

MINUTES OF A REGULAR MEETING OF THE SINCLAIR TOWN COUNCIL OF THE TOWN OF SINCLAIR, WYOMING, HELD AT 5:30 P.M. ON THURSDAY, JANUARY 8, 2026, 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 Supervisor Chris Haldorson, Museum Worker Rachael Barnhart, Police Chief Jeff Sanders, Community Events Director Monte Thayer, and Town Attorney Mike Roberts.

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

APPROVAL OF MINUTES: Councilmember Dunlap made a motion to approve December 18, 2025, Council Minutes. Seconded by Councilmember Serres, 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: Kassey Westring with North Fork Engineering told the council that the certificate of completion had been completed. Westring asked the council to approve pay app number 7 for the 5% retention to be paid to American West Construction in the amount of \$180,033.87. Councilmember Robinson made a motion to approve pay app number 7 for the 5% retention to be paid to American West Construction in the amount of \$180,033.87. Seconded by Councilmember Dunlap, the motion passed unanimously. Westring asked the council to approve LDR #8 in the amount of \$69,125.44, once approved by SRF. Councilmember Dunlap made a motion to approve LDR #8 in the amount of \$69,125.44, once approved by SRF. Seconded by Councilmember Serres, the motion passed unanimously. Westring told the council that there will be one final LDR and then it will all be wrapped up in February. Westring stated that she will get with Mayor Meeks and Clerk/Treasurer Slater after everything is finalized to figure out the payoff amount for SRF.

Mayor Meeks asked for a motion to approve a budget amendment to pull \$180,033.87 from WY Class Water and put into RNB Checking in revenue SRF Loan 51-31-840. Councilmember Sanders made a motion to approve a budget amendment to pull \$180,033.87 from WY Class Water and put into RNB Checking in revenue SRF Loan 51-31-840. Seconded by Councilmember Robinson, the motion passed unanimously.

Mayor Meeks asked for a motion to approve a budget amendment put \$180,033.87 into the Expenditure SRF Payment 51-40-760. Councilmember Robinson made a motion to approve a budget amendment put \$180,033.87 into the Expenditure SRF Payment 51-40-760. Seconded by Councilmember Dunlap, the motion passed unanimously.

RECREATION ADVISORY BOARD: Community Events Director Monte Thayer told the council that the meeting was on December 29, 2025. Thayer stated that three members were present for the meeting and they went over previous events and the upcoming events.

MUNICIPAL JUDGE'S REPORT: Mayor Meeks asked for approval for the Municipal Judge's Report for December 2025 in the amount of \$184.00. Councilmember Dunlap made a motion to approve the Municipal Judge's Report for December 2025 in the amount of \$184.00. Seconded by Councilmember Serres, the motion passed unanimously.

STREETS & PARKS DEPARTMENT: Maintenance Supervisor Chris Haldorson told the council that the maintenance truck, the 4 door Dodge, was making a grinding noise turning left and he was taking it to Fremont Motors to be looked at.

Haldorson told the council that he would have the mound sign information at the next meeting. Haldorson shared with the council that the maintenance department has been working on taking the Christmas lights down. Haldorson stated that the wind had done some damage to the branches on the big tree.

SANITARY LANDFILL, SANITARY & STORM SEWERS, WASTEWATER TREATMENT FACILITY AND WATER DEPARTMENT: Haldorson told the council that the west lift station lost power, and a leak was found in the propane tank. Haldorson stated that the old tank could be so old parts could not be found for it, so a new tank was installed. Haldorson told the council that when the new tank was installed it was discovered that the old gauge did not work correctly either.

Haldorson told the council that AquaFlow the company that has our fill station had been hacked over the holiday, and an update needed to be done, and it caused our fill station to be down, but it is now updated and up and running. Haldorson told the council that weather permitting a controlled burn at the landfill will be done.

Mayor Meeks stated that during the new budget an update on the Sensus which is for reading our meters needs to be done.

TOWN BUILDINGS: Haldorson thanked Mayor Meeks and the council for allowing the Summer Workers, Hunter Haldorson and Ferris Smith to come in over the holiday and help with removing the old carpet and installing the new carpet in the Rec Hall Tea Room and Thayer's Office.

Haldorson told the council that he should have inventory done next week. Mayor Meeks asked Thayer about inventory, Thayer stated that he has started it.

RECREATION/EVENTS DEPARTMENT: Community Events Director Monte Thayer told the council that the new shuttle bus was great, and he had taken it on the youth field trip to Cheyenne on December 31, 2025. Thayer told the council that he would be using the shuttle bus on January 13, 2026, for the adult field trip to Rock Springs.

Thayer told the council that he would like to also thank Chris Haldorson, Corey Davis, Hunter Haldorson, and Ferris Smith for recarpeting the Rec Hall Tea Room and his Office.

OLD BUSINESS: Mayor Meeks reminded the council about the water meeting with Rawlins on January 21, 2026, at 5:00 p.m. at Town Hall upstairs. Councilmember Serres stated that she will not be able to attend as it is the same evening as the CCED meeting.

NEW BUSINESS: Mayor Meeks told the council about the Natural gas power plant on Overland Trail's land that could use the ranch's water rights. Mayor Meeks stated that he would call Rex next week and discuss it with him.

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 at 6:02 p.m. Seconded by Councilmember Serres, the motion passed unanimously. Mayor Meeks adjourned the meeting at 6:02 p.m.

The next regularly scheduled council meeting will be on January 15, 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