Town of Upton
Regular Town Council Meeting
December 10, 2019

THE REGULAR MEETING of the Town Council of Upton, Wyoming was held at 7:00 p.m. on Tuesday, December 10, 2019 at the Upton City Hall located at 725 2nd Street in Upton, Wyoming.

Present: Mayor Travis Beck, Council Members Dennis Stirmel, Justin Norman, David Watt and Joe Watt.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER DAVID WATT SECONDED a motion to approve the November 12, 2019 regular meeting minutes as published. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the Upton Co-op bill. Council Member Joe Watt recused himself due to a conflict of interest. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER DAVID WATT SECONDED a motion to approve the claims for December to date. All ayes, MOTION CARRIED.

COUNCIL MEMBER JOE WATT MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve claims paid in November including utilities, reimbursements, payroll expenses and approved grant expenses. All ayes, MOTION CARRIED.

CLAIMS PAID:
Deposit Refund (refunds) $125.00; Transfer (reserves, debt service) $500.00, $600.00, $670.00; American Welding & Gas, Inc. (supplies) $67.70; Arrow Service (supplies) $4.95; AT&T (phones) $293.66; B-4 Automotive (parts, supplies) $739.18; Bearlodge Engineering (3rd Street Project) $1,207.50; Black Hills Energy (utilities) $5,942.85, $751.99; BCBS (benefit) $13,341.79; Blakeman Propane (fuel) $42.64; Cambria Supply (parts) $2.00, $25.96; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) $8,244.88; City of Newcastle (dispatch) $1,686.00; Collins Communications, Inc. (service) $61.00; Crook County District Court (garnishment) $656.22; CW Waste (contract) $5,964.15; Dana Kepner Company, Inc. (supplies) $935.36; Department of Treasury (taxes) $10,280.08; Eastern Wyoming Equipment Company (supplies) $34.99; Energy Laboratories (samples) $44.00; Environmental Products & Accessories, LLC. (supplies) $3,778.31; FirstNet (phones) $175.52; Gillette Printing & Engraving Company (supplies) $99.00; Guru Tech Company (service) $750.00; Hughes Law Office (retainer) $1,600.00; Joe's (supplies) $52.58; Kevin Allen (reimburse) $85.84; Linda Taebel (services) $281.25; Norco Inc. (supplies) $66.08; One Call (service) $12.75; Postmaster (postage) $176.40; Patti Kelly (reimburse) $169.00; Ringer Law, P.C. (municipal judge) $4,147.50; RT Communications (phones) $651.36; Servall (mats) $88.44; Top Office Products, Inc. (service) $51.00; Town of Upton (utilities) $208.35; Upton Co-op (fuel, parts, supplies) $1,986.55; USA Blue Book (supplies) $515.54; USDA Forest Service (permit) $150.34; UVFD (reimbursement) $929.77; Verizon (phone) $41.72; Weston County Gazette (publishing) $653.25; WY Assn of Rural Water (dues) $450.00; WY Retirement (benefit) $6,556.67, $300.00.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (Pine Street BNSF Emergency Repair and Pearl Street Projects) $7,590.00, $3,447.50.

SALARIES: $28,498.44

CLAIMS DENIED: NONE

Bobbie Jo Tysdal, from the Weston County Museum District, invited the Council to a celebration to be held Friday, December 13, 2019 in honor of the building mortgage being paid in full.

Marc Eyre, with Black Hills Energy, presented the Council with information regarding BHE's customer service, infrastructure upkeep, website upgrades and an overall picture of what the company sees for the future. Accompanying Mr. Eyre was Mutch Usera, Ken Meirose, Brad Krush, Mark Lemery, and Mike Howe. Rate questions were fielded by the BHE group as well and they offered their services to address concerns on both the electric and natural gas side of operations. The group also noted that they had heard about a potential hotel being built in Upton, but that they had not been contacted regarding rates or construction information at this time.

At approximately 7:47 p.m., Mayor Beck opened the budget amendment hear by asking for public comment. There being none, the hearing was closed at 7:48 p.m.

COUNCIL MEMBER DAVID WATT MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve amending the budget in the following particulars:

A. Increase the General Fund Budget by $16,550.00 by budgeting $16,550.00 in Direct Distribution funds from General Fund Cash Reserves. The monies will be used to pay for legal advertising in the amount of $3,450.00, for non-legal ads in the amount of $500.00, for cleaning supplies in the amount of $300.00, for building maintenance and repairs at City Hall in the amount of $800.00, for dues and fees in the amount of $1,500.00 and for equipment maintenance and repair costs in the Streets Department in the amount of $10,000.00.

B. Increase the Landfill Fund Budget by $19,250.00 by budgeting $19,250.00 from Landfill Cash Reserves. The monies will be used to pay for salaries in the amount of $17,280.00 and benefits in the amount of $1,970.00 for the part-time landfill employee.

All ayes, MOTION CARRIED.

Attorney Hughes updated the Council on his conversations with Sundance State Bank President Andy Miller regarding the Sage Theater building. He stated that the bank was open to working with the Town to abate the nuisance building and suggested that the building be inspected again. Clerk/Treasurer Millar will contact the City of Newcastle to see if their building inspector can accommodate an inspection and bill the Town. Only the Sage Theater building will be inspected at this time.

Discussion regarding rates from BHE and Powder River Energy were briefly discussed. The rate structures for each company vary and comparing "apples to apples" on rates can sometimes be difficult. Both companies have experts to facilitate rate comparisons as needed.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to take consideration of the Weston County Emergency Operations Plan off the table for discussion. All ayes, MOTION CARRIED.

COUNCIL MEMBER JOE WATT MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the WCEOP with the addition of the Town of Upton Annex for operations specific to debris management in within the Town. All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER DAVID WATT SECONDED a motion to approve the first reading of Ordinance No. 7, Series 2019-Annexation. All ayes, MOTION CARRIED.

Council Member Norman opened a discussion about any interest in partnering with the Upton Economic Development Board to develop a Master Plan for the Town of Upton. Superintendent Lindstrom had reached out to the Wyoming Business Council for grant options regarding a Master Plan and shared the information from Brandi Harlow, Northeast Wyoming's WBC Regional Director. Stephanie Salazar was added to the agenda for the January meeting to further discuss plans and participation for the partnership. Clerk/Treasurer Millar voiced a concern that a priority list should be included in the first stage of the planning. Superintendent Lindstrom said that was a part of the step by step plan the WBC grant program would address.

COUNCIL MEMBER JOE WATT MOVED, COUNCIL MEMBER DAVID WATT SECONDED a motion to approve Resolution No. 12, 2019 entitled A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE WYOMING COMMUNITY GAS GRANT PROGRAM ON BEHALF OF THE GOVERNING BODY FOR THE TOWN OF UPTON in the amount of $2,500.00 for new tables at the Upton Community Center. Cost estimates show approximately $500.00 for twelve 72-inch round tables would be above the grant amount and paid for from the General Fund. All ayes, MOTION CARRIED.

Chief Bridge gave her report.

Chief Strong gave his report.

Superintendent Lindstrom gave his reporting and updated the Council on street projects, including the Pearl Street bid recommendation forthcoming at the January meeting. He also noted that a drainage fix for Division Street is being formulated and will be presented. The emergency repairs on Pine Street near the railroad tracks is awaiting permitting from BNSF to proceed.

Clerk/Treasurer Millar gave her report and updated the Council on some draft legislation to be aware of during the upcoming legislative budget session. She asked for the Council to keep in mind the repairs and improvements that are required to open the Clubhouse at Cedar Pines Golf Course for another season. She asked the Council for input on voting for Local Government Liability Pool board positions. The Council chose Greg James, City of Newcastle Clerk/Treasurer and Richard C Grant, Jr., Converse County Commissioner.

Attorney Hughes had spoken with Ken Rathbun of Bearlodge Engineering regarding a request to waive "builder's insurance" as a requirement for the Pearl Street Project. He advised that the requirement not be waived.

Council Member Joe Watt has been approached by a business owner interested in purchasing city lots to expand a local business. Council Member David Watt asked that an official letter of interest be requested from the business owner that would include plans for the proposed site. Superintendent Lindstrom was instructed to have the area of interest surveyed. The issue will be discussed at the January meeting.

There being no further business, COUNCIL MEMBER DAVID WATT MOVED, COUNCIL MEMBER JOE WATT SECONDED a motion to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 8:37 p.m.

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Travis Beck, Mayor

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Attest Kelley Millar, Clerk-Treasurer