

## TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, March 9, 2023

Town Hall at 7:00 PM

Call to Order Regular Session

Pledge of Allegiance

A Regular Meeting of the Town of Basin Council was held at Town Hall in Basin, Wyoming on Thursday, March 9, 2023 at 7:00 PM. The meeting was called to order at 7:00 PM.

Council Members Present: CJ Duncan, Brent Godfrey, Stuart DesRosier, Carl Olson, and Chuck Hopkin.

Also present were Clerk/Treasurer Deaun Tigner, Sergeant Drewry, Foreman Mike Dellos, Town Attorney Kent Richins, Town Engineer Jesse Frisbee, and Ken Fink, Bill Hayes, Nolan, and Brandi Drewry.

Public Comment:

Chief McClure promoted Officer Drewry to sergeant and gave him his badge.

Bill Hayes and Nolan O'Neal put together a conservation guide and talked about the information they think new residents of our county should have. All of Big Horn County's citizens would also be able to receive this manual. Councilman Hopkin questioned the motivation behind the request. They mentioned content recommendations, words of encouragement, and most importantly, the knowledge that we will be able to assist them in putting this to use once it is released.

Department Summary Reports:

Public Works: Council members heard Foreman Mike Dellos discuss the details of his DSR Report. According to Mike, the Henderson field tennis courts are in terrible shape and need to be fixed. Because of all the cracks, he isn't sure what we should do with it.

Electric Department: The electric report was given by Clerk Tigner, who detailed the installation of service meters, handling of disconnections, straightening out of the shop and the trucks, and counting of available supplies.

Administration: Council members listened to Clerk Tigner go over the DSR report. Reports for grants, WyDot permitting, interim financing, internet and phone services with TCT, and a conference with MEAN all took place in the previous month.

Municipal Court: The court DSR was presented to the Council by Clerk Tigner.

Police Department: Chief McClure reviewed his DSR report. He stated all projects were on a purchasing hold due to budget issues. Their policy and procedures manual is undergoing ongoing revision. Additionally, he mentioned that in their spare time they are cleaning and organizing the PD.

Committees/Commissions/Departments;

Planning & Zoning: Councilman Olson spoke about the building permits that were requested. He did, in fact, talk to every applicant who put in for a building permit.

Rec District: Mayor Duncan reported that the election of officers and the resignation of one board member occurred at the most recent meeting. A candidate from outside the district boundary will be sought for an at-large seat. Casey Massey, the Rec District's Program Coordinator, has been planning a variety of events and activities and has, in fact, opened the gym to walkers this morning from 8 to 10 a.m. The popularity of pickleball has necessitated the purchase of an additional net. In April, the Recreation and Park District plans to begin membership marketing and sales. There are a total of five new lifeguards on staff, with two having completed their certification.

Activities Committee: Mayor Duncan announced that a cleanup day will soon be here. The next activity meeting is set for April 3, 2023 at 7 p.m., where this topic will be discussed in greater depth.

Building/Demolition Permits:

- Dwight & Trenton Koehn: 604 S 5<sup>th</sup> St: Move a cabin that is on skids. Connect it to utilities and do some landscaping.
- Colin & Bobbie Stolzer: 509 S 5<sup>th</sup> St: Place a shipping container, finish interior and exterior as tiny house.
- Hillary Jones & Samuel Yeates: Lot 10, Lamax Subdivision: Pre-engineered steel building.

Councilman DesRosier made a motion to accept the above building permits, Councilman Godfrey seconded, motion passed unanimously.

Chicken Permits: John Evans: 4 x 8 coop: Councilman Olson would like to see an expiration date on the application. Councilman Olson made a motion to approve this permit, Councilman Hopkin seconded, and the motion passed unanimously.

Executive Session: None at this time.

**Approve Consent Agenda/Additions/Deletions:**

Councilman Godfrey made a motion to approve the consent agenda as it is presented, Councilman Olson seconded and the motion passed unanimously.

**Conduct of Business:**

Councilman Godfrey made a motion to accept the minutes from the Special Council Meeting on February 9, 2023, Regular Meeting on February 9, 2023, Special Meeting February 16, 2023, and Regular Meeting February 23, 2023, Councilman Hopkin seconded, and the motion passed unanimously.

Councilman Olson made a motion to accept the vouchers \$189,362.48 + net payroll \$43,039.24 = GT \$232,401.72, Councilman DesRosier seconded, and the motion carried unanimously.

Eagles: Mayor Duncan said we did receive an update from the State with some paperwork and information to complete. It is recommended that we keep the building in-house for at least five years, though we could also lease it or do a lease-option deal. The mayor is interested in hearing plans for improving the area's aesthetics. We did receive a tree donation, but it came so early in the process that we planted it in the cemetery. The Council proposed using funds allotted for the cemetery to purchase an additional tree for this area. Councilman Olson proposed installing a decorative rock. Grass was a favorite of Councilman Hopkin's. Councilmen Olson and Hopkin will work together to create a plan for this area and present it to the full body.

Sewer Project: No new updates. Pre-design meeting is set for the 17<sup>th</sup> of April at 6 p.m.

Animal Licenses: Permits for keeping chickens are processed in the same manner as those for other types of animals. They are due annually on March 1st, but renewals can begin on January 1st. This past year has shown that if there were no complaints from nearby residents, the council did not see the need to take action. A resident on in the northern part of town is threatening legal action because a dog killed some of her chickens. This resident does not have a chicken permit. A predator-proof coop is required per the permit. Chief McClure has requested that Clerk Tigner compile a list of all dog/cat licenses from both the previous and current years so that he can verify who has current licenses. He is also requesting a list of current chicken permit holders. Chief McClure will contact the resident and inform them they need a chicken permit and verify the dog is licensed as well. He plans to begin informing the residents of the town to get their animals licensed. Councilman Godfrey said it will not interfere with their officers doing their real job.

Backup Water/Wastewater License: Councilman Olson stated that we do not have a backup operator as of right now. A motion by Councilman Godfrey to hire Jim Thomas as an independent contractor for our

backup operator was seconded by Councilman DesRosier, and the motion passed unanimously. The town will pay for Jim Thomas's continued education for the class this spring, and he will be paid \$100 per month as long as he is our backup operator.

Interconnection Policy – Net Metering: Councilman Godfrey made a motion to approve the contract with the customer, Councilman Hopkin seconded, and the motion passed unanimously.

Community Center: A motion to approve the TCT contracts was made by Councilman Hopkin and seconded by Councilman DesRosier; the motion was approved unanimously. By the end of this month, the security system will be ready for use. The heating system as it stands currently is ineffective. Both Mayor Duncan and Councilman Hopkin are opposed to allocating any additional funds to the project. The temperature has been monitored by the Rec's Program Coordinator. The town has received \$100,000, 0% interest, loan to finance the project and needs another \$90,000 to replace the system with an HVAC unit. Councilman Godfrey suggested having a grant writer look for additional funding, Councilman DesRosier agreed. There is a broken seal between the bathroom wall and the toilet in the new town hall area that is allowing water to leak in. The town has reached out to a plumber to get an estimate for the cost of repairs.

Recreation District Bylaws: The Rec District changed the way the terms are; instead of a three-year term it is now a two-year term for 3 terms. Councilman Olson moved to table this discussion until the second meeting in March, Councilman DesRosier seconded, and the motion passed unanimously.

Ordinance 705: Green Energy Program (1<sup>st</sup> Reading): Councilman Godfrey made a motion to approve Ordinance 705 on the first reading, Councilman Hopkin seconded, and the motion passed unanimously.

Public Comments: Barbara Greene would like the Council's approval to begin working with Deaun on the grant to have the mural installed on the side of the Eagles annex building. Additionally, she mentioned a public meeting would be held to solicit ideas for the mural.

Executive Session: Councilman Godfrey made a motion to go into executive session at 8:35 p.m. for personnel, Councilman DesRosier seconded, and the motion passed unanimously. Councilman Olson made a motion to adjourn executive session and go back into regular session at 9:25, Councilman Olson seconded, and the motion passed unanimously. Councilman Godfrey made a motion to adjourn the Regular Meeting, Councilman Hopkin seconded, the motion passed unanimously, and the Regular Meeting was adjourned at 9:26 p.m.

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Town of Basin Mayor/CJ Duncan

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Deaun Tigner – Town Clerk