

MINUTES OF A REGULAR MEETING OF THE SINCLAIR TOWN COUNCIL OF THE TOWN OF SINCLAIR, WYOMING, HELD AT 5:30 P.M. ON THURSDAY, JUNE 4, 2026, IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

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

TOWN EMPLOYEES PRESENT: Clerk/Treasurer Becky Slater, Assistant Treasurer Gina Helmetag, Maintenance Supervisor Chris Haldorson, Museum Worker Rachael Barnhart, Police Chief Jeff Sanders, Interim Fire Chief Levi Bezol, 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 May 21, 2026, Council Minutes. Seconded by Councilmember Sanders, the motion passed unanimously.

APPROVAL OF THE AGENDA: Councilmember Serres made a motion to amend tonight's agenda to move the Recreation/Events Department before Guests on the agenda for tonight. Seconded by Councilmember Dunlap, the motion passed unanimously. Councilmember Sanders made a motion to approve tonight's amended agenda. Seconded by Councilmember Serres, the motion passed unanimously.

RECREATION/EVENTS DEPARTMENT: Community Director Monte Thayer told the council the Green River "Quilting on the Green" trip was great until a rock hit one of the transition windows and shattered the window on the shuttle bus door. Thayer told the council he is getting quotes to fix the window, and he will have an update at the next council meeting. Thayer told the council that about the upcoming events including the flower planting, town barbecue luncheon, an adult field trip to Sinks Canyon and a youth field trip to UW Innovation Workshop.

Thayer told the council that the Theatre sound equipment has mostly arrived, and installation will be happening soon. Thayer shared with the council that the vehicle decals for the Sinclair vehicles and shuttle bus should be ready by next week. Thayer told the council an upcoming outdoor concert is in the works for June 27, 2026. Thayer reminded the council that he will be gone Monday, June 22, 2026, thru Thursday, June 25, 2026, to attend the 2026 Wyoming Funding Summit in Gillette, WY.

GUESTS: Pam Thayer with the House of Representatives 15 shared with the council about having a popsicle in the park for the residents of Sinclair so she can meet and greet. House of Representative Thayer told council she would also like to have a work session with councilmembers to include Bob Davis in either November or December 2026. House of Representative Thayer told council the 8% distribution supplemental did pass for 2027-2028. House of Representative Thayer told the council that the 2.5 million rural health for Wyoming was not approved, but resubmitted and passed. House of Representative stated to the council that the hospitals, EMS, all have been encumbered, and all state employees are receiving increased wages, retirement is still the same, but in works for increases. House of Representative Thayer told the council that the Travel Seminoe Pump Storage Station project with Natrona County involvement, there are concerns about, wildlife and structure, there are two fault lines which are cancer concrete which she has voted against to move forward on this project. House of Representative Thayer told the council that she is heading the Heart Association bill to provide replacement defibrillators as well.

PROJECT UPDATES: Jon Nelson with North Fork Engineering told the council about the sewer project settlement issues. Nelson told the council that American West Construction has been notified of warranty repairs, and some spots have increased. Nelson told the council that Kassey Westring with North Fork Engineering has been taking pictures and measurements of the settlement areas to monitor the issues. Nelson told the council that the warranty is for two years, and issue resolution can be made at any time or can wait to fix issues during the warranty walk through. Nelson shared with the council that the three areas that are being watched are 9<sup>th</sup> and Cleveland, 10<sup>th</sup> and Cleveland, and 10<sup>th</sup> and Monroe. Nelson told the council that maybe you wait until fall to have repairs done or could have them fixed now. Nelson told the council that Dan Smith with American West Construction would be back in July to look at the problems and a discussion or decision could be made at that time.

Attorney Mike Roberts asked Nelson if work was done now does the warranty start over from the date of repairs, Nelson stated that the warranty would be extended for 1 year.

Nelson provided the council with a timeline from start to finish on the McCulloch Park improvements that would tentatively start July 7, 2026, and finish by August 7, 2026, Mayor Meeks told Nelson this is currently being discussed in budget now.

**FIRE DEPARTMENT:** Interim Fire Chief Levi Bezold asked the council to approve quote from LN Curtis in amount of \$6,673.60 which includes two white helmets \$937.38, ten gray helmets \$796.70, eight yellow helmets \$3,749.52, ten shields \$1,190.00 to come out of Fire Department Equipment 10-57-250. Councilmember Serres made a motion to pay \$6,673.60 to LN Curtis for helmets and shields. Seconded by Councilmember Sanders, motion passed unanimously with Councilmember Dunlap abstaining.

**MUNICIPAL JUDGE:** Judge's Report for May 2026 \$205.00. Councilmember Serres made a motion to approve the May Judge's report for May 2026 amount of \$205.00. Seconded by Councilmember Dunlap, the motion passed unanimously.

**STREETS & PARKS DEPARTMENT:** Maintenance Supervisor Chris Haldorson told the council the Welcome sign will be ready for pick up next week. Haldorson provided the council with a picture sample for Washington Park sign which would be halo white and black and could be done by August 1<sup>st</sup>, 2026, before the Arts and Music Festival. Haldorson shared with the council that McCulloch Park still needs ideas for signage. Mayor stated to wait until after the Washington Parks sign is done. Mayor asked Haldorson about a plaque that mentioned donated by Hornbeck Family for the structure going to be placed at McCulloch Park, Haldorson told the council that the plaque was removed prior to them taking the structure down at the golf course. Mayor Meeks suggested a new plaque be made and inviting the Hornbeck families to the unveiling of the McCulloch Park improvements. Haldorson told the council a one call has been made to move sprinklers at old school and McCulloch Park until renovations are completed.

**TOWN BUILDINGS:** Haldorson told the council Renewal by Anderson windows for the Rec Hall will be installed July 13, 2026, and July 14, 2026.

**POLICE DEPARTMENT:** Police Chief Jeff Sanders told the council he has started going around to houses for weed and grass issues and reminding them that alleys and parkways are the responsibility of the residents. Chief Sanders shared with the council that CIT training would be held upstairs next week and that there are eleven or twelve people signed up for crisis issues training from law, victim advocates, and dispatchers.

**FINANCIAL DEPARTMENT:** Clerk/Treasurer Becky Slater reminded the council and town employees Tuesday, June 16, 2026, is buying cutoff date to be paid out of this fiscal year so bills can go through council for payments on Thursday, June 18, 2026. Slater told the council she attended the WAM Conference today June 4, 2026, in Laramie and it was good; she made some connections.

**TOWN ATTORNEY:** Town Attorney Mike Roberts presented the council Fire Implement Fire Restriction Resolution 2026-02 which Mayor Meeks read aloud to all the council. Councilmember Sanders made a motion to approve Fire Implement Fire Restriction Resolution 2026-02. Seconded by Councilmember Dunlap, the motion passed unanimously.

**UNFINISHED BUSINESS:** Mayor Meeks asked for a motion to approve the 2nd reading of Ordinance 2026-02. Councilmember Dunlap made a motion to approve the 2nd reading of Ordinance 2026-02. Seconded by Councilmember Sanders, the motion passed unanimously.

**NEW BUSINESS:** Mayor Meeks asked for a motion to approve the reading of Water and Sewer rate increases Resolution 2026-01. Councilmember Dunlap made a motion to approve the reading of Water and Sewer rate increases Resolution 2026-01. Seconded by Councilmember Sanders, the motion passed unanimously. Councilmember Serres asked to change the date from July 2, 2026, to July 1, 2026, to be in line with Rawlins, the council agreed the date should be changed. Councilmember Dunlap made a motion to amend Water and Sewer rate increases Resolution 2026-01 date from July 2, 2026, to July 1, 2026. Seconded by Councilmember Serres, motion passed unanimously.

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

EXECUTIVE SESSION: Mayor Meeks made a motion to enter Executive Session at 6:54 p.m. per WY Statute 16-4-405(ix) to consider or receive any information classified as confidential by law. Councilmember Dunlap made the motion to enter executive session at 6:54 p.m. Seconded by Councilman Sanders, motion passed unanimously.

Councilmember Serres motioned to adjourn from Executive Session and seal the minutes at 8:02 p.m. Seconded by Councilmember Dunlap, the motion passed unanimously.

Councilmember Sanders motioned to reenter to General Session at 8:03 p.m. Seconded by Councilmember Dunlap, motion passed unanimously. There was no objection to what was discussed during the executive session.

Councilmember Dunlap reminded council of CCOG meeting that will be in Sinclair July 15<sup>th</sup>, 2026. Mayor Meeks reminded the council June 10, 2026, between 2 p.m. and 4 p.m. will be meeting at Jeffrey Center about the Miller Project for municipalities.

Councilmember Dunlap made a motion to adjourn the meeting at 8:04 p.m. Seconded by Councilmember Sanders, the motion passed unanimously. Mayor Meeks adjourned the meeting at 8:04 p.m.

The next regularly scheduled council meeting will be on June 18, 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