

MINUTES OF A REGULAR MEETING OF THE SINCLAIR TOWN COUNCIL OF THE TOWN OF SINCLAIR, WYOMING, HELD AT 5:30 P.M. ON THURSDAY, MARCH 19, 2026, IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

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

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

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

APPROVAL OF MINUTES: Councilmember Robinson made a motion to approve March 5, 2026, Council Minutes. Seconded by Councilmember Dunlap, the motion passed unanimously.

APPROVAL OF THE AGENDA: Councilmember Serres made a motion to approve tonight's agenda. Seconded by Councilmember Dunlap, the motion passed unanimously.

STREETS & PARKS DEPARTMENT: Maintenance Supervisor Chris Haldorson told the council that the welcome sign for the mound reflective coating was on backorder and should come in soon, and then the sign will be completed.

Haldorson shared with the council that Maintenance Worker Corey Davis had been doing some street sweeping around the town. Haldorson stated to the council that both Davis and Haldorson had also been picking up trash around town and some of the sticks in the parks.

Haldorson told the council that the Washington Park sign had been ripped due to the wind and would need to be replaced. Haldorson suggested for the council think of some ideas for the replacement sign at Washington Park and a new sign for McCulloch Park as well, and to be discussed at the next council meeting

Haldorson told the council that on Monday, March 22, 2026, the maintenance department along with two of the summer workers would be taken down the pavilion at the golf course and they would be storing it for now.

Haldorson told the council that he had ordered porta potties for both parks with the nicer weather. Mayor Meeks asked if it was too early to open the restrooms at Washington Park, Haldorson stated it would be too early in case we have another cold snap, it would freeze.

SANITARY LANDFILL, SANITARY & STORM SEWERS, WASTEWATER TREATMENT FACILITY AND WATER DEPARTMENT: Haldorson presented the council with a quote from Core & Main in the amount of \$1,501.96 to replace the internal components of the meter at 100 Lincoln Avenue, since that meter is not working correctly to be taken out of Water Equipment 51-40-250. Councilmember Robinson made a motion to approve the Core & Main quote in the amount of \$1,506.96 to replace the internal components of the meter at 100 Lincoln Avenue to be taken out of Water Equipment 51-40-250. Seconded by Councilmember Serres, the motion passed unanimously. Haldorson stated to the council that he would get with Adam Herring to let him know about having to turn off the water for a short time while replacing the internal components.

Haldorson presented the council with a quote from Chuck Pater in the amount of \$1,485.00 to get a new PCB board for the generator at the lift station as the old one is not working correctly, to be taken out of Wastewater Equipment 52-80-250. Councilmember Robinson made a motion to approve the quote from Chuck Pater in the amount of \$1,485.00 to get a new PCB board for the generator at the lift station as the old one is not working correctly, to be taken out of Wastewater Equipment 52-80-250. Seconded by Councilmember Dunlap, the motion passed unanimously.

Haldorson asked the council to approve him attending a water conference in Casper, Wyoming April 20, 2026, through April 24, 2026, in the amount of \$455.00 plus hotel stay to be taken out of Water Fund Dues, Seminars & Travel 51-40-230. Councilmember Dunlap made a motion to

approve Haldorson to attend the water conference in Casper, Wyoming April 20, 2026, through April 24, 2026, in the amount of \$455.00 plus hotel stay to be taken out of Water Fund Dues, Seminars & Travel 51-40-230. Seconded by Councilmember Robinson, the motion passed unanimously.

TOWN BUILDINGS: Haldorson thanked the council for allowing him to attend the Building Inspection conference in Colorado as it was very informative.

Haldorson presented the council with two quotes from Renewal by Anderson to replace the Rec Hall windows, the first quote was to replace the entire windows in the amount of \$53,617.00 and the second quote was to only replace the glass and keep the original frames in the amount of \$55,392.00. Councilmember Dunlap asked Haldorson which quote he would like to do, Haldorson stated that the quote to replace the entire windows was cheaper and he had the money in Town Buildings Capital Outlay- Improvements 10-51-730 where the money was put during budget for replacing the Rec Hall windows. Councilmember Robinson made a motion to approve the quote from Renewal by Anderson in the amount of \$53,617.00 to replace the Rec Hall windows to be taken out of Town Buildings Capital Outlay- Improvements 10-51-730. Seconded by Councilmember Serres, the motion passed unanimously.

RECREATION/EVENTS DEPARTMENT: Community Events Director Monte Thayer shared with the council the two upcoming events for the rest of March, the youth field trip to Casper Jump Craze on March 20, 2026, and the movie The Shawshank Redemption on March 30, 2026.

Thayer told the council that shuttle bus decals are in production. Thayer presented the council with a quote from Pixels for the door decals for the four other town vehicles in the amount of \$373.33.

Thayer shared with the council that at the end of the month he and Damein Cesko would work on the updating of the theatre sound system. Thayer thanked Haldorson and Davis for installing a new door for his office.

Thayer asked the council to approve to pay the magician for the April show in the amount of \$2,500.00 plus lodging to be taken out of Town of Sinclair Day 10-50-860. Councilmember Serres made a motion to approve to pay the magician for the April show in the amount of \$2,500.00 plus lodging to be taken out of Town of Sinclair Day 10-50-860. Seconded by Councilmember Robinson, the motion passed unanimously.

Thayer asked the council to approve to pay for the Latino band for Cinco De Mayo in the amount of \$1,200.00 to be taken from Performance Fees 10-52-280. Councilmember Robinson made a motion to approve for the Latino band for Cinco De Mayo in the amount of \$1,200.00 to be taken from Performance Fees 10-52-280. Seconded by Councilmember Dunlap, the motion passed unanimously.

Thayer told the council that he will be working on some grants to help with costs of upcoming events including a grant in the amount of \$10,000.00 from the Wyoming Arts Council for the Town of Sinclair Day celebration in August.

FINANCIAL DEPARTMENT: Clerk/Treasurer Becky Slater explained to the council that the renewal paperwork for LGLP the town buildings, automobiles and equipment insurance for the 2027 fiscal year had arrived and she needs approval to submit the renewal paperwork. Councilmember Dunlap made a motion to approve for Slater to submit the renewal paperwork for LGLP. Seconded by Councilmember Robinson, the motion passed unanimously.

Slater shared with the council that she had received a letter from CenturyLink stating that they are updating to fiber technology instead of the current copper lines and that the price should not increase. Slater asked the council if they would like her to look at other options and present at the next council meeting. The council agreed that they would like Slater to bring other options to the next council meeting.

Slater told the council that after the power outage last week that the keypads for the doors at town hall and the theatre were not working. Slater stated to the council that Pye & Baker tried to help her troubleshoot over the phone, but it did not fix the problem, and a technician is to come to the office on Friday, March 20, 2026, for the town hall and theatre.

Slater told the council that she had received a phone call from the wife of the property with the lien that Roberts had been working on and that the resident is supposed to make \$100.00 payments monthly to get caught up, and is supposed to come in on Friday, March 20, 2026.

TOWN ATTORNEY: Town Attorney Mike Roberts shared with the council that he had the paperwork for the lien but would hold on to it for now as long as the payments are being made.

Roberts asked the council if he should move forward with the fire restrictions ordinance. Mayor Meeks stated that he would like to see it put on hold for now and go over it at the next council meeting, all the council members agreed.

NEW BUSINESS: Mayor Meeks asked the council to decide on dates for the budget meetings. The council decided on April 6, 2026, at 5p.m. for Administrative, Non-Departmental & Museum, April 14, 2026, at 5p.m. for Rec & Theatre, April 23, 2026, at 5p.m. for Fire Department & Police Department, and April 28, 2026, at 5p.m. for Maintenance. Mayor Meeks and all the council agreed to schedule the Wages workshop and the Final Budget workshop at April 16, 2026, council meeting.

NEW BUSINESS: Councilmember Dunlap told the council that he attended the CCCOG meeting and he was elected as chairman. Dunlap stated that at the meeting the 5<sup>th</sup> penny was discussed and will be on the ballot in November. Dunlap shared that Sinclair will be hosting the CCCOG meeting on July 15, 2026.

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

Councilmember Robinson made a motion to adjourn the meeting at 6:31 p.m. Seconded by Councilmember Dunlap, the motion passed unanimously. Mayor Meeks adjourned the meeting at 6:31 p.m.

The next regularly scheduled council meeting will be on April 2, 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