

MINUTES OF A REGULAR MEETING OF THE SINCLAIR TOWN COUNCIL OF THE TOWN OF SINCLAIR, WYOMING HELD AT 5:30 P.M. ON THURSDAY, NOVEMBER 03, 2022, IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

COUNCIL MEMBERS PRESENT: Mayor Leif Johansson, Councilmembers Michelle Serres, Phyllis McWhorter, Vicki Gabelson, and Brennan Dunlap.

TOWN EMPLOYEES PRESENT: Town Attorney Mike Roberts, Assistant Treasurer Izabela Tysver, Police Chief Jeff Sanders, Maintenance Employee Roger Chizek, Maintenance Employee John Laux, Events Director Monte Thayer, Town Attorney Mike Roberts, and Fire Department Chief Gene Goetz.

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

APPROVAL OF MINUTES: Councilmember Dunlap moved to approve October 20, 2022, council minutes. Seconded by Councilmember Gabelson, motion passed unanimously.

APPROVAL OF THE AGENDA: Mayor Johansson shared that there needed to be an amendment to the agenda adding report from Edge Engineering in the Project Updates and Executive Session right after Project Updates. Councilmember McWhorter moved to approve the amended agenda for tonight's meeting. Seconded by Councilmember Dunlap, motion passed unanimously.

PROJECT UPDATES: Jon Nelson from North Fork Engineering sent out the email as he could not be present at the meeting. In that email he asked to make a motion or give some directives for the water attorney Rex Johnson to make next move in contacting The City of Rawlins into the town's discussions about the water agreements. Councilmember McWhorter moved to authorize Rex Johnson to draft the letter and reach out to and meet with Rawlins attorney to review the water agreement. Seconded by Councilmember Serres, motion passed unanimously.

Next, Council decided to schedule the joint meeting between The Town of Sinclair and The City of Rawlins for Wednesday, on December 21, 2022.

Another part of the Nelson's email was related to the sanitary system study. The recent study left the TV camera stuck in one of the sewer lines. Maintenance Employee John Laux explained the current situation. In order to recover the camera, the town would need to dig and use the back-up operator Jim Haldorson to operate backhoe. Once the camera will be recovered, there will be the need to change tires for it and replace the cable as this one was thorn apart during the recovery trials. Councilmember McWhorter moved to approve the process of camera recovery with Jim Haldorson helping out with \$60/hour pay and town maintenance employee doing overtime. Seconded by Councilmember Dunlap, motion passed unanimously.

Assistant Treasurer Izabela Tysver brought to Council's attention some updates from Jason Knopp with Edge Engineering as he could not attend the meeting as well. First this, Knopp is asking the Bar-D Signs company about the possibility to do the signs for upstairs in townhall for cheaper price than originals. Secondly, Tysver mentioned that Knopp is going to start with town's surveys, and he would like to inform the residents of that as soon as possible. He asked what the best ways are to do that, and Council Members agreed with Tysver, that all ways are the best, meaning through the Facebook posts, online newsletter, posting at town's public places and bulletin.

EXECUTIVE SESSION: Councilmember McWhorter made a motion to move to enter into Executive Session at 5:50 pm per WY Statute 16-4-405(ix) to consider or receive any information classified as confidential by law. Seconded by Councilman Dunlap, motion passed unanimously.

Councilmember McWhorter moved to adjourn from Executive Session and seal the minutes at 6:05 pm. Seconded by Councilmember Gabelson, motion passed unanimously.

There was no objection to what was discussed during executive session.

Councilmember Serres moved to go back into general session at 6:05 pm. Seconded by Councilmember Dunlap, motion passed unanimously.

MUSEUM BOARD: Council Members received the letter from Leigh Nation who volunteered to find out more details about tuning the newly received piano. She drafted all details, who she contacted and what are the options. Council, however, went on to postpone that work until the next fiscal year because there is no budget anymore for museum. Council expressed that it would be great if the Museum would be open so it could bring visitors and donations that could possibly cover such expanses.

Mayor Johansson asked Councilmember Serres to get the Square - credit card payment system transferred to Historic Community. Serres forwarded to the townhall inbox the recent email with the charges made on the Comedian Night event.

CARBON COUNTY ECONOMIC DEVELOPMENT (CCED): Yvonne Johnson did not have any news for today's meeting since she was running late from the previous meeting. However, she will bring all updates to the next council meeting.

FIRE DEPARTMENT: Fire Department Chief Gene Goetz shared with Council that the doors for the newest building are done. He shared that in order to get additional work done, such as insulation, he would need to look into some grants, however, he is not experienced in that. Goetz also shared that the Santa Claus evening for kids and the community will be on Thursday, December 22, 2022. More details will come soon.

MUNICIPAL JUDGE: Councilmember McWhorter moved to approve the April 2022 judges report in the amount of \$660.00. Seconded by Councilmember Dunlap, motion passed unanimously.

SANITARY & STROM SEWERS: All was covered during Project Updates.

TOWN BUILDINGS: Maintenance Employee Laux shared with Council and employees to not place anything in the basement as Fire Marshall prohibited that.

RECREATION/EVENTS DEPARTMENT: Events Director Monte Thayer shared with Council that the Halloween events and Haunted House tours were a great success being shared among Rawlins residents as well.

The Santa Claus will go around the town and visit kids on Thursday, December 22, 2022. The townhall will be accepting gifts from parents starting on Thursday, December 8, 2022.

TOWN ATTORNEY: Town Attorney Mike Roberts shared that he is working on applying the lean on the property at 106 South 6th Street (account number 1730.1).

UNFINISHED BUSINESS: Assistant Treasurer Tysver shared with Council that the town does not have any more hotdogs, as Goetz shared the last package with Thayer, since Thayer did not purchase his own. The Council moved on stating that it is ok, the town will not need hotdogs for now.

Councilmember Dunlap brought to Council Attention the Christmas events. On November 14, 2022, on Monday, there will be town decorating with the help of residents and volunteers.

On November 18, 2022, on Friday there will be Holiday Parade and Light the Night event with bonfire, free cookies, and hot chocolate. Councilmember Gabelson volunteered to purchase 200 candy canes for that event to be given away to kids. Mayor Johansson asked maintenance employee to bring the heater to the caboose for Santa Claus. He also asked to decorate caboose as well. He suggested to Thayer to contact Elementary School kids to come and be a choir. Sanders offered Thayer to help with sound system.

NEW BUSINESS: Assistant Treasurer Tysver shared that there will be Town's Christmas Party for employees and guests on Friday, December 2, 2022, at 6:00 pm at Buck's Restaurant. It will be off of menu with alcoholic beverages separated. She will work on getting the list of people to invite and there will be a need to count heads a week before the party (on November 28, 2022).

BILLS: Councilmember Gabelson moved to pay the bills and to accept them for payment. Seconded by Councilmember McWhorter, motion passed unanimously.

Mayor Johansson adjourned the meeting at 6:53 pm.

The next regularly scheduled council meeting will be held on November 17, 2022, 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 Townhall office.

Leif Johansson, Mayor
TOWN OF SINCLAIR

ATTEST: CLERK/TREASURER