

MINUTES OF A REGULAR MEETING OF THE SINCLAIR TOWN COUNCIL OF THE TOWN OF SINCLAIR, WYOMING, HELD AT 5:30 P.M. ON THURSDAY, SEPTEMBER 3, 2026, IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

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

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

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

APPROVAL OF MINUTES: Councilmember Robinson made a motion to approve August 20, 2026, Council Minutes. Seconded by Councilmember Sanders, the motion passed unanimously.

APPROVAL OF THE AGENDA: Councilmember Robinson made a motion to approve September 3, 2026, agenda. Seconded by Councilmember Sanders, the motion passed unanimously.

GUESTS: Phil Stump with HDR Engineering, Inc presented the council with a handout about the Town of Sinclair water supply and water rights. Stump told the council that the 50-year agreement with the City of Rawlins ends in 2052. Stump stated to the council that the council needs to start thinking about how the next agreement with the City of Rawlins needs to be written up, to continue the existing agreement with the City of Rawlins.

Stump explained with the council about the 50-year agreement with the Sinclair Oil Corporation that ends in 2053, with the Town of Sinclair leasing junior water rights to the refinery.

Stump told the council that the Miller Generating Station being build two miles southwest of the Town of Sinclair needs approximately three-hundred-and-twenty-acre feet annually and will be using the senior water rights from Overland Trail Cattle Company.

RESIDENTS: April and Chris Erickson presented to the council letters, and a petition to have two autistic children signs installed on 7th Street in the parkway; one sign would be on the 100th block of 7th Street and the other sign would be before McCulloch Park. Councilmember Dunlap made a motion to approve the installing of the two autistic children signs in the parkways; one sign would be on the 100th block of 7th Street and the other sign would be before McCulloch Park. Seconded by Councilmember Sanders, the motion passed unanimously.

RECREATION ADVISORY BOARD: Community Events Director Monte Thayer told the council he would like to thank the board for all their help with the Arts and Music Festival.

RECREATION/EVENTS DEPARTMENT: Community Events Director Monte Thayer told the council he has a few upcoming events with three comedians on September 19, 2026, a UW Football field trip September 26, 2026, and Sarah McQuaid on September 29, 2026, which will be taken care of by Still House Productions, this is a free concert.

Thayer told the council he has not heard anything about the Outdoor Roundtable Recreation grant he submitted for funding McCulloch Park upgrade. Thayer told the council he did submit the Discover Carbon County grant report for reimbursement of \$2,000.00 for the awning that was used at the Arts and Music Festival. Thayer shared with the council that he will be gone on September 18, 2026, for the Preserve Wyoming Conference and September 21, 2026, through September 23, 2026, for the annual Wyoming Recreation and Parks Association Conference.

FIRE DEPARTMENT: Assistant Fire Chief Kellie Watson told the council that Justin Hood had come to town to look at Engine 2 and found that the engine had a bad sensor and bad batteries. Watson asked the council to approve Hood repairing the bad sensor and recalibrating it in the amount of \$1,485.00 Councilmember Robinson made a motion to approve Justin Hood fixing the bad sensor and recalibrating it in Engine 2. Seconded by Councilmember Sanders, with Councilmember Dunlap abstaining and Vice Mayor Serres voting, the motion passed unanimously. Watson told the council

that the two batteries for the Type 6 at Rawlins Auto Parts was \$500.00. Councilmember Robinson made a motion to approve the replacement of the two batteries in the Type 6 in the amount of \$500.00. Seconded by Councilmember Sanders, with Councilmember Dunlap abstaining and Vice Mayor Serres voting, the motion passed unanimously.

Watson told the council that in January that the winter fire school will be in Riverton and a couple fire fighters will be attending. Watson told the council that he would bring it to the council closer to the time, to get approval for the classes and hotel stay.

MUSEUM: Museum Worker Rachael Barnhart shared with the council that she people come in during the festival.

STREETS & PARKS DEPARTMENT: Maintenance Supervisor Chris Haldorson told the council that he will be putting up the Discover Carbon County signs at the parks wherever the council would like them installed. Vice Mayor Serres stated that wherever Haldorson felt was a good place that did not interfere with waterlines or mowing was alright for them to be installed.

Haldorson shared with the council that the Christmas Tree light people would be coming in on Saturday, September 5, 2026, to fix the lights, and it would approximately cost \$3,500.00. Councilmember Robinson made a motion to approve the Christmas tree lights to be fixed in the approximate amount of \$3,500.00. Seconded by Councilmember Dunlap, the motion passed unanimously.

SANITARY LANDFILL, SANITARY & STORM SEWERS, WASTEWATER TREATMENT FACILITY AND WATER DEPARTMENT: Haldorson told the council that the red valve boxes around town where the boxes that would be cleaned out before the winter. Haldorson told the council that the main lines would be flushed in October after Rawlins was done with their inspection of their tanks.

TOWN BUILDINGS: Haldorson told the council that the sound panels were put up in the Community Hall. Thayer stated that it did help tone the sound down in the Community Hall.

POLICE DEPARTMENT: Police Chief Jeff Sanders shared with the council that he would be attending a conference in Douglas, Wyoming on September 22, 2026, that pertains to Pipeline, Natural Gas Crime.

Chief Sanders told the council that for the month of August there were two animal calls, two agency assist, three citizen assist, one family fight (nonviolent), five non-classified, three public relations, twelve traffic offenses, and three welfare check with a total of thirty-seven calls.

FINANCIAL DEPARTMENT: Clerk/Treasurer Becky Slater shared with the council that the new system for reading the utilities worked well with only minor problems.

TOWN ATTORNEY: Town Attorney Mike Roberts told the council that he had worked on some ideas on to lease the old fire department pump to the Town of Elk Mountain. Watson told the council that the old pump is not worth anything as it is all broke and will all need to be replaced. Vice Mayor Serres stated that this will be tabled until the next council meeting.

UNFINISHED BUSINESS: Councilmember Dunlap asked for a workshop to be set up to discuss the 5th Penny tax. Vice Mayor Serres and the council decided to set the workshop for September 15, 2026, at 5:30 p.m.

NEW BUSINESS: Vice Mayor Serres stated that the Budget amendment that was on the agenda would be tabled until the next council meeting.

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

Councilmember Dunlap made a motion to adjourn the meeting at 6:41p.m. Seconded by Councilmember Robinson, the motion passed unanimously. Vice Mayor Serres adjourned the meeting at 6:41 p.m.

The next regularly scheduled council meeting will be on September 17, 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