



# TOWN COUNCIL WORK SESSION MINUTES

March 04, 2025, at 7:00 PM / 250 River Circle - Alpine, WY 83128

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## CALL TO ORDER

Mayor Green called the Town Council Special Meeting to order at 7:02 PM.

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

**ROLL CALL:** Clerk Monica Chenault conducted a roll call. **Present:** Mayor Green, Councilmember Burchard, Councilmember Castillo, and Councilmember Scaffide. **Absent:** Councilmember Larsen. A quorum was established.

## ADOPT THE AGENDA

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

## DISCUSSION ITEMS

### a) Friends Of The Bridger-Teton – Jennifer Ricupero

- Ambassadors for responsible recreation program
- Cleanup and maintenance efforts across the forest
- Ambassadors stationed at Greys River Ranger District
- Funding challenges and grant opportunities

The Council discussed:

- Importance of Greys River access
- Potential funding and partnership opportunities with Alpine Travel and Tourism Board and other local organizations
- Opportunities for community involvement and fundraising

### b) Ordinance No. 2025-002 - Building And Development Fee Schedule

Dee J. Ramell, Building Official, presented findings from his analysis of the Town's building and development fees compared to other municipalities, recommending adopting an ICC-based valuation matrix. Key points discussed included:



- Recommended fee structure and multipliers based on construction value
- Fee division among administrative costs, plan reviews, and inspections
- Billing structure, upfront fee collection, and additional reinspection fees
- Electrical and life safety inspections, responsibilities, and coordination with state inspectors
- Deck inspections and permit requirements

The Council expressed support for updating the fee schedule to better align with costs and standards and discussed ensuring quality construction and safety standards, particularly regarding electrical inspections.

### **ADJOURNMENT**

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

The meeting adjourned prior to the special meeting that followed immediately. Meeting adjourned at 8:05 PM

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#### MINUTES ARE A SUMMARY OF THE MEETING

Transcribed By:

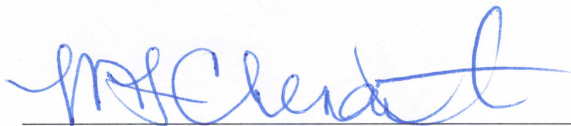


Sarah Greenwald, Town Assistant Clerk

03/20/2025

Date

Attest:



Monica L. Chenault, Town Clerk

03/20/2025

Date

Minutes approved in a legally advertised meeting on April 15<sup>th</sup>, 2025

Signed:

Attest:

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Eric Green, Mayor

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Monica L. Chenault, Town Clerk

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