

TOWN OF BASIN

Council Meeting – Regular Meeting Minutes

Thursday, February 23, 2023

Town Hall at 7:00 P.M.

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, February 23, 2023 at 7 PM. The meeting was called to order at 7 PM.

Council Members Present: Mayor CJ Duncan, Brent Godfrey, Carl Olson, Stuart DesRosier, and Chuck Hopkin.

Also present were Clerk/Treasurer Deaun Tigner, Town Attorney Kent Richins, Town Engineer Jesse Frisbee, Bill Dahlke, and Sgt Drewry.

Public Comment: None at this time.

Building Permits: None.

Chicken Permits: Gene Grose: 2 chicken coops, one 3' x 4' and one 4' x 6'. Councilman Godfrey made a motion to approve the chicken permit, Councilman Olson seconded as long as the permit was paid, the motion passed unanimously. Clerk Tigner did inform them it had been paid.

Approve Consent Agenda/Additions/Deletions: Councilman Olson made a motion to approve the consent agenda, Councilman Godfrey seconded, and the motion passed unanimously.

Conduct of Business:

Budget Workshop Date: Councilman Olson made a motion to have the budget workshop date set for March 20, 2023 at 7 p.m., Councilman DesRosier seconded, and the motion passed unanimously.

24-Hour Alcoholic Beverage Sales Permit/Special Events Permit: Sergeant Drewry stated he found no problems with the permit upon review. A motion to approve was made by Councilman Godfrey, seconded by Councilman DesRosier, and approved by unanimous vote.

Canal Headgates: According to Jesse Frisbee, all of the town's headgates were secured with stem locks by the Big Horn Canal. In the event that Olmstead's continues to overflow its 2-inch limit, we will need to contact either Richard Russell or Caleb Schmidt to have the situation rectified. All of the headgates are currently set between 60 and 70 percent, but if that turns out to be an issue, we can change it. Jesse suggested writing a letter informing them as a gesture of goodwill. Councilman Olson made a motion, seconded by Councilman Hopkin, to have Town Attorney Kent Richins write a letter and distribute it to all affected parties regarding putting locks on headgates, approved unanimously.

Chip Seal Bid: All three of the bids opened at 2 o'clock today contained errors. Wild West Construction was the lowest bid at \$48,860.44. With the minor adjustment of Wild West Construction, Jesse recommended we go with Wild West Construction. This is the chip seal that will chip seal the new pavement on E street from 4th Street to the river bridge and Holdrege from 9th street east all of the way to the train tracks. Councilman Godfrey made a motion to approve the low bid from Wild West Construction, Councilman Olson seconded, and the motion passed unanimously. Jesse added that we have allotted \$100,000 to chip seal this year. He does not think we will get to 9th street water very soon, so he thinks we need to add to the contract a little bit, if Wild West construction is willing to, and chip seal 9th street that Wilson did all the patches on. Today, Jesse discussed the need for additional patch work and chip seal with Councilman Olson and Mike Dellos, and he learned that there is another area near the Dollar Store that requires attention. Mayor Duncan said there are some areas on Holdrege that are really bad. Councilman Olson is of the opinion that the town could remove them and prepare them. Councilman Olson hopes to use another 25% of the budget to get some work done while they are in the area. Jesse will have a conversation with Wild West Construction and shoot a few areas once the snow leaves the street so they can have a rough idea of how much it will cost. Jesse said they would have to do a change order for additional quantities and for asphalt as well.

AVI-Pre-design Meeting: AVI would like to have a pre-design meeting with the Town Council and Mayor in April, according to Town Engineer Jesse Frisbee. This is just a heads-up that we need to schedule a pre-design meeting to discuss modifications and next steps for Phase II. He is positive that things will have changed since they did the preliminary design in 2016. Councilman Olson responded affirmatively when asked whether we would pay AVI for doing this, and Councilman Hopkin asked if the cost would be \$10,000. According to Jesse Frisbee, we have \$87,000 leftover from the Phase I construction management budget, and that is where they want to take the money to pay for the pre-design meeting. Jesse thought we should check in with them, but it was ultimately up to the Councilman to decide whether or not the town would continue with AVI. Mayor Duncan inquired as to whether or not we have to continue working with AVI or if we should look for a new Engineer. Jesse confirmed that it was possible to hire another engineering firm. He also mentioned that AVI would have to provide a fee schedule for the second phase of the project due to the fact that it is a different project. Mayor Duncan asked how far

it would put us out if we tried to switch. Jesse said the inflow numbers will tell us what we are wanting to do. Councilman Olson made a motion to have the AVI predesign meeting, Councilman Godfrey seconded, and the motion passed unanimously. The council has said that they are available for a meeting on April 17th or 21st, at either 6 or 7 p.m., and that we could hold a budget workshop on the same night if it does not run too long.

Eagles: Heath Overfield is going to meet with the Wyoming Business Council tomorrow morning. In the near future we will need to do a community needs assessment and I think the Wyoming Business Council said they would help with that. We will still have to do reporting for a couple of years. As far as selling the property, Heath will ask during his meeting tomorrow. He thought the answer was yes; however, we may have to wait until the grant agreement expires.

Electric Department: Green energy policy document was discussed by Bill Dahlke. In order to iron out the kinks in the agreement, Bill and Clerk Tigner spoke with MEAN over the phone today. Regarding our green energy, MEAN is expanding their previous wind energy package to include solar, waste gas, and wind, and offering us a 1 percent annual savings of at least \$15,000 if we sign the contract. The rate will be adjusted, but neither the length nor the terms of the original contract will be altered. He mentioned that he wanted to talk about what she said during the phone meeting this morning: that they are working on the schedule M agreement, and that they hope to have something ready within the next few months. They are also considering a buyout after five years. If we ever decide to stop being a member of MEAN, Mayor Duncan has said we should keep exploring the possibility of making purchases from other entities. To blindly go along with what is happening under this contract is extremely irresponsible on the part of the town, so we need to keep looking into our options. When MEAN as a whole decides they need to refurbish or demolish any power generation plant, they do the numbers and tell us what our share is, and if we don't sign the paper agreeing to it, we're done with the contract and also not a schedule M customer, which then means we'd be continuing to purchase from MEAN, but at a very high rate, as Mayor Duncan explained.

The council was given a draft job description drafted by Bill Dahlke and Clerk Tigner and asked for feedback. After reviewing it, Councilman DesRosier said he did not find any issues. Bill wants to ask for the Council's permission before he begins advertising for two positions. With the approval of the prepared job descriptions, Councilman Hopkin made a motion to advertise for the journeyman lineman and the apprentice, which was seconded by Councilman DesRosier and passed unanimously. Within the next five to ten years, Bill hopes to have a top rate, transformers tested, substation removed, trees cleared, and it would be pretty progressive for a two-man crew. According to him, there is no shortage of tasks. The hard part for Basin would be providing housing, but he said we set the pay scale fairly well and there are currently contractors going out of business, so we might be able to get some of the contract lineman to come in. Bill added that he checked out the siren in the northern part of town, disconnected and

reconnected a couple of meters, and reinstalled a service for a customer. Everything inside the box was found to be operational, he said, though he couldn't confirm whether or not the sheriff's office had activated the siren. Bill also stated that they would keep track of our tools with an inventory number, allowing us to trace them back to their original location within the town.

Community Center: Mayor Duncan announced that the Rec District has approved more hours for the Program Coordinator and the purchase of a computer for the Basin Recreation Department. The Town has an unused computer and is wondering if it is possible to donate it to the Recreational District. It was moved by Councilman Olson and seconded by Councilman Hopkin that we let the Rec District use the computer until they no longer need it and that when they are done, they can return it to us, motion passed unanimously. Also, Mayor Duncan would like to clarify that Casey Massey was not hired by the town but rather by the recreation district in his capacity as program coordinator.

Ordinance 704- Gas Franchise Fees (3rd Reading): Councilman Godfrey made a motion to accept Ordinance 704 – Gas Franchise Fees on the third reading, Councilman DesRosier seconded and the motion passed unanimously.

Public Comments: None at this time.

Executive Session: Councilman Hopkin made a motion to go into executive session at 8:06 p.m. for personnel, Councilman Olson seconded, and the motion passed unanimously. Councilman DesRosier made a motion to adjourn executive session and go back into regular session at 8:49, Councilman Olson seconded, and the motion passed unanimously. Councilman DesRosier moved to adjourn the Regular Meeting, Councilman Hopkin seconded, the motion passed unanimously, and the Regular Meeting was adjourned at 8:50 p.m.

Town of Basin Mayor/CJ Duncan

Deaun Tigner – Town Clerk