

## TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, July 11, 2024

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, July 11, 2024 at 7:00 PM. The meeting was called to order at 7:00 PM.

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

Also present were Town Administrator Deaun Tigner, Mike Dellos, Sgt. Scott Drewry, Bill Dahlke, Tony Harrison, Kent Richins, Jesse Frisbee, Kacee Rundell, John Suiter, Carl Slaughenhaupt, Cindy Slaughenhaupt, Loren Alberts, Jerilyn Hall, Stephen Bowden, Linda Goller and Mary Russell.

Public Comment:

Jerilyn Hall (American Legion Auxillary): Jerilyn Hall informed the Council that on the 22nd of each month, from 12 - 1 p.m., she would want to ask the public to stand if they wish and carry flags and posters to raise awareness about suicide. Jerilyn provided a brief history of "22 Is Too Many." She wanted to ask the Council if it was acceptable to do this every month in the town on the 22<sup>nd</sup>. Town Attorney Kent Richins stated that if the Council granted permission, he believes it would be fine as long as it is on public property and not on the sidewalks; they can stay on both locations (Russell Park and the Eagle Annex). Jerilyn added that Basin will be the first community in Wyoming to implement this.

Loren Alberts: Mr. Alberts is here on behalf of various persons, including some who are not present. He stated that they are dealing with a scenario across the railroad tracks where the road is collapsing and the culvert is deteriorating. He would like to know what the Town intends to do about it. There has also been some discussion about bringing water down the hill, and if they are going to do so, they will need to know how much it will cost the group. Mr. Alberts also stated the railroad crossings are terrible. Mayor Duncan asked him to clarify what water they were discussing and Mr. Alberts said it was purified water. If Mr. Alberts needed water or services, he would have to reannex in town, and if they were able to annex again, the customer/property owner would be responsible for the expense of the water placement. Jesse would need to provide an estimate of how much it would cost and where it would fit into our budget. We just passed

the budget, and it was not included, therefore there is nothing set aside for this issue. Kent stated that if someone wants to be annexed, there are two options: the town can petition for it or the landowner can do it, but he prefers the latter.

#### Department Summary Reports:

**Public Works:** Foreman Dellos indicated that his crew is working on a variety of projects, including pothole repair, weed control, and burning piles. Councilman Hopkin inquired as to where the water meters were in the installation process. Mike reported that they were approximately halfway done. Mike also inquired as to how much money had been budgeted for the repair of the raw water building roof and whether the area directly in front of town hall was ready for work on the new town hall parking. Mike told the Council that if we remove all of the rocks from the roof itself then he has a low estimate of \$11,000 to repair the roof. Mike was told to present both proposals at the second meeting or put them in the packet so that the Council could make a decision.

**Electric Department:** Foreman Dahlke said they have had a fairly busy month for the electric department, continuing with their upgrades for their secondary services so we can have a complete loop. We are also in the final process of tying the south end sub up. (will probably be after fair time). They did have a request from the Big Horn County Fair Board on our old bucket truck we have when we purchase a newer one. Jeremy Pouska went to the County Commissioners and requested the funding to authorize 10K to purchase the old bucket truck. Bill Dahlke would like the Council to consider this as well. He would also like to go ahead and start addressing ordering the new truck.

**Administration:** Big Horn Heating & Cooling HVAC correction work, printer issues, the upcoming audit, meter replacement schedule, and the rec district were discussed with the Council.

**Municipal Court:** The court DSR was read to the council, who requested that the report include a yearly total of citation amounts paid.

**Police Department:** Sgt. Drewry represented the police department at this meeting. They do have an issue with one of the vehicles, 2018 RAM truck, which has some acceleration issues that they are working on getting resolved. A couple of Saturdays ago, Sgt. Drewry went to Greybull for Coffee with a Cop, which was an opportunity for local law enforcement to create rapport with the community. He indicated that the Basin Police Department would also be interested in doing something similar.

**Legal Council:** Deaun and Kent will be working on the code book with the administrator and clerk job, and he hopes to do so with an ordinance that states that whenever it says this, it will be amended. Otherwise, everything he needs is on the agenda.

**Engineer Summary Report:** Nothing other than what is on the agenda.

#### Committees/Commissions/Departments;

**Planning and Zoning:** No meeting last month.

Recreation District: Hailee McClure took over short-term and has done an excellent job. There was also a discussion concerning movie licensing, which the Council will discuss on the agenda.

Activities Committee: The activities committee will probably start meeting in August about the Home for Holidays event.

Building Permits: Councilman Olson made a motion to approve the building permit for Anthony & Kelsee Nelson at 409 South 7<sup>th</sup> St., Councilman Godfrey seconded, and the motion passed unanimously.

Chicken Permits: Councilman Hopkin made a motion to approve the chicken permit for Bill Smith at 306 South 5<sup>th</sup> Street, Councilman Olson seconded, and the motion passed unanimously.

Executive Session: None at this time.

Public Comment: None at this time.

**Approve Consent Agenda/Additions/Deletions:**

Councilman Godfrey made a motion to approve the agenda with the addition of American Legion Auxillary just below Stockman's, Councilman Hopkin seconded, after a vote the motion failed.

Councilman Olson made a motion to add in the Bucket Truck below Stockmans bar, as well as add in the American Legion Auxillary, Councilman Hopkin seconded, and the motion passed unanimously.

**Conduct of Business:**

Councilman Olson made a motion to approve the regular meeting minutes of June 13, 2024 and June 27, 2024, as well as the special meeting minutes from June 13, 2024 as presented, Councilman Hopkin seconded, and the motion passed unanimously.

Councilman Godfrey made a motion to approve the vouchers of \$279,619.85 + payroll of \$65,552.23 = GT \$343,172.08 as presented, Councilman Olson seconded, and the motion passed unanimously.

American Legion Auxiliary: Councilman Godfrey made a motion to allow the American Legion Auxiliary on the 22<sup>nd</sup> of each month to utilize town property to raise suicide awareness in Basin, Councilman Hopkin seconded, and the motion passed unanimously. Councilman Olson made a note for them to stay on town property.

Stockman's: Kacee Rundell spoke with the council about securing a 24-hour alcoholic beverage permit for the August 3rd fair, as well as hosting a street dance that same night. She also

mentioned that they are considering having sober drivers present and ready in case someone needs a ride home. Town Attorney Kent Richins said the town has received a sales tax hold for the liquor license. She said she spoke with the Department of Revenue yesterday about this and she will follow up with it. Kent discussed that if she can get the hold removed from the Department of Revenue before then, we wouldn't have to have the hearing. He said he would recommend that everything that she wants should be approved or disapproved based on whether their sales tax would be approved. Regarding the permit, the council stated that she would need to produce a map and a plan outlining what they intend to do. Councilman Hopkin wants to know how this would be handled if it were on town property. Kent believes the permit should also require the permittee to have a more comprehensive insurance policy to cover it. The permittee would be responsible for cleaning up the premises. If this was allowed, it would be contingent upon the sales tax payment. Councilman Hopkin is concerned about keeping this open on town property. He remembers it being a pretty big event when he was younger, and he's not sure if that lot is large enough for this. Sgt. Drewry expressed concern about people drinking alcohol so near to the highway. Sgt. Drewry said Chief McClure would want to see a plan before it was approved. They would also have to change their schedules and shift things around. Pertaining to the sales tax hold and the hearing on it, Councilman Hopkin made a motion to provide Stockman's with a certified letter, Councilman Olson seconded, and the motion passed unanimously.

Movie License: There was some discussion with the Basin Recreation District and the Basin City Arts Center about the Town of Basin purchasing the movie license to show movies at both places; however, the way the licensing organization works, it will not be an option as it is with the physical address of the license holder.

Electric Bucket Truck: The Council, Kent Richins, and Bill Dahlke discussed how the sale of the current bucket truck would be contingent on the purchase of a newer bucket truck. Councilman Hopkin made a motion to sell the bucket truck to the county after we purchase a bucket truck, while also assisting the county if needed, Councilman Godfrey seconded, and the motion passed unanimously. Kent indicated that if the county used it they would need to take the liability for it. Foreman Dahlke said that he would authorize his crew to assist the county if needed with council permission and the Council agreed.

Special Events Permit Application (Big Horn County Fairgrounds): There are no concerns from the police department. Mayor Duncan is recusing himself for this because his son is the fair manager. Pro Tem Carl Olson questioned whether the police department agreed with the application and if the town was willing to put up the cones as usual. The Police Department and Public Works crew will work together to help set up for the parade. Councilman Godfrey made a motion to allow the special events permit for the parade, Councilman Hopkin seconded, and the motion passed unanimously.

24-Hour Alcoholic Beverage Sales Permit: Pro Tem Carl Olson said the application was from Lisa's Western Cuisine for the Big Horn County Fair from 08/01 through 08/04, 4 p.m. to 10 p.m. Councilman Hopkin said the rodeo went past midnight and they were drinking the entire time. He asked if the 10 p.m. timeframe would be enforced. Sgt. Drewry said that yes, if the permit says they will close at 10 p.m.,

then they will enforce it. He said they typically have a good rapport and will address them to follow their permit. Councilman Hopkin made a motion to accept the permit for the times and date, Councilman Godfrey seconded, and the motion passed unanimously. Make sure they understand it is from 4 p.m. to 10 p.m. each day.

Employee Manual: Kent and Deaun are still working on the manual. Councilman Olson made a motion to table this until our legal council has had a chance to go through it, Councilman Hopkin seconded, and the motion passed unanimously.

Annexation Portion of Property – Mary Russell: She stated that her main discussion is to see whether she can receive town water and raw water, and that the only way she can do so is to annex. Mary wants to know what her options are for annexation. She stated that if it is possible to annex a section, that would be the most important question. Kent indicated that as long as she meets the eligibility requirements of the statute then we can do that. He stated that it still leaves an island in the middle of town limits, but that this legally is an option. Mary will talk with the engineer. She was told that if she wants to be serious about getting water that the cost of having it engineered would be her responsibility. She then asked about raw water. Mike Dellos said Giffords have raw water and we pull off it to go to the cemetery. This would be treated the same way. She asked if it could be tapped into the same way with the same easement. Mary was told to file a petition with the town to annex. Mike and his crew would put a report together on all the details.

Town of Basin Welcome Signs: Mayor Duncan said his wife has volunteered to sand and re-stain the town welcome signs. She will be working on it when it is not so hot out. Mayor Duncan will come get the stain out wherever it is stored. Mike thought it was behind the old town office.

Animals in Town Buildings: The Council had a discussion on animals in town buildings. There was a discussion that it should state that only certified animals can come in town buildings, otherwise they would not be allowed. Tony Harrison brought up emotional support dogs vs certified service animals. Councilman Godfrey made a motion to have Kent research and draw up an ordinance that pertains to service animals in town-owned buildings, Councilman Hopkin seconded, and the motion passed unanimously. Sgt. Drewry asked if the PD would be able to get an exemption from their building because they do retrieve dogs at large and he was told that the discretion would have to be left up to the officer.

Ordinance 711 – Mean Schedule M: Councilman Godfrey made a motion to approve ordinance 711 on the third and final reading, Councilman Olson seconded, and the motion passed unanimously. Kent has also drafted an attorney opinion to go along with this.

Ordinance 712 – Town Administrator (2<sup>nd</sup> Reading): Councilman Hopkin made a motion to approve this on the second reading, Councilman Godfrey seconded, and the motion passed unanimously.

Public Comments: None at this time.

Councilman Olson made a motion to go into executive session for personnel and contract negotiations at 8:30 p.m., Councilman Hopkin seconded, and the motion passed unanimously. Councilman Godfrey made a motion to adjourn executive session and go back into regular session at 9:35 p.m., Councilman Hopkin seconded, and the motion passed unanimously.

There being no further business to discuss, the meeting was adjourned at 9:35 p.m.

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Town of Basin Mayor/CJ Duncan

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Deaun Tigner – Town Clerk