

MINUTES OF A REGULAR MEETING OF THE SINCLAIR TOWN COUNCIL OF THE TOWN OF SINCLAIR, WYOMING HELD AT 5:30 P.M. ON THURSDAY, MAY 19, 2022, IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

COUNCIL MEMBERS PRESENT: Mayor Leif Johansson, Councilmembers Brennan Dunlap and Michelle Serres.

TOWN EMPLOYEES PRESENT: Town Attorney Mike Roberts, Clerk/Treasurer Ashley Masselink, Assistant Treasurer Izabela Tysver, Maintenance Employee John Laux, Fire Chief Gene Goetz, Community Events Director Monte Thayer, Chief Jeff Sanders, and Jon Nelson with North Fork Engineering.

PLEDGE OF ALLEGIANCE: Mayor Johansson led everyone in the pledge of allegiance.

OPENING OF MEETING: Mayor Johansson called the meeting to order. Councilmember Dunlap moved to approve May 5, 2022, council minutes. Seconded by Councilmember Serres, motion passed unanimously with Mayor voting.

APPROVAL OF THE AGENDA: Mayor Johansson amended the agenda adding water restriction and COG meeting under unfinished business. Councilmember Serres moved to approve amended agenda for tonight's meeting. Seconded by Councilmember Dunlap, motion passed unanimously with Mayor voting.

GUESTS: Steve Sondergard, Ryta Sondergard and Asset Kopbayev presented they would like to use the school to create an escape room or a quest room. They shared they don't know all the logistics of the creation but believe this can bring people in and help kids to learn educationally information in a fun learning experience. They would like to specifically make sure that Carbon County can benefit from the educational information as test scores around Carbon County are low. This is also an economic driver for Sinclair where people can stop and learn and get value and education at the same time.

Councilmember Dunlap suggested that a workshop be held with all groups on Monday May 23, 2022. The workshop will be able to figure out what everyone is doing and their schedules.

Yancey Allison with Rawlins Lodge #5 shared the lodge would like to rent the office at the school as they are currently being asked to pay seven times the amount they are currently paying. Allison shared the lodge is willing to pay \$500.00 for the use of the office at the school. If using the office at the school doesn't work Allison shared the lodge could use a room upstairs in the town hall it wont be ideal but would work.

Thayer asked with everyone renting the school and no space available for the seniors coffee and donuts where would they go. Allison shared he would be willing to share the office so long as everyone respect the lodges things.

The Council discussed that a workshop would be good as more details could be worked out and all parties could be present.

PROJECT UPDATES: Jon Nelson North Fork Engineering shared that 71 Construction has already finished working on 7th street this week and are firing up the asphalt plant and would be back on Tuesday May 24 and May 25 to fix the two places on Cleveland between 10th and 9th street as well as on south 8th where there are two potholes. Nelson also presented council with a sanitary sewer system study in the amount of \$39,000.00. This price can be lowered if the Town is willing to jet the lines before the TV inspection. Council held off on approving this project until all councilmembers are present.

Jason Knopp with Edge Engineering was not present but did send change order #15 for Richardson Construction. Clerk/Treasurer Masselink shared change order #15 to extend Richardson Construction contract by 38 days to July 7th. Which is the next council meeting in case anything else comes up between now and then. The extension is for completing change order #14 (fire sprinkler repair work) which is set for the week of June 20th. The work will do done on either Tuesday June 21st or Wednesday 22nd. The project contract is set to expire on May 30th.

Councilmember Dunlap moved to approve change order # 15. Seconded by Councilmember Serres, motion passed unanimously with Mayor voting.

FIRE DEPARTMENT: Fire Chief Gene Goetz shared with Council that the siren was missing a part, so the town siren has not been fixed yet. Goetz shared he would get a new date when the part comes in. Goetz also shared he has not heard anything on when the building will be coming.

Goetz shared that the fire department will be holding a flag burning ceremony to burn retired flags. Goetz shared the fire department will cook hamburgers and hot dogs at 5 pm. and ceremony will start at 6 pm. Goetz shared the fire hose has been installed at the school but the alarm at the school keeps going off.

STREETS & PARKS DEPARTMENT: Maintenance Employee John Laux shared him, and Roger will be jetting the sewer lines next week as the representative from the jet truck company came out and showed them how to use the jet truck. Laux shared that maintenance has done the best they could to protect the sprinkler systems as it is to get cold in the next few days.

Laux shared prices for the scada system for the water tank and lift stations. Laux shared he was unsure what quote went with what system. Laux will reach out and get those answers for the council and get back to them.

RECREATION/EVENTS DEPARTMENT: Community Events Director Monte Thayer shared On June 6th from 4 pm. the Recreation Department will be a host site for a Kite Painting Event put on by the Red Desert Art. There is a field trip planned for June 15th to go to the Little Snake River Museum. June 22nd will go to Grand Encampment Museum. Thayer is looking for activities for the older kids like going tour of Seminoe Dam possibly on June 29th. Mayor Johansson shared that Thayer would need to have a least one adult to volunteer to go on the field trips for safety or the trips cant' happen.

Thayer shared May 7th concert went well he shared he still didn't fill the theater, but everything is a learning experience. He shared he is working on more marketing and advertising and had some people reach out to him so they can help market and advertise the events as well.

Thayer shared in July he will be having Kip Attaway at the theater on July 30th and John Laux will open for him. Thayer shared this event will be the kickoff of fair week and nothing else is going on that weekend. He is looking to have an outdoor concert in August and will have Burning Bridges back on September 10, 2022

Thayer shared he received the Carbon County Visitors grant in the amount of \$4000.00. He has turned in the Rocky Mountain Power grant o Ron Wilder. He shared he missed the deadline for the Wyoming Arts Council grant but will try next year for the grant.

Thayer is looking to get someone to train CPR in mid-June to the town for \$10.00 a person.

FINANCIAL DEPARTMENT: Clerk/Treasurer Ashley Masselink asked that council pick delegates for voting during the WAM summer convention. Council picked Mayor Johansson as the delegated voter for Sinclair with an alternate as Vice Mayor Serres. Councilmember Serres moved to approve the delegates for the WAM summer convention for 2022. Seconded by Councilmember Dunlap, motion passed unanimously with Mayor voting.

Council discussed ordinance 399 for the budget fiscal year 2023. Serres shared there needs to be some things added to the budget including North Fork sewer study, school alarm, grant from Carbon County Visitors Council, the scada system, and the year for the budget needs to be changed. Council discussed reading the ordinance as it is now with the only change being the dates and then having a budget workshop on May 26, 2022 at 5:00 pm. Councilmember Dunlap moved to approve ordinance 399 with the correction of changing the dates on the top for the fiscal year to reflect 2023. Seconded by Councilmember Serres, motion passed unanimously with Mayor voting.

Masselink asked for approval to amend the budget in theater supplies to add \$1,000.00 as the budget is over and there are still bills needing to be paid. Councilmember Serres moved to approve the amending the budget for theater supplies by \$1,000.00. Seconded by Councilmember Dunlap, motion passed unanimously with Mayor voting.

Masselink shared that the Town can not be doing IOU's as there was money that came in two weeks late from an event. The money needs to be received the day of event or the next business day.

TOWN ATTORNEY: Town Attorney Mike Roberts shared with council he investigated the ordinances and there is an ordinance that the town can use to enforce people not cleaning up after their dogs. Roberts shared the ordinance is hard to enforce unless it is witnessed by the officer. Roberts shared that the Town having waste stations and signs it's a start to enforcing.

Roberts shared there was a lien in 2015 or 2016 on the residents houses that has a high utility bill and he will work on the other one but is wanting to get more information before proceeding.

UNFINISHED BUSINESS: Roberts shared he has met with Caspar Building Systems attorney and they have excepted splitting the cost. Robert agrees with Jason Knopp something needs to be in writing before anyone gets paid. There is warranty work that needs to be addressed as well as how the contract with go going forward.

Council discussed the summer and agreed to have Mayor Johansson call the applicants.

Council discussed water restrictions and thought that right now until next council meeting just to encourage people to not water between 10 am and 6 pm as well as be mindful and conserve water.

Mayor Johansson shared the bike trail was brought up in the COG meeting as Rawlins is putting in a grant for the bike trail. Lenny Layman is looking for a deputy emergency manager and is currently looking for funding. On July 20, 2022 from 9 am to 4 pm Lenny Layman will be holding a training for emergency response with a COG meeting to follow after. Mayor Johansson will not be available so Vice Mayor Serres will be the host for the Town of Sinclair.

Johansson shared that Trans West will be starting back up and will have smaller turbines and should be completed in 2028.

The fire distract marketing did not go through only one town wanted to support the marketing. There is talk about a model green hydrogen plant.

NEW BUSINESS: Councilmember Serres shared she had a resident approach her about the deer in town and the council discussed the issue. Council recommend that residents get plants and flowers that are deer resistant.

BILLS: Councilmember Dunlap moved to pay the bills and to accept them for payment. Seconded by Councilmember Serres, motion passed unanimously with Mayor voting.

EXECUTIVE SESSION: Councilmember Dunlap made a motion to move to enter into Executive Session at 8:00 pm per WY Statute 16-4-405(ix) to consider or receive any information classified as confidential by law. Seconded by Councilman Serres, motion passed unanimously with Mayor voting.

Councilmember Dunlap moved to adjourn from executive session and seal the minutes at 8:30 pm. Seconded by Councilmember Serres, motion passed unanimously with Mayor voting.

Councilmember Serres moved to go back into general session at 8:31 pm. Seconded by Councilmember Dunlap, motion passed unanimously with Mayor voting.

There was no objection to what was discussed during executive session.

Councilmember Dunlap moved to adjourn the Council Meeting. Seconded by Councilmember Serres, motion passed unanimously.

Mayor Johansson adjourned the meeting at 8:32 pm.

The next regularly scheduled council meeting will be held on June 2, 2022, at 5:30 p.m. in the Council Chambers of the Town office building.

The Council Meetings are recorded sessions available for public view at Townhall office.

Leif Johansson, Mayor
TOWN OF SINCLAIR

ATTEST: CLERK/TREASURER