

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 15, 2024, IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

COUNCIL MEMBERS PRESENT: Mayor Cullen Meeks, Councilmembers Forest Ortiz, Brennan Dunlap, Michelle Serres, with Councilmember David Robinson 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, and Fire Chief Fernando Banda.

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

APPROVAL OF MINUTES: Councilmember Dunlap motioned to approve February 1, 2024, Council Minutes. Seconded by Councilmember Serres, the motion passed unanimously.

APPROVAL OF THE AGENDA: Councilmember Ortiz made a motion to approve tonight's agenda. Councilmember Dunlap made a motion to approve the agenda for tonight's meeting, the motion passed unanimously.

RESIDENTS: Jo Laux discussed the survey with the council, stating that the proposed garage would be 15 feet from McCann's lot, and from the center alley to the driveway it would be 76 feet, and 13.9 feet from the curb on Lincoln Avenue to the driveway. Councilmember Serres asked Laux about coming off of 10th Avenue instead of Lincoln Avenue and using the existing circle driveway that is there. Laux stated that is an option, but if the business does well, she would like to build the office off of 10th Avenue and they use that driveway. Laux told the council that another option was to use the alley instead of Lincoln Avenue. Laux stated that they will work with WYDOT unless it becomes too messy, and if that happens, she will come back to the council to come off the alley with the driveway.

Roberts stated that Haldorson is the one that approves the building, and if it is denied then they could appeal to the council. Haldorson told Laux that once it thawed, he would look for the water meter or install a new one if need.

FIRE DEPARTMENT: Fire Chief Fernando Banda shared with the council that BLM will be training the firefighters. Mayor Meeks asked Banda how the new building was coming. Banda told the council that he needs to finish electrical and get with Black Hills Energy to hook up the gas line. Banda stated that he will try to get that done next week to get the heat up and running in the building.

STREETS AND PARKS: Maintenance Supervisor Chris Haldorson told the council that he did not have much, just plowing snow, and that they would be servicing the lawn equipment in a few weeks to get prepared for summer.

SANITARY LANDFILL, SANITARY & STORM SEWERS, WASTEWATER TREATMENT FACILITY AND WATER DEPARTMENT: Haldorson told the council that they got the Rec sewer all cleaned out and back up and running. Haldorson told the council that the controlled burn was about complete.

Haldorson shared with the council that the Aqua Flow fill station motherboards had shorted out. Haldorson stated that he sent them in earlier this week, and they should be back next week. Mayor Meeks stated that they have been filling only the regular customers from the fire hydrant, and there is no way to meter the fills.

TOWN BUILDINGS: Haldorson told the council that sprinkler system inspection was complete and that there is two gauges in town hall that failed and that he is waiting for a quote, for replacement or repair.

Haldorson shared with the council that the Davis will be going to the math training in Glenrock on February 29, 2024.

POLICE DEPARTMENT: Police Chief Jeff Sanders told the council that would be attending the funeral in Sheridan, Wyoming for the officer who was killed in the line of duty, and it might be an overnight depending on the time and roads. Sanders stated that officers from Montana, South Dakota will be attending the funeral.

Councilmember Ortiz stated that we should also remember Councilmember Fluty from Saratoga, Wyoming that was killed in an avalanche. Mayor Meeks stated that Councilmember Jacob Fluty has ties to Sinclair as his mother and stepfather live here. Hats off to Saratoga council and Fluty's family,

Sanders told the council that February 28th & 29th he would be attending legislature meeting overnight in Cheyenne, Wyoming.

RECREATION/EVENTS DEPARTMENT: Community Events Director Monte Thayer shared with the council that HF Sinclair had some pretty intense training going on at town hall conference rooms and using the council chambers. Mayor Meeks asked what time they cleared the council chambers, and Thayer stated that around 3p.m.

Thayer shared with the council that the theatre webpage is up and running and can be view at www.parcosinclairtheatre.com.

Thayer told the council that HF Sinclair paid for the down payment to Bingo Amusements for the carnival for the 100th anniversary in August.

Thayer told the council that the 100th Anniversary meeting will be held on Tuesday, February 27, 2024, at 1p.m. to 2:30 p.m.

Thayer told the council that the video interviews for anniversary video, 3 being done, Everett Mann at the Parco Inn, Leif Johansson at the Theatre and Rod Taylor upstairs in the museum.

FINANCIAL DEPARTMENT: Clerk/Treasurer Becky Slater told the council that an amendment to the budget needed to be done to put the \$20,000.00 donation received from HF Sinclair into the expenditure side under the 100th Anniversary Celebration 10-50-705, as it was already in the revenue side under Town Celebrations Donations 10-31-572. Councilmember Dunlap made a motion to amend the budget and put the \$20,000.00 donation into the expenditure side under 100th Anniversary Celebration 10-50-705. Seconded by Councilmember Ortiz, motion carried.

Mayor Meeks stated that the second amendment to the budget needed was to put \$293,571.00 for the matured CD into the expenditure side under Caboose 10-70-650 as it is already on the revenue side under General Funds Reserve 10-31-996. Councilmember Serres made a motion to amend the budget and put the \$293,571.00 into the expenditure side under Caboose 10-70-650. Seconded by councilmember Dunlap, motion carried.

Slater told the council that Kassey was coming for a meeting with her to go over the application for the SLIB on February 21, 2024.

TOWN ATTORNEY: Town Attorney Mike Roberts shared with the council that he is just about to complete the ordinance review and should have done for council to review by next week. There is some items that have really changed a lot and might need more discussion on those. Roberts stated that the ordinances with the fees in them, he suggested to leave the fees out and that way can just do resolutions to change them. Councilmember Serres asked if to do a fee schedule for fees, Roberts agreed that would be a great idea.

UNFINISHED BUSISESS: Mayor Meeks stated that another workshop needs to be set up to go over the town building fees and will set a date for the workshop at the next meeting. Thayer suggested inviting some of the clubs, like the Quilter's Club, and the Art Club to the workshop so they could have some input on the fees and understanding of the reasoning of the increase of fees.

NEW BUSINESS: Mayor Meeks stated that interviews for the Assistant Treasurer will be on Thursday, February 22, 2024, at 4p.m. and Mayor Meeks, Councilmember Serres, and Slater will be conducting the interview, there are 6 applicants.

BILLS: Councilmember Dunlap moved to pay the bills. Seconded by Councilmember Ortiz, 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 6:14 p.m.

The next regularly scheduled council meeting will be held on March 7, 2024, 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 the Townhall office.

Cullen Meeks, Mayor
TOWN OF SINCLAIR

ATTEST: CLERK/TREASURER