

## TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, July 28, 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, July 28, 2022 at 7:00 PM. The meeting was called to order at 7:00 PM.

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

Also present were Clerk/Treasurer Deaun Tigner, Chief Kyle McClure, Town Attorney Kent Richins, Town Engineer Jesse Frisbee, Julie Dunlap, Travis Schriener, Aileen Schriener, and Amy Cates.

Public Comment: Travis Schriener discussed trees in the lines and low-lying lines as both items he is concerned about. Amy Cates asked about her neighbor that has a power line that goes through a crab apple tree.

Building/Demolition Permits:

Colin Stolzer: Councilman DesRosier made a motion to approve the permit for a garden shed/storage, Councilman Keele seconded, and the motion passed unanimously.

Amy Cates: Mayor Duncan asked some questions on the house being fairly close to the 5' setback and asked Amy if the eaves cleared the 5-foot setback for fire for safety. Amy was not sure if it did. He also asked if anyone shot the elevations on the sewer so she knows she will have grade. She stated her daughter contacted Mike earlier today about that, but she did not know what the result of that was. Amy stated the ends of the house do not have eaves and she was recommended to make sure they don't have any for the setback. Mayor Duncan stated we could give her the elevation of the nearest manhole. Planning and Zoning have discussed this building permit and did not have any issues. The Council again discussed the power distribution from the transformer will be on Amy. Councilman Godfrey made a motion to approve the building permit, Councilman DesRosier seconded, and the motion carried unanimously.

Chicken Application/Permits:

William Wilson: Councilman DesRosier made a motion to accept the chicken permit, Councilman Keele seconded, and the motion passed unanimously.

Executive Session: None at this time.

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

**Conduct of Business:**

Cornhole Tournament: Mayor Duncan said he will have the Town crew set up the boards, the Police Department will have something going on for National Night Out, and the Wicked Eats food truck is going to be there.

Councilman Keele brought up the Town BBQ, Mayor Duncan thanked Big Horn Co-op for letting use a trough and also thanked Jacob and Melinda Shaw for being part of the BBQ and cooking.

Municipal Bond Schedule: Chief McClure stated the municipal bond schedule is pretty close to being done and he will have Kent and Georgia review it. He said they have been working on the State bond schedule. He hopes by next month he will have it done and have it to Kent.

Electric Department: RFP for tree removal and power lines. Mayor Duncan discussed that years ago they would earmark a certain amount of money and pay a tree service to come in and clean up certain areas of town. As per the Town's ordinances, the property owner needs to have a more active role in maintaining their property and not the town, but in order to keep it fair across the board, it is his opinion that the town should one time go in and clean up all of the power lines and then send letters letting all property owners know that in the future it will be their responsibility and if they damage power lines or the neighbors property that they will be held accountable for that. Councilman Godfrey made a motion to go with an RFP and have some of the tree companies bid, Councilman DesRosier seconded, and the motion passed unanimously.

Eagles: Heath Overfield had told Clerk Tigner that he had talked to Jack Nauman this morning. They are working on the interior of the building and waiting on electricians. He thought they would be onsite today or tomorrow and they are processing certified payroll and a pay estimate for the next month.

Sewer: Town Engineer Jesse Frisbee said tentatively they will have a final walkthrough on August 9<sup>th</sup> at 10 a.m. with Bruce, a lady from RUS, and Mike. They are waiting for a couple of things from the contractor, final pay requests, etc., Jesse sent Clerk Tigner the 41-day ad to get their retainage for 41 days.

Community Complex: Jesse put together a packet of all the estimates that they have been getting, Rapid Fire Protection to reset and relocate some of the sprinklers in the vault and in the office room, and then also drop the ones in the council chamber to the drop ceiling. Kapp's Electric will install new LED lights in the offices by the vault, move some switches in the vault and office spaces and it also includes disconnection of all of the electrical in the Senior's room. Councilman Godfrey asked if he talked to them about moving the alert panel to the front door and he said they were going to be putting it on the south wall in that room. Councilman Godfrey said they needed to put an alarm panel on the north door going into the building so they can know which area is activated. He also added Kapp's Electric and roofing that they already approved in previous meetings for the council chamber, drop ceiling and LED lights in the council chamber, replacing the drop ceiling in the office rooms, put a fire-resistant ceiling in the vault, and also texturing and painting the ceiling. Mayor Duncan stated he could find volunteers to paint all of the walls. Councilman Godfrey made a motion to approve the requests, Councilman DesRosier seconded, and the motion passed unanimously.

Zoning Change: The Community Center is not in the right zone. Kent stated we would have to change by ordinance. Mayor Duncan stated we needed to write a letter to Planning and Zoning, and go ahead and write letters to all of the adjacent landowners so that we will be able to send it out once Planning and Zoning meets. Councilman Godfrey made a motion to start the process for the zone change that the town is requesting, Councilman DesRosier seconded, and the motion passed unanimously.

Community Complex Contract: This discussion was postponed until after an executive session.

Public Comment: Travis Schriener asked if the Council were still going to have dumpsters removed if people were placing the wrong trash in the wrong dumpsters. Councilman Godfrey discussed that there are out-of-town residents dumping trash in dumpsters in town limits. Travis Schriener also discussed the north side of The Comfort Zone that was exposed after the Eagles building was torn down. Mayor Duncan discussed that the town owns that and that we are working on a mural for it.

Executive Session: Councilman Godfrey made a motion to go into executive session for contract negotiations at 7:44 p.m., Councilman DesRosier seconded, and the motion passed unanimously. Councilman Godfrey made a motion to go back into regular session at 7:54 p.m, Councilman Desrosier seconded, and the motion passed unanimously.

Community Complex Contract: Councilman DesRosier made a motion to accept the contract starting August 1<sup>st</sup> with a 30-day release from contract clause, Councilman Godfrey seconded, and the motion passed unanimously. Julie Dunlap talked to the owner of Club Dauntless and she asked him about the fob system they use and they recommended we go with TCT. If we do one entry door it would be pretty cheap with a motel card rather than actual fob and then give people a card if they have a membership, would only be out 5 dollars if they lost it, so we could charge 10 dollars initially. TCT should give us a free quote. Julie will work to see if we can get a grant to fund that. There is an initial cost to get all of the locks changed, etc. We would have a spreadsheet so if they didn't pay we could lock them out. She will get started August 1<sup>st</sup> on the website. She will pay Vision West for the initial startup and then will bill the Town. Clerk Tigner will let Julie know when the next Rec Meeting is so she can attend and discuss what our plan is and that she is not going to be the Rec Director but instead will be working for the town. She was also asked to attend the first meeting of every month.

Councilman DesRosier made a motion to go back into executive session at 8:01 p.m. for personnel, Councilman Godfrey seconded, and the motion passed unanimously. Councilman Godfrey made a motion to adjourn executive session and go back into the regular meeting at 8:30 p.m., Councilman DesRosier seconded, and the motion passed unanimously. There being no further business to discuss, Councilman DesRosier moved to adjourn the special meeting at 8:31 p.m., Councilman Olson seconded, and the motion passed unanimously.

---

Town of Basin Mayor/CJ Duncan

---

Deaun Tigner – Town Clerk