

Town of Upton
Regular Town Council Meeting
June 9, 2026

THE ANNUAL APPROPRIATIONS HEARING for the Town of Upton, Wyoming, was opened at 6:45 p.m. Clerk/Treasurer Millar reviewed updates to the published hearing information. The hearing was closed at 6:59 p.m.

THE REGULAR MEETING of the Town Council of Upton, Wyoming was called to order at 7:00 p.m. on Tuesday, June 9, 2026 at the Upton City Hall located at 725 2nd Street in Upton, Wyoming.

Present: Mayor Nicholas Trandahl, Council Members Rick Rothleutner, Justin Norman, Tiffany McMillan and Joe Watt. Staff present included Superintendent Mark Lindstrom, Clerk/Treasurer Kelley Millar, Attorney Mark Hughes, Chief Brian Meals, EMS Supervisor Tiffany Riehemann and Assistant Fire Chief Ty Kennedy. Public attendance included Brittany Trandahl with the *Weston County Gazette*, Story Trandahl, Maribeth Meals, Toni Darlington, Dan E Hart, Darrell Woolsey, Joe Messner with Engineering Associates, and Scott Evans.

COUNCIL MEMBER MCMILLAN MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the consent agenda which included the minutes from the May 12, 2026 regular meeting minutes as published and claims paid for June to date, and claims paid in May (utility payments, payroll, debt service and approved grant/loan expenses). All ayes, MOTION CARRIED.

COUNCIL MEMBER MCMILLAN MOVED, COUNCIL MEMBER ROTHLEUTNER SECONDED a motion to approve the claims for the Weston County Gazette and the Upton Co-op with Mayor Trandahl and Council Member Watt recused due to a conflict of interest. All ayes, MOTION CARRIED.

CLAIMS PAID:

Deposit/Overpayment (refunds) \$125.00, \$35.00, \$525.00, \$50.00; Reimbursements: \$239.25, \$129.35; Arrow Service (fuel) \$669.20; Black Hills Energy (utilities) \$559.23, \$5,105.09; Blue Cross Blue Shield (benefit) \$11,495.51; BoundTree (supplies) \$119.10, \$217.69; Cellars Ice Cream Parlor (gift certificates)\$100.00; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) \$11,006.88; Collins Communications, Inc. (service) \$58.00; Combined Communications JPB (dispatch) \$8,915.83; CW Waste (service) \$12,696.00; Department of Treasury (taxes) \$10,532.62; Energy Capital Economic Development (event) \$400.00; Energy Labs (testing) \$152.00; ES Designs (service) \$116.00; Good Electric (service) \$689.51, \$3,867.01; Howard White Construction (service) \$24,000.00; Hawkins (supplies) \$942.83; Hughes Law Office (retainer) \$1,600.00; June Shell (service) \$120.00; LinkTech (service) \$539.96; Maguire Iron, Inc (service) \$2,850.00; Matheson Trigas Inc. (O₂ tank rental) \$144.56; Newman Traffic Signs (supplies) \$130.12; One Call (locates) \$30.45; Postmaster (postage, permit renewal) \$303.17; PRECorp (utilities) \$671.96; Range (utilities) \$627.81; Ringer Law (service) \$2,520.00; Rock Solid SST (PD gear) \$2,207.54; Servall (service) \$193.26; Top Office Supply (service) \$407.93; Town of Upton (utilities) \$352.00; Upton Co-op (fuel, parts, supplies) \$2,059.02; Watertronics (equipment) \$55,514.50; Weston County Clerk (fee) \$12.00, \$15.00, \$15.00; Weston County Gazette (publishing) \$920.63; Weston County Solid Waste District (equipment) \$16,550.00; Wyoming Retirement System (benefit) \$7,651.33, \$262.50.

The following invoices will be paid from grant and/or loan funds when received: Engineering Associates (service) \$19,479.16, \$8,831.39, \$312.70 and \$20,826.00; for the Phase 1.1-Whitetail/Redwood, Phase 1.2-Birch/Juniper, Phase 1.3-East Hwy 16 and Colorado Avenue Projects; Dan Hart Patrol Service (service) \$135,631.43, \$1,192.02, \$62.74 for Phase 1.1-Whitetail/Redwood and Phase 1.2-Birch/Juniper projects.

SALARIES: \$34,246.38

CLAIMS DENIED: NONE

Scott Evans, with ITT Services, dba Irontown Tavern, came before the council to discuss the probationary status of the liquor license issued his business. He asked for clarification on a noted violation and was directed to the Weston County Sheriff's Office for more information.

Cheri Claycomb had inquired about painting pickleball court lines at the basketball court in the park. The pickleball players have a portable net and would like to have the option to play at the park. There were no objections.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER ROTHLEUTNER SECONDED a motion to approve the third and final reading of Ordinance No 1, Series 2026 entitled: ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR ENDING JUNE 30, 2027. All ayes, MOTION CARRIED.

COUNCIL MEMBER MCMILLAN MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the third and final reading of Ordinance No 3, Series 2026 entitled: AN ORDINANCE GRANTING A NONEXCLUSIVE FRANCHISE TO POWDER RIVER ENERGY CORPORATION TO CONSTRUCT, ACQUIRE, OPERATE AND MAINTAIN AN ELECTRIC SYSTEM IN THE TOWN OF UPTON, WYOMING, AND TO FURNISH ELECTRICITY TO THE TOWN AND THE INHABITANTS THEREOF, AND TO USE THE STREETS, ROADS, ALLEYS AND OTHER PUBLIC PLACES WITHIN THE TOWN; LENGTH OF FRANCHISE; FRANCHISE FEE; REPEALING ALL ORDINANCES IN CONFLICT THEREWITH; SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. All ayes, MOTION CARRIED.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER MCMILLAN SECONDED a motion to approve open container permits for the Upton Arena Club's events on Friday, June 26th, Saturday, July 18th and Sunday, July 19th, 2026 for events at the Upton Rodeo Grounds. All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve the acceptance of the Certificate of Final Completion for the Phase 1.1-Whitetail/Redwood project as of May 29, 2026. All ayes, MOTION CARRIED.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER ROTHLEUTNER SECONDED a motion to approve the vacation of the alleys in Blocks 1, 2,3, & 4 in the Minter Addition, Upton, Weston County, Wyoming and a portion of Fourth Street in Block 48 in the Sawmill Addition, Upton, Weston County, Wyoming. Attorney Hughes suggested the Town follow the same procedures from previous vacations as laid out in state statute for these vacations, and that he will draft a vacation specific ordinance with procedures for future vacations. All ayes, MOTION CARRIED.

At approximately 7:15 p.m., Mayor Trandahl opened the 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.

With no public comment, the hearing was closed at 7:18 p.m.

COUNCIL MEMBER MCMILLAN MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the budget amendment as stated above. All ayes, MOTION CARRIED.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve Change Order No 1 from Engineering Associates for the Colorado Avenue Project for an increase of \$20,826.00 for additional drafting, design and workdays related to additional paving work that was not included in the original scope of the project. All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER WATT SECONDED a motion to approve Change Order No 3 from DRM, Inc. for the Colorado Avenue project. This is the quantity reconciliation change order to close out the project. The final contract price increased from \$615,871.29 to \$762,478.22 for the additional paving work that was not included in the original scope of the project. All ayes, MOTION CARRIED.

A discussion regarding a property trade in the Country Club Estates subdivision was discussed.

The council reviewed the Pandemic Annex of the Weston County Emergency Operations Plan.

Chief Meals gave his report.

Assistant Chief Kennedy gave his report.

Superintendent Lindstrom gave his report.

Clerk/Treasurer Millar gave her report. A renewal contract from Visionary was received today and presented to the council for review. Attorney Hughes will take the concerns of the council to Visionary's representatives and the matter will be added to the July meeting agenda for consideration.

Mayor Trandahl shared updates on the pipeline proposed to run through Weston County.

At 7:53 p.m. COUNCIL MEMBER MCMILLAN MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to enter into executive session under W.S. 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. The motion was amended to include 16-4-405(a)(viii) to consider acceptance of gifts, donations and bequests which the donor has requested in writing be kept confidential. All ayes, MOTION CARRIED.

The regular meeting resumed at 8:16 p.m. with no action taken from the executive session.

There being no further business before the Council, COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER MCMILLAN SECONDED A MOTION to adjourn. All ayes, MOTION CARRIED. The meeting adjourned at 8:16 p.m.

Nicholas Trandahl, Mayor

Attest: Kelley Millar, Clerk/Treasurer