



Town of Alpine

Mayor:
Eric Green

Town Council:
Andrea Burchard
Emily Castillo
Frank Dickerson
Jeremiah Larsen

AGENDA

SPECIAL MEETING – MAY 2, 2023

7:00 PM

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

- 4) **Action Items**
 - a) Consideration of Change Order #7 – Wastewater Pretreatment Project with approval of Mayor to sign the Change Order
 - b) Consideration of Purchase of Dump Bed for 2012 Mack with approval of Mayor to sign Sales Agreement
 - c) Consideration of Resolution 510 – BOSV Capital Lease – To Repeal & Replace Resolution 507
 - d) Budgetary Discussion – Schedule Budget Meeting with Council to Advertise
 - e) 1st Reading of 305 Ordinance No. 2023-05 Budget Fiscal Year 2023
 - f) 1st Reading of 306 Ordinance No. 2023-06 Budget Fiscal Year 2024

- 5) **Adjournment**
 - a) Adjournment

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



Town of Alpine

RESOLUTION NO. 510 Town of Alpine Equipment Lease Agreement to Repeal & Replace Resolution No. 507 Town of Alpine Equipment Lease Agreement

RESOLUTION AUTHORIZING THE MAYOR OF THE TOWN OF ALPINE, WYOMING TO EXECUTE THE LEASE AGREEMENT BETWEEN BANK OF STAR VALLEY AND THE TOWN OF ALPINE, WYOMING

WITNESSETH

WHEREAS, the Town of Alpine has approved the lease of the following:

- One (1) 2012 Mack GU712 4X4 Single Axel Hook Lift/Plow/Spreader
- One (1) 13.5' Dump Body

BE IT FURTHER RESOLVED THAT Eric Green, Mayor of the Town of Alpine, is hereby designated to act on behalf of the governing body and given authority to execute lease contracts on all matters relating to this Resolution.

PASSED, APPROVED AND ADOPTED THIS 2ND DAY OF MAY 2023

Vote: Yes, No, Absent, and Abstain.

Eric Green, Mayor

ATTEST:

Monica L. Chenault, Clerk/Treasurer

305 ORDINANCE NO. 2023-05

TOWN OF ALPINE BUDGET FOR FISCAL YEAR 2023

AN ORDINANCE AMENDING THE TOWN OF ALPINE BUDGET FOR FISCAL YEAR 2023 AS ADOPTED BY THE TOWN OF ALPINE ON JUNE 21, 2022.

BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF ALPINE, LINCOLN COUNTY, WYOMING THAT 293 ORDINANCE NO. 2022-11 TOWN OF ALPINE BUDGET WILL BE REPEALED AND REPLACED BY 305 ORDINANCE NO. 2023-05.

SECTION 1: THAT THE FOLLOWING MONIES SHALL BE SET ASIDE AS ANTICIPATED FOR THE REVENUES AND INCOME FOR THE GENERAL FUND, WATER DEPARTMENT AND THE SEWER DEPARTMENT OF THE TOWN OF ALPINE, LINCOLN COUNTY, WYOMING, FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2022, AND ENDING JUNE 30, 2023.

ANTICIPATED REVENUES AND INCOME

SECTION 1: Sub Paragraph A: GENERAL FUND

ITEM	AMOUNT FY 2023
County Income	\$ 165,000.00
Federal Income	\$ 138,000.00
State Income	\$ 916,000.00
Town of Alpine Income	\$ 102,900.00
Other Income – Grant, Interest, Loan, Prior Year Fund Balance	\$ 357,649.00
Sub Paragraph A: Total General Funds Income	\$ 1,679,949.00

SECTION 1: Sub Paragraph B: WATER DEPARTMENT

ITEM	AMOUNT FY 2023
Monthly Service Income	\$ 500,000.00
Connections Other –Tap Fees, Disconnect Fee, Transfer Fee	\$ 92,250.00
Other Income – Grant, Interest, Loan, Prior Year Fund Balance	\$ 460,500.00
Sub Paragraph B: Total Water Department Income	\$ 1,052,750.00

SECTION 1: Sub Paragraph C: SEWER DEPARTMENT

ITEM	AMOUNT FY 2023
Monthly Service Income	\$ 415,000.00
Connections	\$ 365,000.00
Other Income – Grant, Interest, Loan, Prior Year Fund Balance	\$ 1,370,000.00
Sub Paragraph C: Total Sewer Department Income	\$ 2,150,000.00

SECTION 2: THAT THE FOLLOWING SUMS OF MONEY ARE HEREBY APPROPRIATED TO DEFRAY THE EXPENSES AND DISBURSEMENTS FOR THE GENERAL FUND, WATER DEPARTMENT AND THE SEWER DEPARTMENT OF THE TOWN OF ALPINE, LINCOLN COUNTY, WYOMING FOR THE FISCAL YEAR BEGINNING JULY 1, 2022, AND ENDING JUNE 30, 2023.

ANTICIPATED EXPENSES AND DISBURSEMENTS

SECTION 2: Sub Paragraph A: GENERAL FUND

ITEM	AMOUNT FY 2023
Police Department	\$ 102,200.00
Municipal Court	\$ 10,700.00
Administration	\$ 103,500.00
Civic Center	\$ 46,000.00
Bus. & Comm. Dev./Comp Plan	\$ 109,000.00
Insurance Premium	\$ 68,000.00
Pension Plan	\$ 45,000.00
Lease and Rents	\$ 7,500.00
Debt Service	\$ 191,000.00
Maintenance	\$ 138,400.00
Parks and Recreation	\$ 71,000.00
Payroll Taxes	\$ 28,000.00
Planning & Zoning	\$ 42,500.00
Professional Services	\$ 90,000.00
Salaries	\$ 268,000.00
Street and Roads	\$ 131,000.00
Travel	\$ 5,000.00
Capital Expenditure and Other Expense	\$ 220,000.00
Sub Paragraph A: Total General Fund Expenses	\$ 1,687,100.00
SURPLUS OF \$2,849.00	

SECTION 2: Sub Paragraph B: WATER DEPARTMENT

ITEM	AMOUNT FY 2023
Administration	\$ 114,500.00
Repair & Maintenance	\$ 165,600.00
Salaries	\$ 150,000.00
Operations	\$ 72,500.00
Debt Services	\$ 30,000.00
Depreciation Expense	\$ 100,000.00
Capital Outlay	\$ 410,000.00
Sub Paragraph B: Water Funds Expense	\$ 942,600.00
SURPLUS OF \$10,150.00	

SECTION 2: Sub Paragraph C: SEWER DEPARTMENT

ITEM	AMOUNT FY 2023
Administration	\$ 85,000.00
Maintenance	\$ 365,000.00
Operations	\$ 47,000.00
Salaries & Benefits	\$ 147,000.00
Insurance - Plant	\$ 14,000.00
Capital Outlay	\$ 1,000,000.00
Depreciation Expense	\$ 120,000.00
Debt Service	\$ 188,000.00
Sub Paragraph C: Sewer Department Expense	\$ 1,966,000.00
SURPLUS OF \$184,000.00	

The foregoing has been projected from the actual revenues and disbursements of the Town of Alpine for the Fiscal Year ending June 30, 2023, as a realistic and true anticipation of the Fiscal Year beginning July 1, 2022, and ending June 30, 2023.

SECTION 3: Now, therefore, be it ordained by the Town Council of the Town of Alpine, Wyoming, that the foregoing be adopted as the official Budget of the Town of Alpine for the ordinary operations of the Town General Fund, Water Department and Sewer Department for the Fiscal Year 2023.

SECTION 4: Any ordinance or part of any ordinance that may conflict herewith is hereby repealed.

SECTION 5: This ordinance passed and approved on the following dates:

Passed First Reading this 2nd Day of May 2023.

VOTE: ___ Yes, ___ No, ___ Abstain, ___ Absent

Passed Second Reading this 16th Day of May 2023.

VOTE: ___ Yes, ___ No, ___ Abstain, ___ Absent

Passed on Third and Final Reading this 20th Day of June 2023.

VOTE: ___ Yes, ___ No, ___ Abstain, ___ Absent

TOWN OF ALPINE

Eric Green, Mayor

ATTEST:

Monica L. Chenault, Clerk/Treasurer

ATTESTATION OF THE TOWN CLERK

STATE OF WYOMING
COUNTY OF LINCOLN
TOWN OF ALPINE

I hereby certify that the forgoing 305 Ordinance No. 2023-05 shall be duly posted for ten (10) days in the Town Office.

I further certify that the foregoing Ordinance will be posted on the Town website in final form, upon its passing and approved by the Town Council as soon as is practical.

I further certify that the forgoing Ordinance was duly recorded in the BOOK OF ORDINANCES VI, TOWN OF ALPINE, LINCOLN COUNTY, WYOMING.

ATTEST:

Monica L. Chenault, Clerk/Treasurer

306 ORDINANCE NO. 2023-06
TOWN OF ALPINE BUDGET FOR FISCAL YEAR 2024

BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF ALPINE, LINCOLN COUNTY, WYOMING THAT ORDINANCE 306 NO. 2023-06 WILL SET FORTH THE BUDGET FOR FISCAL YEAR 2024 BEGINNING ON JULY 1, 2023. AND ENDING ON JUNE 30, 2024.

SECTION 1: THAT THE FOLLOWING MONIES SHALL BE SET ASIDE AS ANTICIPATED FOR THE REVENUES AND INCOME FOR THE GENERAL FUND, WATER DEPARTMENT AND THE SEWER DEPARTMENT OF THE TOWN OF ALPINE, LINCOLN COUNTY, WYOMING, FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2023, AND ENDING JUNE 30, 2024.

ANTICIPATED REVENUES AND INCOME

SECTION 1: Sub Paragraph A: GENERAL FUND

ITEM	AMOUNT FY 2024
County Income	\$ 190,000.00
Federal Income	\$ 140,000.00
State Income	\$ 898,500.00
Town of Alpine Income	\$ 244,450.00
Other Income – Grant, Interest, Loan, Prior Year Fund Balance	\$ 322,500.00
Sub Paragraph A: Total General Funds Income	\$ 1,792,450.00

SECTION 1: Sub Paragraph B: WATER DEPARTMENT

ITEM	AMOUNT FY 2024
Monthly Service Income	\$ 510,000.00
Connections Other –Tap Fees, Disconnect Fee, Transfer Fee	\$ 55,000.00
Other Income – Grant, Interest, Loan, Prior Year Fund Balance	\$ 963,000.00
Sub Paragraph B: Total Water Department Income	\$ 1,528,000.00

SECTION 1: Sub Paragraph C: SEWER DEPARTMENT

ITEM	AMOUNT FY 2024
Monthly Service Income	\$ 510,000.00
Connections	\$ 90,000.00
Other Income – Grant, Interest, Loan, Prior Year Fund Balance	\$ 2,762,000.00
Sub Paragraph C: Total Sewer Department Income	\$ 3,362,000.00

SECTION 2: THAT THE FOLLOWING SUMS OF MONEY ARE HEREBY APPROPRIATED TO DEFRAY THE EXPENSES AND DISBURSEMENTS FOR THE GENERAL FUND, WATER DEPARTMENT AND THE SEWER DEPARTMENT OF THE TOWN OF ALPINE, LINCOLN COUNTY, WYOMING FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024.

ANTICIPATED EXPENSES AND DISBURSEMENTS

SECTION 2: Sub Paragraph A: GENERAL FUND

ITEM	AMOUNT FY 2024
Police Department	\$ 98,600.00
Municipal Court	\$ 11,400.00
Administration	\$ 106,000.00
Civic Center	\$ 46,000.00
Bus. & Comm. Dev./Comp Plan	\$ 35,000.00
Insurance Premium	\$ 68,000.00
Pension Plan	\$ 60,000.00
Lease and Rents	\$ 3,500.00
Debt Service	\$ 216,000.00
Maintenance	\$ 89,750.00
Parks and Recreation	\$ 58,500.00
Payroll Taxes	\$ 33,000.00
Planning & Zoning	\$ 42,500.00
Professional Services	\$ 100,000.00
Salaries	\$ 273,000.00
Street and Roads	\$ 30,000.00
Travel	\$ 9,000.00
Capital Expenditure and Other Expense	\$ 420,000.00
Sub Paragraph A: Total General Fund Expenses	\$ 1,787,250.00
SURPLUS OF \$5,200.00	

SECTION 2: Sub Paragraph B: WATER DEPARTMENT

ITEM	AMOUNT FY 2024
Administration	\$ 153,000.00
Repair & Maintenance	\$ 144,000.00
Salaries	\$ 170,000.00
Operations	\$ 90,000.00
Debt Services	\$ 30,000.00
Depreciation Expense	\$ 100,000.00
Capital Outlay	\$ 756,000.00
Sub Paragraph B: Water Funds Expense	\$ 1,443,000.00
SURPLUS OF \$85,000.00	

SECTION 2: Sub Paragraph C: SEWER DEPARTMENT

ITEM	AMOUNT FY 2024
Administration	\$ 110,000.00
Maintenance	\$ 115,000.00
Operations	\$ 63,000.00
Salaries & Benefits	\$ 165,000.00
Insurance - Plant	\$ 20,000.00
Capital Outlay	\$ 2,50,000.00
Depreciation Expense	\$ 200,000.00
Debt Service	\$ 188,000.00
Sub Paragraph C: Sewer Department Expense	\$ 3,361,000.00
SURPLUS OF \$1,000.00	

The foregoing has been projected from the actual revenues and disbursements of the Town of Alpine for the Fiscal Year ending June 30, 2023, as a realistic and true anticipation of the Fiscal Year beginning July 1, 2023, and ending June 30, 2024.

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Eric Green, Mayor

ATTEST:

Monica L. Chenault, Clerk/Treasurer

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COUNTY OF LINCOLN
TOWN OF ALPINE

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Monica L. Chenault, Clerk/Treasurer