



# Town of Alpine

Mayor:  
Eric Green

Town Council:  
Andrea Burchard  
Emily Castillo  
Frank Dickerson  
Jeremiah Larsen

## MINUTES

TOWN COUNCIL MEETING – June 20, 2023

### Call to Order:

Mayor Green called the meeting to order.

Mayor Green led the attendees in the Pledge of Allegiance

### Roll Call:

Roll call was conducted by Monica Chenault Clerk/Treasurer. Council Present: Councilman Larsen, Councilman Dickerson, Mayor Green, and Councilman Castillo. Council Absent: Councilman Burchard. A quorum of the Town Council was established.

### Consent Agenda:

Councilman Larsen made a motion to approve the payment of the bills for the Water Department, the sewer Department, and the General Fund dated May 17, 2023 – June 19, 2023. Councilman Dickerson seconded the motion. There was no discussion. The motion carried.

Councilman Larsen made a motion to approve the Financial Report dated May 30, 2023. Councilman Dickerson seconded the motion. The motion carried without discussion.

Councilman Larsen made a motion to approve Greys River Pathway Project Change Order – New Completion Date (July 3, 2023). Councilman Dickerson seconded the motion. The motion carried.

Councilman Larsen made a motion to approve Special Events Permits: Mile High Cajun, Mountain Days, Independence Day Celebration, and the Alpine Music Series. Councilman Dickerson seconded the motion. The motion carried.

Councilman Larsen made a motion to approve Catering Permits: Melvin Brewing – Alpine Mountain Days, VR Tavern on the Greys – 18 S. Refuge Parkway, VR Tavern on the Greys – Alpine Music Series, Melvin Brewing – Alpine Music Series. Councilman Dickerson seconded the motion. The motion carried.

Councilman Dickerson made a motion to approve the Planning and Zoning Minutes dated May 9, 2023 & May 23, 2023. Councilman Dickerson seconded the motion. There was no discussion. The motion carried.

### Reports:

Mayor Green noted Alpine Mountain Days is this weekend.

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Mailing: PO Box 3070  
Alpine, WY 83128  
Phone: 307-654-7757



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Mayor Green reported on the change in location for setting off the fireworks this year and noted there will be music and events at Grover Park.

Rex Doornbos, Planning & Zoning updated the board on the commission's review of the Upkeep & Building maintenance Code that is currently excluded from the current codes. He presented the council with draft changes to the current ordinance adopting the codes.

Mr. Doornbos reviewed the application by Melvin Brewing for temporary directional signs to confirm the council was in support of their application. Councilman Larsen and Mayor Green explained that the map showed the incorrect allowable location of the signs and provided Mr. Doornbos with an update on the location. Councilman Larsen made a motion to allow P & Z to issue a permit for the signage for 90 days to Melvin Brewery. Councilman Dickerson seconded the motion. It was noted in discussion that this is a trial to determine if it helps keep people from driving through RVM while looking for the brewery and the Town is working on creating a program to allow for the installation of directional signage throughout the town. The motion carried.

Kevin Meagher, Jorgensen Engineering was present to answer questions on the report submitted by Dominique Brough, Jorgensen Engineering. The council inquired as to the grant opportunities that were being proposed by resolution this evening. Councilman Larsen recommended shift these items to after the Budget Ordinances were adopted.

Ryan Erikson, Sunrise Engineering update the council on the Greys River Pathway Project.

Councilman Larsen updated the council on Economic Development, Utility Easements, and the Tourism Board.

Written Reports were submitted by Public Works Director, Craig Leseberg and the Lincoln County Sheriff's Department.

### **Action Items:**

Clerk Chenault presented the Draft Will Serve Letter for The Refuge West to the council. Councilman Larsen made a motion to approve the Mayor to sign the Will Serve Letter for The Refuge West 4<sup>th</sup> Addition with an expiration date of July 1, 2024. Councilman Dickerson seconded the motion. There was much discussion about the appropriate time frame for expiration of the Will Serve Letters. Mrs. Wagner will work with Jorgensen and Sanderson Law to draft a standard letter and bring it to the Council for approval. The motion carried.

Clerk Chenault presented the information for Lot 12, Lazy B to the council. The mayor stated for the record that he would be recusing himself from the discussion and the vote because he is friends with Robert Shockey. Councilman Larsen made a motion approving Lot 12, Lazy B to pay sewer connection fees at the rates in effect prior to being raised on August 16, 2023. Councilman Dickerson seconded the motion. The motion carried with Councilman Larsen, Dickerson, and Castillo voting in favor. The Mayor abstained.

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Kevin Meagher presented the Cambrian Process Piping Design contract to the council for consideration explaining that if the council allows for a 5% fee, Jorgensen will sign and manage the contract for the Town. Councilman Larsen made a motion to approve allowing Jorgensen to enter into the contract with Cambrian to complete the Process Piping Design work. Councilman Dickerson seconded the motion. There was much discussion about how existing design documents were not sufficient to install the equipment we are purchasing from Cambrian. After questioning what the options area and what happened if we don't have Cambrian design it. It was explained that if we don't spend the \$104,124.00, we will have a one million dollar building with two million dollars of equipment inside that we can't use. The motion carried.

Councilman Larsen sought support from the council to find and appoint a Skate Park Ambassador to bridge communication between the Town and the skaters. Council thought it was a good idea and Councilman Larsen will begin working on trying to find one.

Clerk Chenault presented 305 Ordinance No. 2023-05 to the council. Councilman Larsen made a motion to approve on 3<sup>rd</sup> reading 305 Ordinance No. 2023-05. Councilman Dickerson seconded the motion. The motion carried.

Clerk Chenault presented 306 Ordinance No. 2023-06 to the council. Councilman Larsen made a motion to approve on 3<sup>rd</sup> reading 306 Ordinance No. 2023-06. Councilman Dickerson seconded the motion. The council inquired about specific line items and what was included in them. The motion carried.

Clerk Chenault presented the CoVelop Agreement and Release to the council. This agreement was drafted in response to an obligation to install a generator at the RV Park. After much discussion Councilman Larsen made a motion to allow the Mayor to sign the agreement if after the Mayor discusses the pros and cons with our attorney and Kevin Meagher that they all agree it should be signed. The motion was seconded by Councilman Dickerson. The motion carried.

### **Adjournment –**

Councilman Dickerson made a motion to adjourn, the motion was seconded by Councilman Burchard. The meeting was adjourned by Mayor Green.

*Note: Wyoming State Statute requires all governing bodies to record (but not necessarily to publish) minutes of all meetings, including those where no action is taken. Minutes reflect all official acts. If an action is taken, the minutes are to be published. The minutes are public records. There is no requirement for recording discussions and commentary among the council members with regard to the various agenda items. While all official acts must be recorded, how much additional discussion is to be included in governing body minutes is left to the discretion of the governing body.*

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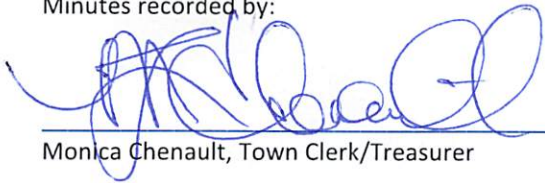


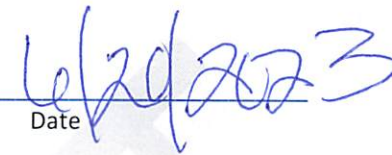
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Minutes recorded by:

  
\_\_\_\_\_  
Monica Chenault, Town Clerk/Treasurer

  
\_\_\_\_\_  
Date

Minutes approved at legally advertised Town Council Meeting:

\_\_\_\_\_  
Mayor Eric Green

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Monica Chenault, Town Clerk/Treasurer

\_\_\_\_\_  
Date

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