Town of Upton
Regular Town Council Meeting
January 11, 2022

THE REGULAR MEETING of the Town Council of Upton, Wyoming, was called to order at 7:00 p.m. on Tuesday, January 11, 2022, at the Upton City Hall located at 725 2nd Street in Upton, Wyoming.

Present: Mayor Travis Beck, Council Members Justin Norman, Dennis Stirmel, Joe Watt and Nicholas Trandahl. Staff present included Attorney Mark Hughes, Clerk/Treasurer Kelley Millar, Superintendent Mark Lindstrom, Fire Chief Mike Hiatt and Police Chief Susan Bridge. Public attendance included Ann Barker with the *Weston County Gazette*, Tiffony Riehemann with the Upton Volunteer Fire Department, Gary Barnes with the Upton Senior Center Board and Rick Rothleutner with the Upton Gun Club.

Mayor Beck made the following appointments and designations for the calendar year of 2022:
Vice Mayor: Justin Norman
Attorney: Mark Hughes
Municipal Judge: Chris Ringer
Financial Institutions: FirsTier Bank, First State Bank of Newcastle, Wyoming CLASS Fund, Wyoming Government Investment Fund, PEAKS Investments, Pinnacle Bank, WyoSTAR I and WyoSTAR II funds
Official Newspaper: Weston County Gazette
Commissioner Appointments:

General Government to include the Fire Department: Justin Norman
Police Department: Dennis Stirmel
Water & Sewer: Joe Watt
Streets & Landfill: Nick Trandahl

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve the Mayor's designations and appointments for 2022. All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve the consent agenda which included minutes of the December 14, 2021 regular meeting as published, claims paid for January to date, and claims paid in December to include utility payments, payroll, and approved grant expenses. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the claims from the Upton CoOp and the Weston County Gazette with Council Members Watt and Trandahl recusing themselves due to a conflict of interest. All ayes, MOTION CARRIED.

CLAIMS PAID:
Deposit Refund (refunds) $125.00; Reimbursements: NONE; Transfer (reserves, debt service) $500.00, $1,200.00, $3,455.26, $670.00; Alpha Communications (tower rent) $50.00, $50.00; Bailey Crackel (service) $270.00; Big Horn Hydraulics (parts) $250.90; Black Hills Energy (utilities) $1,178.88, $5,498.50; Black Mountain Software (ARPA) $1,981.75; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) $4,834.82; City of Newcastle (dispatch) $1,686.00; Collins Communications, Inc. (service) $58.00; CW Waste (contract) $12,528.00; Dearborn Life (benefit) $93.20; Department of Treasury (taxes) $11,631.37; Department of Workforce Services (benefit) $4,847.21, $75.36; DRM (parts) $6,241.60; Emily Cork (service) $300.00; Energy Laboratories (samples) $270.00; ES Designs (service) $144.00; FirstNet (phones) $351.52; Hughes Law Office (retainer) $1,600.00; Imperial Pump Solutions LLC (parts) $1,364.88; Joe's Food Center (supplies) $18.55; JubJub (fee)$35.00; Lynn & Sherry Jespersen (easement) $200.00; Mike Brewer (service) $2,057.46; Norco (supplies) $72.62; One Call of WY (locates) $1.50; Postmaster (postage) $206.00; Power Plan (parts) $7,132.74, Power Plan BF (parts) $103.89; PRECorp (utilities) $787.14; Range (phones) $625.69; S &S Parts

and Performance (supplies, parts) $935.86; Servall (service) $79.88; Sundance Extinguisher (service) $137.00; Top Office Supply (service) $153.92; Town of Upton (utilities) $208.35; Upton Co-op (fuel, parts, supplies) $4,139.93; UVFD (reimburse) $371.78; Verizon (phone) $79.48; Weston County Senior Services (contribution) $3,000.00; Weston County Gazette (publishing) $386.75; WY Retirement (benefit) $7,129.77, $168.75.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (service) $3,535.00 for the Willow Street Project.

SALARIES: $46,499.86

CLAIMS DENIED: NONE

Gary Barnes with the Upton Senior Center Board came before the Council to present more concerns over meal and van services contracted between the Town and the Weston County Senior Services Board. Mayor Beck is setting up a meeting with the Weston County Senior Services President and Executive Director later in the month to go over the reported issues.

The Upton Golf Association had submitted financial information for the calendar year 2021 prior to the meeting but were no present to discuss anything. COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to remove the Upton Golf Association from the agenda. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve holding the 2022 Liquor License Renewal Hearing at approximately 7:30 p.m. on Tuesday, February 8, 2022 during the regular meeting. All ayes, MOTION CARRIED.

Mayor Beck asked for public comment on the presented resolutions No. 1 through 5, 2022, there being none, COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to approve Resolution No. 1, 2022-Iron Ride Support for a motorcycle group traveling through the area later in the year who is applying for a grant to offset their expenses for the ride. All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve Resolutions No. 2, 2022-Weston County Natural Resource District Tree Grant 2022 and No. 3, 2022-Upton Economic Development Board Matching Funds for Tree Grant for the installation of more trees at the Upton City Park and baseball fields. All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve Resolution No. 4, 2022-MRG Application for the Pearl Street Water and Sewer Project Phase 2. All ayes, MOTION CARRIED.

COUNCIL MEMBER TRANDAHL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve Resolution No. 5, 2022-MRG Application for the Highway 16 Water Line Crossing Project. All ayes, MOTION CARRIED.

The Council asked for another month to review the Police Department policy as it is 148 pages of information. The Council reviewed the existing Special Events policy and made no changes.

Chief Bridge gave her report. Attorney Hughes asked about dispatch discussions with Newcastle and Weston County. Those discussions are ongoing. Council Member Watt asked for a further breakdown of time spent on patrol in the monthly reporting.

Chief Hiatt gave his report. The idea of charging for ambulance services was posed and the department personnel in attendance was not opposed to that practice, though the noted more training and a dedicated person to handle the billing would be necessary.

Clerk/Treasurer Millar gave her report. She asked about changing the due date for pet licenses from March 1st each year, to January or July 1 to match either the calendar or fiscal year. The consensus was to match the calendar year; an updated ordinance will be drafted for the next meeting.

Superintendent Lindstrom gave his report. He noted during the resolution discussions that both the Pearl Street Project and the Highway 16 Project were shovel ready. He also noted that approximately 28 tons of cardboard had been diverted from the Upton landfill with the installation of the cardboard recycling trailer.

At 8:01 p.m. COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to go into executive session as per W.S. 15.1.112(b)(i)(D) land sales. All ayes, MOTION CARRIED.

At 8:13 p.m. COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to resume the regular meeting. All ayes, MOTION CARRIED.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER STIRMEL SECONDED a motion to authorize Clerk/Treasurer Millar to advertise for a public hearing to be held at approximately 7:15 p.m. on Tuesday, February 8, 2022 for the purpose deeming a land sale economic development. All ayes, MOTION CARRIED.

There being no further business before the Council, COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER WATT SECONDED A MOTION to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 8:14 pm.

_____

Travis Beck, Mayor

_____

Attest: Kelley Millar, Clerk-Treasurer