

Town of Upton
Regular Town Council Meeting
September 8, 2026

THE REGULAR MEETING of the Town Council of Upton, Wyoming was called to order at 7:00 p.m. on Tuesday, September 8, 2026 at the Upton City Hall located at 725 2nd Street in Upton, Wyoming.

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

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the consent agenda which included the minutes from the August 11, 2026 regular meeting minutes as published and claims paid for September to date, and claims paid in August (utility payments, payroll, debt service, approved grant/loan expenses). All ayes, MOTION CARRIED.

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

CLAIMS PAID:

Deposit/Overpayment (refunds) \$218.50; Reimbursements: \$150.00; Black Hills Energy (utilities) \$6,952.04, \$0.00; Blue Cross Blue Shield (benefit) \$11,262.19; BoundTree (supplies) \$149.56; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) \$9,168.79; Collins Communications, Inc. (service) \$228.00, \$58.00; Combined Communications JPB (dispatch) \$8,915.83; Custom Auto & Truck (service) \$266.00; Contractors Supply (supplies) \$189.06; CW Waste (service) \$12,696.00; Department of Treasury (taxes) \$10,491.92; DRM (service) \$4,173.60; Eastern Wyoming Equipment Co. (parts) \$85.97; Energy Labs (testing) \$563.00; Gillette Steel (supplies) \$174.00; Howard White Construction (service) \$13,463.87; Hughes Law Office (retainer) \$1,600.00; Joe Johnson Equipment (parts) \$772.86; LifeMed (parts) \$600.00; LinkTech (service) \$428.62; Matheson Trigas Inc. (O₂ tank rental) \$148.88; Northwest Pipefitting (parts) \$3,708.08; PartsOne HD (parts) \$2.69; Postmaster (postage) \$328.25; Range (utilities) \$590.30; Servall (service) \$128.84; Sundance Extinguisher (service) \$230.00; Top Office Supply (service) \$175.81; Town of Upton (utilities) \$358.00; Tracy Motor Company (parts) \$651.21; Upton Co-op (fuel, parts, supplies) \$5,250.79; Upton Municipal Court (correction) \$114.00; Weston County Gazette (publishing) \$804.00; Weston County Clerk (fee) \$12.00; Wild Wyo Cleaning (service) \$915.00; Wyoming OSLI (debt service) \$3,118.46; Wyoming Retirement System (benefit) \$7,506.21, \$262.50.

The following invoices will be paid from grant and/or loan funds when received: Dan Hart Patrol Service (service) \$48,321.67 for the Phase 1.2-Birch/Juniper project; Engineering Associates (service) \$1,088.62, \$22,889.76, \$183.38, \$12,746.25 for the Phase 1.1-Whitetail/Redwood, Phase 1.2-Birch/Juniper, Phase 2.1-North Pine Transmission, Phase 2.2-Montana/Wyoming projects; and Maguire Iron (service) \$100,413.00 for the Water Tank Painting project.

SALARIES: \$33,750.73

CLAIMS DENIED: NONE

Mayor Trandahl read a proclamation designating September 11, 2026 as Patriot Day and recognizing the same day as John Strong Day in the Town of Upton.

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Mayor Trandahl read a proclamation designating September 2026 as Suicide Prevention month.

Council Member McMillan gave a brief golf course update.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER MCMILLAN SECONDED a motion to approve the second reading of Ordinance No. 4, Series 2026 entitled: AN ORDINANCE VACATING THE ALLEYS IN BLOCKS 1,2,3 & 4, MINTER ADDITION, TOWN OF UPTON, WESTON COUNTY, WYOMING. All ayes, MOTION CARRIED.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER ROTHLEUTNER SECONDED a motion to approve the second reading of Ordinance No. 5, Series 2026 entitled: AN ORDINANCE VACATING A PORTION OF FOURTH STREET IN BLOCK 48, SAWMILL ADDITION, TOWN OF UPTON, WESTON COUNTY, WYOMING. All ayes, MOTION CARRIED.

COUNCIL MEMBER MCMILLAN MOVED, COUNCIL MEMBER ROTHLEUTNER SECONDED a motion to approve Change Order No. 5 from Dan Hart Patrol Service on Phase 1.1-Whitetail/Redwood for a decrease in the amount of \$30,461.40 to reconcile final quantities to the contract amount. The final contract price is \$948,579.51. All ayes, MOTION CARRIED.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER ROTHLEUTNER SECONDED a motion to hold a hearing regarding a land swap between the Town of Upton and Justin and Tiffany McMillan at approximately 7:15 pm during the regular meeting on Tuesday, October 13, 2026. Council Member McMillan recused herself due to a conflict of interest. All ayes, MOTION CARRIED.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER MCMILLAN SECONDED a motion to approve advertising the sale of a 1992 Kovach VIN 1K9AF4281NN058696 with a minimum of \$5,000.00. All ayes, MOTION CARRIED.

COUNCIL MEMBER ROTHLEUTNER MOVED, COUNCIL MEMBER NORMAN SECONDED a motion to approve the Moyer Subdivision as presented. All ayes, MOTION CARRIED.

A discussion regarding expanding the use of the Upton Community Center was held.

COUNCIL MEMBER NORMAN, COUNCIL MEMBER WATT SECONDED a motion to approve Resolution No. 14, 2026 entitled: A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE WYOMING OFFICE OF STATE HOMELAND SECURITY GRANT PROGRAM ON BEHALF OF THE GOVERNING BODY FOR THE TOWN OF UPTON for assistance in financing the purchase of EMS equipment more commonly known as a Powered Cot Loader in the amount of \$40,000.00 with no matching component. All ayes, MOTION CARRIED.

COUNCIL MCMILLAN MOVED, COUNCIL ROTHLEUTNER SECONDED a motion to approve Resolution No. 15, 2026 entitled: A RESOLUTION AUTHORIZING SUBMISSION OF A FEDERAL MINERAL ROYALTY CAPITAL CONSTRUCTION ACCOUNT GRANT APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR THE TOWN OF UPTON, WYOMING for assistance in financing a new ambulance in the amount of \$250,000.00 with a matching component of \$125,000.00 that will come from reserves and donations. All ayes, MOTION CARRIED.

COUNCIL MEMBER WATT MOVED, COUNCIL MEMBER ROTHLEUTNER SECONDED a motion to approve advertising the sale of two cooler units from the Upton Senior Center with a minimum bid of \$600.00 for the lot. All ayes, MOTION CARRIED.

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Chief Meals gave his report.

Chief Riehemann gave his report.

Superintendent Lindstrom gave his report.

Clerk/Treasurer Millar gave her report.

COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER MCMILLAN SECONDED a motion to go into executive session as per WS 16-4-405(a)(ii) To consider the appointment, employment, right to practice or dismissal of a public officer, professional person or employee, or to hear complaints or charges brought against an employee, professional person or officer, unless the employee, professional person or officer requests a public hearing.

The regular session resumed at 10:11 p.m.

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 10:12 p.m.

Nicholas Trandahl, Mayor

Attest: Kelley Millar, Clerk/Treasurer