



**TOWN OF ALPINE  
COUNCIL MEETING  
Minutes**

**July 3<sup>rd</sup>, 2007**

**\*INFORMATION MAILED PRIOR TO COUNCIL/ MAYOR**

CLERK'S NOTE: COUNCIL MINUTES ARE A SUMMARY ONLY OF A TAPE RECORDED MEETING.

MAYOR DECORA CALLED THE MEETING TO ORDER AT 7:00 P.M. AND HELD THE PLEDGE OF ALLEGIANCE. A QUORUM WAS ESTABLISHED BY THE CLERK THROUGH A ROLL CALL.

COUNCIL/MAYOR: DON JOREGENSEN, TOM TURNER, SHORLEY BROWN AND DONN WOODEN. MAYOR DECORA ALSO PRESENT.

STAFF PRESENT: STEFAN FODOR, ATTORNEY; BRENDA BENNETT, TREASURER; KIMBERLEE JANSEN, CLERK; PAULA STEVENS, PLANNING & ZONING MEMBER; LEON KJELLGREN, TOWN ENGINEER AND JAMES PHILLIPS, ALPINE POLICE DEPT.

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- 1 - CALL TO ORDER: *PLEDGE OF ALLEGIANCE*
- 2 - ROLL CALL AND ESTABLISH QUORUM
- 3 - **COUNCIL MINUTES:** \* June 19<sup>th</sup>, 2007 and June 26<sup>th</sup>, 2007. **Donn Wooden motioned to approve minutes. Don Jorgensen seconded. VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent. Motioned carried.**
- 4 - ACTION ITEMS & NEW BUSINESS:
  - **Planning & Zoning Minutes:** \* June 13<sup>th</sup>, 2007. **Mayor requested copies of letters from Steve Chichinsky that were called out on the P&Z minutes. Don Jorgensen motioned to table P&Z Minutes until the next meeting. Shirley Brown seconded. VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent. Motioned carried.**
  - **Public Hearing:** E&D Inc./Robinson LLC. Conceptual plat review for the proposed re-plat of part of Lake View Estates incorporated Tract F. (Property where Yankee Doodles is located and surrounding lots.) P&Z recommended approval with the condition of no further development of the lots due to setbacks and existing buildings. Revised conceptual plat received from surveyor. Town Council reviewed the revised conceptual plat information. **Tom Turner motioned to approve the conceptual plat. Don Jorgensen seconded. VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent. Motioned carried.**
  - **Bardier, Laurie – C-03-07-Lot 8 Palisades Heights – 175 Morning Star Drive –** Commercial Building permit with an attached residence. The garage and sunroom will be used for manufacturing and assembling cat scratchers that will be sold on the internet. P&Z recommended to the council for approval. Town Council reviewed the information presented to them. **Donn Wooden motioned to approve the commercial building permit. Don Jorgensen seconded. VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent. Motioned carried.** Todd Ritter questioned the council if the approval of the building permit meant that they could hook into the sewer or is the moratorium still in effect? Mayor DeCora questioned when they anticipated the building to becoming on line? Todd Ritter stated about two months. Mayor DeCora explained that the moratorium was still in effect and this was an issue they were going to discuss later in the meeting, so she could not give him an answer now. Todd Ritter commented he would check back later. They do not want to start the project until they can hook into the water and sewer. Mayor DeCora stated this was an ongoing issue and they were working on it.
  - **\*1<sup>st</sup> Reading 160-Ordinance No. 2007-16-** Emergency Ordinance temporarily adopting grease trap/interceptor policy. Mayor DeCora explained that there has been a issue with grease at the sewer plant. This policy was recommended by Leon Kjellgren and backed up by the attorney. Tom Turner questioned why there were two ordinances two ordinances numbered 160, it was explained that it was just a clerical error and they are now numbered correctly. The water franchise ordinance is numbered 159, and the grease trap policy is numbered 160. Mayor DeCora continued that both Leon Kjellgren and Stefan Fodor have recommended that this be passed as an emergency ordinance. Mayor DeCora read the ordinance in its entirety. Mayor DeCora called for a motion to approve the emergency ordinance. **Don Jorgensen motioned to approve the ordinance. Shirley Brown seconded. VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent. Motioned carried.** Stefan Fodor noted that it was important to hand deliver the notices and statute requires that the emergency ordinance be published in the newspaper in its entirety and posted in the clerks office within ten days of passage.

- **\*1<sup>st</sup> Reading 161-Ordinance No. 2007-17-** Ordinance to amend 145 Ordinance regarding grease traps. Mayor DeCora explained and read the ordinance in its entirety. Stefan Fodor noted for the record Exhibit B is the Administrative Policy on grease trap interceptors. Mayor DeCora called for a motion. **Shirley Brown motioned to approve the ordinance. Donn Wooden seconded. VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent. Motioned carried.**
- **\*2<sup>nd</sup> Reading 158-Ordinance No. 2007-14** Irrigation wells & permit. Mayor DeCora explained the ordinance and read it in its entirety. Mayor DeCora noted that there were some amendments to the ordinance in regards to the sunset date. Mayor DeCora called for a motion to approve. **Donn Wooden motioned to approve. Don Jorgensen seconded. VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent. Motioned carried.**
- **\* 271-Resolution No. 07-03-07-2007** Authorizing submission of application to the Wyoming State Loan & Investment board. Mayor DeCora explained what the resolution was for and read the resolution in its entirety. Tom Turner questioned how many units will be accommodated by the new treatment plant, he continued that the current plant was to accommodate the whole town and it only has a hundred or so hook ups and it is not doing its job. Don Jorgensen informed him that the new plant is expandable. **Don Jorgensen motioned to pass the resolution. Donn Wooden seconded. VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent. Motioned carried.**

5 - ON-GOING BUSINESS:

- **Alpine Meadows Annexation:** Discuss and review information guideline from Elizabeth Koeckeritz. Mayor DeCora asked Stefan Fodor to address the council in regards to his annexation questions concerning the legality of the proposed annexation. Stefan Fodor explained that he has a meeting scheduled with the attorney for Alpine Meadows to discuss the franchise agreement and the annexation agreement. He continued with the legality of the annexation, because this is an existing PUD there is a question of whether the Town is delegating its police powers entirely or reserving them, there is a section included in the agreement that states they are reserving their police powers. Stefan Fodor will review this more before he can sign off on accepting the PUD. Another suggestion he is making is to have Mr. Pedersen compare the PUD with the proposed zoning code to make sure there are not any inconsistencies and if there are then the council will need to decide if the inconsistencies are acceptable. Meaning, will they be allowed to do something different on the north side of the river than the people with in the town limits, this is an area for Mr. Pedersen. Once Stefan has the authority of the council then he will proceed and have Mr. Pedersen review the PUD. Mayor DeCora agreed and would like to have this issue addressed before we move forward on the annexation. **Tom Turner motioned to table the annexation issue until everything is all worked out. Shirley Brown seconded. VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent. Motioned carried.** Mayor DeCora wanted it clear that Stefan Fodor has the authority to contact Mr. Pedersen, and have Mr. Pedersen review the PUD for Alpine Meadows and compare it to the proposed zoning ordinance. **Don Jorgensen motioned to authorize Stefan Fodor to contact Pedersen Planning and request that Mr. Pedersen review and compare the PUD with the proposed zoning ordinance. Tom Turner seconded. VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent. Motioned carried.** Mayor DeCora confirmed that 270 Resolution 06-17-07-2007 and Ordinance No. 2007-15 were included in the motion to table.
- **270 Resolution 06-19-07-2007. Tabled, see above.**
- **1<sup>st</sup> Reading 159-Ordinance No. 2007-15.** Water Franchise. **Tabled, see above.**

6 - DEPARTMENT UPDATES:

- Legal/Attorney:
  1. \* Please reference e-mail from new attorney, requesting the council to determine priority of ongoing business. Mayor DeCora explained that included in the pre-council packets was a summary of issues that needed to have the priority determined so Stefan Fodor knew where to start. Mayor DeCora stated that number one on the list was to have Pedersen review and compare the PUD to the proposed zoning ordinance. Mayor DeCora asked that the American National Park Snowmobile Tours rezoning application be reviewed and resolved before winter. She explained that the application was presented to P&Z and they recommended the council approve, it was approved on its first reading and died on the table. Stefan Fodor questioned why it died, Mayor DeCora was not sure why it had died. She explained that the property had been sold with the presumption that it was zoned B-1, due to the fact that the master plan had just been adopted and there was a recommendation that the property be zoned B-1. Stefan Fodor inquired as to what the property was currently zoned, Mayor DeCora stated R-2. The town was pretty lenient this past winter and let them continue to run the business from the R-2 lot. She would like this issue dealt with before the season starts up again. Stefan Fodor confirmed that having Pedersen review the PUD was the top priority and then the annexation agreement and the franchise agreement. He feels these should be the top three. He quickly flipped through the zoning ordinance and did not see anything in there on conditional use permits; this allows a business to conduct business where such a business is not authorized to do so. (Clerk's Note: Side A of tape stops here and side B failed to record, the remainder is from the notes

taken.) Terrace Lane is an issue that the council would like to see cleared up and finalized. Mayor DeCora commented that the packets for the snow removal bids needs to be addressed rather soon. Stefan Fodor commented he would need time to review before he could address this issue. Mayor DeCora explained that the money from Northstar Utilities had been received and asked Stefan Fodor to review the contract; Stefan Fodor has reviewed the contract and has a few questions regarding how the monies can be used. Mayor DeCora inquired if we could invest a portion of the monies; Brenda Bennett explained they were considering purchasing 2 CD's and depositing the remainder into a liquid savings account. Stefan Fodor stated he would call WAM and check into how the monies can be deposited. Leon Kjellgren reminded the council that the monies were to be used only for treatment and not the collection. There were two grant loans at 50/50 matches; that the town would be responsible for once the construction started. Mayor DeCora asked when the construction would start; Leon Kjellgren said it would start this fall. Donn Wooden pointed out the interest should be put in a reserve account and used for the WWTP.

- Streets & Roads:

1. Shirley Brown questioned the current status of the RVM repaving project, Brenda Bennett explained that the bid information has been reworked and should be ready for council review by the next meeting.

- Sewer:

1. \*Review policy & procedure regarding grease traps. This was attached to the 161 Ordinance No. 2007-16 as exhibit B.
2. \* Letter from Lee Schwab regarding an update on the WWTP. (Tape 2 side A starts here.) Mayor DeCora explained that Mike Bellah and Glen Garton were here earlier in the day and spoke with Lee Schwab. Mayor DeCora mentioned that she had spoken with Lee Schwab and he was down at the plant on Saturday and the flows were very high. She is also going to meet with Maria Vanderloop on Thursday and get the program for the town's flow meter off of Maria's laptop and transferred to the Mayor's laptop and the manual. She also stated that Leon Kjellgren could assist with getting the information off of the flow meter. The flow meter needs to be moved to an area where the two plants join, this has not been set up yet. There is a part that Maria Vanderloop has that the town needs to set up the flow meter. Mayor DeCora stated that the tests have been coming along pretty good, Mike Bellah split samples with Lee Schwab and took them back to the lab in Riverton today. The tests will be done by an independent lab. Lee Schwab and Glen Garton and the results will be compared. Donn Wooden stated that it was important to get the right equipment, he also questioned if Lee Schwab was employed as a daily full time employee. Mayor DeCora stated they would discuss that in an executive session.

Mayor DeCora called for a recess at 8:20. Meeting called to order at 8:26, and an executive session was called, Leon Kjellgren and Stefan Fodor were excused. Mayor DeCora called the meeting to order at 8:46. Mayor DeCora called for a motion to offer Lee Schwab a full time position as the Level 4 operator of the WWTP. **Donn Wooden motioned to approve offering Lee Schwab a full time position as the Level 4 operator of the WWTP. Don Jorgensen seconded. VOTE: 5-Yes; 0-No; 0- Abstain; 0- Absent. Motioned carried.**

7 - FINANCIALS: Unpaid Bills – July 3<sup>rd</sup>, 2007. Mayor DeCora called for a motion to pay the bills. Don Jorgensen motioned to pay the bills. Shirley Brown seconded. **VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent. Motioned carried.**

Mayor DeCora wanted it noted that Dry Creek Enterprises deducted \$100.00 from their bill for the port-a-potties for Mountain Says; Donn Wooden thanked Mayor DeCora for her participation with the dunking tank.

Don Jorgensen motioned to adjourn the meeting at 9:00, Tom Turner seconded. **VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent. Motioned carried.**

\_\_\_\_\_  
Victoria DeCora, Mayor

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Kimberlee Jansen, Clerk

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Date