

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 1/8/13\*, Special Joint Meeting 1/9/13\*, Regular Workshop Meeting 2/5/13\*
  - b. Financial Report through January 2013\*
  - c. Vouchers \$166,297.61 + Payroll Gross \$50,508.90 GT=\$216,806.51 \*
  - d. Municipal Court Report \*
  - e. Delinquents/Aging: Delinquent Accounts: \$182,236.11 (30 Days/Current) \$24,965.61 (60 Days) \$8,946.68 (90 Days) as of 2/7/13
2. **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.
3. **Public Hearing: Annual Liquor License Renewal**
  - Retail Liquor Licenses
    - \*Ten Times, Inc. dba Overland's Express Mart, 151 N. 4th
    - \*Roger Williams dba Stockman's Bar, 105 S. 4th
    - \*Stefan F. & Tracy A. Harper dba Harper's Service Center, 206 S. 4th
    - \* DJ Foods, Inc. dba Wheeler's IGA, 114 S. 4th
  - Limited Retail Liquor License
    - \*Fraternal Order of Eagles dba Cloud Peak Aerie 3086, 103 S. 4th
4. **Committees/Commissions/Departments**
  - a. Planning & Zoning Commission:
    - i. Minutes January 29, 2013
  - b. REPORTS:
    - i. Water: Big Horn Regional JPB & South Big Horn JPB, Phil Julliard
    - ii. Electric: Municipal Energy Agency of Nebraska, Amy Kania
    - iii. WAM Winter Workshop, Amy Kania and Phil Julliard
5. **Conduct of Business**
  - a. ORDINANCE 622: Garbage Rates\*  
**2<sup>nd</sup> Reading**
  - b. Resolution 2012-0212 – 1: Pathways Master Plan\*

- c. G-Street Sewer Improvement Change Order #1\*
- d. Lot Split Request: Lot 104, Block 1, Willow Run Subdivision (Julson & Naylor)\*
- e. MOU Draft– Cardboard Baler\*
- f. Liquor License Renewal (See list in Public Hearing)
- g. Electric Infrastructure Improvement Project Report\*
- h. DISCUSSION: Special Purpose 6<sup>th</sup> Penny
- i. DISCUSSION: Franchise Agreements – Optima and TCT West, Pole Agreements
- j. Solid Waste District Work Session to Discuss Baler/Transfer Station
- k. Building Permit(s): Big Horn REA, Interior Shop\*
- l. DISCUSSION: Type, Number and Time of Council Meetings

## **6. Matters from Staff Members or Council Members, Roundtable**

## **7. Executive Session, If Needed**

### *Upcoming Meetings:*

*February 16, 2013 (Saturday) @ 9 am – Annual Winter Priority Setting Workshop,  
Special Meeting to complete 3<sup>rd</sup> reading of  
Ord. 622*

*March 5, 2013 (Tuesday) @ 7 pm – Regular Workshop Meeting*

***Tuesday, March 12, 2013 @ 7 pm – Regular Town Council Meeting***

### *Other Meetings:*

*Tuesday, February 26, 2013 @ 7 pm – Planning Commission*

- Attached Document

TOWN OF BASIN  
Council Meeting – Regular Minutes  
Tuesday, January 8, 2013  
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, January 8, 2013 at 7:00 PM.

Council Members present: **Mayor Amy Kania, Bill Stoelk, Lyle King, Dave Cooper and Phil Juilliard.** Also present were Karla Pomeroy, Brandon Ohman with TCT West, Town Engineer Sherman Allred, Town Attorney Kent Richens, Stacey Leshner, Wendy Taylor, Steve Vanderploeg, Richard Russell representing the Big Horn Canal, Chief of Police Chris Kampbell, and Clerk/Treasurer Danielle Chapman.

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

Mayor Kania added Richard Russell for the Big Horn Canal to the Agenda.

Dave Cooper made the motion and Lyle King seconded to approve the Consent Agenda as presented. 1) Regular Council Meeting 12/11/12 and Special Meeting 12/19/12; 2) December 2012 Financial Report; 3) Vouchers \$122,212.93 + Payroll Gross \$48,482.14 GT=\$170,695.07; 4) Municipal Court Report; 5) Delinquent Accounts: \$147,795.05 (30 days-Current), \$25,321.58 (60 days), and \$7,311.07 (90 days). The vote to approve the Consent Agenda was unanimous.

Big Horn Canal: Richard Russell presented information concerning a item on the upcoming Big Horn Canal Annual Meeting Agenda concerning allowing Westside to use the canal for delivery of its water. The town has roughly 800 acres of water right delivered by the canal. The consensus of Dave Cooper, Lyle King and Bill Stoelk was to not be in favor of the project. Phil Juilliard indicated he was waiting to attend the meeting before deciding. Mayor Kania indicated she would vote the Town's shares as opposed based on the majority consensus.

Annual Appointments: Succession of Authority; Lyle King nominated Dave Cooper to continue as president for the Council. No other nominations, Bill Stoelk seconded the nomination of Dave Cooper as president for the Council. The vote to keep Dave Cooper as President of the Council passed with a unanimous vote. Bill Stoelk made the motion to approve the appointments as presented, Dave Cooper seconded and the vote was unanimous.

Public Hearing: 7:38 PM; A Budget Amendment was presented for the Purchase of Law Enforcement RIMS Software. This \$5000.00 will cover the shortfall that Grants do not cover. There being no comments, the public hearing was closed at 7:40 PM.

Public Comments: None

Planning and Zoning Commission: The Mayor reminded the Council that there will be a joint work session on January 9<sup>th</sup> at 4:00 PM to discuss Chapter 10 and 11 recommendations from the P&Z to the Council.

#### REPORTING

Water: Big Horn Regional JPB & South Big Horn JPB report: Phil Juilliard gave an update.

ORDINANCE 621, amending Ordinance 399 & 531, Franchise Agreement Wyoming Gas: Extending the current franchise agreement for another 10 years, effective January 13, 2013 with the passage of this Ordinance. 5% comes back to the Town's General Fund. Dave Cooper moved to accept on 3<sup>rd</sup> reading, Lyle King seconded the motion. Discussion ensued and Phil Juilliard indicated that he likes the 2% and is

not in favor of 5%. Lyle King discussed the importance of funding the general fund and this is a revenue source. Mayor Kania reminded Council that the General Fund continues to have a shortfall and operates streets, police protection, cemetery, parks and municipal court. The motion carried.

Dave Cooper – For  
Lyle King – For  
Amy Kania – For  
Bill Stoelk - Against  
Phil Juilliard - Against

RESOLUTION 2013-0108-1 Budget Amendment: A Resolution concerning a budget amendment for the Police Department to fund the remaining portion of the RIMS Law Enforcement Software upgrade. Lyle King moved to adopt Resolution 2013-0108-1 as proposed, Bill Stoelk seconded the motion. The motion carried unanimously.

Electric Infrastructure Improvement Project Update: Stacey Lesher gave the Council an update on the 35kV loop-feed project. Some engineer specs delayed the material shipping but materials are expected with a date set for 2/11/13. There will be a material trailer for no extra cost, this keeps materials separate and they will be under lock and key. The contractor is Prime Power and they will move forward as soon as materials arrive.

Scrap Metal Sale: Discussion regarding the money from the sale of the scrap metal. Mayor Kania recommended these funds be put into the general fund. The Council was in consensus to do such.

WAM winter Workshop January 30-February 1 Voting Delegate: Dave Cooper made the motion to authorize Mayor Amy Kania as the official voting delegate and Phil Juilliard will be the alternate delegate. Phil Juilliard seconded the motion. No discussion, the vote carried with a unanimous vote.

Annual Prioritization Workshop: The Council set a date of Saturday, February 16<sup>th</sup>.

Solid Waste District Work Session to Discuss Baler/Transfer Station: There will be a joint work session and the Towns have all been invited. The next Landfill board meeting will be January 23<sup>rd</sup> in Lovell.

Building Permits: None.

Councilmember Stoelk: Town Code, Chapter 3 and Ordinance #611. Bill Stoelk asked for discussion on charging for certain building permits. Mayor Kania reminded Council that building codes and fees has already been referred to the Planning Commission for a recommendation.

Chief Kampbell inquired about the possibility of annexing Highway 16/20 from North Street to Hart Avenue. Council discussed some of the history of the original de-annexation and had questions concerning obligation for snow removal in the future. Dave Cooper research and will report back to the council.

Stacey Lesher gave an Electric Monthly Summary Report. Stacey has ordered parts to repair street lights. There was a new light installed at the ice pond. Added services, regular maintenance and continuing to prepare for the Mecklam Acres project. Update on the regulator is that the entire town will have to come down so that they can replace that regulator so are waiting until the weather is more favorable.

The Council received the monthly water and sewer report.

Steve Vanderploeg gave an update on Public Works. There is an advertisement out for Christmas tree disposal and then the crew will burn the brush pile. Discussion ensued about the sander and the sand

stockpile, and to make sure we get everywhere sanded that needs it.

Administrative Report: Dani Chapman presented the monthly report for December.

Law Enforcement Summary Report: Chief Kampbell presented his monthly report.

Phil Julliard asked about the street projects fund. He also asked to have the office open now that a regular part time employee is employed. The Council discussed allowing volunteers to haul the recycle trailer. Kent Richens was asked to advise back on this topic.

Sherman Allred informed the Council that Lamax is starting the flush tank project at the end of next week and Yellowstone Landscaping will be starting G-street next week too.

There being no further business to discuss, Lyle King made the motion to adjourn the meeting at 9:04 PM and Phil Juillard seconded. The motion carried with a unanimous vote.

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Amy Kania, Mayor

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Danielle Chapman, Clerk/Treasurer

TOWN OF BASIN, SPECIAL MEETING MINUTES  
Wednesday, January 9, 2013  
TOWN HALL COUNCIL CHAMBERS @ 4:00 PM

- ❑ Call to Order @ 4:00 PM
- ❑ Roll Call: **Dave Cooper as acting Mayor, Lyle King, Phil Juillard, Bill Stoelk, Also Present:** Bob Kampbell, Andy DeGraw, Carl Olson, Chris Kampbell, CJ Duncan, Ken Fink, Mark Hillman and Danielle Chapman. Absent: Mayor Kania.

Dave Cooper called the meeting to order. Ken Fink presented the Council with the Planning and Zoning recommendations. Discussion ensued over both Title 10-Subdivision Regulations and Title 11-Zoning Regulations. The Town Council recognized the P&Z's recommendations.

Lyle King made a motion to adjourn at 6:54 PM, and Bill Stoelk seconded, the motion passed unanimously.

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Dave Cooper, Acting Mayor

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Danielle Chapman, Clerk/Treasurer

TOWN OF BASIN, WORKSHOP MEETING MINUTES  
Tuesday, February 5, 2013  
TOWN HALL COUNCIL CHAMBERS @ 7:00 PM

The meeting was called to order at 7:00 pm

Roll Call: **Mayor Kania, Council Members: Lyle King, Phil Juillard, and Bill Stoelk and Dave Cooper.**

**Also Present: Clerk/Treasurer Danielle Chapman, Sherman Allred, Karla Pomeroy, Steve Vanderploeg, Mike Dellos, Stacey Leshner, and Basin Police Chief, Chris Kampbell.**

Economic Development Master Plan MOU: The Council discussed an MOU presented by Lovell Inc on behalf of the Big Horn County for the County Wide Big Horn Economic Development Master Plan. Dave Cooper made a motion to allow Mayor Kania to sign the MOU, Lyle King seconded the motion. Motion carried with a unanimous vote.

The Town of Basin would like to express our support for the BHC Fair Multi-Purpose Facility. The consensus of the council was to support this project with a letter.

Electrical Update/January Monthly Status Report: Stacey Leshner gave an update on the Electrical Department. PPC is ready to start moving equipment this way. Supply availability is the biggest hold up right now. The Mayor discussed the acquisition of the TCT poles and has been working to schedule a meeting with TCT.

Water/Sewer/RW Update/January Monthly Status Report: Dave Cooper gave an update on the recent Waste Water Management Committee meeting and the Council discussed direction for the Committee. Mike Dellos updated the Council on the need for repairs for the raw water SCADA system. The Council gave direction concerning the UV bypass project. Steve Vanderploeg gave an update on the Flush tanks. Sherman Allred gave an update on the G-Street project. A change order was discussed to allow an additional 21 days for completion.

The Council discuss water improvement projects on Hart Avenue and on Wyoming Ave into Mecklam acres. The Council asked Mayor Kania to pursue a funding package to include USDA RD, SLIB MRG and SRF.

Mayor Kania updated the Council on the grant approval from SLIB on the Crescent Drive/12<sup>th</sup> street sewer improvement project.

Law Enforcement Update/January Monthly Status Report: Chris Kampbell gave the Council an update on the RIMS software update. NIMS training for New Council members has begun.

Administration Update/January Monthly Status Report: Danielle Chapman gave an administrative update.

Public Works Update/January Monthly Status Report: Steve Vanderploeg gave an update on the Cemetery Expansion and Solid waste tracking. Mayor Kania gave a solid waste update

that the landfill has agreed to accept Powell's waste to the Cowley landfill. This will bring savings to the current Town of Basin customers. She presented a rate proposal to reflect this savings.

ORDINANCE 622: An Ordinance regarding garbage service rates. This will be set for this year and the whole of next fiscal year. Lyle King made the motion to approve this on 1<sup>st</sup> reading as presented. Lyle King made the motion to amend the motion as presented, noting that the Ordinance will be published after the 2<sup>nd</sup> and before the 3<sup>rd</sup> reading in this instance, Bill Stoelk seconded and the motion carried unanimously.

Building Permits: REA-this was forwarded to the P&Z because of the commercial zoning on this particular permit. This will come back for the regular meeting.

Chapter 11: Mayor Kania's attached her recommendations for Title 11. The Mayor recommends that everyone take this home and read and bring back to the regular meeting or next workshop.

Roundtable: Phil Juillard mentioned Lamax had approached him and they are wanting to pave in the Subdivision. He asked if the Council wanted to have them pave a Town street at the same time. Mayor Kania cautioned that we needed to know the costs before a decision could be made as this may need to go to bid.

There being no further business to discuss, Lyle King made the motion to adjourn the meeting at 9:27 PM, and Dave Cooper seconded this, the vote was unanimous.

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Amy Kania, Mayor

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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	59% YTD
<b>REVENUES</b>							
<b>TOTAL GENERAL FUND</b>	<b>558,678</b>	<b>692,335</b>	<b>623,595</b>	<b>588,039</b>	<b>13%</b>	<b>360,942</b>	<b>61%</b>
<b>TOTAL CAPITAL FUND</b>	<b>1,480,390</b>	<b>1,527,753</b>	<b>379,996</b>	<b>546,162</b>	<b>12%</b>	<b>180,288</b>	<b>33%</b>
<b>TOTAL STREET PROJECTS</b>	<b>165,562</b>	<b>188,039</b>	<b>235,497</b>	<b>186,800</b>	<b>4%</b>	<b>119,372</b>	<b>64%</b>
<b>Total Electric</b>	1,319,750	1,222,486	1,379,570	2,113,656	73%	806,446	38% (7)
<b>Total Purified Water</b>	278,152	290,789	324,591	339,616	12%	189,398	56%
<b>Total Raw Water</b>	59,338	95,177	102,176	86,776	3%	27,516	32% (6)
<b>Total Sewer</b>	106,680	113,403	116,293	108,100	4%	58,812	54%
<b>Total Garbage</b>	182,951	249,561	241,899	245,289	8%	139,029	57%
<b>Total Mosquito</b>	26,549	71,016	3,112	19,540	1%	6,680	34%
<b>TOTAL ENTERPRISE</b>	<b>1,973,420</b>	<b>2,042,432</b>	<b>2,167,640</b>	<b>2,912,976</b>	<b>64%</b>	<b>1,227,882</b>	<b>42%</b>
					100%		
<b>Total Debt Services</b>	<b>43,250</b>	<b>45,683</b>	<b>41,617</b>	<b>35,750</b>	<b>1%</b>	<b>29,225</b>	<b>82%</b>
<b>Total Internal Service Funds</b>	<b>259,000</b>	<b>300,250</b>	<b>293,027</b>	<b>255,086</b>	<b>6%</b>	<b>131,423</b>	<b>52%</b>
<b>Sub-Total Revenues</b>	<b>4,480,300</b>	<b>4,796,492</b>	<b>3,741,371</b>	<b>4,524,813</b>		<b>2,049,133</b>	<b>45%</b>
Less Intergovernmental	(419,000)	(647,724)	(364,827)	(255,086)	(5)	(131,423)	52%
Less Agency Funds	(394,922)	(243,016)	(16,046)	(100)	0%	(169)	169%
<b>TOTAL AVAILABLE RESOURCE</b>	<b>3,666,378</b>	<b>3,905,753</b>	<b>3,360,498</b>	<b>4,269,627</b>	<b>100%</b>	<b>1,917,542</b>	<b>45%</b>
<b>EXPENSES</b>							
<b>TOTAL GENERAL FUND</b>	<b>599,561</b>	<b>560,723</b>	<b>559,343</b>	<b>615,027</b>	<b>13%</b>	<b>279,798</b>	<b>45%</b> (8)
<b>TOTAL CAPITAL FUND</b>	<b>1,447,559</b>	<b>1,544,430</b>	<b>318,721</b>	<b>719,554</b>	<b>15%</b>	<b>153,270</b>	<b>21%</b>
<b>TOTAL STREET PROJECTS</b>	<b>94,206</b>	<b>179,334</b>	<b>83,429</b>	<b>126,223</b>	<b>3%</b>	<b>128,434</b>	<b>102%</b>
<b>Total Electric</b>	1,265,577	1,139,586	1,333,690	2,182,017	75%	752,614	34% (7)
<b>Total Purified Water</b>	285,762	287,118	317,810	338,867	12%	184,492	54%
<b>Total Raw Water</b>	64,933	61,769	113,199	85,500	3%	43,415	51% (6)
<b>Total Sewer</b>	103,034	101,173	126,239	228,226	8%	42,994	19%
<b>Total Garbage</b>	197,296	326,476	288,208	236,800	8%	121,736	51%
<b>Total Mosquito</b>	1,655	24,344	33,019	21,292	1%	12,754	60%
<b>TOTAL ENTERPRISE</b>	<b>1,918,257</b>	<b>1,940,464</b>	<b>2,212,163</b>	<b>3,092,702</b>	<b>64%</b>	<b>1,158,005</b>	<b>37%</b>
					106%		
<b>Total Debt Services</b>	<b>55,000</b>	<b>55,000</b>	<b>108,120</b>	<b>55,000</b>	<b>1%</b>	<b>55,000</b>	<b>100%</b>
<b>Total Internal Service Funds</b>	<b>246,092</b>	<b>307,649</b>	<b>237,540</b>	<b>255,086</b>	<b>5%</b>	<b>122,107</b>	<b>48%</b>
<b>Sub-Total Expenditures</b>	<b>4,360,675</b>	<b>4,587,600</b>	<b>3,519,317</b>	<b>4,863,592</b>		<b>1,896,614</b>	<b>39%</b>
Less Intergovernmental	(419,000)	(582,724)	(293,027)	(255,086)	(5)	(129,979)	51%
Less Agency Funds	(382,738)	(242,995)	(17,944)	-	0%	-	#DIV/0!
<b>TOTAL EXPENDITURES</b>	<b>3,558,938</b>	<b>3,761,882</b>	<b>3,208,345</b>	<b>4,608,506</b>	<b>100%</b>	<b>1,766,634</b>	<b>38%</b>
<b>NET PROFIT(LOSS)</b>							
<b>TOTAL GENERAL FUND</b>	<b>(40,884)</b>	<b>131,612</b>	<b>64,252</b>	<b>(26,988)</b>		<b>81,144</b>	
<b>TOTAL CAPITAL FUND</b>	<b>32,831</b>	<b>(16,677)</b>	<b>61,275</b>	<b>(173,392)</b>		<b>27,019</b>	
<b>TOTAL STREET PROJECTS</b>	<b>71,356</b>	<b>8,705</b>	<b>152,067</b>	<b>60,577</b>		<b>(9,062)</b>	
<b>Total Electric</b>	54,173	82,900	45,881	(68,361)	(4)	53,833	
<b>Total Purified Water</b>	(7,609)	3,671	6,781	748		4,906	
<b>Total Raw Water</b>	(5,595)	33,408	(11,023)	1,276		(15,900)	
<b>Total Sewer</b>	3,646	12,231	(9,946)	(120,126)	(3)	15,818	
<b>Total Garbage</b>	(14,345)	(76,915)	(46,308)	8,489		17,293	
<b>Total Mosquito</b>	24,894	46,672	(29,907)	(1,752)		(6,074)	
<b>TOTAL ENTERPRISE</b>	<b>55,163</b>	<b>101,968</b>	<b>(44,523)</b>	<b>(179,726)</b>		<b>69,877</b>	
<b>Total Debt Services**</b>	<b>(11,750)</b>	<b>(9,317)</b>	<b>(66,504)</b>	<b>(19,250)</b>		<b>(25,775)</b>	
<b>Total Internal Service Funds</b>	<b>12,908</b>	<b>(7,399)</b>	<b>55,487</b>	<b>(0)</b>		<b>9,316</b>	
<b>Sub-Total Profit (Loss)</b>	<b>119,625</b>	<b>208,892</b>	<b>222,055</b>	<b>(338,779)</b>		<b>152,520</b>	
*Less Intergovernmental	-	(65,000)	(71,800)	-		(1,443)	
Less Agency Funds	12,184	21	(1,898)	(100)		(169)	
<b>NET AVAILABLE RESOURCE</b>	<b>131,809</b>	<b>143,913</b>	<b>148,357</b>	<b>(338,879)</b>	<b>0%</b>	<b>150,907</b>	<b>-45%</b>

- (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  
(8) Budget Amendment increase \$5,000 for Police RIMS system



## Report Criteria:

Report type: Summary

Check.Type = {&lt;-&gt;} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/13	02/07/2013	37446	1003	ALSCO	1021310	158.18
02/13	02/07/2013	37447	1676	B/H CO. SOLID WASTE DIST.	1021310	11,463.54
02/13	02/07/2013	37448	1342	BASIN AUTO CARE	1021310	63.00
02/13	02/07/2013	37449	1380	BASIN REPUBLICAN RUSTLER	1021310	525.00
02/13	02/07/2013	37450	1620	BIG HORN CO-OP MARKETING	1021310	2,046.09
02/13	02/07/2013	37451	1669	BIG HORN COUNTY CLERK	1021310	696.44
02/13	02/07/2013	37452	1670	BIG HORN COUNTY JAIL	1021310	50.00
02/13	02/07/2013	37453	1890	BIG HORN REGIONAL JOINT POWERS	1021310	9,400.32
02/13	02/07/2013	37454	5160	BLUE CROSS BLUE SHIELD OF WY	1021310	8,966.34
02/13	02/07/2013	37455	2005	BORDER STATES ELECTRIC SUPPLY	1021310	2,721.83
02/13	02/07/2013	37456	2110	CASELLE INC.	1021310	969.00
02/13	02/07/2013	37457	2100	CHIEF SUPPLY	1021310	309.12
02/13	02/07/2013	37458	2161	CITY OF CODY	1021310	20.00
02/13	02/07/2013	37459	2210	CLARK SAFETY	1021310	342.90
02/13	02/07/2013	37460	2211	CNA SURETY	1021310	126.00
02/13	02/07/2013	37461	2414	CRUM ELECTRIC	1021310	382.18
02/13	02/07/2013	37462	2481	DELL MARKETING L.P.	1021310	709.32
02/13	02/07/2013	37463	2600	DONNELL & ALLRED INC.	1021310	2,027.33
02/13	02/07/2013	37464	1883	EATON SALES & SERVICE, LLC.	1021310	1,000.58
02/13	02/07/2013	37465	2848	FIRE PROTECTION & SAFETY	1021310	769.00
02/13	02/07/2013	37466	1463	GREAT-WEST TRUST CO., LLC	1021310	622.00
02/13	02/07/2013	37467	3171	GREYBULL POLICE DEPT.	1021310	55.00
02/13	02/07/2013	37468	3511	HSA BANK	1021310	100.00
02/13	02/07/2013	37469	3580	INTER-MOUNTAIN LABORATORIES	1021310	633.00
02/13	02/07/2013	37470	3631	JOINT POWERS BOARD	1021310	8,100.00
02/13	02/07/2013	37471	3650	JUILLARD, PHILLIP	1021310	419.23
02/13	02/07/2013	37472	3658	KANIA, AMY	1021310	1,566.99
02/13	02/07/2013	37473	3873	MASTER CARD	1021310	351.27
02/13	02/07/2013	37474	3881	MEAN	1021310	53,800.11
02/13	02/07/2013	37475	4071	MWC ENTERPRISES	1021310	15,500.00
02/13	02/07/2013	37476	5505	NCPERS WYOMING	1021310	64.00
02/13	02/07/2013	37477	3551	NORCO, Inc.	1021310	83.23
02/13	02/07/2013	37478	4233	ONE CALL OF WYOMING	1021310	43.75
02/13	02/07/2013	37479	4222	O'REILLY AUTOMOTIVE, INC.	1021310	1,003.48
02/13	02/07/2013	37480	4260	OVERLAND EXPRESS MART	1021310	530.47
02/13	02/07/2013	37481	4356	QUILL CORPORATION	1021310	175.42
02/13	02/07/2013	37482	4405	RICHINS, KENT A.	1021310	750.00
02/13	02/07/2013	37483	4595	SECURITY STATE BANK	1021310	11,702.14
02/13	02/07/2013	37484	5155	Sylvester, Travis	1021310	80.00
02/13	02/07/2013	37485	4713	TCT WEST INC.	1021310	586.68
02/13	02/07/2013	37486	4720	THE OFFICE SHOP	1021310	152.29
02/13	02/07/2013	37487	4825	TOWN OF BASIN	1021310	3,083.51
02/13	02/07/2013	37488	4831	TOWN OF BASIN	1021310	20.56
02/13	02/07/2013	37489	4960	U.S. POSTMASTER	1021310	338.00
02/13	02/07/2013	37490	5083	VALLEY HARDWARE	1021310	467.26
02/13	02/07/2013	37491	5092	VERIZON WIRELESS	1021310	361.68
02/13	02/07/2013	37492	6611	VISION SERVICE PLAN- (WY)	1021310	35.14
02/13	02/07/2013	37493	5142	WAMCAT	1021310	65.00
02/13	02/07/2013	37494	5166	WASCOP	1021310	50.00
02/13	02/07/2013	37495	5181	WATERWORKS INDUSTRIES INC.	1021310	257.74
02/13	02/07/2013	37496	5450	WEBT	1021310	63.00
02/13	02/07/2013	37497	5420	WY DEPT. OF REVENUE & TAX	1021310	4,633.59
02/13	02/07/2013	37498	5395	WY DEQ ADMIN, WATER QUALITY	1021310	200.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/13	02/07/2013	37499	5480	WY GAS COMPANY	1021310	1,831.87
02/13	02/07/2013	37500	5500	WY RETIREMENT SYSTEM	1021310	6,866.18
02/13	02/07/2013	37501	9857	WYOMING PUBLIC HEALTH LABORATORY	1021310	30.00
02/13	02/07/2013	37502	5430	WY-TEST	1021310	249.50
02/13	02/07/2013	37503	6001	YELLOWSTONE LANDSCAPING	1021310	8,504.35
02/13	02/07/2013	37504	1669	BIG HORN COUNTY CLERK	1021310	15.00
02/13	02/07/2013	37505	4595	SECURITY STATE BANK	1021310	160.00
Grand Totals:						166,297.61

Payroll 1st 26,392.03

Payroll 2nd 24,116.87

## Summary by General Ledger Account Number

Grand Total 216,806.51

GL Account	Debit	Credit	Proof
1021310	122.47	166,420.08-	166,297.61-
10-42-800	65.35	.00	65.35
10-42-980	15.00	.00	15.00
10-43-360	75.96	.00	75.96
10-43-490	50.00	.00	50.00
10-44-010	50.00	.00	50.00
10-44-020	309.12	.00	309.12
10-44-260	99.55	.00	99.55
10-44-360	53.54	.00	53.54
10-44-521	317.21	.00	317.21
10-44-560	241.00	.00	241.00
10-44-600	198.18	.00	198.18
10-44-680	729.88	.00	729.88
10-44-690	63.00	.00	63.00
10-44-980	388.59	.00	388.59
10-45-060	14.99	.00	14.99
10-45-980	733.30	.00	733.30
10-46-050	158.18	.00	158.18
10-46-060	1,156.62	.00	1,156.62
10-46-180	580.34	30.32-	550.02
10-46-520	443.95	.00	443.95
10-46-680	1,011.25	.00	1,011.25
10-46-690	209.22	.00	209.22
10-46-980	116.01	.00	116.01
10-47-115	309.57	.00	309.57
10-48-520	55.00	.00	55.00
31-40-114	112.82	.00	112.82
31-40-120	9,633.66	.00	9,633.66
31-42-071	750.00	.00	750.00
61-22220	6,717.68	.00	6,717.68
61-22221	4,984.46	.00	4,984.46
61-22223	127.00	.00	127.00
61-22224	9,001.48	.00	9,001.48
61-22225	6,866.18	.00	6,866.18
61-22229	622.00	.00	622.00
61-40-020	525.00	.00	525.00
61-40-040	65.00	.00	65.00
61-40-070	969.00	.00	969.00
61-40-140	260.00	.00	260.00
61-40-150	249.50	.00	249.50
61-40-250	206.20	.00	206.20

GL Account	Debit	Credit	Proof
61-40-300	1,446.44	.00	1,446.44
61-40-320	1,426.21	.00	1,426.21
61-40-360	1,192.01	.00	1,192.01
61-40-560	199.30	.00	199.30
61-40-570	30.96	.00	30.96
61-40-640	502.34	.00	502.34
61-40-760	126.00	.00	126.00
71-21500	4,725.74	92.15-	4,633.59
71-40-120	3,131.56	.00	3,131.56
71-40-180	218.75	.00	218.75
71-40-390	299.18	.00	299.18
71-40-520	21.11	.00	21.11
71-40-600	342.90	.00	342.90
71-40-601	616.98	.00	616.98
71-40-680	156.24	.00	156.24
71-40-690	54.96	.00	54.96
71-40-980	70.42	.00	70.42
71-40-990	11.27	.00	11.27
71-63-160	53,800.11	.00	53,800.11
72-30-990	11.74	.00	11.74
72-40-090	2,499.00	.00	2,499.00
72-40-100	36.52	.00	36.52
72-40-180	1,000.58	.00	1,000.58
72-40-440	130.00	.00	130.00
72-40-560	137.52	.00	137.52
72-40-640	888.52	.00	888.52
72-40-660	5,601.00	.00	5,601.00
72-40-680	179.87	.00	179.87
72-40-980	9,400.32	.00	9,400.32
72-40-990	23.90	.00	23.90
73-30-990	11.73	.00	11.73
73-40-980	153.80	.00	153.80
74-40-180	336.60	.00	336.60
74-40-520	744.73	.00	744.73
74-40-521	489.49	.00	489.49
75-40-530	15,500.00	.00	15,500.00
75-40-680	362.27	.00	362.27
75-40-690	541.68	.00	541.68
75-40-970	11,463.54	.00	11,463.54
Grand Totals:	166,542.55	166,542.55-	.00

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

I certify under penalty of perjury, that this voucher and the items included therein for payment are correct and just in all respects.

---

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

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**Basin Municipal Court**  
**Report to Mayor and Town Council for the**  
**Month of January 2013**

Docket #	Citation #	Address	Offense	Ca/CK	Fine	Court Fee	Jail/ Rest.
12.12.23	88146G	Basin	Speeding 40/30	ck	40.00	10.00	
1.13.7	88193G	Greybull	Expired Registration	ck	110.00	10.00	
7.12.80	40497D	Greybull	No Insurance-pymt	ca	150.00		
1.13.4	88191G	Cody	Speeding 29/20-SZ	ca	160.00	10.00	
1.13.9	1098	Basin	Parking Violation	ck	60.00	10.00	
1.13.3	88044G	Beaverton, OR	Speeding 48/30	ck (MO)	122.00	10.00	
1.13.5	88150G	Burlington	Speeding 38/30	ck	82.00	10.00	
1.13.15	88226G	Ranchester, WY	Speeding 41/30	ck	94.00	10.00	
1.13.17	88045G	Basin	Vehicle Accident	ca	60.00	10.00	
5.12.29	40296D	Burlington	DWUS- 1st offense- Plea Bargain	ck	260.00	10.00	
5.12.28	40254D	Burlington	Unattended Vehicle		DISMISSED		
<b>1/7/13</b>			<b>\$1,228.00</b>		<i>1,138.00</i>	<i>90.00</i>	-
1.13.2	88188G	Billings, MT	Speeding 45/30	ck	110.00	10.00	
1.13.6	88192G	Denver, CO	Speeding 38/30	ck	82.00	10.00	
1.13.10	88195G	Basin	Compulsory Insurance		DISMISSED		
1.13.12	88197G	Burlington	Compulsory Insurance		DISMISSED		
<b>1/14/13</b>			<b>\$212.00</b>		<i>192.00</i>	<i>20.00</i>	-
<b>1/21/13</b>							
1.13.9	88200G	Sheridan	DL Expired	ck	110.00	10.00	
1.13.13	88251G	Sheridan	Compulsory Insurance		DISMISSED		
9.12.10	88106G	Basin	No Insurance-pymt	ca	40.00		
10.12.33	40264D	Riverton, WY	MIP-Alcohol-pymt	ca	40.00	10.00	
1.13.8	88194G	Hidmore, SD	Parking Violation	ck	61.00	10.00	
1.13.20	88152G	Powell	Speeding 27/20- SZ	ck	60.00	10.00	
1.13.11	88196G	Billings, MT	Speeding	ck	60.00	10.00	
11.12.2	88168G	Basin	Speeding 29/20-SZ	ck	190.00	10.00	
1.13.14	88199G	Burlington	Compulsory Insurance		DISMISSED		
<b>1/28/13</b>			<b>\$621.00</b>		<i>561.00</i>	<i>60.00</i>	-
<i>Credit Card</i>							
12.12.9	88181G	Spokane, WA	Speeding 41/30-NRVC	1/9/13	94.00	10.00	
10.12.33	40264D	Rivertson, WY	MIP-Alcohol	1/23/13	90.00	10.00	

9.12.1	88092G	Hood River, OR	Speeding 42/30- NRVC	1/23/13	98.00	10.00	
			Credit Card TOTAL	312.00	282.00	30.00	-
SSB					0.16		
SSB			Dec-12		0.07		
			Subtotals		2,173.23	200.00	-
Grand Total				\$2,373.23			

TOWN OF BASIN  
PLANNING AND ZONING COMMISSION REGULAR MINUTES  
TUESDAY, Jan 29, 2013  
Town Hall @ 7:00 PM

- Call to Order: **Chairman Fink called the meeting to order at 7:00 PM.**
- Roll Call: **Bill Stoelk, Carl Olson, CJ Duncan, Andy DeGraw, Ken Fink, and Mark Hillman present. Robert Kampbell is cruising. Also present was Aubrey Owen, contractor with Rural Electric Association building permit.**
- Minutes from Nov. 27, 2012 **CJ moved to accept the minutes, Carl 2<sup>nd</sup>, all approved.**

Public Communication: CJ brought the Ellery Naylor lot split map to the meeting. Ellery has requested the additional partial lot in the Willow Run subdivision. Julson owns this lot and has agreed verbally to sign the deed if P&Z and the council approve the split. Mike Dellos and CJ have visited the lot and there are no problems with the utilities access. We may need some written agreement from Julson on this. Make sure the deed is recorded. Used 11-1-14 for guidance.

**Carl moved to recommend approval of the lot split, CJ 2<sup>nd</sup>, all approved. Ken will write letter to council from P&Z on this.**

**TOPICS:**

1. **Update on Martin Apartments, and fair grounds, welcome to Bill.**  
**Joint meeting with council.**  
**Welcome to Bill:**  
**Handed out chapter 8, member list, and by-laws to Bill and welcomed him to the group.**  
**Martin Apartments:**  
**Covered the letters on flood plane and zoning written by Ken on the Martin Apartments request. Ken has sent the requested letters.**  
**Fair Grounds:**  
**Discussed the grant request and drawings for the new covered structure at the fair grounds. Preliminary drawings looked at. May be problems with sewer, water, and drainage. Grant is in the process of being applied for at this time.**

**ACTION/RECOMMENDATION: General information only at this time.**

2. Big Horn REA building (shop) remodel, Ron's construction, Aubrey Owen. Shop building is located in commercial zone.

Discussed the location of the rebar and suggested some changes from the standard drawing, covered the standard plans for the lift and other pertinent information. Aubrey was very cooperative and his input was appreciated.

ACTION/RECOMMENDATION: Mark moved to recommend approval for the building permit, Carl 2<sup>nd</sup>, all approved.

3. Continue process between Town and P&Z committee for handling permits and requests of the committee. Would like to develop new permits and training for all, zoning compliance permit. Notes and 8-1-3 (plumbing) and 8-3-2 (building) was handed out in packet.
  - A. The group is leaning towards the 2012 edition of the International residential code.
  - B. The inspector "*must*" be trained.
  - C. With 3 contractors present and lots of discussion, the group is leaning in having a license for contractors to include testing required. WAM has a provision for contractor testing.
  - D. The town needs clarification in the codes of the building permit charges: \$5 vs. \$50. Additional discussion on the overall fee structure.
  - E. We all agreed to completely rewrite Chapter 8 and to look at other town's guidelines and codes.
  - F. Ken has a web site that has the 2012 residential code on it, it can not be downloaded, but can be read. Everyone has the web site and we looked at some of it.

ACTION/RECOMMENDATION: Continue on with the building codes at future meetings. Having 3 contractors present was great and they are in favor of the license and tests.

Roundtable: Andy, Bill, Carl, Mark, Ken, nothing.

CJ covered the new sewer infrastructure committee meeting, doing an RFP, look at ground water, and treatment plant. (Lagoon and sewer infrastructure)



## **ORDINANCE NUMBER 622**

AN ORDINANCE OF THE TOWN OF BASIN, BIG HORN COUNTY, WYOMING, AMENDING SECTION 4 OF CHAPTER 2 OF TITLE 9 OF THE BASIN TOWN CODE BY ESTABLISHING NEW GARBAGE SERVICE RATES.

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

**SECTION 1:** Section 4 of Chapter 2 of Title 9 of the Basin Town Code shall be and is hereby Amended to read as follows, to-wit (changes in **Bold**):

### **9-2-4: GARBAGE SERVICES:**

Effective with the bills sent which coincide with the February billing cycle occurring on or about **February 20, 2013**, the garbage service rates shall be set as follows:

A. Resident: The town shall charge for residential garbage services on the basis of the number of collections needed per week, limited to a dumpster or rollout container:

1 collection per week	<b>\$27.00</b> per month
-----------------------	--------------------------

B. Commercial:

1. Weekly Collections: The town shall charge for commercial garbage services on the basis of the number of collections needed per week. "Commercial" shall be defined as any business or other facility that has one approved dumpster or rollout container:

1 collection per week	<b>\$27.00</b> per month
2 collections per week	<b>\$42.00</b> per month
3 collections per week	<b>\$57.00</b> per month
4 collections per week	<b>\$67.00</b> per month
5 collections per week	<b>\$77.00</b> per month
Each Additional Dumpster	85% of first dumpster or rollout charge

2. Unscheduled Collections: The town shall charge for additional unscheduled commercial garbage services, or picking up more than one approved/contracted dumpster or rollout container on a basis of a flat rate per collection regardless of the number of containers, as follows:

Each additional unscheduled collection	<b>\$34.50</b> per collection
---	-------------------------------

**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 **February 20, 2013**, after having been published in the Basin Republican Rustler.

PASSED ON FIRST READING **FEBRUARY 5, 2013.**

\_\_\_\_\_ ON SECOND READING **FEBRUARY 12, 2013.**

\_\_\_\_\_ ON THIRD AND FINAL READING **FEBRUARY 16, 2013.**

Corporation

**TOWN OF BASIN, WYOMING**  
A Municipal

By: \_\_\_\_\_  
**AMY KANIA - Mayor**

**ATTEST:**

\_\_\_\_\_  
**DANIELLE CHAPMAN - Town Clerk**

## **AGENDA ITEM 5B SUMMARY REPORT**

### **Town Pathways Master Plan**

#### **SUMMARY**

In 2012, the Town of Basin applied for and received a grant from the Wyoming Department of Transportation to create a non-motorized transportation plan. An ad-hoc committee was formed and consultant was hired (Alta Planning + Design) in 2012 and work began on the Plan shortly after.

In 2012, the Town of Basin completed a Master Plan with the vision of making the town viable for future generations to come. The plan presents a wealth of information, goals and priorities to enhance the quality of life in a small, rural community. The priorities of “Recreation” and “Transportation” listed in the master plan, lay a foundation for the Town of Basin to begin incorporating alternative transportation facilities along with future infrastructure improvements. Other efforts and opportunities continue to build on these priorities including the Basin sidewalk inventory associated with the federal “Safe Routes to School (SRTS)” program and the adjacent federal lands (Bureau of Land Management) which are available for informal recreational purposes such as hiking and bicycling. Additionally, the existing SRTS initiative will provide an opportunity to incorporate future pathways with existing school routes.

The recreation and transportation priorities and goals outlined in the 2012 Master Plan will begin to maximize the role of non-motorized, or ‘active’ transportation by diversifying transportation options, and improving public health for current and future generations. In keeping with the momentum established by the efforts mentioned above, the Basin Pathways Planning Study will guide development of pedestrian and bicycle improvements throughout the town. The Study will improve the ease and safety of reaching local destinations including parks, schools, and Downtown Basin. The plan identifies and analyzes current conditions for walking and bicycling as well as education and encouragement activities, and makes recommendations for improving conditions to create a more interconnected, safe, and convenient network of pathways, on-street bike facilities, sidewalks, and street crossings.

Full Document may be viewed at the Town Office or online at

<ftp://basinwy:892trails@ftp.altaplanning.com>

#### **FISCAL IMPACT**

No fiscal impact to adopting the plan and until prioritized projects are planned into future budgets.

#### **ALTERNATIVES**

At its discretion the Town Council may:

1. Accept with adoption of attached Resolution.
2. Adopt with changes.
3. Reject Plan and Refund Grant monies to WYDOT.

**AGENDA ITEM NO. 5B RECOMMENDATION**

Recommend Approval by Mayor Kania

Recommend Approval by Pathway Planning Committee: Council Member Lyle King, Police Chief Chris Kampbell, Planning Commission Member Robert Kampbell, and Mayor Amy Kania.

**ATTACHMENTS**

1. Resolution from Pathway Committee
2. Resolution Draft for Council

**AGENDA & SUMMARY REPORT TO:**

1. Council on 2/12/13

**A RESOLUTION ADOPTING TOWN NON-MOTORIZED  
TRANSPORTATION MASTER PLAN**

**W I T N E S S E T H**

**WHEREAS**, the Town of Basin Council applied for and received grant funding in order to complete a Non-motorized Transportation Master Plan (Plan); and

**WHEREAS**, the Town of Basin Council contracted with a consultant to complete planning functions; and

**WHEREAS**, the consultant have completed comprehensive planning functions including several public hearings and have produced a document titled Pathways Planning Study including Pedestrian and Bicycle Recommendations and Project Prioritization; and

**WHEREAS**, the Plan was made for the general purpose to:

- Effectively build upon the existing local pedestrian and bicycle network, while streamlining connections and establishing new links to surrounding areas.
- Guide the future of Town growth by incorporating alternative transportation facilities to infrastructure improvements.
- Provide safe, non-motorized facilities throughout town.
- Develop a plan addressing the needs of pedestrians and bicyclists of all ages, abilities, skills, and confidence levels.
- Provide a scheme of innovative and economically feasible projects and recommendations matched to specific funding opportunities.
- Prioritize future active transportation facilities for near, and long-term development.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF BASIN;** Accept and Adopt the 2012 Non-motorized Transportation Master Plan as of this date.

PASSED, APPROVED AND ADOPTED THIS 12th day of February, 2013 .

Attest:

\_\_\_\_\_  
(Name & Title) Amy Kania, Mayor  
Clerk

(Name & Title) Danielle Chapman, Town

\_\_\_\_\_  
Dave Cooper, Councilmember

\_\_\_\_\_  
Bill Stoelk, Councilmember

\_\_\_\_\_  
Phillip Julliard, Councilmember

\_\_\_\_\_  
Lyle King, Councilmember

BASIN PATHWAYS MASTER PLAN COMMITTEE

A RESOLUTION RECOMMENDING THE 2012 BASIN PATHWAYS MASTER PLAN FOR  
ADOPTION BY THE BASIN TOWN COUNCIL.

WHEREAS, the Basin Pathways Master Plan Committee was appointed for the purposes of preparing a Non-Motorized Pathways Planning Study for the Town of Basin; and

WHEREAS, in preparing the planning study, the Committee made careful and comprehensive surveys and studies of the existing conditions and probable future growth of the town and its environs; and

WHEREAS, the Committee prepared a draft, entitled the Pathways Planning Study; and

WHEREAS, the Committee conducted three Public Meetings held for the purpose of obtaining public input; and

WHEREAS, the plan was made for the general purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the town's pathways; and


NOW, THEREFORE, BE IT RESOLVED, that the Basin Pathways Master Plan Committee does hereby recommend the 2012 Town of Basin Pathways Master Plan titled Pathways Planning Study to the Basin Town Council for adoption.

DATED: January 4, 2012

  
\_\_\_\_\_  
Lyle King

  
\_\_\_\_\_  
Robert Kampbell

  
\_\_\_\_\_  
Christopher Kampbell

  
\_\_\_\_\_  
Amy Kania

## CHANGE ORDER

Change Order No. 1

Date: January 28, 2013

Agreement Date: November 26, 2012

PROJECT: G STREET SEWER PROJECT

OWNER: TOWN OF BASIN, WYOMING

CONTRACTOR: Yellowstone Landscaping

The following changes are hereby made to the CONTRACT DOCUMENTS.

Changes to CONTRACT DOCUMENTS:	Change Contract Time
Justification for changes:	Contractor unable to camera sewer until cleaned, unable to schedule cleaning until 6 <sup>th</sup> of February.

Original CONTRACT TIME	45 days	Original CONTRACT PRICE	\$54,698.00
Current CONTRACT TIME	45 days	Current CONTRACT PRICE	\$54,698.00
Change to CONTRACT TIME	21 days	Change to CONTRACT PRICE	\$ - 0 -
New CONTRACT TIME	66 days	New CONTRACT PRICE	\$54,698.00
New date for completion of work	March 14, 2013		

Approval Required:

OWNER: \_\_\_\_\_

ENGINEER: 

CONTRACTOR: \_\_\_\_\_

Honorable Mayor and Council

The Planning and zoning committee reviewed the proposed lot split of lot 104 Block 1 of the Amended Plat of the Willow Run Subdivision. Lot 104 is owned by Michael and Vicki Julson.

Emory Naylor appeared before the Planning and Zoning committee late last year asking for guidance in a lot split which would provide access to his garage.

CJ Duncan was appointed to be the PZ contact person to work with Mr. Naylor.

Following PZ recommendations, Mr. Naylor hired Mr. Lyle Casciato, PLS to survey the property for the proposed split.

I understand there is a agreement between Mr. Julson and Mr. Naylor for the property transfer, with Mr. Naylor doing the leg work.

CJ presented Exhibit A and B prepared by Mr. Casciato at the January 29, 2013 PZ meeting.

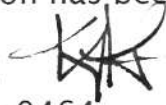
We were told that the property was for access to the current property (garage) owned by Mr. Naylor. Also that Mike Dellos had been on the property and utility access is available for the western part of lot 104.

The recommendation by PZ was to recommend to the town council the approval of the lot split.

To my knowledge, Mr. Julson has not requested this split. All of our information has been provided by Mr. Naylor.

KEN FINK

307-899-0464



- Feb 4, 2013



**- EXHIBIT A -  
CERTIFIED LAND DESCRIPTION**

State of Wyoming    )  
                                  ) SS.  
County of Park        )

I, Lyle J. Casciato, of Engineering Associates in Cody, Wyoming, hereby certify that this description was prepared for R. Emory and Renee F. Naylor, using documents on file in the Big Horn County Clerk's Office, and from notes taken during actual surveys performed under my direction on December 13, 2012 and January 4, 2013.

A PARCEL OF LAND in Lot 104, Block 1, Amended Plat of Willow Run Subdivision as recorded in Book SD105 at Page 643 and filed in Plat Cabinet A at Page 30 in the office of the Big Horn County Clerk, Town of Basin, Big Horn County, Wyoming, said Parcel being more particularly described as follows:

Beginning at the northwest corner of said Lot 104;

thence S.89°56'00"E., along the north line of said Lot 104 for a distance of 267.88 feet;

thence S.00°30'21"E., 25.73 feet;

thence S.87°26'40"W., 91.23 feet;

thence S.06°41'07"W., 44.12 feet, more or less, to the south line of said Lot 104;

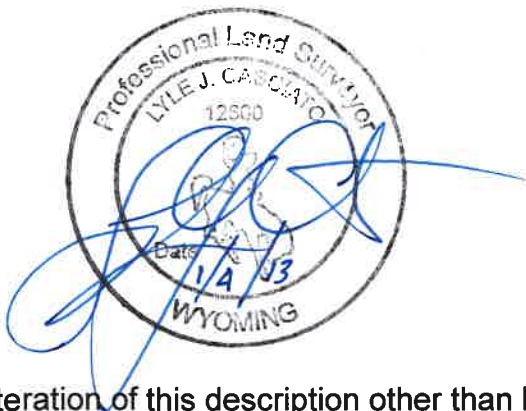
thence N.83°11'33"W., along the south line of said Lot 104 for a distance of 182.00 feet, to the southwest corner of said Lot 104;

thence northerly along a non-tangent curve concave to the east, having a radius of 328.82 feet, for a distance of 53.12 feet, the long chord of which bears N.09°29'33"E., 53.06 feet, to the Point of Beginning;

Said Parcel contains 0.32 acres.

ALL IN ACCORDANCE with a Map to Accompany Description of Lands entitled in part "Exhibit B" attached hereto and by this reference made a part hereof.

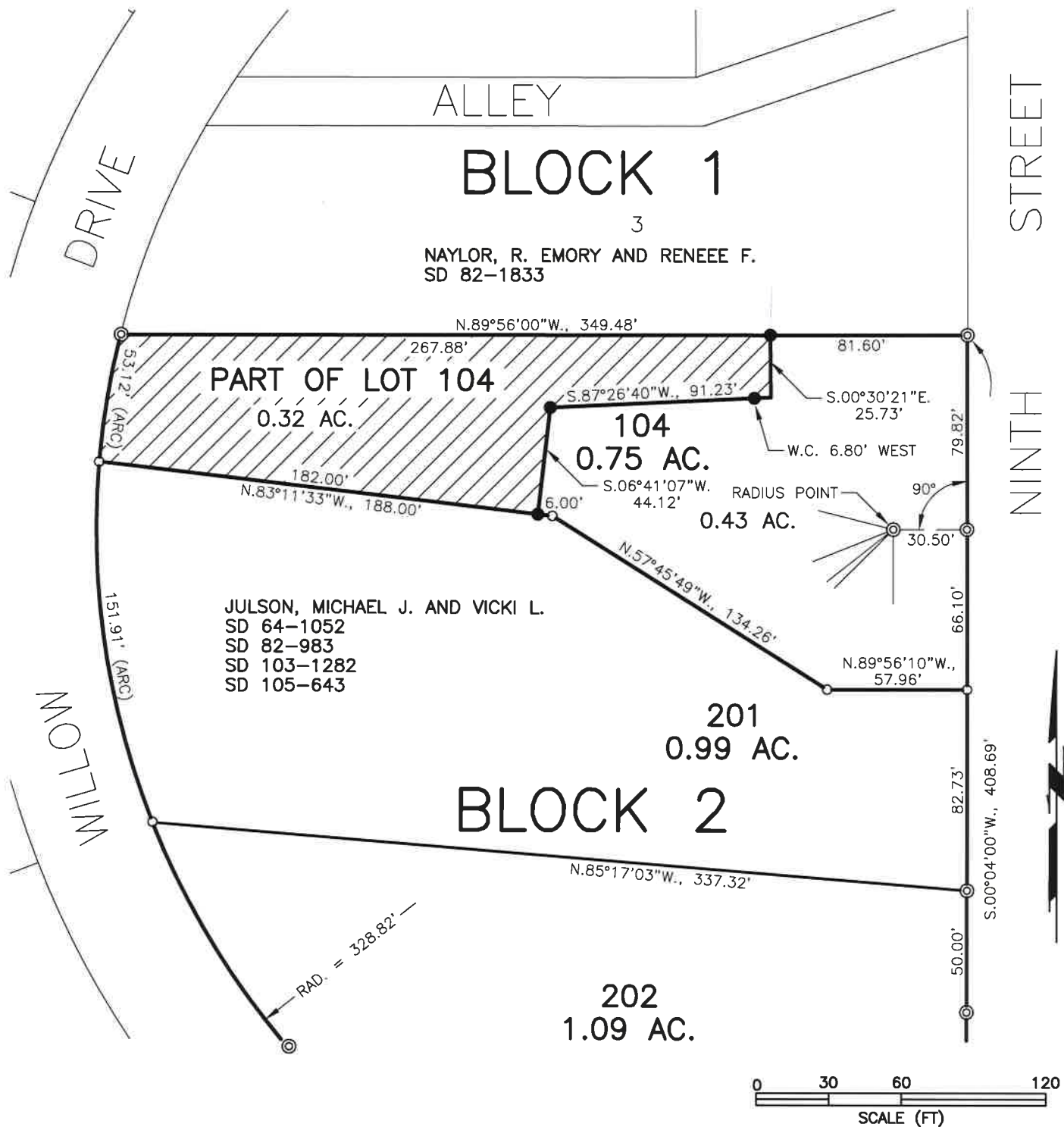
THIS DESCRIPTION is prepared for location purposes. Specific conditions of land use are to be fully described in the conveyance documents this description accompanies. Title to the lands described herein is to be investigated and reported by others.



ENGINEERING ASSOCIATES  
Cody, Wyoming 82414  
Job No. 12111 - Naylor

Alteration of this description other than by the above certifying Professional Land Surveyor or as otherwise allowed by law may affect liability for the accuracy of said description.

EXHIBIT B



CERTIFICATE OF SURVEYOR

STATE OF WYOMING }  
COUNTY OF PARK } SS.

I, LYLE J. CASCIATO, OF ENGINEERING ASSOCIATES IN CODY, WYOMING, HEREBY CERTIFY THAT THIS MAP WAS PREPARED USING DOCUMENTS ON FILE IN THE BIG HORN COUNTY CLERK'S OFFICE, AND FROM NOTES TAKEN DURING ACTUAL SURVEYS PERFORMED UNDER MY DIRECTION ON DECEMBER 13, 2012 AND JANUARY 3, 2013, AND THAT TO MY KNOWLEDGE, THIS MAP SHOWS THE SITUATION ON THE GROUND AT THE TIME OF ITS PREPARATION.



LEGEND

- [Hatched Box] SUBJECT PARCEL.
- [Circle with dot] FOUND PIPE, PREVIOUS SURVEY.
- [Open Circle] SET 2" ALUMINUM CAP, PREVIOUS SURVEY.
- [Solid Circle] SET 2" ALUMINUM CAP ON 5/8" x 24" REBAR.

MAP TO ACCOMPANY DESCRIPTION  
OF LANDS  
- For -  
**R. EMORY NAYLOR AND  
RENEE F. NAYLOR**  
- Located In -  
LOT 104, BLOCK 1, AMENDED PLAT OF  
WILLOW RUN SUBDIVISION  
TOWN OF BASIN  
BIG HORN COUNTY, WYOMING  
- Prepared By -  
ENGINEERING ASSOCIATES, CODY, WYOMING  
CONSULTING ENGINEERS & SURVEYORS  
JANUARY 4, 2013  
FB 512  
P:\2012\12111 Naylor - Basin  
LJC, RMN SHEET 1 OF 1

ALTERATION OF THIS MAP OTHER THAN BY THE ABOVE PROFESSIONAL LAND SURVEYOR OR AS OTHERWISE ALLOWED BY LAW MAY AFFECT LIABILITY FOR THE ACCURACY OF SAID MAP.

## MEMORANDUM OF UNDERSTANDING

WHEREAS, the Town of Basin has adequate facilities and equipment to bale and store recyclable cardboard, and

WHEREAS, the Town of Greybull may separate and collect recyclable cardboard from its waste stream, and

WHEREAS, the Town of Basin and the Town of Greybull wish to share the use of this resource.

IT IS THEREFORE AGREED that the Town of Basin will maintain a cardboard baler along with supplies, minor maintenance and electricity that the Town of Greybull may utilize for the purpose of baling cardboard during regular business hours with storage of the baled cardboard onsite at a place to be designated by the Town of Basin; and

IT IS FURTHER AGREED that the Town of Basin Public Works Director will supply training in safety and operation of the equipment to the Town of Greybull public works employees; and

IT IS FURTHER AGREED that the Town of Greybull will be responsible for any repairs incurred due to the negligent operation of the baler by the Town of Greybull employees; and

IT IS FURTHER AGREED that the Town of Basin will be responsible for any repairs incurred due to the negligent operation of the baler by Town of Basin employees; and

IT IS FURTHER AGREED that any repairs required other than minor repairs or repairs due to negligent operation of the baler should be shared equally between the parties.

IT IS FURTHER AGREED that net revenues realized by the sale of baled cardboard will be shared equally by the parties.

IT IS FURTHER AGREED that the parties should indemnify and hold harmless the other party from any liability arising from their use and operation of the baler.

IT IS FURTHER AGREED that either party with thirty (30) days prior notice may terminate this agreement.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

TOWN OF GREYBULL

By \_\_\_\_\_

TOWN OF BASIN

By \_\_\_\_\_

### **35 KV tie line status report**

As of 2/8/13 we have received the static wire and grounding copper for the project.

PPC has started mobilizing to Basin.

I met with the foreman of PPC and went over some areas of concern and showed him some structures that he could start prep work on.

The Poles are scheduled for delivery the week of the 18<sup>th</sup>.

The 4/0 wire for the under build will arrive on the 12<sup>th</sup>.

The remainder of the material should be delivered the week of the 11<sup>th</sup>.

City of Basin Town of Basin 35KV															
Purchase order	Order Quantity	Description	MPN	Mfg Name	BSE Sales Doc	BSE Document Type	BSE SD Create	Lead Time	Required Date	Scheduled Date	Delivered Date	Invoiced Date	BOL	Invoiced Qty	Vendor PO
Town of Basin 35KV	29730	965112 556.5 ACSR26/7 "Dove"	556.5 ACSR26/7	ACSR	12277174	ZSPO	12/17/12	21	2/11/13	2/25/13				0	5501084615
Town of Basin 35KV	36480	4/0 ACSR 6/1 "Penguin"	4/0 ACSR 6/1	ACSR	12277174	ZSPO	12/17/12	21	2/11/13	2/12/13			CH Robinson 8937150002	0	5501084615
Town of Basin 35KV	3	RETURNABLE STEEL REEL 84"	RETURNABLE REEL	WIRE	12277174	ZSPO	12/17/12	53	2/11/13	2/11/13				0	5501084615
Town of Basin 35KV	7	65 FT CL H1 DOUGLAS FIR	65 FT CL H1	POLE	12277174	ZSPO	12/17/12	21	2/11/13	WK of 2/18/13				0	5501084617
Town of Basin 35KV	6	70 FT CL 1 DOUGLAS FIR	70 FT CL 1	POLE	12277174	ZSPO	12/17/12	21	2/11/13	WK of 2/18/13				0	5501084617
Town of Basin 35KV	7	70 FT CL H1 DOUGLAS FIR	70 FT CL H1	POLE	12277174	ZSPO	12/17/12	21	2/11/13	WK of 2/18/13				0	5501084617
Town of Basin 35KV	4	70 FT CL H2 DOUGLAS FIR	70 FT CL H2	POLE	12277174	ZSPO	12/17/12	21	2/11/13	WK of 2/18/13				0	5501084617
Town of Basin 35KV	1	75 FT CL 1 DOUGLAS FIR	75 FT CL 1	POLE	12277174	ZSPO	12/17/12	21	2/11/13	WK of 2/18/13				0	5501084617
Town of Basin 35KV	2	75 FT CL H1 DOUGLAS FIR	75 FT CL H1	POLE	12277174	ZSPO	12/17/12	21	2/11/13	WK of 2/18/13				0	5501084617
Town of Basin 35KV	3	75 FT CL H2 DOUGLAS FIR	75 FT CL H2	POLE	12277174	ZSPO	12/17/12	21	2/11/13	WK of 2/18/13				0	5501084617
Town of Basin 35KV	2	80 FT CL H2 DOUGLAS FIR	80 FT CL H2	POLE	12277174	ZSPO	12/17/12	21	2/11/13	WK of 2/18/13				0	5501084617
Town of Basin 35KV	1	3FL034121SN "GL" GOABS 34.5KV 1200A	3FL034121SN	SEECO	12277174	ZSPO	12/17/12	21	4/27/13	4/27/13				0	5501084616
Town of Basin 35KV	10000	3/8 EHS SHLD CLS A 7STR 10000FT RL A363	3/8 EHS	EHS	12277174	ZSPO	12/17/12	21	2/11/13	2/11/13				0	5501085306
Town of Basin 35KV	9	CJ106 AL COMP JIINT 556.5 DOVE 397.5 LARK	CJ106	AFI	12277840	ZRO	12/17/12	69	2/11/13	2/22/13				0	STOCK
Town of Basin 35KV	21	JC10 QUICK COMPRESS JUMPER CONNECTORS	JC10	AFI	12277840	ZRO	12/17/12	69	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	1	3MW-24-A 3-50KVA WING CLUSTER	3MW24A	ALUMA	12277840	ZRO	12/17/12	37	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	9	ACF-11-B2 ALUM 2H TERMINAL	ACF11B2	HPS	12277840	ZRO	12/17/12	32	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	9	AS25L-BNK ANCHOR SHACKLE	AS25LBNK	HPS	12277840	ZRO	12/17/12	35	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	3	HAS104S AL SUSP CLAMP	HAS104S	HPS	12277840	ZRO	12/17/12	34	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	28	MS-46-N IRON SUSPENSION CLMP B	MS46N	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	136	PG-57-N AL DE STRAIN CLAMP	PG57N	HPS	12277840	ZRO	12/17/12	24	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	51	SD-112S AL DE STRAIN CLAMP	SD112S	HPS	12277840	ZRO	12/17/12	35	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	17	SWDE-46N DE STRAIN CLAMP	SWDE46N	HPS	12277840	ZRO	12/17/12	24	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	96	TSC-106 AL TRUN SUSP CLAMP	TSC106	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	36	17LBMAG ANODE HI-POT W/20FT LD PKG	17LBMAG	ANODES	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	25	BARE-SD-2-7STR-CU-125R	BARESD27STRCU125R	WIRE	12277840	ZRO	12/17/12	18	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	30	BARE-SD-6-7STR-CU-315R	BARESD67STRCU315R	WIRE	12277840	ZRO	12/17/12	18	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	6	GRC58 5/8 GROUND ROD CLAMP	GRC58	BURNDY	12277840	ZRO	12/17/12	16	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	6	YC2C2 2STR CU TAP CONN	YC2C2	BURNDY	12277840	ZRO	12/17/12	19	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	64	YC4C6 4STR CU TAP CONN	YC4C6	BURNDY	12277840	ZRO	12/17/12	16	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	22	YHDS 4/0 ALCU TAP CONN	YHDS	BURNDY	12277840	ZRO	12/17/12	19	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	104	YHD7 4/0 ALCU TAP CONN	YHD7	BURNDY	12277840	ZRO	12/17/12	22	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	3	YHO2 2/0 ALCU TAP CONN	YHO2	BURNDY	12277840	ZRO	12/17/12	29	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	10	59015N 4-IN POLE RISER	59015N	EPVC	12277840	ZRO	12/17/12	18	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	10	59115 4-IN BACKING PLATE	59115	EPVC	12277840	ZRO	12/17/12	20	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	31	29960 5/8-11X10 OVALEYE BOLT	29960	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	99	3512 5/8-11IN CURVE LOCK NUT	3512	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	250	3513 3/4-10IN CURVE LOCK NUT	3513	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	120	3514 7/8-9IN CURVE LOCK NUT	3514	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	75	3541 3/4 SPRING WASHER	3541	HPS	12277840	ZRO	12/17/12	22	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	1	508754 1/2X4 FD LAG SCREW	508754	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	30	5368 1X8FT THRD ANCH ROD	5368	HPS	12277840	ZRO	12/17/12	49	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	24	5433 10-12IN STATIC WIRE SUP	5433	HPS	12277840	ZRO	12/17/12	63	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	4	5434 12-14IN STATIC WIRE SUP	5434	HPS	12277840	ZRO	12/17/12	42	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	31	5801 FORGED ANCHOR SHACKLE	5801	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	60	6454 3/8 SERVING SLEEVE	6454	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	129	6461 GUY CLAMP 3 BOLT 5/16IN - 1/2IN	6461	HPS	12277840	ZRO	12/17/12	29	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	31	6502 5/8-11IN STD EYENUT	6502	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/20/13				0	STOCK
Town of Basin 35KV	120	6809-1/2 7/8IN SQUARE CURVED WASHER	680912	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	10	6813 5/8 SQUARE WASHER	6813	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	7	6814 3/4 SQUARE WASHER	6814	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	5	8810 5/8X10 MACH BOLT	8810	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	3	8812 5/8X12 MACH BOLT	8812	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	4	8814 5/8X14 MACH BOLT	8814	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	107	881AP L.V. NYLON THRD PIN	881AP	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	56	8916 3/4X16 MACH BOLT	8916	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	68	8918 3/4X18 MACH BOLT	8918	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	102	8920 3/4X20 MACH BOLT	8920	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	26	8922 3/4X22 MACH BOLT	8922	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	68	C205-0254 7/8X14 MACH BOLT	C2050254	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	10	C205-0255 7/8X16 MACH BOLT	C2050255	HPS	12277840	ZRO	12/17/12	22	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	16	C205-0256 7/8X18 MACH BOLT	C2050256	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	2	C205-0257 7/8X20 MACH BOLT	C2050257	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	54	C207-0139 WIREHOLDER NYLON 2-3/4IN LAG	C2070139	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	2	CP710-112PB 15KV 100A W/PAR GR POLYMER	CP710112PB	HPS	12277840	ZRO	12/17/12	63	2/11/13	2/11/13				0	STOCK

Town of Basin 35KV	252	DF4W15 4X3/16 CURVED WASH 3/4 BOLT DIA	DF4W15	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	9	GS21036CP GUY STRAIN CLEVIS THIMBLE EYE	GS21036CP	HPS	12277840	ZRO	12/17/12	31	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	2	S1540AGP HOT LINE CLAMP	S1540AGP	HPS	12277840	ZRO	12/17/12	43	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	30	X24 400 SQ IN CRS PLT ANCH	X24	HPS	12277840	ZRO	12/17/12	49	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	1	63388001 CW360-18TH(R) 30X60X18 3 PH GR	63388001	HPS	12277840	ZRO	12/17/12	66	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	3	LE215CC09 15KV 4/0STR-250SOL .75-1.08	LE215CC09	SOOPER	12277840	ZRO	12/17/12	20	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	1	BG1861181055A0H GROUND SLEEVE	BG1861181055A0H	HUBBELL	12277840	ZRO	12/17/12	105	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	1	4611-A2-7X10 WARNING HI VOLT DO NOT ENTE	4611-A2-7X10	ELECTROMARK	12277840	ZRO	12/17/12	9	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	1	4705-A2-7X10 DANGER HIGH VOLT BLACK ON R	4705-A2-7X10	ELECTROMARK	12277840	ZRO	12/17/12	9	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	2	811425 SILV FL TEN SPLC	811425	HPS	12277840	ZRO	12/17/12	32	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	4	GC-207-7 GRD CONN	GC2077	HPS	12277840	ZRO	12/17/12	21	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	15	GJ-855 CABLE RISER TIES	GJ855	HPS	12277840	ZRO	12/17/12	70	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	12	GL-409A 4/0 AUTO SPLICE	GL409A	HPS	12277840	ZRO	12/17/12	35	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	24	HN 5/8-11 FIN HEX NUT GR2 HDGV	HN58GR2HDGV	FAST	12277840	ZRO	12/17/12	17	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	24	HCS 5/8-11X2 HEX CAP SCREW GR2 HDGV	HCS582GR2HDGV	FAST	12277840	ZRO	12/17/12	17	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	48	FW 5/8IN STRCT FLAT WASHER USS HDGV F436	FW58HDGV	FAST	12277840	ZRO	12/17/12	17	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	24	LW 5/8IN MED SPLIT LOCK WASHER HDGV	LW58HDGV	FAST	12277840	ZRO	12/17/12	17	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	36	FW 1/2IN SS 18-8 FLAT WASHER USS OD1.250	FW125S	FAST	12277840	ZRO	12/17/12	17	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	18	LW 1/2IN MED SPLIT LOCK WASHER SS 18-8	LW125S	FAST	12277840	ZRO	12/17/12	16	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	18	HCS 1/2-13X2 SS HEX CAP SCREW F593	HCS122F593C	FAST	12277840	ZRO	12/17/12	19	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	17	HN 1/2-13 FIN HEX NUT SS 18-8	HN125S	FAST	12277840	ZRO	12/17/12	15	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	4	5/8X8FT CU-REA GROUND ROD	615883	ERICO	12277840	ZRO	12/17/12	18	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	2	5/8X10FT CU-REA GROUND ROD	615803	ERICO	12277840	ZRO	12/17/12	19	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	28	2727.6 BONDING CLIP 5/8IN BOLT STUD TYPE	27276	HUGHES	12277840	ZRO	12/17/12	84	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	60	2727.8 7/8IN BONDING CLIP	27278	HUGHES BROTHERS	12277840	ZRO	12/17/12	103	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	57	2817-15 FORGED DEAD END TEE 15/16IN MH	281715	HUGHES BROTHERS	12277840	ZRO	12/17/12	132	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	28	N60 5/8IN SQUARE NUT /O WH	N60	HUGHES BROTHERS	12277840	ZRO	12/17/12	92	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	60	N80 NUT SQUARE GALV 7/8IN	N80	HUGHES BROTHERS	12277840	ZRO	12/17/12	72	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	30	TG-92-1 TYPE 1 GUY LINK ASSEMBLY	TG921	HUGHES BROTHERS	12277840	ZRO	12/17/12	105	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	20	304-82 H-TAP CU 2-2/0 TO 6-2 141	30482	COOPER	12277840	ZRO	12/17/12	16	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	15	7653-S-4-4/0 CLD SHRNK TRMTN KIT	7653S440	3M	12277840	ZRO	12/17/12	22	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	3	8453 CABLE SEALING KIT	8453	3M	12277840	ZRO	12/17/12	24	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	15	MB-4 MOUNTING BRACKET	MB4	3M	12277840	ZRO	12/17/12	22	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	81	DL-18 BRCKT DWN-LEAD 13/16IN	DL18	MPS	12277840	ZRO	12/17/12	40	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	6	G3MA024813DDB 1.5IN 3 PHS CUTOUT BRKT	G3MA024813DDB	MPS	12277840	ZRO	12/17/12	29	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	9	GCC15-144R GUY STRAIN INSULATOR	GCC15144R	MPS	12277840	ZRO	12/17/12	40	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	2	J6765A TFMR TRAINER BRKT&INS	J6765A	MPS	12277840	ZRO	12/17/12	40	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	23	213703-7224 OPT ARR W/NEMA X-ARM 3KV	2137037224	HPS	12277840	ZRO	12/17/12	32	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	102	401015-0215 15KV PDI CI-1 INSULATOR	4010150215	HPS	12277840	ZRO	12/17/12	28	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	96	80S046-0100 46KV HORIZ LINE POST	80S0460100	HPS	12277840	ZRO	12/17/12	72	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	54	5025023-S2010 69KV QSIL SUSP INSUL	5025023S2010	HPS	12277840	ZRO	12/17/12	70	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	109	AR-0124 ALUM ARMOR ROD - 4/0	AR0124	PRF	12277840	ZRO	12/17/12	55	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	9	GDE-1107 GALV GUY GRIP DEADEND - 3/8IN	GDE1107	PRF	12277840	ZRO	12/17/12	29	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	107	WTC-0126 C-NECK WRAPLOCK TIE - 636	WTC0126	PRF	12277840	ZRO	12/17/12	37	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	19	DA3000120E4B9X2 3-5/8X4-5/8X10FT DE ARM	DA3000120E4B9X2	GEOTEK	12277840	ZRO	12/17/12	51	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	23	TB220012005X2 10FT TANGENT GRAY W/BSHGS	TB220012005X2	GEOTEK	12277840	ZRO	12/17/12	68	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	70	CC1538Q 1-1/2 CUT PR STAPLE PER/LB	CC1538Q	REDMORE	12277840	ZRO	12/17/12	19	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	3	LJ215C2U 200A 15KV 2 POINT JUNCT W/STRA	LJ215C2U	COOPER	12277840	ZRO	12/17/12	16	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	107	5R 11.5KV 55-3 C-NECK PIN INSUL	5R	VICTOR	12277840	ZRO	12/17/12	58	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	2500	4/0 STRANDFILL 220EPR 12#14JKT 2500FTOKN	162-23-3081	OKONITE	12277840	ZRO	12/17/12	133	2/11/13	2/11/13				0	STOCK
Town of Basin 35KV	3500	BARE-SD-6-SOL-CU.	BARESD6SOLCU1000R	WIRE	12288272	ZXD	12/19/12	18	2/7/13	2/7/13	1/2/13	1/7/13		0	5200377532
Town of Basin 35KV	3500	BARE-SD-6-SOL-CU.	BARESD6SOLCU1000R	WIRE	12288272	ZXD	12/19/12	18	2/7/13	2/7/13	1/2/13	1/7/13		3000	5200377532
Town of Basin 35KV	3500	BARE-SD-6-SOL-CU.	BARESD6SOLCU1000R	WIRE	12288272	ZXD	12/19/12	18	2/7/13	2/7/13	1/2/13	1/7/13		500	5200377532

Honorable Mayor and Council

The Planning and zoning committee reviewed the attached Building permit application.

The Big Horn Rural Electrical Association shop is located in the commercial zone.

The proposed work involves removing part of the existing floor and replacing with a thicker structural concrete section. The new slab manufacturers recommendations are attached.

The hoist installation is not part of this work.

Our recommendation is to approve the permit.

It is our understanding that the council has asked Planning and Zoning to review all work in the commercial zone. Is this necessary?

The recommendation by PZ was to recommend to the town council the approval of the building permit.

 Feb 4, 2013

KEN FINK  
307-899-0464



# BUILDING PERMIT APPLICATION

JURISDICTION OF TOWN OF BASIN, WYOMING

Phone 568-3331

PERMIT NO.

Applicant to complete numbered spaces only.

JOB ADDRESS <u>Big Horn REA (Basin)</u>							
1	DESC	LOT NO	BLK	TRACT	( ) SEE ATTACHED SHEET		
2	OWNER	MAIL ADDRESS		ZIP	PHONE		
3	CONTRACTOR	MAIL ADDRESS		PHONE			
4	ARCHITECT OR DESIGNER	MAIL ADDRESS		PHONE			
5	ENGINEER	MAIL ADDRESS		PHONE			
6	BUILDING SET BACKS	FRONT (20 Ft. Min.)	SIDE (5 Ft. Min.)	SIDE (5 Ft. Min.)	REAR (5 Ft. Min.)	BUILDING DIMENSION	LENGTH WIDTH
7	Basement:	Yes No	Foundation:	Conc. Block	Roof:	Comp. Builtup	
8	Class of work: <input type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input checked="" type="checkbox"/> ALTERATION <input type="checkbox"/> REPAIR <input checked="" type="checkbox"/> MOVE <input checked="" type="checkbox"/> REMOVE <input type="checkbox"/> FENCE						
9	Use of Building: <u>shop</u>						
10	Describe work: <u>Remove Interior wall, Replace wall in different location, removal of concrete &amp; put more concrete in.</u>						
11	Valuation of work: \$ <u>6,000</u>						

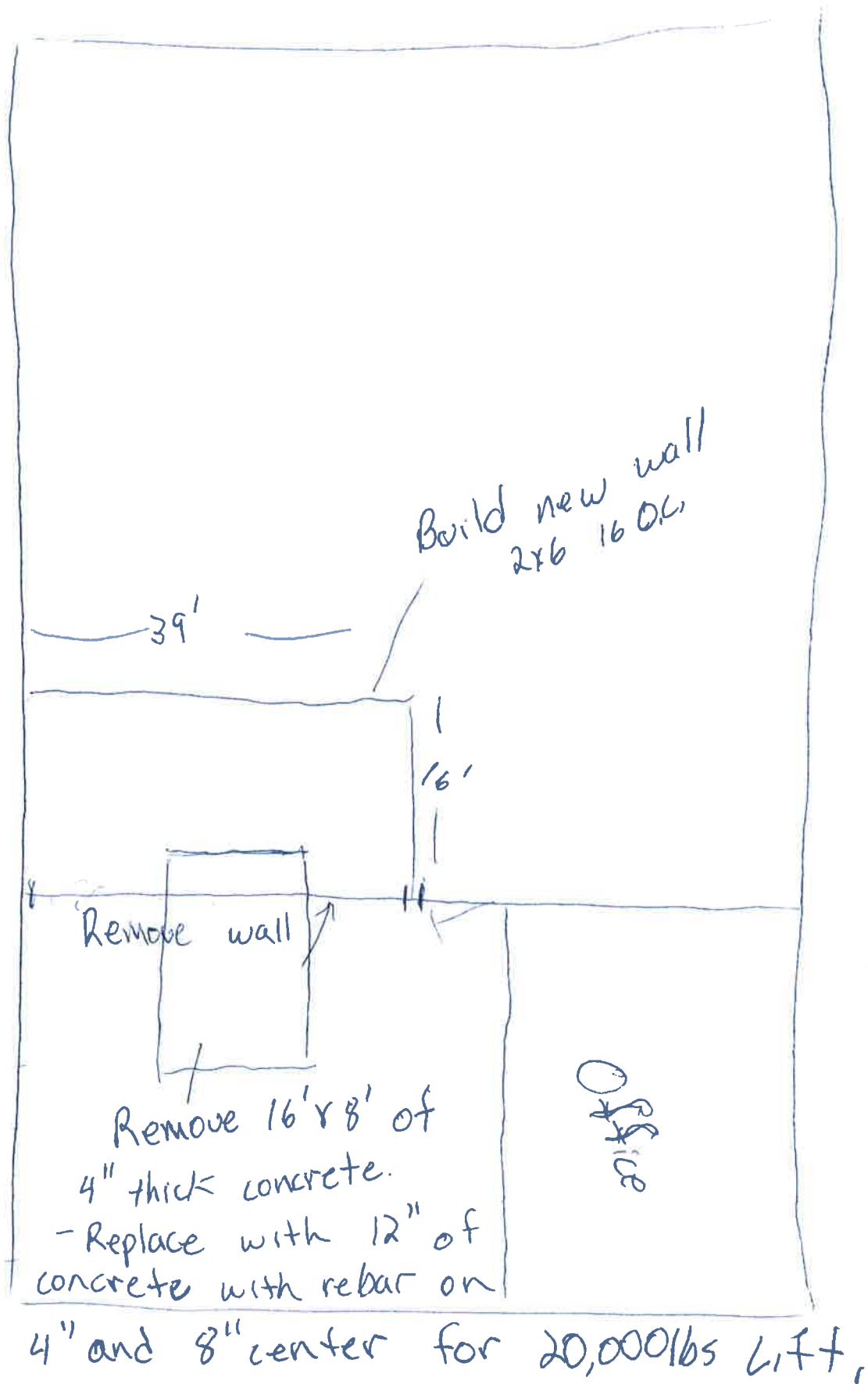
REMARKS AND SPECIAL CONDITIONS:

PLEASE ATTACH PLANS AND SPECIFICATIONS FOR PERMANENT RECORD OF CONSTRUCTION

		PLANS CHECKED BY:		PERMIT FEE:			
<b>AGREEMENT:</b>  This permit becomes null and void if work or construction authorized is not commenced within 120 days, or if construction or work is suspended or abandoned for a period of 365 days at any time after work is commenced.  The undersigned hereby agrees that the proposed work shall be done in accordance with the plans and specifications and statement herewith submitted and in conformity with the provisions of the city ordinances pertaining to the erection of buildings in the Town of Basin, Wyoming. Demolition work to be completed in 30 days unless otherwise noted under remarks.		TYPE OF CONST		OCCUPANCY GROUP		DIVISION	
		SIZE OF BLDG SQ FT		NO OF STORIES		MAXIMUM OCCUPANCY	
		FIRE ZONE		USE ZONE		FIRE SPRINKLERS REQUIRED <input type="checkbox"/> Yes <input type="checkbox"/> No	
		NO OF DWELLING UNITS		REQUIRED		OFF STREET PARKING SPACES FURNISHED	
		GARAGE		ATTACHED <input type="checkbox"/> DETACHED <input type="checkbox"/>		DOUBLE <input type="checkbox"/> SINGLE <input type="checkbox"/>	
		FOOTING		DATE			
		FRAMING		DATE			
FINISH		DATE					
FINAL		DATE					
APPLICANT <u>Amy Owen</u> BUILDING OFFICIAL <u>[Signature]</u>		DATE <u>1/10/13</u> DATE <u>1/24/13</u>					

When Properly Validated (in this space) This Is Your Permit

South



# MOHAWK

## **PRE-EXISTING SLAB REQUIREMENTS & NEW SLAB RECOMMEDATIONS**

1/25/13

To: Kenjink@tetwest.net



### **MOHAWK RESOURCES LTD.**

65 VROOMAN AVE.  
AMSTERDAM, NY 12010  
TOLL FREE : 1-800-833-2006  
LOCAL : 1-518-842-1431  
FAX : 1-518-842-1289  
INTERNET: [www.MOHAWKLIFTS.com](http://www.MOHAWKLIFTS.com)  
E-MAIN: [Service@MOHAWKLIFTS.com](mailto:Service@MOHAWKLIFTS.com)

## **New Slab Recommendations:**

The information contained in this appendage supercedes any other information given in the accompanied manual. This information is presented for design recommendations for a new concrete slab in the event that the pre-existing floor does not meet minimum requirements of the applicable lift type. Please read all instructions below carefully before producing new slab.

### **Basic Concrete Requirements:**

Minimum Tensile Strength of Concrete:	4,000 P.S.I.
Minimum Aging of New Concrete Slab:	28 days (cure time)
Minimum Thickness of Concrete Slab:	See New Slab Table & Figure Attached
Minimum Width and Length of Slab:	See New Slab Table & Figure Attached

All properties of the new concrete slab are mandatory and must conform to the above stated properties before installation of the lift is deemed acceptable. The new slab must be totally surrounded by an existing concrete floor. Certified strength documentation should be obtained from the firm who supplies the concrete mixture at the time of the pour.

The slab above is designed as "stand alone" and does not take into account the contribution of strength from surrounding concrete. It may be desirable to reinforce the new slab to the pre-existing surrounding floor. Care should be taken to locate these specific reinforcement bars away from any anchor positions of the specific lift.

This new slab design does not account for second floor installations or installations in a ground floor with a basement beneath. For this case, the lift should not be installed without written authorization from the building architect.

All ¾ inch diameter anchors must be a minimum of 6 inches away from any expansion seams, control joints or other inconsistencies in the concrete. All 1 inch diameter anchors must be a minimum of 7 ½ inches away from any expansion seams, control joints or other inconsistencies in the concrete. Refer to anchor manufacturer specifications for specific information concerning edge distances and bolt to bolt distance requirements.

NEVER, NEVER, hand mix your own concrete.

# New Slab Recommendations

File: New-slab.xls

Rev Date: 2/10/2010

**NEW SLABS MUST BE 12" THICK MINIMUM !! (See Notes Below)**

Lift Model	W Slab Width, (Inches)	L Slab Length, (Inches)	R Reinforcement Size, (Inch) (See Note 1 & 2)	S1 & S2 Reinforcement Spacing, (Inch) (See Note 3)	D Wej-it Dia, (Inch)	I Wej-it Length, (Inch)
A-7	48" Min	144" Min	8 - #4 - Main Bars 21 - #4 - Temperature Bars	6 in - Long Bars 8 in - Short Bars	3/4 in	5 in
System IA	48" Min	161" Min	8 - #4 - Main Bars 21 - #4 - Temperature Bars	6 in - Long Bars 8 in - Short Bars	3/4 in	5 in
System IA-10	48" Min	161" Min	8 - #4 - Main Bars 21 - #4 - Temperature Bars	6 in - Long Bars 8 in - Short Bars	3/4 in	5 in
LMF-12	72" Min	168" Min	12 - #4 - Main Bars 23 - #4 - Temperature Bars	6 in - Long Bars 8 in - Short Bars	3/4 in	6 in
TP-15	72" Min	168" Min	12 - #4 - Main Bars 23 - #4 - Temperature Bars	6 in - Long Bars 8 in - Short Bars	3/4 in	6 in
TP-16	72" Min	168" Min	12 - #4 - Main Bars 23 - #4 - Temperature Bars	6 in - Long Bars 8 in - Short Bars	3/4 in	6 in
TP-18	72" Min	186" Min	18 - #4 - Main Bars 24 - #4 - Temperature Bars	4 in - Long Bars 8 in - Short Bars	3/4 in	6 in
TP-20	72" Min	186" Min	18 - #4 - Main Bars 24 - #4 - Temperature Bars	4 in - Long Bars 8 in - Short Bars	3/4 in	6 in
TP-26	72" Min	198" Min	18 - #4 - Main Bars 24 - #4 - Temperature Bars	4 in - Long Bars 8 in - Short Bars	1 in	10 in
TP-26-WB	72" Min	220" Min	18 - #4 - Main Bars 24 - #4 - Temperature Bars	4 in - Long Bars 8 in - Short Bars	1 in	8 in
TP-30	72" Min	198" Min	18 - #4 - Main Bars 24 - #4 - Temperature Bars	4 in - Long Bars 8 in - Short Bars	1 in	10 in
TP-30-WB	72" Min	220" Min	18 - #4 - Main Bars 24 - #4 - Temperature Bars	4 in - Long Bars 8 in - Short Bars	1 in	8 in
TR-19 *	24" Min	24" Min	4 - #4 Bars 8 Bars Total	6 in - Each Way	3/4 in	5 in
FL-25 *	24" Min	24" Min	4 - #4 Bars 8 Bars Total	6 in - Each Way	3/4 in	5 in
TR-25 *	24" Min	24" Min	4 - #4 Bars 8 Bars Total	6 in - Each Way	3/4 in	5 in
TR-33 *	72" Min	72" Min	12 - #4 Bars 24 Bars Total	6 in - Each Way	3/4 in	5 in
TR-35 *	72" Min	72" Min	12 - #4 Bars 24 Bars Total	6 in - Each Way	3/4 in	5 in
TR-50 *	72" Min	72" Min	12 - #4 Bars 24 Bars Total	6 in - Each Way	3/4 in	5 in
TR-75 *	72" Min	72" Min	12 - #4 Bars 24 Bars Total	6 in - Each Way	3/4 in	5 in

\* Four Separate Slabs Formed at each Post.

Note 1: An additional layer of 6 x 6 - 10/10 WWF at mid height of new slab would be advisable in any extremely hot or cold climate to control cracking due to temperature fluctuations and shrinkage.  
At anchor bolt locations only keep WWF mesh below the elevation of the anchorage to avoid drilling interference with the wire.

Note 2: The main reinforcing and lower temperature steel shall be Grade 60 deformed bars

Note 3: The tolerance on spacing of the bars in each direction shall be the value shown, plus or minus 1 inch.  
In addition, the number of bars specified in the table must be used.

Note 4: The concrete outline dimensions and the reinforcing shown are for a foundation bed allowable bearing capacity of not less than 2,000 lb/sq ft (1 ton per square foot). Many clays, and most all firm clay, hard clay, sand & clay mixes, dry sands, coarse dry sands, dry sand and silt mixes, sand and gravel mixes, and gravel type soils meet or exceed this allowable bearing capacity. If there is question regarding the foundation bed allowable bearing capacity, a soils testing engineer should be consulted. Situations where the allowable bearing capacity is lower than this value will require special attention.

HA specs  
for what we  
are getting  
↓  
\*  
specs  
of what  
floor will  
be

0-0  
168"

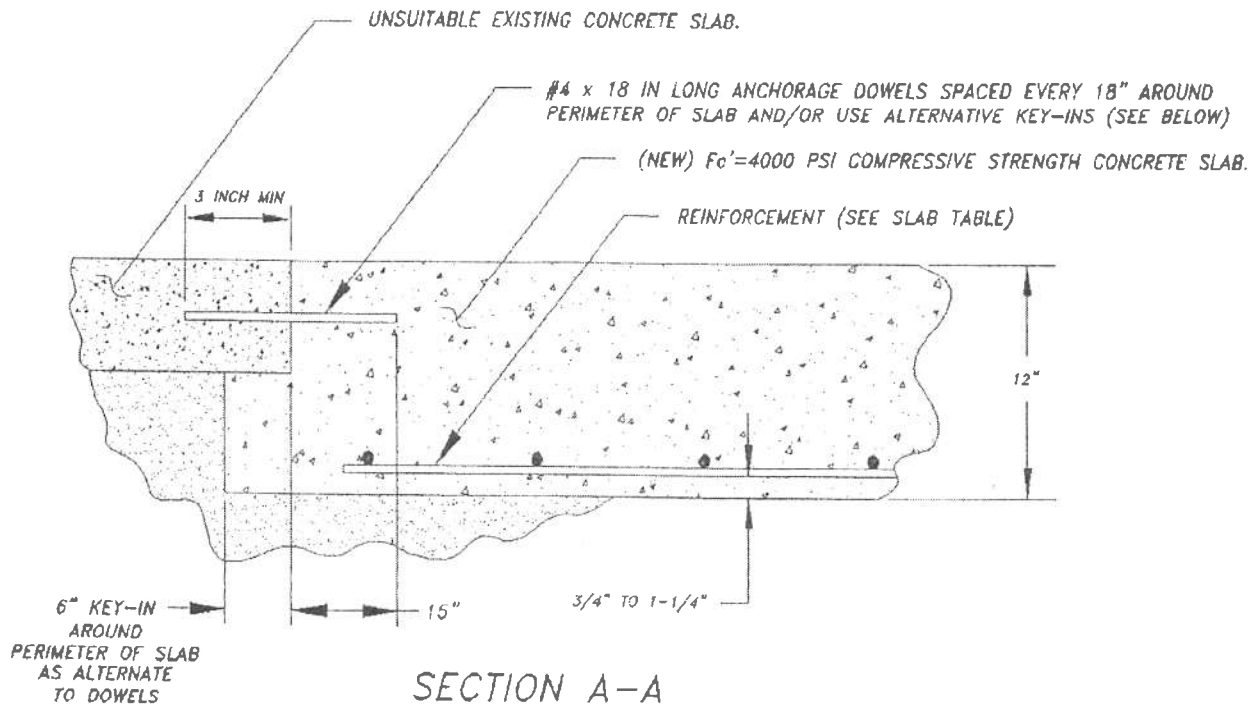
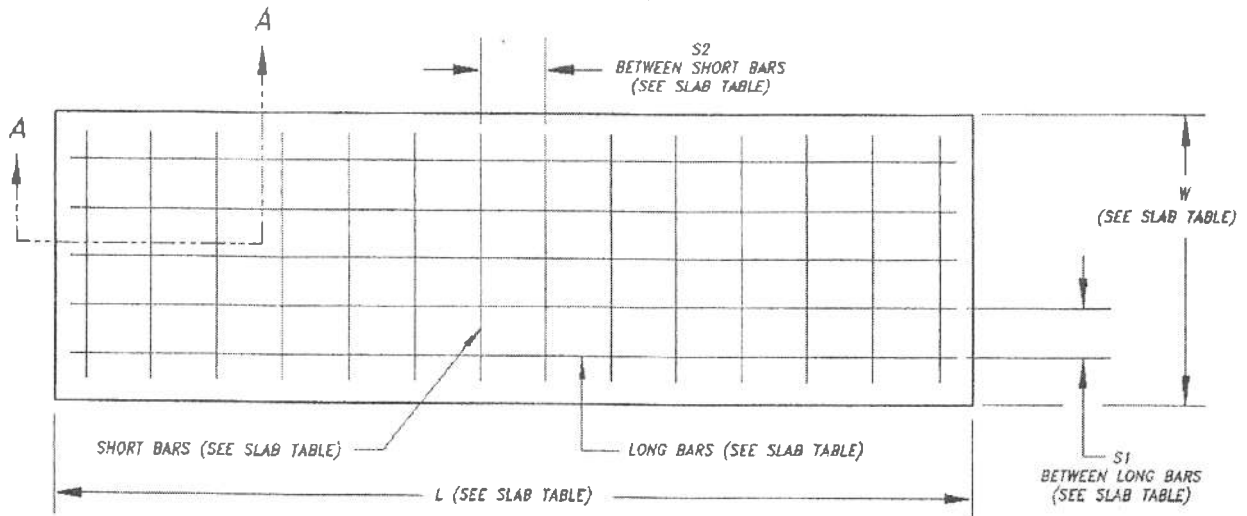
198 g/l  
168  
30.2  
15"

# NEW RECOMMENDED SLAB DESIGN FOR 2-POST LIFTS

FILE: MAN066

DATE: 2/98

REV DATE: 7/2003



REV.		DESCRIPTION		DATE	BY	APP'D.
△						

**TYPICAL BASE PLATE DETAIL**  
(SYSTEM 1A SHOWN BELOW - 8 ANCHORS PER BASE PLATE)

**BASE PLATE ANCHORING INSTRUCTIONS:**

1. LOCATE POSTS IN DESIRED LOCATION OF BAY, PER LIFT SETUP DIMENSIONS. REFER TO LIFT MANUAL FOR INSIDE DIMENSIONS OF COLUMNS, ETC.
2. MATCH DRILL ALL BASE PLATE HOLES. REFER TO ANCHOR BOLT INSTALLATION SPECIFICATIONS ATTACHED FOR DRILL SIZE. (3/4" DIAMETER ORIGINAL WEJ-IT STYLE EXPANSION ANCHOR BOLTS).
3. INSTALL ANCHORS PER ANCHOR BOLT INSTALLATION SPECIFICATIONS ATTACHED. SHIM UNDER BASE PLATE AS NEEDED TO ENSURE THAT POSTS ARE SQUARE AND PLUMB (MAXIMUM OF 1/4") WITH COLORED SHIMS PROVIDED (HORSESHOE SHAPED).
4. ALL ANCHORS MUST BE A MINIMUM OF 6" AWAY FROM ANY EXPANSION SEAM, CONTROL JOINT, OR OTHER FLOOR INCONSISTENCIES.
5. DRILLING THRU ENTIRE SLAB THICKNESS IS PREFERRED WHEN POSSIBLE. THIS ALLOWS ANCHORS TO BE HAMMERED FLUSH TO CONCRETE IF LIFT IS RE-LOCATED.

**SECTION A-A:**

C-SIZE

<b>NOTICE OF CONFIDENTIAL INFORMATION</b> <small>Information contained herein is confidential and property of MOHAWK RESOURCES LTD. Where disclosure is intended to third parties, the information shall not be used or disclosed by the recipient for any other purposes whatsoever.</small>		<b>NOTES:</b> 1. REMOVE ALL SHARP CORNERS & EDGES. 2. UNLESS OTHERWISE SPECIFIED, SURFACE FINISH TO BE 125 BARS. 3. WELDING MEDIUM SHALL CONFORM TO AWS SPECIFICATIONS TO E-70XX ELECTRODES OR E-70XX CODE 6.3 FLUX CORE WIRE ONLY.		<b>TOLERANCES:</b> FINISH: ± .000 DIMENSIONS: ± .000 FILE NAME: Z2912		009-010-006 NEXT ASSEMBLY	SCALE: 1/4" CHECKED: R.V. DATE: 2/05	DRAWN: R.V. APPROVED: N/A	MOHAWK RESOURCES LTD. TITLE: Base Plate Anchoring Detail DRAWING NUMBER: Z2912
									△