Town of Upton
Regular Town Council Meeting
February 10, 2025

THE REGULAR MEETING of the Town Council of Upton, Wyoming, was called to order at 7:00 p.m. on Monday, February 10, 2025 at the Upton City Hall located at 725 2nd Street in Upton, Wyoming.

Present: Mayor Nicholas Trandahl, Council Members Rick Rothleutner, Justin Norman, and Joe Watt. Council Member Tiffany McMillan was absent. Staff present included Clerk/Treasurer Kelley Millar, Superintendent Mark Lindstrom, and Chief Les Riehemann. Public attendance included Brittany Trandahl with the *Weston County Gazette*, Karla and Rich Ludemann and Brodie Kelly.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER ROTHLEUTNER SECONDED a motion to approve the consent agenda which included the minutes from the January 14, 2025 regular meeting minutes as published, claims paid for February to date, and claims paid in January (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 claim for the Upton Co-op with Council Member Joe Watt recused due to a conflict of interest. All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve the claim for the Weston County Gazette with Mayor Trandahl recused due to a conflict of interest. All ayes, MOTION CARRIED.

CLAIMS PAID:
Deposit/Overpayment (refunds) $60.89; Reimbursements: $104.00, $232.40, $179.54, $929.60; ACED Embroidery (service) $500.00; Arrow Service (supplies) $3.79; Axon Enterprise, Inc. (service) $4,299.40; Bailey Crackel (service) $195.00; Black Hills Energy (utility) $1,774.98, $5,321.44; Bound Tree (supplies) $2,865.73; Cambria Supply (parts) $50.61; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) $7,441.60; CNA Surety (bond) $2,650.00; Collins Communications, Inc. (service) $17,331.00; Combine Communications JPB (dispatch) $8,915.83; CW Waste (service) $13,071.60; Department of Treasury (taxes) $8,553.48; Dana Kepner (parts) $84.35; Eastern Wyoming Equipment Co. (parts) $186.49; Emily Cork (service) $285.00; Energy Labs (testing) $409.00; Gillette Steel (parts) $289.00; Hughes Law Office (retainer) $1,600.00; Joe's (supplies) $29.18, $27.05 ; Lynn Jespersen (easement) $200.00; Norco Inc (supplies, parts) $97.79; One Call (dues, locates) $31.30; Postmaster (postage) $290.08; PRECorp (utilities) $771.85; Range (utilities) $631.08; Ringer Law, P.C. (service) $1,350.00; S&S Parts and Performance (parts) $25.48; Servall (service) $108.38; Top Office Supply (service) $153.45; Town of Upton (utilities) $363.32; Upton Co-op (fuel, parts, supplies) $5,256.47, $336.49; Verizon (phone) $77.03; Weston County Gazette (publishing) $525.00; Weston County Senior Service (contribution) $3,000.00; WY Retirement (benefit) $4,961.29, $206.25.

The following invoices will be paid from grant and/or loan funds when received: Engineering Associates (service) $12,497.16 and $15,129.91 for the Project Phase I, II & III Infrastructure projects; Falcon Construction, LLC (service) $99,603.00 for the transfer station project.

SALARIES: $26,328.78

CLAIMS DENIED: NONE

Mayor Trandahl read a proclamation designating the February 9th through 15th, 2025 as National FBLA Week signing the proclamation in partnership with local chapter President Brodie Kelly. The Mayor noted the accomplishments of Upton's FBLA Chapter, as well as those of other F-Clubs at Upton High School and shared his appreciation for their work.

Other proclamations included:
February 17th through 21st, 2025-Random Acts of Kindness Week
February 15th through 22nd , 2025- National FFA Week
February 10th through 14th, 2025- National FCCLA Week

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve holding a liquor license renewal hearing to be held on Friday, February 21, 2025 at 7:00 p.m. In discussion the hearing was moved to 10:00 a.m. on the same date with the approval motion maker and second. The council also discussed the costs of a special hearing that will be borne by the two license renewal applicants. All ayes, MOTION CARRIED.

At approximately 7:17 p.m., Mayor Trandahl opened a budget amendment hearing asking for public comment. There being none, the hearing was closed at 7:18 p.m.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve amending the Town of Upton Fiscal Year 2025 Budget in the following particulars:

a. Increase the General Fund Budget by $33,300.00 by budgeting General Fund Reserves in the amount of $11,100.00, UVFD Reserves in the amount of $11,100.00 and UVFD Savings Reserves in the amount of $11,100.00. The monies will be used for the purchase of five new self-contained breathing apparatuses (SCBA) for the Upton Volunteer Fire Department.

All ayes, MOTION CARRIED.

At approximately 7:20 p.m., Mayor Trandahl opened a liquor license renewal hearing. Western Royalties, Inc. submitted their license and is in full compliance. With no public comment, the hearing was closed at 7:21 p.m.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER ROTHLEUTNER SECONDED a motion to approve the renewal of a retail liquor license for Western Royalties, Inc. dba Sunset Amigo's. All ayes, MOTION CARRIED.

Mayor Trandahl shared that the Weston County Sheriff's Office was contemplating reducing positions to increase availability of funding for existing open positions in an attempt to attract a deeper applicant pool and suggested the same could be done for the Upton Police Department. Those options are being considered in the budget first looks.

Chief Riehemann gave his report.

Superintendent Lindstrom gave his report and updated the council that the State Loan and Investment Board had awarded Upton $75,000.00 for the repainting of the water tower in the industrial park. The Town had asked for $150,000.00 and was not recommended for any funding by the Office of State Lands and Investments. In person meetings with board members and attendance at the SLIB meeting was crucial to securing this partial funding.

Clerk/Treasurer Millar gave her report.

Mayor Trandahl shared that he'd been approached by a citizen concerned about some work being done at the cemetery after recent burials. He suggested that the council may need to look at some commonsense regulations for the cemetery.

There being no further business before the Council, COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER NORMAN SECONDED A MOTION to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 7:46 p.m.

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Nicholas Trandahl, Mayor

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Attest: Kelley Millar, Clerk/Treasurer