MINUTES OF A REGULAR MEETING OF THE SINCLAIR TOWN COUNCIL OF THE TOWN OF SINCLAIR, WYOMING, HELD AT 5:30 P.M. ON THURSDAY, OCTOBER 15, 2026, IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

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

TOWN EMPLOYEES PRESENT: Clerk/Treasurer Becky Slater, Assistant Treasurer Gina Helmetag, Maintenance Supervisor Chris Haldorson, Museum Worker Rachael Barnhart, Police Chief Jeff Sanders, Assistant Fire Chief Kellie Watson, Firefighter Thomas McWaters, and Town Attorney Mike Roberts, with Community Events Director Monte Thayer being excused.

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

APPROVAL OF MINUTES: Councilmember Dunlap made a motion to approve October 1, 2026, Council Minutes. Seconded by Councilmember Sanders, the motion passed unanimously.

APPROVAL OF THE AGENDA: Mayor Meeks amended the agenda by deleting a typo under Recreation Advisory Board and adding Overland Trail and Shepard water line under new business. Councilmember Dunlap made a motion to approve October 15, 2026, amended agenda. Seconded by Councilmember Robinson, the motion passed unanimously.

RESIDENTS: Kristi Groshart asked the council for permission to demolish the little house on her property at 401 North 7th Street. Groshart told the council that Steve Hays would be doing the work and that it would be done before November 1, 2026. Groshart stated to the council that she would have eight-one-one called before the work was done. Councilmember Sanders made a motion to approve for Kristi Groshart to tear down the little house on her property at 401 North 7th Street. Seconded by Councilmember Dunlap, the motion passed unanimously.

RECREATION/EVENTS DEPARTMENT: Clerk/Treasurer Becky Slater presented to the council that the Theatre's annual health inspection was on Wednesday, October 14, 2026, and it passed.

Slater asked the council for a motion to approve Steve M. Narvais in the amount of $800.00 for the Latino dance and music night to be taken out of Performance Fees 10-52-280. Slater told the council that Rawlins Music Academy is paying $500.00 and providing the sound engineering; with a total of $1,300.00. Councilmember Robinson made a motion to approve Steve M. Narvais in the amount of $800.00 for the Latino dance and music night to be taken out of Performance Fees 10-52-280. Seconded by Councilmember Dunlap, the motion passed unanimously.

Mayor Meeks told the council that on Monday, October 12, 2026, the Rec Grant was discussed at a meeting, and it is still in the works for receiving a grant in the amount of $40,000.00.

FIRE DEPARTMENT: Assistant Fire Chief Kellie Watson shared with the council that Justin Hood will be in Sinclair on either October 25th or October 26th to put in the sensor into Engine two and work on the Type six. Watson stated to the council that Zumbrennen Electric finished the work at the fire station.

STREETS & PARKS DEPARTMENT: Maintenance Supervisor Chris Haldorson told the council that he is finishing with winterizing, and that next week he will be doing street sweeping as the price of fuel is so high. Haldorson told the council that the flushing of the fire hydrants was done and during that time he found a small settling around a manhole on Clevland between 10th Street and 11th Street.

TOWN BUILDINGS: Haldorson shared with the council that the fire extinguishers inspection was completed and a few of the extinguishers were taken in to be charged and will be back in next week.

FINANCIAL DEPARTMENT: Clerk/Treasurer Becky Slater told the council that a date for the Employee Town Christmas Party needed to be decided on. Slater told the council that the Festival of Trees is on December 4, 2026, and the HF Sinclair Christmas Party is on December 18, 2026. Slater gave the dates of Saturday, December 5th, Friday, December 11th, or Saturday, December 12th. Council agreed on Saturday, December 5, 2026, date for the Employee Town Christmas Party.

Slater told the council that the auditor's would be here on Tuesday, October 20, 2026, all day.

TOWN ATTORNEY: Town Attorney Mike Roberts told the council that he has received his letter from the auditors and would be getting it back to them.

NEW BUSINESS: Mayor Meeks stated that a date for the water meeting with Rawlins needed to be decided on the dates that Rawlins had given us were Monday, October 26th, Tuesday, November 10th, or Monday, November 23rd. Council agreed on Tuesday, November 10, 2026, date for the water meeting with Rawlins.

Mayor Meeks stated that the Miller Generating Station Project Impact fund meeting was on Tuesday, October 13, 2026, and Councilmember Dunlap, Clerk/Treasurer Slater, and himself were in attendance. Mayor Meeks stated that the meeting went well all the towns in the county, and including Wamsutter were in attendance and went over their request for impact funds. Mayor Meeks stated that the Town of Sinclair presented $1,885,562.12 for our impact request. Mayor Meeks told the council that we will have to go present it in January in Cheyenne, Wyoming.

Mayor Meeks told the council that the WAM Region 6 meeting was on Wednesday, October 14, 2026, and Councilmember Dunlap, Clerk/Treasurer Slater, and himself were in attendance. Mayor Meeks stated that there is a lot going to the legislatures.

Mayor Meeks told the council that Overland Trail Cattle Company and Troy Shepard had come to him and Haldorson about tapping into the water line that is owned by Overland Trail Cattle Company for Troy Shepard. Roberts stated that as our Ordinance 9-1-7(A) reads right now that the water line could not be tapped into and shared as it is after the meter. Haldorson stated that moving the meter would make the town pay a great expense for the water line as it runs under the railroad tracks, the interstate. Roberts stated we could amend the Ordinance, if the council would like him to. Mayor Meeks stated that he had talked to both Overland Trail Cattle Company representative and Troy Shepard, and they agreed that would like to pay for the water on one bill and work something out between the two of them. Roberts stated that if we amend the Ordinance and then later could work on a permit between the two parties involved. Council decided after discuss to approve the amendment on Ordinance 9-1-7(A). Councilmember Sanders made a motion to approve Ordinance Number 2026-03 on 1st reading. Seconded by Councilmember Robinson, the motion passed unanimously.

Mayor Meeks asked for a motion to approving the signing of the MOU for the Miller Generating Impact Project. Councilmember Serres made a motion to approve the signing of the MOU for the Miller Generating Impact Project. Seconded by Councilmember Dunlap, the motion passed unanimously.

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

Councilmember Dunlap made a motion to adjourn the meeting at 6:50 p.m. Seconded by Councilmember Robinson, the motion passed unanimously. Mayor Meeks adjourned the meeting at 6:50p.m.

The next regularly scheduled council meeting will be on November 5, 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