

TOWN OF BASIN
Council Meeting – Regular Minutes
Thursday, January 10, 2019
Basin City Arts Center at 7:00 PM

Call to Order Regular Session
Pledge of Allegiance

A Regular Meeting of Town of Basin Council was held in the Basin City Arts Center in Basin, Wyoming on Thursday, January 10, 2019 at 7:00 PM. The meeting was called to order at 7:00 PM.

CJ Duncan was sworn into office by Kent Richins as the new Mayor of the Town of Basin.

Brent Godfrey and Joseph Keele were both sworn into office by Kent Richins as Councilmen.

Mayor CJ Duncan recommended Stuart DesRosier to fill his seat left as a Councilman. A motion was made by Brent Godfrey. Carl Olson seconded. Stuart DesRosier was sworn into office as a Councilman.

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

Also present were Clerk/Treasurer Charlene Anderson, Deputy Clerk/Court Clerk Deaun Tigner, Water Department Mike Dellos, Public Works Ben Coy, Electric/Utility Stacey Leshner, Chief of Police Chris Kampbell, SRO Greg Noel, Town Attorney Kent Richins, Town Engineer Sherman Allred, Jesse Frisbee, Dondee Duncan, Porter Duncan, Bill Duncan, Eileen Duncan, Cash Duncan, Haden Duncan, Desiree Hawkins, Phyllis Clark, Gabe Wright, Trenton Wright, Kenneth Wright, Robin DeMaio, Bryan Williams, Barbara Anne Greene, Dale Ruppert, Linda Osmond, Laurie D. Morstad, Roger Follett, Regina Ridgway, John Bubla, John Hallcroft, Timmy P. Kennedy, Linda Weeks, Charlie Weeks, Bill Teppert, Anita Eibert, Dean Eibert, Linda Harp, and Carmen Olson.

The Consent Agenda was reviewed by all present Council members.

Public Comments: Dale Ruppert asked why the Town of Basin picked a councilperson that didn't run in the Election. He was informed that we do not have an ordinance stating that the Town of Basin was required to and that the Town of Basin had multiple people that had put in letters of interest. Robin DeMaio was concerned about the same.

Bryan Williams and Robin DeMaio discussed a problem they were having with water damage on 4th street where it was backing up into their property. Mayor CJ Duncan stated that they will take it under advisement and will discuss it later.

Department Head Reports:

Electric Utility: Stacey Leshar reviewed his submitted Department Summary Report with the Council.
Water Department: Mike Dellos reviewed his submitted Department Summary Report with the council.
Public Works: Ben Coy reviewed his submitted Department Summary Report with the council.
Administrative: Charlene Anderson reviewed her submitted Department Summary Report with the council.
Municipal Court/Mount View Cemetery: Deaun Tigner reviewed her submitted Department Summary Report with the council.
Police Department: Chris Kampbell reviewed his submitted Department Summary Report with the council.

Committees/Commissions/Departments: The Planning and Zoning Commission presented the December 27, 2018 meeting minutes. Roger Follett discussed Planning and Zoning, wanting the community to be aware that they have some changes coming up that they will be recommending to the Town Council. Roger Follett also wants the public know that they can attend the meetings. They are looking for more people on their board and to please send a letter of interest to the Town of Basin. They do not have a legal quorum if everybody does not come and have 2 openings on the board.

Building Permits: Carl Olson moved to approve the building permit for Carlos Garay to put a Storage Shed on his property. Brent Godfrey seconded the motion, motion carried.

Executive Session: CJ Duncan requested an Executive Session pertaining to litigation at 7:26 p.m. Carl Olson motioned to go into executive session at 7:26 p.m. to discuss litigation, Brent Godfrey seconded, and the Council convened in executive session. Brent Godfrey made a motion to end Executive Session ended at 7:40 p.m., Carl Olson seconded, and it passed unanimously.

Mayor CJ Duncan stated that the ongoing embezzlement case trial date is set for early March of 2019.

Conduct of Business:

Minutes from the Regular Meeting on December 8, 2018, and Special Minutes on December 26, 2018, were moved to record upon a motion from Brent Godfrey, seconded by Carl Olson, and passed unanimously.

Appointments: Steve VanderPloeg was appointed as the Public Works Director. Mike Dellos was appointed as the Water/Wastewater Foreman. Steve VanderPloeg was appointed as the Building Inspector. Steve VanderPloeg was appointed as the Plumbing Inspector. Steve VanderPloeg was appointed as the Zoning Compliance Officer. Stacey Leshar was appointed as the Electric Utility Foreman. Chris Kampbell was appointed as the Law Enforcement Department Head. Chris Kampbell was appointed as the Emergency Management Coordinator. TJ VanderPloeg was appointed as the Noxious Weed Compliance Officer. Charlene Anderson was appointed as the Clerk/Treasurer. Deaun Tigner was appointed as the Deputy Clerk. Denise Lynch was appointed as the clerk. Kent A. Richins was appointed as the Town Attorney. Sherman Allred was appointed as the Town Engineer. Georgia

Antley Hunt was appointed as the Municipal Judge. Del Atwood was appointed as the Mount View Cemetery Sexton. Roger Folett, Ken Lynch, Ken Fink, and JD Brisco were appointed on the Planning and Zoning Commission. Councilman Joseph Keele was appointed as the Town Representative for the Planning and Zoning Commission. Stuart DesRosier made a motion, Carl Olson seconded, passed unanimously.

Security State Bank Depository: Brent Godfrey made a motion, Carl Olson seconded, passed unanimously.

Vouchers: \$434,843.46 + Payroll Net \$38,998.35 = GT \$473,841.81. Carl Olson made a motion to approve the vouchers and payroll and Joseph Keele seconded, motion passed unanimously.

Delinquent/Aging Utility Accounts: The Council reviewed the Delinquent/Aging Utility accounts. Charlene Anderson will send out notices so that in March the Town of Basin can shut them off. Brent Godfrey made a motion, Carl Olson seconded, motion passed unanimously.

Basin Meeting Room Use Agreement: Barbara Anne Greene of the Chamber of Commerce signed the agreement. She stated that she has been looking for insurance and will provide the town with the insurance agreement as soon as she gets it. Carl Olson moved to accept the agreement, Brent Godfrey seconded, motion passed unanimously.

Washington Park Lease: A further discussion is needed to decide what issues the Town of Basin is willing to address. Town Attorney Kent Richins will draft a letter to the County addressing our concerns. Carl Olson made a motion, Stuart DesRosier seconded, motion carried unanimously.

Eagles: No action needs to be taken at the moment. We will have asbestos removal and testing. Kent will file a lien and will hold the lien until the demotion is done.

Save the Gym: Linda Harp offered to help. She will not be able to make the meetings, but will keep in touch.

WAM Winter Conference: Councilman Joseph Keele stated he might be able to attend the meeting from February 20-22, 2019.

Dog Pound: Will be discussing this issue further to see if we can find different avenues to keep the money in Basin. Currently we are taking the dogs to Greybull or Powell.

Indigent Graves: Discussed an area of the Mount View Cemetery dedicated to indigent burials. Donate graves with vetting process to make sure they are truly indigent. Mr. Atwood, Big Horn County Coroner, is asking the Town of Basin if they will donate a grave and the opening and closing. Brent Godfrey made a motion, Carl Olson seconded, motion passed unanimously.

Town Cleanup: Mayor CJ Duncan would like to see the town have a cleanup day where the town provides cleanup where the bigger items that most people cannot take care of are taken out by the Town of Basin. Suggestions included doing it on Arbor Day and also having a Springtime Traditional BBQ as a community after it was done. Motion to form committee and appoint planners. Councilmen Stuart DesRosier and Joseph Keele said they could help. Community Members Charles and Linda Weeks, Barbara Anne Greene, and Kelsey Osmond also offered to help. Brent Godfrey made a motion, Carl Olson seconded, motion passed unanimously.

Trees: Any time it comes to property and trees, it needs to come to the town first. Trees are the responsibility of the landowner. We will be sending a letter stating the town ordinance. Brent Godfrey motioned, Carl Olson seconded, motion passed unanimously. Brent Godfrey amended motion to make it a 10-day reply, Carl Olson seconded, motion passed unanimously.

The Council recommended that we use the Basin City Arts Center for all council meetings going forward. Joseph Keele motioned, Carl Olson seconded, motion passed.

Brent Godfrey made a motion to approve the 2nd reading of Ordinance 666 Water Tap Fees, Carl Olson seconded, and the motion carried with a unanimous vote.

There being no further business to discuss, Brent Godfrey made a motion, Carl Olson seconded the motion to adjourn the meeting, which passed unanimously at 8:39 p.m.

Town of Basin Mayor/CJ Duncan

Town of Basin Clerk/Treasurer - Charlene Anderson