

TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, December 8, 2022

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, December 8, 2022 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 Joseph Keele.

Also present were Clerk/Treasurer Deaun Tigner, Officer TV VanderPloeg, Town Attorney Kent Richins, Town Engineer Jesse Frisbee, Chuck Hopkin, James Reilly, Beau Myles, Charlene Anderson, Pam Dellos, Scotty Anderson, Christina Anderson, Chief McClure attended later in the meeting.

Public Comment: Chuck Hopkin said he would like to attend WAM Winter Workshop Meeting.

Presentation: Mayor Duncan and the Council presented Mike Dellos & Charlene Anderson awards for their years of service with the Town.

Audit: Jim Reilly, CPA, P.C., reviewed the annual audit with the Mayor and Town Council.

Department Summary Reports:

Public Works: Foreman Mike Dellos reported his DSR to the Council. His crew has put up Christmas lights and worked on the Welcome to Basin sign. They are working on servicing some of their vehicles right now.

Administration: Clerk Tigner reported her DSR to the Council. The month included preparing paperwork for final reporting to receive funding, met with TCT for the Security System, sent out contractors registration letters, virtual training from WAMCAT, processed utility services, work orders.

Electric Department: Clerk Tigner reported the DSR with the Council, which included working with IME to trim trees and replace the pole on 4th Street.

Basin Municipal Court: The Council reviewed the court DSR.

Police Department: Chief McClure reported his DSR. He stated the calls and services are going down. The new vehicle has been placed on order. He is assuming building/delivery date around June, but not positive. The radio has been ordered and everything else is in Salt Lake at the upfit company. He is still waiting for letter from the bank to take the vehicle out of town, but stated they will draft the letter for that. Chief McClure stated that Officer Drewry is very versed in policy and procedures in the police department, so Officer Drewry is working on updating their manual.

Community Complex: The rooms are painted and tables have been put up. Jesse Frisbee stated that next week we should have an estimate on Commercial Services for heating and cooling. The lockbox should show up and be coming to this address. Chuck Hopkin asked about the heating and if it was fixed. There have been repairs in the heat system in the lobby above the gym and a few repairs to the boilers that heat the gym. There are a significant amount of repairs needed to the boiler that heats the west end access to new town hall.

Committees/Commissions/Departments;

Planning & Zoning: Councilman Olson talked about having numerous phone calls and has visited with quite a few people, asked them to send a plan to the office so he can put it on P and Z; however, when there are no plans sent in there is no reason to have a meeting. We are four people short on the committee and are still accepting letters of interest.

Rec District: Mayor Duncan stated the Rec Board is in the process of changing the bylaws to reflect that it will be now a yearly board that meets once a month every month. The rec is changing the verbiage on terms, length of terms, etc. He would anticipate that being done in the January meeting and if it is done and accepted by the Rec Board it will then be brought to the School Board and the Town Council for their approval. The gym area is getting used a lot for cheerleading camp, dance class, the school uses it, open gym, rec girls volleyball just got done and boys basketball is just starting. There was a craft fair a month ago there.

Activities Committee: Home for the holidays was a success. Grateful for the volunteers that also stepped up to help. We will be having a meeting to go over that, but not until January. Councilman Olson thanked the committee for getting everything done.

Building/Demolition Permits: None at this time.

Chicken Permits: None.

Executive Session: None at this time.

Approve Consent Agenda/Additions/Deletions:

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

Conduct of Business:

Councilman Godfrey made a motion to accept the minutes from the Regular Meeting on November 10, 2022, Councilman Keele seconded, and the motion passed unanimously.

Councilman Olson made a motion to accept the vouchers \$259,477.14 + net payroll \$47,731.37 = GT \$307,208.51, Councilman Godfrey seconded, and the motion carried unanimously.

24-hour alcoholic beverage sales permit – Security State Bank: The Chief stated he does not have a problem with this permit as it is a closed event. Councilman DesRosier made a motion to accept the 24-hour alcoholic beverage sales permit, Councilman Godfrey seconded, and the motion passed unanimously.

Meeting with Big Horn: Jeff Umphlett from Big Horn REA has approached the Mayor about setting up another meeting with him. Mayor Duncan will call him and set up a meeting one day on a Tuesday or Wednesday around 4:30. Councilman DesRosier stated he would attend the meeting

Eagles: Mayor Duncan brought up that the Council needs to be thinking about the future of the old building, annex portion and the lot, if we want to keep it or put it up for auction, etc. Mayor Duncan asked Forman Mike Dellos if we could have someone on their crew do a walkthrough and make sure the heat is on, etc. Mike said they would do it weekly.

Sewer Project: No updates.

North Street Tree: Town Engineer Jesse Frisbee called three tree services in town and the only one that got back to us was Rocky Mountain Tree Service. The quote for the tree removal was \$4000, removal of stump was \$500. Councilman Olson recommended Jesse Frisbee continue to look for more quotes. Councilman Olson made a motion to table this and continue looking for more quotes, Councilman Keele seconded, and the motion passed unanimously.

WAM Winter Workshop (January 25-27, Cheyenne): Chuck Hopkin would like to attend the winter workshop. Clerk Tigner will meet with Mr. Hopkin to get him signed up for classes. Councilman Olson will talk to his employers and see if he can attend as well.

Community Center – Lockbox: Councilman Godfrey said the lockbox is ordered and on its way, but we will leave it on the agenda until we see it.

Executive Session. Councilman DesRosier made a motion to go into executive session for contract negotiations and potential litigation at 8:16 p.m., Councilman Olson seconded, and the motion passed unanimously. Councilman Desrosier made a motion to come out of executive session and go into the regular meeting at 8:37 p.m., Councilman Godfrey seconded, and the motion passed unanimously.

Regarding the Lamax subdivision, Councilman Olson made a motion that the Town will only accept responsibilities to only buy parts to raise manholes and the rest would be up to the Lamax subdivision contractor, Councilman Godfrey seconded, and the motion passed unanimously.

Councilman Godfrey made a motion to have Town Attorney Kent Richins write Mr. Bertagnole stating that he cannot sell the property that is encumbered by E street until it is developed, Councilman DesRosier seconded, and the motion carried unanimously.

There being no further items to discuss the regular meeting was adjourned at 8:44 p.m.

Town of Basin Mayor/CJ Duncan

Deaun Tigner – Town Clerk