

**TOWN OF UPTON AGENDA
FOR REGULAR COUNCIL MEETING
May 12, 2026**

1. **CALL TO ORDER**-7:00 p.m., PLEDGE OF ALLEGIANCE
2. **APPROVAL OF CONSENT ITEMS** (regular business items that occur at each meeting):
 - A. Minutes of the April 14, 2026 regular meeting as published.
 - B. Claims for May to date.
 - C. Claims paid in April (utility payments, payroll, approved grant expenses)
(ask if the Council would like anything removed from the Consent Agenda, motion/second for action-no discussion, one motion will suffice for all items)
 - D. Claim(s) from the Upton CoOp & Weston County Gazette (**Councilman J Watt & Mayor N Trandahl recused**)
3. **PUBLIC REPORTS/COMMENTS**
 - A. Scott Evans, Liquor Licenses
 - B. Lisa LeVasseur, donation of Dave Pauley print
 - C. Dispatch JPB Update (report/budget request due 4/30)
 - D. Other
4. **UNFINISHED BUSINESS**
 - A. Consideration of Ordinance No. 1, Series 2026-Annual Appropriations for the Fiscal Year Ending June 30, 207-SECOND READING
(motion/second to open discussion, ask for staff input, call for action)
 - B. Consideration of Ordinance No. 2, Series 2026-Updates to Ordinance No. 3, Series 2024-Charter Communications Franchise-SECOND READING
(motion/second to open discussion, ask for staff input, call for action)
 - C. Consideration of Ordinance No. 3, Series 2026- Powder River Energy Corp Franchise Agreement-SECOND READING
(motion/second to open discussion, ask for staff input, call for action)
5. **NEW BUSINESS**
 - A. @ approximately 7:15 p.m., open the public hearing regarding the sale the following lots in the following blocks in the Sawmill Addition priced for sale under economic development: housing as per **WS 15-1-112(b)(i)(D)**. The proposal of the sale includes approximately 476,491 sq ft lot or 10.94 acres. The approximate appraised value of the lot is established through the recent sale of similar properties in the Sawmill Addition at \$0.29 per sq ft. for an estimated total of \$138,182.39. The sale includes:
 - Lots 2,3 & 4 in Block 9**
 - Lots 2,3,4,6,7 & 8 in Block 10**
 - Lots 2,3,4,6,7, & 8 in Block 11**
 - Lots 3,4,5,6,7 & 8 in Block 12**
 - Lots 5,6,7 & 8 in Block 19**
 - Lots 1,2,3,4,5,6,7, & 8 in Block 22**
 - Lots 1 & 2 in Block 25**
 - Lots 1,2,3,4,5,6,7 & 8 in Block 26**
 - Lots 1,2,3,4,5,6,7 & 8 in Block 27****(open the hearing, ask for staff input, ask for public comment, close the hearing; motion/second to open discussion, call for action)**
 - B. @ approximately 7:30 p.m. open the budget hearing:
 - a. Increase the General Fund Budget by \$179,642.00 by budgeting \$179,642.00 from General Fund Cash Reserves. The funds will be used for street paving on the Colorado Avenue Project.
 - b. Increase the Water Fund Budget by \$108,838.00 by budgeting \$108,838.00 from Water Fund Capital Improvement Reserves. The funds will be used for the water portion of paving on the Colorado Avenue Project.
 - c. Increase the Sewer Fund Budget by \$61,221.42 by budgeting \$62,221.42 from Sewer Fund Capital Improvement Reserves. The funds will be used for the sewer portion of paving on the Colorado Avenue Project.**(open hearing, ask for comments & input, close hearing, motion/second, call for action)**
 - C.@ approximately 7:35 p.m. open the budget hearing:
 - d. Increase the Sewer Fund by \$87,728.10 by budgeting \$87,728.10 from Sewer Fund Debt Reserves. The funds would be used to retired debt from CWSRF #190-Willow Street Project in the amount of \$87,172.59 principal and approximately \$555.51 interest.**(open hearing, ask for comments & input, close hearing, motion/second, call for action)**
 - D. Consideration of Change Order No. 2 from Dan Hart Patrol Service in the amount of \$19,818.04 for mis-engineered manholes #2 \$7,304.46, #3 \$3,619.03 and added manhole #3.5 \$5,429.50, miscellaneous parts \$765.05, and bypass pumping for six days \$2,700.00. This change order does

not add days to the contract, but extends the “no later than” date for substantial completion by six days.

(motion/second to open discussion, ask for staff input, call for action)

- E. Consideration of Change Order No. 3 from Dan Hart Patrol Service in the amount of \$110,065.93 for the addition of a French Drain \$46,000.00 lump sum and up to twelve additional days, only five working days were used to install the drain and are not included in previous liquidated damage calculations; the addition of geogrid not included in the original bid worksheet \$21,022.00 and four working days for installation; imported sand material \$5,832.00; rejected material disposal \$25,821.93; and additional required trench foundation \$11,390.00.

(motion/second to open discussion, ask for staff input, call for action)

- F. Consideration of Resolution No. 7. 2026-Payment of Expenses Between Meetings
(motion/second to open discussion, ask for staff input, ask for public comment, call for action)
- G. Consideration of Resolution No. 8, 2026-Utility Rates contingent upon passage of Ordinance No. 1, Series 2026-Annual Appropriations Ordinance
(motion/second to open discussion, ask for staff input, ask for public comment, call for action)
- H. Consideration to hold the Annual Appropriations Hearing for Fiscal Year Ending June 30, 2027, at approximately 6:45 p.m. on Tuesday, June 9, 2026 before the regular meeting.
(motion/second to open discussion, ask for staff input, ask for public comment, call for action)

- I. Consideration to hold a budget amendment hearing in the following particulars:
- a. Increase the General Fund budget by \$48,832.00 by budgeting \$43,928.00 from General Fund Cash Reserves and \$4,904.00 from grant funds received from the Wyoming Energy Authority. The funds will be used for cost overruns to include:
 - i. Replacement of the A/C unit at City Hall in the amount of \$ 7,300.00.
 - ii. Office Supplies for the Court in the amount of \$180.00
 - iii. Dues and fees for the Court in the amount of \$130.00
 - iv. Vehicle maintenance & repairs for the Police Department for upfitting and repairs need for U2 in the amount of \$19,500.00.
 - v. Software fees for the Police Department for LinkTech cybersecurity in the amount of \$8,500.00.
 - vi. Ambulance supplies for the Upton Volunteer Fire Department in the amount of \$8,500.00.
 - vii. Grant expenses for the Upton Senior Center for the WYLite LED lighting replacement grant from the Wyoming Energy Authority in the amount of \$4,904.00.
 - viii. Maintenance & repair costs for the Upton Senior Housing building, which have been properly reimbursed, in the amount of \$818.00
 - ix. Rodeo Arena Expense for a disbursement of funds, which belong wholly to the Upton Arena Club where the Town of Upton acts as a fiduciary, in the amount of \$1,500.00.

This matter will be considered and acted upon at approximately 7:15 p.m. at the regular meeting on June 9, 2026.

- J. Consideration to renew the lease agreement with the Upton Arena Club for a period beginning July 1, 2026 through June 30, 2027.

(motion/second to open discussion, ask for staff input, ask for public comment, call for action)

- K. Schedule Budget Workshops:
 - a. May 18-22
 - b. May 26-29
- L. Policy
 - a. UPTON 060-Employee Onboarding Policy
- M. Other

6. REPORTS

- A. Chief of Police
- B. Fire Chief
- C. Superintendent-16-4-405(a)(vii) to consider the selection of a site or the purchase of real estate when the publicity regarding the consideration would cause a likelihood of an increase in price; and 16-4-405(a)(viii) to consider acceptance of gifts, donations and bequests which the donor has requested in writing be kept confidential.
- D. Clerk-Treasurer
- E. City Attorney
- F. Council
- G. Mayor

7. ADJOURNMENT