

MINUTES OF A REGULAR MEETING OF THE SINCLAIR TOWN COUNCIL OF THE TOWN OF SINCLAIR, WYOMING HELD AT 5:30 P.M. ON THURSDAY, FEBRUARY 4, 2021 IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

COUNCIL MEMBERS PRESENT: Mayor Asa Meeks, Council Members Cullen Meeks, Leif Johansson, Michelle Serres, Leo Black.

TOWN EMPLOYEES PRESENT: Town Attorney Mike Roberts, Police Chief Jeff Sanders, Clerk/Treasurer Ashley Masselink and Assistant Treasurer Kristy Waeckerlin

PLEDGE OF ALLEGIANCE: Mayor Meeks lead everyone in the pledge of allegiance.

OPENING OF MEETING: Mayor Asa Meeks called the meeting to order. Councilman Meeks moved to approve January 21, 2021 Council minutes and February 1, 2021 workshop minutes. Seconded by Councilman Johansson, Council member Serres shared she would like for the following corrections to be made before approving the February 1, 2021 workshop minutes. The corrections as follows; February to be spelled correctly, Nork Fork to be corrected to North Fork, John to be changed to Jon, sanitation to be changed to sanitary, and 60 to 70 day changed to 60 to 70 days. Council member Serres also shared the tables should have more explanation if need to refer back to minutes. Mayor Meeks asked Council member Serres if there were anything other corrections. Council member Serres stated no. Mayor Meeks asked for a motion for the minutes again as corrected. Councilman Meeks moved to approve January 21, 2021 Council minutes and February 1, 2021 workshop minutes with the corrections Council member Serres made to the February 1, 2021 workshop. Seconded by Councilman Johansson, motion passed unanimously.

APPROVAL OF THE AGENDA: Mayor Meeks asked to amend the agenda to add executive session for personnel right after the approval of the agenda. Council member Serres moved to approve the agenda for tonight's meeting with amendment to add Executive Session to agenda right after the approval of the agenda. Seconded by Councilman Black, motion passed unanimously.

EXECUTIVE SESSION: Councilman Johansson moved to go into executive session at 5:32 pm to discuss personnel. Seconded by Councilman Black, motion passed unanimously. Councilman Johansson moved to adjourn from executive session and seal the minutes at 5:45 pm. Seconded by Councilman Meeks, motion passed unanimously.

Mayor Meeks asked if there was an objection to what was discussed during executive session. The Council all replied with no.

PROJECT UPDATES: Mayor Meeks updated the Council that Kassey with North Fork had called and would not make the meeting. Mayor Meeks stated Kassey had shared the Town could use the \$31,000.00 in the budget for Union street or 5th street and Cleveland. Councilman Johansson shared during the workshop it was discussed only one block could get done with what is currently in the budget. Councilman Meeks stated the Town could use this year's budget to complete Union street at the end of June. Then use next year's budget to fix 5th Street at the beginning July. This could save the Town money for not having the contractor come out on each occasion. Councilman Meeks stated \$1,200,000.00 is a lot of money to spend this next year on sewer and water lines with COVID and budget cuts from the State. Councilman Meeks stated he would hate to see the Town in a bad spot if the finances are not there. Council member Serres agreed with Councilman Meeks as this project could put the Town in a bad spot financially. Councilman Johansson stated it would be logical to wait and see what next year brings before committing to a big project.

MUNICIPAL JUDGE: Councilman Meeks moved to approve the January 2021 Judges report in the amount of \$69.00. Seconded by Council member Serres, motion passed unanimously.

PARKS DEPARTMENT: Assistant Treasurer Waeckerlin shared a family would like to use the pavilion on May 22, 2021 for a graduation party. Council discussed use of the pavilion and approved it, as the COVID restrictions are for no more than 250 people in an outside gathering.

STREETS DEPARTMENT: Council member Serres asked what the protocol is for plowing snow in the streets on the weekends. Mayor Meeks shared Maintenance staff plow the streets when they feel it is necessary. Councilman Johansson stated if the Maintenance staff could do more sanding as some intersections can get slick.

TOWN BUILDINGS: Mayor Meeks shared the school heater is not working and Climate Control will come out to look at the heater next week.

RECREATION DEPARTMENT: Council member Serres asked if the girls' basketball team got their contract amended to include the use of the school gym. Assistant Treasurer Waeckerlin stated she was told that an amendment was made at the bottom of the current contract to add the use of the school gym and the key number.

FINANCIAL DEPARTMENT: Clerk /Treasurer Masselink shared with the Council the Corner Bar is working on the renewal of their liquor license. Masselink also shared the Corner Bar will be turning into a convenience/liquor store and will have a ribbon cutting ceremony and would like Council to participate. Town Attorney Roberts shared if more than three council members are going to attend it would need to be advertised.

TOWN ATTORNEY: Town Attorney Mike Roberts presented the Council with first reading of the notice of right of way abandonment. Roberts also shared a contract for Chris Haldorson with the corrections adding more job duties under employment duties and workers compensation under compensation of employee. Roberts explained the employee would need to pay for the workers compensation and the Town would then reimburse back the amount paid. Roberts requested approval to untable Chris Haldorson's contract. Councilman Meeks moved to untable Chris Haldorson's contract. Seconded by Councilman Johansson, motion passed unanimously. Roberts requested approval to accept Chris Haldorson's contract. Councilman Johansson moved to approve Chris Haldorson's contract. Seconded by Council member Serres, motion passed unanimously.

BILLS: Councilman Johansson moved to pay the bills and accept them for payment. Seconded by Council member Serres, motion passed unanimously.

Mayor Meeks adjourned the meeting at 6:15 p.m. The next regularly scheduled council meeting will be held on February 18, 2021 at 5:30 p.m. in the Council Chambers of the Town office building.

Asa Meeks, Mayor
TOWN OF SINCLAIR

ATTEST: CLERK/TREASURER