

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 16, 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: Town Attorney Mike Roberts, Clerk/Treasurer Ashley Masselink, Maintenance Employee Roger Chizek, Police Chief Jeff Sanders, Community Events Director Monte Thayer 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 February 2, 2023, council minutes. Seconded by Councilmember Robinson, motion passed unanimously.

APPROVAL OF THE AGENDA: Mayor Meeks asked to amend the agenda for the meeting by moving Monte Thayer after projects updates. Councilmember Dunlap moved to approve the amended agenda for tonight's meeting. Seconded by Councilmember Serres, motion passed unanimously.

RESIDENTS: Leigh Nation, Angeli McCulloch, and Leif Johansson

MUSEUM BOARD: Leigh Nation shared with council she has hung recruitment flyers around town to try to get people to volunteer for the museum board. Nation shared she will have some pictures from the museum at the movie showing of the blizzard of 1949.

Nation shared Lee and Nancy Pierson's letter of interest to become members on the museum board. Mayor Meeks shared he would also shared he would be a member as well. Nation requested a motion to add Lee and Nancy Pierson as well as Cullen Meeks to the museum board. Councilmember Dunlap moved to approve Lee and Nancy Pierson as well as Cullen Meeks to be members of the museum board. Seconded by Councilmember Ortiz, motion passed unanimously.

RECREATION ADVISORY BOARD: Angeli McCulloch shared with the council that they had a meeting February 6, 2023, and they talked about new and old business as well the 100th year celebration. McCulloch asked if the council had any questions, and the council did not but thanked her and the board for what they have done. Mayor Meeks shared that it's important for people to be on the boards and be active and he shared he wished more people in the community would be involved. Mayor Meeks asked Angeli who is all on the recreation board and Angeli listed the following members: herself, Nancy Pierson, Patty McCulloch, Brennan Dunlap, Karmen Warrington, and Monte Thayer.

SINCLAIR HISTORIC INC: Leif Johansson asked for a motion to be able to take the income taxes for the Sinclair Historic Inc (501c3) to H & R block as it has to be certified by a professional. Councilmember Ortiz moved to approve Johansson to take the taxes to H & R block. Seconded by Councilmember Robinson, motion passed unanimously. Johansson shared there is about \$22,000.00 in the account that has been raised from the concessions as well as auction items.

RECREATION/EVENTS DEPARTMENT: Community Events Director Monte Thayer shared he will be holding an weekend celebration called Sinclair Summer Music Fest, which will be held August 18 & 19, 2023 with Chad Lore and Jalan Crossland performing.

Thayer requested approval to get hardware for the pipe and drape in the amount of \$1,000.00. Councilmember Robinson moved to approve getting hardware in the amount of \$1,000.00. Seconded by Councilmember Serres, motion passed unanimously.

Thayer also told council he is working on a grant from the Carbon County Visitors Council for advertising in the VIP guide as Cindy Loose reached out to him. Thayer shared he would be trying to get one for the theater along with one for the museum. Thayer shared that he is also talking to Cindy about getting an online ticket website with some of the money as well.

FIRE DEPARTMENT: Fire Chief Gene Goetz shared a quote with the council to get a remote and two lights. The remote is \$626.25, and the lights are a piece \$619.99. Goetz asked for approval to purchase the two lights and remote. Councilmember Serres moved to approve Goetz to purchase the lights and remote. Seconded by Councilmember Robinson, motion passed unanimously.

WASTEWATER DEPARTMENT: Maintenance employee Roger Chizek shared he finally got signed up to go take his lagoons test.

TOWN BUILDINGS: Chizek shared a quote for ice melt in the amount of \$10.80 per bag for a pallet which there are 49 bags to a pallet. Chizek shared this is the best price from around here as he looked at prices at R. P. Lumber, Walmart, Ace Hardware, Bomgaars, and tractor supply and Norco had the best price per bag. Chizek asked for approval to purchase the pallet of ice melt from Norco in the amount of \$529.20. Councilmember Dunlap moved to approve purchasing the ice melt from Norco in the amount of \$529.20. Seconded by Councilmember Ortiz, motion passed unanimously.

POLICE DEPARTMENT: Police Chief Jeff Sanders shared that he had talked with the Mayor earlier in the day and had been approved to purchase brakes and rotors for the Ford as they need to be replaced. Sanders requested approval from the council to purchase the brakes and rotors in the amount of no more than \$700.00. Councilmember Serres moved to approve purchasing the brakes and rotors for no more than \$700.00. Seconded by Councilmember Robinson, motion passed unanimously.

TOWN ATTORNEY: Mike Roberts shared he has been working on the letters for water leaks and water drip program and will get the forms to the clerk when completed.

UNFINISHED BUSINESS: Council talked about the maintenance position and four people applied. Council shared they would like to do interviews with the four they have and continue to advertise for the position. Council picked to have interview on February 23, 2023 starting at 4:30 pm until done.

NEW BUSINESS: Mayor Meeks shared that Jon Nelson will be coming to look at a sewer issue as all the drawings are all different and need to figure out the sewer issue.

Dunlap shared the CCOG meeting is on Wednesday February 22, 2023, at 5:30 pm.

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

EXECUTIVE SESSION: Councilmember Dunlap made a motion to move to enter Executive Session at 6:26 pm per WY Statute 16-4-405(ix) to consider or receive any information classified as confidential by law. Seconded by Councilman Ortiz, motion passed unanimously.

Councilmember Dunlap moved to adjourn from Executive Session and seal the minutes at 6:49 pm. Seconded by Councilmember Robinson, motion passed unanimously.

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

Councilmember Serres moved to go back into general session at 6:50 pm. Seconded by Councilmember Ortiz, motion passed unanimously.

Mayor Meeks adjourned the meeting at 6:50 pm.

The next regularly scheduled council meeting will be held on March 2, 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