



## TOWN COUNCIL MEETING

December 19, 2023 at 7:00 PM  
250 River Circle - Alpine, WY 83128

### MINUTES

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Notice - The video and audio for this meeting are streamed live to the public via the internet and mobile devices with views that encompass all areas, participants, and audience members. Please silence all electronic devices during the meeting. Comments made on YouTube will not be answered. Please email [clerk@alpinewy.gov](mailto:clerk@alpinewy.gov) with any questions or comments.

YouTube LINK FOR LIVE FEED:

<https://www.youtube.com/@townofalpine>

**1. CALL TO ORDER - Mayor Green**

Mayor Green called the meeting to order at 7:02 p.m.

**2. PLEDGE OF ALLEGIANCE – Mayor Green**

Mayor Green led the attendees in the Pledge of Allegiance.

**3. ROLL CALL – Monica Chenault**

Clerk Chenault conducted the roll call, all members were present.

**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.

**4. CONSENT AGENDA – Mayor Green**

Councilman Dickerson made motion to approve the consent agenda. Councilman Burchard seconded the motion. The motion passed unanimously.

- a. Town Council Minutes: Town Council Public Hearing December 5, 2023, Town Council Special Meeting December 5, 2023

Motion to approve Town Council Minutes: Public Hearing December 5, 2023, Town Council Special Meeting December 5, 2023.

Motion made by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

- b. Planning & Zoning Commission Minutes: November 14th, 2023

Motion to approve Planning & Zoning Commission Minutes: November 14th, 2023.

Motion made by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

- c. Bills to Pay: General Fund 12/19/2023, Water Fund 12/19/2023, Sewer Fund 12/19/2023

Motion to approve Bills to Pay: General Fund 12/19/2023, Water Fund 12/19/2023, Sewer Fund 12/19/2023.

Motion made by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

- d. Caselle Time Keeping: Ratify Mayor Green's signature

Motion to ratify Mayor Green's signature.

Motion made by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

- e. Application for Payment #2: JL Concrete & Construction - \$165,778.74

Motion to approve application for Payment #2: JL Concrete & Construction - \$165,778.74.

Motion made by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

## 5. REPORTS

- a. Mayor's Report – Eric Green

Office will be closed December 27th - December 29, 2023, for software conversion.

Safe Streets for All Grant Award - \$240,000.00.

Thank You Awards were presented to Rex Doornbos and Floyd Jenkins.

- b. Engineering Report - Jorgensen Engineering.

Sunrise Engineering - Ryan Erickson.

Ryan Erickson addressed the Town Council explaining that the Greys River Road Project is complete and final payment can be made. Ryan delivered all of the documents for the project on a thumb drive.

c. Planning & Zoning Report – Rex Doornbos/Melisa Wilson

Planning & Zoning has been pretty quiet other than subdivisions. This is likely to be something we see in the future. He encouraged the council to stay up on the LUDC.

d. Economic Development Report – Jeremiah Larsen

Councilman Larsen had no report.

e. Utility Easement Update – Jeremiah Larsen

There are three people who they are waiting on for easements. Councilman Larsen met with the utilities and things are going well.

f. Alpine Travel & Tourism Board Report – Jeremiah Larsen

Councilman Larsen announced that the Alpine Travel & Tourism Board is seeking a new member. Clerk Chenault informed the public that if anyone is interested, Melody has applications with her at the Town Hall.

g. Lincoln County Sheriff's Report – Submitted in writing.

**6. TABLED ITEMS**

a. Resolution No. 2023-517 - Griest Addition to the Town of Alpine: Seeking approval to remove from the table and approval for Resolution No. 2023-517 - Griest Addition to the Town of Alpine

Motion to remove Resolution No. 2023-517 - Griest Addition to the Town of Alpine from the table.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo

Voting Abstaining: Councilman Burchard

Motion to discuss Resolution No. 2023-517 - Griest Addition to the Town of Alpine.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo

Voting Abstaining: Councilman Burchard

Motion to withdrawal motion to remove Resolution No. 2023-517 - Griest Addition to the Town of Alpine from the table.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman

Castillo  
Voting Abstaining: Councilman Burchard

Resolution No. 2023-517 - Griest Addition to the Town of Alpine remains on the table.

## 7. ACTION ITEMS

- a. Proposal: Alpine School Initiative: Seeking approval to spend \$10,000 from the Economic Development fund towards \$30,000 proposal. Remaining funds to be donated.

Senator Dockstader spoke to the value of charter schools and explained the legislature has a process in place to develop charter schools. Steve Funk addressed the council about the benefits of having a school in our community. Mr. Funk announced the Community Support Fund will support the investigation of bringing a charter school to Alpine with a \$10,000.00 donation.

Motion to amend the Motion to allow Mayor Green to sign the agreement with Daugherty Strategies, LLC. Councilman Dickerson seconded the motion.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.  
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Burchard  
Voting Nay: Councilman Castillo

- b. Resolution No. 2023-529 - Ferry Peak Parks Simple Subdivision Re-Plat.

Motion to approve Resolution No. 2023-529 - Ferry Peak Parks Simple Subdivision Re-Plat.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.  
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

- c. Resolution No. 2023-528 - Severson Minor Subdivision Re-Plat.

Motion to approve Resolution No. 2023-528 - Severson Minor Subdivision Re-Plat.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.  
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Burchard  
Voting Nay: Councilman Castillo

Comments were taken from the public.

- d. 2nd Reading Ordinance No. 2023-09 Hafeez Annexation.

Motion to approve 2nd Reading of Ordinance No. 2023-09 Hafeez Annexation.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.  
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman

Burchard  
Voting Nay: Councilman Castillo

Public Comment was was taken.

- e. 1st Reading Ordinance No. 2023-10 - Architectural Review Committee.

Motion to approve 1st Reading of Ordinance No. 2023-10 - Architectural Review Committee.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.  
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

- f. Offer to Purchase Medicine Cart.

Motion to approve the acceptance of the \$450.00 bid for the medicine wagon.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.  
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

- g. Resolution No. 2023-25 - Employee Policy & Procedure Committee.

Motion to approve Resolution No. 2023-25 - Employee Policy & Procedure Committee.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.  
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

- h. Pretreatment Project Change Order No. 2.

Motion to approve Pretreatment Project Change Order No. 2 - Decrease \$243,327.00.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.  
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

- i. Surplus Equipment List.

Motion to approve the addition of 2000 Suzuki Skid Steer and 2019 Snowblower to the Surplus Equipment List.

Motion made by Councilman Dickerson, Seconded by Councilman Burchard.  
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

Motion to transfer ownership of the 2019 Snowblower to the Town of Thayne.

Motion made by Councilman Dickerson, Seconded by Councilman Castillo.  
Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman

Castillo, Councilman Burchard

**8. PUBLIC COMMENT**

The Meeting was opened to Public Comment.

**9. ADJOURNMENT**

Councilman Dickerson made a motion to adjourn the meeting. Councilman Larsen seconded. The motion carried. The meeting was adjourned at 9:15 p.m.

Minutes recorded by:



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Monica L. Chenault, Town Clerk

Publish Tracking:

Town Website: 03/25/2024

Community Board: 03/25/2024

Alpine Post Office: 03/25/2024

Alpine Library: 03/25/2024

Alpine Information Center: 03/25/2024

Minutes approved in a legally advertised meeting on 04, 16, 2024.

Signed:

Attest:

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Eric Green, Mayor

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Monica L. Chenault, Town Clerk