

TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, November 9, 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, November 9, 2023 at 7:00 PM. The meeting was called to order at 7:00 PM.

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

Also present were Clerk/Treasurer Deaun Tigner, Dean Eibert, Chief McClure, Kent Richins, Jesse Frisbee, MauRena Scott, Daniel Scott.

Public Comment: Mary Russell is requesting to get an easement from the town to tap into the district water. Mayor Duncan did discuss that she is in the county, but there is not a district water tap available close to her. He also said the town does have some use agreements with the district if there is a town water line closer or with better access, but generally speaking the district water is pretty close to the property. Mrs. Russell is also interested in getting raw water. Councilman Olson discussed talking to the Water District about taps before proceeding further. Councilman DesRosier also agreed.

Department Summary Reports:

Public Works: With Foreman Dellos out of town, Dean Eibert attended the council meeting in his absence. Councilman Hopkin asked Dean how many meters the crew has changed out in a month. According to Dean, it varies, but they've been making an effort to finish a few each week.

Electric Department: Foreman Dahlke's report stated the crew has changed out one bad pole and is working on a second change out, they put up the Christmas lights through town, installed neutral wire, installed covered wire for street light circuits, added transformers to reduce and separate loads, trucks were inspected and switched over customer secondary to upgrade to new socket.

Administration: Clerk Tigner gave an update on the work done by her office over the past month.

Municipal Court: The court report was read to the Council by Clerk Tigner.

Police Department: Chief McClure stated he is headed to Salt Lake to get the new truck. His plan is to decommission the old slick top car. He also reported on ongoing projects for the PD they are working on as well as the Home for the Holidays event.

Legal Council: Kent Richins had nothing to discuss that was not already on the agenda.

Engineer Summary Report: Jesse Frisbee had nothing that was not already on the agenda.

Committees/Commissions/Departments;

Planning & Zoning: No meeting last month.

Recreation District: Mayor Duncan reported on the rec district. For Home for the Holidays, the recreation district is organizing a holiday bazaar. Despite a few weather-related adjustments that week, Trunk or Treat went smoothly. Casey has been reserving the golf simulator and selling some memberships to the gym. Many people have asked Barbara Greene where the recreation office is and whether there will be signs. Mayor Duncan stated that we are working on completing that.

Activities Committee: Preparations for the Home for the Holiday event have been made by the activity committee. The main distinction for this year is that the courthouse will be lit first, followed by the parade.

Building Permits: None at this time.

Chicken Permits: None at this time.

Executive Session: None at this time.

Approve Consent Agenda/Additions/Deletions:

Councilman Olson made a motion to approve the agenda with the addition of delinquent notices to the agenda, Councilman Hopkin seconded, and the motion passed unanimously.

Conduct of Business:

Councilman Hopkin made a motion to approve the minutes from October 12, 2023 and October 26, 2023, Councilman DesRosier seconded, and the motion passed unanimously.

Councilman Godfrey made a motion to approve the vouchers \$275,031.30 + net payroll \$56,924.06 = grand total of \$331,955.36, Councilman DesRosier seconded, and the motion passed unanimously.

Delinquent Notices: There was a conversation about utilities being shut off and residents being on oxygen. Clerk Tigner gave an explanation of the shut-off circumstances and also mentioned that, in an emergency, it would be useful to know what customers are on oxygen.

MOU – Grave Lowering Device: It was decided that the town would not require an MOU with the First Baptist Church in Basin following a discussion regarding the church's grave lowering device. In the event that a grave lowering device was required, the town would instruct the funeral home to get in touch with the First Baptist Church to request access to the lowering device.

Town Rental Properties: The agreement for the town rental properties has been reviewed and approved by MauRena Scott of Healing Touch Massage and Wellness. Town Attorney Kent Richins said he had left paragraph 4 blank so they could list any upgrades they wanted to make that the council had approved of or to list any personal property that belonged to us. She wanted to keep one desk in the office, according to Councilman Olson. They will also be installing and paying for certain drains and plumbing fixtures that they plan to install. Kent Richins gave Mayor Duncan instructions to write in the water fixtures. Councilman Hopkin made a motion to approve both lease agreements, Councilman Godfrey seconded, and the motion passed unanimously.

Culvert Project: Dean Eibert stated that they completed this project in two days. Jesse Frisbee was asked if he had noticed how the water was flowing. According to Councilman Olson, water is rushing out the side toward the boat dock. Councilman Olson wants to make that right. Jesse Frisbee stated he would look into it as well.

In the previous meeting, Kent Richins stated that the Council had asked him to send a letter to a property owner regarding drainage, and he was curious to know if there had been any updates on that. He received a no.

Christmas Holiday: The Council decided to give the Friday before Christmas as well as Christmas Day off because Christmas Eve and Day are typically off days for town employees and fall on a Sunday and Monday this year.

Second Meeting of the Month (November/December): Councilman Olson made a motion to cancel the second meeting in November, Councilman DesRosier seconded, and the motion passed unanimously. Councilman DesRosier made a motion to also cancel the second meeting in December, Councilman Godfrey seconded, and the motion passed unanimously.

As we are discussing the second meeting of the month, Mayor Duncan mentioned that he was curious about the Council's plans for a town hall dinner for the staff. Following discussion, it was decided to host an employee dinner at the Basin City Arts Center on Tuesday, January 9th, at 6 p.m., inviting both employees and their families.

Budget Amendment 11.09.2023: Councilman Hopkin made a motion to accept the budget amendment 11.09.2023, moving electric funds within the electric budget, as well as the rental income, Councilman Olson seconded, and the motion passed unanimously.

Ordinance 708 – Farm Animals (2nd reading): Councilman Godfrey made a motion to approve Ordinance 708 – Farm Animals on the second reading, Councilman DesRosier seconded, and the motion carried unanimously.

Executive Session: Councilman Hopkin made a motion to move into executive session for litigation and personnel, Councilman Olson seconded, and the motion passed unanimously at 8:22 p.m. Councilman Godfrey made a motion to come out of executive session and return to the regular meeting, Councilman DesRosier seconded, and the motion passed at 8:49 p.m. As there was nothing further to discuss, the meeting was adjourned at 8:50 p.m.

Town of Basin Mayor/CJ Duncan

Deaun Tigner – Town Clerk