



**TOWN OF ALPINE, WYOMING  
RESOLUTION 2025-003**

**A RESOLUTION TO DESIGNATE THE OFFICIAL APPOINTMENTS,  
ASSIGNMENTS, AND AGENCIES OF THE TOWN OF ALPINE, WYOMING  
FOR THE CALENDAR YEAR 2025.**

---

**WHEREAS;** the Mayor Eric Green is serving as Mayor until 12/31/2026; Councilmen Jeremiah Larsen and Emily Castillo are serving until 12/31/2026, and Councilmen Andrea Burchard and Shay Scaffide are serving until 12/31/2028.

**THEREFORE;** be it resolved by the Town Council of the Town of Alpine, Wyoming that the following appointments, assignments, and agencies shall be recognized for the calendar year 2025 on behalf of the Town of Alpine.

**Official Appointments:**

**Administration**

Mayor Pro Tem	Andrea Burchard
Town Clerk	Monica Chenault
Assistant Clerk	Sarah Greenwald
Town Treasurer	Monica Chenault
Deputy Treasurer	Melody Leseberg
Town Attorney	James Sanderson
Town Engineer	Jorgensen Engineering

**Planning & Zoning Department**

Planning & Zoning Administrator	Christine Wagner
Assistant Planning & Zoning Administrator	Sarah Greenwald
Residential Building Inspector	Dan Halstead
Building Official	Design Energy Engineering, LLC Principal: Dee J. Rammell

**Law Enforcement**

Police Department	Lincoln County Sheriff's Dept.
Codes Enforcement Officer	Chantal Heiner
Prosecuting Attorney	James Sanderson
Clerk of Courts	Melody Leseberg
Municipal Judge	Steven Dwyer

**Public Works Department**

Director of Public Works	Craig Leseberg
Wastewater Responsible Charge	Alan Svalberg
Substitute Wastewater Responsible Charge	Ahren Scultheis
Collection System Operator	Craig Leseberg
Water Responsible Charge/ Substitute	Craig Leseberg
Safety Officer	Dan Halstead

## **Committees/Boards/Commissions**

### **Planning & Zoning Commission**

	<b>Term</b>	<b>Expires</b>
Melisa Wilson	1-year	12/31/2025
Dan Schou	2-year	12/31/2026
Rachael Stewart	3-year	12/31/2027

### **Design Review Committee**

	<b>Term</b>	<b>Expires</b>
Wendi Walton	1-year	12/31/2025
Brett Bennett	2-year	12/31/2026
Bryan James	3-year	12/31/2027

### **Travel & Tourism Board**

Dave Walters	1-year	12/31/2025
Jeremiah Larsen	2-year	12/31/2026
Vacant	3-year	12/31/2027

### **Special Events Committee**

Melody Leseberg  
Andrea Burchard

### **Employee Policy Committee**

Mayor Green  
Councilman Burchard  
Councilman Castillo  
Monica Chenault

## **Official Agencies**

### **Town Depositories**

First Bank - Glacier Bank  
Bank of Star Valley  
Bank of Jackson Hole  
Wyoming Cooperative Liquid Asset Securities System (CLASS)  
Peak's Investment Management

### **Authorized Signatories**

All financial transactions shall be signed by Mayor Eric Green and the Town Treasurer Monica Chenault. In their absence any of the following two may sign on behalf of the Town of Alpine: Mayor Pro-tem Andrea Burchard, Deputy Treasurer Melody Leseberg, or Councilman Jeremiah Larsen.

**PASSED, APPROVED AND ADOPTED** this 21<sup>st</sup> day of January 2025.

Vote: \_\_ Yes, \_\_ No, \_\_ Absent, and \_\_ Abstain.

SIGNED:

---

Eric Green, Mayor of Alpine

ATTEST:

---

Monica L. Chenault, Town Clerk/Treasurer