



**Town of Alpine
COUNCIL MEETING MINUTES**

**DATE: September 18, 2018
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. ROLL CALL:** The roll call was conducted by Sharon Backus, Clerk/Treasurer. Council Present: Adam Farnsworth, Justin Fritz, Robert LaPier, Jeremy Larsen and Mayor W. Kennis Lutz. A quorum of the Council was established.

3. ADOPT THE AGENDA:

Councilman Larsen moved to adopt the agenda. Councilman Fritz 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 – August 21, 2018
Planning & Zoning Meeting Minutes – July 24, 2018; August 14 and August 28, 2018
Approval of Town Bills – See Attached Check Detail of Bill Payments
Approval of WBC Alpine Park Apartments Pay Request # (\$29,749.00)
Approval of WBC Buffalo Dr. Commercial Expansion Amended Request # 9
(\$1,361.00)
Approval of Change Order # 1 Kilroy LLC for Buffalo Dr. Commercial Expansion (date change only)**

Councilman Farnsworth 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. ON – GOING BUSINESS:

- **Presentation of Revised Timber View Estates PUD – Marlowe Scherbel of Surveyor Scherbel LTD**

Mr. Marlowe Scherbel of Surveyor Scherbel, LTD presented the changes to the Timber View Estates PUD. The changes include additional landscaping with trees on the outside of the fence along Jordan Canyon Road; extension of the bike path within the sixty foot easement; relocation of some of the workforce homes within the development; an increase in the snow storage from thirty to forty feet with additional space in the park and the end of the hammerhead; and parking was adjusted by decreasing to three spaces per unit. The plan complies with the PUD requirements for Lincoln County, Wyoming. No variances are being requested.

Mayor Lutz asked Sharon Backus, Clerk/Treasurer to read the Alpine Town Council's statement into the record. This statement is in response to the public workshop held September 6, 2018.

It is not within the purview of the Town of Alpine to approve or disapprove the Timber View Estates PUD. The property discussed herein lies entirely within the jurisdiction of Lincoln County, Wyoming. It is a current requirement that the Town be allowed to comment on the proposed PUD because of the proximity to the town boundaries. The Town of Alpine's concern is limited to the possibility of future annexation of the area.

As a courtesy, the town held a public workshop to afford residents the opportunity to voice their opinion. The major concerns expressed were:

- *Density*
 - *While the density may exceed the town's current regulations for a portion of the Timber View Estates PUD, this can and will be addressed at annexation likely through changes to the Land Use and Development Code (LUDC).*
- *Zoning*
 - *All existing land uses allowed by the current Lincoln County zoning will be acknowledged and permitted by the Town of Alpine either through existing zones or new zones created for this area through modifications to the LUDC.*
- *Landscaping*
 - *Green space is identified on the site plan*
 - *The Alpine Planning and Zoning Commission is recommending removal of landscaping requirements from the LUDC so this would not be an issue upon annexation.*
- *Snow storage*
 - *This has been identified on the site plan.*
- *Fire District concerns*
 - *Adequate fire hydrants and turn-around space meets or exceeds their requirements. Service to this area is part of the Alpine Fire District already so annexation is not a concern to the Alpine Fire District.*

In summary, there is nothing in the Timber View Estates PUD that would preclude future annexation. The purpose of annexation is to provide for the protection of the health, safety and welfare of the persons residing in the area and in the Town of Alpine. There is no evidence to suggest that future annexation of this area will adversely affect the health, safety or welfare of the residents of the Town of Alpine. Furthermore, the urban development of the area sought to be annexed in the future would constitute a natural, geographical, economical and social part of the Town of Alpine.

Residents of the Town of Alpine who still have objections to the Timber View Estate PUD are encouraged to voice their complaints to the Lincoln County Commissioners with whom the final approval or disapproval of this proposed project rests.

Messrs. Tom Coletti, Rick Bickner, Byron Baker, Dale Cotto, Chris Morosco, Walt Riker, Mses. Victoria Bickner and Molly Matthaei all spoke in opposition to the project. The chief complaints germane to the Timber View Estates PUD are summarized as follows:

- Density – the development is too densely populated;
- Age of buildings and uncertainty of proposed life expectancy of used buildings;
- Landscaping -Uncertainty of developer following through with proposed additions;
- Scenic pollution – approach to Alpine is an eyesore;
- Increased traffic with maintenance of Jordan Canyon Drive;
- Adverse effect on property values; and
- Likelihood of this project being approved were it proposed in Teton County and has the project been submitted to Teton County.

There were no public comments in support of the Timber View Estates PUD project.

This was followed by discussion among the council. The project has been a topic of discussion for months. This is a county project, not a town project. The consensus from the council is that less density and all single family dwellings throughout the proposed development is favored. The council acknowledges that housing is a problem in Alpine, but controlled growth is favored. This current rendering of the project is the most acceptable to date, but it is still too dense.

Councilman Larsen moved to recommend approval of the Timber View Estates PUD to Lincoln County Planning and Zoning contingent upon modifying the current rendering by changing all units to Single Family Dwellings; decrease total units from twenty to eighteen thereby increasing the open space; trees are to be planted along the perimeter and along Jordan Canyon Drive and there must be per unit storage with usable deck space. Councilman Fritz seconded the motion. Discussion ensued. Vote: 3 Yes (Larsen, Farnsworth and Fritz), 1 No (LaPier), 0 Abstain, 0 Absent. Motion Carried.

A brief recess was taken at 8:19 p.m.; the meeting resumed at 8:22. There was still a quorum of the council present.

- **Planning and Zoning Update – Rex Doornbos**

Mr. Rex Doornbos of the Planning and Zoning Commission addressed the council and gave the following report. The commission receives an average of two building permits per meeting. The commission received its first building permit application from Alpine Meadows which was approved without a hitch. The commission is discussing congregated housing which is applicable to the Timber View Estates PUD. Congregated housing falls under a category already in the IRC code book. The problem with our current version of the Land Use and Development (LUDC) is the requirement that a maximum of three unrelated people are allowed per dwelling. Along with workforce housing, congregated housing could include many things including barracks, dormitories and assisted living projects. The latter may be a consideration with the construction of the new medical center. The commission needs to work on the parameters of congregated housing so should a situation like the workforce housing come up again we will have the appropriate zoning and locations in place. Congregated housing is considered in terms of occupancy. The congregated housing will be a winter project for the commission as will the review and update of the Town of Alpine Master Plan.

- o **Update on Affidavit Modifications**

Mayor Lutz stated that at the last council meeting, the Planning and Zoning Commission was tasked with revising the shed affidavit to reduce the existing affidavit from fifteen pages to two. The references need to be added.

Mr. Doornbos stated that the commission had not addressed this item yet but would work on it. The beauty of the affidavits is that the petitioner does not need to go in front of the commission for approval.

- **Motion to Approve 440 Resolution No. 09-18-18 A Resolution Certifying Compliance with the Conditions and Procedures for Annexation in Accordance with W.S. 15-1-404 (B) (2017) (Garaman Annexation):**

Mayor Lutz recused himself from this agenda item. Deputy Mayor Jeremy Larsen presided.

Sharon Backus, Clerk/Treasurer read 440 Resolution No. 09-18-2018 into the record.

Councilman LaPier moved to adopt 440 Resolution No. 09-18-2018 "A Resolution Certifying Compliance with the Conditions and Procedures for Annexation in Accordance with W.S. 15-1-404 (B) (2017)". Councilman Fritz seconded the motion. Mr. Marlowe Scherbel asked for clarification on the annexation of roads as depicted or if the map should change. It is to be left as is. **Vote: 4 Yes, 0 No, 1 Abstain (Lutz), 0 Absent. Motion Carried.**

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

Mayor Lutz resumed his position as presiding officer.

- **Motion to Approve 2018-2019 Snow Removal Contract Authorizing Mayor Lutz to Sign on Behalf of the Town of Alpine**

Councilman Larsen moved to approve the 2018-2019 Snow Removal Contract with Northstar Construction and to authorize Mayor Lutz to sign the contract on behalf of the Town of Alpine. Councilman Fritz seconded the motion. There was no discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

- **WY Cowboy Challenge Academy – April Corwin**

Ms. April Corwin, Public Relations Specialist, addressed the council giving each a brochure on the "WY Cowboy Challenge Academy. Ms. Corwin explained that she covers six counties including Lincoln and Teton counties. There are currently two students from this area, one from Jackson and one from Afton. This is a 5½ month program for at-risk youth between 16-18 years of age. These students work on their education through credit recovery via online classes so they are able to go back to their high school and graduate or they can participate in the "high set" which leads to completion of the GED with trade training included. Trades that are offered are CDL, heavy equipment operator, warehousing and phlebotomy to name a few. The Academy is located in Guernsey where the National Guard trains and is funded by the National Guard. It is military style training and requires 35 hours of volunteer hours before graduation from the program. The students' progress is monitored for one year after completing the program and mentors are provided for the graduates. There are two classes per year commencing in January and July. This program is free to the students and their families as it is funded by the State of Wyoming and the Federal Government.

- **Request Revision of Dog Leash Law; Dog Leash Violations; Dogs at Large – Don Cribbins**

Mr. Don Cribbins addressed the council with his neighborhood's concerns about dogs at large. There is a current ordinance that requires dogs to be on a leash or under voice control. The under control part should be eliminated and strictly require "all dogs must be on a leash". A number of dogs seen that are not on a leash have no collar so one is unable to determine if they have had a rabies vaccine which is a risk with the skunks and raccoons in the area. There is a dog problem in Alpine.

Mayor Lutz stated that this ordinance is under review and will take three readings to change. This is something the council can work on during the winter months.

- **Code Enforcement Complaint from Alpine Citizens – Jeremy Larsen**

Councilman Larsen reported that on August 27, 2018 a complaint was filed on 700 Sunset Drive for violations of Ordinances sections 101-01 (abandoned vehicles); 101-02 (abandoned unused property); 103-01 (clean and orderly premises) and 103-05 (littering prohibited). The complaint was replete with pictures of the disorderly property. The Code Enforcement Officer spoke to Mr. Walker. A trailer with snowmobiles; a trailer with a hot tub; two unlicensed cars and a boat are still in the yard, but rubbish in the yard has been removed. The yard looks much better.

Ms. Sarah Hale informed the council of a program titled "Senior Capstone" administered by Mr. McKay Erickson of the Star Valley High School which may be able to assist Mr. Walker with tidying up his property. The contact information will be given to Mr. Dan Halstead, Code Enforcement Officer to liaise with Mr. Walker.

Mayor Lutz stated that the council will need to review the ordinances as not all of the vehicles are out of compliance but Mr. Walker's yard is in disarray.

Mayor Lutz stated that the town is working with the Town Prosecutor in the process of updating fine schedule for violations. One offense that needs a larger fine is the fireworks violation. With the forest and fire danger, it is just a matter of time before tragedy could hit Alpine. It must be punitive and a fine of \$1,000 could accomplish that.

- **Response to Complaint from Alpine Citizens – Dan Walker**

Mr. Walker was not in attendance.

- **Economic Development Update – Councilman Larsen**

There was no meeting due to lack of a quorum.

- **Chamber of Commerce Update – Sarah Hale**

Ms. Hale offered the following report:

- Miles Primm a videographer has been hired by SV Media to assist with the broadcast of four ballgames every weekend in Kemmerer, Bear Lake, Star Valley and Pinedale. His wife has a communications degree so the Chamber is using her great communication skills to work for the Chamber;
- The Chamber of Commerce is working on videos of each community and what makes them great so Alpine's video could feature snowmobiling, Mountain Days, Car Show and other activities including the outdoor Mecca of fishing and hunting;

- o Southwest Tourism Board is still working with the message, "Step Back and Step Away"; and
- o There have been five new fires in five days which have forced relocation of game and bears following the game. Bears have been sighted in Star Valley Ranch, Swift Creek and Fairview.

6. Tabled Item(s): None

TOWN OF ALPINE GENERAL FUND

CLAIMANT	ALLOWED
ACCOUNT MERCHANT FEES	\$19.86
22 SOUVENIRS LLC	\$774.02
AFLAC	\$462.28
ALOTA SAND & GRAVEL	\$26.66
BLACK MOUNTAIN RENTAL	\$489.34
BLUE CROSS BLUE SHIELD OF WYOMING	\$6,680.99
BROULIMS ALPINE	\$189.24
CASELLE	\$56.77
DRIFTWOOD PIZZA	\$351.57
DRY CREEK ENTERPRISES	\$300.00
FIRST BANKCARD	\$1,142.28
GREAT WEST TRUST COMPANY LLC	\$5,700.00
GUFFEY, DAWN	\$1,680.00
H-K CONTRACTORS	\$2,782.00
HALSTEAD, DAN Reimburse mileage	\$153.69
HEAVY DIESEL LLC	\$1,307.51
JENKINS BUILDING SUPPLY	\$229.41
JL CONCRETE & CONSTRUCTION	\$9,930.00
KILROY LLC	\$923.63
LUTZ, KENNIS	\$234.35
LINCOLN COUNTY SHERIFF	\$406.50
LOWER VALLEY ENERGY	\$382.23
PAYROLL	\$19,212.28
PENNY, BELINDA Cleaning	\$750.00
NAPA	\$156.79
NORMONT EQUIPMENT	\$99.46
SANDERSON LAW OFFICE	\$2,266.50
SILVER STAR COMMUNICATIONS	\$636.82
STAR VALLEY DISPOSAL	\$431.00
STAR VALLEY INDEPENDENT	\$171.00
TOWN OF ALPINE CAR SHOW	\$3,844.95
TOWN OF ALPINE WATER DEPT	\$901.87
UNITED STATES TREASURY	\$5,393.44
VALLEY WIDE COOPERATIVE	\$1.00
VANDEBERG EXCAVATION INC	\$3,500.00
WYOMING CHILD SUPPORT	\$424.00

WYOMING RETIREMENT SYSTEM	\$3,883.76
XEROX CORPORATION	\$547.93

TOWN OF ALPINE SEWER DEPARTMENT

CLAIMANT	ALLOWED
BARR ENTERPRISES	\$44.70
CASELLE	\$56.78
FALL RIVER ELECTRIC	\$8.29
FIRST BANKCARD	\$96.00
H.D. FOWLER	\$79.64
HEAVY DIESEL LLC	\$130.53
JENKINS BUILDING SUPPLY	\$252.66
LOWER VALLEY ENERGY	\$1,873.54
OFFICE OF STATE LANDS & INVESTMENTS	\$200,000.00
ROCKY MOUNTAIN CUMMINS	\$2,673.20
SILVERSTAR	\$202.21
SOLV BUSINESS SOLUTIONS	\$244.27
THOMAS DRILLING	\$549.00
TOWN OF ALPINE Payroll, postage	\$6,246.72
TOWN WATER DEPT Billing fees, usage	\$2,629.32

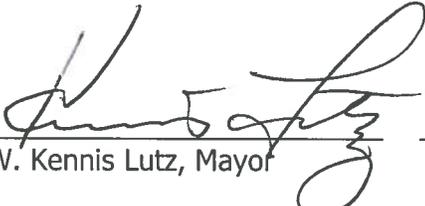
TOWN OF ALPINE WATER DEPARTMENT

CLAIMANT	ALLOWED
AAA PLUMBING	\$389.11
ALL STAR AUTO	\$654.66
ALLIED DIVING SERVICES	\$5,400.00
BROULIMS	\$148.24
CASELLE INC.	\$56.78
CORE & MAIN	\$168.60
FERGUSON WATERWORKS	\$2,518.43
FIRST BANK CARD	\$454.57
HEAVY DIESEL LLC	\$881.25
JENKINS LUMBER	\$199.10
LINCOLN COUNTY CLERK	\$12.00
LINCOLN WATER QUALITY LAB Water testing	\$54.00
LOWER VALLEY ENERGY	\$2,270.67
MERCHANT FEES	\$1,454.65
ONE CALL OF WYOMING	\$24.00
SILVER STAR COMMUNICATIONS	\$323.13
TIBBITTS, DAVID	\$83.02
TOWN OF ALPINE Payroll, postage	\$10,385.42
TOWN OF ALPINE SEWER Usage	\$28,634.97
VANDEBERG EXCAVATION	\$670.00

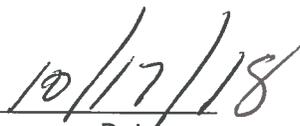
Adjournment:

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

Mayor Lutz adjourned the meeting at 9:06 p.m.



W. Kennis Lutz, Mayor



Date

Minutes taken and transcribed by:

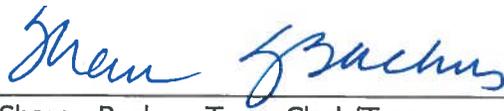


Sharon Backus, Town Clerk/Treasurer

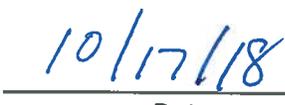


Date





Sharon Backus, Town Clerk/Treasurer



Date

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