



Town of Alpine Engineer's Report to Town Council

Meeting Date: February 20, 2024
Submitted By: Kevin Meagher, Project Manager
Reviewed By: Vera Donovan, Project Assistant
Prepared On: February 15, 2024

MASTER AGREEMENT BETWEEN TOWN OF ALPINE AND JORGENSEN

The Town Council approved The Master Agreement, and it was executed on February 21, 2023. All work completed and summarized below has been at the request of the Mayor or other staff members and is based on the tasks outlined in the Master Agreement. The Town's FY24 budget cycle began July 1, 2023. All budget numbers presented below are for FY24. Task Work Orders (TWOs) are simplified for FY24 to reflect the corresponding payment fund (water, sewer, and general).

SUMMARY OF TASKS COMPLETED TO DATE

1 – Water Fund

1. AMI Radio Read Project – Meter installations have been placed into appropriate work categories. The propagation study was recently received. Jorgensen is working on identifying scopes of work for each meter modification/replacement. We will be meeting with Town Staff and taking a closer look at the commercial meter installations as they require a more specific scope.
2. Water Model and GIS – The older version of the Town water model was not up to date enough to be useful for current operations. The online GIS portal is being used to develop working scope, develop the propagation study, and assist with Lead and Copper inventory.
3. Development Reviews – Jorgensen recently reviewed the Lasher Town Homes submittal and submitted the review for consideration. Jorgensen has compiled a database of existing mapping and as-built information for more efficient access. This database will help the Town and Jorgensen with Planning and Zoning work.
4. Jorgensen staff are working with Town of Alpine staff to troubleshoot the pulsating water concern in a portion of the system. Additional information is currently being gathered.



2 – Sewer Fund

1. Pre-Treatment Building Update
 - Building construction
 - The generator was set on a new concrete pad.
 - Electrical transformer is schedule to be set on new concrete pad.
 - Permanent electrical power is scheduled to be installed this month.
 - Concrete aprons will be poured this Spring.
 - The electrician has installed some electrical panels and lighting. Electricians expect to complete building construction phase this month.
 - Cambrian Innovation Equipment & Design Update
 - Electrical drawings have a code classification issue. Wyoming DEQ requested a new submittal to review the design changes due to an electrical classification design issue. Control design was not included in electrical engineer's scope of work. JVA Consulting agreed to provide the control design drawings
 - The Process Piping pre-qualification invitation was advertised for two weeks, and one request for information was received. That one applicant was not interested after reviewing the documents. The electrical classification issue will affect the process piping design. Cambrian will need to make design adjustments after Wyoming DEQ's review.
2. Melvin Sludge: JVA Consulting Engineers provided a scope of work proposal to create a High Strength Waste and foaming parameters that are verifiable for a proposed fee structure. Once High Strength and Foaming events are clarified and industrial/commercial user discharge permit forms will be created. Town Council to review JVAs scope of work and approve if agreeable.
3. WWTP DEQ Permit Renewal: DEQ permit renewal was completed in early December and we are waiting on DEQ for comments or renewal.
4. Sewer Utility Financial Plan: Midwest Assistance Program (MAP) is going to create a Sewer and Water Rate study at no cost. The Town provided MAP with the requested data.
5. Sewer and Water Geographical Information Mapping: Midwest Assistance Program (MAP) will provide paper and digital GIS Mapping services at no cost. MAP will send a Town agreement form.
6. Snake River Junction Lift Station Generator: the Public Works Manager requested utilizing the funds needed for this generator be transferred to the Town. CoVelop agreed to send the Town cost documentation for review.



3 – General Fund

Jorgensen has responded to emails and calls from town staff and has held internal meetings to coordinate the ongoing and new projects for the town. Additionally, Jorgensen attends Town Council meetings when requested and provides this monthly engineer's report.

The Town submitted new General Ledger Accounts, and Jorgensen is making those accounting adjustments.

Jorgensen reviewed the Annexation Documentation with the Town Staff, and further work is ongoing to put more documentation responsibility onto the developer and less on the Town Staff.

Jorgensen attended Wyoming Federal Lands Access Program phone call with FHWA and debriefed Town about requirements for the application for Grey's River Road. Town plans to complete application but has asked Jorgensen to prepare proposal to assist with application. April 30th is the final cut-off for application.

Jorgensen reviewed the Land Development Regulation codes, and compiled sections for the Town Council and Legal review. These sections are meant to improve and tighten the Town's protocols within the LDRs. A checklist of outstanding items is in progress. In addition, Jorgensen proposed annexation ordinance items that are under review with Town staff; the Town Attorney is drafting the annexation ordinance.