



Town of Alpine COUNCIL MEETING MINUTES

**DATE: February 18, 2020
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, Jeremiah 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 – January 21, 2019
Planning & Zoning Meeting Minutes – January 11, 2019
Approval of Town Bills – See Attached Check Detail of Bill Payments
Approval of Catering Permit TIDAN, Inc. – Top of the Rockies McNeil Fundraiser
April 18, 2020; Rocky Mountain Elk Foundation Ladies Banquet May 8, 2020 and
Alpine Mountain Days June 26-28, 2020
Grant Licensing Authority Approval for use of TI DAN, Inc. dba Tavern on the
Greys Retail Liquor License for Catering NRA Banquet outside of Town of Alpine
Jurisdiction (Requires Catering Permit Application through Lincoln County)**

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

5. ACTION ITEMS/NEW BUSINESS:

- **Request the Council to Adopt a Permanent Noxious Weed Ordinance for First Reading March 17, 2020 – Alpine Noxious Weed Advisory Committee (ANWAC):** – Ms. Jan Hansen representative of the ANWAC addressed the council referencing 269 Ordinance No. 2019-06, an emergency ordinance adopted to regulate and eradicate noxious weeds in the Town of Alpine. Ms. Hansen stated that this emergency ordinance was now expired. The ANWAC is requesting that the Town of Alpine adopt a permanent ordinance

fashioned after the previous emergency ordinance and have it prepared for first reading on March 17, 2020.

Sharon Backus was directed to have the noxious weed ordinance prepared for first reading on March 17, 2020.

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

Mr. Rex Doornbos of the Planning and Zoning Commission addressed the council and stated that there were four points he wished to make. The first is that Star Valley Health submitted a set of plans and are planning to come in for a building permit at the March commission meeting. Both Broulims and Star Valley Health have been great to work with and their plans are great.

Second, Melvin Brewing had a court date on Wednesday. Christine, Dan and I were there. The process went well. They plan to rectify the non-conforming structure by May 1st. The court set another court date, so Melvin Brewing is still under a timeline. They have indicated they want to fix the building permit. Mr. Doornbos stated that he had driven by last week and the pergola was roped off to prohibit access to the public.

Third, is a point brought up at the last meeting and that is updating the Alpine Master Plan. Mr. Doornbos asked if the council had a recommendation of a professional to draft or update the master plan. Mayor Lutz did not have a suggestion, but asked Karl Scherbel if he knew of a capable professional. Mr. Doornbos stressed the importance of this as he expects a "building explosion" in Alpine this summer.

Fourth, Broulims came in with a request for plat reviews. The one the council needs to act on tonight involves changes the water and sewer easements and Karl Scherbel has the Mylar with him. The Planning and Zoning Commission recommends the council approve the amended subdivision map.

- **Motion to Authorize Mayor Lutz to Sign Mylar of the Amended Subdivision Plat for Snake River Junction Fourth Filing per Planning and Zoning Commission Recommendation**

Councilman LaPier moved to authorize Mayor Lutz to sign the Mylar of the Amended Subdivision Plat for Snake River Junction Fourth Filing per Planning and Zoning recommendation. Councilman Fritz seconded the motion. There was no discussion.
Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried. The Mylar was signed by Mayor Lutz.

- **Recommendation of Planning and Zoning Commission for Approval of the Minor Subdivision Application (Replat) for Broulim Addition (Snake River Junction)** This item will be considered by the town council on March 17, 2020.

Mr. Doornbos stated that the commission also recommends the approval of the Minor Subdivision Application.

- **Motion to Adopt 463 Resolution No. 02-18-2020 "Amend and Adopt in its entirety the Town of Alpine Policy and Procedure Manual".** Sharon Backus, Clerk/Treasurer read 463 Resolution No. 02-18-2020 into the record.

Councilman Fritz moved to adopt 463 Resolution No. 02-18-2020 "Amend and Adopt in its entirety the Town of Alpine Policy and Procedure Manual" with the addition of "prohibition of using town owned vehicles and equipment for personal use".

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

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

- **Motion to Adopt 464 Resolution No. 02-18-2020 "Resolution Authorizing the Mayor of the Town of Alpine, Wyoming to Execute the Lease Agreement between Bank of Star Valley and the Town of Alpine, Wyoming".**

Councilman Larsen moved to adopt 464 Resolution No. 02-18-2020 authorizing the Mayor of the Town of Alpine, Wyoming to execute the Lease Agreement between Bank of Star Valley and the Town of Alpine, Wyoming. Councilman Fritz seconded the motion. There was no discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

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

- **Motion to Adopt 465 Resolution No. 02-18-2020 "Resolution Authorizing the Mayor of the Town of Alpine, Wyoming to Enter into and Execute the Lease Agreement between Bank of Star Valley and the Town of Alpine, Wyoming".**

Councilman Fritz moved to adopt 465 Resolution No. 02-18-2020 authorizing the Mayor of the Town of Alpine, Wyoming to enter into and execute the Lease Agreement between Bank of Star Valley and the Town of Alpine, Wyoming. Councilman LaPier seconded the motion. There was no discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

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

- **Motion to Adopt on First Reading 272 Ordinance No. 2020-01 "Regulating Recreational Fires within the Incorporated Limits of the Town of Alpine"**

Councilman Larsen moved to adopt on first reading 272 Ordinance No. 2020-01 "Regulating Recreational Fires within the Incorporated Limits 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.**

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

- **Economic Development Update:** Councilman Larsen gave the following report:
 - The Oyster Ridge Festival was approved on second reading;
 - Star Valley Media is working on a marketing package to promote Lincoln County and Star Valley focusing on tourism;

- The snowpack is great and numerous visitors have been in Star Valley to enjoy the snow;
- By way of caution, the bad news for the next two to three years is that the town will need to be ultra conservative on spending until a better income picture emerges and a clear path is foreseeable for the future.

Ms. Sarah Hale from the Chamber of Commerce announced that March 7, 2020 is "307 Day" for Wyoming Day so local establishments are asked to have something related to Wyoming to promote the day. More information will be released in the near future. In 2020 all the towns in Star Valley will be showcased with the project kicking off in May. Alpine will be showcased in August. It is hoped this will be conjunction with the Alpine Car Show.

Mayor Lutz stated that he had been approached to try to get Alpine's business park going with one or two new businesses. This is the property we purchased from Game and Fish with Business Council money with the intent of turning it into a business park. Mayor Lutz was asked how the town moves forward with development of this area. Mr. James Sanderson, Town Counsel stated that you cannot give or sell property without first advertising it. There is an exception if you have an Economic Development Board. So, the first step would be to establish an Economic Development Board (EDB) so the property can be transferred by the EDB rather than sold. The town could then approach the Wyoming Business Council for a Business Ready Grant for infrastructure funding. Mayor Lutz stated that it is hoped that this will turn into something positive. The town is growing so we need to get these things established. Mr. Sanderson stated that if this project was run through an EDB, it may be possible to adjust price based upon an entity putting in the infrastructure and streets.

6. Tabled Item(s): None

TOWN OF ALPINE GENERAL FUND

CLAIMANT	ALLOWED
AFLAC	\$395.07
ALOTA SAND & GRAVEL	\$808.06
ALPINE EXCAVATION INC	\$2,610.00
ALTITUDE AIR LLC	\$576.50
BLACK MOUNTAIN RENTAL	\$522.49
BLUE CROSS BLUE SHIELD OF WYOMING	\$6,615.34
BROULIMS ALPINE	\$137.91
CASELLE	\$56.77
CONRAD & BISCHOFF INC.	\$250.52
DRY CREEK ENTERPRISES	\$80.00
FDGL VISITOR CENTER CREDIT CARD LEASE	\$36.73
FIRST BANKCARD	\$331.49
FLYING PHOENIX FIREWORKS	\$3,000.00
FP MAILING SOLUTIONS	\$635.00
GARRISON, JACK	\$30.00
GREAT WEST TRUST COMPANY LLC	\$5,900.00
GUFFEY DAWN	\$1,584.00

JENKINS BUILDING SUPPLY	\$1,271.27
JUMPIN JAYBIRD STUDIO	\$133.69
KELLERSTRASS OIL COMPANY	\$2,583.37
LINCOLN COUNTY SHERIFF	\$606.50
LOWER VALLEY ENERGY	\$626.28
LUTZ, KENNIS	\$40.25
MERCHANT FEES	\$58.99
MOUNTAIN VALLEY DESIGNS	\$5,040.00
NAPA ALL STAR AUTO PARTS	\$1,189.96
PAYROLL	\$32,663.56
PENNY, BELINDA Cleaning	\$840.00
SANDERSON LAW OFFICE	\$2,000.00
SILVER STAR COMMUNICATIONS	\$864.46
STAR VALLEY DISPOSAL	\$256.00
STAR VALLEY INDEPENDENT	\$544.50
TOWN OF ALPINE WATER DEPT	\$1,073.20
UNITED STATES TREASURY	\$10,494.72
VALLEY WIDE COOPERATIVE	\$2,660.88
VINYLART	\$97.00
WAGNER, CHRISTINE	\$50.60
WESTERN STATES EQUIPMENT	\$219.74
WYOMING CHILD SUPPORT	\$464.56
WYOMING DEPARTMENT OF WORKFORCE SERVICES	\$3,192.81
WYOMING RETIREMENT SYSTEM	\$5,593.66
XEROX CORPORATION	\$504.77
YANKEE DOODLES	\$200.00

TOWN OF ALPINE SEWER DEPARTMENT

CLAIMANT	ALLOWED
BRENNTAG PACIFIC INC	\$1,215.94
BROULIMS	\$13.08
CASELLE	\$56.78
CONRAD & BISCHOFF	\$84.33
DRY CREEK ENTERPRISES INC	\$4,510.00
FALL RIVER RURAL ELECTRIC COOPERATIVE	\$7.94
FIRST BANKCARD	\$6.20
JENKINS	\$267.43
LOWER VALLEY ENERGY	\$3,823.03
NAPA ALL STAR AUTO PARTS	\$162.83
SABOL & RICE	\$6,240.00
SILVERSTAR	\$262.63
TOWN OF ALPINE Payroll, postage	\$6,832.71
TOWN WATER DEPT Billing fees, usage	\$144.18

TOWN OF ALPINE WATER DEPARTMENT

CLAIMANT

ALLOWED

BRENNTAG PACIFIC INC	\$607.96
BROULIMS	\$4.18
CASELLE INC.	\$56.78
CONRAD & BISCHOFF	\$62.80
FERGUSON WATERWORKS	\$323.85
FIRST BANK CARD	\$204.93
LINCOLN WATER QUALITY LAB Water testing	\$54.00
LOWER VALLEY ENERGY	\$1,123.47
MERCHANT FEES	\$1,211.87
ONE CALL OF WYOMING	\$0.75
SILVER STAR COMMUNICATIONS	\$248.35
TOWN OF ALPINE Payroll, postage	\$15,522.17
TOWN OF ALPINE SEWER Usage	\$36,313.87
WILLIAMSON, DON & BRENDA	\$22.00

7. Adjournment:

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

Mayor Lutz adjourned the meeting at 7:18 p.m.

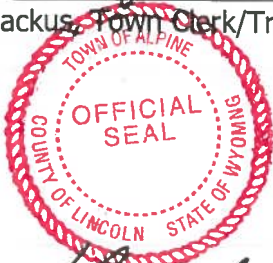

W. Kennis Lutz, Mayor Date 3-17-2020


Minutes taken and transcribed by:


Sharon Backus, Town Clerk/Treasurer

3-17-2020
Date

Attest:




Sharon Backus, Town Clerk/Treasurer

3-17-2020
Date

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