



TOWN COUNCIL MEETING AGENDA

September 15, 2026, at 7:00 PM

250 River Circle- Alpine, WY 83128

Notice- The video and audio for this meeting are streamed live to the public via the internet and mobile devices with views that encompass all areas, participants, and audience members. Please silence all electronic devices during the meeting. Comments made on YouTube will not be answered. Please email clerk@alpinewy.gov with any questions or comments.

1. CALL TO ORDER - Mayor Green
2. PLEDGE OF ALLEGIANCE – Mayor Green
3. ROLL CALL – Town Administrator Hovorka
4. ADOPT THE AGENDA

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.

5. CONSENT AGENDA – Mayor Green
 - a. Town Council Minutes: September 1, 2026, Town Council Meeting Minutes
 - b. Planning & Zoning Commission Minutes: August 11, 2026, and August 25, 2026, Planning & Zoning Commission Minutes.
 - c. Bills to Pay Report: August 18, 2026, through September 15, 2026
6. REPORTS
 - a. Mayor's Report – Eric Green
 - b. Planning & Zoning Report – Melisa Wilson
 - c. Events Committee Report – Andrea Burchard
 - d. Economic Development Report – Jeremiah Larsen
 - e. Alpine Travel & Tourism Board Report – Jeremiah Larsen

- f. Lincoln County Sheriff's Report – Submitted in writing

7. PUBLIC HEARING

- a. **ABS WY LLC d.b.a. KJ's Alpine:**

Public Hearing for Transfer of Ownership of County Malt Beverage Permit.

8. ACTION ITEMS

- a. **ABS WY LLC Transfer of Ownership - County Malt Beverage Permit:**

Suggested Motion: Motion to approve the transfer of ownership of the County Malt Beverage Permit from Parkland USA Corp. to ABS WY LLC, doing business as KJ's Alpine, for the premises located at 15 Boardwalk Drive, contingent upon final review and certification of the application as complete by the Wyoming Liquor Division.

- b. **AMI Meter Project - Pay Application No. 5:**

Suggested Motion: Motion to approve Pay Application No. 5 to Core & Main, LP in the amount of \$42,292.70 and authorize release of the remaining retainage associated with Pay Application No. 1 following completion of the required 41-day public notice period.

- c. **Civic Center Audio/Video System Upgrade:**

Suggested Motion: Motion to approve a budget of up to \$8,000 for upgrades to the Civic Center audio/video system and authorize staff to submit a funding request to the Alpine Travel and Tourism Board in the amount of \$6,000 for consideration at its October 15, 2026, meeting.

- d. **Caselle Community Connect Online Payment Portal:**

Suggested Motion: Motion to approve Caselle Community Connect for utility billing, accounts receivable, and other General Fund payments, including the \$1,200 setup fee and \$1,800 annual cost, with implementation by December 31, 2026.

- e. **Lift Station Electrical Relocation:**

Suggested Motion: Motion to direct staff to proceed with the lift station power supply relocation project and amend the FY25 wastewater fund capital outlay budget by \$20,000 to accommodate project costs.

- f. **Used Service Pickup with Crane:**

Suggested Motion: Motion to authorize staff to purchase a used service pickup, equipped with a crane, in an amount not to exceed \$75,000 and direct staff to amend the water fund capital outlays budget by \$30,000 to accommodate this purchase.

g. **Lift Station Mobile Generator Connection Improvements:**

Suggested Motion: Motion to move to authorize Town staff to complete the electrical and related site upgrades necessary to connect the Town's lift stations to the existing mobile generator during an extended power outage, for a total project cost not to exceed \$45,000; to prioritize locations as necessary to remain within budget; and to return to Council before proceeding if an overage is anticipated

h. **MaintainX Work Order System Subscription:**

Suggested Motion: Motion to move to select MaintainX as the Town's work order platform and authorize the Mayor to sign the order form in the amount of \$6,742.00 for implementation and an initial one-year subscription.

9. PUBLIC COMMENT

Public comment is limited to a total of 20 minutes, with each speaker allowed up to 3 minutes. This is an opportunity to address the Council on any topic. The Council may listen but will not take action on items raised during this time. Speakers are expected to maintain decorum and be respectful. Written comments may be submitted by 12:00 PM (Noon) on the day of the meeting.

10. ADJOURNMENT