

## TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, February 10, 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, February 10, 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, Public Works Foreman Mike Dellos, Chief McClure, Town Attorney Kent Richins, Town Engineer Jesse Frisbee, Carmen Olson, and Porter Duncan.

Public Comment: Carmen Olson asked if the town would consider putting in a dog park like the one Greybull has. Town Engineer Jesse Frisbee was asked to look and see if we had heard anything from the railroad on the property on the north side of town. The Council had a brief discussion with Carmen about putting in a dog park.

Department Summary Report:

Public Works/Water Department: Foreman Mike Dellos reported that the two new guys they hired are working out really good so far. He did order the radio read meters and they are about 42 weeks out. They have burned the piles down by the lagoon and the cemetery.

Electric: Clerk Tigner went over the expenses for the electric.

Administrative: Clerk Tigner reported working on updating the employee policy & procedures manual, interim financing for the sewer project. There were three plots sold in Mount View Cemetery.

Delinquent/Aging Report: (30) days reported as \$2,346.33, (60+) days \$28,066.73.

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

Police Department: Chief McClure discussed they had 255 calls for service on the attached form. He also stated the radio grant was finalized and they had received 57% off, so they are going to be able to get 5 radios and spare batteries. They are putting up new security cameras at the PD and they are in the

process of being hooked up. He stated both the police cars need some maintenance. He is working on getting a new vehicle in the budget and working on getting dashcams. He has not gotten a reply back for the dashcams, but he thinks they are about \$2,000-3,000 each. They would need a minimum of four dashcams for vehicles and if he gets the vehicle he wants for the new PD vehicle it would include all of the equipment so they would only need 3 dashcams. Chief McClure also recommended the Town redo the burn ordinance to allow more burning in town. He is recommending excluding the areas on the outside of town limits. Councilman Godfrey asked if he was looking at grants on the cameras and he said he was working with BJ Kidgell in Manderson.

Committees/Commissions/Departments:

Planning/Zoning: No January Meeting.

Rec District: Mayor Duncan discussed the last meeting the Rec District had. The Rec district budget looks better than it did last year, but is still a small budget if we ran the gym as part of the Rec District. They are starting the process to hire a summertime director while trying to decide how the funding is going to come in. It will be a combined position to run the pool and recreation portion of it. There was a brief discussion about the swimming pool.

Activities Committee: Mayor Duncan reported on the activities committee as well. The committee had an email conversation talking about getting some stuff ready for the Town Clean Up Day.

Public Comment: Carmen Olson did thank Mayor Duncan and the Council for helping with fixing the furnace at the Basin City Arts Center.

Mayor Duncan discussed briefly the Town of Basin is looking for a part-time or full-time court clerk.

Building/Demolition Permits: 511 South 4<sup>th</sup> Street: Demolition & move house. Councilman Godfrey made a motion to approve the demolition permit, Councilman Keele seconded, and the motion passed unanimously.

Chicken Application/Permits: None at this time.

Executive Session: None at this time.

**Approve Consent Agenda/Additions/Deletions:** Councilman Olson made a motion to approve the agenda as is, Councilman Keele seconded, motion passed unanimously.

**Conduct of Business:**

Councilman Godfrey made a motion to approve the regular meeting minutes from January 13, 2022 and the Regular Meeting Minutes from January 27, 2022, Councilman DesRosier seconded, and the motion passed unanimously.

Vouchers: \$175,437.42+ net payroll \$38,434.36 = \$213,871.78. Councilman Olson made a motion to accept vouchers and payroll, Councilman Godfrey seconded, and the motion passed unanimously.

Free dump voucher: Councilman Olson stated the landfill gives a day or half a day free that the town would not have to pay for. We could offer residents of the town a free dump from 9-noon on the Saturday we do the town cleanup day. He would like to discuss it with the landfill. Councilman Keele made a motion to approve the free dump vouchers, Councilman Olson seconded, and the motion passed unanimously.

Rate increase for NMPP – Electric: Mayor Duncan reported the Town of Basin had received a notice that there is an anticipated rate increase from NMPP Energy, who we buy our electricity from, and that we will have to start planning on budgeting for the rate increase.

Policy/Procedures Manual: Clerk Tigner is working with Town Attorney Kent Richins on at-will or appeal procedures in the policy manual.

Community Center: We still do not have a final date for the school to give possession to the Town. The Council discussed ordering chairs and tables for the rooms as the supply chain is so far behind. Town Engineer Jessee Frisbee was asked to get the executive chairs, horseshoe table, microphones ordered, 30 + chairs for the audience, dolly, etc. He will get a price for the banquet chairs. Town Engineer Jesse Frisbee will put a list together and send it out to the Council to review.

Eagles: Heath Overfield provided the Council a spreadsheet. His concern was trying to see how the project would fit within the timeline of the grant. The grant agreement ended last year and we turned in an extension due to COVID. He did ask the Wyoming Business Council if we could do a further extension if we run into further issues. In the demolition project we did end up with some delays. If we plan on six weeks of construction time, with statutory requirements, it would put us right at the end of the fiscal year. Heath's opinion is to update the schedule when we put it in the paper and maybe add another couple of weeks in the construction section and then send the schedule with the request to the Wyoming Business

Council so they can see that we have a plan and know when we are going to be done. Heath Overfield will set up a new schedule.

E Street Paving Project: Town Engineer Jesse Frisbee provided the Council with an estimate and repaving to the bridge. Mayor Duncan had asked about just possibly taking from the alley and going to the bridge. Councilman Olson made a motion to go with the lower bid, Councilman DesRosier seconded, and the motion passed unanimously.

AVI: Wilson Bros. is off the highway completely and will go back and do the patching. They are now up on 9<sup>th</sup> street and will expose all of the services and get the manholes ready to pull out and the bursting guys will move in and burst the stretch in one or two days.

Ordinance # 696 - Sewerage Revenue Bond (1<sup>st</sup> reading): Councilman Olson made a motion to accept the first reading of Ordinance 696 – Sewerage Revenue Bond, Councilman Keele seconded, and the motion passed unanimously.

Public Comment: Carmen Olson brought up with the electric rate increases that it would be nice to do budget billing.

Executive Session: Councilman Olson made a motion to go into executive session at 8:19 p.m. for potential litigation, Councilman Keele seconded, and the motion passed unanimously. Councilman Keele made a motion to adjourn executive session and go into regular session at 8:54 p.m., Councilman Godfrey seconded, and the motion passed unanimously.

There being no further business to discuss, Councilman Keele moved to adjourn the Regular Meeting, Councilman Godfrey seconded, the motion passed unanimously, and the Regular Meeting was adjourned at 8:55 p.m.

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Town of Basin Mayor/CJ Duncan

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Deaun Tigner – Town Clerk