

TOWN OF BASIN

Regular Council Meeting – Minutes

Thursday, November 11, 2021

Basin City Arts Center 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 Basin City Arts Center in Basin, Wyoming on Thursday, November 11, 2021 at 7:00 PM. The meeting was called to order at 7:00 PM.

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

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

Public Comment: Mayor Duncan took time to thank the Veterans for their service to the county.

Department Summary Report:

Electric: Deaun Tigner reviewed the electric DSR with the Council. Streetlight fuses were replaced, an outage in town with a bad transformer replaced, and trees were scheduled to be removed on the north side of town. Deaun also attended a meeting on WAPA allocations.

Public Works: Steve VanderPloeg reported his DSR with the Council. He reported that they are still working on water breaks, trying to get the Christmas lights up with bucket trucks broken, and he did state that they are shorthanded on the Streets & Alleys crew. Steve also brought up radio read meters. We have had a couple of employees get bit by dogs recently. He suggested that we start working on getting radio read meters soon as it will take a while to receive the meters if we were to order them now. Mike Dellos reported he had talked to a guy that said meters are 42 weeks out if they were to order them now. Town Engineer Jesse Frisbee was asked to work with Mike and Steve to identify the worst meters that need replaced and present it to the Council.

Water Department: Mike Dellos reported his DSR with the Council. The Council asked if he has gotten any results from the sewer. Mike stated that we do really well during the summer, but it starts getting rough in the winter as the water freezes over.

Administrative: Deaun Tigner reviewed the DSR with the Council. The report included working on the interim financing for the sewer project, worked with WyDot on their permitting process, processing new utility service transfers, and attending ARPA classes. Delinquent/Aging Report: (30) days reported as \$1,056.84, (60+) days \$25,188.95.

Municipal Court:

Police Department: Chief McClure reported on this DSR report. He reported that we are still waiting on the grant to come from the state. They had a new radar come in for one of the vehicles but it was the wrong one so they have to send it back. The state will put additional signs coming up on 4th and C street. In talking to the state about the speed limit signs, they have recently completed a study coming from the west side of the town and they are going to adjust the speed limit out there. After doing a study on the school crossing on C street, they have made a decision to take away the crossing as there are not enough people using it for it to be there right now. Chief McClure also reported the 2012 charger went down again.

Committees/Commissions/Departments:

Planning/Zoning: Councilman Olson reported that Ken Fink has resigned from Planning and Zoning and we will need to find more people to join.

Rec District: Mayor Duncan reported that the rec director/pool operator has resigned so they will be advertising and have discussions on whether it was good to have it as one position or dividing it up. The pool still is not holding water. Duane from Montana Oasis came down to look at it. He instructed Mayor Duncan on how to fix it and it is still not working. Town Engineer Jesse Frisbee will look at it. He said the drain portion of it was not part of the project. He will review the scope of work for the contract. The rec district budget is going to be cut \$18-20,000 in lost tax revenue. They are looking for ideas on how to continue to serve the public.

Activities Committee: Linda Weeks updated on the Home for the Holidays coming up in two weeks from Saturday. The committee meets in the next two weeks to make all of the final arrangements. She thanked Steve VanderPloeg for putting up the lights on the streets. The celebration will include a live nativity, grinch, Santa, Mrs., Clause, insert will be in the paper this next Thursday with all of the activities on the back. The town is also looking for volunteers to help set up. In the next couple of weeks we will have a list of what everyone needs to do.

Public Comment: None at this time.

Building/Demolition Permits: None at this time.

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 agenda as presented, Councilman Godfrey seconded, and the motion passed unanimously.

Conduct of Business:

Councilman Godfrey made a motion to approve the special meeting minutes from October 6, 2021, and the regular meeting minutes from October 14, 2021 and October 28, 2021, Councilman Keele seconded, and the motion passed unanimously.

Vouchers: \$170,927.09 + net payroll \$45,254.48 = \$216,181.57. Councilman Keele made a motion to accept vouchers, Councilman DesRosier seconded, and the motion passed unanimously.

Mural: Linda Weeks had presented an idea to put a mural in Basin in the Spring and had talked to a gentleman in town that owns a building we could put a mural on. He said he would do it as long as he saw what the design was on the building. Linda presented some samples of what other towns do. She thinks it would create interest, encourage people to slow down and stay a little bit, and something fun for our small community. She is proposing to do it on the Eagles Building wall. She has an artist that would do a sketch and would propose it to the Town Council, and if they approved, she would look for a grant to do the mural. She is proposing that the town do it via grant and have it completed during spring of 2022. The Council thought it was a great idea but there was a discussion on how long it would take before it would need to be redone. The Council asked Linda to continue to pursue painting murals on both buildings. Councilman Godfrey made a motion for Linda Weeks to pursue the murals, Councilman DesRosier seconded, and the motion passed unanimously.

North Haven Subdivision: Steve VanderPloeg had brought it to the Mayors attention that the manholes were really low in the subdivision and Mayor Duncan discussed the issue with Town Engineer Jesse Frisbee. Jesse Frisbee looked at it just before the meeting tonight. He thought it looked like everything on the alley was supposed to be graded to the North and there was about a 2-foot drop on the edge of that. What was originally discussed in the meeting with the owner was to put 6 inches of road base on and grade it out. He did not think that would be possible now unless we could raise the electrical boxes. He will look at how to regrade it to make it work now. There are electrical boxes that still need to be buried, but

stuff to the south of the parking lot is concerning. Jesse Frisbee thinks that the town should be partially responsible to fix it but the Lamax subdivision should have had the grade set on the alley before Family Dollar should have been there. The town has paid out of pocket to put electricity to the old dentist office, to the coffee shop, Schlagel's and now the Family Dollar. Town Engineer Jesse Frisbee agreed that the town should be refunded for the money for the electric. Jesse Frisbee will double check his documents to see if there is an agreement stating one way or another on the subdivision that the developers will pay for the electricity. Councilman Olson thought that we should make an arrangement to pay for part of the power for the Family Dollar as the area was supposed to be residential to begin with and the power would have had to be replaced to be commercial.

Policy/Procedures Manual: We will keep it on our agenda so we can start working towards completing policy/procedure manuals.

South Big Horn County Conservation District: Councilman DesRosier and Keele were asked to work with Clerk Tigner to pick trees out for the coming year with a \$350.00 budget.

ARPA Funding: The Council asked Mike Dellos to find out what sizes of meters we have and how many we would need. Mike Dellos will contact Ferguson and have them give a bid. Northwest Pipe was suggested by Steve VanderPloeg.

Community Center/Town Offices: The Council discussed the community center and town offices. There was a brief discussion on things that would need to be changed including hiring a local locksmith to change the locks once we receive the building, making decisions on ordering furniture for the office and the council chambers, redoing the flooring or repainting the walls. The Council decided to schedule a work session for Friday the 19th at 6 p.m. to continue this discussion.

Eagles: Heath Overfield discussed that the Wyoming Business Council has extended the deadline to complete construction until next June. Heath went through our contract with TNT on demolition to see what we had left. He would like the Council to consider issuing the certificate of substantial completion. There are two items that still need to be completed. One was an issue with sealing the two walls. TNT proposed that they pull the metal off and put an asphalt sealant on there. He plans to do it Monday as it has to be over 50 degrees. The other issue is he needs a couple of more certified payrolls from TNT from the week that they put the metal on and the week that they put the asphalt on to satisfy our grant requirements. If the Council approves the certificate tonight they will get the ad run in the paper for 41 days to be approved for payment on December 9. Councilman Desrosier made a motion to approve the certificate of substantial completion, Councilman Keele seconded, and the motion passed unanimously.

AVI: Town Engineer Jesse Frisbee stated the agreement was signed effective November 10th. He has a tentative start date from Wilson Bros beginning the week after Thanksgiving if they can get their materials by then.

Public Comments: None at this time.

Executive session: Councilman Godfrey made a motion to go into executive session at 8:07, Councilman Keele seconded, and the motion passed unanimously.

Councilman Olson made a motion to adjourn executive session and go into regular session at 9:00 p.m., Councilman DesRosier seconded, and the motion passed unanimously.

There being no further business to discuss, Councilman Godfrey moved to adjourn the Regular Meeting, Councilman Keele seconded, and the motion passed unanimously, and the Regular Meeting was adjourned at 9:01 p.m.

Town of Basin Mayor/CJ Duncan

Deaun Tigner – Town Clerk