

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 17, 2025, IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

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

TOWN EMPLOYEES PRESENT: Clerk/Treasurer Becky Slater, Maintenance Supervisor Chris Haldorson, Museum Worker Rachael Barnhart, and Police Chief Jeff Sanders.

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

APPROVAL OF MINUTES: Councilmember Sanders made a motion to approve July 2, 2025, Council Minutes. Seconded by Councilmember Dunlap, the motion passed unanimously.

APPROVAL OF THE AGENDA: Mayor Meeks stated that Guest Sarah Johansson would not be in attendance tonight. Councilmember Robinson made a motion to approve tonight's agenda. Seconded by Councilmember Serres, the motion passed unanimously.

PROJECT UPDATES: Kassey Westring with North Fork Engineering told the council the sewer is completely done, and all the testing passed. Westring stated to the council that the water construction is going well and they are moving faster, 2 blocks are complete and 4 blocks to go. Westring stated that American West Construction will be working on Saturday, July 26, 2025. Councilmember Serres asked if the construction was still behind. Westring stated that they are still two weeks behind but could possibly make it up with the water. Mayor Meeks stated that he will be going next week to look at the manhole liner that was completed.

MUSEUM: Museum Worker Rachael Barnhart shared with the council she has been doing well, and she has had some big families come into the library.

STREETS & PARKS DEPARTMENT: Maintenance Supervisor Chris Haldorson asked the council to approve buying the snow fence for \$9,000.00. Councilmember Robinson made a motion to approve buying the snow fence for \$9,000.00. Seconded by Councilmember Serres, the motion passed unanimously.

Haldorson told the council that they have been painting around town. Haldorson shared with the council that the 10 trees are planted, and the drip system is 90% done and will be done tomorrow. Mayor Meeks if the drip system needed to be blown out at the end of the summer. Haldorson stated that it did not need to be blown out.

SANITARY LANDFILL, SANITARY & STORM SEWERS, WASTEWATER TREATMENT FACILITY AND WATER DEPARTMENT: Haldorson shared with the council that the blading of the roads will be completed tomorrow. Haldorson stated to the council that it is bladed on the lower road to the water tower and most of the way to the lagoon.

POLICE DEPARTMENT: Police Chief Jeff Sanders asked the council to approve for him to go to a Wyoming Peace Officer Conference August 5-7, 2025, and hotel stay for the conference. Councilmember Robinson made a motion to approve for Sanders to attend the conference. Seconded by Councilmember Dunlap, the motion passed unanimously.

Sanders told the council that a motorcycle had been stolen over the weekend.

RECREATION/EVENTS DEPARTMENT: Community Events Director Monte Thayer shared with the council a \$10,000.00 grant accepted by Wyoming Community Foundation to put toward the Rec Van and Clerk/Treasurer Becky Slater would speak about this grant during financials.

Thayer asked the council to approve payment from performance fees to Jared Rogerson & Rodeo Wreck Band for \$3,500.00 as the opener for the August 16, 2025, Sinclair Days event. Councilmember Serres made a motion to pay \$3,500.00 to Jared Rogerson. Seconded by Councilmember Sanders, the motion passed unanimously.

Thayer asked the council to approve payment from performance fees to comedian Lisa Lane for \$1,500.00 on an upcoming event September 4, 2025. Councilmember Robinson made a motion to pay \$1,500.00 to Lisa Lane. Seconded by Councilmember Dunlap, the motion passed unanimously.

Thayer asked the council to approve payment to Rumors a Fleetwood Mac tribute band from performance fees in the amount of \$2,000.00 for an outdoor/indoor September 19, 2025. Councilmember Serres made a motion to pay to Rumors in the amount of \$2,000.00. Seconded by Councilmember Dunlap, the motion passed unanimously.

Thayer asked the council if they had any questions about the Sinclair Arts & Music Festival flyer with scheduled events. The council agreed they had no issues with the event. Thayer then asked Councilmember Serres if she would be the parade announcer and Councilmember Serres said she would.

FINANCIAL DEPARTMENT: Clerk/Treasurer Becky Slater told the council that a grant was received from Black Hills Corporation for the Fire Department in the amount of \$2,500.00, it was deposited into the bank in the revenue line-item Fire Department Donation 10-31-960; it is not in expenditure side for Fire Department Maintenance 10-57-250 until it is needed.

Slater shared with the council that a check from Wyoming Community Foundation for the Rec Van in the amount of \$10,000.00 and a check from the Williams Company in the amount of \$5,000.00 were received, and they were both deposited into the bank in the line-item Rec Van 10-31-892; they are not in the expenditure side of the Community Events Capital Outlay 10-72-691.

Slater asked the council for a motion to approve \$7,999.00 to Pine Cove for the new servers from Prof & Tech Services 10-43-310. Councilmember Dunlap made a motion to approve \$7,999.00 to Pine Cove for new servers. Seconded by Councilmember Robinson, the motion passed unanimously.

Councilmember Dunlap made a motion to approve Slater to amend the budget from the Transfer to Enterprise Fund 10-50-790 in the amount of \$97,269.85. Seconded by Councilmember Serres, the motion passed unanimously.

Councilmember Serres made a motion to approve Slater to amend the budget Caboose 10-70-650 to add the amount of \$97,269.85. Seconded by Councilmember Dunlap, the motion passed unanimously.

Councilmember Dunlap made a motion to approve Slater to transfer funds from WYO Class Sewer in the amount of \$348,870.40 to RNB Checking and put into the Sewer Revenue SRF Loan 52-31-840. Seconded by Councilmember Robinson, the motion passed unanimously.

Councilmember Serres made a motion to approve Slater to put \$348,870.40 into the Sewer Expenditure SRF Loan Payment 52-85-920. Seconded by Councilmember Sanders, the motion passed unanimously.

Councilmember Dunlap made a motion to approve Slater to transfer funds from WYO Class Sewer in the amount of \$543,452.25 to RNB Checking and put into the Sewer Revenue SRF Loan 52-31-840. Seconded by Councilmember Robinson, the motion passed unanimously.

Councilmember Sanders made a motion to approve Slater to put \$543,452.25 into the Sewer Expenditure SRF Loan Payment 52-85-920. Seconded by Councilmember Dunlap, the motion passed unanimously.

Councilmember Serres made a motion to approve Slater to transfer funds from WYO Class Water in the amount of \$28,500.00 to RNB Checking and put into the Water Revenue SRF Loan 51-31-840. Seconded by Councilmember Robinson, the motion passed unanimously.

Councilmember Dunlap made a motion to approve Slater to put \$28,500.00 into the Water Expenditure SRF Payment 51-40-760. Seconded by Councilmember Robinson, the motion passed unanimously.

TOWN ATTORNEY: Town Attorney Mike Roberts apologized to the council for not having the school draft completed for this council meeting.

Attorney Roberts asked the council how he should proceed with 203 North 5th Street, the owner admits they have defaulted and could pay \$100.00 a month to pay down what the owner owes for the water bill. Haldorson mentioned meter could be taken out to lower the fee charged monthly if need be. The Council agreed court costs would be outrageous, and they would accept \$100.00 per month, but if late or continue to miss payments further action will be discussed.

UNFINISHED BUSINESS: Mayor Meeks asked the council to look over the new Rec Van quotes and at the next council meeting will need to set up a workshop about the rec van.

NEW BUSINESS: Councilmember Dunlap stated that the CCOG meeting will be held at Town Hall July 16, 2025, at 6 p.m.

BILLS: Mayor Meeks asked for a motion to pay the bills. Councilmember Serres made a motion to pay the bills. Seconded by Councilmember Sanders, the motion passed unanimously.

Councilmember Serres made a motion to adjourn the meeting at 7:07 p.m. Seconded by Councilmember Robinson, the motion passed unanimously. Mayor Meeks adjourned the meeting at 7:07 p.m.

The next regularly scheduled council meeting will be on July 17, 2025, 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