

TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, June 9, 2022

Town Hall at 7:00 PM

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, June 9, 2022 at 7:00 PM. The meeting was called to order at 7:00 PM.

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

Also present were Clerk/Treasurer Deaun Tigner, Chief McClure, Public Works Foreman Mike Dellos, Town Attorney Kent Richins, Town Engineer Jesse Frisbee, Heath Overfield, and Heather Lawrence.

Public Comment: None at this time.

Department Summary Report:

Public Works/Water Department: Mike Dellos presented his DSR to the Council. His crew has trimmed trees in several areas, fixed several valves on north sixth street, repaired curb boxes and curb stops, put in a meter pit.

Electric: Deaun Tigner presented the DSR to the Council. Changed out CT metering with WAPA, connects/disconnects, repaired connections.

Administrative: Deaun Tigner presented the DSR to the Council. Continued work on the disbursement reports for interim financing, two burials in Mount View Cemetery, processed 12 utility service transfers and 104 work orders. Delinquent/Aging Report: (30 days) \$2,447.36, (60 days) \$30,817.66 as of June 9, 2022.

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

Police Department: Chief McClure presented his DSR to the Council. The radios are at the programmer, bluetooth microphones are backordered until November. He would like to have dash cams in vehicles and will look for different ways to fund that. They are having the 2012 charger fixed and hoping to have it all billed out by the end of the month so that it is in this years' budget. He will also be working on getting

a new vehicle after the first part of the fiscal year. Chief McClure and Councilman Godfrey did evaluations last week for two of the officers and they will be doing the third one this next week.

Committees/Commissions/Departments:

Planning & Zoning: Big Horn: Councilman Olson discussed that Big Horn has proposed to put in a temporary camper for employees who need a place to stay in the interim. They discussed that if Big Horn hooks up and pays the taps, etc., and puts temporary skirting on there it could be considered nothing more than a temporary mobile home which would be okay in that zone. They also discussed the fact that if it is just the one and the one lot it would not be a big issue. Planning and Zoning/Big Horn felt that they could make it work. Councilman DesRosier made a motion to allow Big Horn to put in a temporary mobile home to hook onto the town's utilities, Councilman Godfrey seconded, and the motion passed unanimously.

Rec District: Mayor Duncan discussed that we have a pool operator hired who has made a good plan and then one of the potential employees did not pass the exam to be a lifeguard so we are back to two lifeguards. There is a possibility we will stop the swim lessons and change the hours to where they can rotate and maybe hire a third individual so they can watch the shack and clean so the two lifeguards can watch the pool, perhaps limiting the number of kids in the pool. Right now the pool is scheduled to open the 20th of June and close around the 15th of August. Mayor Duncan thinks the majority of the water is coming from the drain baskets and not the drain pipe. The drain baskets are completely blocked off.

Activities Committee: We do not have anything going for the activities currently but there was a discussion on Lilac Days. Mayor Duncan discussed doing some block parties at the different parks of town, perhaps doing one at South Park in July or even the boat dock.

Public Comment: None at this time.

Building/Demolition Permits: Richard McMillen: Councilman Godfrey made a motion to approve the building 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 Keele made a motion to approve the agenda, Councilman Godfrey seconded, motion passed unanimously.

Conduct of Business:

Councilman Olson made a motion to approve all minutes as presented for the meetings from May 12, 2022 and May 26, 2022, Councilman DesRosier seconded, and the motion passed unanimously.

Vouchers: \$400,247.69 + net payroll \$46,109.06 = \$446,356.75. Councilman Godfrey made a motion to accept vouchers and payroll, Councilman Olson seconded, and the motion passed unanimously.

Community Complex: There was a discussion on needing to hire an electrician to move a wall in one of the offices. Mayor Duncan recommended putting a false ceiling in the council room. The Council asked Jesse Frisbee to look into the expense of it. There has been a change in the floorplan, moving the vault to the north side of the same room so we can use the cinderblock wall on the north side and not have to redo the wall on the outside. Councilman Olson asked if the floor could support the vault. Town Engineer Jesse Frisbee said that he would go into the crawlspace and look at it. McKinnons Flooring is about three weeks out in installing the carpeting in the rooms. In looking at the use agreements, Town Attorney Kent Richins wanted to know who would have access to the building and how to control the access of it. He was informed that all of the exterior doors have been rekeyed and at some point there is a potential for it to be a key card system where everyone who would go in the facility that is using it to work out, etc., would need to sign the single waiver for the use agreement.

Mayor Duncan did discuss a youth in the community that is about 15 that has applied and has been asking for a job, working as cleaning or filling in at the swimming pool to clean the locker rooms, gym, etc. Councilman Olson made a motion to hire this individual as a part-time employee at 32 hours a week, Councilman DesRosier seconded, and the motion passed unanimously.

The Council discussed getting a lock box on the front door so emergency personnel can get in and get keys to the building in an emergency. Councilman Olson made this motion to have the fire chief get some lock boxes designated for the Community Complex, Councilman DesRosier seconded, and the motion passed unanimously. Councilman Olson made a motion to approve the Comtronix contract for fire safety, Councilman Godfrey seconded, and the motion passed unanimously.

Eagles: Heath Overfield gave some updates on the Eagles building. He discussed that the foundation is in and the floor was poured yesterday. When they built the wall they had to shift it out a bit because the existing concrete buttress was in the way. It was only shifted out the maximum amount they needed to and now there is a void in between the new wall and the old wall that will be filled in. There are other

changes coming so we will be seeing that in the future. They have called Jadeco to get a meter set and Jadeco said one of the rooftop units can be removed. There will be a cost associated with that on top of the electrical that we are planning for. The wiring that is in there currently is not sized properly for the length and the load. They would also like to put an outlet or disconnect to plug in a water heater to feed the bathrooms. Heath Overfield stated they did wage interviews on the subcontractor and Copper Creek. They should be doing certified payroll in the next couple of weeks and the pay estimate. The community needs assessment needs to be done as part of the grant. The contract with Copper Creek did include putting the water into the building and bringing the broke off sewer vents out of the floor and connecting to the floor.

E Street Paving: Councilman Olson asked to abstain from the conversation as the company he works for is part of the conversation. Town Engineer Jesse Frisbee reported a few issues and is asking for a change order tonight. We are looking at close to the original estimate but will be a little bit over that. They are also asking for an extra 10 days for the extra work. Based on Town Engineer Jesse Frisbee's recommendation, Councilman Godfrey made a motion to approve the change order, Councilman Keele seconded, Councilman Olson abstained, motion passed.

Sewer Project: Town Engineer Jesse Frisbee stated they are hoping to have this done by Tuesday. On Wyoming Ave, they ended up taking more asphalt out because there was a lot of clay there. When asked how soon before we would start the phase II discussion, Town Engineer Jesse Frisbee thought it would be fairly soon.

Ordinance 700 – Budget 2022-2023 (3rd reading): Councilman Godfrey made a motion to pass Ordinance 700 on the second reading, Councilman DesRosier seconded, and the motion passed unanimously.

Ordinance 701 – Electric and Water Deposits (3rd reading): Councilman Desrosier made a motion to accept ordinance 701, Councilman Olson seconded, and the motion passed unanimously.

Ordinance 702 – Collection Procedure (1st Reading): Councilman Godfrey made a motion to pass ordinance 702 on the first reading with the amendment of one payment plan per account and no further payment plans, Councilman Olson seconded, and the motion passed unanimously.

Public Comment: No public comment.

Executive Session: Councilman Godfrey made a motion to go into executive session at 8:10 p.m., Councilman Olson seconded, and the motion passed unanimously. Councilman Keele made a motion to adjourn executive session and go into regular session at 8:33 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 8:34 p.m.

Town of Basin Mayor/CJ Duncan

Deaun Tigner – Town Clerk