

## TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, April 13, 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, April 13, 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 Engineer Jesse Frisbee, Bill Dahlke, Ken Fink, and Chief McClure.

Public Comment: None at this time.

Budget: Don Russell advises implementing the suggested changes in the enterprise funds before focusing on the remaining funds. Mr. Russell said that the general fund as it is currently set up would require a transfer of \$263,000, up from the prior year. The Council worked on the budget and made some adjustments.

Department Summary Reports:

Public works: Foreman Mike Dellos has stated that he anticipates the raw water to arrive shortly. They told him on the 14th, but he is anticipating something later. A couple of his guys are signing up for the upcoming water class. Mike said the dumpster bid he submitted to the Washakie County Landfill was accepted.

Electric Department: Bill Dahlke reported on the Electric Department. He discussed the work that was done by the REA. He also helped create the ads for the available positions and responded to inquiries about them over the phone.

Administration: During a Council meeting, Clerk Tigner went over her department's report. Upgrades to the 3rd Street water, sewer, and streets, the security system for the new town hall, interim financing/disbursement reports, utility service transfers, and work orders were a few of the projects that were worked on.

Municipal Court: Clerk Tigner reviewed the court DSR with the Council.

Police Department: Chief McClure provided data on the volume of calls and cases that were handled. He claimed they displayed 0 arrests but actually had 1. He also mentioned that he is compiling a list of residences that are in violation of the weed and junk ordinances. Councilman Hopkin brought up the issue of unlicensed food vendors in the community. As long as he has a list of people with licenses, according to Chief McClure, he will first issue warnings before issuing citations. Chief McClure will receive the list of those who are current from Clerk Tigner. The Council also talked about attaching vendor cards to a vivid neon card so that they can display it in their storefront windows.

Committees/Commissions/Departments;

Planning & Zoning: No meeting was held.

Rec District: The Basin Recreation District has purchased a golf simulator, which is currently being set up, according to Mayor Duncan. We do have a full crew of lifeguards, he added. Casey will begin tackling recreational activities. The facility is currently being used by walkers and pickleball players.

Activities Committee: According to Mayor Duncan, the Town Clean Up is scheduled for April 22. For the weekend, Mike will deliver the dumpsters there. Councilman Hopkin did receive 5 cases of water from Pepsi as a donation. The search is on for volunteers. Barbara Greene will call Pete Smet at least three days beforehand. We'll get the large roll-offs once more from Roadrunner Sanitation. The volunteers will gather on the day of the event at 8:30 a.m. As long as we include a note with the customers, the landfill will permit people to dispose of their waste.

Building/Demolition Permits:

- WyDOT: 218 C. Street: Remove existing roof and replace with a new, fully adhered single-ply membrane roofing system.
- John & Peggy Suiter: 703 Big Horn Ave: Expand fence line from alley – West to 7<sup>th</sup> St., along 7<sup>th</sup> for approx.. 60 ft & then connect to house.
- Bill & Mary Watts: 708 South 4<sup>th</sup> St: Install 4x4 treated posts, apply 2 x 4 wire fence, place gate for entry.

Councilman Olson made a motion to approve all building permits, Councilman DesRosier seconded, and the motion passed unanimously.

Chicken Permits: Marti Rannels: 408 South 8<sup>th</sup> St: 13.2 x 9.84 x 4.4 coop. Councilman DesRosier made a motion to approve the chicken permit, Councilman Hopkin seconded, and the motion passed unanimously.

Executive Session: Councilman Godfrey made a motion to go into executive session for ten minutes for contract negotiations, Councilman DesRosier seconded, and the motion passed unanimously at 7:26 p.m. Councilman Hopkin made a motion to leave executive session at 7:35 p.m., Councilman Olson seconded, and the motion passed unanimously. Clerk Tigner was asked to get the SRO numbers to Chief McClure.

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

Councilman Hopkin 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 approve the regular meeting minutes from March 9, 2023, special meeting minutes from March 20, 2023, budget workshop from March 20, 2023, as well as the regular meeting from March 23, 2023, Councilman Olson seconded, and the motion passed unanimously.

Councilman Olson made a motion to approve the vouchers \$197,599.70, payroll \$42,413.59, for a grand total of \$240,013.29, Councilman DesRosier seconded, and the motion passed unanimously.

Budget 2023-2024: Councilman Hopkin discussed draining the Eagles building and turning utilities off so we can remove it from the budget. His next item on the list to discuss was 10-44-482, overtime. Council Hopkin asked the Chief how it was figured. Chief McClure explained that it was the average amount of overtime hours worked over the span of 4 to 5 years. He said it was just a balance between the two. Council Hopkin said it did make sense, but on the sheet we are looking at in 2021 of having \$1892 worth of overtime and in three years we increased it to \$12,000. Councilman Hopkin also discussed capital projects, cemetery expansion as well as town hall office upgrade. The next budget meeting is scheduled for 6 p.m. on Thursday night April 20<sup>th</sup> to talk about just the general fund accounts and not the reserve accounts.

Eagles: Councilmen Hopkin and Olson have been talking. They discussed putting in grass or gravel. If they go with gravel they will spray weeds and clean it up and hopefully put a barrier down. Councilman Olson said part of his concern is watering the tree. Councilman Olson knows some people who would like to rent the building. He will talk to them and see if they will be interested in renting the building. Barbara Greene said the chamber would pay to have a high school kid to mow it so that it would not be a concern for the town if they would go with grass.

Sewer project: Town Engineer Jesse Frisbee said Wilson Bros. are supposed to be starting on the highway next week. He also stated that he spoke with the paver, who informed him that he would not be able to

pave it until at least Friday. Wilson Bros wanted to do it in one to two days. They are going to do the two that are bad. The Council also asked Jesse to speak with Wilson Bros about the other areas that were also raised up.

North 8<sup>th</sup> Street: This project will begin on Monday the 17<sup>th</sup>. Mayor Duncan asked about sending out notices. Copper Creek is supposed to put notices on doors to shut water off. The residents will have water back on every night and should not be without water for an extended period of time.

WEBT Annual Insurance Renewal: Mayor Duncan had asked Clerk Tigner to run numbers for different rates. Councilman Olson made a motion to approve the town paying for the rate increase for the health insurance to the employees and their add-ons, Councilman Godfrey seconded, and the motion passed. Councilman Hopkin is opposed. Councilman DesRosier made a motion to approve the same plans we previously offered, Councilman Godfrey seconded, and the motion passed unanimously.

County Playground Equipment: Apparently, there was a slide and merry-go-round when the county installed the restroom, according to Mayor Duncan. They enquired as to whether or not the town was interested. Although Councilman Olson suggested that we take it and sell it for scrap iron, we have no interest in doing so.

Community Center: Councilman Godfrey made a motion to give authorization to apply for the HVAC grant, Councilman Hopkin seconded, and the motion passed unanimously.

Rec District Bylaws: Councilman DesRosier made a motion to approve the changes in the bylaws to the Rec District, Councilman Hopkin seconded, and the motion passed unanimously. Councilman Olson would like to thank the Rec District for kicking in for the band for Lilac Days as well as the Chamber and the Basin City Arts Center.

Public Comments: There will be two ribbon-cutting ceremonies next week, according to Barbara Greene, and she would like a few council members to attend. The chamber will host a meeting, with pie, for people to come and share their ideas on what they would like to see the mural depict. Barbara Greene is working on a grant through the town for the mural. She also distributed an email asking the town to think about contributing to or participating in the Big Horn County Sticker program. She is attempting to keep it at or below \$250.

Councilman Godfrey made a motion that we adjourn the meeting at 8:52, Councilman DesRosier seconded, and the meeting was adjourned.

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Town of Basin Mayor/CJ Duncan

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Deaun Tigner – Town Clerk