

TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, August 10, 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, August 10, 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, Foreman Mike Dellos, Chief McClure, Bill Dahlke, and Jesse Frisbee.

Public Comment: None at this time.

Department Summary Reports:

Public Works Department: Foreman Mike Dellos had a couple of different items to discuss with the Council. He stated that down below where the electric and water plant is, the drain is sinking and so he had Jesse examine it. Mike stated that the culvert is egg-shaped and will likely require replacement this fall. Jesse believes that the structure is collapsing in the middle and that it must be replaced. There is a raw water line going across there. Mike believes that we should hire this job out in order for that to become deeper, and he believes that if they widen the turn and add an extension, the depth could be increased by 36 to 40 feet. Mike also mentioned meeting with representatives from Midwest Assistance. They have asked Mike for permission to create a GIS map of all the town's valves, curb boxes, curb stops, raw water curb stops, hydrants, manholes, raw water hydrants, and any other protruding objects we are aware of. Mike stated that they will come map them for us at no cost; the only catch is that everything is free for one year, after which we would have to put it on a living document and pay \$1000 per year to have it accessible. Mayor Duncan questioned whether or not this had already been done. Mike responded that they did a little bit of this a few years ago, but mainly for the street valves and manholes, whereas this would be for everything. Mike responded affirmatively to Councilman Hopkin's query as to whether or not they could afford to do so annually. Mayor Duncan inquired if it was a contract or if it was simply discussed with Mike. Mike reported that they had just discussed it with him. Mike was requested by the council to have Midwest bring a presentation to a meeting.

Electric Department: Bill Dahlke reported that they have been addressing minor outages, repairing and replacing lines, repairing street light circuits, dividing transformers, preparing for the arrival of poles, and initiating their pole replacement project once the poles arrive. They had a problem with their anchors due to a missing device on their truck, so they had to purchase a new device. The agreement for mapping software that Kent had sent to Big Horn was returned with modifications requested by Big Horn. As the town attorney, Bill suggested that Kent include in the letter what he believed to be appropriate. Councilman Hopkin asked about the street lights that were out. Bill told him that there were about three or four different relay boxes in town and that one was in the old relay, so they were fixing them. Councilman DesRosier would like to point out maintenance being done that hasn't been done in a long time. Bill also commended Mike's crew for helping them out by picking up the tree limbs. Councilman Olson asked Bill if, prior to the employees trimming trees, the landowner could be contacted and asked to trim the trees.

Administration: Clerk Tigner reported that auditors were present the week prior, bills were invoiced, a variety of computer/printing issues were resolved, a drop box was installed outside, the apprenticeship program was worked on with Foreman Dahlke, and follow-up paperwork for the security camera grant was completed.

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

Police Department: Chief McClure reported that the new vehicle has been delivered to Salt Lake for customization. In addition, he stated that some vehicle maintenance was performed. His 2014 white Ram had front end noise, brake problems, overheating on the semi-truck fire, cotton in the radiator, and rocks in the brakes. Additionally, he is experiencing IT issues with his printers/computers. He also said thanks a great deal to the sheriff's office and Mike's department, the fair went extremely well.

Committees/Commissions/Departments;

Planning & Zoning: Letter of Interest: Colin Stolzer has put in a letter of interest and Mayor Duncan presented his name to the Council to be appointed to Planning and Zoning. Councilman Olson stated Colin is a straight forward individual and he believes he would be an asset. Councilman DesRosier made a motion to approve Colin Stolzer on the planning and zoning board, Councilman Godfrey seconded, and the motion passed unanimously.

Recreation District: Mayor Duncan provided the recreation district report. The pool closes on Saturday. The plan is to leave the pool full, as suggested; leave the pump on and perform chemical treatments until October; however, the heat will be turned off. Initial heating costs for the pool ranged between \$1,500 and \$2,000, but after the pool's leak was repaired, we were able to use less heat, resulting in a subsequent bill of \$182. Around the middle of October or the beginning of November, we will pump out the top 8-10 inches of water. The pool received a donation from Big Horn REA. Justin Powell was a member of the recreation board as a town employee, and he expressed interest in remaining a member. Now that Justin is an at-

large member, the town must find another employee to serve on the recreation board. It must be filled so that the board is complete. Casey desires to host a holiday bazaar or a gun show.

Activities Committee: The committee has not met since this spring for the town clean up day. This year the town did not do a cornhole tournament during fair and it did not appear like anyone missed it. Councilman DesRosier stated that this was not the case and there were many people that wanted to know why. Councilman DesRosier said next year we needed to either push for the town or the fair to put on a cornhole tournament. Councilman Godfrey recommended that the fire department would like to see if it is something they could run. The Council stated that the fire department is more than welcome to utilize our boards if they wish to run the tournament. In September, the activities committee will start to meet to get things lined out for the home for the holidays. If anyone is interested in joining the committee, we are always on the lookout for new members.

Building Permits: Nothing at this time.

Chicken Permits: None at this time.

Executive Session: None at this time.

Public Comment:

Approve Consent Agenda/Additions/Deletions:

Councilman Godfrey made a motion to accept the agenda with the modification of adding 3rd Street culvert after the vouchers and substantial completion of North 8th Street, Councilman DesRosier seconded, and the motion passed unanimously.

Conduct of Business:

Councilman Hopkin made a motion to approve the minutes of the Special Meeting on July 13, 2023, Regular Meeting from July 13, 2023, and Regular Meeting from July 27, 2023, Councilman Olson seconded, and the motion passed unanimously.

Councilman Godfrey made a motion to accept the vouchers of \$259,103.96 and payroll \$71,0073.91, Councilman Olson seconded, and the motion passed unanimously.

3rd Street Culvert: Town Engineer Jesse Frisbee would recommend we put together some kind of material list and cost estimate. He thinks it will be under \$35,000 to do this job so it would not need to be bid out. Councilman Olson made a suggestion to get a coated arch pipe and not a round pipe to eliminate it at the

bottom. Jesse said he will have estimates for the next meeting in two weeks. He will call a few contractors and see what he can get for a price.

Sewer Project: Jesse disclosed that he had forwarded an email from Wilson Bros to the council. It does not appear that their tests revealed a great deal. They intend to repair it and will need to coordinate with Wild West Construction's asphalt schedule to complete the work in one or two days while the highway is closed. Note that chip sealing will occur on August 22.

Substantial Completion of North 8th Street: Jesse would like to issue substantial completion of the North 8th Street project as 99% of it is complete, the only thing remaining is the chip seal which they will do on August 25th. Councilman Godfrey made a motion to approve substantial completion, Councilman DesRosier seconded, and the motion carried unanimously.

North Haven Subdivision: Bill Dahlke explained that the only portion that had to be replaced was from the dollar store south, but it was actually from G street, one transformer from there, and two transformers past that. There was a discrepancy on the letter versus the invoice that was sent to Kestners regarding the linear feet. The wire is in the ground and is complete.

Employee Pay Out: There was a discussion with the council on ways to allow employees to cash out their vacation/sick leave. The council asked Mike what his thoughts were and if he had talked to his employees about it. He said he knows some would probably use it. Foreman Dellos and Chief McClure's employees thought that their employees would like to do this. Bill Dahlke discussed it with his employees and they thought it would be great as an added bonus. Councilman Hopkin would move that we do the cash out hours on how it is written and go to a straight 100% pay out, Councilman DesRosier seconded, and the motion passed unanimously. This would be only a one-time deal for the year, due by November 1st and paid out in December. The council thought that it would be great for once a year to give the employee back a little benefit to the employee.

Block Party: The Council discussed having a block party.

Employee Appreciation Dinner: Councilman DesRosier would like to do this before the 18th of August. They stated families are invited. Dinner on Wednesday August 16th, at 6 p.m.

Additional Security Camera – Quote: Mayor Duncan spoke on adding some additional cameras. The rec district has not voted, but verbally agreed to pay half. Councilman DesRosier made a motion to pay for half of the security cameras, Councilman Godfrey seconded, and the motion passed unanimously.

Jesse Frisbee stated after three years the Railroad contacted us to lease turtle park.

Executive Session: Councilman Hopkin made a motion to go into executive session for contract negotiations and personnel, Councilman Godfrey seconded, and the motion passed unanimously at 8:17 p.m. Stuart DesRosier made a motion to come out of executive session at 8:46 p.m., Councilman Godfrey seconded, and the motion was passed unanimously.

Councilman Hopkin made a motion to offer employee benefits to the electrical supervisor, Councilman Olson seconded, and the motion passed unanimously.

Councilman Godfrey made a motion to adjourn the meeting at 8:47 p.m.

Town of Basin Mayor/CJ Duncan

Deaun Tigner – Town Clerk