

TOWN OF BASIN

Council Meeting – Special Meeting Minutes

Thursday, October 24, 2019

Basin City Arts Center at 7:00 PM

Call to Order Special Meeting

Pledge of Allegiance

A Special Meeting of the Town of Basin Council was held at the Town Hall in Basin, Wyoming on Thursday, October 24, 2019 at 7:00 PM. The meeting was called to order at 7:00 PM.

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

Also present were Clerk/Treasurer Deaun Tigner, Deputy Clerk Tracy Harper, Chief of Police Chris Kampbell, Town Engineer Jesse Frisbee, Laurie Morstad, Barbara Greene, John Hallcroft, Aileen Schriener, Juanita Dellos, and Kay Mowery.

Approve Agenda/Additions/Deletions: Carol Olson moved to accept the agenda, Stuart DesRosier seconded, and the motion passed unanimously.

American Legion Auxiliary – Proclamation to proclaim National Poppy Day on November 7, 2019: Stuart DesRosier made a motion to accept American Legion Auxiliary proclamation to declare National Poppy day on November 7, 2019, Joseph Keele seconded, and the motion passed unanimously.

Employee Handbook – FMLA & Wyoming Retirement: The Employee Handbook was reviewed, and changes were made. Final review of changes will occur at the first Regular Meeting on November 14, 2019.

School: We will schedule a work session at the school on October 30, 2019 at 5 p.m. to do a walk through and discuss options for future plans of the building.

Dog Catcher/Kennel: Jesse Frisbee discussed dog kennel guidelines, all animals shall be protected from abuse, neglect and abandonment, and shall be provided with a safe and healthy environment with proper food, water and shelter from extreme weather. All animals shall have access to shelter that is dry and clear of any waste or hazardous material. Minimum size 4' wide x 10' long, but 4' x 12' would be better. This could be split between outside space and inside space. Shelter & shade from hot summer or cold winter days. He presented different options for the kennels. Jesse Frisbee will get the cost and present it to the Council at the next meeting.

Jack Naumann – Raw Water/Troy Ibarra – Ditch Water: Jesse Frisbee discussed the estimate for the raw water extension for Jack Naumann and Troy Ibarra. Jesse will talk to Troy Ibarra about an easement first and then will put together some plans/specs/bid packet. Carl Olson made a motion to move forward with the raw water extension pending approval of easements and tap sizes so we know what we are looking at, Stuart DesRosier seconded, and the motion passed unanimously.

Eagles Review: No update on the Eagles review. We are still waiting for the historical contamination review.

Office Hours: The Town of Basin will change the front office hours to be open from 7 a.m. to 5 p.m. Monday through Friday.

Mount View Cemetery: The Town of Basin's current ordinance says that all opening/closing of graves and all interments/disinterments or removals shall be made by the Town of Basin. Carl Olson made a motion to change the

ordinance to say that we will open/close only, no interments or disinterments on both cremains and full burial, Stuart DesRosier seconded, and the motion passed unanimously.

Second Meeting in November Date: The second meeting in November will be scheduled for November 26, 2019, at 7 p.m. at the Town Hall.

Ordinance 675 – Prorate of Utilities (2nd reading): Stuart DesRosier made a motion to accept the second reading of ordinance 675, Carl Olson seconded, and the motion passed unanimously.

Ordinance 676 – Liquor Licenses (3rd Reading): Carl Olson made a motion to accept Ordinance 676 in the third and final reading, Joseph Keele seconded, and the motion was passed unanimously.

Ordinance 677 – Haul Water (1st Reading): Joseph Keele made a motion to accept Ordinance 677 on the first reading, Stuart DesRosier seconded, and the motion was passed on the first reading.

Executive Session: Carl Olson made a motion to go into executive session for potential litigation at 8:00 p.m., Stuart DesRosier seconded, and the Council convened into executive session. Carl Olson made a motion to adjourn executive session, Joseph Keele seconded the motion at 8:24 p.m., motion carried with a unanimous vote. The Special Meeting reconvened at 8:25 p.m.

Employee Handbook – Probationary Period: There was a discussion on including Probationary Period in the Employee Handbook. A probationary statement will be added to the handbook for review. Full Time employment begins at the end of your 90-day probation period. Employees will not accrue sick/vacation time until after their 90-day probationary period and will not receive Holiday Pay.

There being no further business to discuss, Carl Olson moved to adjourn the Special Meeting, Stuart DesRosier seconded, motion passed unanimously, and the Special Meeting was adjourned at 8:49 p.m.

Town of Basin Mayor/CJ Duncan

Town of Basin Clerk/Treasurer – Deaun Tigner