

TOWN OF UPTON AGENDA
FOR REGULAR COUNCIL MEETING
October 13, 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 September 8, 2026 regular meeting as published.
 - B. Claims for October to date.
 - C. Claims paid in September (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. Proclamation for Gene Knapp
 - B. Golf Course Update
4. **UNFINISHED BUSINESS**
 - A. Consideration of Ordinance No. 4, Series 2026-Vacating Alleys in Blocks 1,2,3 & 4 of the Minter Addition-**THIRD & FINAL READING**
 - B. Consideration of Ordinance No. 5, Series 2026-Vacating a portion of Fourth Street in the Sawmill Addition-**THIRD & FINAL READING**
 - C. Open bids received for the 1992 Kovach, minimum bid of \$5,000.00
 - D. Open bids received for the equipment from the Upton Senior Center, minimum bid of \$600.00
 - E. Continued Community Center use discussion
5. **NEW BUSINESS**
 - A. Consideration of bids for Phase 2.2-Montana/Wyoming Water & Sewer Project
 - B. Consideration to contract HR services with Kara Ellsbury from Hirst Applegate at per hour rates or retainer TBD
 - C. @ approximately 7:15 p.m. open a public hearing regarding a land swap between the Town of Upton and Justin & Tiffany McMillan
 - a. Internal market analysis in progress-available
 - b. External market analysis-available
 - D. Review of the Weston County Homeland Security Terrorism Plan and Power Outage Plan
 - E. Discussion regarding expansion of the land available to the Gun Club
 - a. Revised agreement for November-pending direction
 - F. Consideration of the Ritthaler request to HAVE, not sell, alcohol at an event in the Upton Community Center on Saturday, October 17, 2026
 - G. Consideration of an MOU between the City of Newcastle and the Town of Upton
 - H. Consideration of Resolution No. 6, 2026-Fee Schedule for Permit to Install or Construct within Municipal ROW and/or Streets, Roadways and Alleys
 - I. Discussion regarding Resolution No. 11, 2026-Designation of an Industrial Park Area
 - J. Consideration of a change in payrate for Brian Meals from \$29.57 per hour to \$31.25 per hour in lieu of allowance for vehicle use for transportation to and from shifts
 - K. Consideration to suspend liquor license #1 currently issued to ITT Services due to a violation of probation set forth by the governing body on April 14, 2026 for Sales Tax Delinquency reported on 9/11/2026
 - L. Policy
 - a. UPTON 015-Financial Statement Policy (F66) Revision 2
 - b. UPTON 041-Procurement Policy
6. **REPORTS**
 - A. Chief of Police
 - B. Fire Chief
 - C. Superintendent-end of meeting executive session as per WS 16-4-405(a)(iii) On matters concerning litigation to which the governing body is a party or proposed litigation to which the governing body may be a party
 - D. Clerk-Treasurer
 - E. City Attorney
 - F. Council
 - G. Mayor
7. **ADJOURNMENT**