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 5, 2026, IN THE COUNCIL CHAMBERS OF THE SINCLAIR TOWN OFFICE BUILDING.

COUNCIL MEMBERS' PRESENT: Mayor Cullen Meeks, Councilmember Michelle Serres, Councilmember Brennan Dunlap, Councilmember Nancy Sanders, with Councilmember David Robinson 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, Assistant Police Chief Lanette Rosacker, Assistant Fire Chief Kellie Watson, Firefighter Thomas McWaters, 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 October 15, 2026, Council Minutes. Seconded by Councilmember Sanders, the motion passed unanimously.

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

RESIDENTS: Stephanie Haldorson attending the meeting as recently elected to council.

RECREATION/EVENTS DEPARTMENT: Community Events Director Monte Thayer told the council that the passed events went well. Thayer told the council that he would like to thank everyone that helped him setting up the Halloween Haunted House. Thayer shared with the council that HF Sinclair paid the Rawlins High School Band to help with the carnival.

Thayer told the council of the upcoming events for the month of November, reminding about the "Light the Night on November 20, 2026, and the craft fair on both November 20th and 21st. Thayer asked the council to approve $950.00 for the Lander Bagpipe Band to play at the "Light the Night" event. Councilmember Sanders made a motion to approve for the Lander Bagpipe Band to play at the "Light the Night" event in the amount of $950.00. Seconded by Councilmember Serres, the motion passed unanimously.

Thayer asked the council to approve to pay Sailesh the Hypnotist in the amount of $2,000.00 to come out of Performance Fees. Councilmember Serres made a motion to approve to pay Sailesh the Hypnotist in the amount of $2,000.00. Seconded by Councilmember Dunlap, the motion passed unanimously.

Thayer told the council that he has not heard anything on the Rec Grant in the amount of $40,000.00. Thayer asked the council for approval for the shuttle bus to shuttle people from Saratoga to a ranch resort and back in the month of July. Thayer stated to the council that he would donate his time to drive the bus and that the resort would pay for the fuel. Roberts stated that a contract stating this would need to be made up and signed that also releases the town for any injuries that could happen. Councilmember Dunlap made a motion to approve the shuttle bus being driven by Thayer and used in July with a sign contract. Seconded by Councilmember Sanders, the motion passed unanimously.

Thayer asked the council for permission to be on a grant approval panel for Wyoming Community Foundation. Council all agreed that Thayer could be on the panel as long as the town could still ask for grants, which Thayer stated the town could do that.

FIRE DEPARTMENT: Mayor Meeks told the council that Interim Fire Chief Levi Bezold contacted him that he resigned as Interim Fire Chief due to a conflict of interest with his job at the BLM. Mayor Meeks asked for a motion to appoint Assistant Fire Chief Kellie Watson to the Fire Chief position. Councilmember Serres made a motion to appoint Assistant Fire Chief Kellie Watson to the Fire Chief position. Seconded by Councilmember Sanders, with Councilmember Dunlap abstaining for the vote and Mayor Meeks voting, the motion passed unanimously.

Fire Chief Kellie Watson shared with the council that Justin Hood finished the work on Engine 2 and Type 6 brush truck. Firefighter Thomas McWaters told the council that three firefighters will be firefighter one as they have a test on November 16, 2026.

MUSEUM: Museum Worker Rachael Barnhart asked the council to approve two quotes from Wyoming Cleaning and Solutions to paint the downstairs museum in the amount of $5,200.00 and repair the floors downstairs in the amount of $3,500.00 for a total of $8.700.00 to be taken from Museum Capital Outlay-Improvements 10-75-740. Councilmember Serres made a motion to approve the quotes from Wyoming Cleaning and Solutions to paint the downstairs museum in the amount of $5,200.00 and repair the floors downstairs in the amount of $3,500.00 for a total of $8.700.00 to be taken from Museum Capital Outlay-Improvements 10-75-740. Seconded by Councilmember Sanders, the motion passed unanimously.

STREETS & PARKS DEPARTMENT: Maintenance Supervisor Chris Haldorson asked the council to approve a quote from Kilburn Tires in the amount of $1,403.80 for tires on the maintenance truck that Maintenance Worker Corey Davis drives to be taken from Streets Equipment 10-60-250. Councilmember Sanders made a motion to approve the quote from Kilburn Tires in the amount of $1,403.80 for tires on the maintenance truck that Maintenance Worker Corey Davis drives to be taken from Streets Equipment 10-60-250. Seconded by Councilmember Dunlap, the motion passed unanimously.

Haldorson told the council that they had started decorating the plaza for the "Light the Night" event and he had three loads of firewood for the event. Haldorson shared with the council that AC Tree Service had been in contact with him about the big tree in the plaza and that he is 95% sure it has the EBS beetle and the tree is dying. Haldorson stated that AC Tree Service would harvest and plant a twenty-to-thirty-foot tree in the same spot in four to five years after the beetle is gone from town.

SANITARY LANDFILL, SANITARY & STORM SEWERS, WASTEWATER TREATMENT FACILITY: Haldorson told the council that he would like to thank HF Sinclair for donating 150 gallons of red dye diesel to run our equipment in town. Haldorson told the council that he would like to thank Evergreen for picking up the towns used oil.

Mayor Meeks shared that HF Sinclair had reached out to him about crossing the town's property and installing a culvert to the version dam. Mayor Meeks stated that he told them as long as the property was cleaned up afterwards.

TOWN BUILDINGS: Haldorson told the council that Johnson Controls had came earlier in the week and looked at the heater in the old school and stated that it would cost approximately $6,000.00 to fix the problem. Haldorson told the council that he would have a quote for the next council meeting. Haldorson told the council that Triangle Heating had temporarily fixed the combustion chamber at the theatre and he would have a quote for the next council meeting. Councilmember Serres asked if Haldorson had checked on the warranty for the theatre's heater. Haldorson stated that he would check on the warranty for the heater.

POLICE DEPARTMENT: Police Chief Jeff Sanders presented the council with the October report with a total of thirty-one calls, one animal problem, two agency assists, two not classified, two public relations, two suspicion, one traffic accident, and sixteen traffic offense.

FINANCIAL DEPARTMENT: Clerk/Treasurer Becky Slater presented the council with a quote from Mike's "Big City" for catering the employee Christmas party in the amount of $3,120.00. Councilmember Sanders made a motion to approve the quote for Mike's "Big City" for catering the employee Christmas party in the amount of $3,120.00. Seconded by Councilmember Dunlap, the motion passed unanimously.

UNFINISHED BUSINESS: Mayor Meeks asked for a motion to approve the 2nd Reading of Ordinance 2026-03. Councilmember Dunlap made a motion to approve the 2nd Reading of Ordinance 2026-03. Seconded by Councilmember Sanders, the motion passed unanimously.

NEW BUSINESS: Mayor Meeks asked for a motion to approve the 1st Reading of Ordinance 2026-04 to update the salaries of the upcoming mayor and new council members which was agreed upon during budget. Councilmember Dunlap made a motion to approve the 1st Reading of Ordinance 2026-04. Seconded by Councilmember Serres, the motion passed unanimously. Mayor Meeks

reminded everyone of the upcoming water meeting with Rawlins on Tuesday, November 10, 2026 at 5 p.m. upstairs in town hall.

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

EXECUTIVE SESSION: Mayor Meeks made a motion to enter Executive Session at 6:29 p.m. per WY Statute 16-4-405(ix) to consider or receive any information classified as confidential by law. Councilmember Serres made the motion to enter executive session at 6:29 p.m. Seconded by Councilman Dunlap, motion passed unanimously.

Councilmember Serres motioned to adjourn from Executive Session and seal the minutes at 7:40 p.m. Seconded by Councilmember Dunlap, the motion passed unanimously.

Councilmember Serres motioned to reenter to General Session at 7:40 p.m. Seconded by Councilmember Sanders, motion passed unanimously. There was no objection to what was discussed during the executive session.

Councilmember Dunlap made a motion to adjourn the meeting at 7:41 p.m. Seconded by Councilmember Sanders, the motion passed unanimously. Mayor Meeks adjourned the meeting at 7:41 p.m.

The next regularly scheduled council meeting will be on November 19, 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