

TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, August 8, 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, August 8, 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, Bill Dahlke, Bruce Perryman, Mary Russell, Tracy Harper, Tony Harrison, Chief McClure, Trevor Whittaker, Jory Thompson, Barbara Greene, Mike Dellos, and Linda Weeks.

Public Comment: None at this time.

Matters from the Staff:

Public Works: Mike Dellos stated that they were approximately 130 meters away from finishing the town in terms of installation and will begin getting the radio readings on, which hopefully will be completed by this fall. The raw water has an actuator out and is not coming on automatically, so he has been doing it manually. He said two pumps can hardly keep up with it. He did get the actuator in and is looking at it and might need some more help with it, so he is going to try to get someone in that knows more than he does.

Electric Department: Bill Dahlke reviewed what his crew has been doing over the last month; tree trimming, installing new services, relocating some of the old services that were not up to code, and cleaning up the yard by the electric building. They have been counting TCT and charter on the poles in the mapping system. He did state they will be flying down to Denver for the bucket truck that was purchased. The county is wanting the old bucket truck for 10k. The part-time help that was in the budget he wanted to know if they could start applications for that. The council agreed that if it was in his budget. The substation equipment should be able to be moved to the new substation for a backup substation and the other one they can sell for salvage if needed. He has been talking to MEAN and WAPA a little bit, but has not a lot. Make sure that all of that is coordinated through Mean and WAPA. Bill is hoping that it will reduce a cost from the town.

Administration: Clerk Tigner reported the audit was completed this week, had a market analysis done on the Eagles Annex building, rate increases were put in Caselle, issues with the town website being down for a couple of days. Municipal Court received \$6,985.00 in fines, \$330.00 in fees. There were 41 new citations, 31 bail forfeitures, and one dismissed.

Police Department: Chief McClure has received approval from the state for the 25k on the mobile radios for the vehicles. The radios will be WyoLink compatible. No facility issues other than it gets hot in the building. Mayor Duncan asked if the Chief has ever got a bid for a mini-split system for their building. Barbara Greene said Wyoming Modern Technology is now a dealer. Jesse Frisbee said there is one in the tech room in the current town hall and there may be a possibility to use that one from the office. Chief McClure also thanked Mike and his crew for traffic control during the parade.

Legal Council: Kent Richins did not attend the meeting as he was out of town.

Town Engineer: Nothing to report right now.

Committees/Commissions/Departments:

Planning and Zoning: Nothing to report.

Recreation District: The rec has posted for a new recreation program coordinator and received a few applications. They need more before interviewing.

Activities Committee: No plans yet, but will meet soon to discuss Home for the Holidays and parade.

Building/Demolition Permits:

- Wendy Crow - 518 W G St: Fence & deck
- Dorothy Juillard – 804 W B St: Tear out existing sidewalk on 8th St. and replace, including sidewalk to house and sprinklers.
- Tom & Jennifer Olmstead – 904 South 9th: Short and long-term cabin.

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

Chicken Permits: None.

Executive Session: Councilman Hopkin made a motion to go into executive session for contract negotiations for the SRO contract, Councilman Olson seconded, and the motion passed unanimously at 7:19 p.m. Councilman Hopkin made a motion to come out of executive session at 7:50 p.m., Councilman Olson seconded, and the motion passed unanimously.

Approve Consent Agenda/Addition/Deletions:

Councilman Olson made a motion to approve the agenda as presented, Councilman Godfrey seconded, and the motion passed unanimously.

Conduct of Business:

Councilman Godfrey made a motion to approve the regular meeting minutes from the July 11, 2024 and July 25, 2024 meetings, Councilman Olsons seconded, and the motion passed unanimously.

Vouchers: Councilman Hopkin made a motion to approve the vouchers as presented, vouchers \$273,749.51, net payroll \$66,635.06, GT \$340,384.57, Councilman Olson seconded, and the motion passed unanimously.

SRO Contract: Councilman Olson made a motion to table the SRO contract until the next meeting on August 22, 2024, Councilman Godfrey seconded, and the motion passed unanimously.

Basin Community Complex/School District – Prior Use Agreement: Councilman Godfrey made a motion to table this until the Council can speak to legal council, Councilman Hopkin seconded, and the motion passed unanimously.

AVI – Bruce Perryman: Bruce Perryman attended the Council meeting to discuss where he was at with this project. He would like to set up a meeting with USDA/RD to see what the options are to set up funding since the costs are more than originally anticipated. When he discussed it with USDA/RD they suggested closing the loan out. The council asked Bruce to move forward with the design and set up a meeting with USDA/RD as soon as possible.

Raw Water Building Roof Repair: Mike Dellos presented two quotes for the raw water building roof repair. Councilman Olson asked if the 11k quote was comparable to the other quote as it did not say their scope of work. Mike assumed it was a spray and rubberized, like it was now. The Council noted how the four elements quote does not specify what they are doing and would like further information. Mike replied he could have them provide further information. The Council asked Mike to provide a more detailed list. The Council requested Jesse's involvement in this. Councilman Godfrey made a motion to table this until the next meeting, Councilman Olson seconded, and the motion passed unanimously. Jesse will go look at the raw water building and work with Mike on this.

Employee Manual: Councilman Olson made a motion to approve the new changes to the new employee handbook, Councilman Godfrey seconded, and the motion passed unanimously. All employees will receive new copies and sign the appropriate papers.

District Water – Mary Russell: Mary Russell is requesting district potable water and use the road easement they have already as it is the least cumbersome staying in the county, leaving things the way they are, not affecting her power, septic, etc. She is asking the council to consider this. Last November, the Water District said they would give her a tap as long as the town agrees. The water line would be on the north side of the road, she would have to have an easement to cross under A street. Mike said no, she would

tap above the fence line or so above the raw water line. It would be the far west end on the road right away. She is asking to change it to utility and road easements. Councilman Hopkin feels like we would be losing money on it. Councilman Olson was split and Councilman Godfrey is okay with going forward. Councilman Godfrey made a motion to allow Mary to go to the District and approach the town to get a tap, Councilman Olson seconded, and the motion passed unanimously. She will ask the water district to come to the next council meeting to request for a tap. There was a question of who would take responsibility on the line, the district or the town.

Ordinance 713: Animals in municipal buildings: Councilman Godfrey made a motion to approve Ordinance 713 on the second reading, Councilman Hopkin seconded, and the motion passed unanimously.

Executive Session: Councilman Godfrey made a motion to move into executive session, Councilman Olson seconded, and the motion passed unanimously at 8:37 p.m. Councilman Olson made a motion to come out of executive session at 9:01 p.m. and go back into regular session, Councilman Hopkin seconded, and the motion passed unanimously.

Councilman Olson made a motion for Mayor Duncan to attend the Water District meeting to propose the sale of the Eagles Annex building for market analysis at 105k, Councilman Godfrey seconded, and the motion passed unanimously.

As there was no further business to discuss, the meeting was adjourned at 9:03 p.m.

Town of Basin Mayor/CJ Duncan

Town Clerk/Tracy Harper