



TOWN COUNCIL MEETING

November 21, 2023 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 November 21, 2024 Town Council Meeting to order at 7:03 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 announced a quorum of the Council with all present.

4. CONSENT AGENDA – Mayor Green

Councilman Larsen made a motion to approve the consent agenda. Councilman Dickerson seconded the motion. The motion passed unanimously.

a. Motion to approve the following Minutes:

- October 17, 2023, Town Council Meeting
- December 5, 2023, Special Meeting
- December 5, 2023, Public Hearing

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

b. Motion to approve the October 24, 2023, Planning & Zoning Commission Minutes:

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

c. Motion to approve the following Bills to Pay:

- General Fund: October 18, 2023 - November 21, 2023
- Water Department: October 18, 2023 - November 21, 2023
- Sewer Department: October 18, 2023 - November 21, 2023

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

d. Motion to approve the Town of Alpine Greys River Road Pathway Project - Change Order #5: Net reduction in contract price of (\$8,950.00)

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

e. Motion to approve the Town of Alpine Greys River Road Pathway Project - Final Payment #4: \$24,834.00 - Payment will be made upon completion of Final Payment Requirements.

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

f. Motion to approve the following Catering Permit: Bull Moose - Christmas Concert in Jackson on 2023.12.03 at the Presbyterian Church of Jackson Hole.

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

5. PUBLIC HEARING

a. Liquor License Renewals 2024:

Mayor Green will open the hearing and turn it over to Town Clerk Monica Chenault.

This is the Public Hearing for renewal of 10 liquor license applications. The following businesses operating within the incorporated boundaries of the Town of Alpine submitted Renewal of Liquor License applications for the calendar year 2024:

Yankee Doodle's - Alyshia Trujillo - Restaurant Liquor License (RLL-2)

La Cabana del Tequila, LLC - Christian Perez - Restaurant Liquor License (RLL-8)

VR Tavern on the Greys, LLC - Grant van Rooyen - Retail Liquor License (RBLL-6)

Parkland USA Corporation dba KJ's Alpine - County Malt Beverage Liquor License (CMB-5)

Rocky Mountain Rogues, Inc., d.b.a. Bull Moose Saloon - Juline Christofferson - Retail Liquor License (RBLL-1)

Driftwood Pizza, LLC - William M. Fisher - Restaurant Liquor License (RLL-9)

Get Down LLC., d.b.a. Melvin Brewing - Gavin Fine - Restaurant Liquor License (RLL-12)

Get Down LLC., d.b.a. Melvin Brewing - Gavin Fine - Microbrewery License (MICRO BP-2)

Broulim Supermarkets, LLC, d.b.a. Alpine Broulim - Robert W. Broulim - Retail Liquor License Permit (RBLL-4)

Broulim Hardware, LLC, d.b.a. Alpine Ace Hardware - Robert W. Broulim - County Retail - Malt Beverage Permit (CMB-3)

The Town of Alpine published notice on the consecutive advertising dates of November 8th and 15th 2023. If approved all liquor license renewals will expire on December 31, 2024. The Wyoming Liquor Division has reviewed and found all applications complete except for Melvin Brewing Microbrewery License, La Cabana del Tequila LLC Restaurant Liquor License, and Driftwood Pizza LLC Restaurant Liquor License due to pending documentation from the Wyoming Liquor Division.

The Public Hearing was opened for Public Comment. No Public Comment was taken.

Mayor Green closed the hearing.

6. REPORTS

- a. Mayor's Report - Eric Green
- b. Engineering Report - Jorgensen Engineering submitted in writing
- c. Planning & Zoning Report - Melisa Wilson
- d. Economic Development Report - Jeremiah Larsen
- e. Utility Easement Update - Jeremiah Larsen
- f. Sports Park Funding Update - Jeremiah Larsen
- g. Alpine Travel & Tourism Board Report - Jeremiah Larsen

h. Lincoln County Sheriff's Report - Submitted in writing.

7. ACTION ITEMS

a. Liquor License Renewals 2024:

The Wyoming Liquor Division has reviewed and found the following applications complete:

- Yankee Doodle's LLC Restaurant Liquor License - Complete
- Tavern on the Greys LLC Retail Liquor License - Complete
- KJ's Alpine County Malt Beverage Liquor License - Complete
- Bull Moose Saloon Retail Liquor License - Complete
- Broulim's Supermarket LLC Retail liquor License - Complete
- Alpine Ace Hardware County Malt Beverage Permit - Complete

Motion to approve the Liquor Licenses with completed applications, all licenses to expire on December 31, 2024.

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

The following Liquor Licenses are pending completed documentation by the Wyoming Liquor Division and approval:

- 7) Melvin Brewing Microbrewery License - Incomplete
- 8) La Cabana del Tequila LLC Restaurant Liquor License - Incomplete
- 9) Driftwood Pizza LLC Restaurant Liquor License - Incomplete
- 10) Melvin Brewing Restaurant Liquor License - Incomplete and Additional Information Needed

Motion to approve the Liquor Licenses pending the Wyoming Liquor Division determination that the applications are complete with all licenses to expire on December 31, 2024.

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

b. Alpine Flats Infrastructure Engineer Review:

Seeking acceptance of the installation of approximately 2,148 linear feet of 8" PVC water main, 4 hydrant assemblies, 1471 Linear feet of 8" PVC sewer main, 5 manholes, service laterals within the utility easement, and additional system improvements per the June 13, 2022 DEQ Notice of Compliance. The property owner will install or confirm installation of restraints on 8" water main stubs per Jorgensen's Engineering Review Document no later than May 30, 2024. Easements will be provided and recorded for accepted infrastructure within 30 days of today.

Alpine Flats Infrastructure Engineer Review:

Motion to approve the acceptance of the installation of approximately 2,148 linear feet of 8" PVC water main, 4 hydrant assemblies, 1471 Linear feet of 8" PVC sewer main, 5 manholes, service laterals within the utility easement, and additional system improvements per the June 13, 2022 DEQ Notice of Compliance. The property owner will install or confirm installation of restraints on 8" water main stubs per Jorgensen's Engineering Review Document no later than May 30, 2024. Easements will be provided and recorded for accepted infrastructure within 30 days of today.

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

c. Dead Horse Annexation Petition Resolution:

Motion to approve Resolution No. 2023-525 - Dead Horse Meadows Annexation to the Town of Alpine.

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

d. 3rd and Final Reading of Ordinance No. 2023-07 Speed Calming Device:

Motion to approve the adoption of Ordinance No. 2023-07 Speed Calming Device on the 3rd Reading.

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

e. Resolution No. 2023-522 Stated Town Council Work Sessions:

Motion to approve Resolution 2023-522 setting the Alpine Town Council Work Sessions for the calendar year 2024.

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

f. Resolution No. 2023-521 - Stated Town Council Meetings:

Motion to amend Resolution No. 2023-521 to reflect the correct Resolution number of 2023-520.

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

Motion to approve Resolution No. 2023-520 - Stated Town Council Meetings.

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

g. Resolution No. 2023-525 - Municipal Court Schedule:

Motion to approve Resolution No. 2023-525 - Municipal Court Schedule.

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

h. Resolution 2023-526 for the Creation of a Public Education Committee:

Motion to approve Resolution 2023-526 for the Creation of a Public Education Committee:

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

8. DISCUSSION ITEMS

a. Recreational Shooting Bridger-Teton National Forest:

Discussion was opened for the Recreational Shooting Bridger-Teton National Forest.

b. Architectural Review Committee

Discussion was opened for the Architectural Review Committee.

9. TABLED ITEMS

a. Motion to remove the 3rd and Final Reading Ordinance No. 2023-03 - Repeal & Replace Ordinance No. 257 L.U.D.C. from the table.

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

Motion to approve the adoption of the 3rd reading of Ordinance No. 2023-03 L.U.D.C to Repeal & Replace Ordinance No. 257 L.U.D.C.

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

10. PUBLIC COMMENT

The meeting was opened to Public Comment

11. EXECUTIVE SESSION

Motion to adjourn the meeting into Executive Session for legal discussion at 8:49 p.m.

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

Motion to adjourn Executive Session and return to Meeting.

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

12. ADJOURNMENT

Councilman Dickerson made a motion to adjourn the Town Council Meeting. Councilman Larsen Seconded the Motion. The Meeting was adjourned at 9:37 p.m.

Minutes recorded by:

Monica L. Chenault, Town Clerk

Publish Tracking:

Town Website: 03/05/2024

Community Board: 03/05/2024

Alpine Post Office: 03/05/2024

Alpine Library: 03/05/2024

Alpine Information Center: 03/05/2024

Minutes approved in a legally advertised meeting on 03, 19, 2024.



Signed:

Eric Green, Mayor

Attest:

Monica L. Chenault, Town Clerk