TOWN OF BASIN

Council Meeting – Regular Minutes

Tuesday, August 13, 2013

Town Hall Council Chambers @ 7:00 PM

A Regular Meeting of the Town of Basin Council was held in the Council Chambers of the Town Hall in Basin, Wyoming on Tuesday, August 13, 2013 at 7:00 PM.

Council Members present: **Interim Mayor Dave Cooper, Bill Stoelk, Lyle King, and Phil Juilliard**. Also present were Karla Pomeroy, Brandon Ohman with TCT West, Town Engineer Sherman Allred, Stacey Lesher, Wendy Taylor, Denise Lynch, Steve Vanderploeg, Town Attorney Kent Richens, Chief of Police Chris Kampbell, and Clerk/Treasurer Danielle Chapman.

The Meeting was called to order at 7:00 PM.

Lyle King made the motion and Phil Juillard seconded to approve the consent agenda as presented: Minutes for the Regular Council Meeting 7/9/13; 2) July 2013 Financials; 3) Vouchers $270,474.88 + Payroll Gross $48,310.66 GT=$318,785.54; 4) Municipal Court Report for June 2013; 5) Delinquent Accounts: $153,918.75 (30 days-Current), $37,804.93 (60 days), $6,284.80 (90 days) as of 7/8/13 @12PM. The vote to approve the Consent Agenda was unanimous.

The Council received and reviewed the minutes from the July 30, 2013 Planning and Zoning Commission meeting. Ken Fink addressed the Council about not renewing for another term with the P&Z, so there will be a vacancy on the board, the Council would like to thank Ken Fink for all the hard work he has done. Danielle Chapman will check with Ken Fink and then the P&Z board will have some input on appointments.

Phil Julliard gave an update on the Big Horn Regional JPB & South Big Horn JPB report concerning purified water.

Lyle King made a motion to add Denise Lynch and remove Katrina Jares for the Security State Bank resolution, Phil Juillard seconded the motion and the motion carried with a unanimous vote.

Letter from the DEQ: The Council received a letter from the DEQ concerning the Notice of Violation and their acceptance of the Town’s proposed actions.

SLIB funding for Clean Water SRF for the Sewer Master Plan, part 2 of the application is due in October, discussion tabled for further discussion at the September 10th regular Council Meeting.

Electric Infrastructure Improvement Project Financial Report-35kV line: The Council directed Attorney Kent Richins to look over the contract.

Rail Road Quiet Zones: Dan Klein-local govt coordinator. Dave Cooper stated that Basin is on the bubble for funding of the quiet zones. Dave Cooper would like to ask Dan Klein to come and speak to the Council at a later date. Lyle King thinks gathering more information would be worthy.

ORDINANCE 619: An ordinance repealing Title 11 of the Town Code, zoning, 2nd Reading. Phil Juillard made a motion to approve Ordinance 619 on 2nd reading with the language corrections presented by Lyle King, Lyle King seconded the motion. Discussion: Punctuation and basic language correction is necessary and the dates need to be understandable. Kent agreed with the language of the 619. Dave mentioned he had an issue with factory built homes in residential areas, he would rather see them in the mixed residential zones. Motion carried.

Phil Juillard-Yay

Lyle King-Yay

Dave Cooper-Yay

Bill Stoelk-Nay

Electric Infrastructure Improvement Project Financial Report: Six requisitions have been sent and reimbursed for. Prime Power is scheduling tentatively for the middle of this month.

Building Permit(s):

1. Dominic Kestner, 802 South 6th Street, Fence-Planning and Zoning recommended that the Council seek legal advice. Discussion: Dominic talked about the examples. Kent Richins suggested adding language that would allow the Town of Basin to notify and request removal, file this easement with the courthouse to include this language. This situation is unique, since the lot is so small. The property owner would have to do the easement. Kent is comfortable with what the P&Z recommended. Bill Stoelk made a motion that the easement cost and filing would be the owners responsibility. Dominic will have to pay for a survey and fence, title owner of the property contact to the office, temporary and be moved if the council request within 7 days by certified mail and the easement stays with the property and the expense does too. Lyle King seconded the motion and the motion passed unanimously.

2. Tony Harrison, 208 South 5th Street, Fence. Sherman went out and looked and told the property owner that he can’t go out past the other fences, no staking was done. Phil Juillard made a motion to approve the permit, Bill Stoelk seconded, and the vote was unanimous.

3. Ann Sweeny, 807 Willow Drive, Storage Shed. Phil Juillard made the motion to approve the permit, Bill Stoelk seconded and the vote was unanimous.

4. Larry & Therese Mead, 716 W. A Street, Remodel interior. Phil Juillard made the motion, Bill Stoelk seconded, and the vote was unanimous.

Phil Juillard would like to make a motion that if the upgrade isn’t $5000.00 then no building permit is necessary, Bill Stoelk seconded the motion. Discussion: Lyle believes the P&Z should have the right to look over this and the process should be followed. No votes were cast. Motion died.

P&Z: Vanlandingham split: The P&Z recommends that the lots be split into two parcels. Phil Juillard made the motion to go with P and Z’s recommendation, Bill Stoelk seconded. Discussion: The plat needs to be filed correctly with the County Clerk and the Assessor’s office. Vote was unanimous.

Roundtable: The Council reviewed the Department Summaries.

Danielle Chapman requested the official appointment of Denise Lynch as the new Deputy Clerk Treasurer as of August 1, 2013. Dave Cooper made the appointment.

Lyle King asked that the Town review the Lamax Subdivision Plat. The Council suggested Kent Richins review.

Dave Cooper mentioned that the hiring policy should be addressed in the policy manual so that it is in writing.

Sherman Allred is working on the USDA PER for Mecklem Acres purified/raw water project.

Phil Juillard requested executive session to discuss personnel and potential litigation. Lyle king made a motion to enter into executive session at 8:48 PM, Phil Juillard seconded and the motion carried with a unanimous vote.

Regular session resumed at 9:50 PM.

The Council would like to approve a part time position by Dani Chapman for Charlene Anderson. Phil Juillard made the motion, Bill Stoelk seconded and the vote was unanimous. Phil Juillard said for the record Denise Lynch’s full time status and benefits/salary should start from August 1st, Lyle King seconded the motion and the vote was unanimous. PD Chief recommends hiring Jason Dollarhide. Phil Juillard made a motion to let Chris Kamplbell move forward with hiring Jason Dollarhide, Lyle King seconded and the vote passed with a unanimous vote.

There being no further business to discuss, Lyle King made the motion to adjourn the meeting at 9:52 PM and Bill Stoelk seconded. The motion carried with a unanimous vote.

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                                                         Dave Cooper, Interim Mayor
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Danielle Chapman, Clerk/Treasurer