

MINUTES OF A REGULAR MEETING OF THE SINCLAIR TOWN COUNCIL OF THE TOWN OF SINCLAIR, WYOMING HELD AT 5:27 P.M. ON THURSDAY, JUNE 1, 2023, IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

COUNCIL MEMBERS PRESENT: Mayor Cullen Meeks, Councilmembers Michelle Serres, Brennan Dunlap, Forest Ortiz, and David Robinson.

TOWN EMPLOYEES PRESENT: Clerk/Treasurer Becky Slater, Assistant Treasurer Izabela Tysver, Maintenance Employee Roger Chizek, Police Chief Jeff Sanders, Community Events Director Monte Thayer, Town Attorney Mike Roberts, and Fire Chief Gene Goetz.

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

APPROVAL OF MINUTES: Councilmember Ortiz moved to approve May 18, 2023, Council Minutes. Seconded by Councilmember Serres, motion passed unanimously.

APPROVAL OF THE AGENDA: Councilmember Robinson moved to approve agenda for tonight's meeting. Seconded by Councilmember Serres, motion passed unanimously.

PROJECTS: Jason Knopp with Edge Engineering, present. Jason stated that he had talked to the stucco gentlemen with Shepard Solutions, Inc and he should have a quote for the theatre stucco project. They are going to be using a new product to do the job. There will not be stripping of all the old paint, just scrapping off the loss paint, and then embalming over the rest. Jason will run by the Wyoming Business Council to get their approval on it. Jason is also looking at getting samples of the product to make sure it will match with the rest of the building that is not being finished. Shepard Solutions, Inc would like to get this project done this construction year, which means it needs to be completed by October 2023.

Jason Knopp will get an updated map of stakes from the survey that was done. Council person Serres suggested a workshop to be set up to move forward, that would consist of: Jason Knopp, Mike Roberts and the council. Jason suggested that the town needs to get rid of the Planning & Zoning board and have our ordinances approved by the council.

Jason Knopp had not received a quote for the acoustic panels for the large conference room. Jason will hope to have a quote by the next meeting.

Jason Knopp had a quote for the Town Hall painting with paint from Sherman Williams to incase the lead paint for \$159,600.00. Jason would like to investigate other quotes for the painting.

Mayor Meeks asked Jason Knopp to get a quote for the caboose stage cover, Jason stated he would look at it and then get a quote for it.

RECREATION/EVENTS DEPARTMENT: Community Events Director Monte Thayer shared that The E Street Prophets went well. Thayer stated the June calendar events were posted. Thayer is getting a quote for the 200 plaques which will be about \$300.00 to \$400.00. The engraved plates are being engraved by Sean Dunn for about \$8.00 per plate. The Wyoming Arts Council Grant was approved for \$2,537.00 this will be used for the two-day August Festival. Awarded the Carbon County Visitor's Council grant for \$4,000.00 for marketing and promotion cost we got back \$2,200.00 when check came in, did not spend the whole \$4,000.00 this year, but will next year.

Project Aware Movie Series will be on Wyoming people with mental illness 6-part series from July to September every other week on Tuesday.

Thayer stated that there will be a garage sale possibly in July, held maybe in gym at school.

Church does not want the benches from the gym as too big.

In June there are three movies one is a kids matinee movie at 1:00 pm the movie is Puss in Boots, and Thayer asked if the children could be charged \$5.00 approved by council.

MUSEUM BOARD: Museum board member Leigh Nation, stated that the Museum Board met on May 17, 2023. Stephanie from Pepsi did send the two banners with information about the museum and they were put up on May 30, 2023. On May 31, 2023, was the official opening day, but nobody showed up all day.

Leigh stated with help from Stacy Jarret of Bigfoot/Bandit/Don Day; and from Virginia Parker from the Saratoga Sun that the museum grant was turned in and the asking amount of \$3,766.10. If the grant is approved on the museum will be advertised in July 2023, August 2023, May 2024 and June 2024. The advertising will be on the radio; which will cover from Cheyenne to Rock Springs, North to Casper and all of Carbon County. The Saratoga Sun will run weekly advertisements for the same months, and it will also be on the Saratoga Sun website which is nationwide.

Monte helped bring the gun cabinet to the museum from the Rawlins store.

Donated items to be moved to the 3-shelving section which were donated by Mayor Meeks. They will be set up in gift shop area along with the treasure chest for the children.

The museum was visited by a Rawlins couple who are interested in volunteering at the museum. Leigh will follow up with them and introduce them to the Board members.

FIRE DEPARTMENT: stated that the insulation was in the new building.

STREETS AND PARKS: Fire Chief Goetz discussed removing the dead trees and replacing them. Goetz stated the Fir trees are very reliable in this area and would be good to replace the dead ones in the living snow fence. The watering system for the living snow fence is in bad shape. Mayor Meeks stated that he wants the Washington Park sign straightened back up. Maintenance employee Roger Chizek, stated that the Washington Park sprinkler lines have been repaired, just need to have the concrete repaired. The repaired sprinkler lines here just routed around the cement and then reconnected and the sprinklers work really well. The mosquito control chemicals have arrived the total is \$2,254.36. Councilmember Serres motioned to approve the bill for Azelis in the amount of \$2,254.36. Seconded by Councilmember Dunlap, motioned approved. Mosquito spraying has begun and is being done in the early morning hours. Next year will get approved by Weed & Pest to pay part of the chemical cost but must be turned in before March.

SANITARY AND STORM SEWER: Fire Chief Goetz stated that the sewer truck is set up now. Maintenance employee Roger Chizek, the sewer study is complete except 5-inch lines between 9th & 10th street and about 20 feet on Madison Avenue by McCulloh Park. There was a PVC line on 7th Street between Monroe Avenue and Jefferson Avenue. There was a clay line between Cleveland Avenue and Monroe Avenue there were rocks, roots, and chunks of clay. Will wait on Cassie's full report. Snow Crest from Colorado to cut out the roots from lines or just replace the line since there is chunks of clay are coming out. The rest of the lines in town looked good.

WATER DEPARTMENT: Maintenance employee Roger Chizek, stated the divers did the repairs in the tank. They found that there is a wire broke that needs repaired. Water totals are incorrect as Chizek received an email about that. Will get with Jon Nelson in the next couple weeks about finding out what is happening.

POLICE DEPARTMENT: Chief Jeff Sanders stated that there is a new application from Edward Bagby for a Chicken coop. Councilmember Dunlap motioned to approve Mr. Bagby's chicken coop.

the WAM-CAT membership for a total of \$150.00. Seconded by Councilmember Serres, motion passed unanimously. Becky Slater Clerk/Treasurer stated that the town hall office needs a new shredder as the old one works when it wants to. Becky stated that Amazon had one that is for an office that cross-shreds, many sheets at once and is taller for the office for \$599.99. Councilmember Ortiz motioned to approve the shredder for the town hall for \$599.99. Seconded by Councilmember Robinson, motion passed unanimously. Becky stated that she would like to attend a webinar for ATP US & C which is for people that work in the treasurer's position, and it is on June 8, 2023.

TOWN ATTORNEY: Town Attorney Mike Roberts brought in the new resolution 2023-03 which modifying the town of Sinclair guidelines for Employees to increase the Compensatory time off. Councilman Dunlap motioned to approve the new resolution 2023-03. Seconded by Councilmember Robinson, motion passed unanimously.

Attorney Mike Roberts discussed the 106 S. 6th Street lien has not been found. Attorney Roberts discussed the lien at 203 N. 5th Street that a lady is interested in buying the house.

UNFINISHED BUSINESS: The six summer help employees will be starting on June 5, 2023 and the seventh one will be starting a week later on June 12, 2023 as he had a trip to go on. Reflective vests, gloves and safety glasses need to be furnished to all seven summer help employees. Councilmember Serres stated that they need to be told to wear sunscreen, so they do not get burned.

NEW BUSINESS: Interviews for the 2nd Maintenance person will be held on Wednesday, June 7, 2023, at 5:00 pm and 5:30 pm.

Budget workshop Tuesday, June 13, 2023, at 5:00 pm.

BILLS: Councilmember Robinson moved to pay the bills. Seconded by Councilmember Dunlap, motion passed unanimously.

Mayor Meeks adjourned the meeting at 7:25 pm.

The next regularly scheduled council meeting will be held on June 15, 2023, 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.

Cullen Meeks, Mayor
TOWN OF SINCLAIR

ATTEST: CLERK/TREASURER