

TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, June 23, 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 23, 2022 at 7:00 PM. The meeting was called to order at 7:00 PM.

Council Members Present: Mayor Duncan, Councilman Godfrey, Councilman Olson, Councilman DesRosier. Absent: Councilman Keele.

Also present were Clerk/Treasurer Deaun Tigner, Chief Kyle McClure, Town Engineer Jesse Frisbee, and Kent Richins.

Public Comment: None at this time.

Building/Demolition Permits:

Cheryl Willson (310 Holdredge): Fencing around mobile home lot.

Michael Cowan (106 S 9th): Temporary fence to keep dogs in.

Councilman Godfrey made a motion to approve the building permits, Councilman Olson seconded, and the motion passed unanimously.

Chicken Application/Permits: Chris & Julie Dunlap (853 N 7th Street): Councilman DesRosier made a motion to approve the chicken permit, Councilman Olson seconded, and the motion passed unanimously.

Executive Session: None at this time.

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

Conduct of Business:

Basin Community Complex: Mayor Duncan discussed that the Council has done some research and have decided instead of actually hiring a town employee we have asked to send out an RFP for private business to run a community complex for us. Town Attorney Kent Richins discussed that when we do an agreement with the entity for the RFP that we will be more specific and that would all be in the independent contractor agreement. Also in the agreement for the RFP with the independent contractor it will include the assignment, indemnify and hold harmless agreement, as well as a contract for supplies and who owns the supplies that are bought. The other discussion was on the bond insurance. There was also was a discussion regarding requiring a background check done on anyone working with youth. Councilman Olson made a motion to approve the RFP with the addition of the background check and bonding requirement, Councilman DesRosier seconded, and the motion passed unanimously.

Town Engineer Jesse Frisbee discussed the vault. On July 8th he will meet with the carpet contractors on site. They would like to start on the 11th and he would like to know if there are any rooms they need to hold off on before they carpet, electrical, etc. There was a discussion about running the electric through the floor in the front office. Town Engineer Jesse Frisbee also discussed that he was going to meet with the guys that would possibly be doing the ceiling on the 8th and also discuss fire-resistant sheet rock across the vault. Councilman Godfrey suggested that we make sure we have two doors in the office, one side with an exit door. For the electrical, Jesse Frisbee will have the contractor who was going to do the lighting look at the other electrical also. Councilman Olson made a motion to move forward with the ceiling, etc., Councilman DesRosier seconded, and the motion passed unanimously. The Council agreed to let Mayor Duncan and Clerk Tigner order desks for the council. Jesse Frisbee discussed the council chamber cabinets and asked the Council if they wanted to leave them. The council agreed to leave the cabinets in the room for storage.

Block Party at the Parks: Mayor Duncan asked the Council if they would like to plan a block party. Councilman DesRosier asked if we could do one in July and one in August. The Council decided to have a block party at South Park on July 22nd from 7 p.m. to 8:30 p.m. Clerk Tigner will start advertising for the block party around the 4th of July.

The Cornhole tournament will be on August 2nd, along with National Night Out. Foreman Mike Dellos will have his crew set up boards. The Chief will run the National Night Out. Clerk Tigner will ask the school if we can use the football field for this event.

School Resource Officer Agreement: Chief McClure stated it was the same contract, same amount, etc., just with the dates changed. Councilman Olson made a motion to approve the SRO agreement with Big Horn County School Dist. 4, Councilman Godfrey seconded, motion passed unanimously. Councilman DesRosier asked Chief McClure how this would work with four employees and if it would be one of the

four officers who would be at the school. Chief McClure stated he was still working that out. Councilman Godfrey asked if there had been any discussion on finding the grants. Chief McClure stated that he was looking for grants for this position.

Municipal Bond Schedule: Town Attorney Kent Richins stated there is still work to be done on the bond schedule and they still need to work on it. Chief McClure stated they are trying to match the bonds. Town Attorney Kent Richins suggested that we be fairly standardized on there. He also stated we do not have the automation fee in the amount any longer and if we left it in it would increase our revenue on tickets. He does not know of any reason we cannot legally do that. Mayor Duncan asked if there was regulation that we can only charge so much for a certain offense. Town Attorney Kent Richins stated he is not aware of anything that would require us to stay at that level. Town Attorney Kent Richins would prefer if we stayed consistent across the board. Councilman DesRosier stated he sees it as a revenue and not as public safety by keeping the automation fee in. Councilman Olson made a motion to adopt the state bond schedule as it stands, and create our own municipal bond schedule, Councilman Godfrey seconded, and the motion passed unanimously. Chief McClure stated he will fix the municipal bond schedule, send it to the attorney, judge and clerks, and then present it to the Council.

Eagles: Heath Overfield emailed a design for the electrical and wanted to make sure that the Council approved it before the State Fire Marshal looked at it. Mayor Duncan stated there was no power drop for the water meter that would sit right under in the corner and would need to put a drop there. Mayor Duncan also stated that the building needs to be cleaned. He said he had a youth group from the church that would clean it up and the Council agreed to let the youth group clean it.

E Street Paving: Town Engineer Jesse Frisbee stated they are planning on paving next Wednesday/Thursday. The road base is in.

Sewer Project: Town Engineer Jesse Frisbee stated they should be out of the highway tomorrow with paving. They might start paving Holdrege tomorrow if they are ready. Jesse Frisbee will look at the design of it and maybe will have a discussion on it later.

Councilman Godfrey asked about Antelope Drainage. Jesse Frisbee stated that when they dug out the manhole at Big Horn they accidentally hit that drain and someone from the town crew turned on the town drain going into antelope and that is what ended up causing the problem and antelope drain cannot handle it. It has been closed back up and redirected to the town. Mayor Duncan asked if we could dig it up and fix it so it doesn't happen anymore.

Ordinance 702: Collection Procedures (2nd reading): Councilman DesRosier made a motion to accept Ordinance 702 on the second reading, Councilman Godfrey seconded, and the motion passed unanimously.

Chief McClure discussed with the Council some properties in town. Some of the letters they have sent out are being returned as the property is abandoned. Greg Gloy did offer to have the Big Horn Basin Association Adolescent Program help clean the properties. Town Attorney Kent Richins had a concern about injury and ruining property. Councilman DesRosier discussed taking care of the property and putting a lien on the property. The Council would like to know the addresses and if their accounts are current. The Council agreed with allowing Grey Gloy and the Big Horn Basin Association Adolescent Program help clean up some of the properties.

Public Comment: Councilman Olson discussed during public comment the dog park. Councilman Olson discussed an area that would have more shade and be away from main street on the east side of the vet clinic. Town Engineer Jesse Frisbee will do a preliminary sketch.

There being no further business to discuss, the meeting was adjourned at 8:29 p.m.

Town of Basin Mayor/CJ Duncan

Deaun Tigner – Town Clerk