



**Town of Alpine
COUNCIL MEETING MINUTES**

**DATE: July 18, 2017
TIME: 7:00 p.m.**

**PLACE: Town Council Chambers
TYPE: Regular Meeting**

- 1. CALL TO ORDER:** Mayor Kennis Lutz called the meeting to order at 7:00 p.m. Mayor Lutz led the attendees in the Pledge of Allegiance.
- 2. LETTER OF RESIGNATION FROM MELINDA RIMINI:** Sharon Backus, Clerk/Treasurer read the letter of resignation from Ms. Rimini into the Record.
ROLL CALL: The roll call was conducted by Sharon Backus, Clerk/Treasurer. Council Present: Adam Farnsworth, Jeremy Larsen, Larry Rosenwinkel and Mayor W. Kennis Lutz. A quorum of the Council was established.

3. APPROVAL OF CONSENT AGENDA:

Town Council Meeting Minutes – June 20, 2017

Planning & Zoning Minutes – May 23, 2017; June 13, 2017; and June 27, 2017

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

WBC Alpine Commercial Expansion # 4 (\$18,944.00) Buffalo Drive Paving

MRG 15023 – Payment Request # 14 (\$60.00) Snake River Bridge Lines

Councilman Larry Rosenwinkel moved to approve the Consent Agenda. Councilman Jeremy Larsen seconded the motion. There was no discussion. **Vote: 4 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

4. ON – GOING BUSINESS:

- Presentation to Thayne Senior Center:** Mayor Lutz presented a check to the Thayne Senior Center in the amount of \$3,000. Representatives of the Thayne Senior Center were Dan Carter and Melinda Pebbles. Mr. Carter and Ms. Pebbles thanked the Town of Alpine for the generous donation and stated that Alpine's support was appreciated.
- Presentation to Star Valley Chamber of Commerce:** Mayor Lutz presented Representatives Ms. Sarah Hale, Ms. Merridee Matson and Mr. David Miller of the Star Valley Chamber of Commerce with a check in the amount of \$1,500. Ms. Hale thanked the Alpine Town Council for their continued support.
- Star Valley Quilt Trail Update – Shirley Greenhoe and Donna Viljack**
Ms. Shirley Greenhoe addressed the council stating, "We are here again after a few years with our idea of a Star Valley Quilt Trail which is now a reality." When we started with this idea, we were under the umbrella of the Star Valley Arts Council but that has changed and we now have our own 501 (c)(3) with our own accounts, our own board standing on our own two feet. We are using the Alpine Civic Center on August 17-19, 2017 and a few days before for setup and a few days after that

for cleanup. We immensely appreciate the Town of Alpine letting us use the civic center facility for this event. The five towns will feature the following:

- Alpine will have quilts, vendors, and an antique exhibit on the stage;
- Etna will have quilts and vendors and will feature the "Supper Quilt" which is 5-1/2' x 14' quilt with 51,000 one inch squares depicting Da Vinci's Last Supper;
- Town of Star Valley Ranch will have the Solar Eclipse Challenge quilts on display and some antique quilts;
- Thayne will have quilts and vendors and antique exhibit on their stage;
- Afton has received permission from the Call family to display quilts around the Aircraft Museum plus our guest artist Ricky Tims will be doing a one day master class as well as a concert that night.

To date there are 148 quilts for exhibit in the Quilt Trail and more have been promised. Ms. Greenhoe asked for permission to put signs up at the civic center and at either end of town in the blank areas on the current signage. Mayor Lutz gave permission for them to use this space for their event signs and also for sandwich signs along Highway 89 directing visitors to parking.

Ms. Greenhoe reported that so far with donations and assistance from the Economic Council, the Star Valley Quilters have raised approximately \$40,000.

- **Approve bid for Buffalo Drive Extension and Utility Project**

Councilman Jeremy Larsen moved to award the bid for the Buffalo Drive Extension and Utility Project to Kilroy Construction in the amount of \$626,190 and to authorize Mayor Lutz to sign the bid award on behalf on the Town of Alpine. Councilman Larry Rosenwinkel seconded the motion. Mayor Lutz stated that this project should get started within the next two to three weeks. **Vote: 4 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

- **Planning and Zoning Commission Update; P & Z Recommendation for Zoning District for Melvin Brewing – Rex Doornbos**

Mr. Rex Doornbos of the Planning and Zoning Commission reported that there are permits issued for 3 Multi-Unit Residences; 6 Single Family Residences; 12 Light Construction; 7 Additions; 11 Fences and 9 Sheds.

The Planning and Zoning Commission wanted me to discuss the \$500 deposit collected at the beginning of the permitting process to cover items such as extra inspections, landscaping and so forth which must be completed before the Certificate of Occupancy (C. of O.) is issued.

Mayor Lutz stated that at the last council meeting a Temporary Certificate of Occupancy was discussed for situations such as finishing the building in the winter but the landscaping cannot be completed at that time. The final C. of O. would not be issued until the landscaping was finished.

Mr. Doornbos stated that the commission wanted to assure that no home loans would be adversely affected by this delay of temporary versus permanent occupancy. The commission also discussed the terms which would have to be a year not six months as there are six months when landscaping could be done due to weather. The commission questioned if \$500 was enough.

Discussion ensued amongst the council and Mr. Doornbos with different hypothetical scenarios being considered. Mr. Jim Sanderson, Town Attorney asked why the Town of Alpine was in the business of telling people what they do or do not need to do as far as landscaping because the town has provisions under their ordinances which state that if the ordinance is not followed, the

individual/entity can be fined \$750. Mr. Sanderson stated that the C. of O. will not be issued until all fees, fines, re-inspections are paid.

Mayor Lutz stated that his only concern was holding up someone's financing for landscaping in December which cannot be done until weather permits. This was the rationale behind the Temporary Certificate of Occupancy. Mr. Sanderson stated that this makes sense, but if the bills are not paid, the project is not done and the Certificate of Occupancy is not issued.

Mr. Doornbos stated that the commission had discussed the Bed and Breakfast item again. Councilman Rosenwinkel stated that that item had been decided by the council at the last meeting and was finalized that it should remain in the R1 section as well as the MRC section of the Land Use and Development Code, (LUDC).

Mr. Doornbos then discussed the proposed changes to the L1 Light Industrial portion of the LUDC. This Light Industrial Zone is what the commission is recommending for Melvin Brewing. The commission was able to incorporate what Melvin Brewing wants to do over there and what they are doing over there into Light Industrial it works out well with the ordinance.

Mr. Doornbos thanked the council for the raise on behalf of the commission.

- **Third Reading: 246 Ordinance No. 2017-01 Adopt the Alpine Land Use Development Code**
Sharon Backus, Clerk/Treasurer read 246 Ordinance No. 2017-01 into the record for the third reading.

Councilman Larry Rosenwinkel moved to adopt 246 Ordinance 2017-01 Land Use and Development Code on third reading. Councilman Adam Farnsworth seconded the motion.

The council chose to split the main motion into its component parts and consider each proposed change to the Land Use & Development Code (LUDC) individually and then to take up the main motion in its entirety.

Councilman Larry Rosenwinkel moved to amend the LUDC to strike Article 2.5, Section 2-501 (d) to require a deposit in its entirety and to update the alphabetization of the remainder of the section found on page 43. Councilman Adam Farnsworth seconded the motion. There was no further discussion. **Vote: 4 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

Councilman Larry Rosenwinkel moved to amend the LUDC to add back into the Single Family Residential District found on page 44, Article 3.2, Section 3-202 (b) (3) the Bed and Breakfast operation in the principal residence on the property that is operated by the property owner. Councilman Jeremy Larsen seconded the motion. There was no further discussion. **Vote: 4 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

Councilman Adam Farnsworth moved to amend the LUDC to add into the Mixed Residential and Commercial District found on page 53, Section 3-204 (b) (3) the Bed and Breakfast operation in the principal residence on the property that is operated by the property owner. Councilman Jeremy Larsen seconded the motion. There was no further discussion. **Vote: 4 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

Councilman Adam Farnsworth moved to amend the LUDC to add into the L1 Light Industrial District found on page 62, Section 3-206 (b) (1) the words "canning and/or bottling". Councilman Jeremy Larsen seconded the motion. There was no further discussion. **Vote: 4 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

Councilman Larry Rosenwinkel moved to amend the LUDC to add into the L1 Light Industrial District found on page 63, Section 3-206 (b) (10) Eating/drinking establishments, specific to the distribution business; which could include: cafes/restaurants tap and/or testing rooms, branded merchandize; and (11) Mobile food dispensaries. Councilman Adam Farnsworth seconded the motion. There was no further discussion. **Vote: 4 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

The Council then returned to take up the main motion.

Councilman Larry Rosenwinkel moved to adopt 246 Ordinance 2017-01 Land Use and Development Code on third reading with all edits to the Town of Alpine Land Use & Development Code. Councilman Adam Farnsworth seconded the motion. There was no discussion. **Vote: 4 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

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

- **Planning and Zoning Commission Recommendation for Melvin Brewing Zoning**

Councilman Larry Rosenwinkel moved to zone the Melvin Brewery property as Light Industrial per the Planning and Zoning Commission recommendation. Councilman Jeremy Larsen seconded the motion. There was no discussion. **Vote: 4 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

- **Dog Issues in the Town of Alpine – Skylar Atkins**

Mr. Skylar Atkins addressed the Council stating that the dog situation has been getting out of control and he has had five or six different dogs in his yard on any given day. This is annoying. Some of the dogs are aggressively growling and barking. Mr. Atkins stated that he had filed a formal complaint against a dog who barks continuously until 11:00 pm. That situation has been resolved since the complaint was filed. In general, people are letting their dogs out to roam the neighborhood. Mr. Atkins stated that this is worrisome as he has a four year old child and some of these dogs demonstrate aggressive behavior.

Mayor Lutz stated that filing the complaint worked. This was given to the Municipal Officer and he took care of the problem. If we do not receive complaints, we do not know what is going on.

Economic Development Update:

Councilmen Jeremy Larsen gave the following report. The Star Valley Quilters already gave their update. It is summer and everyone is trying to keep their heads above water.

Ms. Sarah Hale of the Chamber of Commerce asked that the Town of Alpine plan to give 100 items for inclusion into the registration bags for the Wyoming Airport Operators Conference on September 19-20, 2017.

Ms. Hale reported that the Wyoming Cultural Trust Fund just awarded \$150,000 in grants but no one in Lincoln County applied for a grant. This funding is for anything that preserves culture. An event such as Mountain Days could apply for some funding from this trust. In 2018 the applications are due in the spring and the grants are awarded in June.

Councilman Larsen stated that the county is working on their budget, logging contracts and grazing prospects for Bridger-Teton Forest.

Ms. Merridee Matson stated that anything that the Economic Development Joint Powers Board funds, Elaina Zemple will have statistics on to provide information on money spent on an event on lodging, meals and so forth. This includes how many people came to an event, where did they come from, how much money they spent per person per day and so forth. This is useful information for future events. The estimate of tax dollars from an event can be predicted.

Tabled Items: Letter from Laurie Vasko - Forgiveness of Sewer Connection Fee

TOWN OF ALPINE GENERAL FUND

CLAIMANT	ALLOWED
AFLAC	\$462.28
ALPINE MOUNTAIN DAYS Expenses -AMD Account	\$9,892.00
ANIMAL HUMANE SOCIETY	\$1,000.00
BLACKTOP PROS, LLC	\$1,659.20
BLUE CROSS BLUE SHIELD OF WYOMING	\$8,434.09
BROULIMS ALPINE	\$185.95
CASELLE	\$56.77
CANYON AUTO & DIESEL	\$657.68
DRY CREEK ENTERPRISES INC.	\$60.00
ELAN CITY Electronic Speed and Recording Signs	\$10,692.00
FIRST BANKCARD	\$2,094.03
GARRISON, JACK Dump Fees for Fireworks Boxes	\$36.00
GREAT WEST TRUST COMPANY LLC	\$1,860.00
HALSTEAD, DAN Mileage reimbursement	\$81.86
HASLER	\$562.44
HUNT CONDTRUCTION Dust Guard	\$5,057.50
JENKINS BUILDING SUPPLY	\$206.62
LEXIS LAW PUBLISHING	\$157.10
LINCOLN COUNTY SHERIFF'S OFFICE	\$15,406.50
LINCOLN COUNTY WEED AND PEST Side by side sprayer	\$8,800.00
LOWER VALLEY ENERGY	\$434.55
PAYROLL	\$18,136.72
PENNY, BELINDA Cleaning	\$1,012.50
SANDERSON LAW OFFICE	\$2,000.00
SILVER STAR COMMUNICATIONS	\$510.76
STAR VALLEY CHAMBER OF COMMERCE	\$1,500.00
STAR VALLEY DISPOSAL	\$145.55
STAR VALLEY INDEPENDENT	\$581.50
THAYNE SENIOR CENTER	\$3,000.00
TOWN OF ALPINE WATER DEPT	\$937.27
UNITED STATES TREASURY	\$5,768.76
USDA FOREST SERVICE Tree cutting permits	\$727.00
VALLEY TECH, LLC	\$55.00
VANDEBURG EXCAVATION, Road work	\$320.00
WYOMING ASSOCIATION OF MUNICIPALITIES Dues	\$1,053.32

WY ASSOCIATION-RISK MANAGEMENT	\$8,163.06
WY DEPT. WORKFORCE SERVICES	\$2,069.20
WYOMING RETIREMENT SYSTEM	\$3,346.08
XEROX CORPORATION	\$603.03

TOWN OF ALPINE SEWER DEPARTMENT

CLAIMANT	ALLOWED
CASELLE	\$56.78
DRY CREEK ENTERPRISES INC.	\$3,300.00
ENERGY LABORATORIES, INC.	\$29.00
FALL RIVER ELECTRIC	\$5.00
FIRST BANKCARD	\$1,166.70
JENKINS BUILDING SUPPLY	\$217.92
LOWER VALLEY ENERGY	\$2,216.28
LUBING LAW GROUP	\$333.15
RENDEZVOUS ENGINEERING PC	\$4,732.50
ROBERT WAGNER	\$100.00
SILVERSTAR	\$215.69
TOWN OF ALPINE Payroll, postage	\$6,009.10
TOWN WATER DEPT Billing fees, usage	\$133.76
USA BLUEBOOK	\$31.95
WY ASSOCIATION RURAL WATER	\$330.00
WY ASSOCIATION-RISK MANAGEMENT	\$11,000.00

TOWN OF ALPINE WATER DEPARTMENT

CLAIMANT	ALLOWED
ALOTA SAND & GRAVEL	\$760.41
CASELLE, INC.	\$56.78
CANYON AUTO & DIESEL	\$261.24
ENERGY LABORATORIES, INC.	\$480.00
FERGUSON WATERWORKS	\$184.40
FIRST BANK CARD	\$459.22
H. D. FOWLER COMPANY	\$665.94
JENKINS LUMBER	\$302.83
LINCOLN WATER QUALITY LAB Water testing	\$54.00
LOWER VALLEY ENERGY	\$1,904.67
OFFICE OF STATE LAND & INVESTMENT Loan payment	\$7,408.99
ONE CALL OF WYOMING	\$15.75
SILVER STAR COMMUNICATIONS	\$176.16
TOWN OF ALPINE Payroll, postage	\$12,387.43
TOWN OF ALPINE SEWER Usage	\$27,721.12
USA BLUEBOOK	\$172.57

Adjournment:

Councilman Jeremy Larsen moved to adjourn the meeting. Councilman Adam Farnsworth seconded the motion. There was no discussion. Vote: 4 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.

Mayor Lutz adjourned the public meeting at 7:48 pm.


W. Kennis Lutz, Mayor


Date

Minutes taken and transcribed by:


Sharon Backus, Town Clerk/Treasurer


Date

Attest:




Sharon Backus, Town Clerk/Treasurer


Date

** Minutes are a brief summary of the taped recording of the meeting. **