



TOWN COUNCIL MEETING

March 19, 2024 at 7:00 PM

250 River Circle - Alpine, WY 83128

MINUTES

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.

YouTube LINK FOR LIVE FEED:

<https://www.youtube.com/@townofalpine>

1. CALL TO ORDER - Mayor Green

Mayor Green called the Town Council Meeting to order at 7:01 p.m.

2. PLEDGE OF ALLEGIANCE – Mayor Green

Mayor Green led the attendees in the Pledge of Allegiance.

3. ROLL CALL – Monica Chenault

Clerk Chenault conducted the roll call and declared a quorum of the Town Council.

PRESENT

Councilman Jeremiah Larsen
Councilman Frank Dickerson
Mayor Eric Green
Councilman Emily Castillo
Councilman Andrea Burchard

4. ANNOUNCEMENTS – 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.

5. CONSENT AGENDA – Mayor Green

a. Motion to approve the following Town Council Minutes:

- November 21, 2023 - Town Council Regular Meeting
- December 19, 2023 - Town Council Public Hearing - Severson
- December 19, 2023 - Town Council Public Hearing - Griest
- January 16, 2024 - Town Council Regular Meeting
- February 20, 2024 - Town Council Public Hearing - Dead Horse Meadows
- February 20, 2024 - Town Council Regular Meeting
- March 05, 2024 - Town Council Work Session
- March 05, 2024 - Town Council Special Meeting
- March 08, 2024 - Town Council Budgetary Workshop

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

b. Planning & Zoning Commission Minutes: February 13th, 2024

Motion to approve Planning & Zoning Commission Minutes: February 13th, 2024.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

c. Bills to Pay

Motion to approve Bills to Pay.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

d. Catering Permits:

Motion to approve the following Catering Permits:

- NRA Banquet (24 Hour Catering Permit) - June 1st, 2024
- Rocky Mountain Elk Foundation - June 29th, 2024, from 2:00 P.M. - 11:00 P.M.
- Mule Deer Foundation - April 6th, 2024, from 2:00 P.M. - 11:00 P.M.

- Alpine Car Show - August 17th, 2024, from 10:00 A.M. - 8:00 P.M.
- Alpine Mountain Days (Sale of Alcohol) - June 21st - June 23rd, 2024, from 11:00 A.M. to 11:00 P.M.
- Star Valley Trout Unlimited Fundraiser (24 Malt Beverage Permit) - April 20, 2024

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.
 Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

e. Draft Financial Report 2/29/2024 - All funds

Motion to approve the Draft Financial Report - 02/29/2024 - all funds.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.
 Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

6. REPORTS

a. Mayor's Report – Eric Green

Mayor Green gave an update on the 6th Penny Tax Project List. He then yielded some of his time to Mike Hunsaker, CEO of Star Valley Health. Mr. Hunsaker updated the Town Council on the progress of the expansion at the Alpine Facility.

b. Engineering Report – Jorgensen Engineering

c. Planning & Zoning Report – Dan Schou

Mr. Schou updated the Town Council on the recommendations to update the LUDC and the Fee Schedule.

d. Utility Easement Update – Jeremiah Larsen

Councilman Larsen updated the Council on the Easement Project.

e. Economic Development Report – Jeremiah Larsen

f. Alpine Travel & Tourism Board Report – Jeremiah Larsen

Councilman Larsen reported on the grant applications and announced the Tourism Board Meeting is at 6:00 p.m. on April 4th, 2024.

g. Lincoln County Sheriff's Report – Submitted in writing.

h. Alpine Education Committee Update

Councilman Castillo updated Council on the Committee's attendance at the Lincoln County School Board Meeting.

7. ACTION ITEMS

- a. **Get Down, LLC - Wastewater Treatment Facility Fee Agreement.**

Seeking a Motion to approve and adopt the Get Down, LLC Wastewater Treatment Facility Fee Agreement.

Motion to approve the Get Down, LLC Wastewater Treatment Facility Fee Agreement.

Motion made by Councilman Dickerson, Seconded by Councilman Castillo.
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

Motion to Authorize Mayor Green to sign the Get Down, LLC Wastewater Treatment Facility Fee Agreement.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

- b. **P & Z Recommendation: New Building & Development Fee Schedule.**

No Action.

- c. **Resolution No. 2024-011 - Official Appointments of The Alpine Architectural Review Committee.**

Motion to approve Resolution 2024-011 - Official Appointments of the Alpine Architectural Review Committee.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

- d. **Resolution No. 2024-012 - Zyland Subdivision Annexation.**

Motion to approve Resolution No. 2024-012 - Zyland Subdivision Annexation.

Motion made by Councilman Dickerson, Seconded by Councilman Larsen.
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

- e. **Ordinance No. 2024-001 Annexation Ordinance - 2nd Reading.**

Motion to approve the 2nd Reading of Ordinance No. 2024-001 - Annexation Ordinance.

Motion made by Councilman Castillo, Seconded by Councilman Burchard.
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

- f. Ordinance No. 2024-002 Annexation Dead Horse Meadows - 2nd Reading.

Motion to approve the 2nd Reading of Ordinance No. 2024-002 Annexation - Dead Horse Meadows.

Motion made by Councilman Dickerson, Seconded by Councilman Burchard.
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard.

- g. Motion to approve payment of JL Concrete Invoices in the amount of \$80,710.22 and SLIB Pay Application Request #2 in the amount of \$80,710.22 upon review and approval of Jorgensen Engineering and contingent upon completion of paperwork by JL Construction.

Motion made by Councilman Dickerson, Seconded by Councilman Burchard.
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

8. PUBLIC COMMENT

The Meeting was opened to Public Comment.

9. ADJOURNMENT

Mayor Green adjourned the Town Council Meeting at 8:04 p.m.

Report Criteria:
 Report type: Summary
 Check.Type = (<>) "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount	
03/24	03/05/2024	31	2880	Xpress Bill Pay	10-20100	434.87	M
03/24	03/19/2024	32	410	AT&T MOBILITY	51-20100	353.55	M
03/24	03/12/2024	19257	2420	USDA- Forest Service	10-20100	1,332.81-	V
02/24	02/27/2024	19351	1480	Lincoln County Clerk	10-20100	105.00	
03/24	03/04/2024	19352	710	Core & Main	51-20100	3,146.40	
03/24	03/08/2024	19353	1220	Idaho Park and Recreation	10-20100	812.00	
03/24	03/08/2024	19354	2770	Wyoming State Trails Program	10-20100	34.00	
03/24	03/12/2024	19363	2420	USDA- Forest Service	10-20100	1,332.81	
03/24	03/14/2024	19364	200	Alarmlogix	10-20100	35.00	
03/24	03/19/2024	19365	220	All Star Auto Parts - Napa	52-20100	1,225.29	
03/24	03/14/2024	19366	250	Alpine Ace Hardware	51-20100	2,184.85	
03/24	03/19/2024	19367	340	Altitude Air, LLC	10-20100	1,367.00	
03/24	03/14/2024	19368	340	Altitude Air, LLC	10-20100	1,355.00	
03/24	03/14/2024	19369	400	ASCAP	10-20100	434.00	
03/24	03/14/2024	19370	480	Belinda Penny	10-20100	810.00	
03/24	03/14/2024	19371	570	Brouilims-Alpine	51-20100	35.94	
03/24	03/14/2024	19372	620	Caselle	52-20100	4,139.39	
03/24	03/14/2024	19373	640	CivicPlus	10-20100	1,647.72	
03/24	03/19/2024	19374	670	Comtech Digital Solutions	10-20100	2,428.93	
03/24	03/14/2024	19375	700	Control Engineers, PA	52-20100	225.00	
03/24	03/14/2024	19376	3100	Daugherty Strategies, LLC	10-20100	20,000.00	
03/24	03/14/2024	19377	2840	Dawn Guffey	10-20100	42.21	
03/24	03/14/2024	19378	790	Depatco	10-20100	1,111.55	
03/24	03/19/2024	19379	880	Dry Creek Enterprises, Inc	52-20100	840.00	
03/24	03/14/2024	19380	860	Dry Creek Enterprises, Inc	52-20100	10,020.00	
03/24	03/14/2024	19381	870	Energy Laboratories, Inc	51-20100	118.00	
03/24	03/19/2024	19382	900	Falcon Enviromental Corp	52-20100	6,500.61	
03/24	03/14/2024	19383	910	Fall River Propane	52-20100	9.00	
03/24	03/14/2024	19384	2910	Gilcrease, Steve	10-20100	143.51	
03/24	03/14/2024	19385	2890	High Country Linen	10-20100	471.50	
03/24	03/14/2024	19386	1210	Huber Technology	52-20100	4,403.80	
03/24	03/14/2024	19387	1310	Jenkins Building Supply	51-20100	204.92	
03/24	03/14/2024	19388	1340	Jorgensen Engineering	52-20100	67,856.05	
03/24	03/14/2024	19389	3150	Lampshade Studio	10-20100	250.00	
03/24	03/14/2024	19390	1480	Lincoln County Clerk	10-20100	18.00	
03/24	03/14/2024	19391	1510	Lincoln County Sheriff's Office	10-20100	608.50	
03/24	03/14/2024	19392	1530	Lincoln County Water Quality Lab	51-20100	81.00	
03/24	03/14/2024	19393	1680	Norco, Inc	10-20100	36.54	
03/24	03/19/2024	19394	1810	Rhinehart Oil	10-20100	4,183.89	
03/24	03/14/2024	19395	1810	Rhinehart Oil	10-20100	1,225.11	
03/24	03/14/2024	19396	2860	Robert Wagner	52-20100	171.86	
03/24	03/14/2024	19397	1880	Salt River Motors	51-20100	2,553.34	
03/24	03/14/2024	19398	2870	Sanderson Law Office	10-20100	2,600.00	
03/24	03/19/2024	19399	1910	Servant Electric, PC	10-20100	20,878.36	
03/24	03/14/2024	19400	3130	Shay Scaffide	10-20100	315.00	
03/24	03/14/2024	19401	2020	Star Valley Disposal, Inc	10-20100	785.00	
03/24	03/14/2024	19402	2140	SVI Media	10-20100	287.39	
03/24	03/14/2024	19403	2310	Town of Pinedale	52-20100	6,675.45	
03/24	03/14/2024	19404	2380	U-Line	10-20100	4,953.55	
03/24	03/19/2024	19405	2390	USA Blue book	52-20100	321.46	
03/24	03/14/2024	19406	2450	Valley Auto Supply	52-20100	18.37	
03/24	03/14/2024	19407	2470	Valley Tech, LLC	10-20100	150.00	
03/24	03/14/2024	19408	2480	Valley Wide Cooperative, Inc	10-20100	1,957.60	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/24	03/14/2024	19409	3140	Wade Hirsch, CPA, PC	10-20100	5,337.60
03/24	03/19/2024	19410	2660	Western States Equipment	10-20100	10,623.83
03/24	03/14/2024	19411	2820	Xerox Financial Services	10-20100	277.32
03/24	03/05/2024	2202024	1560	Lower Valley Energy	10-20100	8,228.90 M
03/24	03/04/2024	123120237	710	Core & Main	81-20100	9,023.68 V
03/24	03/13/2024	202400001	960	First Bank Card	10-20100	.00 V
03/24	03/13/2024	202400002	960	First Bank Card	52-20100	6,701.84 M
Grand Totals:						202,909.32

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-10302	.00	.00	.00
10-20100	6,016.68	129,973.39-	123,957.43-
10-42-240	428.94	372.00-	58.94
10-42-314	1,647.72	.00	1,647.72
10-42-316	40,202.60	.00	40,202.60
10-42-335	6,883.65	1,450.40-	5,443.25
10-42-348	277.32	.00	277.32
10-42-360	381.89	99.00-	282.89
10-42-360	434.00	.00	434.00
10-42-360	1,792.73	.00	1,792.73
10-42-410	850.44	321.65-	528.69
10-42-415	214.85	.00	214.85
10-46-385	143.61	.00	143.61
10-50-120	117.85	.00	117.85
10-50-331	20,483.75	.00	20,483.75
10-50-350	123.50	.00	123.50
10-50-397	38.18	.00	38.18
10-50-410	417.17	393.46-	23.72
10-50-411	681.30	.00	681.30
10-52-410	108.87	.00	108.87
10-52-451	2,178.81	1,332.91-	848.00
10-54-333	2,241.03	.00	2,241.03
10-54-351	11,247.18	.00	11,247.18
10-54-411	1,111.55	.00	1,111.55
10-54-445	2,048.45	2,048.45-	.00
10-54-454	209.54	.00	209.54
10-54-465	4,292.13	.00	4,292.13
10-56-318	608.60	.00	608.60
10-56-410	180.00	.00	180.00
10-56-452	117.85	.00	117.85
10-56-330	18,672.11	.00	18,672.11
10-56-332	5,788.04	.00	5,788.04
10-56-334	305.45	.00	305.45
10-56-410	427.08	.00	427.08
10-56-460	181.11	.00	181.11
10-56-462	1,985.53	.00	1,985.53
10-56-454	1,250.10	.00	1,250.10
10-56-462	38.87	.00	38.87
10-56-420	315.00	.00	315.00
10-56-423	816.68	.00	816.68
10-56-428	788.00	.00	788.00

GL Account	Debit	Credit	Proof
10-70-315	42.21	.00	42.21
51-20100	9,581.21	34,569.73-	24,988.52-
51-42-410	51.68	15.74-	35.94
51-80-315	16,982.50	.00	16,982.50
51-80-320	81.00	.00	81.00
51-80-332	3,393.27	.00	3,393.27
51-80-335	876.96	.00	876.96
51-80-395	409.98	409.98-	.00
51-80-420	3,169.39	9,023.58-	5,854.19-
51-80-452	1,771.26	.00	1,771.26
51-80-454	688.69	131.91-	556.78
51-80-545	7,145.00	.00	7,145.00
52-20100	7,757.82	61,721.19-	53,963.37-
52-42-315	275.00	.00	275.00
52-42-410	276.33	.00	276.33
52-82-300	1,124.10	.00	1,124.10
52-82-332	1,298.86	.00	1,298.86
52-82-390	97.45	97.45-	.00
52-82-454	510.88	.00	510.88
52-82-455	371.44	.00	371.44
52-83-300	60.00	.00	60.00
52-83-315	2,475.00	.00	2,475.00
52-83-335	295.61	.00	295.61
52-84-300	451.83	130.37-	321.46
52-84-315	759.00	.00	759.00
52-84-318	25,005.45	7,530.00-	17,475.45
52-84-320	12.22	.00	12.22
52-84-332	3,594.54	.00	3,594.54
52-84-335	732.00	.00	732.00
52-84-390	365.67	.00	365.67
52-84-420	10,904.41	.00	10,904.41
52-84-454	5,360.60	.00	5,360.60
52-90-541	7,750.80	.00	7,750.80
Grand Totals:	249,619.30	249,619.30-	.00

Dated: 3/19/2024

Mayor: _____

Council: Okunskard

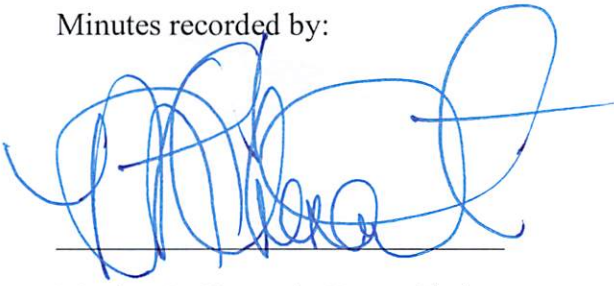
Emily Castillo

[Signature]

Treasurer: [Signature]

M = Manual Check, V = Void Check

Minutes recorded by:



Monica L. Chenault, Town Clerk

Publish Tracking:

Town Website: 03/21/2024

Community Board: 03/22/2024

Alpine Post Office: 03/22/2024

Alpine Library: 03/22/2024

Alpine Information Center: 03/22/2024

Minutes approved in a legally advertised meeting on 04, 16, 2024.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk

DRAFT