

TOWN OF BASIN – Agenda

Thursday, April 9, 2026

Regular Council Meeting – Town Hall @ 7:00 PM

Call to Order Regular Session

Pledge of Allegiance

1. Public Comments: The Town Council welcomes input from the public. For everyone to be heard, please limit your comments. No action will be taken on public comments at this meeting.
2. Matters from Staff Members or Council Members, Roundtable (prior month)
 - Public Works/Water Monthly Summary Report
 - Electric Monthly Summary Report
 - Administrative Summary Report
 - Police Department Summary Report
 - Legal Counsel
 - Engineer Summary Report
3. Building/Demolition Permits:
 - Heath Hopkin (911 S 9th): Shop
 - Chris Joy (516 Montana Ave): Remove trailer + trailer additions
 - Jeff Blanc (602 S 5th): Remove old garage/shed. Use foundation to build new garage.
 - Brett & Lindsay Suiter (508 S 9th St): Adding small deck off back.
4. Executive Session: If requested.
5. Approve Consent Agenda/Additions/Deletions
6. Conduct of Business:
 - Regular meeting minutes from March 12, 2026 & budget workshop March 17, 2026
 - Vouchers \$203,862.71 + net payroll \$64,102.16 = GT \$267,964.87
 - Land Division – Saldana
 - Sewer
 - Update authorized signers on CDs – Security State Bank
 - Council Meeting date change from April 23rd to April 21st
 - Budget workshop 5:30 p.m.
 - Regular Council Meeting 7 p.m.
7. Public Comments: The Town Council welcomes input from the public. For everyone to be heard, please limit your comments. No action will be taken on public comments at this meeting.
8. Executive Session: If requested.

DEPARTMENT SUMMARY REPORT

04/09/2026

Department: Public Works

Prepared by: Tony Harrison

Summary Report:

- ✓ Helped the lineman hydro-vac and remove old power pole and install a new power pole on A Street.
- ✓ Tommerup Machine rebuilt the triplex pump on the sewer washer.
- ✓ Cemetery-started picking up pinecones. Installed valves on the sprinkler system drain lines. Removed two dead trees at the cemetery.
- ✓ Started washing out sewer mains as a maintenance plan.
- ✓ Continue maintenance on equipment and vehicles and lawn mowers.
- ✓ Installed a raw water tap.
- ✓ Installed purified water tap.
- ✓ Added T-195 Mega Pucks to the lagoon (Good Bacteria) Lagoon discharge numbers are looking better.
- ✓ Had air leaks on the new garbage truck fixed.
- ✓ Continue updating the Lead Service Line Report for Region 8 EPA.
- ✓ Continue street sweeping Streets.
- ✓ Monthly water sampling.
- ✓ Monthly Lagoon reporting.
- ✓ Monthly meter reading.

SUMMARY OF EXPENSES PRIOR MONTH:

- See Vouchers

SUMMARY OF EXPENSES CURRENT MONTH:

PLANNED OR PROPOSED PROJECT(S).

- Continue sewer washing.
- Repair/Replace Fire Hydrants at C/S 8th & G Street/ N 5th.
- Vehicle/Equipment maintenance.

ATTACHMENTS:

AGENDA & SUMMARY REPORT SUBMITTED TO:

Mayor/Council
04.09.2026

DEPARTMENT SUMMARY REPORT

DATE: 04.09.2026

Department: Administration

Deaun Tigner – Town Administrator

Tony Harrison – Town Clerk/Public Works Manager

Josh Fischer – Deputy Clerk

SUMMARY REPORT:

Internal Service:

Office:

- o Payroll.
- o Customer service
 - o Daily deposits.
 - o Zoning & Matrix maps.
 - o Building permits.
- o Filing
- o Contractor registration licenses.
- o Animal licenses:

2026	2025	2024
o Dogs Licensed: 179	o Dogs Licensed: 187	o Dogs Licensed: 203
o Cats Licensed: 24	o Cats Licensed: 32	o Cats Licensed: 34
o Chicken Permit: 11	o Chicken Permit: 13	o Chicken Permit: 8

- o HR: End of year system updates related to the OBBBA reporting requirements have caused software display issues in specific areas. This appears to be a display-only issue and we are watching this closely. Reviewed job descriptions.
- o Insurance: Updated town’s driver schedule.
- o RD Loan: No communication from Katie regarding the annual loan payment or reimbursement for Pay app #22. Continuing to monitor and follow up.
- o Budget 2026-2027: Updated salary figures to reflect hourly wage adjustments and increased retirement contribution rates. Worked with department heads to develop department budget requests. No health insurance increases this year with minimal voluntary vision changes. Rate increase analysis.
- o Open Burn – April 10 through May 9th
- o Work orders: 56 (1116-1172)
- o Preparation for council meetings.

Court:

Current Month	Fiscal YTD
o Fines: \$514.00	o Fines: \$38,151.18
o Fees: \$40.00	o Fees: \$1,830.00
Court Expenses:	
o New Citations: 6	o Municipal Court Judge: \$750
o Bail Forfeitures: 3	o Attorney Fees: \$1275.00
o Found Guilty: 1	o Caselle: \$195.66
o Amended: 0	
o Dismissed: 0	

Cemetery:

- o Deed/Plot/Burial questions.
 - o Helped customers with locating a plot at the cemetery/reviewed map/files.

- Printed pricing information for burials/plots.

Electric Department:

- Service Orders
- Budget
- Financial statements, payroll timecards, invoices & vouchers to the Electric Dept. Foreman.

Public Works

- Personnel
- Budget
- Changed new meters in Caselle and meter books.
- Submitted EDU Audit to Big Horn Regional

Police Department:

- Personnel – Reserve Officers, Oath of Office
- Budget
- Worked with Chief McClure to obtain quotes for cost estimates for the potential relocation of the Police Department to Town Hall including security cameras and key fob access.

Basin Recreation District #4:

- Payroll
- Financial statements, daily deposits, monthly reconciliation.
- Vouchers
- Job descriptions for part-time Program Director/Coordinator, part-time Assistant Program Coordinator & part-time Custodian
- Prepared for meeting/agenda/packets
- Budget

Loans/Leases:

- Mecklam Acres: Water/Raw water line (Purified Water Fund – Capital Projects):
 - Series 2015 Water Revenue Bond (\$398,000), Department of Agriculture (09/22/2016-09/22/2045) 2.875% per annum with variable payment amount.
- USDA Grant/Loan (Sewer Fund): Funds used to remove/modify existing diversion structures, install and underdrain on 9th & Holdredge Avenue, line and replace 9th St. Sanitary Sewer Main, upgrade Highway 20/4th Street Sanitary Sewer Main and renovate the existing anaerobic pretreatment cell in the wastewater treatment facility to function intermittently decanted extended aeration lagoon (IDEAL Process). Interim Financing through Security State Bank Loan: Original amount of \$2,712,000, with a remaining payoff of \$1,867,467.38; closed on February 3, 2025, under Emergency Ordinance 715.
 - Direct USDA Financing: Loan of \$1,877,000 at 2.125% interest over a 40-year term, with an annual payment of \$70,144.00. First payment due Feb 3, 2026
 - As of pay app#22, \$795,526 remains to be expended before grant funds totaling \$1,412,000 can be accessed. Once the remaining \$795,526 is expended and grant funds are utilized, the annual loan payment will be increased to \$101,348.
 - USDA Rural Development Grant: \$1,412,000.
- WAM-WCCA Energy Lease Agreement (Community Center Fund) HVAC Units:
 - Received 100,000.00.
 - 0% interest loan, up to a period of 10 years (if renewed). Annual rental for leased equipment \$10,000.00, payable in quarterly installments of \$2500.00.
- Office Shop: Copier Lease (Internal Service Fund)

- o \$5675.00; pmts of \$120.82 for 48 months. (June 2027)

DELINQUENTS:

Sent 56 delinquent notices to active customers monthly. There were 11 delinquent notices sent to Landlords. An additional 32 notices were mailed out to final billed customers. 4 customers were shut off.

SUMMARY OF EXPENSES – CURRENT MONTH:

Quill: \$97.47 (note pads, copy paper)

PLANNED OR PROPOSED PROJECTS:

Quarterly Payroll Reports

AGENDA & SUMMARY REPORT SUBMITTED TO:

Mayor & Council / 04.09.2026

DEPARTMENT SUMMARY REPORT
Department: POLICE
Prepared By: Chief Kyle McClure

DATE: April 9th, 2026

SUMMARY REPORT

Time Period: March 2026

Patrol Statistics (see attachment)

- 1) We answered **330** incidents for this time period.
 - a) **110** calls for service.
 - b) **220** officer-initiated incidents
- 2) We opened **6** case files.
- 3) We made **2** arrest (s) in this time period.

SUMMARY OF UNEXPECTED EXPENSES PRIOR MONTH

- 1) See vouchers.

FISCAL IMPACT TO BUDGET

- 1) Operating within the overall budget.

ONGOING PROJECT(S)

- 1) Axon contract renewal- Renewal complete. 5 year contract

FACILITIES

- 1) Working on pricing and logistics for potentially moving the PD location.

VEHICLES

- 1) Radar recertification completed.
- 2) PC dying. Testing a new dock that can be used to dock Laptops at the PD instead of replacing the desktop.

PLANNED or PROPOSED PROJECT(S)

- 1) None at this time.

OTHER

- 1) Budget prep. Court appearances and prep. Ordinance issues. Schedule adjustments (Covering vacations and sick leave). Axon system contract. SRO time. Investigations. Part time relief for April.

ATTACHMENTS

- 1) Patrol Statistics for March 2026.

DEPARTMENT SUMMARY REPORT SUBMITTED TO:

- 1) Mayor and Council on April 9th, 2026.



PATROL STATISTICS
REPORTING PERIOD: MARCH 2026

04/08/2026

Statistic	Count
Total Incidents	330
Calls for Service	110
Officer Initiated Incidents	220
Traffic Stops	13
Other OIA Incidents	207
Bus/Building checks	0
Veh/Ped Check	0
Total Officer Cases	6
Accident	2
Agency Assist	0
Criminal Accident	0
Incident	0
Information	1
Juvenile Offense	0
Offense	3
Search & Rescue	0
Voided	0
Unclassified Cases	0
Total Misdemeanor & Felony Arrests	2
Misdemeanor Arrests	2
Adult	2
Juvenile	0
Felony Arrests	0
Adult	0
Juvenile	0
Citations	12
Misdemeanor	2
Moving Vehicle	10
FIs	0



TOWN OF BASIN

BUILDING PERMIT APPLICATION

919 WEST B STREET
PO BOX 599
BASIN, WYOMING 82410

TEL 307-568-3331
FAX 307-568-9352
www.thetownofbasin.com

DATE: 3/30/2026

PERMIT NO: _____

JOB ADDRESS <u>9115 9th</u>							
ZONING DISTRICT: <u>MR</u>							
OWNER: <u>Heath Hopkin</u>							
MAILING ADDRESS <u>9115 9th</u>							
POINT OF CONTACT <u>Heath</u>				Phone # <u>272-2063</u>			
BUILDING SET BACKS	FRONT	SIDE	SIDE	REAR	BUILDING DIMENSIONS	LENGTH	WIDTH
						<u>40'</u>	<u>30'</u> <u>23' to Peak</u>
BASEMENT	YES <u>NO</u>	FOUNDATION:	CONCRETE BLOCK	ROOF: Comp Builtup			
CLASS OF WORK	<input checked="" type="checkbox"/> NEW	<input type="checkbox"/> ADDITION	<input type="checkbox"/> DEMOLITION	<input type="checkbox"/> REPAIR	<input type="checkbox"/> MOVE	<input type="checkbox"/> FENCE	
USE OF BUILDING	<u>Shop</u>						
Describe work: (plans)							
Valuation of work \$							
REMARKS AND SPECIAL CONDITIONS <u>30' x 40' x 17' 4" 23' to Ridge. Meets</u> <u>All set back Requirements.</u>							

AGREEMENT

This permit becomes null and void if work or construction authorized is not commenced within 120 days, or if construction or work is suspended or abandoned for a period of 365 days at any time after work is commenced.

The undersigned hereby agrees that the proposed work shall be done in accordance with the plans and specifications and statement herewith submitted and in conformity with the provisions of the town ordinances pertaining to the erection of buildings in the Town of Basin, Wyoming. Demolition work to be completed in 30 days unless otherwise noted under remarks.

PLANS CHECK BY: _____ PERMIT FEE: \$ _____

Heath Hopkin
APPLICANT

3/30/2026
DATE

[Signature]
BUILDING OFFICIAL

4/1/2026
DATE

11-2-4-11 BULK REGULATIONS BY ZONING DISTRICTS.

Zone	Street Setback	Alley Setback	Other Lot Line Setbacks	Maximum Building Height
Residential	15'	5'	5'	35'
Mixed Residential	15'	5'	5'	35'
Rural Residential	10'	5'	5'	35'
Mixed Use	10'	5'	5'	35'
Downtown	0'	5'	0'	35'
Commercial	0'	5'	0'	35'
Railroad Commercial	0'	5'	0'	56'
Institutional	None	None	None	56'
Industrial	20'	5'	0'	56'

11-2-1 ZONING DISTRICTS.

The Town of Basin is hereby divided into the following zoning districts as shown below. These zoning districts are created in order to promote the orderly development of land within the Town of Basin.

District	District Intent	Reference
Residential (R)	Provides an area for residential development and compatible uses at a density designed to promote efficiency in the delivery of essential services.	11-2-4-2
Mixed Residential (MR)	Provides an area for residential, multiple-family residential and manufactured housing development and compatible uses designed to promote efficiency in the delivery of essential services.	11-2-4-3
Rural Residential (RR)	Provides areas of low-density development and low-density uses to preserve a predominantly rural residential and agricultural character.	11-2-4-4
Mixed Use (MU)	Provides an area that provides a transitional use between commercial and established residential uses.	11-2-4-5
Downtown (D)	Provides an area of commercial, public and residential that would retain much of its present physical character, which are predominantly older and historic buildings arranged in a traditional pattern.	11-2-4-6
Commercial (C)	Provides placement of retail, service and wholesale providers and similar businesses in the areas where central services are available.	11-2-4-7
Railroad Commercial (RC)	Provides an area for the placement of commercial establishments along the railroad corridor.	11-2-4-8
Institutional (IL)	Provides areas for the placement of educational, health and governmental operations in a manner designed to accommodate their unique physical development needs.	11-2-4-9
Industrial (I)	Provides areas for wholesale activities warehouses and industrial operations such as manufacturing, assembly and fabrication activities whose external physical effects will be felt by some degree of surrounding properties.	11-2-4-10



WILLOW DR

911

-101-

- Municipalities
- Ownership (black lines)
- Rivers, Creeks, Lakes
- BLM
- National Park Service
- Bureau of Reclamation
- Dept of Defense
- Forest Service
- State of WY
- Highways
- County Roads
- Other Roads



Big Horn County Wyoming MapServer

Big Horn County provides this map for illustrative purposes only and assumes no liability for actions taken by users based on information shown. printed 3/30/2026



TOWN OF BASIN

BUILDING PERMIT APPLICATION

919 WEST B STREET
PO BOX 599
BASIN, WYOMING 82410

TEL 307-568-3331
FAX 307-568-9352
www.thetownofbasin.com

DATE: 4/2/2026

PERMIT NO: _____

JOB ADDRESS		<u>516 Montana ave.</u>				
ZONING DISTRICT:						
OWNER:		<u>Chris Joy</u>				
MAILING ADDRESS		<u>1223 Rd 11 Lovell WY 82431</u>				
POINT OF CONTACT		<u>Chris Joy</u>	Phone # <u>307-202-3483</u>			
BUILDING SET BACKS	FRONT	SIDE	SIDE	REAR	BUILDING LENGTH	WIDTH
DIMENSIONS						
BASEMENT	YES	FOUNDATION:	CONCRETE		ROOF: Comp	
	NO		BLOCK		Builtup	
CLASS OF WORK	<input type="checkbox"/> NEW	<input type="checkbox"/> ADDITION	<input checked="" type="checkbox"/> DEMOLITION	<input type="checkbox"/> REPAIR	<input type="checkbox"/> MOVE	<input type="checkbox"/> FENCE
USE OF BUILDING						
Describe work: (plans) <u>Remove trailer + trailer additions</u>						
Valuation of work \$						
REMARKS AND SPECIAL CONDITIONS <u>Advise Chris that no building materials can be placed in the Town's dumpsters. After removal of old home he will build a house. He will have to follow setbacks.</u>						

This permit becomes null and void if work or construction authorized is not commenced within 120 days, or if construction or work is suspended or abandoned for a period of 365 days at any time after work is commenced.

The undersigned hereby agrees that the proposed work shall be done in accordance with the plans and specifications and statement herewith submitted and in conformity with the provisions of the town ordinances pertaining to the erection of buildings in the Town of Basin, Wyoming. Demolition work to be completed in 30 days unless otherwise noted under remarks.

PLANS CHECK BY:	PERMIT FEE: \$ <u>25⁰⁰</u>
<u>Chris Joy</u>	<u>4/2/2026</u>
APPLICANT	DATE
<u>Joy Han</u>	<u>4/2/2026</u>
BUILDING OFFICIAL	DATE

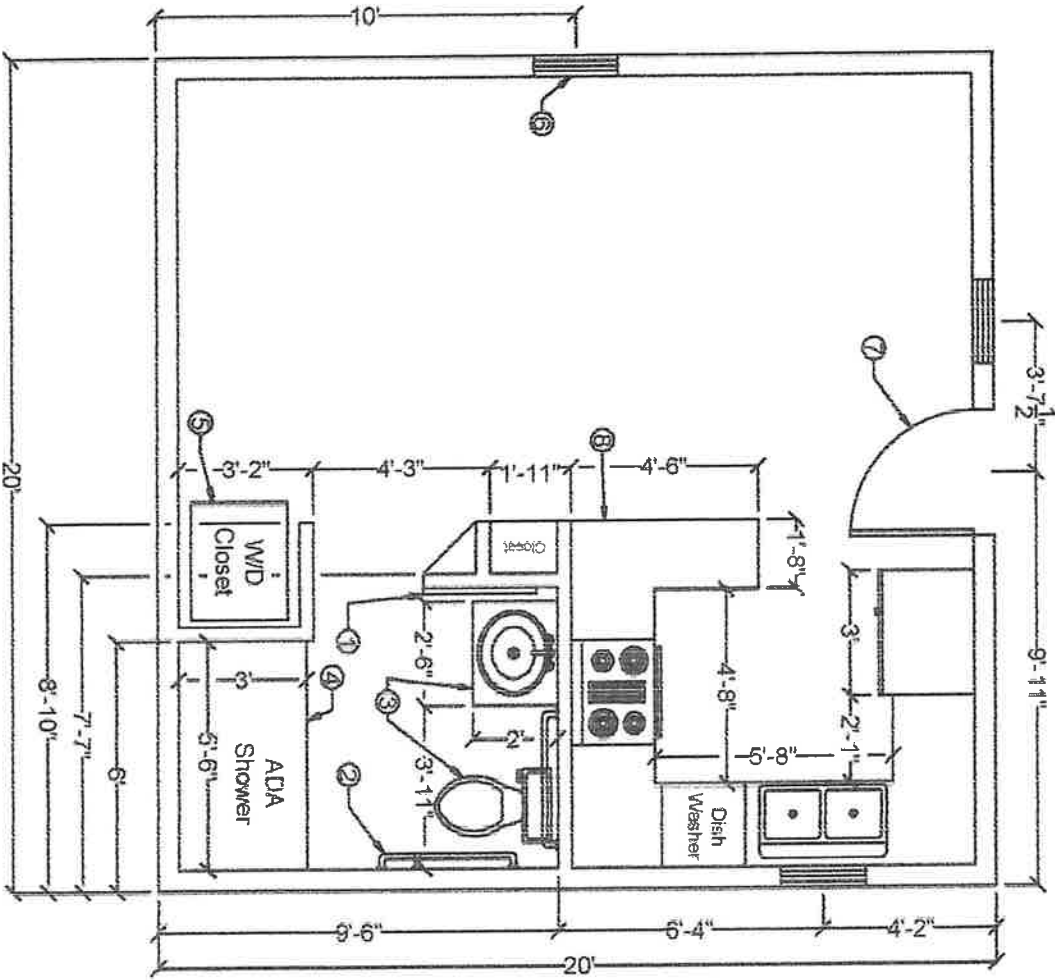
11-2-4-11 BULK REGULATIONS BY ZONING DISTRICTS.

Zone	Street Setback	Alley Setback	Other Lot Line Setbacks	Maximum Building Height
Residential	15'	5'	5'	35'
Mixed Residential	15'	5'	5'	35'
Rural Residential	10'	5'	5'	35'
Mixed Use	10'	5'	5'	35'
Downtown	0'	5'	0'	35'
Commercial	0'	5'	0'	35'
Railroad Commercial	0'	5'	0'	56'
Institutional	None	None	None	56'
Industrial	20'	5'	0'	56'

11-2-1 ZONING DISTRICTS.

The Town of Basin is hereby divided into the following zoning districts as shown below. These zoning districts are created in order to promote the orderly development of land within the Town of Basin.

District	District Intent	Reference
Residential (R)	Provides an area for residential development and compatible uses at a density designed to promote efficiency in the delivery of essential services.	11-2-4-2
Mixed Residential (MR)	Provides an area for residential, multiple-family residential and manufactured housing development and compatible uses designed to promote efficiency in the delivery of essential services.	11-2-4-3
Rural Residential (RR)	Provides areas of low-density development and low-density uses to preserve a predominantly rural residential and agricultural character.	11-2-4-4
Mixed Use (MU)	Provides an area that provides a transitional use between commercial and established residential uses.	11-2-4-5
Downtown (D)	Provides an area of commercial, public and residential that would retain much of its present physical character, which are predominantly older and historic buildings arranged in a traditional pattern.	11-2-4-6
Commercial (C)	Provides placement of retail, service and wholesale providers and similar businesses in the areas where central services are available.	11-2-4-7
Railroad Commercial (RC)	Provides an area for the placement of commercial establishments along the railroad corridor.	11-2-4-8
Institutional (IL)	Provides areas for the placement of educational, health and governmental operations in a manner designed to accommodate their unique physical development needs.	11-2-4-9
Industrial (I)	Provides areas for wholesale activities warehouses and industrial operations such as manufacturing, assembly and fabrication activities whose external physical effects will be felt by some degree of surrounding properties.	11-2-4-10



1. 12" Pocket Door
2. All bedroom handless must be ADA compliant
3. Recommended that sink and toilet be wall hung for further ADA compliance.
4. Shower must be ADA compliant with wheel chair accessibility
5. Washer and Dryer are stacked with an expected dimension of 27" by 34"
6. All windows have a height of 24" and a height of 24" All exterior doors have a width of 36" and is recommended to have accompanying ADA compliant hand rails and wheel chair ramp All counter-tops are to have a depth of 24" unless stated otherwise

No.	Description	QTY	UNIT
1	1	1	UNIT
2	2	1	UNIT

Broad Aye

Works
1225 River St.
Union Springs
GA 30758

Jay Taylor
328 1st St.
Union Springs
GA 30758

10/11/2010
A1.0



TOWN OF BASIN

BUILDING PERMIT APPLICATION

919 WEST B STREET
PO BOX 599
BASIN, WYOMING 82410

TEL 307-568-3331
FAX 307-568-9352
www.thetownofbasin.com

DATE: 4-6-26

PERMIT NO: _____

JOB ADDRESS		<u>602 S 5TH BASIN</u>					
ZONING DISTRICT:		<u>RESIDENTIAL</u>					
OWNER:		<u>JEFF BLANC</u>					
MAILING ADDRESS		<u>POB 946</u>					
POINT OF CONTACT		<u>JEFF BLANC</u>				Phone # <u>629-052-2709</u>	
BUILDING SET BACKS	FRONT	SIDE	SIDE	REAR	BUILDING DIMENSIONS	LENGTH	WIDTH
BASEMENT	YES NO	FOUNDATION:	CONCRETE BLOCK		ROOF: Comp Builtup		
CLASS OF WORK	<input checked="" type="checkbox"/> NEW	<input type="checkbox"/> ADDITION	<input checked="" type="checkbox"/> DEMOLITION	<input type="checkbox"/> REPAIR	<input type="checkbox"/> MOVE	<input type="checkbox"/> FENCE	
USE OF BUILDING	<u>GARAGE / SHOP</u>						
Describe work: (plans)	<u>Remove old Garage/Shop. Use^{dd} Foundation to build new garage.</u>						
Valuation of work \$	_____						
REMARKS AND SPECIAL CONDITIONS	<u>Cannot place old buildings in towns dumpsters</u>						

AGREEMENT

This permit becomes null and void if work or construction authorized is not commenced within 120 days, or if construction or work is suspended or abandoned for a period of 365 days at any time after work is commenced.

The undersigned hereby agrees that the proposed work shall be done in accordance with the plans and specifications and statement herewith submitted and in conformity with the provisions of the town ordinances pertaining to the erection of buildings in the Town of Basin, Wyoming. Demolition work to be completed in 30 days unless otherwise noted under remarks.

PLANS CHECK BY:

PERMIT FEE: \$

Jeff Blanc
APPLICANT

4-6-26
DATE

[Signature]
BUILDING OFFICIAL

4/7/2026
DATE

11-2-4-11 BULK REGULATIONS BY ZONING DISTRICTS.

Zone	Street Setback	Alley Setback	Other Lot Line Setbacks	Maximum Building Height
Residential	15'	5'	5'	35'
Mixed Residential	15'	5'	5'	35'
Rural Residential	10'	5'	5'	35'
Mixed Use	10'	5'	5'	35'
Downtown	0'	5'	0'	35'
Commercial	0'	5'	0'	35'
Railroad Commercial	0'	5'	0'	56'
Institutional	None	None	None	56'
Industrial	20'	5'	0'	56'

11-2-1 ZONING DISTRICTS.

The Town of Basin is hereby divided into the following zoning districts as shown below. These zoning districts are created in order to promote the orderly development of land within the Town of Basin.

District	District Intent	Reference
Residential (R)	Provides an area for residential development and compatible uses at a density designed to promote efficiency in the delivery of essential services.	11-2-4-2
Mixed Residential (MR)	Provides an area for residential, multiple-family residential and manufactured housing development and compatible uses designed to promote efficiency in the delivery of essential services.	11-2-4-3
Rural Residential (RR)	Provides areas of low-density development and low-density uses to preserve a predominantly rural residential and agricultural character.	11-2-4-4
Mixed Use (MU)	Provides an area that provides a transitional use between commercial and established residential uses.	11-2-4-5
Downtown (D)	Provides an area of commercial, public and residential that would retain much of its present physical character, which are predominantly older and historic buildings arranged in a traditional pattern.	11-2-4-6
Commercial (C)	Provides placement of retail, service and wholesale providers and similar businesses in the areas where central services are available.	11-2-4-7
Railroad Commercial (RC)	Provides an area for the placement of commercial establishments along the railroad corridor.	11-2-4-8
Institutional (IL)	Provides areas for the placement of educational, health and governmental operations in a manner designed to accommodate their unique physical development needs.	11-2-4-9
Industrial (I)	Provides areas for wholesale activities warehouses and industrial operations such as manufacturing, assembly and fabrication activities whose external physical effects will be felt by some degree of surrounding properties.	11-2-4-10



W WYOMING AVE

602

Old Garage /
Shed to
be removed.



- National Park Service
- Bureau of Reclamation
- Dept of Defense
- Forest Service
- State of WY
- Highways
- County Roads
- Other Roads



Big Horn County Wyoming MapServer

Big Horn County provides this map for illustrative purposes only and assumes no liability for actions taken by users based on information shown.
printed 4/7/2026



TOWN OF BASIN

BUILDING PERMIT APPLICATION

919 WEST B STREET
PO BOX 599
BASIN, WYOMING 82410

TEL 307-568-3331
FAX 307-568-9352
www.thetownofbasin.com

DATE: 4/6/2026

PERMIT NO: _____

JOB ADDRESS					
<u>508 South 9th St.</u>					
ZONING DISTRICT:					
OWNER: <u>Brett & Lindsay Suiter</u>					
MAILING ADDRESS					
<u>PO Box 665</u>					
POINT OF CONTACT <u>Brett</u>				Phone # <u>307-752-2414</u>	
BUILDING SET BACKS	FRONT	SIDE	SIDE	<u>REAR</u>	BUILDING LENGTH WIDTH DIMENSIONS <u>10ft 8ft</u>
BASEMENT	YES NO	FOUNDATION:	CONCRETE BLOCK	ROOF: Comp Builtup	
CLASS OF WORK	<input type="checkbox"/> NEW	<input checked="" type="checkbox"/> ADDITION	<input type="checkbox"/> DEMOLITION	<input type="checkbox"/> REPAIR	<input type="checkbox"/> MOVE <input type="checkbox"/> FENCE
<u>Deck</u>					
USE OF BUILDING					
Describe work: (plans)					
<u>Adding small deck off back.</u>					
Valuation of work \$					
REMARKS AND SPECIAL CONDITIONS <u>Must have access for the Towns Electric Meter</u>					

AGREEMENT

This permit becomes null and void if work or construction authorized is not commenced within 120 days, or if construction or work is suspended or abandoned for a period of 365 days at any time after work is commenced.

The undersigned hereby agrees that the proposed work shall be done in accordance with the plans and specifications and statement herewith submitted and in conformity with the provisions of the town ordinances pertaining to the erection of buildings in the Town of Basin, Wyoming. Demolition work to be completed in 30 days unless otherwise noted under remarks.

PLANS CHECK BY:

PERMIT FEE: \$

[Signature]
APPLICANT

4/6/26
DATE

[Signature]
BUILDING OFFICIAL

4/7/2026
DATE

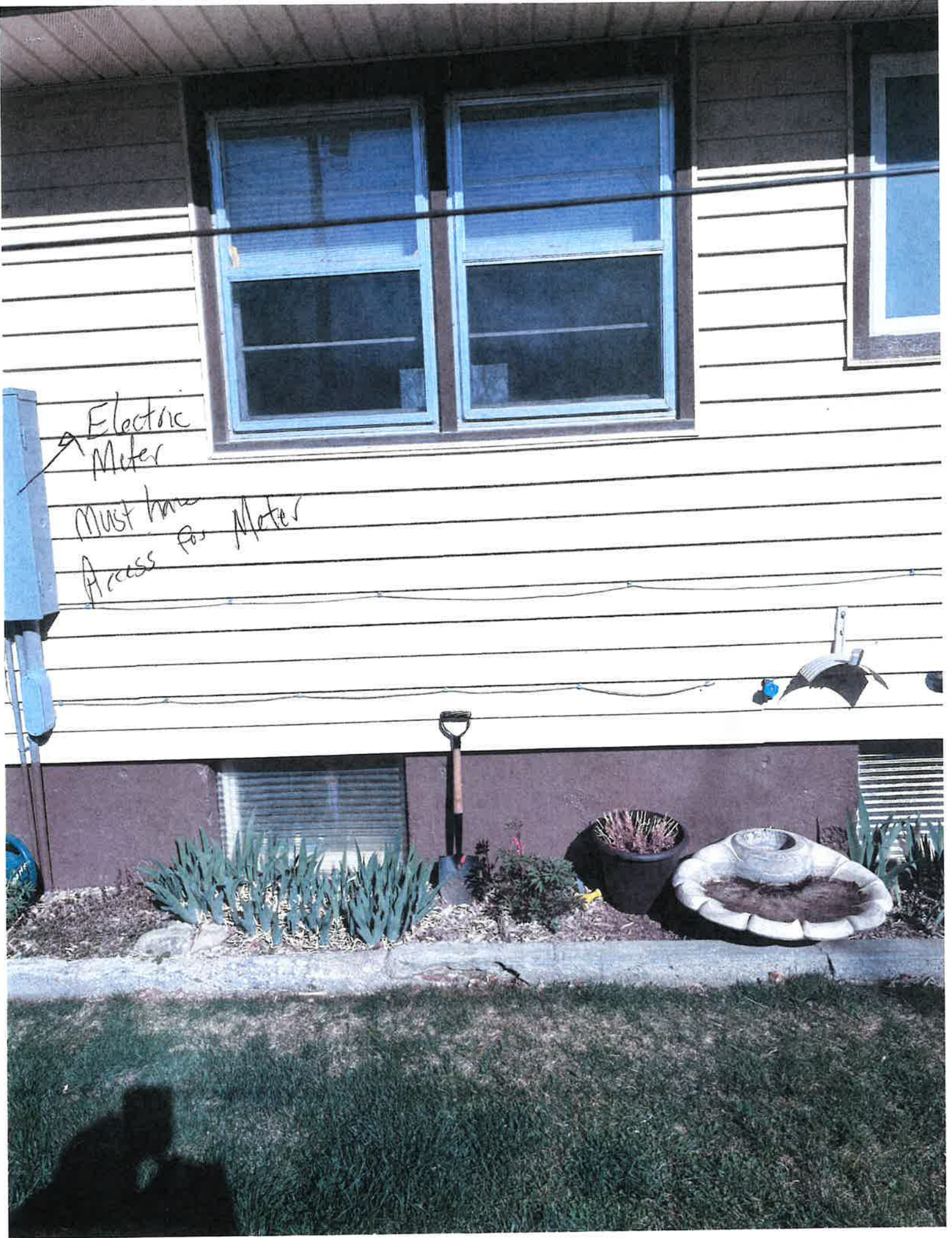
11-2-4-11 BULK REGULATIONS BY ZONING DISTRICTS.

Zone	Street Setback	Alley Setback	Other Lot Line Setbacks	Maximum Building Height
Residential	15'	5'	5'	35'
Mixed Residential	15'	5'	5'	35'
Rural Residential	10'	5'	5'	35'
Mixed Use	10'	5'	5'	35'
Downtown	0'	5'	0'	35'
Commercial	0'	5'	0'	35'
Railroad Commercial	0'	5'	0'	56'
Institutional	None	None	None	56'
Industrial	20'	5'	0'	56'

11-2-1 ZONING DISTRICTS.

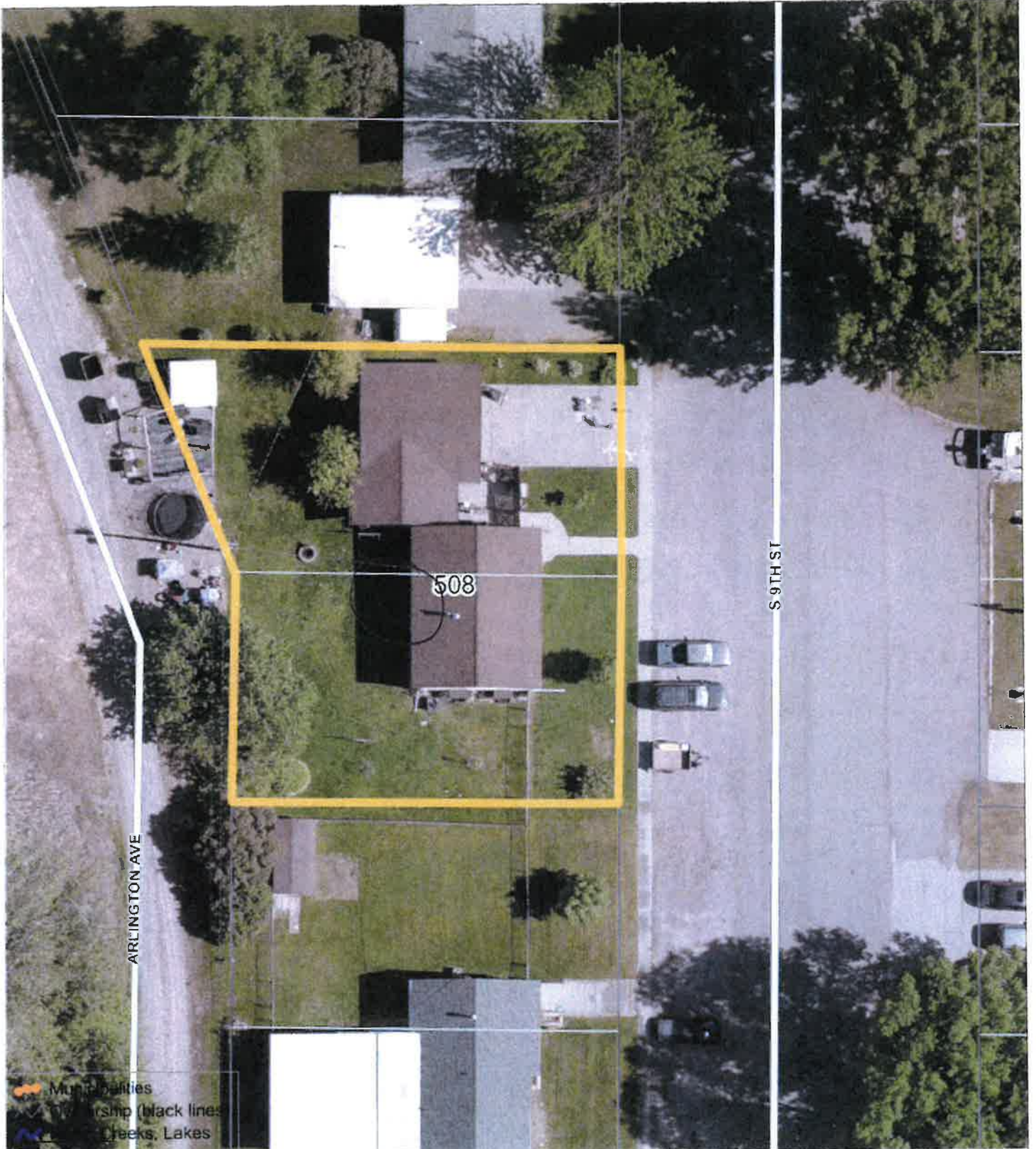
The Town of Basin is hereby divided into the following zoning districts as shown below. These zoning districts are created in order to promote the orderly development of land within the Town of Basin.

District	District Intent	Reference
Residential (R)	Provides an area for residential development and compatible uses at a density designed to promote efficiency in the delivery of essential services.	11-2-4-2
Mixed Residential (MR)	Provides an area for residential, multiple-family residential and manufactured housing development and compatible uses designed to promote efficiency in the delivery of essential services.	11-2-4-3
Rural Residential (RR)	Provides areas of low-density development and low-density uses to preserve a predominantly rural residential and agricultural character.	11-2-4-4
Mixed Use (MU)	Provides an area that provides a transitional use between commercial and established residential uses.	11-2-4-5
Downtown (D)	Provides an area of commercial, public and residential that would retain much of its present physical character, which are predominantly older and historic buildings arranged in a traditional pattern.	11-2-4-6
Commercial (C)	Provides placement of retail, service and wholesale providers and similar businesses in the areas where central services are available.	11-2-4-7
Railroad Commercial (RC)	Provides an area for the placement of commercial establishments along the railroad corridor.	11-2-4-8
Institutional (IL)	Provides areas for the placement of educational, health and governmental operations in a manner designed to accommodate their unique physical development needs.	11-2-4-9
Industrial (I)	Provides areas for wholesale activities warehouses and industrial operations such as manufacturing, assembly and fabrication activities whose external physical effects will be felt by some degree of surrounding properties.	11-2-4-10



Electric
Meter













Must have
Access for Meter



ARLINGTON AVE

18TH ST

508

-  Municipalities
-  Township (black lines)
-  Creeks, Lakes
-  BLM
-  National Park Service
-  Bureau of Reclamation
-  Dept of Defense
-  Forest Service
-  State of WY
-  Highways
-  County Roads
-  Other Roads



Big Horn County Wyoming MapServer

Big Horn County provides this map for illustrative purposes only and assumes no liability for actions taken by users based on information shown, printed 4/7/2026

TOWN OF BASIN

Regular Council Meeting – Minutes
Thursday, March 12, 2026
Basin Town Hall – 7:00 PM

Call to Order Regular Session

Pledge of Allegiance

The regular meeting of the Town of Basin Council was held at the Town Hall in Basin, Wyoming, on Thursday, March 12, 2026. The meeting was called to order by Mayor CJ Duncan at 7:00 PM.

Council Members Present:

Mayor CJ Duncan; Councilmembers Linda Weeks, Mike Dellos, Brent Godfrey, and Charles Hopkin.

Also Present were Town Administrator Deaun Tigner; Police Chief Kyle McClure; Town Attorney Kent Richins; Town Clerk/Public Works Manager Tony Harrison; Town Engineer Jesse Frisbee; Don Russell, Josh Fischer, Robin Marich, Kevin Curtin, Roxanne Brewer, and Barbara Greene.

Public Comment: Barbara Greene stated that Lilac Days will be June 5-6, 2026. Activities will include planting a time capsule and having a barbeque for the community. Barbara Greene asked the council if the “Old Red Fire Truck” would be available. The council indicated that it would be available.

Kevin Curtin provided statistics about the County Public Library located in Basin. As a community member, Kevin does not want the council to appropriate funds to help pay for the Big Horn County Library utilities. Kevin stated the town resources need to go to town people.

Robin Marich asked the council what the plan for a spring cleanup will look like this year. Activities committee wants to assign a voucher for each utility account and people will have to take their unwanted items to the dump during a specified time.

Matters from the staff:

Public Works: Tony Harrison updated the council on routing vehicle and equipment repairs. The public works crew has been excavating and replacing inoperable curb stops. The crew has been updating the GIS system as curb stops are replaced. The GIS is part of the Town’s asset management plan. The crew has had training with 811 locating, live water taps training, and continued training on the mini excavator. Harrison updated the council on the Region 8 EPA lead service line project. The EPA has approved two other methods on identifying lead service lines in the town. The baseline inventory needs to be completed and reported by November 1, 2027. Harrison explained why the lagoon had turned a red color. The lagoon went from aerobic state to an anaerobic state. This means that there is not enough oxygen for microorganisms to consume

and the microorganisms get stressed and change color. Harrison has ordered sludge pucks which will put beneficial bacteria in the lagoon and help with the process of maintaining a healthy lagoon. Ben Shelley has been issued his water distribution and lagoon license from the Wyoming DEQ.

Electrical Report: Mayor Duncan presented the report and asked if the council had any questions. Councilmember Godfrey reminded people during the windstorm that other entities had lost power due to high winds, Basin did not. If there are any questions you can contact Bill Dahlke direct.

Administrative Report: Administrator Deaun Tigner reported that the number of people that have been getting their animal licenses increased. Employees received an updated Cell Phone/Technology policy and signed paperwork acknowledging the updated policy. There are no health insurance increases this year but will be an increase for VSP vision plan. Tigner is working with department heads for the proposed 2026/27 budget. Municipal court fines of \$340.00, court fees \$30.00, one new citation and three bail forfeitures.

Police Department: Chief Kyle McClure reported that there were 314 incidents for the period. 109 calls for service, and 205 officer initiated calls. Chief McClure has been working with Axon Body Cams to get budget numbers, this is still ongoing.

Legal: No report

Engineer: Jesse Frisbee updated the council on the design for the lagoon. Jesse has been working with Hannes Steuckler, State Engineer for our discharge permit. Hannes opposes using earth and dam as it could stir up sludge in the lagoon and it would make lagoon discharge requirements unattainable. Jesse would like to research other options such as curtains to be utilized in the rehabilitation of the lagoon. Jesse has pulled the Town of Cody's lagoon plans and will study them to see if that would work for the Town's lagoon.

Building Permit: Donata Henderson (Cabin Brew) 510 Zane Avenue. Sign installation. Councilmember Godfrey made a motion to approve the building permit as presented. Councilmember Hopkin seconded the motion, motion carried.

Executive Session: None Requested

Approve Consent Agenda/Additions/Deletions: Attorney Richins requested to add litigation in executive session at the end of the meeting. Councilmember Hopkin made a motion to add litigation to the agenda. Councilmember Godfrey seconded the motion, motion carried.

Conduct of Business:

Meeting Minutes: Councilmember Hopkin made a motion to approve the meeting minutes from February 12, 2026, February 26, 2026, meeting, and the public hearing on February 12, 2026. Councilmember Dellos seconded the motion, motion carried.

Vouchers:

Councilmember Godfrey made a motion to approve vouchers. Councilmember Weeks seconded the motion, motion carried. Vouchers of \$222,792.53 + net payroll \$63,140.55 = GT \$285,933.08

Consideration of Liquor License Renewals: (Tabled from February 12, 2026, meeting)

Councilmember Godfrey made a motion to approve the renewal of the liquor license for Big Horn Cooperative Marketing Association 205 Montana Avenue. Councilmember Hopkin seconded the motion, motion carried. Councilmember Weeks opposed the renewal of this license.

Open Burn Dates: Councilmember Hopkin made a motion to have burn dates for April 10th to May 9, 2026, if there is water in the raw water system. Councilmember Godfrey seconded the motion, motion carried.

2026-2027 Budget:

The council would like to have work sessions on March 17, 2026, at 5:00 PM, April 7, 2026, at 5:00 PM, and April 21, 2026, at 5:00 PM, with a regular council meeting at 7:00 PM. Don Russell was present and addressed the council. He thought that the proposed budget looked good not having the exact numbers from Wyoming Association of Municipalities yet. Tigner initially budgeted \$30,000.00 for audit services due to uncertainty with the new auditor, after receiving information back from James Seckman, the quote for audit services will be reduced to \$16,500.00. Mayor Duncan stated that Big Horn Regional will potentially pass down a water EDU rate increase of \$.50 to \$.75 per EDU. This increase could affect the town. No further discussion.

Big Horn County Library:

Councilmember Godfrey made motion to not support the Big Horn County Library by paying for the utilities. Councilmember Weeks seconded the motion, motion passed unanimously.

Resolution 2026-1A

This resolution is for moving \$50,766.46 from the Community Center Fund (Fund36) back to the Streets Project Fund (Fund 32). The council addressed the resolution in the February 26, 2026, meeting and the resolution did not pass. Don Russell told the council that this money had to be move back to the Streets Project Fund (Fund 32). Councilmember Dellos made a motion to approve Resolution 2026-1A. Councilmember Hopkin seconded the motion, motion carried.

Public Comment: Robin Marich congratulated Councilmember Godfrey on his recognition at the State Level for his 50 years of service. Roxanne Brewer explained her opposition for a potential Dollar General coming to Basin. Roxanne believes this will hurt current businesses in the town. Resident Josh Fischer made remarks saying the Dollar General benefitted a community he used to live in.

Executive Session:

Executive Session was requested for Litigation, Personnel, and Contract Negotiations. Councilmember Hopkin made a motion for Litigation, Personnel, and Contract Negotiations at 8:10 PM. Councilmember Godfrey seconded the motion, motion carried.

Councilmember Hopkin made a motion to adjourn executive session at 8:50 PM.
Councilmember Godfrey seconded the motion, motion passed unanimously.

Adjournment:

With no further business, the meeting was adjourned at 8:52 P.M.

Town of Basin Mayor/CJ Duncan

Tony Harrison-Town Clerk

TOWN OF BASIN

Budget Workshop-Minutes

Tuesday, March 17, 2026

Town Hall at 5:00 PM

Call to Order Regular Session

Pledge of Allegiance

A budget workshop of the Town of Basin Council was held at the Town Hall in Basin, Wyoming on Tuesday, March 17, 2026. The meeting was called to order at 5:00 PM.

Members present: Mayor CJ Duncan, Councilmembers Dellos, Hopkin, Godfrey, and Weeks.

Also present were Administrator Deaun Tigner, Police Chief Kyle McClure, Clerk/Public Works Manager Tony Harrison, and Don Russell.

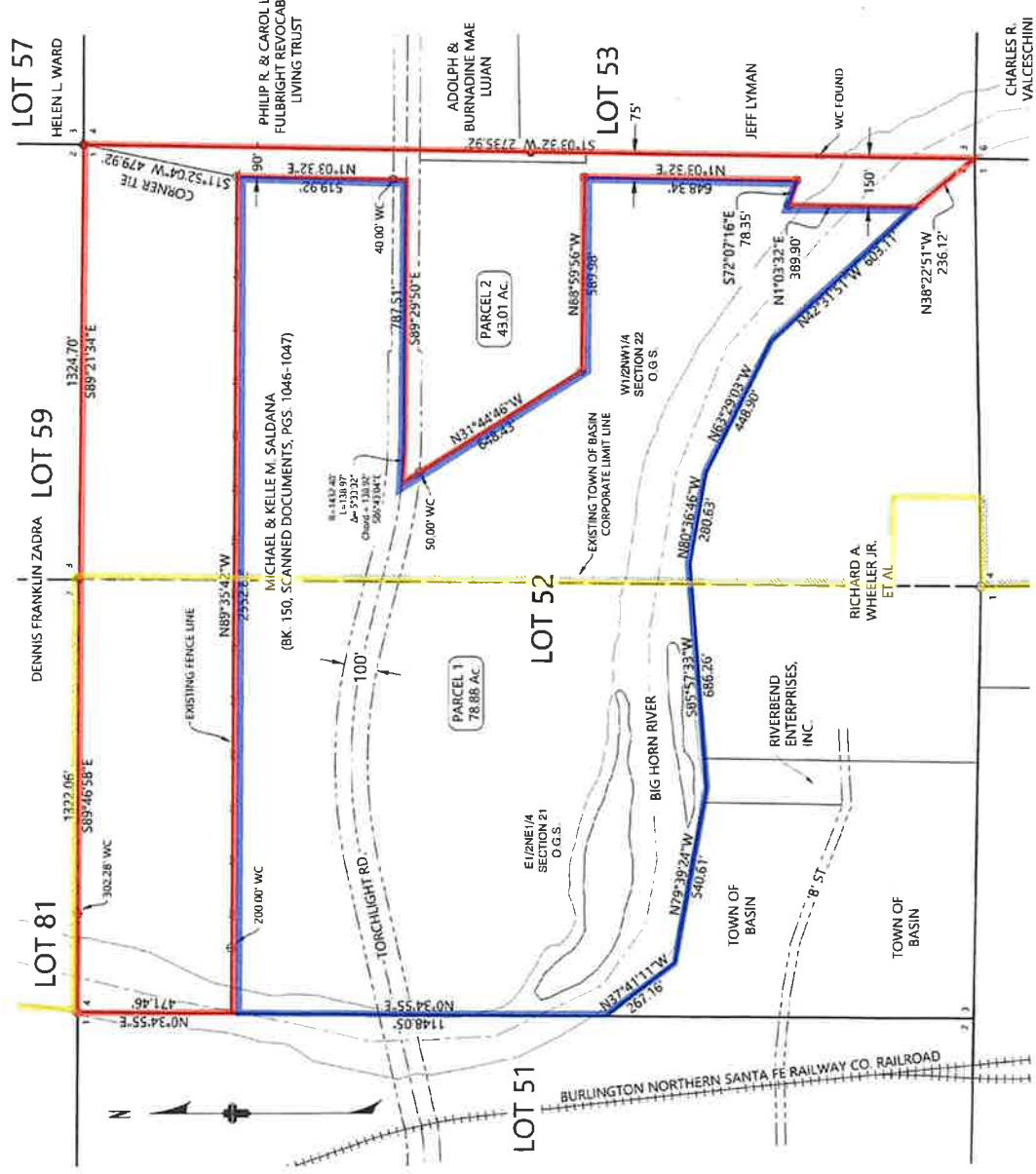
The meeting was called to order at 5:00 PM. The Mayor and Council were provided with a proposed budget for the 2026/27 fiscal year. The members looked at the proposed budget numbers. The Town is waiting on revenue numbers from Wyoming Association of Municipalities. The enterprise funds were discussed and then the general fund for the Police Department. Discussion was had on moving the Police Department office to the main town hall.

With no further business to discuss, the workshop was adjourned at 6:30 PM.

Town of Basin Mayor/CJ Duncan

Town Clerk/Tony Harrison

T. 51 N., R. 93 W.



Bearings and distances shown on this plat are based on the North American Datum of 1983 (NAD 83), East Central Zone, and have been multiplied by a project factor of 1.000268393.

NO TITLE SEARCH WAS PROVIDED OR CONDUCTED FOR THIS SURVEY. THIS IS NOT INTENDED TO SHOW ALL EASEMENTS AND/OR RIGHTS-OF-WAY.

- LEGEND**
- ◆ PLS CORNER FOUND
 - ⬢ PLS CORNER SET
 - ⊙ PLS CORNER COMPUTED
 - ⊙ PROPERTY CORNER FOUND
 - ⊙ PROPERTY CORNER SET
 - ⊙ PROPERTY CORNER COMPUTED
 - ⊙ WITNESS CORNER FOUND
 - ⊙ WITNESS CORNER SET
 - ⊙ WITNESS CORNER COMPUTED
 - ⊙ MARKER FOUND
 - ⊙ MARKER SET
 - ⊙ MARKER COMPUTED



LEGAL DESCRIPTION OF PARCEL 1:

A parcel of land in the E1/2NE1/4 of Section 21 and the W1/2NW1/4 of Section 22, T. 51 N., R. 93 W. of the Sixth Principal Meridian, Original Government Survey, Big Horn County, Wyoming, being in Lot 52 of the Resurvey, being part of a parcel of land described in a Warranty Deed filed for record in the Big Horn County Clerk's office in Book 150, Scanned Documents, on Pages 1046-1047, and being more particularly described as follows: Beginning at a point located S11°52'04"W, 479.92 feet from corner No. 1 of said Lot 52; thence S1°03'32"W, 519.92 feet to a point on the approximate centerline of Torchlight Road; thence along said approximate centerline as follows: N89°29'50"W, 787.51 feet; and along a curve to the right having a radius of 1432.40 feet for a distance of 138.97 feet through a central angle of 5°33'32"; thence S31°44'46"E, 648.43 feet; thence S88°59'56"E, 589.98 feet; thence S1°03'32"W, 648.34 feet; thence N72°07'16"W, 78.35 feet; thence S01°03'32"W, 389.90 feet to a point on the approximate southwesterly bank of the Big Horn River; thence along said southwesterly river bank as follows: N42°31'51"W, 603.11 feet; N63°29'03"W, 448.90 feet; N80°36'46"W, 280.63 feet; S85°57'33"W, 686.26 feet; N79°39'24"W, 540.61 feet; N37°41'11"W, 267.16 feet to a point on the west line of said Lot 52; thence N0°34'55"E, 1148.05 feet along said west line; thence S89°35'42"E, 252.82 feet along an existing fence line extended westerly to the Point of Beginning, containing 78.88 acres of land, more or less.

LEGAL DESCRIPTION OF PARCEL 2:

A parcel of land in the E1/2NE1/4 of Section 21 and the W1/2NW1/4 of Section 22, T. 51 N., R. 93 W. of the Sixth Principal Meridian, Original Government Survey, Big Horn County, Wyoming, being in Tract 52 of the Resurvey, being part of a parcel of land described in a Warranty Deed filed for record in the Big Horn County Clerk's office in Book 150, Scanned Documents, on Pages 1046-1047, and being more particularly described as follows: Beginning at corner No. 1 of said Lot 52; thence S1°03'32"W, 2735.92 feet along the east line of said Lot 52 to corner No. 2 of said Lot 52, being on the approximate southwesterly bank of the Big Horn River; thence N38°22'51"W, 236.12 feet along said southwesterly bank of the Big Horn River; thence N88°59'56"W, 589.98 feet; thence S72°07'16"E, 78.35 feet; thence N1°03'32"E, 648.34 feet; thence N88°59'56"W, 589.98 feet; thence N31°44'46"W, 648.43 feet to a point on the approximate centerline of Torchlight Road; thence along said approximate centerline as follows: along a non-tangent curve to the left having a radius of 1432.40 feet for a distance of 138.97 feet through a central angle of 5°33'32"; having a chord bearing and distance of S88°43'04"E, 138.92 feet; and S89°29'50"E, 787.51 feet; thence N1°03'32"E, 519.92 feet; thence N89°35'42"W, 252.82 feet along an existing fence line extended westerly to a point on the west line of said Lot 52; thence N0°34'55"E, 471.46 feet along said west line to corner No. 4 of said Lot 52; thence S89°46'59"E, 1322.06 feet along the north line of said Lot 52 to corner No. 2 of Lot 81; being corner No. 3 of Lot 59; thence S89°21'34"E, 1324.70 feet along said north line of Lot 52 to the Point of Beginning, containing 43.01 acres of land, more or less.

**E.L.D. 26-016
RECORD OF SURVEY**



MICHAEL & KELLE M. SALDANA

SHOWING
A 78.88 ACRE PARCEL
AND
A 43.01 ACRE PARCEL
IN LOT 52, RESURVEY
T. 51 N., R. 93 W.,
BIG HORN COUNTY,
WYOMING

**EAGLE ENGINEERING
& SURVEYING, INC.**
108 BUCKHORN AVE. WORKING WY 8201
WWW.EAGLEWYO.COM
307.417.4620



MARCH 2026

