had gone well and that the Association would have the funds to pay for the unfunded portion of expenses related to the pumphouse replacement.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve a request for the Toth wedding to HAVE, not sell, alcohol at an event in the Upton Community Center on Saturday, August 30, 2025. All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER ROTHLEUTNER SECONDED a motion to approve a request for an open container and malt beverage permit from the Upton Arena Club for the Ranch Rodeo finals on Friday, September 5, 2025. All ayes, MOTION CARRIED.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER MCMILLAN SECONDED a motion to approve Change Order No. 2 from Hot Iron, Inc. for Phase 1.3 of the Three Phase project in the amount of \$75,395.10 for additional work to replace WYDOT and private citizen fencing with the appropriate materials that were removed for reconstruction. In discussion it was noted that the change order amount was misstated and is only \$27,428.50, bringing the total contract price to \$851,698.52. All ayes, MOTION CARRIED as amended.

COUNCIL MEMBER ROTHLEUTNER MOVED, COUNCILMEMBER NORMAN SECONDED a motion to abolish on-call/standby requirements for the Upton Police Department. Mayor Trandahl and Council Members McMillan, Rothleutner and Norman voted aye; Council Member Watt voted nay, MOTION CARRIED.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER MCMILLAN SECONDED a motion to increase the wage for Police Chief Meals from \$27.92 per hour to \$29.57 per hour with an effective date of 7/01/2025. All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve the updated Debris Management Plan. All ayes, MOTION CARRIED.

COUNCIL MEMBER ROTHLEUTNER MOVED, COUNCIL MEMBER MCMILLAN SECONDED a motion to approve Resolution No. 10, 2025 entitled: A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE WYOMING DEPARTMENT OF WORKFORCE SERVICES EMS TRAINING GRANT ON BEHALF OF THE GOVERNING BODY FOR THE TOWN OF UPTON in the amount \$10,448.00. All ayes, MOTION CARRIED.

Chief Riehemann was out on a fire call and had submitted his report prior to the meeting.

Chief Meals gave his report.

Superintendent Lindstrom gave his report.

Clerk/Treasurer Millar gave her report.

Attorney Hughes gave his report.

COUNCIL MEMBER MCMILLAN MOVED, COUNCIL MEMBER ROTHLEUTNER SECONDED a motion to go into executive session as per WS 16-4-405 (a)(ii) Personnel. All ayes, MOTION CARRIED.

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The regular session resumed at 8:39 p.m. with no action taken.

There being no further business before the Council, COUNCIL MEMBER MCMILLAN MOVED, COUNCIL MEMBER NORMAN SECONDED A MOTION to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 8:39 p.m.

Nicholas Trandahl, Mayor

Attest: Kelley Millar, Clerk/Treasurer