

## TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, January 13, 2022

Basin City Arts Center at 7:00 PM

Call to Order Regular Session

Pledge of Allegiance

A Regular Meeting of the Town of Basin Council was held at the Basin City Arts Center in Basin, Wyoming on Thursday, January 13, 2022 at 7:00 PM. The meeting was called to order at 7:00 PM.

Council Members Present: Mayor Duncan, Brent Godfrey, Carl Olson, Stuart DesRosier and Joseph Keele.

Also present were Clerk/Treasurer Deaun Tigner, Mike Dellos, Officer TJ VanderPloeg, Town Attorney Kent Richins, and Town Engineer Jesse Frisbee.

Public Comment: Mayor Duncan reminded everyone that the residents of the town cannot shovel snow into the street as it makes it slicker and the roads a mess.

Department Summary Report:

Public Works/Water Department: Mike Dellos reviewed the Public Works/Water Department monthly summary. They have sanded the streets, working on water leaks, reading meters, camera the sewer, etc.

Electric: Deaun Tigner reviewed the electric report.

Administrative: Deaun Tigner presented her DSR to the Council. There was one burial in December and three plots sold. Delinquent/Aging Report: (30) days reported as \$2,089.50, (60+) days \$26,034.38.

Municipal Court: Deaun Tigner presented the DSR to the Council.

Police Department: Officer VanderPloeg presented the DSR to the Council. They do not have the new speed limit signs to put on the streets yet. Officer VanderPloeg reported that Chief McClure did say the radio grant has been approved. He thought the grant would be in by the end of February but did not have a specific time.

Committees/Commissions/Departments:

Planning/Zoning: No December Meeting.

Rec District: No December Meeting.

Activities Committee: No December Meeting.

Public Comment: None at this time.

Building/Demolition Permits: None at this time.

Chicken Application/Permits: None at this time.

Executive Session: None at this time.

**Approve Consent Agenda/Additions/Deletions:** Councilman Godfrey made a motion to add resident accounts after alcoholic beverage permits, Councilman DesRosier seconded, and the motion passed unanimously.

**Conduct of Business:**

Councilman Olson made a motion to approve the regular meeting minutes from December 09, 2021 and the Special Meeting Minutes from December 20, 2021, Councilman Godfrey seconded, and the motion passed unanimously.

Vouchers:  $\$194,666.04 + \text{net payroll } \$82,835.42 = \$277,501.46$ . Councilman DesRosier made a motion to accept vouchers and payroll, Councilman Godfrey seconded, and the motion passed unanimously.

24-Hour Alcoholic Beverage Permit Application & Special Events Permit: Officer VanderPloeg stated he had reviewed the permits and did not see an issue. Councilman Olson made a motion to approve the beverage permit and special events permit, Councilman Keele seconded, and the motion passed unanimously.

Resident Accounts: Mayor Duncan had a resident of the town call him about a water line that had blown up in the house that put a couple of inches of water in the basement and they had to hire someone to come in and clean and they called to ask for someone to adjust the utility bill. Mayor Duncan brought it to the Council to discuss. Councilman DesRosier made a motion to spread the bill over four months at 25%, Councilman Keele seconded, and the motion passed unanimously. Mayor Duncan also discussed another resident that felt there were discrepancies on their bill. They would like the bill dissolved and not pay for the last month or the final bill because they felt they were overcharged. The account in question

was discussed as well. This discussion was tabled until Mike Dellos can get in and look at it to see if he can find the problem.

Policy/Procedures Manual: The town is currently working on a new employee policy manual. The Council recommended Clerk Tigner call LGLP to get their input on the towns policy & procedures manual as well. Town Attorney Kent Richins will also review the manual before approval with the Council.

Community Center: Mayor Duncan had a thought about exploring options with the rec district about having them take care of the gym, locker rooms, etc., and then the town can enter into an agreement at some time that we will take care of utilities if they take care of maintenance, etc. Councilman DesRosier asked about who would do the scheduling, if they would be a year-round employee, and if they would be taking care of the cleaning as well. The budget for the rec is getting tighter and tighter. Councilman DesRosier asked if they would be able to pay for 12-month employment. The Council also discussed opportunities to generate some income. Councilman Olson suggested taking it to the Rec board and see what their thoughts are on it before the town makes a decision. The rec meeting will be the first Thursday of February.

WAM Winter Workshop: There is a WAM winter workshop Cheyenne, February 23-25, 2022. The council will discuss and see if any of them can make it.

Radio Read Meters: Public Works Foreman Mike Dellos reviewed the quote that is good for 6 months for radio read meters. Councilman Olson made a motion to go ahead and buy the radio read meters and radios, Councilman DesRosier seconded, and the motion passed unanimously. When asked how long it would take to install the meters, Mike Dellos thought if you got two or three guys on it it could probably be done in a couple of months if they were able to stay on it fairly steady. Mike was instructed to call tomorrow to let them know we want them.

Eagles: Heath Overfield will be at the next meeting to give an update.

AVI: Town Engineer Jesse Frisbee discussed the current progress on the sewer line being replaced. They have had some unforeseen issues where Wilson Bros. took another week off as they were unable to get their hoses unfrozen. He was expecting they should be off the highway soon.

Mayor Duncan did provide a letter of interest from Security State Bank stating they would like to do our interim financing. Once the town receives the draft documents, Town Attorney Kent Richins and Don Russell will review it. Councilman DesRosier made a motion to sign the letter of interest with Security State Bank for interim financing, Councilman Olson seconded, and the motion passed unanimously.

Councilman Godfrey made a motion to approve the change order for the extension and the new manhole, Councilman Keele seconded, and the motion passed unanimously.

Public Comments: None at this time.

Executive Session: Councilman Olson made a motion to go into executive session at 7:50 p.m. for potential litigation, Councilman Keele seconded, and the motion passed unanimously. Councilman DesRosier made a motion to adjourn executive session and go into regular session at 8:20 p.m., Councilman Olson seconded, and the motion passed unanimously.

There being no further business to discuss, Councilman Godfrey moved to adjourn the Regular Meeting, Councilman Olson seconded, the motion passed unanimously, and the Regular Meeting was adjourned at 8:21 p.m.

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Town of Basin Mayor/CJ Duncan

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Deaun Tigner – Town Clerk