

TOWN OF BASIN
Council Meeting - Regular
Tuesday, January 8, 2013
Town Hall Council Chambers @ 7 PM

Call to Order Regular Session
Pledge of Allegiance
Roll Call
Agenda Review and Approval
Mayor's Recognition and Announcements

1. **Consent Agenda:** All items under the consent agenda will be acted upon in one motion unless a Councilmember or member of the public requests that an individual item be taken up under Conduct of Business.
 - a. Approve Minutes: Regular Meeting 12/11/12*, Special Meeting 12/19/12*
 - b. Financial Report through December 2012*
 - c. Vouchers \$122,212.93 + Payroll Gross \$48,482.14 GT=170,695.07 *
 - d. Municipal Court Report *
 - e. Delinquents/Aging: Delinquent Accounts: \$147,795.05(30 days-Current), \$25,321.58(60 days) and \$7,311.07 (90 days)***As of 1/4/13
2. **Annual Appointments**
3. **Public Comments:** The Town Council welcomes input from the public. In order for everyone to be heard, please limit your comments to five (5) minutes per person. No action will be taken on public comments at this meeting.
4. **Public Hearing:** Budget Amendment for Purchase of Law Enforcement RIMS Software
5. **Committees/Commissions/Departments**
 - a. Planning & Zoning Commission:
 - i. Reminder of joint work session on January 9, 4 pm to discuss Chapter 10 and 11 recommendations
 - b. REPORTS:
 - i. Water: Big Horn Regional JPB & South Big Horn JPB
 - ii. Electric: Municipal Energy Agency of Nebraska & Consolidated WY Municipalities Electric Power System JPB
6. **Conduct of Business**
 - a. ORDINANCE 621: Amending Ordinance 399 & 531 Franchise Agreement Wyoming Gas*
3rd Reading
 - b. RESOLUTION: 2013-0108-1 Budget Amendment*
 - c. Electric Infrastructure Improvement Project Update, Stacey Leshner

- d. DISCUSSION: Money from sale of scrap metals
- e. WAM Winter Workshop January 30-February 1
 - i. Voting Delegate
- f. DISCUSSION: Set Schedule for Council Annual Prioritization Workshop – Proposed Date: February 2.
- g. Solid Waste District Work Session to Discuss Baler/Transfer Station
- h. Building Permit(s): PENDING

7. Matters from Staff Members or Council Members, Roundtable

- a. Councilmember Stoelk: Town Code, Title 8, Chapter 3 and Ordinance #611*
- b. Chief Kampbell: Highway 16/20 from North Street to Hart Avenue
- c. Electric Monthly Summary Report, December 2012*
- d. Water Monthly Summary Report, December 2012*
- e. Public Works Summary Report, December 2012*
- f. Administrative Summary Report, December 2012*
- g. Law Enforcement Summary Report, December 2012*

8. Executive Session, If Needed

Upcoming Meetings:

February 5, 2013 (Tuesday) @ 7 pm - Council Workshop Meeting/Special Meeting
Tuesday, February 12, 2013 @ 7 pm – Regular Town Council Meeting

Other Meetings:

Wednesday, January 9, 2013 @ 4pm – Joint Workshop, Council & Planning Comm.
Tuesday, January 29, 2013 @ 7 pm – Planning Commission

- Attached Document

TOWN OF BASIN

INCORPORATED AUGUST 6, 1902
BASIN, WYOMING 82410

209 SOUTH 4th STREET
PO BOX 599

TEL 307-568-3331
FAX 307-568-9352

Notice is hereby given of a public hearing on a proposed budget amendment to the following budgets:

RESOLUTION # 2013-0108-01

- 1 \$5,000 Unanticipated Revenue to 10-36-990 Miscellaneous Revenue from 01-11110 (10) General Fund Cash Allocation;
- 2 \$5,000 Unanticipated Expense from 10-44-270 Police Department Computer Expense.

Whereas, the Governing Body for the Town of Basin, Wyoming, recognizes the need to amend budget funds for the fiscal year 2012-2013.

The Town of Basin Councilmen will hold a hearing during the Regular Council Meeting at 7:00 p.m. on January 8, 2013 at the Town of Basin Council Room in Basin, at which time any and all persons interested may appear and be heard respecting such transfer of funds.

Be it further resolved, that Amy Kania, Mayor is hereby designated as the authorized representative of the Town of Basin, Wyoming, to act on behalf of the Governing Body on all matters relating to this transfer.

Passed, Approved and Adopted this ____ day of _____.

Amy Kania, Mayor

Attest:

Danielle Chapman, Clerk/Treasurer

TOWN OF BASIN
Council Meeting – Regular Minutes
Tuesday, December 11, 2012
Town Hall Council Chambers @ 7:00 PM

A Regular Meeting of the Town of Basin Council was held in the Council Chambers of the Town Hall in Basin, WY on Tuesday, December 11th, 2012 at 7:00 PM.

Council Members present: **Mayor Amy Kania, Deb Rathbun, Lyle King, Dave Cooper and Heath Hopkin.** Also present were Bill Stoelk, Phil Juillard, Wendy Taylor, Frank Jorge, Jane Miller, Karla Pomeroy, Brandon Ohman with TCT West, Town Engineer Sherman Allred, Town Attorney Kent Richens, Steve Vanderploeg, Chief of Police Chris Kampbell, and Clerk/Treasurer Danielle Chapman.

The Meeting was called to order at 7:00 PM.

Lyle King made the motion and Deb Rathbun seconded to approve the Consent Agenda as presented. 1) Special Meeting 11/13/12, Regular Meeting 11/13/12, Special Meeting Pathways Master Plan 12/4/12, and Workshop Meeting 12/4/12; 2) November Financial Report; 3) Vouchers \$173,309.96 + Payroll Gross \$47,571.89 GT=\$220,881.85; 4) Municipal Court Report; 5) Delinquent Accounts: \$155,399.06 (30 days-Current), \$28,579.68 (60 days), and \$6,017.16 (90 days). Dave Cooper asked about the voucher for the Raw Water extension project. Steve Vanderploeg confirmed that the estimated length was short and additional pipe needed to be added. Steve also asked to have additional drains added that were not on the original quote. The vote to approve the Consent Agenda was unanimous.

Public Comments: None

Planning and Zoning Commission: The Council reviewed the minutes from 10/30/12 and the 11/25/12. The Planning Commission asked for direction on options for Building Codes and Chapter 8 of the Town Code. The consensus was to advise them to move forward with recommendations of adoption of a uniform building code and recommend revisions to Chapter 8 accordingly. There will be no P&Z meeting for the month of December.

REPORTING

Water: Big Horn Regional JPB & South Big Horn JPB report: Heath Hopkin represents the Town at the Regional meetings. The pertinent thing is the sampling agreement draft that is being proposed with the entities.

Electric: Municipal Energy Agency of Nebraska & Consolidated WY municipalities Electric Power System JPB: Mayor Kania represents the Town on both boards. She reported that the Electric JPB adopted the Resolution for the Basin Loop Feed Project and the closing has occurred. She reported that at the November MEAN meeting discussion concerned upcoming rates and the Board adopted a policy for a Culture of Compliance.

Big Horn Resource, Conservation and Development: Lyle King and Mayor Kania both represent Basin on this Board. There hasn't been much activity this year due to lack of federal funding. This group does want to stay active and is discussing what the future looks like.

Big Horn Mountain Coalition: Mayor Kania represents Basin on this Board. This entity has restructured itself this past year and meets quarterly.

Big Horn Basin Transportation JPB: Mayor Kania gave an update to the Council regarding this JPB.

Basin Recreation District: Winter season. February 2013 will be the next meeting.

ORDINANCE 619, Chapter 11 Zoning Regulations, 1st Reading: Lyle King moved to adopt this on first reading, Dave Cooper seconded. Discussion: Dave would like to see the council have a sit down workshop with the P&Z to discuss and work through every part of this. Deb Rathbun still has concerns about the mobile home placements and year of manufacturing. Lyle King suggested an on-site walk through with the zoning areas. Lyle also made comments that modular vs manufactured should be clarified, maybe show some examples. Dave mentioned various compliance and performance reviews are confirmed by the committee but didn't mention the council-in the zoning section. Heath Hopkin recommended that this be held off for the new councilmen to come on board. Lyle King made the motion to withdraw his first motion and Dave withdrew his second. It is the consensus to have this on the agenda in the future. The Council should schedule a walk around with Ken Fink from P&Z and then have the first reading in February again. Ordinance 619 and 620 will be brought back in February 2013.

ORDINANCE 620, Chapter 10 Subdivision Regulations, 1st Reading: This will be coming back in February 2013 with 619.

ORDINANCE 621, amending Ordinance 399 & 531, Franchise Agreement Wyoming Gas: This is an ordinance to approve extending the term of the franchise granted in 1978 by Ordinance 399 for another 10 years, as well as raising the franchise percentage. This will essentially be the same agreement, but the franchise rate will increase to 5% from the current 2%. Kent Richens, town attorney, advised that if passed, a letter go to the franchiser, Wyoming Gas immediately. Dave Cooper moved to accept on 1st reading, Deb Rathbun seconded. Discussion ensued that if the Council passes tonight, we then send a letter immediately to Wyoming Gas. The Council approved a special meeting on Dec 19th to complete the second reading. The vote was unanimous.

RESOLUTION 2012-1211-1 Fee Schedule: A Resolution concerning a fee schedule for charges assessed by the Town's Custodian of Public Record. Lyle King moved to adopt Resolution 2012-1211-1, Deb Rathbun seconded the motion and the motion carried unanimously.

BH Regional Water JPB Proposed Agreement-Disinfectant Bi-Products: Heath updated the Council regarding the cooperative sampling agreement; The Big Horn Regional JPB will carry the main cost then it makes it less costly for all the communities involved. This is not the final agreement, but it is consensus that the Town approves to enter into agreement when it has been finalized. Heath will report back to the JPB that Basin is interested.

Electric Infrastructure Improvement Project Update: The closing for the financing was December 11, 2012. The Council discussed the process for vouchers, requisitions and approvals.

The Council received requests from Security State Bank of Basin and Bank of the West to be the designated Town depository. Mayor Kania indicated she was planning to re-appoint Security State Bank in January.

Building Permits: 1.) Big Horn County Fair Grounds, Electric Upgrades

Heath Hopkin made the motion to approve the building permit and Deb Rathbun seconded the motion, the motion carried unanimously.

The Council discussed what to do with the remaining money from the sale of scrap metal. The Town Audit will be consulted and this item will be brought back in January.

January Workshop Meeting: No workshop Meeting on January 1, 2013. Mayor Kania will swear in Bill Stoelk and Phil Julliard at 9:00 AM on the January 1st. The Council agreed to combine the Regular meeting and Workshop to be January 8, 2012.

Chief Kampbell provided the Council with the requested labor savings information for RIMS. Lyle King made the motion to approve the funding request to purchase the Rims, and approving a budget amendment not to exceed \$5000.00, Deb Rathbun seconded the motion and the vote was unanimous.

There being no further business to discuss, Heath Hopkin made the motion to adjourn the meeting at 8:30 PM and Deb Rathbun seconded. The motion carried with a unanimous vote.

Amy Kania, Mayor

Danielle Chapman, Clerk/Treasurer

TOWN OF BASIN, SPECIAL MEETING MINUTES
Wednesday, December 19, 2012
TOWN HALL COUNCIL CHAMBERS @ 8:15 AM

- Call to Order @ 8:16 AM
- Roll Call: **Mayor Kania, Dave Cooper, Deb Rathbun, and Heath Hopkin. Absent: Lyle King.**
Also Present: Karla Pomeroy, Chief of Police Chris Kampbell, and Clerk/Treasurer Danielle Chapman.

Mayor Kania presented and Amended Ordinance 621 with the effective date corrected to 2013. Deb Rathbun made the motion to Approve Ordinance 621 pertaining to the franchise agreement with Wyoming Gas on 2nd Reading as amended, Dave Cooper seconded and the motion carried with a unanimous vote.

Mayor Kania presented a voucher for the deposit on playground equipment budgeted for Henderson Field. The Town is awaiting a decision on the grant applied for to help offset the cost in order to use remaining funding on Restroom rehab and landscaping. The deposit will ensure the sale price which is in effect now but allow for spring delivery and invoicing. Heath Hopkin made a motion to approve placing the deposit and approving the Voucher, Deb Rathbun seconded the motion and the vote was unanimous.

Heath Hopkin made a motion to adjourn at 8:23 AM, and Deb Rathbun seconded, the motion passed unanimously.

Amy Kania, Mayor

Danielle Chapman, Clerk/Treasurer

Town of Basin
Revenue & Expenditures Summary Allocation
FY 2012-13

	FY 2009-10 ACTUAL	FY 2010-12 ACTUAL	Unaudited FY2011-12 ACUTAL	FY2012-13 BUDGET	%	FY2012-13 YTD	50% YTD
REVENUES							
TOTAL GENERAL FUND	558,678	692,335	623,595	588,039	13%	270,934	46%
TOTAL CAPITAL FUND	1,480,390	1,527,753	379,996	546,162	12%	178,637	33%
TOTAL STREET PROJECTS	165,562	188,039	235,497	186,800	4%	104,785	56%
Total Electric	1,319,750	1,222,486	1,379,570	2,113,656	73%	674,396	32% (7)
Total Purified Water	278,152	290,789	324,591	339,616	12%	163,847	48%
Total Raw Water	59,338	95,177	102,176	86,776	3%	20,530	24% (6)
Total Sewer	106,680	113,403	116,293	108,100	4%	50,720	47%
Total Garbage	182,951	249,561	241,899	245,289	8%	119,645	49%
Total Mosquito	26,549	71,016	3,112	19,540	1%	5,755	29%
TOTAL ENTERPRISE	1,973,420	2,042,432	2,167,640	2,912,976	64%	1,034,892	36%
					100%		
Total Debt Services	43,250	45,683	41,617	35,750	1%	13,856	39%
Total Internal Service Funds	259,000	300,250	293,027	255,086	6%	130,089	51%
 Sub-Total Revenues	 4,480,300	 4,796,492	 3,741,371	 4,524,813		 1,733,193	 38%
Less Intergovernmental	(419,000)	(647,724)	(364,827)	(255,086)	(5)	(130,089)	51%
Less Agency Funds	(394,922)	(243,016)	(16,046)	(100)	0%	-	0%
TOTAL AVAILABLE RESOURCE	3,666,378	3,905,753	3,360,498	4,269,627	100%	1,603,104	38%
EXPENSES							
TOTAL GENERAL FUND	599,561	560,723	559,343	610,027	13%	240,675	39%
TOTAL CAPITAL FUND	1,447,559	1,544,430	318,721	719,554	15%	142,773	20%
TOTAL STREET PROJECTS	94,206	179,334	83,429	126,223	3%	128,434	102%
Total Electric	1,265,577	1,139,586	1,333,690	2,182,017	75%	682,944	31% (7)
Total Purified Water	285,762	287,118	317,810	338,867	12%	160,053	47%
Total Raw Water	64,933	61,769	113,199	85,500	3%	42,809	50% (6)
Total Sewer	103,034	101,173	126,239	228,226	8%	40,717	18%
Total Garbage	197,296	326,476	288,208	236,800	8%	96,163	41%
Total Mosquito	1,655	24,344	33,019	21,292	1%	12,754	60%
TOTAL ENTERPRISE	1,918,257	1,940,464	2,212,163	3,092,702	64%	1,035,439	33%
					106%		
Total Debt Services	55,000	55,000	108,120	55,000	1%	55,000	100%
Total Internal Service Funds	246,092	307,649	237,540	255,086	5%	105,320	41%
 Sub-Total Expenditures	 4,360,675	 4,587,600	 3,519,317	 4,858,592		 1,707,642	 35%
Less Intergovernmental	(419,000)	(582,724)	(293,027)	(255,086)	(5)	(128,645)	50%
Less Agency Funds	(382,738)	(242,995)	(17,944)	-	0%	-	#DIV/0!
TOTAL EXPENDITURES	3,558,938	3,761,882	3,208,345	4,603,506	100%	1,578,997	34%
NET PROFIT(LOSS)							
TOTAL GENERAL FUND	(40,884)	131,612	64,252	(21,988)		30,258	
TOTAL CAPITAL FUND	32,831	(16,677)	61,275	(173,392)		35,863	
TOTAL STREET PROJECTS	71,356	8,705	152,067	60,577		(23,649)	
Total Electric	54,173	82,900	45,881	(68,361)	(4)	(8,548)	
Total Purified Water	(7,609)	3,671	6,781	748		3,794	
Total Raw Water	(5,595)	33,408	(11,023)	1,276		(22,278)	
Total Sewer	3,646	12,231	(9,946)	(120,126)	(3)	10,003	
Total Garbage	(14,345)	(76,915)	(46,308)	8,489		23,482	
Total Mosquito	24,894	46,672	(29,907)	(1,752)		(7,000)	
TOTAL ENTERPRISE	55,163	101,968	(44,523)	(179,726)		(547)	
 Total Debt Services**	 (11,750)	 (9,317)	 (66,504)	 (19,250)		 (41,144)	
Total Internal Service Funds	12,908	(7,399)	55,487	(0)		24,769	
 Sub-Total Profit (Loss)	 119,625	 208,892	 222,055	 (333,779)		 25,551	
*Less Intergovernmental	-	(65,000)	(71,800)	-		(1,443)	
Less Agency Funds	12,184	21	(1,898)	(100)		-	
NET AVAILABLE RESOURCE	131,809	143,913	148,357	(333,879)	0%	24,107	-7%

- (1) Garbage Reserve Transfer towards truck purchase
(2) Garbage Reserve Transfer towards loan payoff \$36.8k, Raw Water Pump Rebuild Reserve Transfer \$35k
(3) \$60k Engineering (Potential Sewer master Plan Study, \$60k Construction) from Cash Reserves
(4) Rate Increase not included in Budgeted Revenues, Increase in effect October 2012
(5) Administrative Revenue from Utilities to Internal Services Expense
(6) Budget Amendment Tfr \$10k from Capital Project Reserve + \$5k additional revenue/\$15k Construction Expense
(7) Budget Amendment increase revenue and expense \$220k for Electric Construction

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
12/12	12/12/2012	37351	3550	FREUDENTHAL & BONDS, P.C	1021310	10,000.00- V
12/12	12/12/2012	37374	6800	RBC CAPTIAL MARKETS, LLC	1021310	10,000.00- V
12/12	12/18/2012	37393	2152	CHILDRENS PLAYSTRUCTURES	1021310	3,900.00 APPROVED
12/12	12/31/2012	37394	1003	ALSCO	1021310	127.20 12/19/12
12/12	12/31/2012	37395	1020	ALTA PLANNING AND DESIGN	1021310	1,853.74
12/12	12/31/2012	37396	1222	AMERICAN WELDING & GAS, INC.	1021310	40.23
12/12	12/31/2012	37397	1342	BASIN AUTO CARE	1021310	396.59
12/12	12/31/2012	37398	1380	BASIN REPUBLICAN RUSTLER	1021310	1,428.00
12/12	12/31/2012	37399	1294	BENJAMIN COY	1021310	100.00
12/12	12/31/2012	37400	1620	BIG HORN CO-OP MARKETING	1021310	2,125.88
12/12	12/31/2012	37401	1890	BIG HORN REGIONAL JOINT POWERS	1021310	9,400.32
12/12	12/31/2012	37402	5160	BLUE CROSS BLUE SHIELD OF WY	1021310	8,966.33
12/12	12/31/2012	37403	2110	CASELLE INC.	1021310	200.00
12/12	12/31/2012	37404	2210	CLARK SAFETY	1021310	499.58
12/12	12/31/2012	37405	2600	DONNELL & ALLRED INC.	1021310	3,533.84
12/12	12/31/2012	37406	1883	EATON SALES & SERVICE, LLC.	1021310	151.25
12/12	12/31/2012	37407	1463	GREAT-WEST TRUST CO., LLC	1021310	622.00
12/12	12/31/2012	37408	3889	GROVENSTEIN, SIA	1021310	75.16
12/12	12/31/2012	37409	3337	HARPERS SERVICE CENTER	1021310	14.50
12/12	12/31/2012	37410	3511	HSA BANK	1021310	100.00
12/12	12/31/2012	37411	3580	INTER-MOUNTAIN LABORATORIES	1021310	505.00
12/12	12/31/2012	37412	4001	JACK'S TRUCK & EQUIPMENT	1021310	32.15
12/12	12/31/2012	37413	3631	JOINT POWERS BOARD	1021310	8,100.00
12/12	12/31/2012	37414	3658	KANIA, AMY	1021310	99.14
12/12	12/31/2012	37415	4403	KENT A. RICHINS	1021310	850.00
12/12	12/31/2012	37416	1470	MATTHEW BENDER	1021310	55.49
12/12	12/31/2012	37417	3881	MEAN	1021310	50,036.39
12/12	12/31/2012	37418	5505	NCPERS WYOMING	1021310	80.00
12/12	12/31/2012	37419	4154	NORMONT EQUIPMENT	1021310	45.00
12/12	12/31/2012	37420	4200	NORTHWEST PIPE FITTINGS	1021310	822.74
12/12	12/31/2012	37421	4234	O'REILLY AUTOMOTIVE	1021310	137.84
12/12	12/31/2012	37422	4260	OVERLAND EXPRESS MART	1021310	450.37
12/12	12/31/2012	37423	4356	QUILL CORPORATION	1021310	805.17
12/12	12/31/2012	37424	4389	RADAR SHOP	1021310	75.00
12/12	12/31/2012	37425	4595	SECURITY STATE BANK	1021310	11,002.09
12/12	12/31/2012	37426	4713	TCT WEST INC.	1021310	601.44
12/12	12/31/2012	37427	4720	THE OFFICE SHOP	1021310	197.90
12/12	12/31/2012	37428	4825	TOWN OF BASIN	1021310	2,168.50
12/12	12/31/2012	37429	4830	TOWN OF BASIN	1021310	68.33
12/12	12/31/2012	37430	4960	U.S. POSTMASTER	1021310	815.00
12/12	12/31/2012	37431	5083	VALLEY HARDWARE	1021310	189.52
12/12	12/31/2012	37432	5093	VERIZON WIRELESS	1021310	375.94
12/12	12/31/2012	37433	6611	VISION SERVICE PLAN- (WY)	1021310	35.14
12/12	12/31/2012	37434	5140	W.A.M.	1021310	400.00
12/12	12/31/2012	37435	5141	WAM-WCCA ENERGY LEASE PROGRAM	1021310	3,163.25
12/12	12/31/2012	37436	5989	WARKENTIN, DALE	1021310	50.00
12/12	12/31/2012	37437	5450	WEBT	1021310	63.00
12/12	12/31/2012	37438	5177	WESTERN ENGINEERING, INC.	1021310	15,519.79
12/12	12/31/2012	37439	5220	WHEELER'S IGA	1021310	21.97
12/12	12/31/2012	37440	5280	WORLAND CLEANERS	1021310	29.45
12/12	12/31/2012	37441	5420	WY DEPT. OF REVENUE & TAX	1021310	3,184.04
12/12	12/31/2012	37442	5391	WY DEPT. OF WORKFORCE SERVICES	1021310	4,725.19
12/12	12/31/2012	37443	5480	WY GAS COMPANY	1021310	1,170.04

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
12/12	12/31/2012	37444	5500	WY RETIREMENT SYSTEM	1021310	6,543.43
12/12	12/31/2012	37445	4595	SECURITY STATE BANK	1021310	160.00

Grand Totals:

126,112.93

<3900.00>

Summary by General Ledger Account Number

122,212.93

GL Account	Debit	Credit	Proof
1021310	20,109.31	146,222.24-	126,112.93-
10-42-800	51.49	.00	51.49
10-43-500	275.00	.00	275.00
10-44-020	29.45	.00	29.45
10-44-260	101.48	45.99-	55.49
10-44-360	408.58	.00	408.58
10-44-521	128.88	.00	128.88
10-44-560	75.00	.00	75.00
10-44-680	637.31	.00	637.31
10-44-690	396.59	.00	396.59
10-44-980	410.70	.00	410.70
10-45-060	104.39	.00	104.39
10-45-980	481.78	.00	481.78
10-46-050	127.20	.00	127.20
10-46-060	333.00	.00	333.00
10-46-140	100.00	.00	100.00
10-46-180	224.64	.00	224.64
10-46-520	103.05	.00	103.05
10-46-680	237.03	.00	237.03
10-46-690	143.49	.00	143.49
10-46-980	116.99	.00	116.99
10-47-115	241.05	.00	241.05
31-40-114	621.47	.00	621.47
31-40-120	2,107.47	.00	2,107.47
31-40-650	3,900.00	.00	3,900.00
31-42-071	804.90	.00	804.90
31-43-891	337.50	.00	337.50
31-43-892	57.50	.00	57.50
31-43-893	375.00	.00	375.00
31-43-903	706.85	.00	706.85
31-43-904	161.20	.00	161.20
31-43-905	75.00	.00	75.00
31-43-906	200.20	.00	200.20
31-43-907	1,250.00	.00	1,250.00
31-44-105	1,853.74	.00	1,853.74
31-50-070	200.00	.00	200.00
61-22220	6,447.31	.00	6,447.31
61-22221	4,554.78	.00	4,554.78
61-22223	143.00	.00	143.00
61-22224	9,001.47	.00	9,001.47
61-22225	6,543.43	.00	6,543.43
61-22228	4,725.19	.00	4,725.19
61-22229	622.00	.00	622.00
61-40-020	1,428.00	.00	1,428.00
61-40-140	260.00	.00	260.00
61-40-250	152.29	.00	152.29

GL Account	Debit	Credit	Proof
61-40-300	575.00	.00	575.00
61-40-320	468.82	.00	468.82
61-40-360	1,357.98	.00	1,357.98
61-40-560	215.48	.00	215.48
61-40-570	30.32	.00	30.32
61-40-640	388.26	.00	388.26
71-21350	75.16	.00	75.16
71-21500	3,247.36	63.32-	3,184.04
71-40-390	187.42	.00	187.42
71-40-600	499.58	.00	499.58
71-40-680	193.20	.00	193.20
71-40-690	138.40	.00	138.40
71-40-980	71.28	.00	71.28
71-40-990	52.93	.00	52.93
71-63-160	50,036.39	.00	50,036.39
71-65-020	15,519.79	.00	15,519.79
71-65-030	.00	20,000.00-	20,000.00-
72-40-090	2,499.00	.00	2,499.00
72-40-100	25.41	.00	25.41
72-40-180	198.19	.00	198.19
72-40-400	822.74	.00	822.74
72-40-520	50.00	.00	50.00
72-40-560	137.52	.00	137.52
72-40-640	691.99	.00	691.99
72-40-660	5,601.00	.00	5,601.00
72-40-680	344.27	.00	344.27
72-40-980	9,400.32	.00	9,400.32
73-40-980	451.69	.00	451.69
74-40-180	71.47	.00	71.47
74-40-520	505.00	.00	505.00
74-40-521	382.98	.00	382.98
75-40-680	52.23	.00	52.23
75-40-690	643.51	.00	643.51
75-40-700	32.15	.00	32.15
Grand Totals:	166,331.55	166,331.55-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

GL Account	Debit	Credit	Proof
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Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

Basin Municipal Court
Report to Mayor and Town Council for the
Month of **December**

2012

Citation #	Address	Offense	Ca/CK	Fine	Court Fee	Jail/ Rest.
88185G	Basin	Dog @ Large	ca	60.00	10.00	
88183G	Thermopolis	Speeding 44/30	ck (MO)	106.00	10.00	
88175G	Madison, FL	Speeding 37/30	ck (MO)	168.00	10.00	
40274D	Thermopolis	Improper Backing	ck	60.00	10.00	
88141G	Basin	Speeding 30/20 School zone	ca	170.00	10.00	
88029G	Basin	DWUI/Speeding/Jail-pymt	ca	135.00		
39926D	Worland	Insurance Required- NRVC pymt- last	ck	250.00		
		\$999.00		949.00	50.00	-
88189G	Basin	NO Insurance		DISMISSED		
88124G	Dartmouth, MD	Compulsory Insurance		DISMISSED		
88187G	Cody	Speeding 41/30	ck (MO)	94.00	10.00	
88142G	Mills, WY	Speeding 38/30	ck (MO)	82.00	10.00	
88182G	Basin	No Registration	ck	110.00	10.00	
88184G	Basin	Speeding 27/20- School Zone	ck	140.00	10.00	
88186G	Greybull	Expired Registration	ck	60.00	10.00	
40273D	Basin	No Registration	ck	110.00	10.00	
88145G	Lithia, FL	Speeding 38/30	ca	87.00	10.00	
88178G	Hyattville	Driving w/ No D.L.	ca	110.00	10.00	
		\$873.00		793.00	80.00	-
40275D	Basin	Dog @ Large	ck	45.00	10.00	50.00
88190G	Greybull	Speeding 40/30	ck	90.00	10.00	
88140G	Ranchester, WY	Speeding 42/30-NRVC	ck (MO)	98.00	10.00	
88143G	Ten Sleep	Speeding 40/30	ck (MO)	90.00	10.00	
40019D	Otto	No Ins- pymt	ca	130.00		
88144G	Ten Sleep	NO Insurance		DISMISSED		
		\$543.00		453.00	40.00	50.00
88029G	Basin	DWUI/Speeding/Jail-pymt	ca	134.00		
88179G	Worland	Speeding 30/20 School zone	ca	160.00	10.00	
88148G	Powell	Speeding 40/30	ck	90.00	10.00	
88147G	Cody	Speeding 40/30	ck (MO)	90.00	10.00	
		\$504.00		474.00	30.00	-
				(45.00)	(10.00)	(50.00)

40271D	Basin	Dog @ Large	11/26/12	60.00	10.00	
40485D	Riverton	Registration Required	11/26/12	40.00	10.00	
40486D	Riverton	NO Insurance	11/26/12	40.00	10.00	
		170.00		<i>140.00</i>	<i>30.00</i>	-
				Subtotals	2,764.11	220.00
				Grand Total	\$2,984.11	

ORDINANCE NUMBER 621

AN ORDINANCE AMENDING ORDINANCE 399 AND ORDINANCE 531 GRANTING TO WYOMING GAS, A MAINE CORPORATION, THEIR SUCCESSORS AND ASSIGNS, THE RIGHT TO ERECT AND MAINTAIN A SYSTEM OF GAS WORKS IN THE TOWN OF BASIN, WYOMING, INCLUDING THE RIGHT TO LAY ALL MAINS NECESSARY THERETO FOR THE PURPOSE OF SUPPLYING THE CITIZENS OF SAID TOWN WITH NATURAL AND MANUFACTURED GAS.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BASIN, BIG HORN COUNTY, WYOMING:

SECTION 1: That section 5 of said Ordinance No. 399 shall be amended as follows:

Section 5: THE TERM OF THIS FRANCHISE shall be for a period of Ten (10) years on or after January 13, 2013, the expiration date of the Amending Ordinance 531.

SECTION 2: That section 7 of said Ordinance No. 399 shall be amended as follows (changes in BOLD):

Section 7: THE COMPANY, as one of the considerations for all franchise rights and privileges hereby granted, agrees to pay the Town an annual payment each year equal to **five percent (5%)** of the Company's gross sales within the Town limits for previous calendar year, to wit:

Beginning with year **January 1 to December 31, 2013** and continuing through all like years thereafter during term of this franchise, Company will pay an annual payment of **five percent (5%)** of Company's gross sales within the Town limits based on Company's gross sales for the previous calendar year. Said annual payment shall be due and payable in twelve (12) equal monthly installments on or before the 15th day of each month.

SECTION 3: THE COMPANY, within thirty (30) days after enactment of this Ordinance, shall file with the Town Clerk an acceptance in writing of all provisions hereof.

SECTION 4: If any portion of this ordinance is held or found to be invalid, the remainder of the ordinance shall continue to be in full force and effect.

SECTION 5: All ordinances or parts of ordinances of the Town of Basin in conflict herewith are hereby repealed.

SECTION 6: This ordinance shall take effect and be in full force and effect on **January 13, 2012**, after having been published in the Basin Republican Rustler.

PASSED ON FIRST READING **DECEMBER 11, 2012.**

PASSED ON SECOND READING **DECEMBER 19, 2012.**

PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING _____.

TOWN OF BASIN, WYOMING
A Municipal Corporation

By: _____

AMY KANIA - Mayor

ATTEST:

DANIELLE CHAPMAN - Town Clerk

TOWN OF BASIN

INCORPORATED AUGUST 6, 1902
BASIN, WYOMING 82410

209 SOUTH 4th STREET
PO BOX 599

TEL 307-568-3331
FAX 307-568-9352

Notice is hereby given of a public hearing on a proposed budget amendment to the following budgets:

RESOLUTION # 2013-0108-01

- 1 \$5,000 Unanticipated Revenue to 10-36-990 Miscellaneous Revenue from 01-11110 (10) General Fund Cash Allocation;
- 2 \$5,000 Unanticipated Expense from 10-44-270 Police Department Computer Expense.

Whereas, the Governing Body for the Town of Basin, Wyoming, recognizes the need to amend budget funds for the fiscal year 2012-2013.

The Town of Basin Councilmen will hold a hearing during the Regular Council Meeting at 7:00 p.m. on January 8, 2013 at the Town of Basin Council Room in Basin, at which time any and all persons interested may appear and be heard respecting such transfer of funds.

Be it further resolved, that Amy Kania, Mayor is hereby designated as the authorized representative of the Town of Basin, Wyoming, to act on behalf of the Governing Body on all matters relating to this transfer.

Passed, Approved and Adopted this ____ day of _____.

Amy Kania, Mayor

Attest:

Danielle Chapman, Clerk/Treasurer



WYOMING
ASSOCIATION
OF MUNICIPALITIES

315 West 27th Street
Cheyenne, WY 82001
Phone (307) 632-0398
FAX (307) 632-1942
email: wam@wyomuni.org

MEMORANDUM

TO: **All Mayors**

FROM: Ginger Newman, Director of Communications and Training

SUBJECT: **Voting Delegates for the 2013 WAM Winter Workshop**

DATE: October 8, 2012

In an effort to keep WAM members informed of legislative issues and direction, the WAM Board decided at their June 2012 meeting to initiate a business meeting during WAM's Winter Workshop. This year will be the first business meeting at winter workshop and will be held directly after the legislative review on Wednesday afternoon, January 30, 2013. We encourage your participation!

Any individual member of the association is entitled to speak during the business meeting. However when a vote is taken on any action the official voting delegate, or the alternate, is the ***only one allowed to vote*** for the city or town. Any elected or appointed official/staff may be designated by the city/town as its official voting delegate.

Please complete the attached form and mail/fax it to WAM by Friday, January 11, 2013. We appreciate your cooperation and prompt action on this matter to insure that each municipality is represented by a person who has been duly authorized by your governing body to vote at the business meeting.

If you find your official delegate is not able to attend the Winter Workshop at the last moment, you may re-appoint someone else. In order for this change to be accepted we do need the change **in writing**. You may send/fax it to the WAM office by Friday, January 18 or your voting delegate may bring the written change/authorization to Winter Workshop and submit it to the WAM registration desk **by Wednesday, January 30 before 12:00n. After that time, changes will not be accepted.**

Please contact us with any questions.

Ensure YOUR community has a VOICE and a VOTE at the winter business meeting!

**WYOMING ASSOCIATION OF MUNICIPALITIES
2013 WAM WINTER WORKSHOP
OFFICIAL VOTING DELEGATE FORM**

The following person has been selected as the ***Official Voting Delegate*** for the 2013 WAM Winter Workshop Business Meeting in Cheyenne, Wednesday, January 30, 2013.

City/Town: _____

Name: _____

Title: _____

Alternate Delegate will be: _____

Title: _____

Date Approved by the City/Town Council: _____

Attest: _____ (City/Town Clerk)

PLEASE MAIL/FAX TO WAM NO LATER THAN JANUARY 11, 2013

315 West 27 Street, Cheyenne, WY 82001

Phone (307) 632-0398, Fax (307) 632-1942 or

Email to Earla Checchi at: checchi@wyomuni.org

BUILDING STRONG COMMUNITIES

ORDINANCE NUMBER 611

AN ORDINANCE AMENDING TITLE 8, CHAPTER 3, OF THE BASIN TOWN CODE.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BASIN, BIG HORN COUNTY, WYOMING:

SECTION 1: Sections 8-3-4 of the Basin Town Code shall be and is hereby amended to read as follows, to-wit (**changes in bold**):

8-3-4: FEE:

The owner or his agent shall, upon making application for a permit for any construction, improvement or erection or removal, tender to the town clerk-treasurer the sum of **fifty dollars (\$50.00)** with each such application. Such money shall be retained by the town if permit is granted. **See also 9-2-7.** (Ord. 254, 6-5-1939; amd. 2003 Code, **amd. Ord. 611, 5-8-2012**)

SECTION 2: If any portion of this ordinance is held or found to be invalid, the remainder of the ordinance shall continue to be in full force and effect.

SECTION 3: All ordinances or parts of ordinances of the Town of Basin in conflict herewith are hereby repealed.

SECTION 4: This ordinance shall take effect and be in full force and effect on **May 17, 2012** after having been published in the Basin Republican Rustler.

PASSED ON FIRST READING **APRIL 10, 2012**

PASSED ON SECOND READING **MAY 1, 2012**

PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING **MAY 8, 2012**

TOWN OF BASIN, WYOMING
A Municipal Corporation

By: _____

AMY KANIA - Mayor

ATTEST:

DANIELLE CHAPMAN - Town Clerk

MONTHLY DEPARTMENT SUMMARY REPORT**MONTH:** December 2012**Department:** Electric**Prepared By:** Stacey Leshner**SUMMARY REPORT**

Helped move and rewire card board crusher.

We had a light pole fall over. We set a new pole and hung the light and rewired it.

A new service went in at 508 S. 4th and we strung new wire and hooked up power.

We put in underground wire from a pad mount transformer to a new meter and terminated it.

Fixed street lights on N. 4th

Russell and Russell were having power problems. We had several calls to their office.

We built a rack for the large reels of wire.

We put up flood lights at skating pond. We wired them into a timer.

SUMMARY OF EXPENSES PRIOR MONTH

Western Engineering. 35 KV tie line.

FISCAL IMPACT TO BUDGET

Western: \$15,519.79

SUMMARY OF EXPENSES CURRENT MONTH**FISCAL IMPACT TO BUDGET****ONGOING PROJECT(S)**

Mecklem acres.

PLANNED or PROPOSED PROJECT(S)**ATTACHMENTS**

1.

AGENDA & SUMMARY REPORT SUBMITTED TO:

1. Who on what date

MONTHLY DEPARTMENT SUMMARY REPORT

MONTH: January 2, 2013

Department: Water/Raw Water/ Sewer
Prepared By:Mike Dellos

SUMMARY REPORT

Fixed Fire Hydrant on North 8th street

Fixed water leak in District

Put in two taps in water district

SUMMARY OF EXPENSES PRIOR MONTH

Fire Hydrant replacement- \$2200.00

Labor to help with district water break- approx. \$300to\$400

FISCAL IMPACT TO BUDGET

Capital Projects hydrant replacement fund-\$2200.00

District reimbursed Town of Basin for labor

SUMMARY OF EXPENSES CURRENT MONTH

Maintanance on haul water card-trol

Sewer Lagoon testing

FISCAL IMPACT TO BUDGET

Card-trol-\$151.25

Sewer Lagoon testing-\$345.00

ONGOING PROJECT(S)

None

PLANNED or PROPOSED PROJECT(S)

Raw Water communication Panel

ATTACHMENTS

1. none

AGENDA & SUMMARY REPORT SUBMITTED TO:

1. Who on what date Amy Kania on Jan. 2, 2013

DEPARTMENT SUMMARY REPORT**DATE: 1/2/13****Department: Public Works**

Prepared By: Steve VanderPloeg

SUMMARY REPORT

Cleaned a clogged drain, Fixed a water break, Had couple sewer call outs, Serviced garbage trucks, Filled the ice skating rink with water and smoothed the ice, Shoveled snow and sanded streets, Moved and adjusted the cardboard bailer.

SUMMARY OF EXPENSES PRIOR MONTH

Normal expenses

FISCAL IMPACT TO BUDGET

Need to buy a new string trimmer for cemetery, Also need to buy a new gas powered chop saw before spring.

String trimmer \$400

Gas powered chop saw \$1000

SUMMARY OF EXPENSES CURRENT MONTH

Normal expenses

ONGOING PROJECT(S)

Fixing compost and cardboard dumpsters, Sanding streets, Grading alleys, Chipping branches, Bailing cardboard, Normal operations.

PLANNED or PROPOSED PROJECT(S)

Trim trees in alley's and streets, Help Stacy and Brad set power poles in Mechlam acre's. Service our equipment, Insulate back of Town hall, Supervise the flush tank and G street sewer project, Burn the brush pile.

ATTACHMENTS

None

AGENDA & SUMMARY REPORT SUBMITTED TO:

1. Amy Kania
2. Council
3. Date: 1/2/13

DEPARTMENT SUMMARY REPORT**DATE: 12/31/12****Department: Administration**

Prepared By: Danielle Chapman

SUMMARY REPORT

Pulling all the files out, cross referencing. Restructuring my approach of management. Contemplating the idea of changing the billing cycle. We have a new copy machine and it is saving us time already.

SUMMARY OF EXPENSES PRIOR MONTH

Normal Expenses

FISCAL IMPACT TO BUDGET

None

SUMMARY OF EXPENSES CURRENT MONTH

Normal Expenses.

FISCAL IMPACT TO BUDGET

None

ONGOING PROJECT(S)

Audit, dog tag announcements, filing of small claims. Outlining a plan for office staff and the duties, combining tasks, eliminating unnecessary jobs, and cross training. Doing W2's and preparing for Raw Water billing.

PLANNED or PROPOSED PROJECT(S)

I am seeking out more training. My staff and I are reading the Code book so that we are all more aware of the whole process, necessary information that we can pass on to others, and be more informative to new as well as existing customers.

ATTACHMENTS**ANNOUNCEMENTS:****AGENDA & SUMMARY REPORT SUBMITTED TO:**

1. Who: Amy Kania
2. Date: 12/31/12

DEPARTMENT SUMMARY REPORT**DATE: NOV 29, 2012****Department: POLICE****Prepared By: Chief Chris Kampbell****SUMMARY REPORT**

Time Period: November 29, 2012-December 31, 2012

- 1) We answered 206 Calls for Service for this time period.
- 2) We opened 6 case files.
- 3) We traveled 1986 miles in the cars.
- 4) We issued 20 citations this month.
- 5) We had 4 house watches.
- 6) We made 3 Arrests this month

SUMMARY OF UNEXPECTED EXPENSES PRIOR MONTH

The Starter went out in the 2006 Chevy Impala. Had that replaced at Basin Auto Care.

FISCAL IMPACT TO BUDGET

NONE

SUMMARY OF EXPENSES CURRENT MONTH (Dec 2012)

NONE

FISCAL IMPACT TO BUDGET

The PD is currently operating within its 2013 budget.

ONGOING PROJECT(S)

- 1) The Chief has completed the new PD Policy and Procedures Manual. The new policies are in effect as of January 1, 2013. 😊
- 2) Ongoing organization of old PD records and storage upgrades
- 3) The in car camera systems are arriving and being installed into the cars. These were purchased through a 100% reimbursable grant from Wyoming Highway Safety.
- 4) A new car radar unit has arrived and installed. This was purchased through a 100%

reimbursable grant from Wyoming Highway Safety.

- 5) New Bullet Proof Vests will be ordered this month. Current Vests are 4 years past their shelf life. Received a Federal Grant that will cover the first \$350.00 of each vest.
- 6) Annual certification of Radar equipment was completed on December 7, 2012.

PLANNED or PROPOSED PROJECT(S)

- 1) RIMS upgrade which was approved by the council last month will begin in late April May of 2013. Still awaiting the final funding for this project from the LEPC. This final piece of funding should be known by the end of Jan 2013.
- 2) Grant for Radar Signs. This is available through the Safe Routes to School Grant. Spoken with mayor about this and will be part of the FY 2013 grant request

ATTACHMENTS

1. Crimestar

AGENDA & SUMMARY REPORT SUBMITTED TO:

1. Mayor and Council on Jan 3, 2013

BASIN POLICE DEPARTMENT

P.O. BOX 528

202 SOUTH 3RD STREET
BASIN, WYOMING 82410 USA

01/03/2013

Page : 1

Statistics by Date

11/29/2012 to 12/31/2012

Accidents	0
Arrest / Booking	2
Calls for Service	206
Citations	20
Field Interviews	0
Incidents	6
Property	0
Registrants	0
Warrants	0
<hr/>	
Total	234

BASIN POLICE DEPARTMENT
P.O. BOX 528

Crimestar Records Management System
Database Statistics
From: 11/29/2012 To: 12/31/2012

