



Town of Alpine

COUNCIL MEETING MINUTES

DATE: November 16, 2021

TIME: 7:00 p.m.

PLACE: Town Council Chambers

TYPE: Regular Meeting

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- 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 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 – October 19, 2021

Planning and Zoning Minutes –September 14, 2021; September 28, 2021 Public Hearing and Stated Meeting; October 12, 2021

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

Approval of MRG-19078 Greys River Road Water Replacement Grant Request # 4: \$6,344.75

Approval of MRG-19078 Greys River Road Water Replacement Grant Request # 5: \$32,233.12

Approval to Adopt 481 Resolution No. 11-16-2021, "A Resolution to Designate the Official Schedule of Regular Meetings of the Town Council of the Town of Alpine, Wyoming for the Calendar Year 2022"

Approval to Adopt 482 Resolution No. 11-16-2021, "A Resolution to Designate the Official Schedule of Municipal Court Proceedings for the Town of Alpine, Wyoming for the Calendar Year 2022".

Councilman Larsen moved to approve the Consent Agenda. Councilman Fritz seconded the motion. Councilman Larsen clarified that the council meetings were still the third Tuesdays of the month. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

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

5. ACTION ITEMS/NEW BUSINESS:

- **Motion to Approve the Liquor License Renewals for 2022.**

A Public Hearing was held November 16, 2021 for the renewal of the Liquor License Renewals for 2022. Please refer to those minutes for the discussion that ensued.

Councilman Fritz moved to approve the renewal of the 2022 liquor license renewals as detailed by the Clerk for Driftwood Pizza, LLC; Rocky Mountain Rogues, Inc. and TI DAN, Inc with all licenses to expire December 31, 2022. Councilman Larsen seconded the motion. There was no discussion. Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.

Councilman Larsen moved to table the 2022 Liquor License Applications for Broulim's Supermarkets, LLC, Retail Liquor License; Broulim Hardware, LLC, County Malt Beverage Permit; Conrad and Bischoff Inc, County Malt Beverage Permit; La Cabana del Tequila, Restaurant Liquor License; Melvin Brewing LLC, Microbrewery License; Melvin Brewing LLC, Restaurant Liquor License; Yankee Doodles, LLC, Restaurant Liquor License until the December 21, 2021 council meeting. Councilman Dickerson seconded the motion. There was no discussion. Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.

- **Planning and Zoning Commission Update – Tim Hartnett**
 - **Staff Report for Replat for Property Located on Lot # 2 of the Zyland Subdivision Described in Plat Filing Referred to As Elk Meadows Addition to the Town of Alpine within the SE¼ SW¼ Section 20 Township 37N, Range 118W, Lincoln County, Wyoming.**

Mr. Tim Hartnett of the Planning and Zoning Commission reported that things have quieted down a little bit. The commission had a Board of Adjustment meeting at which they granted a variance to Dean Valerie Swickard. The Swickards bought the house and property not knowing it had a problem with a monument. Mr. Swickard has remedied his sprinkler system, etc. It seemed like a minor thing to do, and so he has done so. The variance of 192 square feet was into the setback, not across the property line. This just seemed like the right thing for the commission to do. It did not seem to put any hardship on the neighbors so that is why we came to our decision.

Other than that, there is really not a whole lot going on right now. Everybody seemed to be getting their projects done. We did have some issues with people re-roofing without some permits. These have been reviewed by our Code Enforcement Officer. Many people did not realize you need a permit to re-roof your house. Lastly, we had the Replat Minor Subdivision and the commission recommended the council approve this replat.

Mr. Hartnett was asked if there were any issues with Broulim or the Hospital projects. There have been none.

Mayor Lutz thanked Mr. Hartnett for his report.

- **Motion to Approve the Preliminary Minor Subdivision Replat Application with Conditions and/or Modifications for the Property Located on Lot # 2 of the Zyland Subdivision Described in Plat Filing Referred to as Elk Meadows Subdivision Addition to the Town of**

Alpine within the SE¼ SW¼ Section 20, Township 37N, Range 118W, Lincoln County, Wyoming.

Mayor Lutz stated that the council is back to the consideration on the subdivision and asked if there was further discussion. Mayor Lutz stated that with respect to the water and planned extension along the highway, it would be nice if you sleeved it across Sagebrush Lane which would satisfy future extension. Mayor Lutz stated that the sewer had been discussed in the public hearing. It is the recommendation from the Town Engineer to do a gravity line. Mr. Lotshaw's request is to put in a lift station into a force main. Also brought up was the cost of the installation. The difference between the extension of the line for 160 feet at a depth of approximately 14 feet. What the town needs to know is the offset of eliminating the lift station, the pump station and the extension of that line. We could look at the cost difference because it would be better for the town in the future to have that line available, not knowing what is coming and we do not want any more lift stations. Mayor Lutz recommended that both parties look at the cost difference and consider a shared cost on that extension.

Mr. Lotshaw agreed with this but the parties need to see the numbers side by side and go from there. Councilman Larsen said we need real numbers before a decision can be made. Mr. Lotshaw is to come back to the council once he has some bid with firm numbers for comparison.

Mr. James Sanderson, Town Counsel stated that he is working with Mr. Voyles on the Developer Agreement and we are good to go on that document. Mr. Lotshaw asked if between this meeting and the final approval the parties could create a Memorandum of Understanding to cover this.

Mr. Marlow Scherbel asked if it this could be decided at the final approval. Mayor Lutz stated that this would be good so no special meetings are needed.

Councilman Larsen moved to approve the Preliminary Minor Subdivision Replat Application with conditions and/or modifications for the property located on Lot # 2 of the Zyland Subdivision Described in Plat Filing Referred to as Elk Meadows Subdivision Addition to the Town of Alpine within the SE¼ SW¼ Section 20, Township 37N, Range 118W, Lincoln County, Wyoming. Councilman Fritz seconded the motion. There was no discussion. Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.

- **Update on Ordinance Revision Project – James Sanderson**

Mr. Sanderson reported that he had not received any further input, so we are going to work to getting everything together so that next year we will start passing the revision. Sharon has been helpful. The ordinance to prohibit feeding wildlife will be included in the January schedule as well.

- **Update on Master Plan Review Committee – Mayor Lutz**

Mayor Lutz reported that the committee met November 1, 2021 to edit the proposed survey. When the final edited survey is received from Mr. Dubisz, Councilman Larsen will work with volunteers to get the survey published and the results tabulated. Next meeting is on December 20, 2021.

- **Economic Development Update – Councilman Larsen**

Councilman Larsen gave the following update:

- Kemmerer was awarded the nuclear plant which is great news. by the end of this month for the announcement of the nuclear plant. We need to pay attention to North Lincoln County and funding for Lincoln County School District # 2 as this develops.
- TerraPower is similar to everybody else, they are requesting any ideas to help their supply chain, and that goes from samples from shipping to employees to all the above. Everybody in that boat, but they are reaching out and if you have any ideas or thoughts who could help support the plant and their supply chain, please reach out to TerraPower.
- People are getting ready for the snow and the holidays
- Both Top of the Rockies and Alpine Trails and Pathways were awarded a Skidoo grant but are uncertain of the amount but applied for \$5,000 each. The Top of the Rockies is to use the funds for a safety shelter and the Alpine Trails and Pathways for infrastructure on the new sports park.

Mayor Lutz asked Councilman Larsen if there was any update on the Silver Star Communication and Lower Valley Energy request for a ten-foot easement for the properties on the hill. Councilman Larsen is to contact Mr. Chris Blayne of Silver Star Communications. Mr. Sanderson stated that if he has a description of the easement, the legal document is easy to prepare. Mr. Marlowe Scherbel stated that his firm will get the legal descriptions of the easements so the process can commence.

6. Tabled Items:

a. **Top of the Rockies Request for ARPA Funds from the Town of Alpine.**

b. **2022 Liquor License Renewal for Broulim Supermarkets, LLC; Broulim Hardware, LLC; Conrad and Bischoff Inc.; La Cabana del Tequila; Melvin Brewing LLC, Microbrewery and Restaurant Licenses and Yankee Doodles, LLC.**

TOWN OF ALPINE GENERAL FUND

CLAIMANT	ALLOWED
AFLAC	\$297.70
ALPINE TRAILS & PATHWAYS (Community Support Fund)	\$5,000.00
AVAIL VALLEY CONSTRUCTION Boat Ramp Repair	\$1,012.00
BARD, SHAWN	\$1,180.00
BLACK MOUNTAIN RENTAL	\$331.09
BLUE CROSS, BLUE SHIELD	\$7,308.89
BROULIMS ALPINE	\$461.07
CASELLE	\$56.77
DINNER'S READY	\$100.00
DRY CREEK ENTERPRISES INCLUDES MOUNTAIN DAYS	\$440.00
EPG MEDIA LLC	\$650.00
FDMS VISITOR CENTER CREDIT CARD LEASE	\$31.48

FIRST BANK Loan Payment	\$41,429.28
FIRST BANKCARD	\$3,957.08
FP MAILING SOLUTIONS	\$635.00
GREAT WEST TRUST COMPANY LLC	\$6,900.00
GUFFEY, DAWL L.	\$1,368.00
H-K CONTRACTORS AM Chip Seal	\$133,680.00
JENKINS BUILDING SUPPLY	\$1,378.84
KJS SUPER STORE	\$169.31
LARRY FRANK CPA PLLC	\$4,500.00
LINCOLN COUNTY SHERIFF	\$606.50
LOWER VALLEY ENERGY	\$484.15
MERCHANT FEE	\$123.41
MILLER, KRISTIN	\$400.00
NAPA ALL STAR AUTO PARTS	\$185.45
NORCO	\$2,401.46
PAYROLL	\$50,205.87
PEAVLERS	\$866.53
PENNY, BELINDA Cleaning	\$805.00
RHINEHART OIL CO LLC	\$2,423.43
ROCKY MOUNTAIN COMPETATIVE SOLUTIONS	\$211.89
SANDERSON LAW OFFICE	\$2,000.00
SILVER STAR COMMUNICATIONS	\$670.87
STAR VALLEY DISPOSAL	\$278.00
TORMACK CUSTOM SCREENING Visitor Center Merchandise	\$2,484.74
TOWN OF ALPINE WATER DEPT	\$7,823.35
TSYS	\$171.44
UNITED STATES TREASURY	\$9,763.86
US GEOLOGICAL SURVEY	\$103.00
UDSA FOREST SERVICE FIREWOOD PERMITS	\$515.00
VALLEY AUTO	\$69.30
VALLEY WIDE COOPERATIVE	\$2,862.74
WESTERN STATES EQUIPMENT	\$14,435.45
WYOMING CHILD SUPPORT	\$464.56
WYOMING DEPARTMENT OF WORKFORCE SERVICES	\$4,542.38
WYOMING RETIREMENT	\$6,038.01
XEROX FINANCIAL SERVICES	\$272.64

TOWN OF ALPINE SEWER DEPARTMENT

CLAIMANT	ALLOWED
CASELLE	\$56.78
DRY CREEK ENTERPRISES INC	\$9,440.00
ENERGY LABORATORIES	\$62.00
FALCON ENVIRONMENTAL CO	\$27,019.79

FALL RIVER RURAL ELECTRIC	\$15.50
FIRST BANKCARD	\$586.56
JENKINS BUILDING SUPPLY	\$70.67
KJS SUPER STORE	\$100.01
LOWER VALLEY ENERGY	\$2,303.46
MACY'S SERVICES	\$2,916.00
SALT RIVER MOTORS	\$988.00
SILVERSTAR	\$267.24
TOWN OF ALPINE Payroll, postage	\$12,916.01
TOWN WATER DEPT Billing fees, usage	\$132.53
USA BLUEBOOK	\$453.97

TOWN OF ALPINE WATER DEPARTMENT

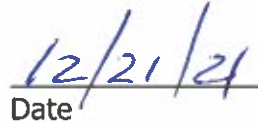
CLAIMANT	ALLOWED
AVAIL VALLEY CONSTRUCTION	\$821.57
BLACK MOUNTAIN RENTAL	\$380.50
BLACKTOP PROS	\$2,230.00
BRENNTAG PACIFIC INC	\$2,605.56
CASELLE INC.	\$56.78
CONRAD & BISCHOFF INC	\$100.68
CORE AND MAIN	\$11,921.36
FERGUSON WATERWORKS	\$833.88
FIRST BANKCARD	\$850.70
IDAWY SOLID WASTE DISTRICT	\$102.50
JEFF LARSON ESTATE	\$346.75
JENKINS BUILDING SUPPLY	\$331.12
KJS SUPER STORE	\$214.88
LINCOLN WATER QUALITY LAB Water testing	\$81.00
LOWER VALLEY ENERGY	\$2,671.09
MERCHANT FEES	\$1,787.63
ONE CALL OF WYOMING	\$32.25
SILVER STAR COMMUNICATIONS	\$341.67
SUNRISE ENGINEERING Greys River Road Wateline Project	\$12,089.20
TETRAULT, KELLY	\$65.25
TOWN OF ALPINE Payroll, postage	\$12,287.47
TOWN OF ALPINE SEWER Usage	\$38,220.78
USA BLUEBOOK	\$314.95

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 7:35 p.m.


W. Kennis Lutz, Mayor


Date

Minutes taken and transcribed by:

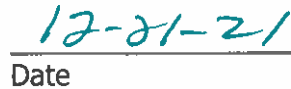

Sharon Backus, Town Clerk/Treasurer


Date

Attest:




Sharon Backus, Town Clerk/Treasurer


Date

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

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