

TOWN OF BASIN
Council Meeting - Regular
Tuesday, November 8, 2011
Town Hall Council Chambers @ 7 PM

Call to Order
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 10/11/11, Special Meeting 10/14/11* Workshop Meeting 11/1/11
 - b. Financial Report through October 2011
 - c. Vouchers + Payroll for August in the amount of Voucher total: \$191,660.74+18,440.53 (manual checks)=\$210,101.27 Payroll total: \$47,418.02 Grand Total: \$257,519.29
 - d. Municipal Court Report *
 - e. Delinquent Accounts: Delinquents: 30 days (\$11,093.26) 60 days (\$6,913.37) 90 days (\$3,198.17)

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.
 - a. **Barbara Ann Greene**

3. **Public Hearing:**
 - a. Bid Opening, Flush Tank Sewer Project

4. **Committees/Commissions/Departments**
 - a. Planning & Zoning Commission: Spokesperson: Mark Hilman
 - i. Minutes* 10/25/11 –
 - ii. Master Plan Steering Committee. – Next Meeting 11/10/11
<http://www.mmiplanning.com/basin/basin.htm>

 - b. Cemetery District Ad-Hoc Committee
Spokesperson: Chair Deb Rathbun

5. **Conduct of Business**
 - a. ORDINANCE 608: AN ORDINANCE CONCERNING ANIMAL CONTROL*
3rd Reading

 - b. Resolution 2011-1101-1* - Traffic Control Devices around Laura Irwin Elementary to implement SRTS Laura Irwin Traffic Plan

 - c. Resolution 2011-1101-2* - Spill Prevention, Control and Countermeasures Plan for Electric Utility.

- d. Bid Requirements – Kent Richens
- e. Emergency Siren Protocol
- f. WWDC – Basin/Big Horn Canal Level II Study Update
- g. WYDOT Planning Grant – Pedestrian/Bicycle Pathways Update
- h. Building Permit(s): Russ Fowler, 815 Big Horn Ave, Shop*

6. Matters from Staff Members or Council Members, Roundtable

7. Executive Session, If Needed

Upcoming Meetings:

December 6, 2011 (Tuesday) @ 7 pm – Regular Workshop Meeting

Tuesday, December 13, 2011 @ 7 pm – Regular Town Council Meeting

Other Meetings:

November 10, 2011 (Thursday) @ 7 pm– Master Plan Steering Committee

November 29, 2011 (Tuesday) @ 7 pm- Planning Commission Meeting

* Attached Document

TOWN OF BASIN, SPECIAL MEETING MINUTES
Friday, October 14, 2011
TOWN HALL COUNCIL CHAMBERS @ 5:00 PM

- Call to Order @ 5:00 pm
- Roll Call: **Mayor Kania, Heath Hopkin, Lyle King, Deb Rathbun, Eric Lowe. Absent: Dave Cooper.**

Mayor Amy Kania asked to go into an Executive Session to discuss personnel. Heath Hopkin moved and Lyle King seconded the motion to go into an Executive Session. Discussion: NONE. All members of the governing body passed the Motion with a "Yes " vote, motion carried.

Exit Executive Session at 5:50 PM.

At the conclusion of the Executive Session, Mayor Kania announced the resignation of Eric Lowe, the Town Electrician. The Town will begin advertising immediately.

There being no further business, Lyle King made a motion to adjourn, seconded by Deb Rathbun. This motion passed by a unanimous vote by all members present. Meeting adjourned at 5:51 pm.

Amy Kania, Mayor

Danielle Chapman, Clerk/Treasurer

TOWN OF BASIN
PLANNING AND ZONING COMMISSION REGULAR Minutes
TUESDAY, October 25, 2011
Town Hall @ 7:00 PM

- Call to Order : Meeting called to order at 7:00 PM
- Roll Call:
Robert Kampbell , CJ Duncan, Keith Pederson, Carl Olson, Lyle King, Mark Hillman, and Ken Fink, chairman present.
- Minutes from September 27, 2011
Lyle made a motion to accept the minutes, Carl 2nd, all approved.

Public Communication: **None.**

TOPICS:

1. **Request for variance for Pat Lopp, 209 S 3rd street. See attached information.**
Discussion on numerous items: trailer after 1976, the out buildings, Lot 8 is industrial zone, Lots 6-10 to include lot 8 are really residential and are shown on the 1976 zoning map as such even though the zone is industrial. Is the variance for the lot or for the individual. What if trailer is moved out.

ACTION/RECOMMENDATION: Carl moved to recommend allowing the variance as per the request. CJ 2nd, all approved. All members signed the attached letter of support.

2. **By-Law changes, and approval. Approve recommendations to Mayor to get terms on staggered terms.**

Draft copy of the by-laws revision issued, and discussed at the September meeting , (satisfying the 7 day notice).

Discussion on the new by-laws with two (2) Changes suggested on duties and the 9 year verbiage.

ACTION/RECOMMENDATION: Lyle made a motion to accept the new by-laws as modified. Keith 2nd, all approved.

Covered the method of changing the terms to meet the new term limits and all approved the recommendations attached, prior to approving the new by-laws.

3. **Election of officers.**
Discussion of positions and duties and a little history.

ACTION/RECOMMENDATION:

Carl made a motion to keep the existing officers: Ken, chairman; Keith vice chairman; and Mark, secretary. CJ 2nd, all approved.

4. No scheduled meeting for December, go over Newspaper legal ad for P&Z meetings to submit to town for publishing.

ACTION/RECOMMENDATION:

Carl made a motion to ok the draft ad and to run ad once a year. CJ 2nd, all approved.

4. Roundtable: Mark, tree trimming looks great in town, drainage problems on Holdridge street and widths.

Carl gave an update on the master plan, it is going well, need more in-depth on some items, such as flood plan, survey going well, Master Plan meetings the 2nd Thursday of the month.

Keith, Robert and CJ nothing at this time.

Ken talked about the building regs, subdivisions, and standards for inspection. Subjects resulted in discussion and will be topics for the next few meetings. We covered the existing codes on some items that are confusing.

RESPONSIBILITIES.

Basin Municipal Court
Report to Mayor and Town Council for the
October 2011

Docket #	Citation #	Offense	Ca/CK	Fine	Court Fee
8.11.18	40018D	No Ins- pymt	ca	40.00	
8.11.2	40059D	Speeding 40/30- NRVC	ck (MO)	90.00	10.00
10.11.6	40206D	Speeding 47/30	ck (MO)	118.00	10.00
10.11.4	40207D	Speeding 43/30	ck (MO)	102.00	10.00
9.11.68	40099D	Speeding 63/30	ck (MO)	300.00	10.00
10.11.11	40212D	Speeding 40/30	ck	90.00	10.00
10.11.10	40211D	Speeding 41/30	ck	94.00	10.00
10.11.7	40229D	Speeding 42/30	ck	108.00	10.00
10.11.5	40208D	Speeding 44/30	ck	106.00	10.00
10/3/11		\$1,128.00		<i>1,048.00</i>	<i>80.00</i>
8.11.24	40019D	No Ins- pymt	ca	140.00	
9.11.67	40098D	Speeding 43/30	ck	102.00	10.00
8.10.40	02567B	DL Required- pymt	ca	25.00	
10.11.17	40178D	Failure to Stop at Stop Sign in School Zone	ck	110.00	10.00
9.11.45	40157D	Speeding 46/30- NRVC	ck	114.00	10.00
10.11.9	40210D	Speeding 38/30	ck (MO)	82.00	10.00
10.11.15	40233D	Speeding 43/30	ck	102.00	10.00
9.11.13	40093D	Shoplifting		Dismissed	
10.11.18	40214D	NO Insurance		Dismissed	
10/10/11		\$725.00		<i>675.00</i>	<i>50.00</i>
8.11.25	40020D	No Insurance- pymt	ca	150.00	
8.11.12	40064D	DWUI/Hit&Run-pymt	ca	100.00	20.00
10.11.19	40215D	Speeding 40/30	ca	90.00	10.00
10.11.16	40177D	Speeding 50/30	ck (MO)	130.00	10.00
10.11.14	40232D	Speeding 41/30	ck (MO)	94.00	10.00
10.11.12	40213D	Speeding 41/30	ck (MO)	94.00	10.00
10.11.2	40205D	Speeding 41/30	ck	94.00	10.00
10.11.3	40206D	No Insurance		Dismissed	
9.11.31	40150D	Speeding 44/30-NRVC	ck	106.00	10.00
6.11.62	39991D	Speeding 52/30-NRVC	ck	138.00	10.00
10/17/11		\$1,086.00		<i>996.00</i>	<i>90.00</i>
8.09.12	02658B	DWUI/Hit&Run-pymt	ca	100.00	
10.11.21	40216D	Speeding 40/30	ca	90.00	10.00
9.11.20	40139D	Speeding 42/30 - NRVC	ck	98.00	10.00
10.11.22	40217D	Speeding 45/30	ck	110.00	10.00

10/24/11		\$428.00		<i>398.00</i>	<i>30.00</i>
ck 1134		Hetzel, Cierra		(25.00)	
<i>Credit Card</i>					
6.10.3	39603D	Speeding 40/30-NRVC	9/19/11	80.00	10.00
7.10.64	39637D	Speeding 45/30-NRVC	8/10/10	110.00	10.00
8.10.18	39731D	Compulsory Ins- Pymt	10/26/10	110.00	10.00
		Credit Card Totals		<i>300.00</i>	<i>30.00</i>
			Subtotals	3,392.00	280.00
			\$3,672.00		

W.S. Duncan
Municipal Court Judge

2011 Citations

Month	# of Citations Issued	Total Amount Received	Fine	<i>Paid by Credit Card</i>	Dog Fines	Court Fee	Jail/ Restitution
<i>Jan</i>	6	\$3,218.00	2,938.00	120.00	200.00	80.00	
<i>Feb</i>	8	\$2,168.00	1,478.00	102.00	620.00	70.00	
<i>March</i>	26	\$2,422.50	2,272.50	90.00	-	150.00	
<i>April</i>	14	\$2,024.00	1,884.00	90.00	-	140.00	
<i>May</i>	13	\$2,512.00	2,282.00	188.00		230.00	
<i>June</i>	69	\$5,977.00	5,237.00	-	60.00	520.00	160.00
<i>July</i>	71	\$7,190.00	6,600.00	304.00	60.00	590.00	
<i>Aug</i>	34	\$4,672.00	3,832.00	298.00	-	340.00	500.00
<i>Sept</i>	74	\$7,110.00	6,340.00	800.00		720.00	50.00
<i>Oct</i>	22	\$3,672.00	3,392.00	300.00		280.00	
<i>Nov</i>							
<i>Dec</i>							
Total	337	\$40,965.50	\$36,255.50	<i>\$2,292.00</i>	\$940.00	\$3,120.00	\$710.00

Monthly Average
\$4,096.55

ORDINANCE NUMBER 608

AN ORDINANCE OF THE TOWN OF BASIN, WYOMING, ESTABLISHING NEW AND REVISED REGULATIONS PERTAINING TO THE TREATMENT AND IMPOUNDING OF NUISANCE DOGS AND CATS BY SUPPLEMENTING, AMENDING AND REPEALING PORTIONS OF CHAPTER 2 OF TITLE 4 OF THE BASIN TOWN CODE.

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

SECTION 1: Section 4-2-1 of the Basin Town Code shall be supplemented by adding the following definition:

CAT: Every feline cat, male or female.

SECTION 2: Section 4-2-2 of the Basin Town Code shall be and is hereby supplemented and amended to read as follows, to-wit (new language in **Bold**):

4-2-2: DOG AND CAT NUISANCE AND LICENSING REGULATIONS:

- A. **Dog Nuisance Declared:** The presence of unlicensed dogs within the town is hereby declared to be a nuisance and the owners or harborers of any such dogs are hereby declared to be maintainers of such nuisance.
(Ord. 518, 2-7-2000)
- B. **At-large Cat Nuisance Declared:** The presence of unlicensed, at-large cats within the town is declared to be a nuisance and the owners or harborers of any such cat(s) are hereby declared to be maintainers of such nuisance.
- C. **License Fees:**
1. **Annual License Fee:** There shall be levied an annual license fee on all dogs within the town of fifteen dollars (\$15.00) for a neutered male and a spayed female dog and twenty five dollars (\$25.00) for unneutered and unspayed dogs. **There shall be a voluntary annual license fee on all cats within the town of five dollars (\$5.00) for a neutered male and a spayed female cat and ten dollars (\$10.00) for an unneutered and unspayed cat.**
 2. **Term:** Such fee shall be due March 1 of each year and shall cover the period of one **(1)** year **commencing**

on March 1 and ending on the last day of February of the next year.

3. Delinquent: Such fee shall be considered delinquent on March 2 of each year thereafter.
4. Notice, Demand Or Request; Late Fee: Other than herein provided, notice, demand or request to any dog owner or harborer shall not be necessary, and anyone relicensing or renewing a license after the expiration of the license period fixed herein shall be assessed an additional ten dollars (\$10.00) for delinquent payment.
5. Proceeds: Proceeds of such fee shall be paid into the office of the town clerk-treasurer where it shall be kept in the general fund.

D. Duty To Collect; Publication Of Notice; Unlicensed Dogs **and Cats**:

1. Collection: It shall be the duty of the town clerk-treasurer to make collection of said license fees.
2. Payment Date: Said license fees shall be due and payable immediately at the time fixed herein.
3. Publication Of Notice: It shall be the duty of the town clerk-treasurer, immediately before said fees become due, to publish in the newspaper in Basin, Wyoming, once a week for a total of two (2) times (once in January and once in February of each year) a notice setting forth the fact that said license fees are due by March 1 of each year; also in said notice it shall state that said fees must be paid within a period of ten (10) days after the due date, and if not so paid, the dog/**cat** not tagged shall be exterminated.
4. Extermination; Alternative: No extermination, however, shall take place without due process. Instead of extermination, the owner or harborer shall be allowed to permanently remove the dog/**cat** from within the town limits.

E. Issuance Of Tag: Each and every owner or harborer of a dog **or cat**, upon the payment of said license fee, shall receive a license tag, and it shall be the duty of such owner or harborer to provide a collar for

such dog on which shall be affixed said license tag.
Cats will be required to have tag affixed to collar or provide documented microchip ID number that is provided to the Town Clerk.

- F. Evidence Of Spaying Or Neutering: Each and every owner or harborer of a spayed female dog/**cat** or neutered male dog/**cat**, upon the payment of said license fee, shall produce, for examination by the town clerk-treasurer, a certificate or other acceptable evidence that said female or male dog/**cat** has been spayed or neutered as the case may be.
- G. Rabies Inoculation:
1. Required: Each and every owner or harborer of a dog/**cat** shall have such dog/**cat** inoculated for rabies every two (2) years to ensure that such dog/**cat** is inoculated against contracting rabies, and the evidence of such inoculation shall be affixed to such dog's collar **or proof readily provided upon demand for cats.**
 2. Unlawful: It is unlawful for any person to own or keep a dog/**cat** within the town, without first having the dog/**cat** inoculated or vaccinated for rabies by a licensed veterinarian and must have current proof of such rabies vaccination.
 3. When Required: All dogs/**cats** shall be registered when they are three (3) months old, and shall be inoculated and licensed at that time; or in the case of new dogs/**cats**, within thirty (30) days after being brought into the town.
- H. Duplicate Tags; Fee: In the event a license tag is lost or destroyed, a duplicate shall be issued by the town clerk-treasurer upon presentation of a receipt showing the payment of the license fee for the current year, and the payment of five dollars (\$5.00) for each duplicate shall be required.
- I. Transfer Of Tags; Refunds: License tags shall not be transferable from one dog **or cat** to another and no refunds shall be made on licenses because of the death of the dog **or cat**, or if the owner or harborer leaves town before the expiration of the license period.

SECTION 3: Section 4-2-3 of the Basin Town Code shall be and is hereby supplemented and amended to read as follows, to-wit (new language in **Bold**):

4-2-3: VICIOUS AND UNVACCINATED DOGS/**CATS**:

A. Criteria: Any dog/**cat** in the town, which shall have bitten any person in the town without good cause, shall be taken to be a vicious dog/**cat**.

B. Declared Public Nuisance: A vicious dog/**cat** is hereby declared to be a public nuisance.

C. Duty To Impound: It shall be the duty of the chief of police or authorized officer, upon any notification by any person having actual knowledge of the biting of any person by any dog/**cat** within the town, to impound said dog/**cat** in question **at the owner's expense** and notify the owner/harbinger of such action.

1. Absence Of Acceptable Proof Of Inoculation: The dog/**cat** shall be impounded for at least ten (10) days in the absence of acceptable proof that the dog/**cat** is inoculated against rabies. The owner shall be responsible for all costs of impoundment and all reasonable veterinary fees.

2. Removal From Town: The dog/**cat** thereafter shall be released to the owner/harbinger, who shall immediately remove the dog/**cat** from the town, if the owner/harbinger cannot or will not show proof of current rabies vaccination.

3. Owner Unknown; Failure Or Refusal To Remove: If the owner of such dog/**cat** is not known or if the owner is known and fails or refuses to remove such dog/**cat**, then such dog/**cat** shall immediately be destroyed by the chief of police or authorized officer or such other person designated by the governing body. **In the case of an owner/harbinger who refuses to remove such dog/cat, the cost of extermination will be done at owner/harbinger's expense.**

SECTION 4: The heading of Section 4-2-5 of the Basin Town Code

shall be and is hereby amended to read as follows, to-wit:

4-2-5: KENNELS:

SECTION 5: Section 4-2-16 of the Basin Town Code shall be and is hereby repealed and replaced with the following Section 4-2-16, to-wit:

4-2-16: IMPOUNDING OF DOGS AND CATS:

A. All dogs and cats found running at large in the town

of Basin shall be captured and impounded. Dogs and cats so impounded shall be kept for a period of not less than 48 hours, exclusive of the day of capture, and if not claimed by the owner or harborer thereof, shall be exterminated or destroyed.

B. In the event that the dog or cat is not claimed by the owner or harborer thereof, the town may elect to deliver said animal to any person who agrees to adopt said animal and to spay or neuter the animal. Any person so adopting shall provide proof of spaying or neutering to the town clerk and shall be entitled to an adoption fee in an amount to be determined by the council, said fee not to exceed the amount the town is charged for euthanizing said animal.

SECTION 6: Section 4-2-17 (Penalty) shall be renumbered as Section 4-2-19 and the Basin Town Code shall be supplemented by adding the following new Section 4-2-17 and Section 4-2-18, to-wit:

4-2-17: DUTY OF POLICE OFFICERS: It shall be the duty of every police officer to capture and impound any dog or cat found running at large contrary to the provisions of this chapter and title, and the officer is authorized and required to cause to be captured and impounded all dogs and cats found running at large, or being kept or possessed contrary to this chapter and title. The poundmaster, if there is one, or some other designated official, upon receiving such cat or dog, shall make a complete registry, entering the breed, color and sex of such animal, and shall record whether or not the animal is licensed. If licensed, he or she shall enter the name and address of the owner thereof, and the number of the license tag, and shall notify the owner of the animal that the animal has been impounded.

4-2-18: APPREHENDING AND POUND FEES: There is provided an impound

fee of \$50.00 for animals that are properly licensed and \$75.00 for unlicensed animals, and a pound fee of \$5.00 per day including day of apprehension for each day or fraction of a day that any dog or cat is impounded. Before any such dog or cat is released from the pound, the town shall collect the fee and any applicable license fees from the person or persons claiming such dog or cat. All such fees shall be promptly remitted to the town clerk-treasurer by the person collecting such fees.

SECTION 7: The Basin Town Code shall be amended by changing the "PENALTY" section from 4-2-17 to 4-2-19.

SECTION 8: 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 7: All ordinances or parts of ordinances of the Town of Basin in conflict herewith are hereby repealed.

SECTION 8: This ordinance shall take effect and be in full force and effect on **November 17, 2011**, after having been published in the Basin Republican Rustler.

PASSED ON FIRST READING **October 4, 2011.**

PASSED ON SECOND READING **October 11, 2011.**

PASSED, APPROVED AND ADOPTED ON THIRD AND FINAL READING **November 8, 2011.**

TOWN OF BASIN, WYOMING
A Municipal Corporation

By: _____
AMY KANIA - Mayor

ATTEST:

DANIELLE CHAPMAN - Town Clerk

AGENDA ITEM 5c SUMMARY REPORT

Resolution 2011-1101 -2 Spill Prevention, Control and Countermeasures Plan

SUMMARY

40 CFR 112 requires that our electric facility complete an SPCC by November 10, 2011.

The town contracts with Environmental Compliance Solutions, LLC (ECS) to provide technical assistance as it relates to the Town's Electric utility.

ECS has completed the audit of our facilities and submitted a draft plan for the Council to adopt, commit resources (materials and training) and implement.

For purposes of this plan, Basin's utility is considered a Tier II facility and as such does not require a PE to sign the plan, however the Town is asking Western Engineer to review the plan as well on Tuesday 11/8/11 during an onsite visit.

Mayor Kania and Public Works Director, Jeff McFrederick has review the plan and begun ordering necessary materials as outlined in 4.2.A.n (4). Dir. McFrederick will also be responsible for training his crew as outlined in 4.2.A.n (2). Training will be documented.

At ECS's next semi-annual visit, the town will schedule additional training with Matt Miles.

Training and Inspections will be documented in the plan.

FISCAL IMPACT

Approx. \$5,000 for plan preparation and materials. Plan and materials in FY2011/12 budget.

ALTERNATIVES

At its discretion the Town Council may:

1. Approve the SPCC
2. Approve the SPCC with changes.
3. Reject the SPCC

AGENDA ITEM NO. 5c RECOMMENDATION

Mayor Kania

ATTACHMENTS

1. SPCC

AGENDA & SUMMARY REPORT TO:

1. Council on 11/8/11

AGENDA ITEM 5b SUMMARY REPORT

Resolution 2011-1101 -1 Traffic Control Devices around Laura Irwin Elementary to implement SRTS Laura Irwin Traffic Plan

SUMMARY

The Safe Routes to School committee completed the Safe Routes to School Plan in 2010 and identified a primary concern being the traffic around Laura Irwin Elementary School (LIE). The Bus loading and unloading zone was relocated at that time in order to facilitate increased safety. However, the traffic around the school from approximately 3:00 pm to 3:30 pm on school days is still creating unsafe conditions for children who are crossing the streets between and around vehicles. There also are no existing stop signs at intersections near LIE as well as no designated crosswalks.

The Safe Routes to School convened in September and proposed a travel plan for around the school to include signage and no parking (other than in the teacher parking) on the west side of 12th street. To encourage parents to pickup their children along the school curbside, to avoid children crossing the streets to access vehicles, “no parking from 3:00 to 3:30 and 4:45 to 5:15” signs will be placed along the curbside to allow vehicles to have access to pull through pickup to be available for vehicles arriving during that time.

Finally designated crosswalks will be painted and signed and “no u turn” signs will be installed.

The LIE is also completing parent education on the “preferred travel routes” to encourage parents to pickup from the school curbside. The school is also implementing pickup zones by grade level to ease congestion at the front door.

A Safe Routes to School grant will be applied for to assist with the funding of these control devices as well as painting cross walks. Sign will not be ordered, placed or cross walks painted until spring 2012.

A resolution is required to cause any traffic control devices to be placed and maintained – see 5-1-4A.

The Mayor is requesting that the resolution be passed at this time to facilitate the grant application as well as the schools implementation of parent training.

FISCAL IMPACT

Cost of each Sign approx. \$45

Post \$25 per post

Labor to Install \$41.26

Total 101.26*16 Signs = \$1620.16

ALTERNATIVES

At its discretion the Town Council may:

4. Approve the Resolution
5. Approve the Resolution with changes.
6. Reject the Resolution.

AGENDA ITEM NO. 5b RECOMMENDATION
Mayor Kania and Superintendent Mary Fisher

ATTACHMENTS

2. Resolution

AGENDA & SUMMARY REPORT TO:

1. Council on 11/8/11

AGENDA ITEM NO. 5b

RESOLUTION 2011-1101 -1

Traffic Control Device at the West Entrance to Town of Basin

WITNESSETH:

WHEREAS, the Safe Routes to School Plan has identified traffic congestion and flow is creating unsafe conditions for school children exiting the Laura Irwin Elementary school; and

WHEREAS, the Safe Routes to School committee has recommended a Laura Irwin Elementary School Travel Plan with additional signage around the Laura Irwin School; and

WHEREAS, the Town of Basin Council has determined it is appropriate to implement the SRTS Laura Irwin Elementary School Travel Plan by causing the applicable traffic control devices to be placed and maintained as depicted on the route map dated October 2011; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF BASIN, this action was authorized by the Town of Basin Council:

PASSED, APPROVED AND ADOPTED THE 8th day of November 2011.

_____ Amy Kania, Mayor

Attest:

_____ Danielle Chapman, Town Clerk

TOWN OF BASIN, WYOMING

GENERAL CONDITIONS FOR BIDDING

Each resident bidder bidding for the erection, construction, alteration or repair of any public building, or other public structure, or for making any addition thereto, or for any public work or improvements, shall, in order to receive preferential treatment over nonresident and noncertified resident bidders pursuant to Wyoming Statute Section 16-6-102, be certified as a resident by the Department of Employment, pursuant to Wyoming Statute Section 16-6-101, prior to the bid opening. Proof of residency must be provided in the bid package. A Certificate of Residency issued by the Department of Workforce Services/Labor Standards Division shall accompany the bid or the bid will be rejected. You may obtain a certificate of residency by contacting the following:

DEPARTMENT OF WORKFORCE SERVICES
LABOR STANDARDS DIVISION
1510 EAST PERSHING BOULEVARD
WEST WING, ROOM 150
CHEYENNE, WYOMING 82002
307-777-7261

[http://doe.wyo.gov/employers/LaborInfo/
Pages/ResidentContractorCertification.aspx](http://doe.wyo.gov/employers/LaborInfo/Pages/ResidentContractorCertification.aspx)

The responsible certified bidder, bidding on a project defined above, making the lowest bid shall be entitled to a five (5%) percent differential. The Town, in applying the provisions of **Section 16-6-102 of the Wyoming Statutes of 1977**, as amended, will add to the lowest responsible nonresident bid, five (5%) percent of his bid, then compare that total with the bid of the lowest responsible

certified resident bidder. After applying the five (5%) percent differential, if the resident bid is less than the nonresident bid the resident will be considered low bidder. If the resident bid is higher than the nonresident bid, the nonresident bidder will be considered low bidder.

Preference is hereby given to materials, supplies, agricultural products, equipment, machinery and provisions produced, manufactured, supplied or grown in Wyoming, quality being equal to articles offered by competitors outside Wyoming, as provided by **W. S. Section 16-6-104** through **W. S. Section 16-6-107**. This preference shall not be for articles of inferior quality to those offered by competitors outside the State of Wyoming as provided by **W. S. Section 16-6-105**. The Town shall be the sole judge of residency and quality.

Each bidder shall file with his bid a cashier's check, certified check, bank money order or bid bond in an amount of not less than five (5%) percent of the total amount of his bid payable to the Town of Basin, Wyoming. See W.S. Section 15-1-113(f). The bid will be rejected if the appropriate bid bond is not enclosed with the bid.

Successful bidders on contracts for public improvements shall furnish a payment bond and a performance bond in a penal sum equal to the amount of said bid as provided by **W.S. Section 15-1-113, 1977 as amended**.

The attention of bidders is called to all applicable Wyoming Statutes affecting the bidding and performance of public works and in particular to **Sections 16-6-101 through 16-6-121, and 16-6-201 through 16-6-206, as revised.**

In addition, all contractors bidding on Capital Construction Projects wherein funds have been appropriated by the State of Wyoming shall comply with the provisions of W. S. Section 16-6-1001 et seq., with respect to restrictions, preferences and waivers. Contractors shall award to responsible Wyoming resident contractors not less than seventy percent (70%) of the value of the total subcontract work to be performed for the project, unless otherwise waived pursuant to law. Contractors shall also comply with the preference requirements pertaining to the procurement of furniture, fixtures and equipment.

All bids that have been duly received by the Town will be publicly opened and read as advertised. Bids received after the stipulated closing time will be returned unopened. No bid can be withdrawn within a period of thirty (30) days after the date fixed for opening bids. The right is reserved by the Town of Basin, Wyoming, to reject any or all bids and to waive informalities.

BUILDING PERMIT APPLICATION

JURISDICTION OF TOWN OF BASIN, WYOMING

Phone 568-3331

Applicant to complete numbered spaces only.

PERMIT NO. _____

OWNER
JOB ADDRESS

JOB ADDRESS <i>815 Big Horn Ave W</i>							
↑	DESC	LOT NO	BLK	TRACT	(☐ SEE ATTACHED SHEET)		
2	OWNER <i>Russ Fowler</i>	MAIL ADDRESS <i>815 Big Horn</i>		ZIP <i>82410</i>	PHONE <i>272-8738</i>		
3	CONTRACTOR <i>DREAMS Carpentry & Buildings</i>	MAIL ADDRESS <i>2320 Deadwood Ave</i>		PHONE <i>Rapid City, S.D</i>			
4	ARCHITECT OR DESIGNER <i>L</i>	MAIL ADDRESS <i>L</i>		PHONE <i>L</i>			
5	ENGINEER	MAIL ADDRESS		PHONE			
6	BUILDING SET BACKS	FRONT <i>100</i> (20 Ft. Min.)	SIDE <i>6'</i> (5 Ft. Min.)	SIDE <i>70</i> (5 Ft. Min.)	REAR <i>25'</i> (5 Ft. Min.)	BUILDING DIMENSION LENGTH <i>40'</i>	WIDTH <i>30'</i>
7	Basement: <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Foundation: <input checked="" type="checkbox"/> Conc. <input type="checkbox"/> Block	Roof: <input checked="" type="checkbox"/> Comp. <input type="checkbox"/> Built up <i>Metal</i>				
8	Class of work: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTERATION <input type="checkbox"/> REPAIR <input type="checkbox"/> MOVE <input type="checkbox"/> REMOVE <input type="checkbox"/> FENCE						
9	Use of Building: <i>Shop / GARAGE</i>						
10	Describe work: <i>30' x 40' metal building w/ 11' sides</i> <i>2 GARAGE doors on south end</i>						
11	Valuation of work: \$ <i>14,000.00</i>						

REMARKS AND SPECIAL CONDITIONS:

PLEASE ATTACH PLANS AND SPECIFICATIONS FOR PERMANENT RECORD OF CONSTRUCTION

	PLANS CHECKED BY:	PERMIT FEE:	
<p style="text-align: center;">AGREEMENT:</p> <p>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.</p> <p>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.</p>	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	
	<p style="text-align: center;">APPLICANT</p> <p><i>Russell Fowler</i> <i>17 Oct. 11</i> (DATE)</p>		
<p style="text-align: center;">BUILDING OFFICIAL</p> <p><i>[Signature]</i> <i>10/24/11</i> (DATE)</p>			

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