

TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, March 14, 2024

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 14, 2024 at 7:00 PM. The meeting was called to order at 7:00 PM.

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

Also present were Clerk/ Treasurer Deaun Tigner, Mike Dellos, Chief McClure, Kent Richins, and Jesse Frisbee.

Public Comment: The customer who asked be added to the agenda was not in attendance.

Department Summary Reports:

Public Works: GIS will start the week of the 18th. Mike Dellos said they have worked on the raw water building and he is ready for the raw water.

Electric Department: Ray Huggins reported they have been testing transformers and have labeled everything but a few overhead. They transferred the wire by the new pole by the football field. They have all the street lights pretty much fixed. They worked on the bucket truck. They have cleaned up the shop inside and outside.

Administration: Yearly EDU audit, discussed townwide notification systems, update to our online town code to eCode360. There was a discussion on the dog/ cat/ chicken licenses and how this years licenses were a lot lower than the previous years.

Municipal Court: The council reviewed the report, asked what the dismissals were for, and were told it was probably for no insurance.

Police Department: Chief McClure will start working on a homeland security grant for the two black trucks to get them up to date for Wyolink capability. They are trying to get some junk and weed ordinances going as well. They will specifically start on junk vehicles in the next month. Councilman Olson discussed the area by Richardson on 8th or 9th with the pickups, campers, etc. Chief McClure said there are a handful of houses like that and they are going to try to get those in compliance with education and compliance. The one Olson was talking about is there is no way to see around the junk at all. Councilman Godfrey asked the Chief if he was trained on the Narcan. He said yes.

Legal Council: Nothing other than what is on the agenda.

Engineer Summary Report: Nothing other than what is on the agenda.

Committees/ Commissions/ Departments;
Planning and Zoning: No meeting last month.

Recreation District: Next Saturday, March 23, is a workday for the Rec District. They will be working on the swimming pool getting ready for stuff that needs to be installed (shade between fence and gym area, more comfortable family seating), starting at 8 a.m. in the morning. The public is welcome to come help.

Activities Committee: The committee was not able to meet last week and would like to reschedule a time to meet. The rescheduled meeting will be on March 26, 2024 at 6:30 p.m.

Building Permits: Councilman Godfrey made a motion to approve the building permit as presented for Martin & Jill Tanner at 809 South 6th St., Councilman Olson seconded, and the motion passed unanimously.

Chicken Permits: None at this time.

Executive Session: None at this time.

Public Comment: None at this time.

Approve Consent Agenda/ Additions/ Deletions:

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

Conduct of Business:

Councilman Godfrey made a motion to approve the minutes as presented from the special meeting on February 8, 2024 and regular meeting minutes from February 8, 2024, Councilman Olson seconded, and the motion passed unanimously.

Councilman Olson made a motion to approve the vouchers as presented, Councilman Godfrey seconded, and the motion passed unanimously.

Turtle Park: Jesse has presented the estimate for the fence with a few revisions (pushing the fence closer to the railroad right away so it is just 50' parallel with the railroad). The total was \$3085 for all materials. The council previously talked about doing a volunteer day. The Council requested to put this in the next years budget, purchase everything in June and pay for it in July. They would like to get started on it early on.

Street Repair: Jesse received a phone call from Nick Wilson, who talked with Pete from WyDot, and they are willing to also help out with the paving cost. With that, Wilson Bros. is comfortable

doing the work, so they will plan on tearing out all the patches in the spring and redo them. This is with the town's \$10,000 and the pit run from the town.

Open Burn: The Council directed Clerk Tigner to apply for the open burn and set the dates for a couple of weeks in March and April.

Utility Pole Assessment: Councilman Hopkin was not here to discuss this.

Free Technical Assistance for Small Wastewater Systems: Mike said the DEQ and EPA hired people to help customers with systems that need it. There was a meeting the previous night with the people from Cadmus and they are willing to come in and give technical assistance to systems like ours to do the operations better and do asset assessment. At that meeting, Mike, Mayor Duncan and Councilman Olson agreed that it would be a good thing to get some help free of charge. They will help with looking over the design that AVI presents and make sure it will do what we want it to do, pipe sizing, age of the system, and will also collaborate with some of the GIS mapping that is going to go on. They will work with us for up to a year free of charge.

Townwide Notifications: Councilman Godfrey suggested doing the Code Red with the county. Chief McClure was asked to talk with the County about utilizing the Code Red system.

Summertime Help: Councilman Olson discussed advertising for employees for the town with Clerk Tigner; one would serve as the town laborer and the other as the town Foreman. They also want to put in two seasonal positions. Mike had talked to Clerk Tigner about getting summertime help in the paper and on Facebook. She will email the papers to the school as well to get this advertised.

Town Hall Parking Lot: Jesse has revised the parking area as well as the estimate. The warranty deed has been filed with the courthouse. The parking lot will be kind of a cost share with the school. Jesse was asked to add more concrete parking to the north of the handicapped spot. They would put parking blocks in front of the building so we don't risk people running into the building. Councilman Olson recommended pipe ballards instead.

Basin Property Group: Moved to executive session under contract negotiation.

Town Office – HVAC Units: Jesse believed that a report should be on the way. He has been in communication with Big Horn Heating & Cooling, and they show the desire to make this right. The owner is involved now and is willing to make it right.

WyDOT Stockpiling Agreement: The arrangement that the town has had for the past ten years was discussed by the council. They also talked about modifying the usage fee for this property to \$2000.00 for a period of ten years, with a termination clause. Kent and Deaun will work together on this agreement.

24-Hour Alcoholic Beverage Sales Permit Application: Wild Turkey Foundation: Chief McClure had no problems with this. Councilman Godfrey made a motion to approve the 24-Hour Alcoholic Beverage Sales Permit application for the Wild Turkey Foundation, Councilman Olson seconded, and the motion passed unanimously.

GIS: Mike discussed that Midwest Assistance Program is planning on going forward with GIS the week of March 18th. Mayor Duncan suggested that they have an iPad or something they can continue to adjust on the GIS map. It was recommended by the Council to budget for a couple of laptops or iPads so they could adjust the GIS map online as needed.

Utility Deposits: There was a discussion on rental properties and deposits in the Town of Basin. Mike said the issue with multiple apartments is they can turn them off individually, but not the whole building. This will stay on the agenda until we figure out how to address this. Kent suggested inviting the landowners to give us their thoughts. He also stated that in Worland the landowner is ultimately responsible. There was a lot of discussion on ultimately the landowner is responsible. Councilman Olson made a motion to table this until the next meeting, Councilman Godfrey seconded, and the motion was approved unanimously. Kent was asked to come up with some information to help with this.

Public Comment: Nothing at this time.

Kent states that he had sent a letter regarding an easement on March 4, 2024 to the South Big Horn County Water District; however, he has not heard anything back from them. Mayor Duncan said he was under the impression they just wanted the documentation, but did not think they would write back.

Executive Session: Councilman Godfrey made a motion to go into executive session for contract negotiations and potential litigation, Councilman Olson seconded, and the motion passed unanimously at 8:15 p.m. Councilman Olson made a motion to adjourn executive session and go back into regular session at 8:47 p.m., Councilman Godfrey seconded, and the motion passed unanimously. As there was no further business to discuss, the meeting was adjourned at 8:48 p.m.

Town of Basin Mayor/ CJ Duncan

Deaun Tigner – Town Clerk