

TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, October 28, 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 the Town Hall in Basin, Wyoming on Thursday, October 28, 2021 at 7:00 PM. The meeting was called to order at 7:00 PM.

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

Also present were Clerk/Treasurer Deaun Tigner, Chief Kyle McClure, Town Attorney Kent Richins, Town Engineer Jesse Frisbee, Travis Schriener, Kay Mowery, Cindy Schlattman, Barbara Greene, Dave Kerby, Bill Dahlke, and Heath Hopkin.

Proclamation: Kay Mowery and Cindy Schlattman were present for Mayor Duncan to read the Poppy Proclamation.

Public Comment: None at this time.

Building/Demolition Permit:

- William Houchin: 40 x 40 pole barn on concrete
- Family Dollar: Sign

Councilman Olson made a motion to approve the building permit for Will Houchin for a 40 x 40 pole barn on concrete, Councilman DesRosier seconded, and the motion passed unanimously.

Councilman Keele made a motion to approve the building permit for Family Dollar, Councilman DesRosier seconded, motion passed unanimously.

Chicken Application/Permits: None at this time.

Executive Session: None at this time.

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

Conduct of Business:

New Bucket Electric Truck: The bucket truck for one of the Town's electric truck failed because the bucket needs replaced. Councilman DesRosier asked how much it would cost to replace the bucket for the bucket truck. The cost of the replacement for the bucket is around \$5000.00. Councilman DesRosier made a motion to follow the OSHA handbook, buy a new bucket, and park the truck until it is replaced, Councilman Keele seconded, and the motion was passed unanimously.

Trees in Town: A discussion was had on the reason the town needs to trim their trees. The town does have an ordinance that states who is responsible for the trees.

Lights at Courthouse: There was a discussion about continuing to put the lights up at the courthouse. The Town has put the lights up for a long time. The Council directed Town Attorney Kent Richins to work on a hold harmless/indemnification agreement for holiday lighting to allow the crew to continue to do lights for the holidays at the courthouse.

Christmas Time Off: The Council discussed the upcoming Christmas holiday. Employees have Christmas Eve and Christmas Day off and wanted to know what dates they would have off as Christmas Eve/Christmas Day falls on Friday/Saturday. The staff has suggested that they have the 24th and the 27th off, which is a Friday and a Monday. The Council agreed that Friday the 24th and Monday the 27th would be acceptable days to take off.

Policy/Procedures Manual: The Council discussed the need to create a policy and procedures manual for all departments so that it explained how to handle different situations. The Council will start compiling a list of concerns and start from there.

Community Center: Dave Kerby does not have a date for when we are going to take over the old school. He did discuss that the School District would like to be able to continue to utilize the community center to practice for afterschool sports. The school likes the ability to utilize all three gyms so the kids do not have to get home so late after practice. There was a discussion about deciding how to handle reserving the gym between the school and the community. Afterschool programs have also expressed interest in using some of the rooms. The Council had a discussion on figuring out what the cost will be to reserve the gym, costs for janitor, running a schedule/calendar of events. Heath Hopkin and Dave Kerby provided a document showing the cost of for utilities for the building. Mayor Duncan asked the school board to put together a tentative activity list so the town can see what we are looking at. Councilman DesRosier stated that we did want to continue to work with the school.

The council also discussed the layout of the school and the rooms, perhaps creating a door in the back and parking on the west end of the building. The Drivers License place is still wanting to rent one of the rooms.

Building Permits: Councilman Olson, on behalf of Planning and Zoning, discussed with the Council that they would like to raise the price of the new construction building permits/commercial and doing code supervision of some type with packets to hand out, roof permits were also discussed, and putting a value on what type of permit they are getting. Planning and Zoning will work on a new fee schedule and then present it to the Council.

Eagles: Councilman Olson did state that the tree that was supposed to be placed in the Eagles area is temporarily placed in the cemetery so it doesn't die before they get it placed. They also discussed where to plant the tree if they put a mural on the wall there.

AVI: Town Engineer Jesse Frisbee stated that we are waiting on Wilson Bros. to get their bonds. RUS did concur to award it to them. There will be a pre-construction meeting in the next week or two, but that does not mean they will start right away.

Public Comment: Travis Schriener discussed the tree issue and would like to update the ordinance to include more than just power lines. He also wanted to talk about the community center with Beyond the Bell and asked what the security issues would be like. The Council agreed to discuss this issue further.

Executive session: Councilman DesRosier made a motion to close the regular meeting and go into executive session for personnel and potential litigation at 8:00 p.m., Councilman Olson seconded, and the motion passed unanimously. Councilman DesRosier made a motion to adjourn executive session and go into regular session at 8:38 p.m., Councilman Keele seconded, and the motion passed unanimously.

There being no further business to discuss, Councilman Olson moved to adjourn the Regular Meeting, Councilman Keele seconded, and the motion passed unanimously, and the Regular Meeting was adjourned at 8:39 p.m.

Town of Basin Mayor/CJ Duncan

Deaun Tigner – Town Clerk