



**Town of Alpine
COUNCIL MEETING MINUTES**

**DATE: October 20, 2020
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: Justin Fritz, Tammy Halstead, Jeremy Larsen, Robert LaPier 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 – September 15, 2020

Planning & Zoning Commission Minutes – September 8, 2020

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

Approval to Adopt on Second Reading 276 Ordinance No. 2020-05 International Building Code 2018 Edition

Approval to Adopt on Second Reading 277 Ordinance No. 2020-06 International Residential Code 2018 Edition

Approval of Request from Broulim Oswald, LLC to Extend Non-Operational County Malt Beverage Permit for One Year Until December 31, 2021 for "Good Cause"

Approve use of the Alpine Civic Center for 2020 Alpine Arts & Crafts Fair (Previously Women's Expo) at same Rental Rate as Previous Years (\$300)– Friday and Saturday. December 11-12, 2020

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:

- Motion to Adopt 469 Resolution No. 10-20-2020 "A Resolution to Adopt a Replat of Lot 5 of Kilroy Addition and the Unplatted Land Lying South of Lot 5 to form Lot 7 of the "Kilroy Second Addition to the Town of Alpine in the N½SE¼ Section 29,**

T37N R118W, Lincoln County, Wyoming” and Authorize Mayor Lutz to Sign on Behalf of the Town of Alpine -Karl Scherbel

Sharon Backus, Clerk/Treasurer read 469 Resolution No. 10-20-2020 into the record.

Councilman Larsen moved to adopt 469 Resolution No. 10-20-2020 “A Resolution to Adopt a Replat of Lot 5 of Kilroy Addition and the Unplatted Land Lying South of Lot 5 to form Lot 7 of the “Kilroy Second Addition to the Town of Alpine in the N½SE¼ Section 29, T37N R118W, Lincoln County, Wyoming” and to authorize Mayor Lutz to sign on behalf of the Town of Alpine. 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

- **Star Valley Quilt Trail 2021 Plans – Donna Viljak**

Mses. Shirley Greenhoe and Donna Viljak representatives of the Star Valley Quilt Trail (SVQT) addressed the council and reported that they are planning to hold the quilting event in 2021 that had been cancelled in 2020 due to COVID. The event will be on August 19-21, 2021. SVQT will reserve the Civic Center as their event is indoors and combine it with the Car Show which is the same dates but is outside the Civic Center provided there are no health or medical restrictions in place at that time. The council agreed to honor agreement with the SVQT from 2020 with free use of the civic center and the reduction of fees on the feather banners to zero as was planned before the event was cancelled. The SVQT would also like to incorporate a Dave Stamey concert with their event. The council offered possible concert venues of the ballfield and Ferry Peak Park. The SVQT are to keep the council apprised of plans as they are firmed up. Google map will be updated with pins at the site of the quilt blocks, so people are able to follow the quilt trail.

- **Motion to Appoint Chris Leigh as Town of Alpine Municipal Judge:** Mayor Lutz stated that Robert Stephens had resigned as Municipal Judge so there had been no court in October. The position needs to be filled.

Councilman LaPier moved to appoint Chris Leigh as Town of Alpine Municipal Judge.

Councilman Fritz seconded the motion. There was no discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.** Mayor Lutz said he will swear in Judge Leigh before court in November.

- **Planning & Zoning Update – Floyd Jenkins**

Mr. Floyd Jenkins of the Planning and Zoning Commission addressed the council with the following report. The Planning and Zoning Commission met once since the last council meeting where they voted to amend two existing permits. Permit requests appear to be winding down in anticipation of winter. There are approximately seventeen active permits, some permits have been placed on hold due to the COVID pandemic but are slated to begin again in the spring. The zoning administrator has been working with individuals to prepare for late winter multi-family and residential project permits. Two residential permits were pulled due to the failure of the homeowner association to approve the permits. It is not known if these projects will move forward in the future. There have been inquiries about

smaller structures consisting of a garage with a smaller living area with the possibility of a larger structure being constructed on the property at a future date.

The commission briefly looked over a variance application. In the commission's opinion this application does not meet the required elements for the board of adjustment's approval of this variance. The application has been filed so the zoning administrator will move forward with the variance process due to the submission timelines. The council should be prepared to see this variance application at their January meeting. The council may review the variance earlier by contacting the zoning administrator.

- **Economic Development Update – Councilman Larsen**

Councilman Larsen gave the following Economic Report.

- The committee was finally able to meet with a quorum present.
- The County Commissioner's report included a decrease in revenues in the first quarter of this fiscal year of \$4M.
- South Lincoln County is suffering while north Lincoln County is still experiencing good tourism numbers and trails.
- Towns are preparing for winter, hunting season and wrapping up building projects.
- Exxon has put their project is on hold. They have laid off engineers.
- Caribou Loop is being enjoyed and the Star Valley Independent is planning to do an article on it. It begins and ends in Alpine. Councilman Larsen intends to have a biking event on this trail next year.
- A total of eighty-three building permits have been issued to date in the county which is a decrease over last year. The county attributes the decrease to annexations and lack of help.
- The solar project in Cokeville has hit ups and downs with some permits approved and others denied, so it is moving slowly.
- Sarah Hale is looking to do a Boondocks Nation sled project in Alpine, so Councilman Fritz is to contact her to discuss this.
- Funding has been secured for the Greys River Ranger District to dust guard approximately thirty-one miles of Greys River Road in 2021. This will go down as far as Forest Park.

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

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

Mayor Lutz called a brief recess to allow the public to leave the meeting. The council went into executive session at 7:22 p.m.

Mayor Lutz called the meeting back to order at 8:46 p.m. There was still a quorum of the council present.

- **Motion to ratify decisions made in executive session October 20, 2020.**

Councilman Fritz moved to ratify decisions made in executive session on October 20, 2020. Councilman Halstead seconded the motion. There was no discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

6. Tabled Item(s): None

TOWN OF ALPINE GENERAL FUND

CLAIMANT	ALLOWED
22 SOUVENIRS LLC	\$57.64
AFLAC	\$297.70
BLUE CROSS BLUE SHIELD OF WYOMING	\$6,031.06
BROULIMS ALPINE	\$134.46
CASELLE	\$56.77
DEARBORN LIFE INSURANCE	\$60.51
DRY CREEK ENTERPRISES	\$320.00
ELLIS, DAVE	\$430.00
FDGL	\$31.48
FIRST BANKCARD	\$1,741.65
FP MAILING SOLUTION	\$500.00
GREAT WEST TRUST COMPANY LLC	\$7,900.00
GREEN TURF LANDSCAPING	\$1,584.00
GUFFEY, DAWN	\$1,512.00
INTERNATIONAL CODE COUNCIL	\$145.00
JENKINS BUILDING SUPPLY	\$174.85
LINCOLN COUNTY SHERIFF	\$15,606.50
LOWER VALLEY ENERGY	\$1,084.58
MERCHANT FEES	\$108.93
NAPA ALL STAR AUTO PARTS	\$93.58
OLIVER FLOORING	\$3,268.46
PAYROLL	\$29,237.59
PENNY, BELINDA Cleaning	\$645.00
QUICK REFERENCE PUBLICATION	\$113.40
ROYAL FLUSH SEPTIC SYSTEM	\$100.00
SANDERSON LAW OFFICE	\$2,231.75
SILVER STAR COMMUNICATIONS	\$634.05
STAR VALLEY DISPOSAL	\$2,151.00
STAR VALLEY INDEPENDENT	\$144.88
SUNRISE ENGINEERING INC	\$2,766.50
THAYNE TRUE VALUE	\$32.97
TI DAN INC.	\$1,534.06

TOWN OF ALPINE WATER DEPT	\$3,689.10
UNITED STATES TREASURY	\$5,792.92
US GEOLOGICAL SURVEY	\$397.00
VALLEY WIDE COOPERATIVE	\$1.00
VAN DIEST COMPANY	\$1,161.00
WAGNER, CHRISTINE	\$36.80
WESTERN DRUG COMPANY	\$50.00
WYOMING CHILD SUPPORT	\$464.56
WY DEPARTMENT OF WORKFORCE SERVICES	\$1,942.73
WYOMING RETIREMENT SYSTEM	\$4,026.79
XEROX CORPORATION	\$623.05

TOWN OF ALPINE SEWER DEPARTMENT

CLAIMANT	ALLOWED
CASELLE	\$56.78
CORE & MAIN	\$285.06
DRY CREEK ENTERPRISES INC	\$8,669.50
FALL RIVER RURAL ELECTRIC	\$16.33
FERGUSON WATERWORKS	\$411.49
FIRST BANKCARD	\$86.01
JENKINS	\$46.56
LOWER VALLEY ENERGY	\$2,578.83
SILVERSTAR	\$264.38
TOWN OF ALPINE Payroll, postage, rent	\$12,698.35
TOWN WATER DEPT Billing fees, usage	\$929.26
USA BLUEBOOK	\$1,858.90

TOWN OF ALPINE WATER DEPARTMENT

CLAIMANT	ALLOWED
ALL STAR AUTO PARTS NAPA	\$92.28
BRENNTAG PACIFIC INC	\$1,808.90
BROULIMS ALPINE	\$8.87
CASELLE INC.	\$56.78
CORE & MAIN	\$2,636.03
ENERGY LABORATORIES INC	\$476.00
FERGUSON WATERWORKS	\$338.81
FIRST BANK	\$14,441.07
LINCOLN COUNTY CLERK	\$24.00
LINCOLN WATER QUALITY LAB Water testing	\$626.00
LOWER VALLEY ENERGY	\$2,405.08
MERCHANT FEES	\$1,207.93
ONE CALL OF WYOMING	\$18.00
RENDEZVOUS ENGINEERING	\$8,501.78

SALT RIVER MOTORS	\$739.15
SILVER STAR COMMUNICATIONS	\$329.26
SKINNER, BARRY AND JANICE	\$14.00
TOWN OF ALPINE Payroll, postage, rent	\$35,638.13
TOWN OF ALPINE SEWER Usage	\$35,979.07
USA BLUEBOOK	\$5,789.07
VANDEBURG EXCAVATION	\$850.00
WELKER, DAVID	\$22.00

7. Adjournment:

Councilman Larson 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 8:48 p.m.


 W. Kennis Lutz, Mayor 11-17-2020
 Date

Minutes taken and transcribed by:


 Sharon Backus, Town Clerk/Treasurer 11-17-2020
 Date




 Sharon Backus, Town Clerk/Treasurer 11-17-2020
 Date

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