

TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, August 12, 2021

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 12, 2021 at 7:00 PM. The meeting was called to order at 7:00 PM.

Council Members Present: Mayor CJ Duncan, Brent Godfrey, Carl Olson, and Stuart DesRosier. Absent: Joseph Keele. Councilman DesRosier arrived at 7:30 p.m.

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

Public Comment: None.

Department Head Reports:

Public Works: Steve VanderPloeg reviewed his DSR with the Council. His crew did replace a hydrant on 3rd & C street. He also discussed hiring a new employee for the streets an alley, part-time or full-time. The Council discussed exploring another part-time solid waste truck driver.

Electric Utility: Deaun Tigner submitted the DSR to the Council. There were a couple of outages and replacement of a transformer, as well as disconnects/reconnects.

Water Department: Mike Dellos submitted his DSR to the Council. Helped replace hydrant on 3rd & C street. Helped with sewer repair on Crescent Drive.

Administrative: Deaun Tigner reviewed her DSR with the Council. Delinquent/Aging Report: 30 days is \$765.50 which is down \$456.84, 60 days is \$23,786.56, which is up \$610.91 as of August 12, 2021.

Municipal Court/Mount View Cemetery: Deaun Tigner reviewed the DSR with the Council.

Police Department: Chief McClure reviewed his DSR with the Council. The radio grant is still pending. The PD did purchase two new tasers. The 2012 charger has some significant front-end issues and is going to get looked at by the end of the week. Chief McClure discussed downgrading the 2015 white Dodge and letting the Streets and Alleys crew use it instead of trying to sell it. They will purchase new radios with the grant that comes through. Officer Sawyer will begin working as an SRO as soon as school starts. One of Officer Sawyer's duties while he is at the school will be handling the weed and junk ordinances. Chief McClure has spoken to the person in control of a property that has been demolished in town and has given him 6 days to comply with it. Mayor Duncan asked if he has looked into the complaint from the Shell family and Chief McClure stated they are keeping an eye on it. They are looking for physical proof that it happened.

Councilman Godfrey asked who would be drafting the letters for weeds/junk ordinances and he was told that it would be Officer Sawyer.

Committees/Commissions/Departments:

Planning & Zoning: Councilman Olson reviewed the minutes for Planning and Zoning.

Rec District: Mayor Duncan reported that the Rec District did get a letter from Connie Kershaw thanking everyone on the pool and how much she loves the town. The Rec District is going to do the Family Fun Day on August 21, 2021. Mayor Duncan volunteered himself and the Council to cook food that day. He has contacted TCT to borrow their portable grill. If anyone would like to volunteer to be put in the dunk tank they are going to raise money for the Rec Department. There will also be a movie that night as well.

Activity Committee: The activities committee will be meeting on August 17th at 7 p.m.

Public Comments: None.

Building Permits:

Mark & Charlotte Cheshier – 10 x 16 shed

Derick & Babette Nicholson – Portable shed

Councilman Godfrey made a motion to approve both building permits, Councilman Olson seconded, and the motion carried by three.

Executive Session: None requested at this time.

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

Conduct of Business:

Councilman Godfrey made a motion to accept the regular meeting minutes from July 8, 2021 and July 22, 2021, Councilman Olson seconded, and the motion was approved unanimously.

Vouchers: Councilman Olson made a motion to approve the vouchers (\$389,237.91) and payroll (\$90,639.76), for a grand total of \$479,877.67, Councilman Godfrey seconded, and the motion carried.

Eagles: Town Attorney Kent Richins ordered an encumbrance report on two parcels, one parcel is owned by the local eagles and the second parcel is on the grand aerie. The Town will receive two deeds, one for each parcel. The Eagles Grand Aerie has already prepared a check for \$20,000 and will send it with the deeds once they are signed.

AVI: Town Engineer Jesse Frisbee went over where the town is at with AVI. They have gotten the Geotech report back, the DEQ permit has been approved, and he did talk to Deaun about sending the plans to the USDA, which she stated she did. Bruce Perryman from AVI would like to nail down some advertising dates, but they cannot really do that until they get USDA approval. They are wanting to advertise in September, approve in October, and then start final completion on April 1st.

South Street Paving: Town Engineer Jesse Frisbee gave the Council a revised estimate on the South Street Paving Project to include 24 inches of subbed material since there is only 4 inches of road base material on the road now. After talking to Steve, all the sewer mains in this area are clay tile so with that being said we could apply for a SLIB grant only if we include the sewer main replacement because SLIB won't approve just street repairs. Propose to pipe burst across the alley and across the Highway. Councilman Godfrey made a motion to fix the sewer system before we deal with building South Street and that Town Engineer Jesse Frisbee go after the SLIB grant to help pay for it, Councilman DesRosier seconded, and the motion passed unanimously. Town Engineer Jesse Frisbee will get an estimate put together and will put together a packet for SLIB.

Flood Irrigation/Sewer: Mayor Duncan stated we have two individuals that flood irrigate that he thinks have access to the raw water system. Locking the headgates and having them use the raw water system could help alleviate the infiltration into our sewers. It would also help alleviate water in the basement of the houses in that area. Town Attorney Kent Richins stated that perhaps a letter to the owners of the property to start out with would be a good idea first. Town Engineer Jesse Frisbee will explore the original raw water agreement, resolution, etc. Councilman DesRosier made a motion to have Town Attorney Kent Richins and Town Engineer Jesse Frisbee work together and see what the legalities are of it before they send any letters out, Councilman Olson seconded, and the motion passed unanimously.

Crosswalk: Mayor Duncan stated he has had a lot of people in town asking if they can get a crosswalk put in from Wheelers to the bank or right on the main intersection. The only crosswalk in town is the safe school one which is on 8th and C street. Councilman Olson stated he would like to see three, one from the post office to the pharmacy, one from Wheelers to the bank, and one on the south side of town. Councilman DesRosier stated it may help to slow the traffic down as well coming through town. Town Engineer Jesse Frisbee will start the process into seeing what we need to do to get crosswalks and Chief McClure will help.

Community Center Plans: The Council would like to do a work session on August 26, 2021 at 6 o'clock at Town Hall. Town Engineer Jesse Frisbee was asked to attend this meeting as well.

ARPA Funding; Radio Read Meters: Mayor Duncan stated that when he went to the WAM conference he found out that the money we already got was just the first half and we should get another amount of funding from ARPA. Radio read meters would be covered under the ARPA funding. Councilman Olson agreed that getting radio read meters would be a good use for the ARPA funding, but would like to look at our options. When radio read meters were discussed a year ago it was around \$345,000 to do both the electric and water. We would have to spend this money within two years. It was discussed that we wait for six months to see how we are working with the REA and then decide on how we want to proceed.

Ordinance 695 – Water Utility (3rd Reading): Councilman Godfrey made a motion to approve Ordinance 695 – Water Utility on the third reading, Councilman Olson seconded, and the motion passed unanimously.

Executive session: Councilman Godfrey made a motion to go into executive session for personnel at 8:16 p.m., Councilman Olson seconded seconded, and the motion passed unanimously. Councilman Godfrey made a motion to adjourn executive session and go into regular session at 8:20 p.m., Councilman Olson seconded, and the motion passed unanimously.

There being no further business to discuss, Councilman Olson moved to adjourn the Regular Meeting, Councilman Godfrey seconded, and the motion passed unanimously, and the Regular Meeting was adjourned at 8:21 p.m.

Town of Basin Mayor/CJ Duncan

Deaun Tigner – Town Clerk