

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 18, 2025, IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

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

TOWN EMPLOYEES PRESENT: Clerk/Treasurer Becky Slater, Maintenance Worker Corey Davis, Museum Worker Rachael Barnhart, Police Chief Jeff Sanders, Community Events Director Monte Thayer, Interim Fire Chief Levi Bezold.

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

APPROVAL OF MINUTES: Councilmember Dunlap made a motion to approve December 4, 2025, 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.

RESIDENT: Kelly Johansson shared with the council that he will be building a shop at 211 North 8th Street, and that the building will be from R.P Lumber. Johansson told the council that the shop will be 40 foot by 50 foot with 12-foot walls and a 2 x 6 frame. Johansson explained to the council that the sewer line will need to be replaced. Mayor Meeks told Johansson that he is responsible to replace it to the main. Mayor Meeks told Johansson that Mass Grading and Silver Sage Plumbing had done another resident in towns lines, so they knew what to do. Johansson asked the council for permission to remove a tree at 211 North 8th Street in the parkway and a tree at their residence at 301 North 8th Street as the roots were getting into the sewer lines. The council gave Johansson permission to remove the two trees if he would plant 2 trees in the parkway somewhere. Johansson told the council that he would plant the two new trees. Mayor Meeks told Johansson that the building inspectors and the council need to see the building plans for the new shop.

FIRE DEPARTMENT: Fire Chief Levi Bezold told the council that the Santa gift delivery only had 3 children, and there were 16 baskets delivered.

STREETS & PARKS DEPARTMENT: Maintenance Worker Corey Davis shared with the council the picture of what the mound sign will look like when it is complete and that colors can be picked out then. Davis told the council that the sign would be 4-foot by 6-foot which is slightly bigger than the sign now,

TOWN BUILDINGS: Davis shared with the council that the air hammer on top of theatre is having issues with the transformer, Zumbrennen Electric reset it and stated that is either a faulty transformer or not big enough for the job. Davis told the council that a new transformer has been ordered.

POLICE DEPARTMENT: Police Chief Jeff Sanders shared with the council that he had two children for the shop with a cop. Mayor Meeks asked for a budget amendment to move \$230.83 from Misc Revenue 10-31-560 and put \$230.83 into PD Misc Expenditure 10-54-610. Councilmember Robinson made a motion to approve the budget amendment to move \$230.83 from Misc Revenue 10-31-560 and put \$230.83 into PD Misc Expenditure 10-54-610. Seconded by Councilmember Dunlap, the motion passed unanimously.

RECREATION/EVENTS DEPARTMENT: Community Events Director Monte Thayer told the council that the Christmas parties went well. Thayer told the council that the Kindergarten Christmas movie was postponed until January. Thayer told the council that he has two youth trips at the end of December since we have the shuttle bus now.

Thayer told the council that the new shuttle bus was really nice and it is liked by the residents. Thayer shared with the council that the new shuttle bus spare tire might need to be mounted in the extra wheelchair space. Thayer told the council that he was going to finish up the grant paperwork for the shuttle bus. Thayer told the council that Williams donated \$250.00 for the youth fund.

Thayer mentioned to the council that the vendors from Light the Night had asked if the Light the

Night could be changed to Saturday instead of Friday. The council stated that they would think about it at a later date.

FINANCIAL DEPARTMENT: Clerk/Treasurer Becky Slater asked the council to approve the renewal of HUB insurance for the year 2026. Slater told the council that new cost, which includes the new shuttle bus, only raised the cost for the year by \$1,023.00. Councilmember Dunlap made a motion to approve the HUB insurance renewal for 2026. Seconded by Councilmember Serres, the motion passed unanimously.

Slater asked the council to approve RNB State Bank as the Public Fund Depository for 2026. Councilmember Robinson made a motion to approve RNB State Bank as the Public Fund Depository for 2026. Seconded by Councilmember Serres, the motion passed unanimously.

Slater asked the council to approve Meridian Trust Federal Credit Union as the Public Fund Depository for the Museum CD for 2026. Councilmember Sanders made a motion to approve Meridian Trust Federal Credit Union as the Public Fund Depository for the Museum CD for 2026. Seconded by Councilmember Robinson, the motion passed unanimously.

UNFINISHED BUSINESS: Councilmember Sanders thanked Clerk/Treasurer Becky Slater and Museum Worker Rachael Barnhart on their work for the employee Christmas party.

Councilmember Serres shared with the council that she attended the CCED board meeting and that the board members are all new and that at the next meeting they will have more information.

NEW BUSINESS: Mayor Meeks told the council that it is Sinclair's turn to host the water meeting with Rawlins. Mayor Meeks stated that from the dates that Rawlins had sent that they could attend the best date was Wednesday, January 21, 2026, at 5pm in the council chambers. The council all agreed so the date was set for Wednesday, January 21, 2026, at 5pm.

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

Mayor Meeks told everyone Merry Christmas and Happy New Year, be safe and remember those we who we lost .

Councilmember Robinson made a motion to adjourn the meeting at 6:12 p.m. Seconded by Councilmember Sanders, the motion passed unanimously. Mayor Meeks adjourned the meeting at 6:12 p.m.

The next regularly scheduled council meeting will be on January 8, 2026, 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