



Town of Alpine

COUNCIL MEETING MINUTES

DATE: June 21, 2022
TIME: 7:00 p.m.

PLACE: Town Council Chambers
TYPE: Regular Meeting

- 1. CALL TO ORDER:** Mayor Lutz called the meeting to order at 7:00 p.m. Mayor Lutz led the attendees in the Pledge of Allegiance.
- 2. ROLL CALL:** The roll call was conducted by Ms. Sharon Backus, Clerk/Treasurer. Council Present: Andrea Burchard, Frank Dickerson, Justin Fritz, Jeremy Larsen and Mayor Lutz. A quorum of the Council was established.

3. ADOPT THE AGENDA:

Councilman Larsen moved to adopt the agenda. Councilman Dickerson seconded the motion. There was no discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

4. APPROVAL OF CONSENT AGENDA:

Town Council Meeting Minutes – May 17, 2022

Planning and Zoning Commission Minutes – March 24, 2022

Payment of Town Bills – See Attached Check Detail of Bill Payments

Approval of WYDOT TAP Project CD20303 Reimbursement Request # 11 of \$862.00

Approval of MRG-19078 Greys River Road Water Replacement Grant Request # 8 of \$1,267.25

Approval of WBC Pretreatment Grant Reimbursement Request # 1 \$590,703.04

Approval of All-Nighter Permit for 2022 for VR Tavern on the Greys Previously Approved for TIDAN, Inc.

Councilman Larsen moved to approve the Consent Agenda. Councilman Fritz seconded the motion. There was no discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

5. ACTION ITEMS/NEW BUSINESS:

- **Permission to Use Legion Ballfield for Youth Sports Program – Craig Powell**

Mr. Craig Powell addressed the council to request use of the American Legion Ballfield for development of a youth sports league (K-8 grades). It will begin with flag football and soccer. Mr. Powell will observe the interest in the program and add events as needed. Mayor Lutz stated that there are no formal reservations and the council would love to see the field used. Mr. Powell should coordinate with the maintenance crew so there is no interference with mowing the grass. Councilman Burchard asked about the possibility of adult sports events such as softball. Mr. Powell was told to "Go for it"! Mr. Powell was asked to reach out to the Parks and Recreation Board as well.

- **Problems on Sawmill-Building Notices Needed; Airbnb; Speeding – Marlene O’Leary**

Ms. Marlene O’Leary addressed to council to explain the problems on Sawmill Road. Ms. O’Leary stated that the area is developing quickly. Ms. O’Leary had requested a replat of her property and neighbors for 500 feet were notified by mail of this replat. Ms. O’Leary asked why she had not been notified in similar written fashion before the high-density construction began in her neighborhood. Notices are neighborly. Ms. Christine Wagner explained that there is no mechanism in effect requiring written notice for this project as a replat was not involved.

Ms. O’Leary stated that there was also a problem with traffic speeding and there are no speed limits on Sawmill Road. There must be a plan for the town. Seasonal, short-term and transient people do not contribute to the town and are not invested in the neighborhood culture or laws of the Town of Alpine. Ms. O’Leary said that there was a problem with trespassing and loose animals some without a license which is decreasing the quality of her life. This changing community dynamic is decreasing the quality of privacy and property rights. Trespassers meet you with aggression and total lack of respect. Speeding is a continual problem. There is also the aggression of realtors wanting to sell the property. Ms. O’Leary said she wants to be left alone and should not have to pay for a privacy fence to accomplish that, the request is simply to maintain integrity of personal property rights. Mayor Lutz stated that he would ask the road supervisor to put up speed signs and the other signs that are down.

- **Fiber Project on Hill – Heath Jensen, Silver Star Communications**

Mr. Heath Jensen of Silver Star Communications introduced himself and asked for an update on the fiber easement project. Silver Star is planning to close up this project and needs the easements before the third week in July. Councilman Larsen stated that the Mr. Sanderson had finished this. The easements are ready for signatures. Thursday, June 23, 2022 we have reserved the council chambers for individuals to come in, sign and have their signatures notarized. Mr. Dan Carter asked about getting the documents to send to his son for signing and notarization at his location. Councilman Larsen answered other questions pertaining to the logistics of this process.

- **Planning and Zoning Report – Tim Hartnett**

Mr. Tim Hartnett of the Planning and Zoning Commission gave the following report. There are about 67 active building permits, so the building has been robust. Mr. Scherbel answered the commissions concerns on Elkhorn Meadow such as snow storage, WYDOT requirements, water, sewer and storage units which are not allowed unless specific to each building on the property. There were also concerns about fire truck access. The commission had some trouble with the plans for this property because it is so basic and stark so it fit very tightly into our codes so we had to approve it. The commission looks for safety issues as well; chiefly the snow storage. You cannot push all the snow into the hammerhead where a fire truck needs to turn around.

Mr. Hartnett stated that the other recommendation was the building fee schedule. The commission reviewed the current rates, concurred with the proposals and sent it on to the council for review. One concern for the commission was the extension fee which we felt was too low. Mayor Lutz stated that this would be placed into an updated ordinance for the first reading in July.

Mayor Lutz thanked Mr. Hartnett for his report.

- **Motion to Approve the Preliminary Plat for Major Subdivision Application for Elkhorn Meadow Addition with Contingencies as Identified/Stipulated to include Review by Town Engineer, Alpine Fire District Approval; Submission of**

Development Agreement; Payment of Infrastructure Fees and Submission of Traffic Analysis as Detailed in Commission Review

Councilman Larsen moved to approve the Preliminary Plat for Major Subdivision Application for Elkhorn Meadow Addition with contingencies as identified/stipulated to include review by Town Engineer, Alpine Fire District approval; submission of Development Agreement; payment of infrastructure fees and submission of traffic analysis as detailed in commission review. Councilman Fritz seconded the motion. There was no discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

- **Recommendation for Town Council to Consider the New Building Fee Schedule**
- **Motion to Adopt on Third Reading 291 Ordinance No. 2022-09 Amending "Town of Alpine Budget for Fiscal Year 2021/2022 as Amended"**

Councilman Fritz moved to amend on third reading 291 Ordinance No. 2022-09 "An Ordinance Amending the Town of Alpine Budget for Fiscal Year 2021/2022 as Adopted by the Town of Alpine on June 15, 2021 by increasing total revenue to \$4,382,000; increasing total expenditures to \$4,379,000 and to adopt as amended. Councilman Larsen seconded the motion. There was no discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

The aforementioned Ordinance may be viewed in the Town Office or on the website at alpinewy.org

- **Motion to Adopt on Third Reading 292 Ordinance No. 2022-10 "Town of Alpine Budget for Fiscal Year 2022/2023 as Amended"**

Councilman Larsen moved to amend on third reading 292 Ordinance No. 2022-10 "Town of Alpine Budget for Fiscal Year 2022/2023" by increasing total revenue to \$6,942,000; increasing total expenditures to \$6,939,000 and to adopt as amended. Councilman Dickerson seconded the motion. Discussion ensued. Ms. Shay Scaffide asked for an explanation of the increased water and sewer base rates as the consumers are getting hit with gas, food, property tax, basically everything. Councilman Fritz stated that the town's materials for maintenance, chemicals all other operating costs are increasing, and this is what is needed to maintain the water and sewer operations. Ms. Scaffide asked if this was done to cover the shortfall on the grant for the sewer plant. Mayor Lutz stated that this was for operations, this is what it takes to operate. Ms. Scaffide asked if it was still necessary due to the number of new connections in Alpine Meadows. Ms. Scaffide asked about the current rate and how much the increase was. Ms. Backus stated that sewer is currently \$47/ERU/month increased to \$54/ERU/month; the water base rate is currently \$24/month increasing to \$29/month with the usage increased \$0.25/1,000 gallons to \$2.00/1,000 gallons. The council was asked about the new RV park which pays a higher rate for water than customers within the town limits. The council was asked if it was possible to lower the rates again if things improved. Mayor Lutz stated that it may be possible as he done this about 12 years ago. There was no additional discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

The aforementioned Ordinances may be viewed in the Town Office or on the website at alpinewy.org

- **Motion to Adopt on Third Reading 293 Ordinance No. 2022-11 "Annexation of Lot 12 Lazy B Subdivision to the Town of Alpine" and Authorize Mayor Lutz to Sign the Mylar**

Councilman Larsen moved to adopt on third reading 293 Ordinance No. 2022-11 "Annexation of Lot 12 Lazy B Subdivision to the Town of Alpine" and Authorize Mayor Lutz to Sign the Mylar.

Councilman Fritz seconded the motion. There was no discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.** *The Mylar was not available so will be signed at a later date.*
The aforementioned Ordinances may be viewed in the Town Office or on the website at alpinewy.org

- **Motion to Adopt on Third Reading 294 Ordinance No. 2022-12 "An Ordinance Establishing a Tourism and Travel Promotion Board for the Town of Alpine"**

Councilman Larsen moved to adopt on third reading 294 Ordinance No. 2022-12 "An Ordinance Establishing a Tourism and Travel Promotion Board for the Town of Alpine". Councilman Fritz seconded the motion. Discussion ensued. Councilman Larsen explained again about the existing lodging tax and how it was sent to the State who returned 2% to the County. If the town instituted a 1% lodging tax we would receive 1% from the County and the 1% assessed for the town. Councilman Larsen was asked what the lodging tax revenue would be used for. These funds are not used to attract tourism but rather used to educate tourists. In Alpine we could use it to operate the Visitor's Center and maybe some education similar to the program Friends of BT have adopted whereby they have ambassadors who remind people to put out fires, where public property is so they do not use private property and so forth. All entities renting rooms are subject to the tax including hotels/motels, Airbnb, hunting guides, RV parks, anybody selling lodging. There was no further discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**
The aforementioned Ordinances may be viewed in the Town Office or on the website at alpinewy.org

- **Motion to Adopt on Second Reading 295 Ordinance No. 2022-13 "Amending Section 233-04 of 233 Ordinance No. 2015-06 of the Town of Alpine, Wyoming Town Code (to establish annual pyrotechnic permit fee)"**

Councilman Larsen moved to adopt on second reading 295 Ordinance No. 2022-13 "Amending Section 233-04 of 233 Ordinance No. 2015-06 of the Town of Alpine, Wyoming Town Code. Councilman Dickerson seconded the motion. Ms. Christine Wagner had submitted a proposed amendment to have the permittee pay \$150 to the Alpine Fire District to cover the cost of the inspection of the Fire Chief which is mandated in the ordinance. Dryness hazard was explained. Mr. Sanderson stated that this allows the suspension of sale of fireworks in emergency conditions such as a fire ban.

Councilman Larsen moved a substitute motion to adopt on second reading 295 Ordinance No. 2022-13 "Amending Section 233-04 of 233 Ordinance No. 2015-06 of the Town of Alpine, Wyoming Town Code as amended by the red line draft to add \$150 fee to Alpine Fire Department. Councilman Dickerson seconded the motion. There was no other discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

The aforementioned Ordinances may be viewed in the Town Office or on the website at alpinewy.org

- **Appointment of Councilman Larsen, Eric Byan and Dave Walters to the Alpine Tourism Board**

Mayor Lutz appointed Councilman Larsen, Eric Byan and Dave Walters to the Alpine Tourism Board. Ms. Backus admonish the newly appointed board that in order to have this Lodging Tax initiative appear on the general election ballot in November a resolution must be received by the county clerk by July 20, 2022. The next council meeting is July 19, 2022 so you would have to have prepared a resolution to put the lodging tax on the ballot and this resolution would have to be approved by the Council at the next meeting. You only have one chance at this.

- **Update on Clinger Property – Mayor Lutz**

Mayor Lutz asked Mr. Sanderson if there was update on getting the bond for a recreation center on the ballot this year to get it funded. Mr. Sanderson stated that there was nothing new. Mayor Lutz stated that he had discussed this with Mr. Funk and with the interest rates going up this may not be a good time to pursue this and perhaps Clingers will be asked to allow another year to allow the town time to investigate the bond issue.

- **Economic Development Update – Councilman Larsen**

Councilman Larsen offered the following report:

- The county is still working on creating a board for the lodging tax. The lodging tax boards for the county are more restrictive than towns, so they are having to pick specific people to step up and volunteer for that.
- Because the majority of projects that we received from economic development really fit more into educational requests we are making a transition; we are looking to set up more of an educational type of structure where money goes to put on classes like how to better market your business, how to fill out a business plan which are very popular. These are the kind of networks that we are trying to cultivate. These have worked in Etna, Kemmerer and Afton.
- Even Kemmerer is beginning to build.

- **Motion to move into Executive Session per Wyoming State Statute 16-4-405 (a)(x) Employee Matters**

Councilman Larsen moved to move into Executive Session per Wyoming State Statute 16-4-405 (a)(x) employee matters. Councilman Fritz seconded the motion. There was no discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

Mayor Lutz excused the public. The council went into executive session at 19:59 p.m.

Mayor Lutz called the meeting back to order at 8:17 p.m. There was still a quorum of the council present.

- **Motion to ratify decisions made in executive session of June 21, 2022.**

Councilman Larsen moved to ratify decisions made in executive session on June 21, 2022. Councilman Dickerson seconded the motion. There was no discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

6. Tabled Items: None

TOWN OF ALPINE GENERAL FUND

CLAIMANT

22 SOUVENIRS LLC
ALPINE ACE HARDWARE
ALPINE EXCAVATION INC
ASCAP
AVAIL VALLEY CONSTRUCTION
BLACK MOUNTAIN RENTAL

ALLOWED

\$114.57
\$562.86
\$5,572.36
\$17.50
\$987.68
\$418.61

BLUE CROSS BLUE SHIELD	\$6,395.22
BROULIMS ALPINE	\$47.28
CARPENTER, ALANA	\$328.46
CASELLE	\$5,950.33
CASH (MOUNTAIN DAYS START-UP CASH)	\$300.00
COMTHECH DIGITAL SOLUTIONS	\$1,944.20
CONRAD & BISCHOFF	\$1,139.37
DEPATCO	\$511.34
DREAMLAND SKATEPARK	\$114,500.00
DRY CREEK ENTERPRISES	\$440.00
FDMS VISITOR CENTER CREDIT CARD LEASE	\$31.49
FIRST BANKCARD	\$2,524.66
FP MAILING SOLUTIONS	\$500.00
FRITZ, JUSTIN (MOUNTAIN DAY EXPENSE)	\$469.99
GREAT WEST TRUST COMPANY LLC	\$7,350.00
GUFFEY, DAWN	\$2,002.00
IDAWY WASTE DISTRICT	\$80.50
JENKINS BUILDING SUPPLY	\$483.85
LINCOLN COUNTY SHERIFF	\$606.50
LOWER VALLEY ENERGY	\$484.76
MERCHANT FEE	\$156.18
NORCO	\$49.29
PARKS, JEFF	\$120.00
PAYROLL	\$58,503.70
PENNY, BELINDA Cleaning	\$1,730.00
ROCKY MOUNTAIN COMPETATIVE SOLUTIONS	\$622.64
SALT RIVER MOTORS	\$29.95
SANDERSON LAW OFFICE	\$6,882.50
SILVER STAR COMMUNICATIONS	\$702.16
SIMPLE DETIALS PHOTOGRAPHS (MOUNTAIN DAYS)	\$140.00
STAR VALLEY DISPOSAL	\$285.00
STAR VALLEY INDEPENDENT	\$1,302.54
SUNRISE ENGINEERING	\$8,111.00
SURVEYOR SCHERBEL	\$34,850.00
TOWN OF ALPINE WATER DEPT	\$2,748.60
TSYS	\$197.72
TURFCO	\$10,000.00
UNITED STATES TREASURY	\$8,290.94
USDA FOREST SERVICE	\$644.00
VALLEY AUTO SUPPLY	\$83.64
VALLEY TECH, LLC	\$468.60
WESTERN STATES EQUIPMENT	\$1,600.07
WYOMING CHILD SUPPORT	\$464.56

WYOMING RETIREMENT	\$7,063.81
XEROX FINANCIAL SERVICES	\$272.64

TOWN OF ALPINE SEWER DEPARTMENT

CLAIMANT	ALLOWED
ALPINE ACE HARDWARE	\$97.54
ALPINE EXCAVATION LLC	\$3,796.26
BARBER SHOP, INC	\$1,859.34
BROULIMS ALPINE	\$17.52
CAMBRIAN WATER OPERATIONS	\$638,378.80
CASELLE	\$100.33
DRY CREEK ENTERPRISES INC	\$6,813.75
ENERGY LABORATORIES	\$97.00
FALL RIVER RURAL ELECTRIC	\$17.67
FIRST BANKCARD	\$200.00
JENKINS BUILDING SUPPLY	\$14.67
KUBWATER RESOURCES, INC	\$2,028.08
LOWER VALLEY ENERGY	\$2,414.49
MACY'S SERVICES	\$1,377.50
MISSION COMMUNICATIONS LLC	\$1,924.20
SILVERSTAR	\$264.64
SULOFF'S TOWING	\$305.00
TOWN OF ALPINE Payroll, postage	\$13,701.84
TOWN OF ALPINE WATER DEPT Billing fees, usage	\$132.53
TOWN OF PINEDALE	\$3,307.17
VALLEY TECH LLC	\$36.00

TOWN OF ALPINE WATER DEPARTMENT

CLAIMANT	ALLOWED
ALPINE ACE HARDWARE	\$120.49
ALPINE EXCAVATION LLC	\$5,886.25
BLACK MOUNTAIN RENTAL	\$1,024.98
CASELLE INC.	\$100.34
CONRAD & BISCHOFF	\$621.01
CORE AND MAIN	\$17,739.66
DEPATCO	\$873.86
FERGUSON	\$450.00
H.D. FOWLER	\$2,658.14
HARKER FAMILY, LTD	\$16.00
JENKINS BUILDING SUPPLY	\$328.28
LINCOLN WATER QUALITY LAB Water testing	\$155.00
LOWER VALLEY ENERGY	\$2,384.13
MERCHANT FEES	\$1,916.27

MISSION COMMUNICATIONS LLC	\$1,804.20
ONE CALL OF WYOMING	\$69.75
SILVER STAR COMMUNICATIONS	\$280.33
SUNRISE ENGINEERING INC.	\$2,534.50
TOWN OF ALPINE Payroll, postage	\$13,394.85
TOWN OF ALPINE SEWER Usage	\$37,483.17
USA BLUEBOOK	\$124.57

7. Adjournment:

Councilman Fritz moved to adjourn the meeting. Councilman Dickerson seconded the motion. There was no discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

Mayor Lutz adjourned the meeting at 8:18 p.m.


 W. Kennis Lutz, Mayor


 Date

Minutes taken and transcribed by:


 Sharon Backus, Town Clerk/Treasurer


 Date

Attest:




 Sharon Backus, Town Clerk/Treasurer


 Date

** The minutes are a brief summary of a taped recording of this meeting. **

