

MINUTES OF A REGULAR MEETING OF THE SINCLAIR TOWN COUNCIL OF THE TOWN OF SINCLAIR, WYOMING, HELD AT 5:30 P.M. ON THURSDAY, AUGUST 1, 2024, IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

COUNCIL MEMBERS PRESENT: Mayor Cullen Meeks, Councilmembers Nancy Sanders, David Robinson, Michelle Serres, and Councilmember Brennan Dunlap being excused.

TOWN EMPLOYEES PRESENT: Clerk/Treasurer Becky Slater, Maintenance Supervisor Chris Haldorson, Town Attorney Mike Roberts, Police Chief Jeff Sanders, Community Events Director Monte Thayer.

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

APPROVAL OF MINUTES: Councilmember Robinson motioned to approve July 18, 2024, Council Minutes. Seconded by Councilmember Sanders, the motion passed unanimously.

APPROVAL OF THE AGENDA: Councilmember Robinson made a motion to approve tonight's agenda. Seconded by Councilmember Serres the motion passed unanimously.

RESIDENTS: Vicki Gabelson with CC Senior Services thanked the council for the donation from last year. Gabelson told the council that she was asking for a donation again this year, with the cost of products and services going up from inflation, budget costs and grant reductions. Gabelson told the council that the center makes 75 meals a day for the senior citizens. Mayor Meeks and the Councilmembers told Gabelson that they would discuss and get back to her on the donation.

PROJECT UPDATES: Jason Knopp with Edge Engineering shared with the council a drawing of the Amphitheatre explaining the benches around the columns and the layout of the Amphitheatre. Knopp told the council that he would get a PDF to Slater for the Town to have. Knopp shared with the council a quote from Quantum Contracting, stating that they left off the metal studs. Mayor Meeks asked Knopp if the quote could be voted on at the next meeting with the metal studs included. Knopp stated that he would get a new quote with the metal studs included and present it to the council at the next meeting on Thursday, August 15, 2024. Knopp shared with the council a quote from Gold Brick Masonry for the Masonry work with the River Rock Stone veneer for the columns on the Amphitheatre in the amount of \$45,900.00. Councilmember Serres made a motion to approve the quote from Gold Brick Masonry in the amount of \$45,900.00 for the River Rock Stone veneer for the columns on the Amphitheatre. Seconded by Councilmember Sanders, the motion passed unanimously. Knopp told the council that taking apart of the stage will restart on August 21, 2024, and the work on the Amphitheatre will be starting on August 26, 2024.

REPORTS FROM BOARDS AND COMMITTEE: Museum Curator Rachael Barnhart told the council that she has enjoyed working again this summer at the museum. Barnhart told the council that \$79.00 in donations had been received since July 11, 2024, the last time they were counted. Barnhart also told the council that she had sold 4 history books, and 3 recipe books and that last year in the museum she had not sold any recipe books and only a couple history books. Barnhart shared with the council that she would be willing to work during the school year on Saturday's. The council

told Barnhart that she has done a great job in the museum and that they would discuss her working on Saturday's during the school year.

Councilmember Serres stated that the CCED annual meeting will be held on August 14, 2024, in Baggs and that the elections will be then.

**JUDGES REPORT:** Councilmember Robinson made a motion to approve the Judge's Report for July 2024 in the amount of \$2,021.00. Seconded by Councilmember Serres, the motion passed unanimously.

**STREETS AND PARKS:** Maintenance Supervisor Chris Haldorson told the council that AC Tree Service had cut the dead tree branches around the plaza and Washington Park for the 100<sup>th</sup> anniversary celebration.

Haldorson shared with the council a quote from F&S Welding for the town sign on the mound in the amount of \$4,500.00 which will be on a 4 foot by 8-foot sheet of metal. Mayor Meeks stated that to maybe look at other places making the sign like the school that made the signs on the town buildings.

Haldorson told the council that Maintenance Worker Corey Davis will be taking the paint sprayer back to Denver, Colorado, and that it was not used as long as was expected.

**SANITARY LANDFILL, SAITARY & STORM SEWERS, WASTEWATER TREATMENT FACILITY AND WATER DEPARTMENT:** Haldorson shared with the council a quote from Imperial Pumps Solutions for the service of the lift stations in the amount of \$2,307.80 to be taken out of Wastewater Equipment 52-80-250. Councilmember Robinson made a motion to approve Imperial Pumps Solution for the service of the lift stations in the amount of \$2,307.80. Seconded by Councilmember Serres, the motion passed unanimously.

**TOWN BUILDINGS:** Haldorson told the council that the painting is coming to a completion, just a few things to paint before taking the lift back. Haldorson shared with the council that Summer Help would like to work all day on August 17, 2024, for the 100<sup>th</sup> anniversary celebration. The council stated that Summer Help working all day would be fine.

**POLICE DEPARTMENT:** Police Chief Jeff Sanders told the council that he had been writing tickets and working on the August 17, 2024, 100<sup>th</sup> anniversary celebration event. Sanders stated that he has talked with TMC about putting the road closure on the overhead sign at the 217-mile marker. Sanders also stated to the council that he has made sure that the refinery is letting the trucks know about the closure. Mayor Meeks asked about how many trucks come into the refinery in a day. Sanders stated that in a 24-hour period around 54 trucks are coming in to get fuel at the refinery.

**RECREATION/EVENTS DEPARTMENT:** Community Events Director Monte Thayer shared with the council that the events are doing good. Thayer told the council that there will be a local premiere of the History of Sinclair on August 6, 2024.

Thayer shared with the council that the plans for the 100<sup>th</sup> anniversary celebration is all falling into place, and the next meetings are Wednesday, August 7, 2024, and Wednesday, August 14, 2024, at 1pm at the Rec Hall.

Mayor Meeks stated that some motions to approve for more prizes for the raffles, the video, and advertising at the 100<sup>th</sup> anniversary celebration.

Councilmember Serres made a motion to approve the paying of One Reel Media in the amount of \$1,800.00. Seconded by Councilmember Robinson, the motion passed unanimously.

Councilmember Serres made a motion to approve the paying of Carbon County Comet in the amount of \$1,040.00. Seconded by Councilmember Robinson, the motion passed unanimously.

Councilmember Sanders made a motion to approve the paying of WY Tribune Eagle in the amount of \$618.00. Seconded by Councilmember Robinson, the motion passed unanimously.

Councilmember Robinson made a motion to approve the paying of Iron Creek Bison Meats in the amount of \$500.00. Seconded by Councilmember Sanders, the motion passed unanimously.

Councilmember Robinson made a motion to approve the paying of Shivley Hardware in the amount of \$8,200.00 for a 4-wheeler. Seconded by Councilmember Sanders, the motion passed unanimously.

Councilmember Robinson made a motion to approve the paying of Tractor Supply in the amount of \$12,499.98 for a side by side and a miniature jeep. Seconded by Councilmember Serres, the motion passed unanimously.

FINANCIAL DEPARTMENT: Clerk/Treasurer Becky Slater told the council that a budget amendment and change Transfer to Enterprise Fund 10-50-790 to \$280,325.83 and add \$76,243.17 to Town Building Capital Outlay-Improvements 10-51-730. Councilmember Sanders made a motion to amend the budget and change Transfer to Enterprise Fund 10-50-790 to \$280,325.83 and add \$76,243.17 to Town Building Capital Outlay-Improvements 10-51-730. Seconded by Councilmember Robinson, the motion passed unanimously.

Councilmember Serres asked Slater about closing the budget and Slater stated that after auditor's are done the budget will be closed out.

TOWN ATTORNEY: Town Attorney Mike Roberts shared with the council that he was still working on the Mathill property, and that after the town celebration he will get paperwork to go to court.

UNFINISHED BUSINESS: Mayor Meeks stated that Councilmembers Sanders, Serres and himself had a workshop with the CCSD#1 to discuss the elementary school being used as a daycare for the school district. Mayor Meeks asked the council what they thought about moving forward with this, all Councilmembers that were present agreed to keep moving forward. Mayor Meeks stated that he would contact Councilmember Dunlap and see what his thoughts were. Councilmember Serres

asked Roberts how much to ask from the school district. Roberts stated that keep a bottom number in mind and see what the school district comes up with.

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

Councilmember Robinson made a motion to adjourn the meeting. Seconded by Councilmember Sanders, the motion passed unanimously. Mayor Meeks adjourned the meeting at 6:49 p.m.

The next regularly scheduled council meeting will be held on August 15, 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