

TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, December 14, 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, December 14, 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, Kent Richins, Jesse Frisbee, and Jim Reilly.

Public Comment: None at this time.

Department Summary Reports:

Jim Reilly, CPA, P.C.: Mr. Reilly reported on the results of the financial audit that he conducted earlier this year for the Town of Basin's 2022-2023 fiscal year.

Public Works: Foreman Dellos appreciated how hard his crew worked while he was on vacation. Door hangers are being put on doors by his crew, and appointments are being made to change the meters. It's unclear to him where we stand with installing the radio to read meters. The contact through Ferguson has retired and we need to get in touch with the person who is now handling her accounts. Mike also stated that there was a lead and copper hit in South Big Horn; it did not affect the Town of Basin.

Electric Department: The council reviewed the electric department report. Mayor Duncan discussed that we needed to talk about the signs on the power poles. He suggested that we might be able to come up with a new plan for the signs on the power poles.

Administration: Clerk Tigner reviewed her DSR report with the Council. The Sams's registration for the town and Water District/Joint Powers Board were discussed.

Municipal Court: The Council read the report presented.

Police Department: Chief McClure reported from his DSR. He stated the new PD truck is in service. His plan is to decommission the 2010 charger, which is the oldest vehicle in the fleet, and then do a bid process to sell it. His department is still working on the policy update. He briefly discussed the traffic

control for the Home for the Holidays event. Chief McClure did discuss a general bomb threat email sent to the school.

Legal Council: Mr. Richins had nothing to discuss other than what was on the agenda.

Engineer Summary Report: Jesse stated they have started the site work for AVI to start on Phase 2.

Committees/Commissions/Departments;

Planning & Zoning: No meeting last month.

Recreation District: Casey Massey did not attend the Council meeting to give a report. The craft show he hosted for Christmas went well.

Activities Committee: It was talked about that the activities committee will likely start to meet again at the end of February to discuss plans for Town Clean-Up Day.

Building Permits: J & E: 405 South 3rd St.: Build an addition onto an existing storage building. Plan to extend it out even with the west facing existing building. Councilman Godfrey made a motion to approve the building permit for J & E, Councilman DesRosier 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 Hopkin made a motion to add Mary Russell to the Conduct of Business after NMPP Energy, Councilman Olson seconded, and the motion passed unanimously.

Conduct of Business:

Councilman DesRosier made a motion to approve the minutes from November 9, 2023, as presented, Councilman Godfrey seconded, and the motion passed unanimously.

Councilman Godfrey made a motion to approve the vouchers, Councilman Hopkin seconded, and the motion passed unanimously.

Rate Increase from Big Horn Regional: Mayor Duncan reminded the council that this is where the town purchases our water from. The proposed rate increase for EDU is 10%. They are not considering raising the usage fee, but they are suggesting a 10% increase in the EDU rate. The town's base rate would have to change to make up for this increase. The rate increase was explained as Big Horn Regional was told to do so to replenish their reserve accounts.

NMPP Energy – Article of Incorporation: This would give us the option to opt out if we desired to get out of our contract. Councilman Olson made a motion to sign the article of incorporation, Councilman Hopkin seconded, and the motion passed unanimously. Councilman DesRosier said it was important to not only give this Council but also future Council the opportunity that we did not have.

Mary Russell Easement: Mrs. Russell has asked for a proposed easement and would like to receive district water as well as the town's raw water. Councilman DesRosier said he is not in favor of offering her another easement as it might interrupt with utilities for future council. Mayor Duncan agreed with Stuart. He would like to help her, but also it would not be a benefit for the Town. Councilman Godfrey made a motion to send a letter to Mrs. Russell advising her that we are not going to allow an easement without annexation into the Town of Basin, Councilman DesRosier seconded, and the motion passed unanimously.

Appointments: Mayor Duncan said that appointments will be changing this year. He will work on a list and get it to the Council for review in the coming weeks.

Heating – Town Hall: The new heating system has given us a lot of trouble at the new town hall. Mayor Duncan said we will keep working to fix the issue and that Big Horn Heating and Cooling will be held accountable to fix the system that was designed by them. The Council discussed setting parameters and keeping track of lost time and then billing Big Horn Heating and Cooling. Jesse has also been talking to Commercial Services to get help. The regulators have all been replaced as there was an issue with that. They also turned down the manifolds for the gas pressure that was going in so they were not overheating because it kept tripping the high limit. Rick suggested that the office area might still have some problems, but he is not sure. He said it sounds like it is mainly because we have about 10 vents and it is putting out more than it needs to, so it hits the 130-degree limit switch and kicks the burner off. He also suggested we look at putting in a fresh air intake hood on that unit so it cools it a little bit more.

Water District Agreement: Mayor Duncan said the town has an agreement with the Water District and the Joint Powers Board that we would provide office space, phone number, address, etc. There was a discussion on the agreement as well as the entities all having the same address so it was making it harder

to approve in the Sam's registration. The council discussed changing the addresses for each entity and including suite numbers.

Dog Pound Agreement: Councilman Godfrey made a motion to approve the dog pound agreement with the dates changed, Councilman DesRosier seconded, and the motion passed unanimously.

Franchise Fee Agreement – Charter Communications: Councilman Godfrey made a motion to raise the franchise fee to 5% and the term to 5 years, Councilman Olson seconded, and the motion passed unanimously.

Resolution 12.14.2023 – Change in physical address: Councilman Godfrey made a motion to officially change the town hall address and accept Resolution 12.14.2023, Councilman DesRosier seconded, and the motion passed unanimously.

Ordinance 708 – Farm Animals (3rd Reading): Councilman Olson made a motion to accept Ordinance 708 – Farm Animals, Councilman DesRosier seconded, and the motion passed unanimously on the third and final reading.

Councilman Hopkin wanted to discuss the street/parking area outside. Jesse said part of the subdivision has been vacated, but said he will verify it. Councilman Olson did go to the School Board meeting where they said they would help us with half the money of the gutter and would give us more property as needed to make it a pull in and back out, but money wise they did not feel like they should pay for a parking lot. The Council asked Jesse to approach the school and sit down with the new superintendent and Trevor and find the new property line, etc. If that will work, we will see if we can make that the new property line going north and south and then from there maybe start some discussions of transferring the property, etc.

As there was nothing further to discuss, Councilman Godfrey made a motion to adjourn the meeting at 9 p.m.

Town of Basin Mayor/CJ Duncan

Deaun Tigner – Town Clerk