

TOWN OF BASIN

Council Meeting – Regular Minutes

Thursday, September 10, 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 at the Basin City Arts Center in Basin, Wyoming on Thursday, September 10, 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, Joseph Keele, and Stuart DesRosier.

Also present were Clerk/Treasurer Deaun Tigner, Public Works Steve VanderPloeg, Electric Department Stacey Leshner, Chief of Police Chris Kampbell, Water Department Mike Dellos, Town Attorney Kent Richins, Town Engineer Jesse Frisbee, Timothy Graham, Candice Whitt, John Hallcroft, and Barbara Greene.

Department Head Reports:

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

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

Water Department: Mike Dellos submitted 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. Chief Kampbell also discussed a couple of ordinances in years past that should have been updated, the wording changed for public drunkenness that is supposed to say public intoxication, and there should be an ordinance for drug paraphernalia. Chief Kampbell is working with Town Attorney Kent Richins on this issue.

Committees/Commissions/Departments:

Planning and Zoning: Councilman Olson reported on what is going on with Planning and Zoning. They are looking at the variance and trying to make the variances a little more self- explanatory because that seems to be an issue with people not understanding them. They will start looking at chapter 8 and chapter

9. The Council reviewed the Planning and Zoning draft minutes. Roger Follett resigned. P & Z will go through the bylaws again and discuss them, one of the issues they are having is being able to call in during meetings.

Rec District: Mayor Duncan reported on the Rec District. They wrapped up the recreation activities for the youth slightly before school started. Everything went well for the year. Still planning on opening the pool next spring if all goes well with that. Councilman Godfrey relayed that he has gotten several comments on the baseball field and how good it looks.

Activity Committee: Councilman Keele stated they are hoping next month to start the meetings and hoping there will be less restrictions by the time the parade for Home for the Holidays comes. They would like to make it better than it has been in the last couple of years. Councilman Keele will have some dates set to hold the meetings for Home for the Holidays by the next council meeting.

Public Comments: Ann Sweeney – 320 Holdrege: Ann Sweeney is having some difficulty with the property across from the rodeo grounds. Town Attorney Kent Richins suggested going to the courthouse to find the title on who owns the house and then go from there. She also asked about the trailer next door to the property she was discussing. She has someone who would like to gut the trailer out and start over. Ann Sweeney was informed that she would need a building permit, Public Works Steve VanderPloeg would do an initial review, then it would have to go through Planning and Zoning so they could review it, probably put conditions on it., etc., condition that the chassis be inspected and that it would be able to support a weight that is safe. Chief Kampbell will do a civil standby with Ann Sweeney on that trailer.

Building Permits: No building permits.

Executive Session: None requested at this time.

Approve Consent Agenda/Additions/Deletions: No changes. Councilman Olson made a motion to accept the agenda, Councilman Godfrey seconded, and the motion was passed unanimously.

Conduct of Business:

Minutes from the Special Meeting, August 27, 2020: Councilman DesRosier made a motion to approve the minutes, Councilman Olson seconded, and the motion was approved unanimously.

Vouchers: Councilman Godfrey made a motion to approve the vouchers and payroll, Councilman Keele seconded, and the motion carried unanimously.

Delinquent/Aging Report: The reason the delinquent report has gone up is because we were not shutting anyone off due to active cases of coronavirus COVID-19 in the county. Starting October 1, 2020, we will resume shutting off utilities for nonpayment.

Basin Area Chamber of Commerce: Barbara Greene spoke to the Council about nominating communities that could benefit from a grant to redo their downtown. Basin was one of the areas that was chosen for this.

24-Hour Alcoholic Beverage Sales Permit/Special Events Permit – Big Horn Circuit Rodeo Banquet at the Big Horn County Fairgrounds: Councilman Godfrey made a motion to approve the 24-hour alcoholic beverage sales permit and special events permit, Councilman Olson seconded, and the motion passed unanimously.

Swimming Pool Bid: Town Engineer Jesse Frisbee put together the bid with the specs and gave it to the Council. He would like to get it in the paper next week. There will be a pre-bid conference at the Town Hall on September 24, 2020, on October 1, 2020 the Council will open the bids at the Town Hall at 5 p.m. The notice to bidders will go in the newspaper on the September 17, 2020 and September 24, 2020. Town Engineer Jesse Frisbee discussed that we could either give them 90 days of contract time and have a winter shut down, they can do the stainless steel gutter system this fall, but the PVC lining and membrane has to be in the spring, or we can just say they have to have it done by the third week of May.

SRO Agreement: The school district lawyer has been reviewing the agreement that we had given to the school, had some concerns, and is writing their version of the agreement.

Chipping Service: Councilman DesRosier stated that he thought the services should be continued for inclement weather and also we should charge for it. Mayor Duncan also discussed the equipment that we use is fairly old, a 1980 1-ton dodge that is wore out and the chipper is wearing out as well. If we are going to continue this service we will have to get compensation for it. The equipment is useful for the town to have to clean up our own parks, around power lines, etc. If we set up a fee schedule we would need to think about repairs of equipment or new equipment, a line item to replace chipper, etc. Councilman Olson discussed that about 90% of our town should be able to clean up their own tree limbs, but there is about 10% of the town cannot. He suggested some sort of criteria of who is eligible for the help and if they are not eligible for help there should be a fee schedule. Councilman Keele made a motion to continue not providing the service, when called for vote, the motion failed due to no second.

Councilman Godfrey made a motion to set up a chipping fee and that anyone in town that requests chipping do it through a work order and that is the only work that will be done off the work order, the homeowner pays for what he gets chipped, and that we continue to advertise that we do have a place for people to haul their own, Councilman DesRosier seconded, and the motion passed unanimously.

There was an additional discussion of wood chipping, how it would affect the residents of the town, how to charge, if there needed to be a minimum, how to bill it out., and how it would affect local chipping businesses, etc. Councilman Godfrey made a motion to table this until the next meeting, Councilman Olson seconded, and the motion passed unanimously.

AVI: Town Engineer Jesse Frisbee stated that AVI contacted him yesterday, they are still exploring pipe bursting and working with WYDOT to get a plan for detours, etc.,

Eagles – Contract with Engineering Associates: Town Attorney Kent Richins said that the short form that was emailed over today is approved by him. Mayor Duncan will sign the short form and get it back to Heath Overfield.

Surplus Equipment: There was a continued discussion on where the town could list the street sweeper in different locations/online sites. Chris Kampbell stated the school is going to have an auction pretty soon and maybe we could also piggyback with them. Councilman Olson made a motion to postpone the auction dates, Councilman Keele seconded, and the motion carried unanimously. Councilman Keele made a motion to list the street sweeper to a public surplus site for auction, Councilman Godfrey seconded, and the motion passed unanimously. Councilman Keele will help Clerk Tigner get the street sweeper online. The rest of the items will wait until we get a bigger list of equipment.

The Town was approached by the Fire Department, Bill Phillips, if we could donate any of our decommissioned poles to use for a flagpole for the Fire Department. Councilman Keele made a motion to approve a decommissioned pole to use for a flagpole for the fire department, Councilman Olson seconded, and the motion passed unanimously.

Ordinance 684 - Cemetery Fees (2nd reading): Councilman Godfrey made a motion to pass ordinance 684 on the second reading, Councilman DesRosier seconded, and the motion passed unanimously.

Title 11 – Planning and Zoning: Councilman Olson made a motion to proceed with a public hearing on September 24, 2020 at 6:30 p.m. at the Town Hall, Councilman Godfrey seconded, and the motion carried unanimously.

Executive Session: Councilman Godfrey made a motion to move out of regular session and go into executive session at 8:35 p.m., Councilman Olson seconded, and the motion passed unanimously.

Councilman Olson made a motion to go out of executive session at 8:49 p.m., Councilman Godfrey seconded, and the motion passed unanimously. Councilman Keele made a motion to adjourn the regular meeting at 8:51, Councilman Godfrey seconded, and the motion passed unanimously.

There being no further business to discuss, the Regular Meeting was adjourned at 8:52 p.m.

Town of Basin Mayor/CJ Duncan

Deaun Tigner – Town Clerk