



## ***Town of Alpine***

### ***COUNCIL MEETING MINUTES***

***DATE: August 16, 2022***  
***Chambers***  
***TIME: 7:00 p.m.***

***PLACE: Town Council***  
***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: Andrea Burchard, Frank Dickerson, Justin Fritz, Jeremy Larsen and Mayor 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: July 19, 2022 and August 10, 2022**

**Planning and Zoning Commission Minutes: April 12, 2022; May 10, 2022; May 24, 2022  
June 14, 2022 and July 26, 2022**

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

**Approval of WBC Pretreatment Grant Request # 2 \$488,053.00**

**Approval of MRG-19078 Greys River Road Water Replacement Grant Request #10 of  
\$111,418.75**

**Approval of 24-Hour (One Day) Malt Beverage Permit for Alpine Car Show August 20, 2022**

**Approval of Catering Permit for VR Tavern on the Greys for Fundraiser September 10, 2022**

**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**

- **Update of Greys River Road Replacement and TAP Pathway Grant – Ryan Erickson**  
Mr. Ryan Erickson of Sunrise Engineering presented the following update. The waterline replacement is moving along. Most of the main line is installed and they are almost finished with the water project itself. There are a couple of odds and ends left, some asphalt patches to do and some collars on the valves. The plan is to finish that next week.

The TAP Pathway Grant pre-construction meeting was held on August 11, 2022 with DNS Excavation, Inc. The contractor is planning to start construction on Monday, August 22, 2022. There is a sixty-day construction period allowed. The plan is to prepare the entire pathway and then to begin pouring concrete as it becomes available. It is doubtful they can get the entire pathway completed this year just because of the lack of availability of concrete. The contractor will do what they can, and we will try to push them along, but we do not want to get too late in the season pouring concrete. Mr. Erickson stated that he had spoken to a representative of Wyoming Department of Transportation, (WYDOT) and they do not have a problem with a grant carryover to next spring if necessary. This is a problem across the state, it is not singular to Alpine.

Councilman Larsen asked if there was any further update on prepping electrical for the bus stops and street lighting. Mr. Erickson stated that the council had discussed this at the last meeting and decided that there is too much up in the air to finalize the locations. Mr. Erickson stated that the lighting could be part of the next phase of the TAP Grant. Councilman Larsen stated that he is going for a grant for the Sports Park and the Trails and Pathway Grant would also cover the streetlights. Mr. Erickson stated that the TAP Grant is an eighty-percent grant but there are more hoops to jump through as these are federal funds.

- **Motion to Adopt on Third Reading 296 Ordinance No. 2022-14 "Establishing a Unified Billing Process; Usage Fees; Connection Fees; Connection Requirements and Collection Policies"**. Ms. Backus read 296 Ordinance No. 2022-14 into the record.

**Councilman Fritz moved to adopt on third reading 296 Ordinance No. 2022-14 "Establishing a Unified Billing Process; Usage Fees; Connection Fees; Connection Requirements and Collection Policies". Councilman Dickerson seconded the motion.**

Discussion ensued. Ms. Melissa Wilson stated that she had sent a letter to the council. Ms. Wilson stated that she totally understands that the rates need to be raised. But this is a significant jump in fees. Perhaps as a consideration, the council would entertain a 35% price increase instead of a 50% rate increase in water connection fees. "It is going to be tight even for a modular home and then having to pay over \$15,000 in tap fees is nickeling and diming a normal citizen." This was discussed among the council members. Councilman Fritz stated that he too had given this some thought, and the water connection fees seemed too high. This was discussed amongst the council.

**Councilman Fritz moved to amend 296 Ordinance No. 2022-15 by reducing water tap fees to \$3,500 for ¾"; \$5,000 for 1"; \$6,500 for 1-½; and \$10,000 for a 2" meter. Councilman Dickerson seconded the motion.** There was no discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

**Councilman Larsen moved to adopt on third reading 296 Ordinance No. 2022-14 "Establishing a Unified Billing Process; Usage Fees; Connection Fees; Connection Requirements and Collection Policies" as amended. Councilman Fritz seconded the motion.** There was no discussion. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

*The aforementioned Ordinance may be viewed in the Town Office or on the website at [alpinewy.org](http://alpinewy.org)*

- **Motion to Adopt on Third Reading Motion to Adopt 297 Ordinance No. 2022-15 "Town of Alpine Building Department Fee Schedule" as Amended on Second Reading.** Ms. Backus read 297 Ordinance No. 2022-15 into the record.

**Councilman Larsen moved to adopt on third reading 297 Ordinance No. 2022-15 "Town of Alpine Building Department Fee Schedule" as amended on second reading. Councilman Fritz seconded the motion. There was no discussion. Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

*The aforementioned Ordinance may be viewed in the Town Office or on the website at [alpinewy.org](http://alpinewy.org)*

- **Motion to Adopt on First Reading 298 Ordinance No. 2022-16 "An Ordinance to Establish a Schedule for the Reimbursement of the Developer of Properties within the Town of Alpine, Wyoming to Receive Reimbursement from Subsequent Developers for Expenditures for the Installment of Water and Sewer Improvements".** Ms. Backus read 297 Ordinance No. 2022-15 into the record.

**Councilman Larsen moved to adopt on first reading 298 Ordinance No. 2022-16, "An Ordinance to Establish a Schedule for the Reimbursement of the Developer of Properties within the Town of Alpine, Wyoming to Receive Reimbursement from Subsequent Developers for Expenditures for the Installment of Water and Sewer Improvements". Councilman Fritz seconded the motion.** Council discussion ensued. Mayor Lutz stated that the line must be approved by the town for sizing prior to acceptance. This will be added before the third reading. The council can amend the ordinance on the second reading. Councilman Fritz asked Mr. Sanderson for clarification on the recapture process. Mr. Sanderson clarified the difference between tap fees and recapture fees. Mr. Sanderson explained that with this ordinance in place, the onus to determine recapture is on the developer, not the town. The town does not have to sit there and do bookkeeping like they have in the past to determine the recapture due to the developer. There is no reason for the town to be in the middle. There was no further discussion. The ordinance may be amended on second reading to reflect these changes. **Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion Carried.**

*The aforementioned Ordinance may be viewed in the Town Office or on the website at [alpinewy.org](http://alpinewy.org)*

- **Request for Permission to Build Fence in Alpine Meadows which is Prohibited by Homeowner's Association – Barbara Ewing**  
Ms. Ewing was not present.
- **Discussion on Property Options for Building on Two One-Acre Parcels on Nelson Lane – Barry Griest**  
Mr. Griest had elected to withdraw from the agenda.
- **Planning and Zoning Report – Rex Doornbos**  
Mr. Rex Doornbos of the Planning and Zoning Commission stated that last meeting there was no new business, and it has been a while since we had any active permits. It was nice to go through some backlog of stuff we have to do. Our active permit list includes nineteen Single Family Residences; fourteen Multi-Family and Townhomes; and twelve Remodel Permits. There is still a lot of construction going on out there. There was nothing new at the last meeting so we will see how that goes as we are getting into Fall conditions. We typically start to see a few more people want to get foundations in but that is all the commission has going on.
- **Fiber Update – Councilman Larsen**  
Councilman Larsen stated that he had spoken to Heath last week and it is official, Silver Star Communication will postpone the fiber installation project until next year or at least until next spring. This will give us time to keep working on the easement agreements. "I want to stress again that this is an easement, the town is not taking your property, ripping out a tree, a garage or a

retaining wall.” It is simply an easement that allows the town or utility companies to go across, over and under property to maintain the utility that is there. Mr. Larsen was asked how the easement assignments were going, and stated that they were getting a few more in, about 30%, but it was slow going. Mayor Lutz asked if some volunteers should go door-to-door this weekend to solicit signatures. Councilman Larsen stated that he did not think that was necessary as most of the remaining easements are on property whose owners live out of state. Mr. Larsen also has some volunteers with a Notary Public license living on the hill who will assist with the project.

- **Economic Development Update – Councilman Larsen**

Councilman Larsen offered the following report:

- There was not a quorum at the Economic Development Board Meeting last month, but sometimes decisions are not the main factor.
- Wyoming Business Council is working on a new “Succession Plan”, a specific loan program with low interest rates for new business purchases. Businesses must have been operating for at least seven years and it goes from parent to child for instance.
- There was an update from south Lincoln County that TerraPower intends to spend \$750M dollars on the next phase of the plant. Real Estate prices are still going up, both residential and commercial so that has been a boost for them.
- The county is still working on creating a Tourism Board for the reviewing lodging tax; they have two members but still need three more. There is about \$130,000 to \$140,000 in their “kitty”.
- Oyster Ridge Music Festival was a huge success, the number of attendees increases each year.
- The Etna South Highway 89 project has been postponed as they still have easements to procure.
- The numbers were released for Yellowstone National Park; there was a decrease of 43% in June; 45% in July and August appears to be following the same trend
- Many trailers and boats purchased during the pandemic are for sale as people’s travel plans are changing.

- **Administer Oath of Office to Deputy Clerk/Treasurer Monica Chenault**

Ms. Chenault was still serving at as an Election Judge at the Primary Election so was unable to assume the oath. Ms. Chenault will be duly sworn at the next stated meeting.

- **Other Business:** Mayor Lutz gave a brief update on the Pretreatment Project. After speaking with the Town Engineer, ventilation charcoal filters were ordered for the sewer plant today. The plans for the building should be ready by Friday. Mr. Ablondi plans to start advertising for bids next Wednesday. Mr. Ablondi is to get the requisite advertising to Ms. Backus for placement in the paper.

**6. Tabled Items: None**

**TOWN OF ALPINE GENERAL FUND**

<b>CLAIMANT</b>	<b>ALLOWED</b>
22 SOUVENIRS LLC	\$360.00
AFLAC	\$297.70
ALPINE ACE HARDWARE	\$270.62
ALPINE EXCAVATION	\$1,923.75
BLUE CROSS BLUE SHIELD	\$6,973.66
BROULIMS	\$1,025.60

CASELLE	\$100.33
CONRAD & BISCHOFF	\$556.06
DCI	\$39.00
DORRENE K. BROWNBUTTER	\$13.60
DRY CREEK ENTERPRISES	\$235.00
FDMS VISITOR CENTER CREDIT CARD LEASE	\$29.98
FIRST BANKCARD	\$2,188.26
FP MAILING SOLUTIONS	\$135.00
GREAT WEST TRUST COMPANY LLC	\$7,350.00
GUFFEY, DAWN	\$2,539.48
INTERNATIONAL CODE COUNCIL	\$251.00
JENKINS BUILDING SUPPLY	\$440.62
LINCOLN COUNTY SHERIFF	\$606.50
LOWER VALLEY ENERGY	\$440.62
MERCHANT FEE	\$226.14
MOUNTAINLAND COMMUNICATIONS	\$620.00
NAPA-ALLSTAR AUTO	\$81.44
NORCO	\$37.20
PAYROLL	\$60,626.63
PENNY, BELINDA Cleaning	\$970.00
PREVENT FIRE	\$177.00
QUICK REFERENCE PUBLISHING	\$86.15
ROCKY MOUNTAIN COMPETATIVE SOLUTIONS	\$231.01
SALT RIVER MOTORS	\$367.42
SANDERSON LAW OFFICE	\$2,525.00
SERVANT ELECTRIC	\$460.62
SHAWN BARD	\$3,545.00
SILVER STAR COMMUNICATIONS	\$561.17
STAR VALLEY DISPOSAL	\$285.00
STAR VALLEY GLASS	\$149.00
STAR VALLEY HEALTH -DONATION FROM AIRPARK	\$50,000.00
STAR VALLEY INDEPENDENT	\$484.50
TOWN OF ALPINE SEWER DEPT - GRANT INCOME DUE TO SEWER	\$488,053.00
TOWN OF ALPINE WATER DEPT	\$1,356.65
TSYS	\$183.56
UNITED STATES TREASURY	\$10,029.62
USDA FOREST SERVICE	\$952.00
VALLEY TECH LLC	\$230.00
VALLEY WIDE COOPERATIVE	\$341.28
WYOMING DEPARTMENT OF WORKFORCE SERVICES	\$5,356.71
WYOMING CHILD SUPPORT	\$464.56
WYOMING GAME & FISH	\$50.00
WYOMING RETIREMENT	\$6,628.68

WYOMING TECHNOLOGY CENTER	\$85.00
XEROX FINANCIAL	\$549.47

## **TOWN OF ALPINE SEWER DEPARTMENT**

<b>CLAIMANT</b>	<b>ALLOWED</b>
ADVANCED PUMP & EQUIPMENT	\$300.71
ALPINE ACE HARDWARE	\$11.89
BANK OF STAR VALLEY	\$25.00
BROULIMS	\$11.92
CAMBRIAN WATER OPERATIONS	\$560,066.10
CASELLE	\$100.33
CONTROL ENGINEERS	\$100.00
DELUXE	\$1,044.70
DRY CREEK ENTERPRISES INC	\$7,331.25
FALL RIVER RURAL ELECTRIC	\$17.67
JENKINS BUILDING SUPPLY	\$28.99
LOWER VALLEY ENERGY	\$2,279.09
OFFICE OF STATE LAND & INVESTMENT	\$172,196.82
SILVERSTAR	\$269.65
TOWN OF ALPINE Payroll, postage	\$9,715.17
TOWN OF ALPINE WATER DEPT Billing fees, usage	\$146.85
TOWN OF PINEDALE	\$4,687.37

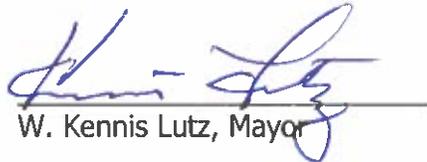
## **TOWN OF ALPINE WATER DEPARTMENT**

<b>CLAIMANT</b>	<b>ALLOWED</b>
ALPINE ACE HARDWARE	\$26.22
ALPINE EXCAVATION LLC	\$5,031.08
A.T.&T.	\$336.81
BLACK MOUNTAIN RENTAL	\$50.00
CASELLE INC.	\$100.34
CORE AND MAIN	\$809.80
DEPATCO	\$6,171.15
FIRST BANK CARD	\$149.44
JENKINS BUILDING SUPPLY	\$1,120.66
JENKINS, DAVID	\$24.00
JOHANSEN CONSTRUCTION	\$53,503.95
LINCOLN WATER QUALITY LAB Water testing	\$81.00
LOWER VALLEY ENERGY	\$4,261.94
MERCHANT FEES	\$1,855.83
OFFICE OF STATE LANDS & INVESTMENTS	\$13,866.59
ONE CALL OF WYOMING	\$48.00
SUNRISE ENGINEERING INC.	\$6,410.50
TOWN OF ALPINE Payroll, postage	\$15,319.27

**7. Adjournment:**

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

Mayor Lutz adjourned the meeting at 7:29 p.m.

  
W. Kennis Lutz, Mayor

9/20/22  
Date

Minutes taken and transcribed by:

  
Sharon Backus, Town Clerk/Treasurer

9-20-2022  
Date

Attest:



  
Sharon Backus, Town Clerk/Treasurer

9-20-2022  
Date

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