



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

AGENDA

COUNCIL MEETING – August 15, 2023 – 7:00 p.m.

1. **Call to Order** – Mayor Green
2. **Pledge of Allegiance** – Mayor Green
3. **Roll Call** – Monica Chenault

Approval of Consent Agenda. Items listed on the consent agenda are considered to be routine and will be enacted by one motion in the form listed hereafter. There will be no separate discussion of these items unless a Council member or citizen requests, in which case the item will be removed from the Consent Agenda and will be considered on the Regular Agenda.

4. **Consent Agenda** – Mayor Green
 - a. Minutes – Planning & Zoning June 13, 2023; June 27, 2023; and July 11, 2023
 - b. Bills – General Fund, Water Department, and Sewer Department – Dated 8/15/2023.
 - c. Catering Permit –
 - i. Ridge Creek Investments (Flying Saddle Resort) – Thayne Senior Center 9/8/2023
 - ii. Top of the Rockies – 1 day Malt Beverage Permit – 8/19/2023 Car Show
5. **Reports** –
 - a. Mayor – Eric Green
 - b. Engineering – Kevin Meagher
 - c. Economic Development – Jeremiah Larsen
 - d. Utility Easement Update – Jeremiah Larsen
 - e. Tourism Board – Jeremiah Larsen
 - f. Local Non-Profit Update – Jeremy Larsen

Physical: 250 River Circle
Mailing: PO Box 3070
Alpine, WY 83128
Phone: 307-654-7757



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6. Action Items –

- a. Seeking approval for Wastewater Pretreatment Project Change Order #9 in the amount of \$41,547.15 – Cambrian Equipment Shipping & Handling
- b. Seeking Council and Solicitor input on Resolution 514 – Meeting Protocol and Rules of Decorum to allow for inclusion on the September Agenda for approval.
- c. Seeking approval of Ordinance No. 2023-07 on the 1st Reading – Speed Calming Devices
- d. Seeking approval of Ordinance No. 2023-08 on the 1st Reading – Amendment to Ordinance No. 298 2022-16 – Developer Reimbursement for Infrastructure
- e. Seeking approval and signature of the Mayor on the replat for the properties located at 697 Sunset Drive & 642 Mountain Drive – Grand lake Subdivision, and 699A Sunset Drive – Alpine Grid Area - Marlowe Scherbel
- f. Seeking acceptance of the JVA Melvin Brewing – Impact Study Results and direction to Staff to invoice all sludge related costs to Lagacy Melvin and New Melvin 80% of those costs

7. Adjournment –

- a. Motion to Adjourn –

Note – the following reports were submitted in writing and are attached to the Public Packet:

Monthly Activity – Lincoln County Sheriff's Office

Planning & Zoning – Christine Wagner

Physical: 250 River Circle
Mailing: PO Box 3070
Alpine, WY 83128
Phone: 307-654-7757



Town of Alpine
Planning & Zoning Commission Minutes

DATE: June 13th, 2023
TIME: 7:00 p.m.

PLACE: Town Council Chambers
TYPE: Regular Meeting

- 1. CALL TO ORDER:** Meeting called to order at 7:03 p.m.
- 2. ROLL CALL & ESTABLISH QUORUM:** Ms. Christine Wagner, Planning and Zoning Commission Administrator established roll call, members in attendance were Mr. Floyd Jenkins, and Mr. Rex Doornbos; Ms. Melisa Wilson was absent, due to road closure in the canyon. A quorum was established. Also in attendance was Mr. Dan Halstead, Residential Building Inspector.
- 3. TONIGHT'S APPOINTMENTS/ NEW BUSINESS:**
 - **TOWN OF ALPINE – LUCDA – CHILD DEVELOPMENT CENTER {307 IMPERIAL ROOFING}:** Lot #10 Alpine West Subdivision, 247 Snake River Drive (#MC-03-23) – Re-Roofing Project – Mr. Dan Halstead presented the Commission with the minor construction permit application, Mr. Halstead is the building maintenance staff, Mr. Halstead has coordinated with the contract and Town to move this project forward, all materials for this project are like kind materials, there is no change in roof weight.

Mr. Floyd Jenkins moved to approve the minor construction permit #MC-03-23 for the Town of Alpine and the Lincoln County Child Development Center, Lot #10 of the Alpine West Subdivision, 247 Snake River Drive. Mr. Rex Doornbos seconded the motion. Vote: 2 yes, 0 no, 0 abstain, 1 absent (Wilson). Motion carried.

- **KERLEY, STEVE:** Lot #15 Greys River Valley, 327 East Mill Road (#MC-04-23) – Shed Roof Installation on Existing Shed – Ms. Christine Wagner presented the permit application to the Commission members, this is a small roof attachment to an existing shed, this project is under three hundred (300) square feet and was determined that this project would fit better on a shed affidavit. The shed is located approximately eleven (11) feet from the existing residential structure. Commission members in attendance approved the permit/affidavit application.

Mr. Floyd Jenkins moved to approve the minor construction permit #MC-04-23 for the Steve Kerley, Lot #15 of the Greys River Valley Subdivision, 327 East Mill Road, further stating that this project should be put on a shed affidavit. Mr. Rex Doornbos seconded the motion. Vote: 2 yes, 0 no, 0 abstain, 1 absent (Wilson). Motion carried.

- **TOWN OF ALPINE & GET DOWN, LLC {MELVIN BREWING}:** Lot #2, #3 & #12 Alpine West Subdivision, 230, 243 & 226 Elk Run (#S-04-23) – Banner Flag Installation- Ms. Christine Wagner presented the permit/banner application to the Commission. It was understood that these feather banners were to be permanent, it was further understood that the Town Council has approved the feather banners, however the locations for the banners need to be addressed and placed on Town owned property, in order to move forward with the banners, it was determined that a conversation with the Town Council would be warranted, as if banners are placed on Town property there is an

opportunity that other businesses will also request banner placement on Town property.

Mr. Floyd Jenkins moved to table the permit application for TOA and Get Down, LLC, sign permit #S-04-23. Mr. Rex Doornbos seconded the motion. Vote: 2 yes, 0 no, 0 abstain, 1 absent (Wilson). Motion carried.

- **O'LEARY, MARLENE {307 IMPERIAL ROOFING}: Lot #281 Alpine Grid Area, 281 Sawmill Road (#MC-05-23) – Re-Roofing Project – Ms. Wagner stated Ms. O'Leary needs an emergency repair on the roof, due to the severe winter and numerous water leaks; however the materials that are being used are not like kind materials. Mr. Dan Halstead stated that he feels there is engineering that should accompany the permit application due to the change in materials. There was no representative in attendance at the meeting to discuss the project. It was determined that contact needs to be made with the applicant and/or contractor for additional information.**

Mr. Floyd Jenkins moved to table the permit application for TOA and Get Down, LLC, sign permit #S-04-23. Mr. Rex Doornbos seconded the motion. Vote: 2 yes, 0 no, 0 abstain, 1 absent (Wilson). Motion carried.

- **KURT-MASON, JORDAN: Lot #32 Riverview Meadows, 313 Snake River Drive (MC-06-23) Window Repair & Replacement – Ms. Christine Wagner addressed the window repair/replacement at the Kurt-Mason residence, it was identified that window were being changed out, contact with the property identified that the upper windows that were in place are no longer available and other same size windows have been put in place, window headers (framing) are already in place, the aesthetic look of the curved window to straight windows is what make the project look different.**

Mr. Floyd Jenkins moved to approve minor construction permit #MC-06-23 for the Jordan Kurt-Mason, Lot #32 of the Riverview Meadows Subdivision, 313 Snake River Drive. Mr. Rex Doornbos seconded the motion. Vote: 2 yes, 0 no, 0 abstain, 1 absent (Wilson). Motion carried.

At 7:29 P.M. was noted that Ms. Melisa Wilson arrived at the meeting and took her place at the Commission table.

4. TABLED ITEMS:

- **NONE**

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

- **Planning/Zoning Discussion Items:**
 - **Finalization of LUDC Amendments & Recommendations:**
 - **Discussion on Definitions for Law Enforcement and/or Police Barrick –** Commission members in attendance discussed a couple of definitions that might be useful when the Town prepares for the possibility of law enforcement housing. Law enforcement and police barrack definitions can be reviewed for the next meeting.
 - **Clarification on Griest Addition -** Ms. Wagner addressed the Commission members regarding their request to look into the driveway and/or cul-de-sac for this project. Upon checking with the International Fire Code, there does not need to be a cul-de-sac because the length of the driveway is not over one hundred fifty (150) feet. It is estimated that the Commission will be seeing a submitted application within the next month or so.
 - **Safety Concerns –** Ms. Wagner stated that it was brought to her attention that erosion control measures need to be looked at, there was a recent concern regarding some free-standing signs that have support wires and/or posts that help the signs stay in place, retaining walls, dilatated

decks and non-permitted business signs. It was determined that notification should be made to let those property owners know that these are potential safety issues, permits might be needed and the need to address these items. It was further discussed and determined that erosion control measures be reviewed at the next meeting.

- o Public Comments and/or Concerns – There was no public comment presented.
- o Discussion on Amendments to #285 Ordinance No. 2022-03 – International Building Code – Property Maintenance vs. Adoption of IPMC (International Property Maintenance Code) 2021 – Mr. Dan Halstead addressed the Commission with the proposal for a recommendation to Town Council to adopt the International Property Maintenance Code; Mr. Halstead feels that this would be a good avenue to assist the Town in code enforcement. Commission members looked over the IPMC booklet and agreed that this would be a good recommendation to make to the Town Council. In addition to the recommendation for the adoption of the IPMC it was proposed that the Town Council review and amend Ordinance No. #285 International Building Code and removed the previous exclusion section #101.4.4 - Property Maintenance from the adopted IBC Code.

Ms. Melisa Wilson moved to send the Town Council a recommendation for the adoption of the 2021 International Property Maintenance Code along with the needed amendment to #276 Ordinance No. 2020-05 International Building Code, 2021 Edition. Mr. Floyd Jenkins seconded the motion.

- o Amendment to LUDC, as requested by Councilman Larsen (Front Yard Setback vs. Detached Accessory Buildings), Zoning District Amendment for Mobile Food Dispensaries – Ms. Christine Wagner presented the Commission with the email received from Councilman Larsen, however it is a little unclear as to his requested changes, it was determined to make contact with Councilman Larsen and have him come to a Commission meeting to further discuss his thought and direction.
- o Pre-Treatment Exterior Lighting Documentation – Ms. Wagner presented the Commission members with the exterior lighting specifications for the pre-treatment plant as requested. Commission members reviewed the documents and had no further questions.
- o Public Comments and/or Concerns - There were no additional comments/concerns from the Public.
- Planning/Zoning Correspondence:
 - o Comments/Concerns from Commissioners – Mr. Rex Doornbos wanted to address some concerns regarding food courts and/or mobile food facilities; there is currently a mobile food vendor at the Town Civic Center, and it was identified that this is a Public and Community Facility District and as such this is not a permitted use for that district. It was identified that there are a significant amount of events that will be held this summer there. The Commission discussed allowing this usage in the zoning district and/or would it be better for the applicant to apply for a special use permit. It was determined that a special use permit application would be the best fit for these types of events. It was also mentioned that mobile food courts need to have bathroom facilities, in which these establishments will not be putting any undue hardships on other area businesses. These bathroom facilities would need to have all the ADA requirements that are found in the International Building Code. It was determined that further information/investigation will need to be completed with the Commercial Building Inspector.

6. UNFINISHED/ONGOING BUSINESS: See Handouts, Ongoing

- Active Building Permits Lists:** Dan Halstead reported on the active and/or ongoing projects.
- Alpine Ace Hardware: (MC-01-23) – Temporary Greenhouse – Removal Date 10/1/2023.
 - Alpine Flats, LLC: (R2-08-22) – Permit expires March 2024.

- Alpine Flats, LLC: (R2-12-22) – Permit expires September 2023.
- Alpine Wyoming Hotel, LLC {Cobblestone Hotels}: (S-06-22) – Permit expires September 2023.
- Alpine Wyoming Hotel, LLC {Cobblestone Hotels}: (C-01-22) – Permit expires October 2023.
- Christie, Dave: (RE/A-04-22) – Permit expired August 2023.
- Clark, Jeff & Shantay: (R2-10-11) – Permit expired August 2023.
- Driftwood Pizzeria (Mike Fisher): (MC-05-21) – Permit expires August 2023.
- Esperson, William: (A-02-19) – Permit expires January 2024.
- Ferguson, William: (R1-10-22) – Permit expires August 2023.
- Flynn, Jeff & Yulia: (R1-01-22) – Permit expires January 2024.
- Flynn, Jeff & Yulia: (R1-02-22) – Permit expires January 2024.
- Green, Eric & Janya: (RE/A-02) – Permit expires August 2023.
- Gustafson, David: (MC-02-21) – Permit expires August 2023.
- Landis/Mackey {DCMI Group}: (R1-08-21) – Permit expires August 2023. Project on hold.
- Livingston, Trent: (R1-03-22) – Permit expires August 2024.
- Lutz/Gayhart: (G-03-22) – Permit expires September 2023.
- McDonald: Colton & Lee Ann: (R1-12-22) – Permit expires September 2023; temporary certificate of occupancy issued.
- Madsen, Tim {Castle Rock}: (R1-08-21) - Permit expires August 2023; temporary certificate of occupancy issued.
- Markman, Jason: (MC-06-22) – Permit expires August 2023.
- Merrill, Kirsten: (S-05-22) – Permit expires September 2023.
- Mosis, Miranda: (R1-17-21) – Permit expires September 2023.
- Poyer, Levi: (RE/A-05-22) – Permit expires August 2023. Project on Hold.
- Rezents, Jeffry: (MC-03-21) – Permit expires August 2023.
- SSDA, LLC {Scott Shephard}: (R2-05-21) – Permit expires October 2023. Unit B is on Hold. {This project has been completed, this permit file will be reviewed for further details.}
- Sandner, James: (S-04-21) – Permit expires August 2023.
- Schou, Dan: (R1-02-21) – Permit expires August 2024.
- Severson, Mark: (R2-01-23) – Permit expires March 2024.
- Shockley, Petra & Tristan: (R1-08-22) – Permit expires August 2023; temporary certificate of occupancy issued.
- Smiley, John: (RE/A-01-22) – Permit expires January 2024.
- Stuns, Doug & Catheryn: (R1-07-22) – Permit expires August 2023.
- Thomas, William: (R2-10-22) – Permit expires August 2023. Project on Hold.
- TOA – {Adventure Kids}: (MC-05-22) – Permit expires August 2023.
- TOA – {Pretreatment Facility}: (C-03-22) – Permit expires November 2023.
- Wolf, Brad & Jennifer: (R1-12-22) – Permit expires September 2023.

7. APPROVAL OF MINUTES:

- **Planning & Zoning Meeting Minutes of May 9th, 2023:**

Commission members reviewed the meeting minutes that were distributed prior to the meeting date. There were no questions, comments and/or corrections to the meeting minutes.

Mr. Floyd Jenkins moved to approve the minutes from May 9th, 2023, Meeting of the Planning & Zoning Commission, as written. Mr. Rex Doornbos seconded the motion. All in favor; Vote: 2 yes 0 no, 0 abstain, 1 absent (Wilson). Motion carried.

- **Planning & Zoning Meeting Minutes of May 23rd, 2023:**


Commission members reviewed the meeting minutes that were distributed prior to the meeting date. There were no questions, comments and/or corrections to the meeting minutes.

Ms. Melisa Wilson moved to approve the minutes from May 23rd, 2023, Meeting of the Planning & Zoning Commission, as written. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

8. TOWN COUNCIL ASSIGNMENT: June 20th, 2023 – Mr. Rex Doornbos will be the representative in attendance at the next Town Council meeting.


9. ADJOURN MEETING: Mr. Floyd Jenkins moved to adjourn the meeting. Ms. Melisa Wilson seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

The meeting was adjourned at 8:46 pm.


Rex Doornbos, Chairman

8-8-23
Date

Transcribed By:


Christine Wagner, Planning & Zoning Administrator

August 8, 2023
Date

**** Minutes are a brief summary of the meeting ****



Town of Alpine
Planning & Zoning Commission Minutes

DATE: June 27th, 2023
TIME: 7:00 p.m.

PLACE: Town Council Chambers
TYPE: Regular Meeting

1. CALL TO ORDER: Meeting called to order at 7:01 p.m.

2. ROLL CALL & ESTABLISH QUORUM: Ms. Christine Wagner, Planning and Zoning Commission Administrator established roll call, members in attendance were Ms. Melisa Wilson, Mr. Floyd Jenkins, and Mr. Rex Doornbos were in attendance. A quorum was established. Also in attendance was Mr. Dan Halstead, Residential Building Inspector.

3. TONIGHT'S APPOINTMENTS/ NEW BUSINESS:

- **TOWN OF ALPINE – LUCDA – CHILD DEVELOPMENT CENTER {307 IMPERIAL ROOFING}:** Lot #10 Alpine West Subdivision, 247 Snake River Drive (#MC-03-23) – Re-Roofing Project – Mr. Dan Halstead presented the Commission with the minor construction permit application, Mr. Halstead is the building maintenance staff, Mr. Halstead has coordinated with the contract and Town to move this project forward, all materials for this project are like kind materials, there is no change in roof weight.
- **REDBOX FIREWORKS:** Lot #5 Broulim Addition, 118402 US Hwy 26/89 (#MC-07-23) - Temporary Fireworks Tent – Ms. Christine Wagner presented the permit application for the temporary use fireworks tent located in the Alpine Broulim' parking lot, the time frame for the temporary use is June 25th to July 10th. This application was reviewed by the Alpine Fire Chief and the Planning and Zoning Administrator, an inspection of the permitted fireworks tent was completed by the Fire Chief for compliance of safety issues as stated in the adopted International Fire Code. This application is for information for the Planning and Zoning Commission's use.

Mr. Floyd Jenkins moved to approve the minor construction permit #MC-07-23 for Redbox Fireworks (Bryan Brusman) permit location Lot \$5 of the Broulim Addition to the Town of Alpine, 118402 US Highway 26/89 for the temporary use with the removed of the tent to be on July 10th, 2023. Ms. Melisa Wilson seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **COCO, DANIEL & SUSAN:** Lot 624 Lakeview Estates Subdivision, 179 Trail Drive Road (#MC-08-23) – Re-Roofing Project – Ms. Christine Wagner presented the Commission with the minor construction permit application for the re-roofing project, this project is all like kind materials, there is no changes in the weight or application of the project. It was further noted that the Residential Building Inspector has already looked at the project.

Mr. Floyd Jenkins moved to approve the minor construction permit #MC-08-23 for Daniel and Susan Coco, Lot #624 of the Lakeview Estates Subdivision, 179 Trail Drive Road. Ms. Melisa Wilson seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **LANGEN, DOUG & LAURA:** Lot #69 Riverview Meadows Subdivision, 720 Palisades Lane (#MC-09-23) – Wood Burning Stove Installation – Ms. Christine Wagner presented the Commission with the permit application for a new wood burning stove installation, the application and stove specifications have been given and reviewed by the Residential Building Inspector. It was identified that inspections of the installation will need to be completed. The Commission had no further questions on the permit application.

Mr. Floyd Jenkins moved to approve the minor construction permit #MC-09-23 for Doug and Laura Langen, Lot #69 of the Riverview Meadows Subdivision, 720 Palisades Lane. Ms. Melisa Wilson seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **CITRO, RICK:** Lot #20 Palis Park Subdivision, 177 West Mill Circle (#RE/A – 03-22) – Garage Addition – Living Space – Mr. Rick Citro was in attendance to present his permit application to the Commission for review and discussion, Mr. Citro has a document from his engineer that was presented to the Residential Building Inspector for review. The Residential Building Inspector, Mr. Dan Halstead has some additional questions for the engineer regarding the footer depths, in addition he would like to personally confirm the depth of the footers. It was determined that this application should be tabled until additional information and confirmation is made available.

Ms. Melisa Wilson moved to table the permit application for Rick Citro, Lot #20 of the Palis Park Subdivision, 177 West Mill Circle, garage addition permit application #RE/A-03-22. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

4. TABLED ITEMS:

- **TOWN OF ALPINE & GET DOWN, LLC {MELVIN BREWING}:** Lot #2, #3 & #12 Alpine West Subdivision, 230, 243 & 226 Elk Run (#S-04-23) – Banner Flag Installation – This permit application was previous submitted and reviewed by the Commission, where was just communication with the Town Council on the placement and approval authority for this installation to be completed on Town owned property. Chairman Mr. Rex Doornbos discussed this with the Town Council at their last meeting to receive the clarification and approval from the Council on this project.

Ms. Melisa Wilson moved to approve the flag banner installations for the Town of Alpine and Get Down, LLC {Melvin Brewing} permit application #S-04-23 on the Town owned properties of Lot #2, #3 and #12 of the Alpine West Subdivision, this installation is for temporary banners, not to exceed ninety (90) days from the documented date of June 27th, 2023. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **O'LEARY, MARLENE {307 IMPERIAL ROOFING}:** Lot #281 Alpine Grid Area, 281 Sawmill Road (#MC-05-23) – Re-Roofing Project – Ms. O'Leary was in attendance to discuss her permit application. My O'Leary stated that this is an older structure that was built in the late 1960s and that she is changing out the roof, since the snow sliding off the roof is very dangerous, in addition she has experienced several leaks over the winter months. Chairman Doornbos discussed the application with Ms. O'Leary, further identifying that she is adding weight to the roof and that we need to get confirmation that the structure can withstand the additional weight, as the structure is older that most likely it is not an engineered roof load of the required one hundred (100) pound load. Mr. Doornbos stated that she will need to get an engineer out to look at the property's roof trusses. Ms. O'Leary stated that this is a cost prohibited factor, this structure has no attic access. Discussion on how to confirm the roof trusses ensued. It was determined that the permit application will need to remain on the tabled items list until some engineering documents are received or the applicant changes to like kind materials on the roof.

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

- **Planning/Zoning Discussion Items:**
 - **Dark Sky Lighting:** Chairman Doornbos stated that he would like to look in some "Dark Sky" lighting standards so that we can further discuss some regulations.
 - **Discussion on Amendments to LUDC,** as requested by Councilman Larsen - Commission members are a little unclear as to how Councilman Larsen would like to change the requirements, it was suggested that Councilman Larsen attend the next scheduled meeting to discuss his changes.
 - **Public Comments and/or Concerns** – There was no public comment presented.
- **Planning/Zoning Correspondence:**
 - **Comments/Concerns from Commissioners** – There were no additional comments and/or concerns from the Commissioners.


6. ADJOURN MEETING: Mr. Floyd Jenkins moved to adjourn the meeting. Ms. Melisa Wilson seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

The meeting was adjourned at 7:51 pm.


Rex Doornbos, Chairman

8-8-23
Date

Transcribed By:


Christine Wagner, Planning & Zoning Administrator
Date

** Minutes are a brief summary of the meeting **



Town of Alpine
Planning & Zoning Commission Minutes

DATE: July 11th, 2023
TIME: 7:00 p.m.

PLACE: Town Council Chambers
TYPE: Regular Meeting

- 1. CALL TO ORDER:** Meeting called to order at 7:02 p.m.
- 2. ROLL CALL & ESTABLISH QUORUM:** Ms. Christine Wagner, Planning and Zoning Commission Administrator established roll call, members in attendance were Ms. Melisa Wilson, Mr. Floyd Jenkins, and Mr. Rex Doornbos were in attendance. A quorum was established. Also in attendance was Mr. Dan Halstead, Residential Building Inspector.
- 3. TONIGHT'S APPOINTMENTS/NEW BUSINESS:**
 - **HUCKIN, LAURA & NEIL:** Lot #7 Greys River Village #1, 467 Greys River Loop (#MC-11-23) - Re-Roofing Project – Mr. Dan Halstead presented the Commission with the minor construction permit application, this application is for a re-roofing project with all like kind materials, there is no change in roof weight.

Mr. Floyd Jenkins moved to approve the minor construction permit application #MC-11-23 for Laura & Neil Huckin, Lot 7 of the Greys River Village Subdivision #1, 467 Greys River Loop. Ms. Melisa Wilson seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **GAYHART, TIPHANY:** Lot 25 Forest Meadows Subdivision, 507 Three Rivers Drive (#RE/A-04-23) – House Addition with Roof Pitch Change – Mr. Brett Bennett was in attendance to present the permit application to the Commission, this project is a small addition to the home, with an elevated roof pitch. The roof pitch is to capture the mountain views, there will also be a new deck installed that will not encroach into the setback area. All the required engineering has been completed for this, residential plan review has been completed and there were no additional questions for this project.

Mr. Floyd Jenkins moved to approve the remodel/addition permit application #RE/A – 04-23 for Tiphany Gayhart, Lot #25 of the Forest Meadows Subdivision, 507 Three Rivers Drive. Ms. Melisa Wilson seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **CREATIVE PROPERTIES, LLC:** Lot #12 Palisades Heights, 160 US Highway 89 – Demolition Affidavit – Ms. Christine Wagner discussed the demolition affidavit with the Commission members, this affidavit is a normal in-house affidavit, however, being a commercial property, Ms. Wagner wanted the Commission to be aware of the project, it appears that this project will be moving forward to make way for a new structure to be erected in that location, the new structure permit has not been submitted as of yet. Commissioners commented that this project needs to have barricades for safety reasons. Ms. Wagner informed the Commission members that safety issues have already been discussed with the applicant.
- **TOWN OF ALPINE – TOWN HALL:** Lot #406 Riverview Meadows Shopping Complex, 250 River Circle (#MC-10-23) – Air Conditioning Installation {Commercial Building} – Mr. Dan Halstead

discussed the permit project with the Commission members, this is a simple project once completed it will just need to have the Commercial Building Inspector complete any of the required inspections.

Ms. Melisa Wilson moved to approve the minor construction permit #MC-10-23 for the Town of Alpine, Lot #406 Riverview Meadows Shopping Complex, 250 River Circle, contingent upon electrical inspection to be completed. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **TOWN OF ALPINE – US HIGHWAY 89: Town Hall - 250 River Circle (#S-05-23) – Information Sign Relocation.** – Ms. Wagner presented the Commission with the permit application to move the highway informational sign for the Visitor' Center. This signage has been approved by the Wyoming Department of Transportation and they will be doing the sign installation.

Ms. Melisa Wilson moved to approve the sign permit #S-05-23 for the Town of Alpine, with the locations as described in the permit application. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **ALPINE COMMUNITY POST OFFICE: Lot #102 Alpine Grid Area, 102 US Highway 89 – (#MC-12-23) – Emergency Storage Container** – Ms. Wagner presented the permit application for the storage container to be located behind the Alpine Post Office. This is due to the change in Amazon shipping packages and delivering them to the post office for pickup. Commission members reviewed the application and noting that employee parking will need to be moved so that the container can be placed in that area, it was further discussed that the applicant will need to make additional space on the side of the building for employee parking, in addition to shifting some of the parking spaces in the northeast back corner of the building. This will be a contingency of the permit application.

Mr. Floyd Jenkins moved to approve the minor construction permit application #MC-12-23 {Storage Container} for the Alpine Community Post Office {Richard Jenkins}, Lot #102 Alpine Grid Area, 102 US Highway 89, contingent upon allocating enough employee parking in the back and the side of the building. Ms. Melisa Wilson seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

4. TABLED ITEMS:

- **O'LEARY, MARLENE {307 IMPERIAL ROOFING}: Lot #281 Alpine Grid Area, 281 Sawmill Road (#MC-05-23) – Re-Roofing Project** – No new information has been made available as of the meeting date.
- **CITRO, RICK: Lot #20 Palis Park Subdivision, 177 West Mill Circle (#RE/A – 03-22) – Garage Addition – Living Space** – Mr. Citro submitted a letter from his project engineer regarding the footers. Commission members discussed the letter with Mr. Halstead, but as of the meeting date there was not sufficient time to verify the footer depths. Mr. Halstead to inspect the footers, application and/or contractor to have coring done to verify steel bars in concrete as per the engineers' notes. It was also suggested to have Mr. Halstead send this document to the Town Engineer to see if enough information has been provided.

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

- **Planning/Zoning Discussion Items:**
 - **Lot #13 Palisades Heights Subdivision – Permitting Discussion** – Mr. Brett Bennett discussed the project with the Commission members. The project was presented as live-work units and discussion with the representative and Commissioners as to State plan review needs. It was suggested that the representative contact the State Fire Marshall' office regarding the review. It was also mentioned that there might need to be some asbestos abatement when removing the

older portion of the building; that abatement report should be submitted to the Town. The applicant will gather the required information upon permit submittal to the Town.


- o Amendment to LUDC; as requested by Councilman Larsen {Front Yard Setbacks} – Councilman Larsen was unable to attend the meeting, however information was provided; Councilman Larsen would like to see the sentence “Detached accessory building will not be located beyond the front of any primary residential structure.” Commission members in attendance were not in favor to this change, the purpose of this was to create uniformity with the street facing structures. Chairman Doornbos would like to speak with Councilman regarding this request.
 - o Public Comments and/or Concerns – There were not additional comments and/or concerns from the Commissioners.
 - **Planning/Zoning Correspondence:**
 - o Comments/Concerns from Commissioners - There were no additional comments and/or concerns from the Commissioners.
- 6. TOWN COUNCIL ASSIGNMENT:** July 18th, 2023 – Mr. Floyd Jenkins will be the representative in attendance at the Council meeting.
- 7. ADJOURN MEETING:** Ms. Melisa Wilson moved to adjourn the meeting. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

The meeting was adjourned at 8:06 pm.


Rex Doornbos, Chairman

8-8-23
Date

Transcribed By:


Christine Wagner, Planning & Zoning Administrator

August 7, 2023
Date

** Minutes are a brief summary of the meeting **

TOWN OF ALPINE
Transaction List by Vendor
July 18 through August 15, 2023

Trans #	Type	Date	Num	Name	Account	Split	Amount
AFLAC							
67467	Liability Check	08/01/2023	EFT	AFLAC	1105 · Checking/1st Bank	2127 · Afac Payable	-200.59
67591	Liability Check	08/10/2023	EFT	AFLAC	1105 · Checking/1st Bank	2127 · Afac Payable	-200.59
ALARMLOGIX							
67518	Bill	08/01/2023	10992	ALARMLOGIX	2000 · Accounts Payable	-SPLIT-	-35.00
67538	Bill Pmt -Check	08/11/2023	18794	ALARMLOGIX	1105 · Checking/1st Bank	2000 · Accounts Payable	-35.00
ALPINE ACE HARDWARE.							
67363	Bill Pmt -Check	07/18/2023	18757	ALPINE ACE HARDWARE.	1105 · Checking/1st Bank	2000 · Accounts Payable	-543.30
67537	Bill	08/01/2023	July 2023 ...	ALPINE ACE HARDWARE.	2000 · Accounts Payable	-SPLIT-	-612.03
67570	Bill Pmt -Check	08/11/2023	18812	ALPINE ACE HARDWARE.	1105 · Checking/1st Bank	2000 · Accounts Payable	-612.03
BELINDA PENNY							
67605	Bill	08/14/2023	653073-65...	BELINDA PENNY	2000 · Accounts Payable	-SPLIT-	-1,190.00
67606	Bill Pmt -Check	08/14/2023	19009	BELINDA PENNY	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,190.00
BLACK MOUNTAIN RENTAL							
67581	Bill	08/11/2023	1838348	BLACK MOUNTAIN RENTAL	2000 · Accounts Payable	6440 · Repairs & Maint.	-2,438.54
67583	Bill Pmt -Check	08/11/2023	18817	BLACK MOUNTAIN RENTAL	1105 · Checking/1st Bank	2000 · Accounts Payable	-2,438.54
Brian Ziegler*							
67482	Bill	08/08/2023	Email	Brian Ziegler*	2000 · Accounts Payable	6445 · Recreation Board Expenses	-1,500.00
67559	Bill Pmt -Check	08/11/2023	18793	Brian Ziegler*	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,500.00
Brouilms Alpine							
67534	Bill	08/01/2023	Acct # 141...	Brouilms Alpine	2000 · Accounts Payable	-SPLIT-	-569.68
67541	Bill Pmt -Check	08/11/2023	18795	Brouilms Alpine	1105 · Checking/1st Bank	2000 · Accounts Payable	-569.68
CASELLE							
67526	Bill	08/01/2023	126392	CASELLE	2000 · Accounts Payable	-SPLIT-	-250.00
67542	Bill Pmt -Check	08/11/2023	18796	CASELLE	1105 · Checking/1st Bank	2000 · Accounts Payable	-250.00
CHRISTINE WAGNER-v							
67449	Bill	07/28/2023	2023 April	CHRISTINE WAGNER-v	2000 · Accounts Payable	6796 · Mileage	-43.23
67450	Bill Pmt -Check	07/28/2023	18774	CHRISTINE WAGNER-v	1105 · Checking/1st Bank	2000 · Accounts Payable	-43.23
CivicPlus							
67522	Bill	08/01/2023	268589- 2...	CivicPlus	2000 · Accounts Payable	-SPLIT-	-6,082.18
67543	Bill Pmt -Check	08/11/2023	18797	CivicPlus	1105 · Checking/1st Bank	2000 · Accounts Payable	-6,082.18
CONRAD & BISCHOFF INC.							
67582	Bill	08/11/2023	P10002685	CONRAD & BISCHOFF INC.	2000 · Accounts Payable	6395 · Vehicles - Fuel	-422.69
67584	Bill Pmt -Check	08/11/2023	18818	CONRAD & BISCHOFF INC.	1105 · Checking/1st Bank	2000 · Accounts Payable	-422.69
67604	Bill	08/14/2023	P1000268...	CONRAD & BISCHOFF INC.	2000 · Accounts Payable	6395 · Vehicles - Fuel	-792.71
67607	Bill Pmt -Check	08/14/2023	19010	CONRAD & BISCHOFF INC.	1105 · Checking/1st Bank	2000 · Accounts Payable	-792.71
DEPATCO.							
67533	Bill	08/01/2023	41251848-...	DEPATCO.	2000 · Accounts Payable	6730 · Streets & Roads	-1,152.16
67544	Bill Pmt -Check	08/11/2023	18798	DEPATCO.	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,152.16
DEX IMAGING							
67378	Bill Pmt -Check	07/18/2023	18761	DEX IMAGING	1105 · Checking/1st Bank	2000 · Accounts Payable	-627.44
67594	Bill	08/11/2023	AR9861065	DEX IMAGING	2000 · Accounts Payable	6130 · Office Supplies/Postage	-344.14
67595	Bill Pmt -Check	08/11/2023	ACH	DEX IMAGING	1105 · Checking/1st Bank	2000 · Accounts Payable	-344.14
DNS EXCAVATION INC.							
67425	Bill	07/18/2023	Payment #2	DNS EXCAVATION INC.	2000 · Accounts Payable	7000 · Capital Expenditures	-160,844.40
67426	Bill Pmt -Check	07/25/2023	18768	DNS EXCAVATION INC.	1105 · Checking/1st Bank	2000 · Accounts Payable	-160,844.40
DRY CREEK ENTERPRISES INC.							
67532	Bill	08/01/2023	2524-2525	DRY CREEK ENTERPRISES INC.	2000 · Accounts Payable	6490 · Ballpark	-510.00
67545	Bill Pmt -Check	08/11/2023	18799	DRY CREEK ENTERPRISES INC.	1105 · Checking/1st Bank	2000 · Accounts Payable	-510.00
EMPOWER TRUST COMPANY LLC							
67464	Liability Check	08/01/2023	18776	EMPOWER TRUST COMPANY LLC	1105 · Checking/1st Bank	2108 · Payroll Liabilities	0.00
67465	Liability Check	08/01/2023	18777	EMPOWER TRUST COMPANY LLC	1105 · Checking/1st Bank	2108 · Payroll Liabilities	0.00
Gray Bear Productions LLC							
67373	Bill	07/18/2023	2023.07.12...	Gray Bear Productions LLC	2000 · Accounts Payable	6445 · Recreation Board Expenses	-750.00
67374	Bill Pmt -Check	07/18/2023	18760	Gray Bear Productions LLC	1105 · Checking/1st Bank	2000 · Accounts Payable	-750.00
67562	Bill	08/09/2023	14	Gray Bear Productions LLC	2000 · Accounts Payable	6445 · Recreation Board Expenses	-2,250.00
67565	Bill Pmt -Check	08/10/2023	18788	Gray Bear Productions LLC	1105 · Checking/1st Bank	2000 · Accounts Payable	-2,250.00
HALSTEAD, DAN							
67447	Bill	07/28/2023	2023 July	HALSTEAD, DAN	2000 · Accounts Payable	6440 · Repairs & Maint.	-1,400.00
67448	Bill Pmt -Check	07/28/2023	18773	HALSTEAD, DAN	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,400.00
67578	Bill	08/11/2023	2023 August	HALSTEAD, DAN	2000 · Accounts Payable	6440 · Repairs & Maint.	-100.00
67585	Bill Pmt -Check	08/11/2023	18819	HALSTEAD, DAN	1105 · Checking/1st Bank	2000 · Accounts Payable	-100.00
Highland Music LLC							
67574	Bill	08/10/2023	189	Highland Music LLC	2000 · Accounts Payable	6445 · Recreation Board Expenses	-800.00
67576	Bill Pmt -Check	08/11/2023	18815	Highland Music LLC	1105 · Checking/1st Bank	2000 · Accounts Payable	-800.00

TOWN OF ALPINE
Transaction List by Vendor
July 18 through August 15, 2023

Trans #	Type	Date	Num	Name	Account	Split	Amount
HUNT CONSTRUCTION INC.							
67521	Bill	08/01/2023	10766	HUNT CONSTRUCTION INC.	2000 · Accounts Payable	6752 · Dust Control	-5,043.00
67546	Bill Pmt -Check	08/11/2023	18800	HUNT CONSTRUCTION INC.	1105 · Checking/1st Bank	2000 · Accounts Payable	-5,043.00
IDAHO PARKS& RECREATION							
67563	Bill	08/09/2023	August 2023	IDAHO PARKS& RECREATION	2000 · Accounts Payable	6180.1 · Visitor Center	-69.50
67567	Bill Pmt -Check	08/10/2023	18789	IDAHO PARKS& RECREATION	1105 · Checking/1st Bank	2000 · Accounts Payable	-69.50
IIMC							
67520	Bill	08/01/2023	Annual 2023	IIMC	2000 · Accounts Payable	6120 · Dues & Memberships	-185.00
67547	Bill Pmt -Check	08/11/2023	18801	IIMC	1105 · Checking/1st Bank	2000 · Accounts Payable	-185.00
INTERNATIONAL CODE COUNCIL							
67519	Bill	08/01/2023	1001722790	INTERNATIONAL CODE COUNCIL	2000 · Accounts Payable	6554 · P&Z Office	-405.00
67548	Bill Pmt -Check	08/11/2023	18802	INTERNATIONAL CODE COUNCIL	1105 · Checking/1st Bank	2000 · Accounts Payable	-405.00
JENKINS BUILDING SUPPLY							
67525	Bill	08/01/2023	Acct # 105...	JENKINS BUILDING SUPPLY	2000 · Accounts Payable	-SPLIT-	-352.63
67549	Bill Pmt -Check	08/11/2023	18803	JENKINS BUILDING SUPPLY	1105 · Checking/1st Bank	2000 · Accounts Payable	-352.63
Jorgensen							
67369	Bill Pmt -Check	07/18/2023	18758	Jorgensen	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,417.50
67371	Bill Pmt -Check	07/18/2023	18759	Jorgensen	1105 · Checking/1st Bank	2000 · Accounts Payable	-9,366.25
67379	Bill Pmt -Check	07/18/2023	18762	Jorgensen	1105 · Checking/1st Bank	2000 · Accounts Payable	-7,734.03
JUMPIN' JAYBIRD STUDIO							
67609	Bill	08/14/2023		JUMPIN' JAYBIRD STUDIO	2000 · Accounts Payable	2269 · Mountain Days	-275.05
67610	Bill Pmt -Check	08/14/2023		JUMPIN' JAYBIRD STUDIO	1216 · Alpine Mountain Days	2000 · Accounts Payable	-275.05
Lamere, Michael*							
67555	Bill Pmt -Check	08/11/2023	18792	Lamere, Michael*	1105 · Checking/1st Bank	2000 · Accounts Payable	0.00
67596	Bill Pmt -Check	08/11/2023	18822	Lamere, Michael*	1105 · Checking/1st Bank	2000 · Accounts Payable	0.00
LAMERE; MICHAEL							
67380	Bill Pmt -Check	07/18/2023	18763	LAMERE; MICHAEL	1105 · Checking/1st Bank	2000 · Accounts Payable	-2,152.50
67597	Bill	08/11/2023	003	LAMERE; MICHAEL	2000 · Accounts Payable	6440 · Repairs & Maint.	-1,960.00
67598	Bill Pmt -Check	08/11/2023	18823	LAMERE; MICHAEL	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,960.00
LGLP							
67476	Bill	08/01/2023	14397	LGLP	2000 · Accounts Payable	6235 · Liability Pool Insurance	-4,337.00
67480	Bill Pmt -Check	08/01/2023	18782	LGLP	1105 · Checking/1st Bank	2000 · Accounts Payable	0.00
67481	Bill Pmt -Check	08/01/2023	18783	LGLP	1105 · Checking/1st Bank	2000 · Accounts Payable	-4,337.00
67477	Bill Pmt -Check	08/08/2023	18779	LGLP	1105 · Checking/1st Bank	2000 · Accounts Payable	0.00
67479	Bill Pmt -Check	08/08/2023	18780	LGLP	1105 · Checking/1st Bank	2000 · Accounts Payable	0.00
LINCOLN COUNTY CLERK							
67402	Bill	07/20/2023	2023.07.20	LINCOLN COUNTY CLERK	2000 · Accounts Payable	6130 · Office Supplies/Postage	-45.00
67403	Bill Pmt -Check	07/20/2023	18711	LINCOLN COUNTY CLERK	1105 · Checking/1st Bank	2000 · Accounts Payable	-45.00
LINCOLN COUNTY CUSTOMS.							
67579	Bill	08/11/2023	August 2023	LINCOLN COUNTY CUSTOMS.	2000 · Accounts Payable	6396 · Vehicles - R & M	-355.45
67586	Bill Pmt -Check	08/11/2023	18820	LINCOLN COUNTY CUSTOMS.	1105 · Checking/1st Bank	2000 · Accounts Payable	-355.45
LINCOLN COUNTY SHERIFF'S OFFICE							
67517	Bill	08/01/2023	3rdd Quart...	LINCOLN COUNTY SHERIFF'S OFFICE	2000 · Accounts Payable	5100 · County Officer Contract & Jail	-15,000.00
67530	Bill	08/01/2023	August 2023	LINCOLN COUNTY SHERIFF'S OFFICE	2000 · Accounts Payable	5100 · County Officer Contract & Jail	-606.50
67550	Bill Pmt -Check	08/11/2023	18804	LINCOLN COUNTY SHERIFF'S OFFICE	1105 · Checking/1st Bank	2000 · Accounts Payable	-15,606.50
LOWER VALLEY ENERGY							
67601	Bill	08/14/2023	August 20...	LOWER VALLEY ENERGY	2000 · Accounts Payable	-SPLIT-	-651.53
67602	Bill Pmt -Check	08/14/2023	19008	LOWER VALLEY ENERGY	1105 · Checking/1st Bank	2000 · Accounts Payable	-651.53
Mark Struhsacker*							
67505	Bill	08/09/2023	2023.08.07	Mark Struhsacker*	2000 · Accounts Payable	6796 · Mileage	-78.60
67506	Bill Pmt -Check	08/09/2023	18787	Mark Struhsacker*	1105 · Checking/1st Bank	2000 · Accounts Payable	-78.60
NORCO, INC.							
67524	Bill	08/01/2023	38335746	NORCO, INC.	2000 · Accounts Payable	6386 · Tools & Supplies	-39.06
67551	Bill Pmt -Check	08/11/2023	18805	NORCO, INC.	1105 · Checking/1st Bank	2000 · Accounts Payable	-39.06
QuickBooks Payroll Service							
67424	Liability Check	07/27/2023		QuickBooks Payroll Service	1105 · Checking/1st Bank	-SPLIT-	-18,189.21
67443	Liability Check	07/28/2023		QuickBooks Payroll Service	1105 · Checking/1st Bank	-SPLIT-	-715.03
67502	Liability Check	08/10/2023		QuickBooks Payroll Service	1105 · Checking/1st Bank	-SPLIT-	-18,482.53
ROBERT WAGNER							
67381	Bill Pmt -Check	07/18/2023	18764	ROBERT WAGNER	1105 · Checking/1st Bank	2000 · Accounts Payable	-24.24
SANDERSON LAW OFFICE							
67560	Bill	08/09/2023	4241	SANDERSON LAW OFFICE	2000 · Accounts Payable	6560 · Professional Services	-2,600.00
67561	Bill	08/09/2023	4230	SANDERSON LAW OFFICE	2000 · Accounts Payable	5192 · Legal & Professional	-537.50
67571	Bill Pmt -Check	08/11/2023	18813	SANDERSON LAW OFFICE	1105 · Checking/1st Bank	2000 · Accounts Payable	-3,137.50

TOWN OF ALPINE
Transaction List by Vendor
July 18 through August 15, 2023

Trans #	Type	Date	Num	Name	Account	Split	Amount
SERVANT ELECTRIC PC							
67575	Bill	08/10/2023	4270-4268	SERVANT ELECTRIC PC	2000 · Accounts Payable	-SPLIT-	-3,091.93
67577	Bill Pmt -Check	08/11/2023	18816	SERVANT ELECTRIC PC	1105 · Checking/1st Bank	2000 · Accounts Payable	-3,091.93
SHAWN BARD							
67572	Bill	08/11/2023	2023.8.01	SHAWN BARD	2000 · Accounts Payable	6440 · Repairs & Maint.	-2,390.00
67573	Bill Pmt -Check	08/11/2023	18814	SHAWN BARD	1105 · Checking/1st Bank	2000 · Accounts Payable	-2,390.00
SILVER STAR COMMUNICATIONS							
67535	Bill	08/01/2023	307204 au...	SILVER STAR COMMUNICATIONS	2000 · Accounts Payable	-SPLIT-	-505.40
67536	Bill	08/01/2023	Acct # 810...	SILVER STAR COMMUNICATIONS	2000 · Accounts Payable	6171 · Civic Center Utilities	-284.80
67552	Bill Pmt -Check	08/11/2023	18806	SILVER STAR COMMUNICATIONS	1105 · Checking/1st Bank	2000 · Accounts Payable	-505.40
67558	Bill Pmt -Check	08/11/2023	18811	SILVER STAR COMMUNICATIONS	1105 · Checking/1st Bank	2000 · Accounts Payable	-284.80
STAR VALLEY DISPOSAL, INC							
67515	Bill	08/01/2023	105600-15...	STAR VALLEY DISPOSAL, INC	2000 · Accounts Payable	-SPLIT-	-565.00
67553	Bill Pmt -Check	08/11/2023	18807	STAR VALLEY DISPOSAL, INC	1105 · Checking/1st Bank	2000 · Accounts Payable	-565.00
SUNRISE ENGINEERING, INC.							
67428	Bill Pmt -Check	07/25/2023	18769	SUNRISE ENGINEERING, INC.	1105 · Checking/1st Bank	2000 · Accounts Payable	-11,004.00
SVI MEDIA*							
67528	Bill	08/01/2023	21018	SVI MEDIA*	2000 · Accounts Payable	-SPLIT-	-1,353.26
67554	Bill Pmt -Check	08/11/2023	18808	SVI MEDIA*	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,353.26
The Linfords							
67468	Bill	08/02/2023	2023.07.27	The Linfords	2000 · Accounts Payable	6445 · Recreation Board Expenses	-750.00
67469	Bill Pmt -Check	08/08/2023	18778	The Linfords	1105 · Checking/1st Bank	2000 · Accounts Payable	-750.00
TOWN OF ALPINE WATER DEPT							
67395	Bill Pmt -Check	07/19/2023	18766	TOWN OF ALPINE WATER DEPT	1105 · Checking/1st Bank	2000 · Accounts Payable	-111.00
67527	Bill	08/01/2023	July 2023	TOWN OF ALPINE WATER DEPT	2000 · Accounts Payable	-SPLIT-	-1,282.49
67531	Bill	08/01/2023	916501	TOWN OF ALPINE WATER DEPT	2000 · Accounts Payable	7100 · Miscellaneous Income	-131.00
67556	Bill Pmt -Check	08/11/2023	18809	TOWN OF ALPINE WATER DEPT	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,413.49
United States Treasury							
67466	Liability Check	08/02/2023	EFT	United States Treasury	1105 · Checking/1st Bank	-SPLIT-	-7,205.06
US GEOLOGICAL SURVEY							
67529	Bill	08/01/2023	3132044	US GEOLOGICAL SURVEY	2000 · Accounts Payable	6180 · Bus. & Comm. Dev./ Comp. Plan	-63.80
67557	Bill Pmt -Check	08/11/2023	18810	US GEOLOGICAL SURVEY	1105 · Checking/1st Bank	2000 · Accounts Payable	-63.80
USDA- FOREST SERVICE							
67461	Bill	08/01/2023	07.31.2023	USDA- FOREST SERVICE	2000 · Accounts Payable	6180 · Bus. & Comm. Dev./ Comp. Plan	-875.00
67462	Bill Pmt -Check	08/01/2023	18775	USDA- FOREST SERVICE	1105 · Checking/1st Bank	2000 · Accounts Payable	-875.00
VAN DIEST SUPPLY COMPANY							
67603	Bill	08/14/2023	60638	VAN DIEST SUPPLY COMPANY	2000 · Accounts Payable	6440 · Repairs & Maint.	-880.00
67608	Bill Pmt -Check	08/14/2023	19011	VAN DIEST SUPPLY COMPANY	1105 · Checking/1st Bank	2000 · Accounts Payable	-880.00
W.A.R.M.							
67382	Bill Pmt -Check	07/18/2023	18765	W.A.R.M.	1105 · Checking/1st Bank	2000 · Accounts Payable	-28,134.59
WYOMING CHILD SUPPORT							
67503	Liability Check	08/09/2023	18785	WYOMING CHILD SUPPORT	1105 · Checking/1st Bank	Child Support	-30.26
67504	Liability Check	08/09/2023	18786	WYOMING CHILD SUPPORT	1105 · Checking/1st Bank	Child Support	-184.15
WYOMING GAME & FISH DEPARTMENT							
67566	Bill	08/09/2023	12109	WYOMING GAME & FISH DEPARTMENT	2000 · Accounts Payable	6180.1 · Visitor Center	-808.50
67568	Bill Pmt -Check	08/10/2023	18790	WYOMING GAME & FISH DEPARTMENT	1105 · Checking/1st Bank	2000 · Accounts Payable	-808.50
WYOMING RETIREMENT SYSTEM							
67614	Liability Check	08/14/2023	eft	WYOMING RETIREMENT SYSTEM	1105 · Checking/1st Bank	-SPLIT-	-10,003.56
WYOMING STATE TRAILS PROGRAM							
67564	Bill	08/09/2023	2023.08.01	WYOMING STATE TRAILS PROGRAM	2000 · Accounts Payable	6180.1 · Visitor Center	-102.00
67569	Bill Pmt -Check	08/10/2023	18791	WYOMING STATE TRAILS PROGRAM	1105 · Checking/1st Bank	2000 · Accounts Payable	-102.00
XEROX FINANCIAL SERVICES							
67580	Bill	08/11/2023	4591074	XEROX FINANCIAL SERVICES	2000 · Accounts Payable	6315 · Xerox, Etc.	-279.77
67587	Bill Pmt -Check	08/11/2023	18821	XEROX FINANCIAL SERVICES	1105 · Checking/1st Bank	2000 · Accounts Payable	-279.77

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08/15/23

Town of Alpine-Water Dept.
Transaction List by Vendor
July 19 through August 15, 2023

Trans #	Type	Date	Num	Name	Account	Split	Amount
ALPINE ACE HARDWARE							
121310	Bill	08/01/2023	July A...	ALPINE ACE HARDWARE	2000 · Accounts Payable	6925 · Supplies/Tools	-65.10
121332	Bill	08/11/2023	July A...	ALPINE ACE HARDWARE	2000 · Accounts Payable	6925 · Supplies/Tools	-65.10
121333	Bill Pmt -Check	08/11/2023	4589	ALPINE ACE HARDWARE	1200 · Cash/Checking	2000 · Accounts Payable	0.00
AT&T MOBILITY							
121264	Bill Pmt -Check	08/08/2023	4576	AT&T MOBILITY	1200 · Cash/Checking	2000 · Accounts Payable	-308.91
BLACK MOUNTAIN RENTAL							
121319	Bill	08/09/2023	38036...	BLACK MOUNTAIN RENTAL	2000 · Accounts Payable	Repair & Maint.	-1,705.20
121321	Bill Pmt -Check	08/11/2023	4578	BLACK MOUNTAIN RENTAL	1200 · Cash/Checking	2000 · Accounts Payable	-1,705.20
CASELLE, INC.							
121309	Bill	08/09/2023	126392	CASELLE, INC.	2000 · Accounts Payable	6910 · Accounting Software	-250.00
121322	Bill Pmt -Check	08/11/2023	4579	CASELLE, INC.	1200 · Cash/Checking	2000 · Accounts Payable	-250.00
CORE & MAIN							
121316	Bill	08/09/2023	See At...	CORE & MAIN	2000 · Accounts Payable	6925 · Supplies/Tools	-15,483.30
121323	Bill Pmt -Check	08/11/2023	4580	CORE & MAIN	1200 · Cash/Checking	2000 · Accounts Payable	-15,483.30
121342	Bill	08/14/2023	R4866...	CORE & MAIN	2000 · Accounts Payable	6925 · Supplies/Tools	-6,142.60
121344	Bill Pmt -Check	08/15/2023	4600	CORE & MAIN	1200 · Cash/Checking	2000 · Accounts Payable	-6,142.60
DEPATCO							
121317	Bill	08/09/2023	41259...	DEPATCO	2000 · Accounts Payable	Repair & Maint.	-455.24
121324	Bill Pmt -Check	08/11/2023	4581	DEPATCO	1200 · Cash/Checking	2000 · Accounts Payable	-455.24
ENERGY LABORATORIES, INC.							
121315	Bill	08/09/2023	57121...	ENERGY LABORATORIES, INC.	2000 · Accounts Payable	-SPLIT-	-853.50
121325	Bill Pmt -Check	08/11/2023	4582	ENERGY LABORATORIES, INC.	1200 · Cash/Checking	2000 · Accounts Payable	-853.50
Gregg, Stephen							
121350	Bill	08/14/2023		Gregg, Stephen	2000 · Accounts Payable	4631 · Usage Sale	-141.00
121351	Bill Pmt -Check	08/15/2023	4603	Gregg, Stephen	1200 · Cash/Checking	2000 · Accounts Payable	-141.00
JENKINS BUILDING SUPPLY							
121307	Bill	08/09/2023	Acct #...	JENKINS BUILDING SUPPLY	2000 · Accounts Payable	6925 · Supplies/Tools	-579.37
121326	Bill Pmt -Check	08/11/2023	4583	JENKINS BUILDING SUPPLY	1200 · Cash/Checking	2000 · Accounts Payable	-579.37
Karenn Arminington							
121365	Bill	08/15/2023	8.15.2...	Karenn Arminington	2000 · Accounts Payable	4620 · Connections	-1,000.00
121366	Bill Pmt -Check	08/15/2023		Karenn Arminington	1200 · Cash/Checking	2000 · Accounts Payable	-1,000.00
Kirsten Merrill							
121352	Bill	08/14/2023		Kirsten Merrill	2000 · Accounts Payable	4631 · Usage Sale	-32.61
121353	Bill Pmt -Check	08/15/2023	4604	Kirsten Merrill	1200 · Cash/Checking	2000 · Accounts Payable	-32.61
LOWER VALLEY ENERGY							
121367	Bill Pmt -Check	08/15/2023	EFT	LOWER VALLEY ENERGY	1200 · Cash/Checking	2000 · Accounts Payable	-3,585.53
Mountain Valley Motor & Pump							
121305	Bill	08/09/2023	13862	Mountain Valley Motor & Pump	2000 · Accounts Payable	Repair & Maint.	-966.60
121327	Bill Pmt -Check	08/11/2023	4584	Mountain Valley Motor & Pump	1200 · Cash/Checking	2000 · Accounts Payable	-966.60
ONE-CALL OF WYOMING							
121314	Bill	08/09/2023	68240	ONE-CALL OF WYOMING	2000 · Accounts Payable	6907 · O/S Professional	-22.50
121328	Bill Pmt -Check	08/11/2023	4585	ONE-CALL OF WYOMING	1200 · Cash/Checking	2000 · Accounts Payable	-22.50
Peak Water Services							
121308	Bill	08/09/2023	INVP...	Peak Water Services	2000 · Accounts Payable	Repair & Maint.	-1,230.00
121329	Bill Pmt -Check	08/11/2023	4586	Peak Water Services	1200 · Cash/Checking	2000 · Accounts Payable	-1,230.00
Servant Electric PC							
121318	Bill	08/09/2023	4269	Servant Electric PC	2000 · Accounts Payable	Repair & Maint.	-375.00
121330	Bill Pmt -Check	08/11/2023	4587	Servant Electric PC	1200 · Cash/Checking	2000 · Accounts Payable	-375.00
Town of Afton							
121343	Bill	08/14/2023	16611...	Town of Afton	2000 · Accounts Payable	6952 · Testing	-81.00
121345	Bill Pmt -Check	08/15/2023	4601	Town of Afton	1200 · Cash/Checking	2000 · Accounts Payable	-81.00

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Town of Alpine-Water Dept.
Transaction List by Vendor
July 19 through August 15, 2023

Trans #	Type	Date	Num	Name	Account	Split	Amount
TOWN OF ALPINE							
121249	Bill Pmt -Check	07/19/2023	4574	TOWN OF ALPINE	1200 · Cash/Checking	2000 · Accounts Payable	-21,338.66
121346	Bill	08/14/2023	VC Pe...	TOWN OF ALPINE	2000 · Accounts Payable	7100 · Misc. Income	-95.00
121359	Bill	08/14/2023	Trail G...	TOWN OF ALPINE	2000 · Accounts Payable	7100 · Misc. Income	-15.00
121347	Bill Pmt -Check	08/15/2023	4602	TOWN OF ALPINE	1200 · Cash/Checking	2000 · Accounts Payable	-95.00
121360	Bill Pmt -Check	08/15/2023	4606	TOWN OF ALPINE	1200 · Cash/Checking	2000 · Accounts Payable	-15.00
TOWN OF ALPINE SEWER							
121362	Bill	07/31/2023	1046	TOWN OF ALPINE SEWER	2000 · Accounts Payable	4631 · Usage Sale	-49,093.30
121354	Bill	08/14/2023	2915	TOWN OF ALPINE SEWER	2000 · Accounts Payable	4620 · Connections	-5,000.00
121355	Bill Pmt -Check	08/15/2023	4605	TOWN OF ALPINE SEWER	1200 · Cash/Checking	2000 · Accounts Payable	-5,000.00
121363	Bill Pmt -Check	08/15/2023	4607	TOWN OF ALPINE SEWER	1200 · Cash/Checking	2000 · Accounts Payable	-49,093.30
USA BLUEBOOK							
121306	Bill	08/09/2023	INV00...	USA BLUEBOOK	2000 · Accounts Payable	6925 · Supplies/Tools	-661.45
121331	Bill Pmt -Check	08/11/2023	4588	USA BLUEBOOK	1200 · Cash/Checking	2000 · Accounts Payable	-661.45
WYO OFFICE OF STATE LANDS & INVESTMENTS							
121290	Bill	08/01/2023	DW064	WYO OFFICE OF STATE LANDS & INVE...	2000 · Accounts Payable	-SPLIT-	-7,408.99
121292	Bill Pmt -Check	08/08/2023	4577	WYO OFFICE OF STATE LANDS & INVE...	1200 · Cash/Checking	2000 · Accounts Payable	-13,956.59
121291	Bill	08/15/2023	DW117	WYO OFFICE OF STATE LANDS & INVE...	2000 · Accounts Payable	-SPLIT-	-6,547.60

TOWN OF ALPINE-SEWER DEPT.
Transaction List by Vendor
July 19 through August 15, 2023

Trans #	Type	Date	Num	Name	Account	Clr	Split	Amount
ALPINE ACE HARDWARE								
13959	Bill	08/09/2023	18104 -7/23	ALPINE ACE HARDWARE	2000 · Accounts Payable		-SPLIT-	-13.77
13963	Bill Pmt -Check	08/11/2023	5224	ALPINE ACE HARDWARE	1250 · Cash In Bank		2000 · Accounts Payable	-13.77
BARBER SHOP, INC								
13932	Bill	08/01/2023	1534	BARBER SHOP, INC	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-375.00
13964	Bill Pmt -Check	08/11/2023	5225	BARBER SHOP, INC	1250 · Cash In Bank		2000 · Accounts Payable	-375.00
CASELLE								
13958	Bill	08/09/2023	126392	CASELLE	2000 · Accounts Payable		6624 · O/S Professional	-250.00
13965	Bill Pmt -Check	08/11/2023	5226	CASELLE	1250 · Cash In Bank		2000 · Accounts Payable	-250.00
CONTROL ENGINEERS, PA								
13944	Bill	08/09/2023	29751	CONTROL ENGINEERS, PA	2000 · Accounts Payable		6635 · Contract Ser.	-1,151.00
13966	Bill Pmt -Check	08/11/2023	5227	CONTROL ENGINEERS, PA	1250 · Cash In Bank		2000 · Accounts Payable	-1,151.00
CUMMINS ROCKY MOUNTAIN, LLC								
13986	Bill	08/15/2023	60-70649	CUMMINS ROCKY MOUNTAIN,...	2000 · Accounts Payable		6637 · WWTP Repairs & Mainten...	-4,285.28
DRY CREEK ENTERPRISES INC.								
13946	Bill	08/09/2023	2247	DRY CREEK ENTERPRISES IN...	2000 · Accounts Payable		6635 · Contract Ser.	-10,380.00
13947	Bill	08/09/2023	2329	DRY CREEK ENTERPRISES IN...	2000 · Accounts Payable		6667 · Utilities	-85.00
13967	Bill Pmt -Check	08/11/2023	5228	DRY CREEK ENTERPRISES IN...	1250 · Cash In Bank		2000 · Accounts Payable	-10,465.00
ENERGY LABORATORIES, INC								
13951	Bill	08/09/2023	556025	ENERGY LABORATORIES, INC	2000 · Accounts Payable		-SPLIT-	-133.00
13952	Bill	08/09/2023	558130	ENERGY LABORATORIES, INC	2000 · Accounts Payable		-SPLIT-	-133.00
13953	Bill	08/09/2023	566651	ENERGY LABORATORIES, INC	2000 · Accounts Payable		-SPLIT-	-125.50
13954	Bill	08/09/2023	567058	ENERGY LABORATORIES, INC	2000 · Accounts Payable		-SPLIT-	-272.50
13955	Bill	08/09/2023	568613	ENERGY LABORATORIES, INC	2000 · Accounts Payable		-SPLIT-	-345.00
13956	Bill	08/09/2023	568612	ENERGY LABORATORIES, INC	2000 · Accounts Payable		-SPLIT-	-345.00
13957	Bill	08/09/2023	568611	ENERGY LABORATORIES, INC	2000 · Accounts Payable		-SPLIT-	-265.00
13968	Bill Pmt -Check	08/11/2023	5229	ENERGY LABORATORIES, INC	1250 · Cash In Bank		2000 · Accounts Payable	-1,619.00
FALCON ENVIRONMENTAL CORP								
13949	Bill	08/09/2023	10119	FALCON ENVIRONMENTAL C...	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-7,077.61
13969	Bill Pmt -Check	08/11/2023	5230	FALCON ENVIRONMENTAL C...	1250 · Cash In Bank		2000 · Accounts Payable	-7,077.61
FALL RIVER PROPANE								
13983	Bill	08/15/2023	July 2023	FALL RIVER PROPANE	2000 · Accounts Payable		-SPLIT-	-33.00
JENKINS BUILDING SUPPLY								
13934	Bill	08/01/2023	762032	JENKINS BUILDING SUPPLY	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-35.23
13935	Bill	08/01/2023	762013	JENKINS BUILDING SUPPLY	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-64.87
13936	Bill	08/01/2023	761635	JENKINS BUILDING SUPPLY	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-25.99
13960	Bill	08/09/2023	762208	JENKINS BUILDING SUPPLY	2000 · Accounts Payable		6660 · Operations	-252.00
13961	Bill	08/09/2023	764331	JENKINS BUILDING SUPPLY	2000 · Accounts Payable		6639 · Equipment	-76.00
13970	Bill Pmt -Check	08/11/2023	5231	JENKINS BUILDING SUPPLY	1250 · Cash In Bank		2000 · Accounts Payable	-454.09
KUBWATER RESOURCES, INC.								
13945	Bill	08/09/2023	11923	KUBWATER RESOURCES, INC.	2000 · Accounts Payable		6637 · WWTP Repairs & Mainten...	-1,932.60
13971	Bill Pmt -Check	08/11/2023	5232	KUBWATER RESOURCES, INC.	1250 · Cash In Bank		2000 · Accounts Payable	-1,932.60
LOWER VALLEY ENERGY								
13924	Bill Pmt -Check	07/19/2023	5221	LOWER VALLEY ENERGY	1250 · Cash In Bank		2000 · Accounts Payable	-40,213.42
LSE INC								
13948	Bill	08/09/2023	582374833	LSE INC	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-550.00
13972	Bill Pmt -Check	08/11/2023	5233	LSE INC	1250 · Cash In Bank		2000 · Accounts Payable	-550.00
MT. VALLEY MOTOR AND PUMP SER. INC.								
13937	Bill	08/01/2023	13862	MT. VALLEY MOTOR AND PU...	2000 · Accounts Payable		6637 · WWTP Repairs & Mainten...	-966.60
13973	Bill Pmt -Check	08/11/2023	5234	MT. VALLEY MOTOR AND PU...	1250 · Cash In Bank		2000 · Accounts Payable	-966.60
SILVER STAR COMMUNICATIONS								
13938	Bill	08/01/2023	100556	SILVER STAR COMMUNICATI...	2000 · Accounts Payable		-SPLIT-	-274.53
13974	Bill Pmt -Check	08/11/2023	5235	SILVER STAR COMMUNICATI...	1250 · Cash In Bank		2000 · Accounts Payable	-274.53
13985	Bill	08/15/2023	100556	SILVER STAR COMMUNICATI...	2000 · Accounts Payable		-SPLIT-	-44.15

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TOWN OF ALPINE-SEWER DEPT.
Transaction List by Vendor
July 19 through August 15, 2023

Trans #	Type	Date	Num	Name	Account	Clr	Split	Amount
STEWART PLUMBING								
13933	Bill	08/01/2023		STEWART PLUMBING	2000 · Accounts Payable		6637 · WWTP Repairs & Mainten...	-147.90
13975	Bill Pmt -Check	08/11/2023	5236	STEWART PLUMBING	1250 · Cash In Bank		2000 · Accounts Payable	-147.90
SULOFF'S TOWING								
13982	Bill	08/09/2023	009413	SULOFF'S TOWING	2000 · Accounts Payable		6639 · Equipment	-342.00
13976	Bill Pmt -Check	08/11/2023	5237	SULOFF'S TOWING	1250 · Cash In Bank		2000 · Accounts Payable	-342.00
Sundance Properties*								
13923	Bill	07/19/2023	Email	Sundance Properties*	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-4,750.00
13925	Bill Pmt -Check	07/19/2023	5222	Sundance Properties*	1250 · Cash In Bank		2000 · Accounts Payable	-4,750.00
TOWN GEN FUND								
13917	Bill Pmt -Check	07/19/2023	5219	TOWN GEN FUND	1250 · Cash In Bank		2000 · Accounts Payable	-15,901.09
13950	Bill	08/09/2023	07-2023	TOWN GEN FUND	2000 · Accounts Payable		6667 · Utilities	-104.11
13977	Bill Pmt -Check	08/11/2023	5238	TOWN GEN FUND	1250 · Cash In Bank		2000 · Accounts Payable	-104.11
TOWN OF PINEDALE								
13984	Bill	08/15/2023	6/15/23 - 7/14/23	TOWN OF PINEDALE	2000 · Accounts Payable		6635 · Contract Ser.	-3,267.18
TSE ENGINEERING, PC								
13928	Bill Pmt -Check	07/20/2023	5223	TSE ENGINEERING, PC	1250 · Cash In Bank		2000 · Accounts Payable	-1,100.00
WYO OFFICE OF STATE LANDS & INVESTMENTS								
13942	Bill Pmt -Check	08/08/2023	5282	WYO OFFICE OF STATE LAND...	1250 · Cash In Bank		2000 · Accounts Payable	-187,746.40
13943	Check	08/08/2023	5281	WYO OFFICE OF STATE LAND...	1250 · Cash In Bank	X	2000 · Accounts Payable	0.00
13940	Bill	08/15/2023	CW071	WYO OFFICE OF STATE LAND...	2000 · Accounts Payable		-SPLIT-	-15,549.58
XYLEM WATER SOLUTIONS USA INC								
13982	Bill	08/15/2023	3556C85508	XYLEM WATER SOLUTIONS U...	2000 · Accounts Payable		6637 · WWTP Repairs & Mainten...	-2,299.50



TOWN OF ALPINE

CATERING PERMIT APPLICATION

APPLICATION #: _____ APPLICATION DATE: 7/14/2023
APPLICANT NAME: Ridge Creek Investment Co.
BUSINESS NAME: Staging Saddle Resort
APPLICANT'S ADDRESS: _____
118878 US Hwy 89 - 26
Alpine, WY 83128
TELEPHONE: # 307-200-1900
EVENT NAME: Shayne Senior Center
REASON FOR PERMIT REQUEST: Fundraiser - Senior Center
LOCATION OF SALES: Dunbar Senior Center
DATE(S) PERMIT REQUESTED: September 8, 2023 Time(s) 12:01 PM - 12:00 PM
Day Event

AFFIDAVIT/AUTHORIZATION

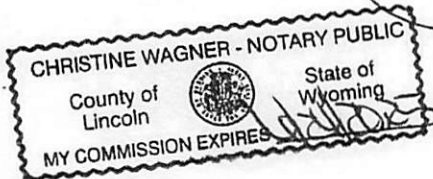
The undersigned applicant hereby authorized the Town of Alpine and its agents and employees to seek information and conduct investigations (if need be) into the truth of the foregoing statement has set forth in this application, and agrees to comply fully with the rules and Regulations of the Town of Alpine, Wyoming, governing the license requested, and further declares that the foregoing information contained in this application is true and correct.

Applicant Signature/Title

Date

State of Wyoming)
County of Lincoln) ss.

Subscribed and sworn to before me this 14 day of July, 2023.



Notary Public

My commission expires 12/31/2025