

MINUTES OF A REGULAR MEETING OF THE SINCLAIR TOWN COUNCIL OF THE TOWN OF SINCLAIR, WYOMING, HELD AT 5:30 P.M. ON THURSDAY, JULY 11, 2024, IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

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

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 and Assistant Fire Chief Alex Munoz.

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

APPROVAL OF MINUTES: Councilmember Dunlap motioned to approve June 20, 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 Serres the motion passed unanimously.

GUESTS: Phylis McWhorter came before the council and thanked them for the Art room use. McWhorter then asked the council if she could use the Town of Sinclair logo for small plaques and steppingstones for the 100th anniversary celebration. McWhorter stated to the council that the cost would be \$3.00 to \$4.00 to make and if that could go towards the rent on the Art room. The council did not see a problem with the Town of Sinclair logo being used. Councilmember Dunlap made a motion to allow Phylis McWhorter to use the Town of Sinclair logo for the 100th anniversary celebration. Seconded by Councilmember Serres, the motion passed unanimously.

PROJECT UPDATES: Jason Knopp with Edge Engineering shared with the council breaking ground for the Amphitheatre will be the week after the 100th anniversary celebration, the week of August 26, 2024. Knopp told the council that on August 27, 2024, they will be drilling, and on August 22, 2024, will be the onsite meeting and the council was invited to attend. Knopp asked the council to start thinking about the windbreak and he shared some ideas. The council asked if they could wait to make a decision until after the Amphitheatre was built.

Knopp told the council that the railing on the theatre was up, and that Andrew was happy with it. Knopp stated that the railing will only hold up to 200 pounds it is not meant to be leaned on just for safety it is there.

Knopp shared with the council that the Wyoming Business Council for the grant needed the engineering invoices and that he would take care of it and then we should receive the payout.

MUSEUM BOARD: Summer Museum Curator Rachael Barnhart shared with the Council that she has received donation in the total amount of \$136.00 and that she had been getting some visitors.

CARBON COUNTY ECONOMIC DEVELOPMENT (CCED): CCED Executive Director Yvonne Johnson came before the Council and stated Councilmember Serres did a great job being part of the CCED Board management. Johnson told the council that on August 5, 2024, will be Energy Days, and on September 13, 2024, will be Guns and Roses and that the Mayor or someone appointed could attend. Johnsons shared that the 1-80 fuel project might be a Pilot or 1-9, she would like to see Stinker's in the running for it also.

FIRE DEPARTMENT: Assistant Fire Chief Alex Munoz told the council that the last week had been busy with the fires. Munoz told the council that the fire department is getting the new equipment in and put where it goes. Munoz stated that three firefighters had been fitted with new bunker gear and the new gear should arrive in about 6 to 8 weeks. Munoz also told the council that the new SCBA's should arrive in about 12 weeks. Munoz told the council that the fire department had been working with Rawlins Fire Department to clean hoses.

STREETS AND PARKS: Maintenance Supervisor Chris Haldorson told the council that he did not have much, just fixing and adjusting the sprinkler systems.

SANITARY LANDFILL, SANITARY & STORM SEWERS, WASTEWATER TREATMENT FACILITY AND WATER DEPARTMENT: Haldorson told the council that two guys came out and were mapping the water systems and it went well. Haldorson told the council that the leak detection

went well and only found two small leaks in the entire water system. One leak was from the meter to the main and one was on 10th Street in front of the mayor's house. Mayor Meeks asked Haldorson about what to do, Haldorson said that Kassey Westring with North Fork Engineering suggested to let it ride for now, and maybe fix it next year when doing the big sewer/water project.

TOWN BUILDINGS: Haldorson told the council that the painting of the library and the church was completed, and that Maintenance Employee Corey Davis and the two-summer help built new stairs on the west side. Haldorson told the council that the Summer help sanded down the church door it looks good.

Haldorson told the council that the school Air Conditioner kept having a failure code, so he cycled the power on and off. Haldorson stated that 24-hour Heating and Air Conditioning came to look at the air conditioner, but they did not find anything wrong with it. Haldorson stated that the system is old, and no parts are available for it anymore so he will be getting a quote from 24-hour Heating and Air Conditioning for a new system for the school, so the council has an idea of cost just in case something does happen later on.

POLICE DEPARTMENT: Police Chief Jeff Sanders told the council that he did not have much. Sanders stated that he helped with directing traffic at the fire in Rawlins and the fire out at the railroad between Rawlins and Sinclair.

Sanders told the council that the police Ford was taken into Mountain West Motors for maintenance, and it was fixed and back. Sanders also told the council that the new Dodge went into Fremont Motors for a vacuum line in the amount of \$138.00 and was also back.

Sanders shared with the council that the next turnaround for HF Sinclair was supposed to start on August 17, 2024, but was hoping that maybe they could postpone one day.

RECREATION/EVENTS DEPARTMENT: Community Events Director Monte Thayer shared with the council that the events are doing good. Thayer told the council that around eleven children were at the Rec the other day. Thayer told the council that he had some events coming up for the month of July including 2 youth field trips, a town luncheon/picnic with the waterslide being put up, a blood drive and a movie.

Thayer told the council that the Mason's had moved all their belongings out of the school room they had rented. Thayer stated that he just needs to get the keys back from them.

Thayer shared with the council that Discover Carbon County will also fund the for the 100th anniversary the lights for the stage in the amount of \$13,100. Thayer told the council that he would like to have a float in the fair parade promoting our 100th anniversary celebration.

Thayer asked the council if HF Sinclair could donate to the clubs helping for the 100th anniversary celebration by paying for some of their rental fees at the school. The council told Thayer that they would get back to him on their decision.

Thayer shared with the council that he needed some motions to approve more prizes for the raffles at the 100th anniversary celebration.

Councilmember Robinson made a motion to approve the paying of Michael Geysler in the amount of \$800.00. Seconded by Councilmember Serres, the motion passed unanimously.

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

Councilmember Serres made a motion to approve Kototy Outdoor Sports for the Fishing Package in the amount of \$1,982.16. Seconded by Councilmember Robinson, the motion passed unanimously.

Councilmember Serres made a motion to approve Kototy Sports for the Hunting Trip in the amount of \$2,656.03. Seconded by Councilmember Robinson, the motion passed unanimously.

Councilmember Dunlap made a motion to approve Chris William for the Private Guide in the amount of \$2,000.00. Seconded by Councilmember Robinson, the motion passed unanimously.

Councilmember Sanders made a motion to approve Body by Courtney in the amount of \$750.00. Seconded by Councilmember Dunlap, the motion passed unanimously.

FINANCIAL DEPARTMENT: Clerk/Treasurer Becky Slater told the council that she needs a motion to amend the budget for Audit 10-50-610 from \$25,000 to \$27,000 as the Auditors called and told the new price. Councilmember Dunlap made a motion to approve the budget amendment for Audit 10-50-610 in the amount of \$27,000. Seconded by Councilmember Robinson, the motion passed unanimously.

TOWN ATTORNEY: Town Attorney Mike Roberts shared with the council that he had not been very busy except for the Municipal Court. Roberts told the council that Judge Massey had come to the last court date, Wednesday, July 10, 2024, and that was the first time in 2 years that Massey had been into the court in person.

Councilmember Serres asked if the other states will not let the offenders with tickets from out town renew their driver's licenses before paying off their tickets. Roberts told Councilmember Serres that it was correct that all but five states work with our state. Roberts told the council that works for all moving violations, but no insurance is not a moving violation so that will not affect them renewing their driver's license.

NEW BUSINESS: Councilmember Serres reminded the council that the CCOG meeting was being hosted by the Town of Sinclair next Wednesday, July 17, 2024, at 6:00 pm at Town Hall.

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

EXECUTIVE SESSION: Councilmember Dunlap made a motion to enter Executive Session at 6:44 pm per WY Statute 16-4-405(ix) to consider or receive any information classified as confidential by law. Seconded by Councilman Robinson, motion passed unanimously.

Councilmember Robinson moved to adjourn from Executive Session and seal the minutes at 7:30 pm. Seconded by Councilmember Sanders, the motion passed unanimously. There was no objection to what was discussed during executive session.

Councilmember Robinson moved to reenter to General Session at 7:31 pm. Seconded by Councilmember Sanders, the motion passed unanimously.

Mayor Meeks asked for a motion to amend the budget for Police Department Salaries & Wages 10-54-110 from \$71,547.84 to \$81,547.84 as Police Chief Sanders will no longer be getting call out time as it will be included in his base pay and the Police Chief Sanders is in agreement on this change. Councilmember Robinson made a motion to approve the budget amendment for Police Department Salaries & Wage 10-54-110 in the amount of \$81,547.84. Seconded by Councilmember Serres, the motion passed unanimously.

Councilmember Robinson made a motion to adjourn the meeting. Seconded by Councilmember Serres, the motion passed unanimously. Mayor Meeks adjourned the meeting at 7:33 pm.

The next regularly scheduled council meeting will be held on July 18, 2024, at 5:30 pm 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