



TOWN COUNCIL MEETING MINUTES

June 17, 2025 / 250 River Circle - Alpine, WY 83128

CALL TO ORDER AND EXECUTIVE SESSION

Mayor Eric Green called the June 17th, 2025, Town Council Meeting to order at 6:00 PM. At 6:02 PM, Councilmember Jeremy Larsen made a motion to enter into Executive Session, which was seconded by Councilmember Andrea Burchard. The Council entered Executive Session, during which no action was taken. At 7:01 PM, Councilmember Larsen made a motion to exit Executive Session, seconded by Councilmember Burchard, and the motion passed unanimously.

The meeting reconvened in Regular Session at 7:09 PM following the adjournment of the Executive Session.

PLEDGE OF ALLEGIANCE: Mayor Green led the Pledge of Allegiance.

ROLL CALL: Clerk Chenault conducted roll call. **Present:** Mayor Green, Councilmember Larsen, Councilmember Burchard, and Councilmember Scaffide attended via conference call. A quorum was established. Also in attendance was Clerk Monica Chenault and Town Attorney James Sanderson.

ADOPT THE AGENDA

Councilmember Larsen made a motion to adopt the agenda. Councilmember Burchard seconded the motion. Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard, and Councilmember Scaffide. Motion carried. Councilmember Scaffide was still absent at this time.

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

- a. **Approval of Town Council Minutes:** June 3rd, 2025, Town Council Meeting Minutes: Councilmember Larsen made a motion to approve the Town Council meeting minutes. Councilmember Burchard seconded. Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard, and Councilmember Scaffide. Motion carried.
- b. **Planning & Zoning Commission Minutes:** May 13, 2025, Planning and Zoning Commission Meeting Minutes. Councilmember Larsen made a motion to approve the Planning and Zoning Commission Meeting Minutes. Councilmember Burchard seconded. Voting Yea:

Mayor Green, Councilmember Larsen, Councilmember Burchard, and Councilmember Scaffide. Motion carried

- c. Bills to Pay: May 20th, 2025 - June 11, 2025. Councilmember Larsen made a motion to approve the Bills to Pay: May 20th, 2025 - June 11, 2025. Councilmember Burchard seconded. Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard, and Councilmember Scaffide. Motion carried.
- d. AMI Radio Read Project - Change Order No. 2. Councilmember Larsen made a motion to approve the AMI Radio Read Project - Change Order No. 2.. Councilmember Burchard seconded. Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard, and Councilmember Scaffide. Motion carried.

REPORTS

Mayor's Report:

Mayor Green reported that Councilmember Emily Castillo had officially resigned a little over a week ago. As a result, there is now a vacancy on the Town Council that must be filled. Per statutory requirements, the vacancy will be announced publicly. Any interested individuals who reside within the incorporated boundaries of the Town of Alpine may apply by sending an email to either Mayor Green or Monica, who will then distribute applications to the rest of the Council.

Applications must be received no later than **12:00 PM on July 1, 2025**. The Council plans to review applicants and make an appointment to fill the vacancy at the **Town Council Meeting on July 15, 2025**.

Mayor Green emphasized the importance of public service and encouraged anyone passionate about serving the community to apply.

Mayor Green also reminded the public that **Mountain Days** will take place this weekend. **Cushing Terrell**, the consulting firm hired to assist with the Town's Master Plan, will have a booth at the event, located next to the Town of Alpine's booth. Residents are encouraged to visit and provide feedback on what they envision for the future of Alpine. Input is welcomed from anyone in the greater Alpine area, regardless of whether they live inside town limits.

A reminder will be sent via text to residents encouraging participation with the consultants during Mountain Days. Staff will ensure the message is sent out in advance of the event.

Events Committee Report - Andrea Burchard:

Councilmember Andrea Burchard reported that **Mountain Days** will take place this weekend and emphasized that it is the Town's largest annual event. The event will feature live music both **Friday and Saturday nights**, as well as **breakfast on both Saturday and Sunday mornings**.

Additional highlights include:

- **The Raptor Center and Native American dancers**

- **Numerous kids' activities**, including a **bounce house**
- The return of the **community art project**, which has been a popular attraction for the past two years
- A wide variety of **food and craft vendors**

She stated that a full **schedule of events** has been posted on the **Town of Alpine website** and on the Town's **Facebook page**. The festivities will begin with an **opening ceremony at noon on Friday**, which will be conducted by the **American Legion**.

Councilmember Burchard concluded by encouraging everyone to attend and enjoy the wide variety of activities planned throughout the weekend.

Engineering Report – Jorgensen Engineering:

Kevin reported that the radio-read water meter project is halfway done. Public Works has installed 157 meters and plans to finish by the first week of July. The software is being set up. The contractor, Core & Main, hasn't started their part yet but still has time to complete it. Water and sewer rate updates are in progress. Staff is also reviewing capacity fees with Raftelis.

Planning & Zoning Report – Melisa Wilson:

Melisa Wilson reported that the Planning and Zoning Commission reviewed several site plans at their last meeting, including a new auto services business that looks like a great addition to the town. There was also a project discussed that may include employee housing, but the applicant had not yet confirmed that detail.

Some items were tabled. The Commission also discussed the new electrical inspection process and made a recommendation to the Town Council for review.

Melisa noted that the Commission was not aware the LUDC (Land Use and Development Code) amendments would be on the agenda for first reading at this meeting. She said the Commission is currently reviewing the document section by section, with each member assigned a part, and aims to have feedback ready by their July meeting.

She acknowledged that it is the first reading and that there is time to provide additional input, which they plan to do.

Economic Development Report, Utility Easement Update, and Alpine Travel & Tourism Board Report – Jeremiah Larsen:

Councilmember Larsen reported that the County is working on a valley wide trail plan, which ties into both tourism and economic development.

The County's new Travel and Tourism Board has officially formed. Each local board, including Alpine's, has a representative. The board held its first meeting and is working on bylaws, budgets, and preparing to accept project applications.

The Alpine Travel and Tourism Board awarded grants to several events and groups, including Alpine Mountain Days, Winter Jubilee, Music in the Mountains, Fourth of July fireworks, Trout Unlimited, Shakespeare in the Park, Alpine Fire District, Trail Groomer, the interactive kiosk, and the Arts Council. A total of \$25,016 was awarded. The next meeting will be in October.

Councilmember Scaffide gave an update on Music in the Mountains. She had five bands booked but lost two. She is working to start the series on July 3 and hopes to confirm the last bands soon. Marketing will follow.

Larsen also gave an update on utility easements. Silver Star is nearly done. Lower Valley Energy should finish within three weeks. He noted that burying the power line from the transformer to the house is the homeowner's responsibility, and residents can contact Joyce at LVE for help.

Lincoln County Sheriff's Report – Submitted in writing

PUBLIC COMMENT ON AGENDA ITEMS

Mayor Green explained that public comment on agenda items typically takes place before the Council begins discussion on action items. For this meeting, a sign-up sheet was used specifically for those wishing to comment on the school lease, which is listed on the agenda.

He noted that public comment would also be allowed again during the school lease discussion later in the meeting. He encouraged anyone who wished to speak about any action item to do so at this time.

The Mayor reminded everyone that the Council traditionally allows 20 minutes for public comment, with a 3-minute time limit per speaker to keep the meeting moving forward.

Kathy Oseany, an Alpine resident of 37 years, spoke in opposition to the proposed lease for the charter school. She stated that the conditions outlined in the September 2024 Letter of Intent have not been met and expressed concern about the lack of a valid enrollment study, financial transparency, and public input through the master planning process.

She argued that enrollment projections appear inflated and that no transportation, meal services, or extracurricular activities are currently offered. She also questioned whether the charter board's lack of provided information was intentional.

Ms. Oseany raised concerns about a potential conflict of interest involving Councilmember Burchard's husband and requested a public disclaimer if recusal is not chosen. She also questioned the leadership and board turnover of the charter school and cited a prior ordinance (1997-59) regarding the moving of buildings into town.

She expressed that the project has caused division in the community and believes it has distracted the Town from higher-priority issues such as the master plan and the pre-treatment plant. Ms. Oseany concluded by urging the Council to deny the lease and encouraged the school group to seek a private parcel.

She emphasized that her comments were not meant to offend and that she respects those working on the project, even while holding a differing viewpoint.

ACTION ITEMS

Resolution No. 2025-021 - A Resolution Declaring A Vacancy On The Town Council

Councilmember Larsen made a motion to approve Resolution No. 2025-021 - A Resolution Declaring A Vacancy On The Town Council, and Councilmember Burchard seconded the motion.

Mayor Green introduced Resolution No. 2025-021, declaring a vacancy on the Town Council due to the recent resignation of Councilmember Emily Castillo.

A motion to approve the resolution was made and seconded by Councilmember Burchard.

Mayor Green explained that this resolution is required by statute and confirms the Town is following the proper legal steps to fill the vacant seat.

During discussion, Mayor Green requested that staff send a text alert to residents about the vacancy, in addition to posting on Facebook and sending an email. Monica confirmed this was already noted and that Sarah would ensure it gets done.

Resolution No. 2025-021 - A Resolution Declaring A Vacancy On The Town Council was passed and approved. Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard, Councilmember Scaffide. Motion carried.

Memorandum of Understanding between Lincoln County Police Officers Association, The Town of Alpine, Lincoln County Sheriff, and Bank of Star Valley

Councilmember Burchard made a motion to approve Memorandum of Understanding between Lincoln County Police Officers Association, The Town of Alpine, Lincoln County Sheriff, and Bank of Star Valley. Councilmember Larsen seconded.

Mayor Green introduced a proposed Memorandum of Understanding (MOU) involving the Town of Alpine, Lincoln County Peace Officers Association (LCPOA), Lincoln County Sheriff, and the Bank of Star Valley to explore a housing solution for law enforcement and essential workers.

The original land under consideration in Alpine Meadows was found unsuitable for housing due to existing infrastructure. A new 1.5-acre parcel was proposed instead. Mayor Green and Mr. Mike Sorenson (LCPOA) discussed potential housing development options on that property, ranging from a single-family home to possibly a four-plex, depending on HOA regulations and town zoning (MRC).

Mr. Sorenson explained that funding is already secured through the Bank of Star Valley and the LCPOA Foundation. He emphasized the urgency of building at least one home for a sheriff's

deputy by winter, while allowing room for additional development as plans evolve. He also requested that the Foundation manage the property long-term for consistency.

Mayor Green, Council, and Sheriff Johnson discussed how the presence of a deputy in Alpine would enhance law enforcement coverage and provide quicker response in the southern part of the county.

Councilmembers discussed timing and the role of the Town's ongoing **Master Plan**. Some members expressed concern about moving forward before the Master Plan is completed, while others felt the MOU allows flexibility and keeps options open.

Council ultimately agreed that the MOU should be kept broad, with flexibility to adjust as planning continues and more details are determined.

Councilmember Larsen made a motion to amend the MOU to authorize Mayor Green to negotiate and sign the agreement and Councilmember Burchard seconded. Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard. Voting Nay: Councilmember Scaffide. Motion carried.

Memorandum of Understanding between Lincoln County Police Officers Association, The Town of Alpine, Lincoln County Sheriff, and Bank of Star Valley with authorization for Mayor Green to negotiate the agreement and sign was passed and approved. Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard. Voting Nay: Councilmember Scaffide. Motion carried.

Alpine Meadows Traffic Calming Devices Application:

Councilmember Larsen made a motion to approve Alpine Meadows Traffic Calming Device Application for speed bumps 3,5, and 6. Councilmember Burchard seconded. Motion carried.

Clerk Monica Chenault explained that over a year ago, Alpine Meadows submitted an application to install speed bumps. The request stalled at the time, but a new application has since been submitted.

The Town Council reviewed the updated application, supporting documents, and a summary report from Clerk Chenault. The report included copies of homeowner notices, responses from adjacent property owners, and staff recommendations.

Speed bumps **#1 and #2** were removed from consideration because they were proposed on a **collector/arterial street**, which is not eligible under current guidelines. **Speed bump #4** was also not eligible, as it did **not receive the required two-thirds approval** from adjacent property owners.

Speed bumps #3, #5, and #6 received the necessary approvals and were **recommended for approval** by Clerk Chenault and reviewed with no concerns by Public Works Director Craig.

The **Alpine Meadows HOA will purchase** the speed bumps. The **Town of Alpine will install and remove them seasonally**, with Public Works confirming they are willing to handle this responsibility. There will be **no cost to the Town for purchasing** the speed bumps.

It was clarified that the speed bumps are **seasonal and will be removed for winter snow plowing**.

Public comment was invited, and council discussion confirmed that all statutory requirements have been met.

Alpine Meadows Traffic Calming devices for speed bumps 3, 5, and 6 were approved. Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard, and Councilmember Scaffide.

Alpine Education Foundation Lease Agreement:

Meredith Leonard gave a presentation on behalf of the Alpine Education Foundation regarding the proposed lease agreement for the new charter school. She thanked the Mayor, Council, and community for their time and support and spoke about the school's focus on strong values and preparing Alpine's children for the future.

She introduced the **Alpine Education Foundation Board** and explained that the Foundation is a separate nonprofit that would lease the land from the Town and own the school buildings. One board seat is reserved for a Town Council appointee. She also introduced the **Alpine School Board** members.

The school has partnered with **Wyoming Classical Academy** and will use the **Hillsdale College K-12 curriculum**, with **Academica** serving as the operations provider.

The Foundation has purchased **four modular classroom buildings** and plans to place them on a **3.5-acre site behind the CDC**. They are working with a local architect and engineer to plan for traffic, parking, utilities, fire access, snow storage, and landscaping. The modulares are ready and will begin arriving soon.

Next steps include **fundraising**, gathering **volunteers** to help assemble the buildings, and hosting **informational meetings**. The Foundation will also have a **booth at Mountain Days** to share updates with the community.

The presentation will be added as Attachment A to these meeting minutes.

Mayor Green asked if mold had been found in the modular buildings, as concerns had been raised. Meredith responded that no mold was found during walkthroughs or after the purchase. She stated that if credible evidence of mold is presented, they are committed to addressing it. She added that mold can be mitigated if discovered.

Councilmember Scaffide asked if a formal inspection was conducted before the purchase. Meredith said she did not know the answer but would follow up with that information.

Councilmember Larsen made a motion to allow Town of Alpine to enter into a lease agreement with Alpine Education Foundation, Inc. and authorize Mayor Green to sign. **Councilmember Burchard** seconded.

Lease Discussion and Legal Input

The Mayor and council reviewed the lease agreement and discussed recommended additions and clarifications with **Town Attorney Jim Sanderson**.

- **Tenant Use Clause:** The language limits use to a school or charter school unless the **Town Council** (not the Mayor) approves any change in writing. All agreed this was clear, and Mr. Sanderson confirmed he had no concerns.
- **Default and Removal:** Mr. Sanderson sent proposed additions requiring the tenant to remove buildings within **120 days** in the event of default or bankruptcy, at their own cost.
- **FAA Compliance:** Mr. Sanderson explained that the **navigation easement** for the nearby airport is being drafted by an aviation attorney. This will be a **separate agreement** between the Town and the airport.
- **Traffic and Site Plans:** Councilmembers raised questions about traffic impacts and public safety. Staff clarified that the school must apply for a **Special Use Permit**, which will require traffic studies, utility plans, safety reviews, and go through the full Planning and Zoning process before Town Council approval. Paragraph 31 of the lease makes these conditions a **prerequisite before the lease becomes effective**.

Councilmembers discussed timing concerns and how this fits with the ongoing **Master Plan**. There was agreement that the lease terms as drafted do not rush the project and that all required steps must still be completed.

Mayor Green then opened the floor to **public comment**, noting six people had signed up to speak, with additional opportunity afterward.

PUBLIC COMMENT:

Melissa Rocklet thanked the Council and community and shared her support for the charter school. She acknowledged that while her own daughter is grown and no longer in the area, she believes the school is important for the future growth of Alpine.

She noted that young families continue to move into town, including new neighbors with young children who could be future students. Melissa emphasized that a strong town needs core services like schools and public safety and expressed that adding a school would support Alpine's long-term development.

She concluded by thanking the Council for their time.

Patricia McQuade raised concerns about the lease term language. She pointed out that the lease, as written, begins on **August 1, 2026**, and questioned how the modular buildings could be placed on the property before that date if the lease is not yet effective.

She also referenced **Paragraph 31 (Conditions of Precedent)**, which requires certain steps to be completed before the lease becomes effective. Patricia suggested the lease start date should be tied to when those conditions are met, such as the **issuance of a building permit**.

Town Attorney **Jim Sanderson** acknowledged the concern and said he would review the language. He proposed that making the lease effective upon the building permit date could address the issue.

It was clarified during discussion that the modular buildings will **temporarily be stored on another Town-owned parcel** near the shop until all required conditions are met and the school site is ready.

Patricia stated she was not comfortable with the school's buildings being placed on Town property without a lease in place and recommended the lease begin as soon as anything is placed on public land.

Megan Rumsey, an Alpine resident, expressed strong opposition to the proposed charter school lease. She raised concerns about the condition of the modular buildings, referencing a report that stated the buildings had been previously moved, damaged, and were sold without warranties. She stated that there was credible evidence of mold and questioned their safety, structural integrity, and snow-load capability.

She criticized changes in the school's building plans, lack of inspections, and what she described as broken promises. She also raised concerns about potential conflicts of interest and fiduciary responsibility among members of the Town Council, including perceived ties to financial institutions and members' spouses.

Megan voiced frustration over the background of the school's former provider, citing past lawsuits and alleging misconduct. She also criticized Academica and its affiliations and expressed distrust in the project's leadership and process.

She concluded by warning that legal action is being considered by community members and referenced a petition with over 300 signatures against the school. She stated that placing the modular buildings on Town property could trigger legal challenges and referenced potential involvement of attorneys and the Wyoming Supreme Court.

Heather Goodrich, an Alpine resident, mother, and educator of 28 years, raised a question about the charter school's application process. She noted that the original application approved by the Wyoming Charter Authorizing Board included a third-party review and certain requirements, such as having an educator on the board.

She asked how the approval remains valid given that the school has since changed curriculum providers, structure, and other key elements from the original application.

Meredith Leonard responded, explaining that the school met with the Charter Authorizing Board the night prior. The board agreed to allow the school to move forward while attorneys work through the legal structure. She stated that although the operations provider changed, the **classical education curriculum remains similar** to what was originally proposed, and the board is supportive of that direction.

Justin Scott, an Alpine resident and parent, expressed concern about the long-term implications of leasing Town land for the proposed charter school. He noted that although the plan currently includes modular buildings on approximately four acres, the mention of future permanent construction suggests a possible expansion request down the line, potentially involving more Town land.

He stated his opposition to giving public land to entities that may profit from it and recommended that the school seek private land for permanent development.

In response, **Mayor Green clarified** that the lease is for five years only and intended as a **temporary solution**. He emphasized that any future plans would depend on the results of the **Master Plan** and future Town Council decisions.

Meredith Leonard and another school representative clarified that:

- The **Alpine Education Foundation** is a **nonprofit**, not a for-profit entity.
- **Academica**, the operations provider, is a for-profit company that earns revenue for its services, similar to how school districts pay vendors and staff.
- Improvements to the land (utilities, landscaping) are being funded by the Foundation, and the land can be returned to its original state if the school does not continue.

Megan Rumsey returned to the podium to clarify her position on charter schools. She argued that, in her view, no charter school is truly nonprofit, and claimed that financial structures often involve profit-making through service providers. She referenced concerns about prior financial mismanagement by APS and stated that similar issues could arise.

She took issue with a previous comment referring to the Town land as a “dirt pile,” emphasizing that it is a valuable community asset. She also questioned whether certain individuals associated with the project are full-time Alpine residents and called for transparency and accountability in how public assets and funds are managed.

She concluded by warning that all Town transactions could be subject to future forensic audit.

Councilmember Andrea Burchard made an official disclaimer that her husband, **David Burchard**, who serves as a board member for the Alpine Charter School, **will receive no financial compensation** for his involvement. She stated that he, along with other local tradesmen, will be **donating their time** to support the project.

While **Town Attorney Jim Sanderson** stepped out to make final edits to the lease agreement, **Councilmember Shay Scaffide** asked whether the modular buildings would be **insured** while temporarily stored on Town property prior to meeting the lease's conditions.

Meredith Leonard confirmed that **the modular buildings are insured**.

Mayor Green clarified that the modulares would be **temporarily placed near the old Town shop**, on the **eastern edge of the parking area in the sagebrush**, and that **no road excavation would be needed**. The units will arrive on wheels and be placed temporarily while the school works through the special use permit and related requirements.

Scaffide also brought up that charter schools receive **additional per-student funding from the state**, which is funded through **statewide property taxes**, not directly through Alpine's local mill levy.

Mayor Green acknowledged the point and emphasized the importance of ensuring all parties are protected through proper insurance. He confirmed that **Town Attorney Sanderson is adding insurance requirements** to the revised lease.

Mayor Green then called for a **five-minute recess** to allow Mr. Sanderson time to finalize changes and provide the updated lease for Council review.

After the recess, the meeting resumed. Mayor Green announced that the **vote on the Alpine Education Foundation lease agreement** would be **delayed until later in the meeting** to allow Town Attorney **Jim Sanderson** additional time to complete final edits.

A motion was made and seconded to **postpone the vote** until later in the agenda.

During discussion, **Councilmember Shay Scaffide** expressed concern about **last-minute edits** and stated that the continued changes to agreements made her uncomfortable. She suggested a more thorough review may be needed.

Mayor Green acknowledged the concern and clarified that the delay was only to allow time for finalizing edits already discussed.

The motion to delay the vote passed was made by Councilmember Larsen and seconded by Councilmember Burchard. Motion carried.

Jorgensen Engineering - Recommendation:

Councilmember Larsen made a motion to **approve Jorgensen Engineering's recommendation** to enter into a contract with **Snake River MEP** to complete the remaining electrical, plumbing, pipe-fitting, and control integration work at the **wastewater pretreatment plant**. **Councilmember Burchard** seconded the motion.

Mayor Green explained that the Town's previous subcontractor had not been on site since February 25, creating delays. **Jorgensen Engineering** identified **Snake River MEP** as the best option to move the project forward quickly.

Kevin Meagher provided background, noting:

- **Precision Electric**, the original subcontractor, will not return.
- **Mountain West Mechanical** is unavailable for several months.
- **Snake River MEP** has the availability and skill set to complete the project, including experience with similar mechanical sewer systems at Jackson Hole Airport.
- **Kevin Asno**, a contractor the Town has worked with, is also available to assist with the electrical systems if needed.

Casey Rammell, representing **Snake River MEP**, stated:

- He has visited the job site and is confident in completing the work.
- His team could begin work as early as **Monday, June 23**.
- They will begin with a small crew to assess the situation, then ramp up to **as many as eight workers** to meet project needs.
- The estimated timeline is **three to four weeks**, depending on what they encounter.

Kevin Azno confirmed he reviewed the site and plans and saw no major issues, aside from a few unknowns due to incomplete work by the previous contractor. He also expressed willingness to coordinate with Snake River MEP.

Councilmembers expressed strong support for the proposal. Councilmember Scaffide stated she was especially encouraged by the quick timeline and the one-stop-shop nature of the contractor's services. The motion to hire **Snake River MEP** passed unanimously.

CitizenServe Contract:

Councilmember Larsen made a motion to approve CitizenServe Contract and authorize Mayor Green to sign. Councilmember Burchard seconded.

Clerk Monica Chenault provided a brief overview of the software. CitizenServe will:

- Streamline inspections, code enforcement, and permitting processes.
- Allow citizens to file reports directly to the code enforcement officer.
- Enable staff to generate official notices and letters within the program.
- Improve internal workflow for planning, zoning, permitting, and public works.
- Support business and animal licensing, as well as water and sewer connection tracking.

The system will improve efficiency for staff and the public, and costs are shared across seven departmental budgets. Once implemented, the Town can cancel current systems, resulting in overall **cost savings**.

Councilmembers noted the contract has been reviewed and discussed in detail over several meetings. No further questions or concerns were raised.

The motion to approve the CitizenServe contract and authorize the Mayor to sign passed unanimously.

Re-review the lease with Alpine Education Foundation, Inc.:

Councilmember Larsen made a motion to rereview the lease with Alpine Education Foundation, Inc., and authorize Mayor Green to sign. Councilmember Burchard seconded.

Final Discussion and Vote – Alpine Education Foundation Lease Agreement

After a brief delay earlier in the meeting, the Council resumed discussion on the lease agreement with the **Alpine Education Foundation**. Town Attorney **Jim Sanderson** presented the final version of the lease with updates reflecting prior Council and public input.

Summary of Key Lease Amendments:

- The **lease term** begins when the **building permit is issued**, not before, and lasts for **five school years**.
- The lease includes an **optional one-year extension**, subject to Town Council approval.
- **Conditions precedent** (Paragraph 31) must be met before the lease becomes effective, including submission of plans, payment of connection fees, a traffic impact study, and confirming insurance and liability coverage.
- Temporary placement of modular buildings is permitted only with proof of insurance and indemnification of the Town.
- Upon **lease termination or default**, the tenant must **remove all buildings within 120 days**, at their own expense.
- Default conditions include failure to meet the conditions precedent.

Meredith Leonard confirmed the Foundation is in agreement with all changes.

Council Discussion:

- **Councilmember Scaffide** referenced guidance from the **Wyoming Association of Municipalities (WAM)** on the fiduciary duties of Town Council members. She explained her concern about leasing valuable Town land for \$1/year while the school may receive \$200,000/year in state lease aid. She clarified that her position is based on protecting Town assets, not opposition to a school.
- **Councilmember Burchard** emphasized this lease is just one step in a larger process. The school still must meet state and Town requirements.

- **Councilmember Larsen** highlighted Alpine’s decades-long struggle to secure a school and framed this charter school as a practical solution. He described the school as an “economic incubator” and expressed hope it would become a permanent part of the community.
- **Mayor Green** noted that other Town-owned properties like the **library**, **CDC**, and **fire department** are also leased at \$1/year. He supported the lease as a **short-term solution** and suggested the Town continue to advocate for improvements to the Mercer process and push the school district to act.

Motion and Vote:

Councilmember Larsen made a motion to amend the lease and adopt all changes made by Council was made and seconded. Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard. Voting Nay: Councilmember Scaffide.

Final motion to approve the lease agreement between the Town of Alpine and Alpine Education Foundation, Inc., and to authorize Mayor Green to sign it:

Councilmember Larsen made a motion to approve the 2nd reading of Ordinance No. 2025-010 – Budget for FY 2026. Councilmember Burchard seconded. Motion carried. Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard. Voting Nay: Councilmember Scaffide.

Ordinance No. 2025-009 - Amended Budget for FY 2025 - 3rd Reading:

Councilmember Larsen made a motion to approve Ordinance No. 2025-009 - Amended Budget for FY 2025 - 3rd Reading. Councilmember Burchard seconded. Motion carried.

The third and final reading of Ordinance No. 2025-009, the amended budget for FY 2025, was presented.

Clerk/Treasurer Monica Chenault explained that recent changes were minor and primarily involved **finalizing revenue timing** between the current and upcoming fiscal years. One key adjustment was shifting the **Melvin Brewing non-recourse loan repayment** to **January 2026** (FY 2026), since it is not due until then. This allows the Town to continue earning approximately **4% interest** on the funds.

No major changes were made to the FY 2024 actuals.

Councilmembers expressed their support, noting that the **budget had been thoroughly reviewed** over several meetings. They thanked Monica for her hard work and time spent preparing the budget.

Ordinance No. 2025-009 - Amended Budget for FY 2025 - 3rd Reading was passed and approved. Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard, and : Councilmember Scaffide. Motion carried

Ordinance No. 2025-010 - Budget for FY 2026 - 3rd Reading:

Councilmember Burchard made a motion to approve Ordinance No. 2025-010 - Budget for FY 2026 - 3rd Reading. Councilmember Larsen seconded. Motion carried.

The third and final reading of Ordinance No. 2025-010, the **FY 2026 budget**, was presented.

Clerk/Treasurer Monica Chenault explained key highlights:

- The **non-recourse loan** for the Melvin Brewing project was moved into the FY 2026 budget, as repayment is not due until January 2026.
- Projected **rate increases** for utilities were included:
 - **Water**: estimated 15% increase
 - **Wastewater**: estimated 25% increaseThese are preliminary estimates pending the final results of current studies.
- The Town is working to **restructure billing** to ease the impact on **local single-family homeowners**.
- **Todd from Raftelis** will present results from the rate and capacity fee studies at the **July 1st meeting**, which will provide valuable long-term planning tools.
- Capacity fees will likely be implemented in addition to existing connection fees, although the **overall structure will change**, not necessarily reducing total costs but improving tracking and long-term sustainability.

Councilmembers expressed appreciation for Monica's efforts in tracking funds at a more detailed level and emphasized that this year's budgeting and study efforts are setting the foundation for Alpine's long-term future.

Ordinance No. 2025-010 - Budget for FY 2026 - 3rd Reading was passed and approved. Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard. Voting Abstain: Councilmember Scaffide. Motion carried

Resolution No. 2025-020 - Mill Levy FY 2026:

Councilmember Larsen made a motion to approve Resolution No. 2025-020 - Mill Levy FY 2026. Councilmember Burchard seconded. Motion carried.

Clerk/Treasurer Monica Chenault explained that under **Wyoming state statute**, the Town of Alpine is permitted to levy **up to 8 mills** in property taxes. However, the Town traditionally **transfers 3 mills to the Alpine Fire District**, leaving **5 mills** levied by the Town for its own operations.

This resolution is passed **annually** during the budget process and is submitted to the **Lincoln County Clerk** to be included in the annual property tax billing.

There was no further discussion.

Resolution No. 2025-020 was approved unanimously.

Resolution No. 2025-023 - Authorizing The Town Of Alpine To Apply For An Infrastructure Investment And Jobs Act (IIJA) Grant:

Councilmember Burchard made a motion to approve Resolution No. 2025-023 - Authorizing The Town Of Alpine To Apply For An Infrastructure Investment And Jobs Act (IIJA) Grant. Councilmember Larsen seconded. Motion carried.

Clerk/Treasurer Monica Chenault explained that the Town is applying for a **\$60,000 grant** to cover its required match for the **Safe Streets for All** grant, which totals **\$300,000**. The match funding would come from the IIJA grant.

The grant opportunity was shared by Lincoln County's grant manager, and the **Safe Streets for All funds are expected to be unfrozen** before the end of the current fiscal year.

Council expressed support and appreciation for the opportunity to pursue additional grant funding.

The motion passed unanimously.

Resolution No. 2025-022 - A Resolution Adopting The Updated Employee Policy & Procedure Manual:

Councilmember Larsen made a motion to approve Resolution No. 2025-022 - A Resolution Adopting The Updated Employee Policy & Procedure Manual. Councilmember Burchard seconded. Motion carried.

Clerk/Treasurer Monica Chenault explained that the Town has been working on this update for several months. Most changes, including the switch from **vacation/sick leave to PTO**, were already incorporated into the draft. However, a few final adjustments still need to be added based on recent Council discussions.

Key pending additions:

- Implementation of a **short-term disability benefit**, with the Town contributing **80%** and employees contributing **20%**, aligned with the Town's health insurance contributions.
- Conversion of existing **sick time balances**:
 - **50% of accrued sick time** will be retained.
 - Of that 50%, **half (25% of total sick hours)** will be **paid out in cash**, and
 - **half (25%)** will be converted to **PTO**, to be used **within two years**.

To allow time to incorporate these changes, the Council agreed to **table the resolution and revisit it at the next meeting**, with a new **effective date of August 1, 2025**.

Councilmember Larsen made a motion to table Resolution NO. 2025-022 for the next Town Council meeting on July 1st, 2025. Councilmember Burchard seconded. Voting Yea: Mayor Green, Councilmember Burchard, Councilmember Larsen, and Councilmember Scaffide.

Service Missionary Volunteer Memorandum of Understanding:

Councilmember Burchard made a motion to approve the Service Missionary Volunteer Memorandum of Understanding. Councilmember Burchard seconded. Motion carried.

Clerk/Treasurer Monica Chenault explained that a local church approached the Town to offer **volunteer service** through their **Service Missionary Program**, which has been active in other nearby communities such as Afton and Star Valley Ranch.

Initially, there was no immediate need, but with the Town currently working on **digitizing old files and permits**, the volunteer assistance will help with **scanning and organizing public records**.

- The volunteer will assist **once a week**, typically on **Mondays**.
- There is **no cost to the Town**; this is a **free volunteer service**.
- The volunteer will **only have access to public records**, such as permit files.
- They **will not access sensitive data** (e.g., billing or personnel files).

Councilmember Scaffide raised a valid concern regarding access to private data, which was clarified—**the volunteer will only work with publicly accessible information**, and nothing confidential will be shared.

The service Missionary Volunteer Memorandum was passed and approved authorizing Mayor Green to sign. Voting Yea: Mayor Green, Councilmember Burchard, Councilmember Larsen. Voting Abstain: Councilmember Scaffide. Motion carried.

Ordinance No. 2025-011 - Land Use and Development Code - 1st Reading:

Councilmember Larsen made a motion to approve the 1st Reading of Ordinance No. 2025-011 - Land Use and Development Code - 1st Reading. Councilmember Burchard seconded.

Clerk/Treasurer Monica Chenault explained that although this update wasn't initially on the radar, several **important changes** have been brought forward, largely prompted by the **Town's Building Official, DJ**. These include updates to the **Table of Contents, procedures, and Article 4 – Development Standards**.

Key updates include:

- **Electrical Permits and Inspections (Section 2-304A):**

Now clearly states that electrical permits and inspections within town limits are handled by the **Wyoming Department of Fire Prevention and Electrical Safety**.

Contractors or homeowners must submit a copy of the **approved wiring permit and inspection reports** to the Town **prior to issuance of a Certificate of Completion or Occupancy**.

Planning and Zoning Chair Melisa Wilson was present and noted that the **Commission will be reviewing and proposing additional revisions** to the LUDC. Those changes will be considered in upcoming readings.

The Council expressed appreciation for the additions and agreed the changes improve clarity and enforceability.

Councilmember Larsen made a motion to approve Ordinance No. 2025-011 – Land Use and Development Code on first reading. Councilmember Burchard seconded. **Motion passed unanimously.**

GENERAL PUBLIC COMMENT:

Aleck Ross, Alpine resident, asked for clarification regarding the **temporary storage of the charter school's modular buildings** on Town property. He specifically inquired:

- What would happen to the buildings if the **school or foundation were unable to secure their lease** and filed for **bankruptcy**?
- How would the Town enforce removal of the buildings?

Response from Mayor Green and Town Attorney Jim Sanderson (via prior lease language):

- The **lease agreement includes a clause** stating that in the event of default or bankruptcy, the **buildings must be removed within 120 days**.
- If the foundation **folds**, the **bankruptcy trustee** would be responsible for coordinating the removal at **no cost to the Town**.

Aleck Ross acknowledged the clarification and thanked the Council.

Heather Goodrich asked for clarification on whether the **charter school would be required to sign the lease** before placing their modular buildings on any Town property, including the **temporary location**.

Mayor Green confirmed that the **lease must be signed before the modulares are delivered**, and that signing will happen **very soon**.

Heather also expressed concern regarding the Town's **participation in the Service Missionary Volunteer MOU**, specifically referencing the **involvement of the Mormon Church**. She stated

that allowing church-affiliated volunteers into a **public space** may be **offensive or harmful to some community members**, particularly those who have experienced trauma related to that church.

Mayor Green thanked her for her comments.

Patricia McQuade asked when and where the **final version of the lease agreement** with the Alpine Education Foundation would be available to the public.

Mayor Green and staff confirmed that the **lease will be posted on the Town website by tomorrow morning**, with a target of **before noon**.

Megan Ramsey raised concerns about the **Town's agreement with the Church of Jesus Christ of Latter-day Saints (LDS)** regarding volunteer service missionaries. She shared the following points:

- In her view, such agreements are often **early steps taken by the LDS Church before proposing a temple**, referencing **ongoing litigation in Cody, Wyoming** as a case study.
- She stated that **missionary volunteer efforts may have religious motivations** and implied that **free labor may come with strings attached**.
- She cautioned about **privacy and access concerns**, citing the possibility that a volunteer might see something in Town records that is not intended for public review.
- She strongly opposed the agreement, calling it a **"terrible idea"** and urged the Town to **slow down** and carefully evaluate such partnerships.

Megan also expressed political and ideological concerns about the charter school's use of the Hillsdale College curriculum, describing Hillsdale as a far-right organization tied to Project 2025 and Joe Ricketts. She emphasized the potentially divisive nature of the curriculum choice.

Megan replied that, while that may be true, she still believed this formal agreement raised separate concerns based on her understanding and family history.

ADJOURNMENT

Councilmember Larsen made a motion to adjourn. Councilmember Burchard seconded the motion. Voting Yea: Mayor Green, Councilmember Larsen, Councilmember Burchard, Councilmember Scaffide. Motion carried. Meeting adjourned at 9:54 PM.

MINUTES ARE A SUMMARY OF THE MEETING

Transcribed By:

Sarah Greenwald
Sarah Greenwald, Town Assistant Clerk

July 9, 2025
Date

Attest:

[Signature]
Monica L. Chenault, Town Clerk

Date

Minutes approved in a legally advertised meeting on July 1st, 2025

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
05/25	05/22/2025	20318	2480	Valley Wide Cooperative, Inc	10-20100	1,919.91
05/25	05/22/2025	20321	3960	Exposure Signs	10-20100	29,669.50
05/25	05/22/2025	20322	3960	Exposure Signs	10-20100	.00 V
05/25	05/22/2025	20323	2480	Valley Wide Cooperative, Inc	10-20100	.00 V
05/25	05/22/2025	20323	3670	Teton Technology	51-20100	3,102.14- V
06/25	06/06/2025	20331	3110	Ellie Mae Millenkamp	01-20100	2,250.00
06/25	06/09/2025	20332	1560	Lower Valley Energy	10-20100	4,599.12
06/25	06/02/2025	20333	1560	Lower Valley Energy	10-20100	327.38 M
06/25	06/11/2025	20333	170	Acme Music	10-20100	1,100.00
06/25	06/02/2025	20334	1560	Lower Valley Energy	10-20100	18.77 M
06/25	06/11/2025	20334	400	ASCAP	10-20100	455.41
06/25	06/02/2025	20335	1560	Lower Valley Energy	52-20100	18.00 M
06/25	06/11/2025	20335	3110	Carson Hasher	10-20100	600.00
06/25	06/02/2025	20336	1560	Lower Valley Energy	51-20100	1,333.34 M
06/25	06/11/2025	20336	620	Caselle	52-20100	5,472.00
06/25	06/02/2025	20337	1560	Lower Valley Energy	10-20100	78.10 M
06/25	06/11/2025	20337	3050	Cash	10-20100	300.00
06/25	06/02/2025	20338	1560	Lower Valley Energy	10-20100	65.93 M
06/25	06/11/2025	20338	650	CNA Surety	10-20100	210.00
06/25	06/02/2025	20339	1560	Lower Valley Energy	52-20100	4,861.60 M
06/25	06/11/2025	20339	3360	Cobblestone Hotel & Suites - Alpine	10-20100	2,850.00
06/25	06/02/2025	20340	1560	Lower Valley Energy	52-20100	227.29 M
06/25	06/11/2025	20340	3920	Cushing Terrell	10-20100	32,275.00
06/25	06/02/2025	20341	1560	Lower Valley Energy	10-20100	18.00 M
06/25	06/11/2025	20341	810	Dex Imaging	10-20100	169.33
06/25	06/02/2025	20342	1560	Lower Valley Energy	52-20100	47.18 M
06/25	06/11/2025	20342	2890	High Country Linen	52-20100	564.56
06/25	06/02/2025	20343	1560	Lower Valley Energy	52-20100	45.81 M
06/25	06/11/2025	20343	1530	Lincoln County Water Quality Lab	51-20100	81.00
06/25	06/02/2025	20344	1560	Lower Valley Energy	10-20100	23.81 M
06/25	06/11/2025	20344	3110	Refunds	10-20100	2,500.00
06/25	06/02/2025	20345	1560	Lower Valley Energy	52-20100	127.22 M
06/25	06/11/2025	20345	4010	Star Valley Trout Unlimited	10-20100	4,178.95
06/25	06/02/2025	20346	1560	Lower Valley Energy	52-20100	101.02 M
06/25	06/11/2025	20346	3990	Tara Bender	10-20100	30.69
06/25	06/02/2025	20347	1560	Lower Valley Energy	52-20100	193.53 M
06/25	06/11/2025	20347	2260	Tormack Custom Screen Printing, Inc	10-20100	957.00
06/25	06/02/2025	20348	1560	Lower Valley Energy	51-20100	105.05 M
06/25	06/11/2025	20348	2530	W.A.R.M. Property Insurance Pool	10-20100	342.64
06/25	06/02/2025	20349	1560	Lower Valley Energy	51-20100	19.84 M
06/25	06/11/2025	20349	2570	Western Records Destruction, Inc.	10-20100	395.00
06/25	06/02/2025	20350	1560	Lower Valley Energy	51-20100	23.22 M
06/25	06/11/2025	20350	3950	Williams, Porter, Day & Neville, P.C.	10-20100	1,453.50
06/25	06/02/2025	20351	1560	Lower Valley Energy	52-20100	18.06 M
06/25	06/11/2025	20351	250	Alpine Ace Hardware	10-20100	1,425.16
06/25	06/02/2025	20352	1560	Lower Valley Energy	52-20100	44.98 M
06/25	06/11/2025	20352	340	Altitude Air, LLC	10-20100	150.00
06/25	06/02/2025	20353	1560	Lower Valley Energy	10-20100	80.56 M
06/25	06/11/2025	20353	3600	Black Top Pros	10-20100	14,658.00
06/25	06/02/2025	20354	1560	Lower Valley Energy	51-20100	63.07 M
06/25	06/11/2025	20354	700	Control Engineers, PA	52-20100	1,017.50
06/25	06/02/2025	20355	1560	Lower Valley Energy	51-20100	412.26 M
06/25	06/11/2025	20355	710	Core & Main	51-20100	96,122.39

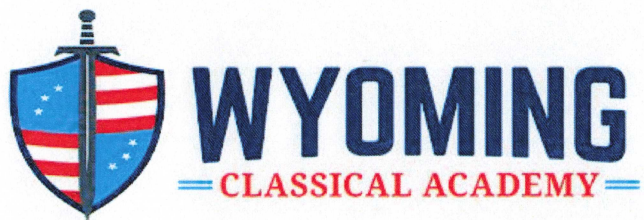
GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount	
06/25	06/02/2025	20356	1560	Lower Valley Energy	52-20100	26.84	M
06/25	06/11/2025	20356	720	Cummins Rocky Mountain	52-20100	37,093.71	
06/25	06/02/2025	20357	1560	Lower Valley Energy	10-20100	26.95	M
06/25	06/11/2025	20357	860	Dry Creek Enterprises, Inc	52-20100	7,423.00	
06/25	06/02/2025	20358	1560	Lower Valley Energy	10-20100	30.39	M
06/25	06/11/2025	20358	870	Energy Laboratories, Inc	51-20100	2,187.00	
06/25	06/11/2025	20359	4040	Environmental Resource Associates ERA	52-20100	1,126.98	
06/25	06/11/2025	20360	1120	H.D. Fowler Company	52-20100	2,185.14	
06/25	06/11/2025	20361	1240	IDAWY Waste District	10-20100	117.30	
06/25	06/11/2025	20362	1310	Jenkins Building Supply	52-20100	527.41	
06/25	06/11/2025	20363	4000	Midwest Assistance Program, Inc.	51-20100	400.00	
06/25	06/11/2025	20364	2150	Mike Lamere	10-20100	1,102.50	
06/25	06/11/2025	20365	3900	Peak Water Services, LLC	51-20100	17,033.35	
06/25	06/11/2025	20366	1780	RE Investment Company	10-20100	675.20	
06/25	06/11/2025	20367	3980	Steve Dwyer	10-20100	336.00	
06/25	06/11/2025	20368	4030	Thermo Fluids, Inc.	10-20100	153.95	
06/25	06/11/2025	20369	2380	U-Line	52-20100	1,712.54	
06/25	06/11/2025	20370	2390	USABlueBook	52-20100	14,917.76	
06/25	06/11/2025	20371	4020	Valley Fire Services	52-20100	1,221.57	
06/25	06/11/2025	20372	3530	Westbank Sanitation	52-20100	661.33	
06/25	06/11/2025	20373	3970	Wyoming Gun Fighter, LLC	10-20100	652.00	
06/25	06/11/2025	20374	250	Alpine Ace Hardware	10-20100	2,114.43	
06/25	06/11/2025	20375	480	Belinda Penny	10-20100	880.00	
06/25	06/11/2025	20376	1510	Lincoln County Sheriff's Office	10-20100	606.50	
06/25	06/11/2025	20377	4050	Olveras Construction Paint & Cleaning	10-20100	10,250.00	
06/25	06/11/2025	20378	3540	W-Cubed Inc.	52-20100	19,998.34	
06/25	06/11/2025	20379	3530	Westbank Sanitation	52-20100	1,164.64	
06/25	06/10/2025	2505047	3780	The Bancorp	10-20100	8,053.61	M
05/25	05/20/2025	2505052	3670	Teton Technology	10-20100	1,999.74	M
05/25	05/20/2025	20250520	1940	Silver Star Communications	52-20100	1,310.63	M
Grand Totals:						346,887.35	

Summary by General Ledger Account Number

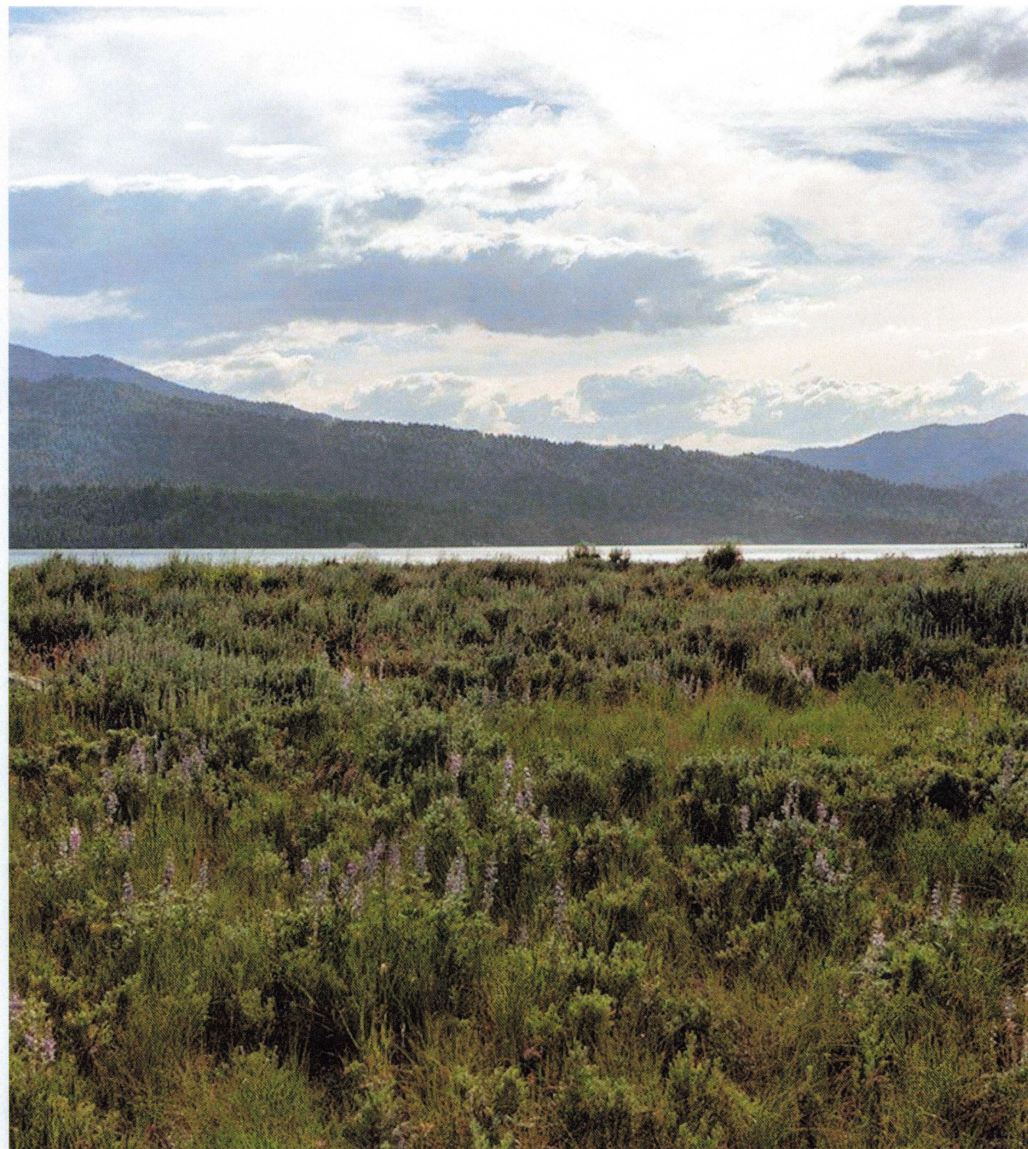
GL Account	Debit	Credit	Proof
01-20100	.00	2,250.00-	2,250.00-
01-22108	2,250.00	.00	2,250.00
10-20100	40,915.57	170,996.63-	130,081.06-
10-32-120	2,500.00	.00	2,500.00
10-42-315	1,453.50	.00	1,453.50
10-42-335	1,740.68	1,206.40-	534.28
10-42-340	543.33	.00	543.33
10-42-360	455.41	.00	455.41
10-42-370	32.51	.00	32.51
10-42-381	701.14	.00	701.14
10-42-410	2,105.41	.00	2,105.41
10-42-415	94.86	.00	94.86
10-45-100	336.00	.00	336.00
10-45-335	.00	124.09-	124.09-
10-48-415	4,178.95	.00	4,178.95
10-50-335	.00	775.08-	775.08-
10-50-410	197.50	.00	197.50
10-52-335	.00	124.09-	124.09-

GL Account	Debit	Credit	Proof
10-52-452	38.15	.00	38.15
10-54-333	14,719.83	.00	14,719.83
10-54-334	15.80	.00	15.80
10-54-350	112.08	.00	112.08
10-54-400	31.09	.00	31.09
10-54-454	65.00	.00	65.00
10-54-455	380.21	33.27-	346.94
10-56-319	606.50	.00	606.50
10-56-454	30.69	.00	30.69
10-58-330	9,083.93	.00	9,083.93
10-58-332	2,966.03	.00	2,966.03
10-58-334	257.49	.00	257.49
10-58-360	353.01	.00	353.01
10-58-380	202.70	.00	202.70
10-58-410	771.22	.00	771.22
10-58-450	154.11	.00	154.11
10-58-452	1,448.79	.00	1,448.79
10-58-454	9,896.37	7,828.12-	2,068.25
10-58-456	39.00	39.00-	.00
10-65-332	940.65	.00	940.65
10-65-340	1,102.50	.00	1,102.50
10-65-450	373.60	.00	373.60
10-65-452	783.01	.00	783.01
10-65-454	475.00	31.17-	443.83
10-66-430	10,101.12	.00	10,101.12
10-90-540	59,339.00	29,669.50-	29,669.50
10-90-541	33,232.00	.00	33,232.00
10-95-640	8,053.61	.00	8,053.61
51-20100	436.24	109,268.13-	108,831.89-
51-42-335	1,865.68	436.24-	1,429.44
51-42-410	912.26	.00	912.26
51-80-320	2,268.00	.00	2,268.00
51-80-332	6,248.67	.00	6,248.67
51-80-335	400.00	.00	400.00
51-80-400	166.21	.00	166.21
51-80-452	148.11	.00	148.11
51-80-453	1,808.67	.00	1,808.67
51-90-545	95,450.53	.00	95,450.53
52-20100	51,070.82	156,795.22-	105,724.40-
52-42-335	1,920.86	436.24-	1,484.62
52-42-410	912.94	.00	912.94
52-82-320	1,126.98	.00	1,126.98
52-82-332	12,416.75	.00	12,416.75
52-82-335	112.23	.00	112.23
52-82-400	65.27	.00	65.27
52-82-454	798.82	.00	798.82
52-82-455	110.00	12.87-	97.13
52-83-320	14,873.80	.00	14,873.80
52-83-454	527.29	.00	527.29
52-84-318	7,170.00	.00	7,170.00
52-84-332	111,198.89	50,621.71-	60,577.18
52-84-400	102.86	.00	102.86
52-84-420	218.23	.00	218.23
52-84-454	5,172.30	.00	5,172.30
52-90-541	68.00	.00	68.00

Attachment A - 06/17/2025 Meeting Minutes



**ALPINE, WYOMING
PUBLIC CHARTER SCHOOL
Update**



Board Meeting Information

The Boards Meet

the 2nd Thursday of Every Month

At 6:00 PM (School Board)

At 7:00 PM (Foundation Board)

Cobblestone Inn - Alpine, WY

Board Members

ALPINE EDUCATION FOUNDATION BOARD
(Independent Entity)

Luke Astle Alpine Resident, Father, Finance Director

Dominique Brough Alpine Resident, Mother, Business Owner

Meredith Leonard Etna Resident, Mother, Operations & Design

Melissa Rochlitz Alpine Resident, Mother, Non-Profit Development

Town Council
Appointee Open

Founding Community Members

ALPINE SCHOOL BOARD

Dave Jenkins

Alpine Resident, Business Owner

Kelly Shackelford

Alpine Resident, Mother, Realtor

Melinda Dorian

Alpine Resident, Mother, Business Owner

Dave Burchard

Alpine Resident, Father, IT Professional, Search and Rescue Volunteer

Amy Wierda

Alpine Resident, Mother

School Support Network

Alpine Education Foundation

Owns Buildings
Leases Land from Town of Alpine

Local Alpine School Board

School Representation
Formal Board of
Community Members & Parents



School Operations, Human
Resources, Charter Development

ALPINE CAMPUS



Curriculum
& Nationwide Support



Site Considerations & Updates

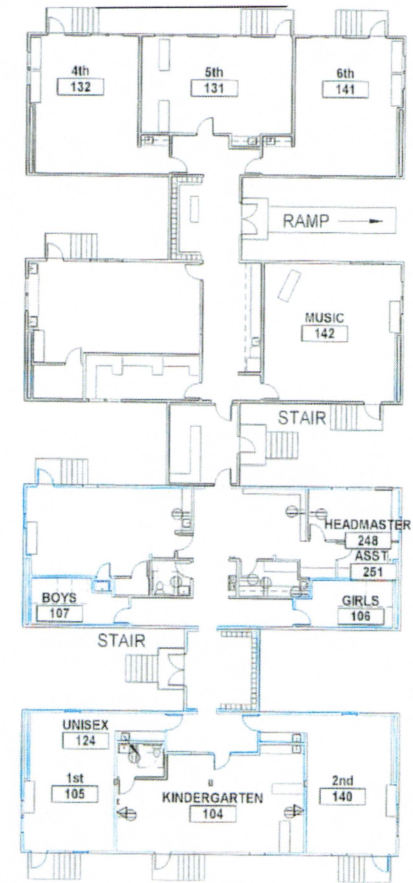
- **Local Architect - Planning & Zoning**
- **Local Engineering Firm - Traffic Study**
 - **Parking**
 - **Circulation**
 - **Required Entry & Exit Points**
 - **Snow Removal & Storage**
- **Neighboring Establishments**
- **Utilities**
- **Playground**
- **Fire Department**
- **School Safety Requirements**
- **Landscaping**



Proposed Site & Modular Layout



Proposed Site
3.5 Acres

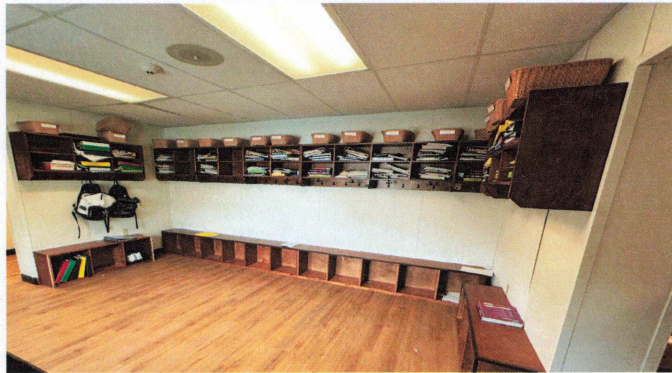


Modular Floor Plan
4 Moduls Purchased

Exterior



Interior



Next Steps

Fundraise! Fundraise! Fundraise!

- **AEF 501c3 Status is still pending through the IRS**
- **Donations can be made to Top of the Rockies and earmarked for the Alpine - Wyoming Classical Academy**
- **Fundraising Events are in the works... Stay Tuned!**

Modular Move

- **Starting June 21st**
- **Volunteers Needed**

Informational Meetings

- **July 10th @ Wyoming Classical Academy, Mills, WY**
- **Local Informational Meetings - TBD**

Thank you!

Alpine Families

Future Students

Future Teachers

Local Businesses

Mama Grizzlies

Alpine Education Foundation

Alpine School Board