



TOWN COUNCIL REGULAR MEETING MINUTES

June 23, 2026 / 250 River Circle - Alpine, WY 83128

CALL TO ORDER

Mayor Green called the meeting to order at 6:30 p.m.

ROLL CALL

Town Administrator Hovorka conducted roll call. Present were Mayor Green and Councilmembers Larsen, Wierda, Burchard, and Scaffide. A quorum was established. Town Attorney James Sanderson and Clerk/Treasurer Chenault were also in attendance.

ADOPTION OF AGENDA

Councilmember Larsen made a motion to adopt the agenda. Councilmember Burchard seconded. **Voting Yea:** Mayor Green, Councilmember Larsen, Councilmember Burchard, Councilmember Wierda, and Councilmember Scaffide. Motion carried.

PUBLIC HEARING

6:30 PM Public Hearing – Boardwalk II Lot 18 Annexation Petition

Mayor Green opened the public hearing for the proposed Boardwalk II Lot 18 Annexation Petition. Administrator Hovorka confirmed that notice of the public hearing had been provided in accordance with statutory requirements and that the annexation report had been prepared and made available for public review. Mayor Green presented the annexation report.

Attorney Sanderson asked for confirmation that all required notices had been prepared and mailed. Clerk Chenault confirmed that the applicant had completed the required mailing, submitted the affidavit of mailing, and that all statutory notice requirements had been satisfied.

Councilmember Scaffide asked what size water line would serve the proposed development in order to determine applicable impact fees. Clerk Chenault explained that the water service size would be determined during the building permit review process. Applicant Rex Doornbos stated that he anticipated a 2-inch sprinkler line and an additional 2-inch domestic water line for the proposed 24-unit apartment building, though the final size had not yet been determined.

Councilmember Scaffide asked Mr. Doornbos about the anticipated project timeline. Mr. Doornbos stated that construction timing would depend on funding availability and project budgeting.

Mayor Green opened the hearing for public comment. There being no public comments, Administrator Hovorka read each of the six statutory findings required under Wyoming Statute 15-1-402 into the record. Following each finding, Mayor Green asked the Town Council whether the requirement had been satisfied, and the Council affirmed each finding.

With no further comments or discussion, Mayor Green closed the public hearing.

Immediately Following – Public Hearing – Restaurant Liquor License Application for Casa Mezcal, LLC

Mayor Green opened the public hearing for the Restaurant Liquor License application submitted by Casa Mezcal, LLC. Administrator Hovorka entered the application into the record, stating that Casa Mezcal, LLC had submitted an application for a new Restaurant Liquor License for the premises located at 170 US Highway 89, Alpine, Wyoming. She further stated that notice of the public hearing had been published as required by law and that the Wyoming Liquor Division had reviewed and certified the application as complete on June 18, 2026.

Administrator Hovorka invited the applicant to provide any comments regarding the application. No presentation was made.

Mayor Green opened the public hearing for public comment. There being no public comments, Mayor Green closed the public hearing.

Immediately Following – Public Hearing – Proposed FY 2026 Amended Budget and Proposed FY 2027 Budget

Mayor Green opened the public hearing on the proposed Fiscal Year 2026 Amended Budget and proposed Fiscal Year 2027 Budget. Administrator Hovorka stated for the record that notice of the public hearing had been published as required by law. Clerk/Treasurer Chenault then presented a summary of the proposed FY 2026 Amended Budget and FY 2027 Proposed Budget, highlighting changes made since the June 11, 2026, budget meeting. The summary included updates to the General, Water, and Wastewater Fund budgets, along with explanations of significant budget adjustments and fund balances.

Clerk Chenault informed the Council that an updated draft of the budget had been distributed prior to the meeting after Attorney Sanderson identified several typographical and clerical errors in the third reading draft. The Council briefly discussed the revisions made between the first and third readings, noting that the changes were administrative in nature.

Mayor Green commented that the remaining issues identified were clerical errors. He then opened the public hearing for public comment. There being no public comments, Mayor Green closed the public hearing.

The Town Council recessed briefly.

Mayor Green reconvened the meeting following the recess. Before proceeding with the agenda, he acknowledged that during the recess a member of the public had displayed a political image on the meeting camera. Mayor Green stated that the Town Council does not condone the display of political messages during its public meetings. The Council then proceeded to the Consent 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.

CONSENT AGENDA

Town Council Minutes: June 2, 2026, Town Council Meeting Minutes: Councilmember Burchard made a motion to approve June 2, 2026, Town Council Meeting Minutes, Councilmember Wierda seconded. **Voting Yea:** Mayor Green, Councilmember Larsen, Councilmember Burchard, Councilmember Wierda, and Councilmember Scaffide. Motion carried.

Planning & Zoning Commission Minutes: May 12, 2026 Planning and Zoning Commission Meeting Minutes: Councilmember Wierda made a motion to approve May 12, 2026 Planning and Zoning Commission Meeting Minutes, Councilmember Burchard seconded. **Voting Yea:** Mayor Green, Councilmember Larsen, Councilmember Burchard, Councilmember Wierda, and Councilmember Scaffide. Motion carried.

Bills to Pay: June 2, 2026 through June 23, 2026: Councilmember Burchard made a motion to approve Bills to Pay Report June 2, 2026 through June 23, 2026, Councilmember Wierda seconded. **Voting Yea:** Mayor Green, Councilmember Larsen, Councilmember Burchard, Councilmember Wierda, and Councilmember Scaffide. Motion carried.

Draft Financial Report: For the 10 months ending April 30, 2026: Councilmember Burchard made a motion to approve **Draft Financial Report For the 10 months ending April 30, 2026**, Councilmember Wierda seconded. **Voting Yea:** Mayor Green, Councilmember Larsen, Councilmember Burchard, Councilmember Wierda, and Councilmember Scaffide. Motion carried.

REPORTS

US 89 Road Safety Audit & Demonstration Activity Presentation - Kimley-Horn

Brent Crowther of Kimley-Horn participated via telephone to provide an update on the Town's Safe Streets and Roads for All (SS4A) planning grant. Mayor Green displayed the presentation, and Mr. Crowther thanked the Town Council for the opportunity to provide a project update. He reviewed the background of the SS4A program and explained that the proposed demonstration

activities are intended to be temporary installations designed to evaluate potential roadway safety improvements through data collection and analysis rather than permanent infrastructure changes.

Mr. Crowther presented three potential demonstration projects for Council's consideration:

- **Enhanced Pedestrian Crossings** – Improvements to two existing pedestrian crossings on US Highway 89 using temporary bulb-outs, Rectangular Rapid-Flashing Beacons (RRFBs), and enhanced crosswalk visibility treatments to improve pedestrian safety.
- **Portable Wildlife Warning Signs** – Installation of portable wildlife migration warning signs along US Highways 26 and 89 at key locations to increase driver awareness during periods of elevated wildlife activity.
- **Greys River Road Intersection Redesign** – A temporary redesign of the US Highway 89 and Greys River Road intersection utilizing restriping, flexible delineators, and a temporary roundabout concept to evaluate operational and safety improvements before considering permanent reconstruction.

Mayor's Report – Eric Green

Mayor Green reminded the community that Alpine Mountain Days would be held over the upcoming weekend, followed by the Town's America250 celebration the following weekend. He highlighted several planned events, including a car show, a gala on Friday evening, and the Fourth of July parade. Mayor Green announced that Richard Petty would serve as the parade's Grand Marshal and would select his favorite vehicle from the car show to ride in during the parade. He encouraged residents to visit the Town's website for event information and additional details.

Engineering Report – Jorgensen Engineering

Kevin Meagher with Jorgensen Engineering provided a summary of ongoing engineering projects and activities. Updates included the status of the Radio Read Water Meter Project, the Greys River Well House generator project, and improvements at the wastewater treatment plant, including equipment replacements, repairs, and system upgrades. He also reported on planning efforts related to the Dry Dog Development and Alpine Flats annexations, as well as ongoing capital improvement planning, including the Greys River Road design project, engineering standards updates, and State Revolving Fund projects for the Well No. 4 water main upgrade and Alpine Meadows sewer connections.

Events Committee Report - Andrea Burchard

Councilmember Burchard reminded the community that Alpine Mountain Days begins Friday at noon with an opening ceremony presented by the American Legion. She highlighted the

weekend's activities, including vendors, food vendors, entertainment in the gazebo, and performances by the Star Valley Circus. Additional events include a pancake breakfast on Saturday morning, biscuits and gravy on Sunday morning, and live music beginning at 7:00 p.m. on Saturday. Councilmember Burchard encouraged everyone to attend and enjoy the weekend's festivities.

Economic Development Report – Jeremiah Larsen

Councilmember Larsen encouraged residents to exercise caution due to the current high fire danger. He shared observations from a recent trip to Salt Lake City, where he witnessed the impacts of active wildfires, and referenced emergency management warnings regarding above-average temperatures and elevated fire conditions. Although no fire bans are currently in effect, he urged the public to use extreme caution with any activities that could cause a fire. He reminded residents planning controlled burns to notify Lincoln County Dispatch in advance and encouraged everyone to sign up for Lincoln County emergency text alerts. Councilmember Larsen expressed hope for much-needed precipitation and reminded both residents and visitors that conditions are extremely dry and that everyone should help protect the community from wildfire.

Alpine Travel & Tourism Board Report – Jeremiah Larsen

Councilmember Larsen reported that he and Melody Leseberg recently met with Contour Aerials to coordinate aerial photography and videography services for Alpine Mountain Days. He explained that Contour Aerials will continue capturing footage throughout the summer to provide promotional content for the Town's social media platforms and website. He noted that the summer tourism season is underway.

Lincoln County Sheriff's Report – *submitted in writing*

ACTION ITEMS

Consideration of Issuing a Restaurant Liquor License to Casa Mezcal, LLC:

Councilmember Larsen made a motion to approve the issuance of a Restaurant Liquor License to Casa Mezcal, LLC, for the premises located at 170 US Highway 89, Alpine, Wyoming. Councilmember Scaffide seconded the motion.

Clerk Chenault confirmed that everything has been done statutorily. Qyo liq div has said the application is complete.

No other questions or comments

Mayor Green then called for a vote.

Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard, and Councilmember Wierda and Councilmember Scaffide. Motion carried.

1st Reading of Ordinance No. 2026-011 – Boardwalk II Lot 18 Annexation:

Councilmember Burchard made a motion to approve 1st Reading of Ordinance No. 2026-011 – Boardwalk II Lot 18 Annexation. Councilmember Wierda seconded the motion.

Councilmember Scaffide had more questions for rex doornbos the applicant. She said she started to realize we annex in a lot of land, I just want it to fall on the record. I know you aren't asking for a building permit but if it is a 24 unit apartment I am trying to calculate water lines, erus, all of that which goes back to to. The question is do u have a design or no.

Rex – there is a sketch plan which came when we bought that property it was the 2nd phase of the apartments next door that is what we are going off of. Rex this is a 2nd phase of an existing project.

No more questions for rex. No more discussion.

Mayor Green then called for a vote.

Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard, and Councilmember Wierda. **Voting Abstain:** Councilmember Scaffide. Motion carried.

US 89 Road Safety Audit & Demonstration Activity

Councilmember Larsen made a motion to proceed with installation of Alternatives 1 through 3 of the US 89 Demonstration Projects as recommended by Kimley-Horn. Councilmember Burchard seconded the motion.

Mayor Green opened the floor for Council discussion.

Councilmember Larsen stated that after reviewing the alternatives with staff and Kimley-Horn, he believed the Town's primary goals were to reduce vehicle speeds through town and improve pedestrian safety. He said the temporary roundabout would best address those goals by creating traffic calming, followed by enhanced pedestrian crossings. He expressed concern that crosswalk improvements alone may have limited effectiveness if the Wyoming Department of Transportation does not support reducing the speed limit. He identified the wildlife warning signs as the lowest priority.

Councilmember Burchard agreed that pedestrian safety should remain a priority. While she had some reservations about the temporary roundabout, she supported evaluating it and believed the enhanced pedestrian crossings were an important improvement due to the amount of pedestrian activity in the area.

Councilmember Wierda agreed that creating traffic calming through town should be the Town's focus. He commented that properly designed roundabouts have proven effective in reducing vehicle speeds and improving traffic flow but questioned how WYDOT would view the proposed improvements.

Councilmember Scaffide stated he would prioritize the enhanced pedestrian crossings first, followed by the wildlife warning signs, and the temporary roundabout third. He suggested relocating one of the proposed crosswalks to the vicinity of Marge Grover Memorial Park rather than near the Bull Moose.

Mayor Green stated that throughout his tenure he has advocated for lowering the speed limit through Alpine but that WYDOT has consistently indicated additional traffic calming measures would be necessary before considering a reduction. He agreed that studying alternative crosswalk locations would be beneficial and supported implementing the temporary roundabout first, followed by the enhanced pedestrian crossings.

Councilmember Larsen amended his motion to prioritize **Alternative No. 3 (Temporary Roundabout)** as the first demonstration project and **Alternative No. 1 (Enhanced Pedestrian Crossings)** as the second demonstration project. Councilmember Burchard seconded the amendment.

There being no further discussion, Mayor Green called for a vote on the amendment.

Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard, and Councilmember Wierda. **Voting Nay:** Councilmember Scaffide. **The amendment carried.**

Mayor Green then called for a vote on the amended motion.

Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard, and Councilmember Wierda. **Voting Nay:** Councilmember Scaffide. **The amended motion carried.**

3rd Reading of Ordinance 2026-006 - Amended Budget FY 2026:

Mayor Green noted that Clerk/Treasurer Chenault had previously reviewed the revisions made between the second and third readings during the budget public hearing and asked if there were any additional questions from the Council.

Councilmember Scaffide commented that the outlook for the Sewer Fund remained concerning.

Voting Yea: Councilmember Larsen, Councilmember Wierda, Councilmember Burchard, and Mayor Green, and Councilmember Scaffide. Motion carried.

3rd Reading of Ordinance No. 2026-007 - Budget FY 2027:

Councilmember Larsen made a motion to approve and adopt 3rd Reading of Ordinance No. 2026-007, Town of Alpine Fiscal Year 2027 Budget as presented. Councilmember Burchard seconded the motion.

Councilmember Scaffide expressed concern regarding the approximately \$287,000 in outstanding balances owed to the Town, stating that she could not support the proposed budget due to that financial concern.

Clerk/Treasurer Chenault clarified that the outstanding balances had already been accounted for in prior budgets and, if collected, would increase the Town's cash balance rather than increase budgeted revenue for Fiscal Year 2027.

Mayor Green asked if there were any additional questions. There being no further discussion, he called for a vote.

Voting Yea: Councilmember Larsen, Councilmember Wierda, Councilmember Burchard, , and Mayor Green. **Voting Nay:** Councilmember Scaffide. **Motion carried.**

Homeland Security Grant Agreement – 300kW Generator and Transfer Switch:

Councilmember Burchard made a motion to approve the Grant Award Agreement with the Wyoming Office of Homeland Security for the Federal Fiscal Year 2025 State Homeland Security Program (SHSP) Grant in the amount of \$89,000 for the purchase of a 300kW generator and transfer switch, and authorize the Mayor to execute the agreement and related documents. Councilmember Scaffide seconded the motion.

Mayor Green opened the item for discussion and commented that the grant presented a great opportunity for the Town to acquire a backup generator. There being no additional comments or questions, Mayor Green called for a vote.

Voting Yea: Councilmember Larsen, Councilmember Wierda, Councilmember Burchard, and Mayor Green, and Councilmember Scaffide. **Motion carried.**

Homeland Security Grant Agreement – 300kW Generator and Transfer Switch:

Councilmember Scaffide made a motion to approve the Grant Award Agreement with the Wyoming Office of Homeland Security for the Federal Fiscal Year 2025 State Homeland Security Program (SHSP) Grant in the amount of \$36,000 for the purchase of a 50kW generator and transfer switch, and authorize the Mayor to execute the agreement and related documents. Councilmember Wierda seconded the motion.

Kevin Meagher of Jorgensen Engineering explained that the two Homeland Security grant awards would fund separate generators, with the 300kW generator serving the Greys River Well and the 50kW generator serving the Alpine Civic Center.

Mayor Green asked if there were any questions. There being no discussion, he called for a vote.

Voting Yea: Mayor Green, Councilmember Burchard, Councilmember Larsen, Councilmember Scaffide, and Councilmember Wierda. **Motion carried.**

Resolution No. 2026-030 - Rescheduling the Public Hearing for the Dry Dog Development, LLC Alpine Apex Annexation Petition:

Councilmember Larsen made a motion to approve Resolution No. 2026-030, Rescheduling the Public Hearing for the Dry Dog Development, LLC Alpine Apex Annexation Petition. Councilmember Burchard seconded the motion.

Mayor Green explained that the public hearing needed to be rescheduled to ensure compliance with the notice requirements established by Wyoming state statute.

There being no questions or further discussion, Mayor Green called for a vote.

Voting Yea: Mayor Green, Councilmember Burchard, Councilmember Larsen, Councilmember Scaffide, and Councilmember Wierda. **Motion carried.**

PUBLIC COMMENT

Mayor Green opened the floor for public comment, reminding speakers that comments would be limited to three minutes per person, with a total of twenty minutes allotted for the public comment period.

Calvin Rawe commented on the revised three-minute speaking limit and discussed a recently resolved property damage dispute involving Bill Saks and Mike McElroy. He criticized both individuals' conduct, referenced their candidacies for Mayor and Town Council, respectively, and urged voters to support other candidates.

Stephanie Lamarito responded by expressing concern over the tone of the previous comments and stated that community members should focus on learning about the candidates rather than being told who not to support.

Bill Saks stated that he was unrelated to the previous comments. He shared that he had devoted significant time to preparing a comprehensive rewrite of the Town's Land Use and Development Code (LUDC). He introduced himself as a longtime resident and retired businessman and stated that his professional experience emphasized transparency, accountability, and ethical conduct. He further stated that, in addition to revising the 2025 LUDC, he had reviewed the Town's Master Plan and identified provisions he believed could place the Town at risk.

Mayor Green then called for a brief recess.

EXECUTIVE SESSION

Councilmember Larsen made a motion to enter into executive session. Councilmember Burchard seconded the motion. **Voting Yea:** Mayor Green, Councilmember Larsen, Councilmember

Wierda, Councilmember Burchard, and Councilmember Scaffide. Motion carried. Council entered executive session at 8:10 PM.

No action was taken in executive session.

Councilmember Larsen made a motion to exit executive session. Councilmember Burchard seconded. **Voting Yea:** Mayor Green, Councilmember Larsen, Councilmember Wierda, Councilmember Burchard, and Councilmember Scaffide. Motion carried.

ADJOURNMENT

Councilmember Larsen made a motion to adjourn. Councilmember Burchard seconded the motion. **Voting Yea:** Mayor Green, Councilmember Larsen, Councilmember Wierda, Councilmember Burchard, and Councilmember Scaffide. Motion carried.

The meeting adjourned at 8:37 p.m.

MINUTES ARE A SUMMARY OF THE MEETING

Transcribed By:

Sarah Greenwald, Town Assistant Clerk

Date

Attest:

Monica Chenault, Town Clerk

Date

Minutes approved in a legally advertised meeting on July 21st, 2026

Signed:

Attest:

Eric Green, Mayor

Monica Chenault, Town Clerk