

TOWN OF BASIN

Council Meeting – Regular Minutes

Thursday, November 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 at the Basin City Arts Center in Basin, Wyoming on Thursday, November 12, 2020 at 7:00 PM. The meeting was called to order at 7:00 PM.

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

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.

Mayor Duncan congratulated Council Members Stuart DesRosier and Carl Olson for being re-elected and is excited to continue working with them.

Department Head Reports:

Public Works: Steve VanderPloeg did not attend the meeting but submitted his DSR to the Council.

Electric Utility: Stacey Leshner 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. There will be a Rocky Mountain Food Bank drop at the Fairgrounds starting around 7 pm on Saturday. Bodycams are an issue right now and they will have to start swapping them out and getting new ones. The cost is about \$500-600 apiece and they will need three of them.

Committees/Commissions/Departments:

Planning and Zoning: Chairman Weeks read a letter to the Mayor and Council regarding a building permit to revise a mobile home and move it in the same area in the mobile home park.

Rec District: Mayor Duncan stated the Rec District is continuing to raise money for the swimming pool restoration and that the community, school staff and students have all pulled together to raise money and it is amazing to see.

Activity Committee: Home for the Holidays: Tammy Keele discussed Home for the Holidays, everything is on track and is going well. We do need to get some more parade entries for this year. The live nativity has a couple of donkeys, sheep. The committee is excited about the event getting closer and would like to spread the word to let people know it is Saturday the 28th at 6 o'clock.

Public Comments: There were no public comments.

Building Permits:

Charlie & Linda Weeks – 813 South 6th Street: External Fence.

John & Peggy Suiter – 703 Big Horn Ave W.: Pouring concrete garage floor & adding garage door.

Karen Hinman – 511 South 8th Street: Chain link fence.

Big Horn County School District #4: 12th street east to tie into current sidewalk that runs in front of the old Riverside High School. Continue sidewalk up from the old Riverside High School along the south side of “B” street to 12th street.

Councilman DesRosier made a motion to approve all the building permits, Councilman Olson seconded, and the motion passed unanimously.

Executive Session: None requested at this time.

Approve Consent Agenda/Additions/Deletions: Councilman Olson made a motion to add a new contest in town to where F is on the agenda, Councilman Keele seconded, and the motion passed unanimously.

Conduct of Business:

Councilman Olson made a motion to accept the minutes from both meetings last month, Councilman DesRosier seconded, and the motion was approved unanimously.

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

Delinquent/Aging Report: Town Clerk Deaun Tigner went over the delinquent/aging report. The over 30 days dropped down \$1,516.01, with the over 60 days going up \$1,308.49. The office is continuing to send out shut off notices and do have some uncollectable debt to discuss later in the meeting.

Eagles: Heath Overfield provided a memo for the Mayor and Council. Councilman DesRosier read the memo in the meeting and gave a brief summary over the last couple of weeks.

AVI: Town Engineer Jesse Frisbee contacted Bruce at AVI. He submitted an email to the council with his conversation with Bruce Perryman at AVI. WYDOT is requiring the town to sign up for the utility permitting system maintenance star. Jesse and Steve will work together to get it handled. WYDOT is also pushing for flow fill to be done on 4th street which is highly costly and the surface to be placed within 3 days. AVI is looking to see if there is any possibility they can do any lining on 4th street. After the camera they found a lot of it will not be able to be lined because it will burst. Town Engineer Jesse Frisbee is pushing Bruce Perryman from AVI to put pipe bursting in as an alternative. Town Engineer Jesse Frisbee did ask Bruce Perryman what his projected bid time is, Bruce said construction will happen next fall, plans and bid before then.

Swimming Pool: Town Engineer Jesse Frisbee talked to Duane today with Montana Oasis. The scaffolding is built and they will be doing saw cutting this coming Monday. Duane will also be here cutting the concrete decking next week.

Town Contest: Mayor Duncan discussed having a contest for December, a wreath, an outside decorated tree, or a snowman. The Council decided to do a wreath contest for December.

Invoice Cloud: Town Clerk Deaun Tigner talked with the software company the Town currently uses to save some money on the cost of support used each month, the money saved will cover the cost of using Invoice Cloud in conjunction with our current software.

Uncollectable Debt/Inactive Tap Fees: Councilman DesRosier made a motion to approve the total amount of uncollectible debt as \$8,102.06, Councilman Keele seconded, and the motion passed unanimously.

The Council also had a discussion on inactive tap fees and incurring EDU fees with them. Councilman Olson asked about the inactive tap fees and Mayor Duncan explained that right now if there is a piece of property that a house sits vacant on, the property owner could come into the town and request that the

service be removed for \$250. What is being discussed currently is that once the inactive tap fee reaches \$250.00 after months of not paying for it, the town would consider it abandoned, remove the tap, and then whoever purchases it next the town would then charge them \$1200.00 to make the tap active again. A problem with the inactive taps is that the inactive tap fees incur EDU fees, but if we shut them off and removed the tap then they would no longer incur the EDU fees.

Remodel of Mobile Home/Relocation in Mobile Park: Councilman Olson discussed the plan to redo a mobile home located in a mobile park. Councilman Olson asked Town Engineer Jesse Frisbee if someone could get standards that would meet the code. The Town's rules are for anything from 1994 forward, and if they can meet those standards and they can get it certified with a certified tag on it, then P & Z would be okay with them doing this. Councilman Olson made a motion to approve this as long as it meets 1994 HUD standards or better, with an engineer's stamp of approval, Councilman DesRosier seconded, and the motion passed unanimously.

Open Burning: The Town of Basin's ordinances does not address recreational burning. Councilman Olson made a motion to have Town Attorney Kent Richins update our burning ordinance, Councilman DesRosier seconded, and the motion passed unanimously.

Ordinance 685 – Title 11 (3rd Reading): Councilman Olson made a motion to approve ordinance 685, Councilman Keele seconded and the motion carried unanimously. It should be noted that the town had two public hearings with no public attendance.

Ordinance 686 – Council Meetings (2nd Readings): Councilman Keele made a motion to approve ordinance 686 on the second reading, Councilman DesRosier seconded and the motion passed unanimously.

Ordinance 687 – De-Annexation (2nd Reading): Councilman Olson made a motion to approve ordinance 687, Councilman DesRosier seconded, and the motion passed unanimously.

Executive Session: Councilman DesRosier made a motion to move out of regular session into regular session for personnel reasons, Councilman Olson seconded, and the motion passed unanimously at 7:51 p.m. Councilman Olson made a motion to go out of executive session at 8:26 p.m., Councilman Keele seconded, and the motion passed unanimously. Councilman Keele made a motion to adjourn the regular meeting at 8:28 p.m., Councilman Olson seconded, and the motion passed unanimously.

There being no further business to discuss, the Regular Meeting was adjourned at 8:28 p.m.

Town of Basin Mayor/CJ Duncan

Deaun Tigner – Town Clerk