

## **TOWN OF BASIN**

Council Meeting – Special Minutes

Tuesday, November 26, 2019

Town Hall at 7:00 PM

Call to Order Regular Session

Pledge of Allegiance

A Special Meeting of the Town of Basin Council was held at the Town Hall in Basin, Wyoming on Tuesday, November 26, 2019 at 7:00 PM. The meeting was called to order at 7:00 PM.

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

Also present were Clerk/Treasurer Deaun Tigner, Town Attorney Kent Richins, Town Engineer Jesse Frisbee, Laurie Morstad, Roger Follett, Travis Schriener, and John Hallcroft.

Building Permits: Vaughn Kestner: 916 S 6<sup>th</sup> – Modular House. Councilman Stuart DesRosier made a motion to accept this building permit, Carl Olson seconded, and the motion passed unanimously.

Holiday Party: The Mayor and Council discussed a holiday party for the employees provided by the Mayor and Council to show their appreciation for the employees.

Landlords on Utilities: Town Attorney Kent Richins was directed to write an ordinance by the Mayor and Council that states that the owner of the real property is ultimately responsible for the utility bill if tenant/renter fails to pay.

Eagles Building: Mayor Duncan had talked with Heath Overfield over the week. We are still waiting on the Historical Environmental Review.

Dog Kennel: Town Engineer Jesse Frisbee provided an estimate for the dog kennel. Jesse Frisbee will draw up plans and then will get bids.

Raw Water/Troy Ibarra: The easement was sent to Troy Ibarra to review and sign. Town Engineer Jesse Frisbee is working on getting bids.

Purple Sign: The Town crew cleaned the vacant area up where the purple sign is on the north end of town. There was an idea to turn it into a park area. Jesse Frisbee provided the lease agreement if the town wanted to pursue this. The railroad owns the entire block. Councilman Stuart DesRoier stated that we needed to hold off on deciding on this at the moment and come back to it later.

The purple sign used to advertise things you can do in Basin. A few years ago, an artist came through town and the Chamber paid the artist to paint the sign. The Highway Department, the Town of Basin, and the Railroad do not own the sign. The Highway Department has said that as long as it does not advertise specifically for a business then they would not charge for the permit fee. There were multiple ideas about what to do with the sign. Mayor Duncan will continue to explore the options and bring back some prices and have a discussion with the council.

Search & Rescue Variance: Carl Olson made a motion to accept the recommendation for the variance request to waive the 5' setback from the alley on the property located at 208 S 5<sup>th</sup> Street (Lots 7, 8, 9, and 10, Block 44). All other setbacks will remain the same. Stuart DesRosier seconded, and the motion passed unanimously.

Employee Handbook: Councilman Carl Olson made a motion to adopt the employee handbook with the changes made over the last few months, Stuart DesRosier seconded, and the motion passed unanimously.

Emergency Management Plan: Appointments will be made in January.

Food truck ordinance: Town Attorney Kent Richins was asked to draw up an ordinance with the first reading in January.

Rocky Mountain Recovery (Collections): The council reviewed information from Rocky Mountain Recovery. This was used as an example of a business the Town could use for collections. There will be a work session planned for January 23, 2020 to go over debt and decide what collection agency the Town would like to go through.

Matrix: Councilman Carl Olson requested to have a work session on December 5, 2019 at 7 p.m. to look at the matrix.

Mount View Cemetery – Review Amended Plat SP5A: Town Attorney Kent Richins will put together a resolution to accept indigent graves in block S.

Ordinance 677 – 3<sup>rd</sup> reading Haul Water: The Council directed Town Attorney Kent Richins to revise the ordinance to state that there would be a minimum of \$10.00 per 1000 gallons. If the use is anything over 1000 gallons it would be 10.00 plus the prorated amount. There will not be a minimum amount charged with no usage. Kent will revise the ordinance for the next meeting.

Ordinance 678 – 2<sup>nd</sup> reading Mount View Cemetery: Carl Olson made a motion to amend the ordinance, Stuart DesRosier seconded, and the motion passed unanimously. Stuart DesRosier made a motion to accept the second reading with the amendments to the ordinance, Carl Olson seconded, and the motion passed unanimously.

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 8:25 p.m.

---

Town of Basin Mayor/CJ Duncan

---

Town of Basin Clerk/Treasurer – Deaun Tigner