

TOWN OF BASIN

Council Meeting – Regular Minutes

Thursday, March 12, 2020

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 in the Basin City Arts Center in Basin, Wyoming on Thursday, March 12, 2020 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 Joseph Keele.
Absent: Stuart DesRosier.

Also present were Clerk/Treasurer Deaun Tigner, Deputy Clerk Tracy Harper, Public Works Steve VanderPloeg, Electric Department Stacey Leshar, Chief of Police Chris Kampbell, Water Department Mike Dellos, Town Attorney Kent Richins, Town Engineer Jesse Frisbee, Dorothy Kouba, Laurie Morstad, Charlie Weeks, Linda Weeks, John Hallcroft, and Barbara Greene.

Department Head Reports:

Public Works: Steve VanderPloeg reviewed his DSR with the Council.

Electric Utility: Stacey Leshar reviewed his DSR with the Council.

Water Department: Mike Dellos reviewed his DSR with the Council.

Administrative: Deaun Tigner reviewed her DSR with the Council.

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

Police Department: Chief Chris Kampbell reviewed his DSR with the council.

Employee Evaluations/Inventory: Reminder that employee evaluations and inventory will be due April 1, 2020.

Committees/Commissions/Departments:

Planning & Zoning: Charlie Weeks stated Planning and Zoning is ready to review title 11, after they are done reviewing title 11, they will give it to the Council for review.

Activities Committee: Tammy Keele spoke on the Arbor Day/Basin Town Clean-up. They have two new letters of interest for the committee. Arbor Day/Town Clean-up is planned to be April 25, 2020. They have contacted Roadrunner Sanitation to have 3 roll off dumpsters (2 for debris, 1 for recycling). They are planning on having hot dogs/chips for the meal. They are asking for a town account so that they can purchase supplies locally in the town. They have contacted

Arbor Day about getting trees. They do not give them away for free anymore. The cost is about \$69.00 for 50 trees. They also need more volunteers. They are planning on meeting on Tuesdays at 6:30 p.m. at Town Hall. Mayor Duncan read a letter of interest from Charlie Weeks and Linda Weeks to serve on the Committee. Councilman Keele made a motion to accept Linda Weeks and Charlie Weeks on the Arbor Day/Town Clean-up, Councilman Olson seconded the motion, and the motion was passed unanimously. Mayor Duncan and Councilman DesRosier will attend those meetings as well.

Public Comments: None requested.

Building Permits: Leonard & Sara Nelson (606 Hart) – Perimeter fence. Councilman Godfrey made a motion to approve the building permit, Councilman Olson seconded, and the motion carried unanimously.

Executive Session: None requested.

Consent Agenda: The Consent Agenda was reviewed by all present Council members. Councilman Olson made a motion to accept the agenda as currently printed, Councilman Godfrey seconded, and the motion was passed unanimously.

Conduct of Business:

Minutes from the Regular Meeting on February 25, 2020, were moved to record upon a motion from Councilman Godfrey, seconded by Councilman Keele, and the motion passed unanimously.

Vouchers \$182,741.62 + Payroll Net \$42,220.52 = GT \$224,962.14. Councilman Keele made a motion to accept the vouchers including payroll, Councilman Godfrey seconded, and the motion passed unanimously.

Delinquent/Aging: 30 Days \$2,858.70, 60 Days \$21,839.39 as of March 12, 2020: The 30 days did go up \$600.94, but we did add raw water to the utility bills. If we were to subtract the raw water, we would be down about \$500. The over 60 days is up with quite a few of them being uncollectable.

Dorothy Kouba – Blue Cross Blue Shield Insurance Renewal Packet: Dorothy Kouba presented the insurance renewal packet with the council. She also discussed that if anyone would like to change their plan they can do that during the month of May.

Ignite the Basin – 24 Hour Beverage Permit/Special Events Permit: Councilman Godfrey made a motion to approve the permits, Councilman Olson seconded, and the motion was passed unanimously.

Grant Writer: Councilman Godfrey made a motion to hire the Grant Factor to help/review the Eagles Grant and to look into the paperwork we have, Councilman Keele seconded, and the motion passed unanimously.

Mayors Comments/Curb & Gutter: Mayor Duncan spoke about curb and gutter. The Town has received a lot of comments about the mud in town. The only way to fix it is curb and gutter.

Trees: The South Big Horn County Conservation District has trees that we can order. The Activity Committee will take care of ordering the trees.

Town Boundary Adjustment: There was a discussion of changing the town boundary and de-annexation a portion of it; the new town boundary would follow the west side of the river. The Town would have to talk with the people who own the property that it would affect. Town Engineer Jesse Frisbee will look at the legal description and talk about it further at the next meeting in April.

Part-Time Summer Help: The Town would like to hire two people for part-time summer help.

Budget Meeting: The Town will start talking about the budget at the work session in March.

Dog Kennel: Town Engineer Jesse Frisbee is continuing to work on the dog kennel, adding to the budget for the next year around \$20,000 to \$25,000 for a dog kennel.

AVI – Sewer Lagoon Project: Nothing new on the AVI. Town Attorney Kent Richins is working on the contract with AVI.

Eagles – Environmental Review/Use: The Council will look over the contract from the Wyoming Business Council. The Grant Factor will also review the documents we have for the Eagles and the contract with the Wyoming Business Council.

Budget Amendment Resolution 3-12-2020: Councilman Olson made a motion to approve the budget amendment resolution 3-12-2020 to pay for loader repairs, Councilman Keele seconded, and the motion passed unanimously.

Resolution 2020-1: Councilman Godfrey made a motion to accept Resolution 2020-1, Councilman Olson seconded, and the motion was passed unanimously.

Executive Session: Councilman Olson made a motion to go out of the regular meeting and move into executive session for personnel reasons at 8:00 p.m., Councilman Godfrey seconded, and the motion was passed unanimously. Councilman Olson made a motion to adjourn executive session and return to the regular meeting at 8:43, Councilman Godfrey seconded, and the motion was passed unanimously.

There being no further business to discuss, Councilman Olson moved to adjourn the Regular Meeting, Councilman Keele seconded, motion passed unanimously, and the Regular Meeting was adjourned at 8:50 p.m.

Town of Basin Mayor/CJ Duncan

Town of Basin Clerk/Treasurer – Deaun Tigner