



TOWN OF ALPINE COUNCIL MEETING AGENDA

DATE: November 15, 2022
TIME: 7:00 p.m.

PLACE: Town Hall 250 River Circle
TYPE: Regular Council Meeting

1 - CALL TO ORDER: PLEDGE OF ALLEGIANCE

2 - ROLL CALL: ESTABLISH QUORUM

3- ADOPT AGENDA

4- APPROVAL OF CONSENT AGENDA:

Town Council Meeting Minutes – October 18, 2022

Planning and Zoning Commission Minutes – October 11, 2022 and October 25, 2022

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

Approval of WYDOT TAP Project CD20303 Reimbursement Request # 14 of \$10,080.80

5– ACTION ITEMS; OLD BUSINESS & NEW BUSINESS:

- **Motion to Transfer Restaurant Liquor License from Melvin Brewing Company to Get Down, LLC d.b.a. Melvin Brewing Company Effective 12-29-22 and Expiring 12-31-2022.**
- **Motion to Transfer Microbrewery License from Melvin Brewing Company to Get Down, LLC d.b.a. Melvin Brewing Company Effective 12-29-22 and Expiring 12-31-2022.**
- **Public Hearing, Discussion and Public Comments on Renewal of Liquor Licenses for 2023: Broulim Supermarket, LLC; Broulim Hardware, LLC; Conrad and Bischoff, Inc.; Driftwood Pizza, LLC; La Cabana Del Tequila, LLC; Get Down, LLC (Microbrewery and Restaurant); Rocky Mountain Rogues, Inc.; VR Tavern on the Greys, Inc.; and Yankee Doodles, LLC.**
- **Motion to Approve the Liquor License Renewals for Broulim Supermarket, LLC; Broulim Hardware, LLC; Conrad and Bischoff Inc.; Driftwood Pizza, LLC; La Cabana del Tequila, LLC; Get Down, LLC (two); Rocky Mountain Rogues, Inc.; VR Tavern on the Greys Inc.; and Yankee Doodle's, LLC with all licenses to expire December 31, 2023.**
- **Development Agreement for Alpine Flats – Dale Cottam**
- **Update on the Memorandum of Understanding between Lincoln County and Town of Alpine for the Construction of Law Enforcement Housing on Alpine Meadows Lot 36 – Mayor Lutz**
- **Third Reading 299 Ordinance No. 2022-17 "An Ordinance Repealing and Replacing 192 Ordinance No. 2009-48 Providing for Business Licenses and Fees for the Town of Alpine".**
- **Offer from Get Down LLC for Acceleration (Discount) of Lease/Recapture Agreement – Colby Cox; Jody Valenta**
- **Planning and Zoning Report – Tim Hartnett**
 - **Recommendation for Community Directional Signage Installation**
- **Motion to Approve Lease and Electrical Reimbursement Agreement with Melvin Brewing for Directional Signage on Town of Alpine Property – Mayor Lutz**
- **Motion to Approve 493 Resolution No. 11-15-2022 "Regular Council Meeting Schedule for Calendar Year 2023"**

- **Motion to Approve 494 Resolution No. 11-15-2022 "Municipal Court Schedule for Calendar Year 2023**
- **Motion to Approve 495 Resolution No. 11-15-2022 "A Resolution Certifying Compliance With The Conditions And Procedures For Annexation In Accordance With W.S. § 15-1-403 (2019); Tru-Grit Land Development, LLC Tract B Annexation.**
- **Motion to Accept Audit Agreement with Decoria & Company PC for A133 Audit for year ending 6-30-23 in the amount of \$22, 500.**
- **Motion to Select Mass Texting Option – Mayor Lutz**
- **Motion to Authorize Mayor & Council to sign a Letter from Town Council Confirming Project may Proceed and Can Be Completed within Two Years – Councilman Larsen**
- **Motion for Clearance to Proceed in Lieu of NEPA – Councilman Larsen**
- **Economic Development – Councilman Larsen**

6 - TABLED ITEMS: None

7- ADJOURNMENT: Motion to adjourn

8 - DEPARTMENT UPDATES:

Alpine Fire Department/Alpine EMS: Mayor Kennis Lutz and Councilman Frank Dickerson

Clerk/Treasurer: Sharon L. Backus

Deputy Clerk/Treasurer: Monica Chenault

Utilities/Maintenance/Roads Supervisor: Craig Leseberg

Legal/Attorney: James K. Sanderson

Personnel Directors: Mayor Kennis Lutz and Councilman Jeremiah Larsen

Emergency Management Coordinator: Mayor Kennis Lutz and Councilman Jeremiah Larsen

Grant Advisory Board: Mayor Kennis Lutz and all Councilmen

Parks & Recreation: Mayor Kennis Lutz; Councilmen Andrea Burchard

Planning & Zoning: Mayor Kennis Lutz and Councilman Justin Fritz

Streets & Roads: Mayor Kennis Lutz and all Councilmen

Water & Sewer: Mayor Kennis Lutz and all Councilmen

Special Events Coordinator: Mayor Kennis Lutz; Councilmen Justin Fritz and Andrea Burchard

Alpine Economic Development: Mayor Kennis Lutz and Councilman Jeremiah Larsen

9 - MATERIALS DISTRIBUTED

Minutes: Town Council Minutes 10/18/2022; Planning and Zoning Minutes 10/11/22 and 10/25/22

Sheriff Log for October 2022

Check Detail of Bills Paid

DRAFT Financial Report 10/31/22

Legal Notices liquor licenses and public hearings

3rd Reading DRAFT 299 Ord. No. 2022-17 Business License Fees

Rendezvous Engineering: Letter to WBC - Alpine Pretreatment & Sludge Handling Facility Bid Award and WBC Response

Legal Notice: 3rd Reading 299 Ord. No. 2022-17; liquor license transfers, liquor license renewal, Workshops

Letter from Wyoming Liquor Division regarding deficiencies.

Notices/Email: WAM Updates; Chamber notices; WARM, Forest Service, USDA, Town events, WDWS

Housing MOU between the Town of Alpine, Lincoln County Board of County Commissioners and Lincoln County Sheriff's Office

Most Recent Iteration Alpine Flats Development Agreement

Tap Grant Pay Request # 14 \$10,080.80

Resolution 493 No. 11-15-22 Official Schedule of Regular Council Meetings for 2023

Resolution 494 No. 11-15-22 Official Schedule of Municipal Court Proceedings for 2023

Resolution 495 No. 11-15-22 Certifying Compliance with Conditions and Procedures for Annexation – Tru-Grit Land Development, LLC Tract B Annexation

Petition for Annexation – Tru-Grit Land Development, LLC Tract B, Annexation Report

P & Z Commission recommendation for Community Directional Signage Installation

Email regarding mass texting from Melody Leseberg

Letter from Frank Magazine regarding WWTP invoice calculation and schedules

Letter regarding Trails and Pathways Grant confirming permission to proceed and completion within two years.

Audit Agreement from Decoria & Company PC to perform A133 Single Audit for period ending 6-30-22.