

MINUTES OF A REGULAR MEETING OF THE SINCLAIR TOWN COUNCIL OF THE TOWN OF SINCLAIR, WYOMING, HELD AT 5:30 P.M. ON THURSDAY, APRIL 4, 2024, IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

COUNCIL MEMBERS PRESENT: Mayor Cullen Meeks, Councilmembers Forest Ortiz, Brennan Dunlap, David Robinson, with Councilmember. Michelle Serres being excused.

TOWN EMPLOYEES PRESENT: Clerk/Treasurer Becky Slater, Assistant Treasurer Gina Helmetag, Maintenance Supervisor Chris Haldorson, Town Attorney Mike Roberts, Police Chief Jeff Sanders, Community Events Director Monte Thayer, Fire Chief Fernando Banda, Assistant Fire Chief Alex Munoz, Jason Knopp with Edge Engineering.

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

APPROVAL OF MINUTES: Councilmember Robinson motioned to approve March 21, 2024, Council Minutes. Seconded by Councilmember Dunlap, the motion passed unanimously.

APPROVAL OF THE AGENDA: Councilmember Robinson made a motion to approve the amended agenda for tonight's meeting by moving Recreation/Events Department after guests. Seconded by Councilmember Ortiz, the motion passed unanimously. Councilmember Ortiz made a motion to approve the amended agenda for tonight's meeting by moving the ordinance updates and the fence permit under the Town Attorney. Seconded by Councilmember Robinson, the motion passed unanimously. Councilmember Robinson made a motion to approve tonight's agenda. Seconded by Councilmember Dunlap the motion passed unanimously.

GUESTS: Leslie Jefferson and Meagan McCombs with Carbon County Visitor's Council presented the council with Discover Carbon County and the tourism master plan, which helps improve county appearance.

Pam Thayer with Carbon County Start-up Challenge on May 15, 2024, there are five finalists, the judges are from across the state. The finalist will be awarded a total of \$30,000.00.

RECREATION/EVENTS DEPARTMENT: Community Events Director Monte Thayer thanked Pam Thayer, Leslie Jefferson and Meagan McCombs for their work.

Thayer shared with the council that rec hall use has increased. Thayer told the council that the Easter Egg Hunt on Easter Sunday was cancelled due to weather and was rescheduled for Saturday, April 13, 2024, 9am.

Thayer told the council that three more interviews were conducted for the 100th celebration video. Bennie Scheierman, Lezlee Musgrave and Jeff Sanders were the three interviewed. The videographer wants to record on the 100th celebration for the video to be sold. Thayer told the council that local contractors are sponsoring the event, two contractors have agreed to sponsor \$5,000.00 each. Next meeting for the 100th celebration is Wednesday, April 10, 2024, at 1pm. The governor will not be able to attend the 100th celebration, as he has prior commitment.

Thayer told the council that there are three concerts for April: a free cellist and piano concert, a Tris Munsick concert, and Southern Fried Concert.

Thayer shared with the council that the volleyball group are done using the Rec Hall until next winter.

Thayer told the council that some adults expressed interest in the teenager summer help.

PROJECT UPDATES: Jason Knopp with Edge Engineering shared with the council the changes to the Amphitheatre with the steel will increase to \$21,247.00 but with the lowering of the roof saved \$13,170.00. Knopp stated that \$900.00 for electrical outlets, that with these prices it would make the Amphitheatre price total to \$299,328.00, which is an increase of \$11,640.00. Councilmember Ortiz made a motion to approve the Amphitheatre increase cost of \$11,640.00. Seconded by Councilmember Robinson, the motion passed unanimously.

Knopp asked the council if they had decided on a column design and the rock they would like for the Amphitheatre. The council stated that the column choice would be picture #1 and that the rock design would be picture #3. Knopp stated that he would bring a sample of the rock at the next meeting on Thursday, April 18, 2024.

Knopp shared with the council that Michael Martin will pour the column foundation for the theatre this will increase the cost \$3,000 or \$4,000. Knopp told the council that he believed that it should all be done by Wednesday.

FIRE DEPARTMENT: Fire Chief Fernando Banda told the council that at the training last night, Wednesday, April 3, 2024, was for railroad training with the help from firefighter Sam Warne. Mayor Meeks asked Banda what that was about. Banda stated to the council that it was for awareness of working around the tracks and calling the Union Pacific railroad before working on a fire or wreck on or near the tracks.

Banda told the council that Cody fire training was coming up in May 2024, and he was working on quotes from motels in Cody. Mayor Meeks asked Banda how many firefighters would be attending. Banda stated that most likely there would be six firefighters attending.

Banda told the council that he had appointed Alex Munoz as Assistant Fire Chief and Levi Bezold as Fire Captain. Mayor Meeks congratulated Munoz and Bezold for their promotions.

JUDGES REPORT: Councilmember Dunlap made a motion to approve March 2024 Judges Report in the amount of \$1,625.00. Seconded by Councilmember Robinson, the motion passed unanimously.

STREETS AND PARKS: Maintenance Supervisor Chris Haldorson told the council that Stotz Equipment had given him quotes on the repair of both riding lawn mowers in the amount of \$2,972.29, to be taken out of Parks Landscaping 10-70-260 and that the work should be completed in 2 to 3 weeks. Councilmember Ortiz made a motion to approve Stotz Equipment in the amount of \$2,972.29 to repair both riding lawn mowers from Parks Landscaping 10-70-260. Seconded by Councilmember Robinson, the motion passed unanimously.

SANITARY LANDFILL, SANITARY & STORM SEWERS, WASTEWATER TREATMENT FACILITY AND WATER DEPARTMENT: Haldorson told the council that Potholing for the lead/copper rule would be 20% of the service lines. Haldorson told the council to consider adding

\$15,000.00 to \$20,000.00 to next year's budget. Mayor Meeks told Haldorson to contact Brad Bartlett for vac trucks.

Mayor Meeks stated that a water meeting with Rawlins would be on Wednesday, April 10, 2024, at 5pm.

TOWN BUILDINGS: Haldorson told the council that he did not have anything for town buildings as Knopp had gone over the concrete work for the column at the theatre.

POLICE DEPARTMENT: Police Chief Jeff Sanders told the council that the turnaround for the refinery would be starting on Monday, April 15, 2024, to expect more traffic in town.

TOWN ATTORNEY: Town Attorney Mike Roberts shared with the council that ordinance updating was complete and that the final reading could be tonight. Councilmember Robinson made a motion to approve the final reading of the ordinances. Seconded by Councilmember Dunlap, the motion passed unanimously. Mayor Meeks and Clerk/Treasurer Becky Slater signed the final reading of the ordinances.

Roberts shared with the council that special use permit was for the current property owner only, the council could issue the permit to the new owner if they wanted to. Roberts stated that more discussion for the fee for the special permit would be required.

NEW BUSINESS: Mayor Meeks stated that by the end of the month to start getting a schedule set-up the upcoming budget workshop.

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

Councilmember Dunlap made a motion to adjourn the meeting. Seconded by Councilmember Ortiz, the motion passed unanimously. Mayor Meeks adjourned the meeting at 6:53 pm.

The next regularly scheduled council meeting will be held on April 18, 2024, at 5:30 p.m. in the Council Chambers of the Town Hall building.

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

Cullen Meeks, Mayor
TOWN OF SINCLAIR

ATTEST: CLERK/TREASURER