

# LEGAL NOTICE

## UNOFFICIAL MINUTES OF THE REGULAR MEETING OF THE TOWN COUNCIL OF UPTON, WESTON COUNTY, WYOMING

October 10, 2023

**THE REGULAR MEETING** of the Town Council of Upton, Wyoming, was called to order at 7:00 p.m. on Tuesday, October 10, 2023, at the Upton City Hall located at 725 2nd Street in Upton, Wyoming.

Present: Mayor Nicholas Trandahl, Council Members Joe Watt, Rick Rothleitner, Tiffany McMillan and Justin Norman. Staff present included Clerk/Treasurer Kelley Millar, Superintendent Mark Lindstrom, Attorney Mark Hughes and Police Chief Susan Bridge. Public attendance included Brittany Trandahl with the Weston County Gazette, Lori Materi with the Upton Airport Board, Weston County Commission Chair Ed Wagoner, Delane and Tracie Haynes, Joey and Chelsey Danens, Dennis Stirmel, Harland Allen, and Jeremiah and Sarah Tinker.

**COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER MCMILLAN SECONDED** a motion to approve the consent agenda which included the minutes from the September 12, 2023 regular meeting as published, claims paid for October to date, and claims paid in September (utility payments, payroll, approved grant/loan expenses). All ayes, **MOTION CARRIED.**

**COUNCIL MEMBER ROTHLEUTNER MOVED, COUNCIL MEMBER NORMAN SECONDED** a motion to approve the claims for the Upton Co-op Council Member Watt recused due to a conflict of interest. All ayes, **MOTION CARRIED.**

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

### CLAIMS PAID:

Deposit/Overpayment (refunds) NONE; Reimbursements: L Riehemann (repair) \$625.00, J Shell (food) \$40.07; Transfer (reserves, debt service) \$500.00, \$1,200.00, \$670.00; Alpha Communications (service) \$50.00, \$50.00; Arrow Services (fuel) \$78.93; AT&T Mobility (utilities) \$205.87; Bailey Crackel (service) \$450.00; Black Hills Energy (utilities) \$6,104.07, \$152.50; Black Mountain Software (software) \$135.50; Blue Cross Blue Shield (benefit) \$11,010.66; Chase Cardservices (parts, supplies, training, fuel, postage, equipment) \$89.03; City of Newcastle (dispatch) \$1,686.00; ClingerHagerman (audit) \$3,000.00; Collins Communications, Inc. (service) \$203.00; Contractor's Supply (parts) \$595.72; CR Electric (service) \$899.73; CW Waste (contract) \$14,151.43; Dana Kepner Co. (supplies) \$4,554.29; \$126.00; Dearborn National (benefit) \$77.07; Department of Treasury (taxes) \$10,020.67; Department of Workforce Services (benefit) \$4,474.78; Emily Cork (service) \$255.00; Energy Labs (testing) \$596.00; Engineering Associates (service) \$5911.33; ES Designs (service) \$46.00; Fisher Sand & Gravel, Co. (supplies) \$161.84; Hawkins Inc. (supplies) \$804.97; Hughes Law Office (retainer) \$1,600.00; Imperial Pump Solutions (service) \$2,235.44; Joe's (supplies) \$29.25; Northwest Pipefitting, (supplies) \$115.22; One Call of WY (locates) \$18.75; Paymac (equipment) \$7,845.50; Postmaster (postage) \$263.16; PRECorp (utility) \$573.93; Range (utilities) \$632.69; Record Supply (parts) \$58.98; Ringer Law (service) \$2,047.50; Servall (service) \$98.78; Sundance Extinguisher (service) \$207.00; TeamLabs (supplies) \$800.00; Top Office Supply (service, supplies) \$257.72; Torgerson's (service) \$8,747.82; Town of Upton (utilities) \$422.55; TW Enterprises (service) \$2,675.48; Upton Co-op (fuel, parts, supplies) \$4,218.38; UVFD (reimbursement) \$541.58, \$1,663.45; Verizon (phone) \$74.97; Voelker's (service) \$379.75; Weston County Gazette (publishing) \$442.25; Weston County Clerk (fees) \$12.00, \$12.00, \$12.00, \$12.00; Weston County Senior Services (contribution) \$3,000.00; Wyoming Earthmoving Company (service) \$679.80; WWQ & PCA (fees) \$484.00; WY OSLI (debt) \$1,271.84, \$7,948.99, \$1,377.82; WY Retirement (benefit) \$6,638.64, \$168.75.

The following invoices will be paid from grant and/or loan funds when received: Engineering Associates (service) \$10,524.75 for the 6th Street Project, Hot Iron, Inc. (service) \$206,141.38, \$10,849.54 for the 6th Street Project.

**SALARIES: \$35,071.65. CLAIMS DENIED: NONE**

Council Member McMillan gave an update on the golf course financials. A report will be forthcoming.

Weston County Commission Chair Ed Wagoner asked the council for support in drafting a joint resolution to allocate consensus funding being held by the Office of State Lands & Investments (OSLI) from past biennium specifically for Weston County to help with landfill projects. The joint resolution would equally split the \$93,498.00 between Weston County, the City of Newcastle and the Town of Upton and earmark the funds. Chairman Wagoner will have the draft resolution sent from the County Attorney's office for review and presentation at the next regular meeting.

Lori Materi updated the council of the need for the Town of Upton to go out for selection for consultants who would then assist with any projects from the Upton Municipal Airport capital improvement plan that were funded over the next five years.

**COUNCIL MEMBER MCMILLAN MOVED, COUNCIL MEMBER ROTHLEUTNER SECONDED** a motion to approve the Request for Qualifications advertising and selection process. All ayes, **MOTION CARRIED.**

**COUNCIL MEMBER NORMAN MOVED, COUNCIL MEMBER WATT SECONDED** a motion to approve the first reading of Ordinance No. 4, Series 2023 entitled: AN ORDINANCE AMENDING PORTIONS OF CHAPTER 10 IN SECTION 10.32 (of the Upton Municipal Code) relating to weight limits on city streets. Mayor Trandahl referenced an engineering determination with maximum acceptable weight limits for Upton's streets. They discussed adding public transportation to the exceptions section, striking language detailing delivery activities that could be included or defined as "normal business" and adding the entirety of 1st Street to the exempt streets section. From the engineering determination report, a maximum of 18,000 lbs. gross vehicle weight (GVW) with no more than 10,000 lbs. per axle for a single axle truck, 30,000 lbs. GVW for a tandem axle truck with no more than 18,000 lbs. per axle, and not more than 40,000 GVW for a truck and trailer. Joey Danens and Dennis Stirmel made public comment asking for clarifications in the weight limits being considered, proximity of a certified scale to obtain weight tickets, and contradictory language in section 10.32.040. All ayes, **MOTION CARRIED.** The ordinance will be heard on second reading at the next regular meeting.

**COUNCIL MEMBER MCMILLAN MOVED, COUNCIL MEMBER NORMAN SECONDED** a motion to approve the agreement with DTE for materials testing on the Highway 16 Water Crossing project in the estimated amount of \$1,470.00. A friendly amendment was made with approval contingent on restating that the agreement would not exceed \$1,500.00. This information will be relayed to DTE representatives. All ayes, **MOTION CARRIED.**

**COUNCIL MEMBER MCMILLAN MOVED, COUNCIL MEMBER WATT SECONDED** a motion to approve the Jeri Gibson benefit to have, not sell, alcohol at the event on 10/21/2023 at the Upton Community Center. All ayes, **MOTION CARRIED.**

Chief Bridge gave her report and noted that Sergeant Thompson would be the representative of Newcastle on the joint powers board with Chief Bowles having separated from the City of Newcastle.

Chief Riehemann submitted a report prior to the meeting.

Superintendent Lindstrom gave his report.

Clerk/Treasurer Millar gave her report and asked the council to schedule a public meeting regarding the Land and Water Conservation Fund grant final application for the replacement of the pumphouse at the Cedar Pines golf course. She also asked that the November regular meeting date be changed to Tuesday, November 7, 2023. **COUNCIL MEMBER MCMILLAN MOVED, COUNCIL MEMBER NORMAN SECONDED** a motion to move the regular meeting of the Upton Town Council to Tuesday, November 7, 2023 at 7:00 p.m. and to hold a public meeting at 6:00 p.m. on November 7, 2023 for input on the Cedar Pines pumphouse replacement project. All ayes, **MOTION CARRIED.**

Mayor Trandahl shared that the Rare Earth Resources open house had been well attended and gave a reminder about the all-county EMS workshop on Thursday, October 12, 2023 at 7:00 p.m.

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 7:59 p.m.

Attest: Kelley Millar, Clerk/Treasurer

Nicholas Trandahl, Mayor

Publish: October 19, 2023.