

TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, July 27, 2023

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 27, 2023 at 7:00 PM. The meeting was called to order at 7:00 PM.

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

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

Public Comment: None at this time.

Building/Demolition Permits: Councilman Godfrey made a motion to pass Gary Vollan's building permit, Councilman Olson seconded, and the motion passed unanimously.

Chicken Permits: None at this time.

Executive Session: None at this time.

Approve Consent Agenda/Additions/Deletions:

Councilman Olson made a motion to add P & Z to the consent agenda at the top, Councilman Godfrey seconded, and the motion passed unanimously.

Planning and Zoning: According to Councilman Olson, Planning and Zoning held a meeting for Roger Brewer. His front and south fences are likely 10 to 12 feet on city property. It is far away from the property line. Councilman Olson had invited Mr. Brewer to apply for a variance in person. Mr. Brewer penned a letter containing the variance, which states "chain link fence south third street west property end. Beyond my property line, erect a fence. Request variation in fence placement." Councilman Olson

stated that when he dropped off the letter requesting the variance, he was told the variance would be \$300, which he stated would not occur. Planning and Zoning examined the situation and determined that he has two options. Councilman Olson believes we could grant him a variance despite the fact that he tore up the sidewalk and installed a post in the middle of it. Mr. Brewer, according to Councilman Olson, also did not attend the meeting. Planning and Zoning examined the variance request and suggested either paying the variance fee or relocating the fence. They are requesting that he survey the property to determine its precise location. The Council would prefer not to establish a precedent by permitting this. The Council recommends sending Mr. Brewer a letter giving him 10 days from the date of receipt to file for a variance or remove his fence from the town property line; if neither action is taken, the town will remove the fence. The Council requested that Town Attorney Kent Richins draft a letter supporting the recommendation of Planning and Zoning.

North 8th Street: Jesse stated that all connections will be made by Monday, after which only asphalt, patching, and chip sealing will remain. They may require a few cleanup items.

North Haven Subdivision: For the recently completed electrical work, a final invoice must be sent. In August of 2022, the town had sent a letter indicating that there would be additional fees. The response to Councilman Olson's inquiry was affirmative; anything else would be paid for by the landowner. Once this invoice was paid for it would no longer be subject to regulation. Town Attorney Kent Richins will compose a letter for this purpose so that we can send out the bill.

Sewer Project: A few days ago, Jesse Frisbee sent Wilson Bros. an email stating that it has been a month since we last heard from you. He reported that Nick Wilson had read it, but he has not heard back from them; he hopes they are planning something.

Future plans/ideas for old town hall: Councilman Olson has no further information on this matter. He stated that he had shown the other building (Eagles Annex) and that he would work with the tenants on their rent. He informed them that they would be required to pay \$300 for rent and they would also have to pay for all utilities.

Water District Storage: At the previous Water District meeting, Mayor Duncan informed them that they would need to do something with the parts and materials stored in the electric building. The Mayor stated that if we continue to store the Water District's belongings for too long, we will need to charge storage fees, or we could use the old airport hangar, etc., for Water District storage. Councilman Olson stated that he would speak with Mike in an effort to initiate a moving the materials.

Crosswalks: Representative Winters expressed concern to the mayor that there are no crosswalks on east-west streets or on C Street. Mayor Duncan described past events and stated that the council would support crosswalks. Gary Vollan stated that the town must make a formal request for crosswalks. There are two people in wheelchairs attempting to cross the highway, along with seniors, children, etc., and it is dangerous. Mr. Vollan added that anything we can do to get things moving would be greatly appreciated. Mayor Duncan stated that sending an official request was not a problem. The Council instructed Town Attorney Kent Richins to submit a request in support of two additional crosswalks on Fourth Street and one on C Street.

Electric Mapping: The letter to acquire mapping from REA was composed by town attorney Kent Richins. The only condition they are aware of is that they want to be notified first if we decide to sell our system. The motion to sign and send the letter was proposed by Councilman Olson, seconded by Councilman Godfrey, and approved unanimously.

Locating Company: Bill Dahlke stated that Big Horn uses a locating company for electrical locates and that, as our crews are not very familiar with the locators that we currently have, he would like to continue using the locators. Bill did state that is is in his budget. As long as it fit within the electric budget, the Council approved the using the locating company Bill suggested.

Big Horn County Fair: 24-hour Alcoholic Beverage sales permit and Special Events Permit. According to the Chief, it is comparable to previous years and has not changed significantly over time; everything appears to be the same. They did submit their permit to the state for closing the highway for the parade, and Chief McClure has given his approval. They do have a plan for Saturday's parade traffic control. On Monday, Chief McClure and Mike Dellos will finalize the plan. He will also receive assistance from Search and Rescue and the county. Chief McClure stated that his department will have a great deal of overtime this week due to the fair and the coverage of the parade. Councilman Godfrey made a motion to approve the sales permit and special events permits on the condition that the town receives payment for the permits by Monday at 5:00 p.m. Councilman Olson seconded the motion, and it passed unanimously. Tomorrow, Mayor Duncan will contact the county commissioner, he said.

Employee Pay out: Councilman Olson stated that he believes employees should be able to turn in their vacation time, but should be required to save at least two weeks. Mayor Duncan will put together a proposal and present it at the upcoming meeting in order to begin working on this matter.

Public Comments: None at this time.

Councilman Godfrey made a motion to adjourn the regular meeting and go into executive session for personnel with a 5-minute interval for Councilman Olson, Councilman Olson seconded, and the motion passed unanimously at 8:50 p.m.

Prior to the executive session, Jesse Frisbee stated that the chip seal will not begin until August 25. The HVAC equipment is anticipated to arrive either tomorrow or Monday. On August 7th, they will begin installation of the rooftop curbs they will construct in the shop.

Councilman Olson made a motion to adjourn the executive session and come back into the regular session at 9:15 p.m., Councilman Godfrey seconded, and the motion passed unanimously. There being no further business to discuss, the meeting was adjourned at 9:16 p.m.

Town of Basin Mayor/CJ Duncan

Deaun Tigner – Town Clerk