

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 18, 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, Lanette Rosacker, 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 4, 2023, Council Minutes; with several corrections noted by Councilmember Serres. Seconded by Councilmember Dunlap, motion passed unanimously.

APPROVAL OF THE AGENDA: Councilmember Dunlap moved to amended tonight's agenda to enter into Executive session. Seconded by Councilmember Robinson, motion passed unanimously.

EXECUTIVE SESSION: Councilmember Serres made a motion to enter Executive Session per WY Statute 16-4-405(ix) to consider or receive any information classified as confidential by law. Seconded by Councilman Dunlap, motion passed unanimously. Mayor Meeks asked all town employees to attend executive session.

Councilmember Dunlap moved to adjourn from Executive Session and to return to regular session. Seconded by Councilmember Robinson, motion passed unanimously. There was no objection to what was discussed during executive session.

GUESTS: Derrick Morse with Pine Cove. Councilmember Serres stated that the town needs new computers for Izabela and a few others at Rec Center. He suggested getting the new computers through Pine Cove, but that through Dell they have cheap offers. Izabela Tysver/Treasurer computer would go to museum. Monte stated that he wanted a desk computer for the theater. Derrick will get the pricing for the computers on Monday, May 22, 2023 or so. Derrick will install the computers even if through Dell. We will have to pay cost of the Antivirus for two new computers through Pine Cove. He will get the price for Antivirus for new computers. Izabela Tysver/Treasurer asked if Derrick would help with maintenance of new computers. The Wi-Fi is set up in the conference rooms above the town hall. All wireless is set up upstairs there is a password. They are not active as Derrick will have to trace to find which ones to make active. The Police Department upstairs will be using the Wireless so do not need wired. The theater needs scaffolding to set up internet in the top of the ceiling we have everything to set it up. The school already have the internet set up including two or three Wi-Fi access points. The school has a separate circuit paying separately, we could possibly set it up wireless grade like it is done with the theater between maintenance building to reduce the cost. Would not take much to do, just clear line of sight.

RESIDENTS: The following residents were present: Kenneth & Dora Heisey. Kenneth & Dora Heisey came to meeting to discuss permit for solar panels. Once Kenneth started discussing the panel insulation, Clerk/Treasurer Becky Slater asked where their house was located and he stated it was in Fort Steele, Wyoming not Sinclair, Wyoming. Mayor Meeks told Kenneth that he would have to get with the county and zoning in Rawlins, Wyoming for permits.

PROJECTS: Jason with Edge Engineering, not present, Councilmember Serres, stated that Assistant Treasurer Izabela Tysver should contact him reminding him the panel email.

an old trunk donated by Hedi Larson that is going to be use for the museum gift shop with trinkets for children who go through museum. The gift shop will be in the front part of the council office. Banners have arrived will go on island and on guardrail.

MUNICIPAL JUDGE: April 2023 Judges report. Councilmember Dunlap made a motion to approve the judges report in the amount of \$348, Seconded by Councilmember Serres, motioned passed unanimously.

STREETS AND PARKS: Fire Chief Goetz wanted to discuss moving Sinclair sign at west end of town. Fire Chief Goetz thought maybe moving it off the mound and making a nicer sign. Fire Chief Goetz also discussed replacing fence into snow fence on the west end of town off of 11th street; which WYDOT will have to contacted. Fire Chief Goetz stated that something needs to be done to keep deer from killing trees. Maintenance employee Roger Chizek stated that the toilets at Washington park will be opened on Friday, May 19, 2023. Roger found fountain lights four of them that change colors, it would take one to two weeks for the lights to arrive. The quote is \$5500 to Plus Electric, \$3350 for materials and \$2150 for shipping. Councilmember Serres, motioned to approve buying the lights. Seconded by Councilmember Brennan, motioned passed unanimously.

SANITARY AND STORM SEWER: Maintenance employee Chizek shared Monte from Dawson was here today May 18, 2023, the camera is back up it works well. Starting Monday, May 22, 2023, will continue on with sewer study, try to get it completed.

WATER DEPARTMENT: Maintenance employee stated that the fill station, the Aquaflo has been dripping. The gentlemen with Pipestone equipment came through town on the Tuesday, May 16, 2023, and put in a rebuild kit for \$607 needed to be used as old one is bad Councilmember Ortiz motioned to approve \$2897.50 for Pipestone Equipment for second rebuilt kit and valves. Seconded by Councilmember Dunlap, motion passed unanimously. Councilmember Ortiz to approve \$607 for Pipestone Equipment for the rebuilt kit already replaced. Seconded by Councilmember Dunlap, motion passed unanimously.

POLICE DEPARTMENT: Chief Jeff Sanders shared that Lanette Rosacker last day with the Police Department will be May 22, 2023. There will be a luncheon for her at 12:30pm on May 22, 2023, in the council chambers. A new officer will need to be hired; Chief Sanders will have a new application. The Police new truck might be here on May 25, 2023.

RECREATION/EVENTS DEPARTMENT: Community Events Director Monte Thayer shared that Teens event went well, Magic Show went well also. The \$5000 check from Carbon County School Rec board came in. HF Sinclair training department will book a bunch of days for training in the upstairs large conference room for June, then in July and August will move over to the rec hall. This will be for 16 days for \$1500 rental. Michael Martin Murphy interested to coming back again, they will get money from ticket sales and the town gets the money from concessions. Community Events Director Thayer shared he would like to move the bench from the gym and maybe donate them to the Church. The curtains have been installed in the gym and it looks nice.

FINANCIAL DEPARTMENT: Izabela Tysver Treasurer stated that there are many motions 1st reading ordinance 400 budget FY24 with minor corrections. Councilmember Ortiz, motioned to approve 1st reading of ordinance 400 budget FY24, with minor corrections. Seconded by Councilmember Dunlap, motion passed unanimously. Motioned by Councilmember Dunlap, to remove Ashley Masselink as the representative for the 1% specific purpose tax Joint Powers Board and appoint Becky Slater Clerk/Treasurer as the new member of the Joint Powers Board. Seconded by Councilmember Robinson, motion passed unanimously. Councilmember Serres motioned to remove Ashley Masselink from the RNC signature card and add Rebekah (Becky) Slater as new account holder. Seconded by Councilmember Dunlap, motion passed unanimously. Councilmember motioned to remove Ashley Masselink from RNC account and add Rebekah (Becky) Slater and

NEW BUSINESS: Summer help hiring: 7 were interviewed, will be divided through out departments. Must wear pants, closed toed shoes and reflective vests. Councilmember Dunlap motioned to hire 7 summer help starting on June 5, 2023. Seconded by Councilmember Robinson, motion passed unanimously.

Budget workshop Tuesday, May 22, 2023, at 5pm.

CCCOG meeting May 17, 2023, update on Chokecherry windmills actual windmills will be set in 2025 will actually be complete in 2029. Currently doing another transmission line. New businesses coming into Rawlins, Wyoming a tattoo shop and a photography shop. Next meeting July 19, 2023, in Baggs, Wyoming. Councilmember Dunlap and Ortiz to go to next meeting.

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

Mayor Meeks adjourned the meeting at 7:17 pm.

The next regularly scheduled council meeting will be held on June 1, 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