

Town of Upton
Regular Town Council Meeting
December 13, 2022

THE REGULAR MEETING of the Town Council of Upton, Wyoming, was called to order at 7:00 p.m. on Tuesday, December 13, 2022, at the Upton City Hall located at 725 2nd Street in Upton, Wyoming.

Present: Mayor Travis Beck, Council Members Dennis Stirmel, Joe Watt, Justin Norman, and Nicholas Trandahl. Staff present included Clerk/Treasurer Kelley Millar, Superintendent Mark Lindstrom, Police Chief Susan Bridge, and Fire Chief Mike Hiatt. Public attendance Kade McMillan with the *Weston County Gazette*, Kelly Wozney, Rick Rothleutner, Les Riehemann and Tiffony Riehemann with the Upton Volunteer Fire Department.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve the consent agenda which included the minutes from the November 8, 2022 regular meeting as published, minutes from the November 30, 2022 special meeting as published, claims paid for December to date, and claims paid in November (utility payments, payroll, and approved grant/loan expenses). All ayes, MOTION CARRIED.

COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER TRANDAHN 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/Overpayment (refunds) \$125.00; Reimbursements none; Transfer (reserves, debt service) \$500.00, \$1,200.00, \$670.00; Alpha Communications (service) \$50.00, \$50.00; AT&T Mobility (phones) \$206.17; Bailey Crackel (service) \$180.00; Black Hills Energy (utilities) \$897.46, \$4,275.83; Blakeman Propane (fuel) \$79.47; Blue Cross Blue Shield (benefit) \$12,276.74; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) \$5,022.72; Children's Home Society (service) \$150.00; ClingerHagerman (audit) \$6,000.00; City of Newcastle (dispatch) \$1,686.00; Collins Communications, Inc. (service) \$58.00; CW Waste (contract) \$13,867.20; Dana Kepner (parts) \$1,374.60; Department of Treasury (taxes) \$10,329.62; Emily Cork (service) \$240.00; Energy Laboratories (samples) \$64.00; EJ Construction & Services (service) \$800.00; ES Designs (service) \$24.00; FirstNet (utility) \$175.72; Gillette Steel Center (parts) \$315.00; Hughes Law Office (retainer) \$1,600.00; Joe's (supplies) \$80.27; McKaylia Stevenson (service) \$60.00; One Call of WY (locates) \$2.25; Patrick Sheldon (service) \$200.00; Postmaster (postage) \$223.96; PRECorp (utility) \$814.32; Range (phones) \$627.02; S&S Parts & Performance (parts) \$297.18; Servall (service) \$93.46; Top Office Supply (service) \$51.00; Town of Upton (utilities) \$365.00; Upton Co-op (fuel, parts, supplies) \$4,307.02; UVFD (reimburse) \$2,955.85; Verizon (phone) \$85.37; WARWS (dues) \$475.00; Weston County Gazette (publishing) \$465.00; WY Retirement (benefit) \$6,612.16, \$168.75; WY Secretary of State (notary) \$60.00.

The following invoices will be paid from grant and/or loan funds when received: Bearlodge Engineering (service) \$4,957.50 for the Pearl Street Project Phase II; Inberg-Miller Engineers (service) \$2,535.30, \$512.00.

SALARIES: \$29,952.08

CLAIMS DENIED: NONE

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Mayor Beck asked for public comment regarding the second reading of Ordinance No. 3, Series 2022. Clerk/Treasurer Millar stated there had been no feedback from any provider to date. COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve the second reading of Ordinance No. 3, Series 2022 entitled: AN ORDINANCE REPEALING ORDINANCE NO. 235, SERIES 1977, AS AMENDED BY ORDINANCE NO. 5, SERIES 1998 AND PROVIDING FOR AN EFFECTIVE DATE. All ayes, MOTION CARRIED.

At approximately 7:02 p.m., Mayor Beck opened the budget hearing by asking for public comment. Council Member Stirmel commented that a fuel surcharge from the contractor was something that could have happened much earlier in the contract and that it seemed appropriate. Mayor Beck closed the hearing at 7:03 p.m.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve an amendment to the budget in the following particulars:

Increase the Sanitation Fund Budget in the amount of \$8,845.46 by budgeting \$8,845.46 to be received from a rate increase effective 12/01/2022. The monies will be used to cover fuel surcharges incurred due to rising diesel fuel prices. This rate increase is intended to be temporary, if possible, and may sunset only after the garbage haul contractor ceases passing on the fuel surcharge and the entirety of the budget amendment is recaptured. This rate increase will be itemized separately on each utility bill and accounted for in a separate line item. All ayes, MOTION CARRIED.

Mayor Beck asked for public comment regarding a requested fee increase for water and sewer taps. Clerk/Treasurer Millar explained that with inflation and supply chain issues, the cost of taps had risen significantly. Prior Water Tap fees were: \$2,100.00 for a ¾" tap and \$2,500.00 for a 1" tap; Sewer Tap fees were: \$650.00 for a 4" tap. Proposed fees are for Water Taps: \$2,300.00 for a ¾" tap and \$2,700.00 for a 1" tap; for Sewer Taps: \$700.00 for a 4" tap. Larger taps for either service are charged at the Town's cost incurred. COUNCIL MEMBER STIRMEL MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the above proposed fee increase for water and sewer taps. All ayes, MOTION CARRIED.

Clerk/Treasurer Millar presented two policies for review. UPTON 005-Public Records Request Policy Revision 2 needed no updates and is working as intended. UPTON 008-Service Agreement Policy is also working as intended and not in need of updates currently.

Mayor Beck asked for public comment regarding Resolution No. 13, 2022-WAM-WCCA Energy Lease Program application. Clerk/Treasurer Millar explained the WAM-WCCA program that was seeded with petroleum violation fund collections that Governor Sullivan allocated to the cities, towns and counties. This application to the program is for the installation of large ceiling fans in the City Shop that will help mitigate heat loss, better accommodate storage for large equipment and improve working conditions with more temperature control. The project is estimated to cost \$9,275.00 which, if approved would be paid by the lease program, then paid back in installments to the program over a requested period of four years at zero interest and then bought out at the completion of the repayment schedule for a nominal fee. COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER TRANDAHL SECONDED a motion to approve Resolution No. 13, 2022 entitled: A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE WAM-WCCA ENERGY LEASE PROGRAM in the amount of \$9,275.00 for the purpose of heat loss mitigation measures at the City Shop. All ayes, MOTION CARRIED.

Chief Bridge gave her report. She noted that a new program was being put together that would engage students in the middle school.

Superintendent Lindstrom gave his report. Council Member Stirmel asked about work at the lagoon. Superintendent Lindstrom and Chief Bridge have discussed issues and have a plan in place.

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Chief Hiatt gave his report and announced that Les Riehemann was elected by the department to be the new Fire Chief and Tiffony Riehemann was elected as Assistant Chief. The Council thanked Chief Hiatt for his service.

Clerk/Treasurer Millar gave her report. Mayor Beck added comments regarding the most recent dispatch meeting.

Council Member Norman thanked Mayor Beck for his service to the Town. Council Member Watt reminded the council that no information requested or required by the agreement with the Golf Association had been delivered or shared in a number of months. He suggested that be noted as budget season approaches.

Mayor Beck discussed the Black Hills Energy franchise agreement that expires in 2024 and reminded the council of a meeting with Powder River Energy where Mike Easley and Jeff Baumgartner visited with Mayor Beck, Superintendent Lindstrom and Clerk/Treasurer Millar about service and rates. PREC was very open about not basing any franchisee changes on rates alone as those are subject to change for various reasons. It was noted also that a change in franchisees could result in increased fees in order recoup costs associated with any change.

There being no further business before the Council, COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER STIRMEL SECONDED A MOTION to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 7:28 p.m.

Travis Beck, Mayor

Attest: Kelley Millar, Clerk/Treasurer