

MINUTES OF A REGULAR MEETING OF THE SINCLAIR TOWN COUNCIL OF THE TOWN OF SINCLAIR, WYOMING, HELD AT 5:30 P.M. ON THURSDAY, DECEMBER 19, 2024, IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

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

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

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

APPROVAL OF MINUTES: Councilmember Dunlap made a motion to approve the December 5, 2024, Council Minutes. Seconded by Councilmember Robinson, the motion passed unanimously.

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

PROJECT UPDATES: Jon Nelson with North Fork Engineering said we had a good pre-bid meeting with eleven contractors to bid and one contractor teaming with another one. Nelson told the council that the contractors had great questions. Nelson mentioned to the council Amendment 1 updates as well as trenchless technology and it is something to think about possibly doing, SRF Stan Miller with SLIB update said it would be alright and not effect bidding.

Nelson told the council that things to think about and things to look at are ensuring footage and depth of diggings, references from the last 5 years with similar projects like this water and sewer project and safety programs.

FIRE DEPARTMENT: Assistant Fire Chief Alex Munoz shared with the council that he dropped the ball in getting the Type 6 Fire Truck to Fremont Motors on Sunday December 8, 2024, and a new appointment will be made in the new year. Munoz told the council that the fire department voted on one new firefighter. Munoz told the council that the fire department was called out on a structure fire in Wamsutter the previous weekend.

Munoz told the council that the firefighters and Santa are ready to deliver 7 presents and 9 baskets to homes. Clerk/Treasurer Slater shared that our Community Events Director Monte Thayer will distribute 5 baskets with the youths on Monday, December 23, 2024.

Munoz wanted to give the council a heads up on a volunteer firefighter that was at the scene of a death, started asking about how to deal with this type of trauma, other firefighters are providing guidance and Munoz will keep council in the loop if there is a possibility of needing counseling.

SANITARY LANDFILL, SAITARY & STORM SEWERS, WASTEWATER TREATMENT FACILITY AND WATER DEPARTMENT: Maintenance Supervisor Chris Haldorson informed the council January 6, 2025, the new generator will be installed at the lift station.

TOWN BUILDINGS: Haldorson shared with the council that on December 23 and 24, 2024, the new heater will be installed at the rec hall. Haldorson told the council that after Christmas maintenance will start patching the old library walls and repainting them an off-white color. Haldorson told the council that he is still having an issue with museum heater drainage and will be trying to get a real fix for the issue.

RECREATION/EVENTS DEPARTMENT: Community Events Director Monte Thayer shared with the council that RES Kindergarten annual Christmas movie was a success. Thayer told the council that the Dueling Pianos had a great turnout. Thayer invited anyone from tonight's council meeting to attend the Annual Sinclair Resident Christmas luncheon this Saturday, December 21, 2024.

Thayer told the council that he has roller skating, St. Vincent Food delivery and a trip to the aquatic center for the youth during Christmas break. Thayer share with the council that the upcoming movie is Journey to Bethlehem on December 23, 2024.

Thayer let the council know that the Gladiator Boxing is moving back to Rawlins, and they should be repairing the walls and holes as they start moving equipment out.

Thayer told the council that he would be on vacation December 26 and 27, 2024. Thayer stated to the council that he submitted a \$10,000.00 grant from Wyoming Intertie Community Investment Program (WICIP). Thayer told the council that new tires had been put on the rec van, but it is still having issues with the van starting which Haldorson has been working on the issue.

FINANCIAL DEPARTMENT: Clerk/Treasurer Becky Slater asked the council to approve RNB State Bank as Public Fund Depository for 2025. Councilmember Robinson made a motion to approve RNB State Bank as Public Fund Depository for 2025. Seconded by Councilmember Dunlap, the motion passed unanimously.

TOWN ATTORNEY: Town Attorney Mike Roberts let council members know that the swearing in of council members should not be an issue to do via video conference call. Roberts mentioned to the council about the USPS lease and mentioned the town cannot change lease since it is a federal lease. Vice Mayor Serres stated they will have conversations with USPS about the town not being happy with the cleanliness of the inside of the building.

NEW BUSINESS: Vice Mayor Serres suggested the council meeting scheduled for January 2 and 16, 2025 be moved to January 9 and 23, 2025, due to possibly not having councilmembers being able to appear in person. Councilmember Dunlap made a motion to change the dates of January 2 and 16, 2025 to January 9 and 23, 2025. Seconded by Councilmember Sanders, the motion passed unanimously.

Nelson told the council since the dates of council meetings are changing, he will change the bid meeting to January 16, 2025, and award bid January 23, 2025, at the council meeting.

BILLS: Councilmember Robinson made a motion to pay the bills. Seconded by Councilmember Sanders, the motion passed unanimously.

Councilmember Robinson made a motion to adjourn the meeting. Seconded by Councilmember Sanders, the motion passed unanimously. Vice Mayor Serres adjourned the meeting at 6:30 p.m.

The next regularly scheduled council meeting will be on January 9, 2025, 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 the Townhall office.

Cullen Meeks, Mayor
TOWN OF SINCLAIR

ATTEST: CLERK/TREASURER