



**TOWN OF ALPINE
COUNCIL MINUTES
SEPTEMBER 5TH, 2006**

* = INFORMATION MAILED PRIOR TO COUNCIL/ MAYOR

(clerk's note: Tape # 1 of 2 starts here. The council minutes are a summary only of a tape-recorded meeting.

* = mailed prior to council)

Mayor David Lloyd called the meeting to order at 7:05 p.m. and held the pledge of allegiance. A quorum was established by the clerk through a roll call.

Council members/ Mayor: Council: Shirley Brown, Donn Wooden, D.R. Hutchinson, and Don Jorgensen. Mayor Lloyd also present.

Staff Present: Brenda Bennett, Treasurer; Tracy Matthews, Clerk; Dave Gustafson, P&Z; James Phillips, Police; and Rob Wagner, P&Z Inspector.

Others present: Leon Kjellgren, Nelson Engineering; Bob Ablondi, Rendezvous Engineering; Tom Colletti, Victoria DeCora, and Christine Wagner.

A. ACTION ITEMS AND NEW BUSINESS:

- **COUNCIL MINUTES:** Mayor Lloyd called for a motion to approve the August 15th, 2006, and Special Council Meeting Minutes from August 10th, 2006. **Mayor Lloyd called for a motion to approve both minutes. D.R. Hutchinson so moved. Don Jorgensen seconded. Mayor Lloyd called for further discussion. VOTE: 5-Yes; 0- No; 0- Abstain; 0-Absent. Motion carried.**
- **Planning & Zoning Minutes:** Minutes pending completion.
- **Expansion of Wells** – Bob Ablondi –Rendezvous Engineering:

Prior to discussing the expansion of the wells, Mr. Ablondi reviewed recent resolutions already passed and approved as well as actions he's taken to obtain funding from the SLIB. Two resolutions in relation to the Town's water system are on tonight's agenda for the Town's water system. Since the passing of the last resolution on July 25th, 2006, his agency has been working with various permitting agencies such as the U.S. Forest Service. The Town's water wells, and tanks are located on Forest Service property. Any expansion of the system on their property will take their approval and approved permit(s). Based on discussions with the Forest Service, Rendezvous Engineering has decided to "break away" portions of the funding process which do not require Forest Service approval at this time (e.g. upgrades to the existing pumps and any items which require no "land disturbance"). The establishing of a generator and the drilling of the third well will happen later in the process once the Forest Service permit(s) are obtained. The SLIB is agreeable to separate funding applications being filed. Therefore, the 254-Resolution is for a reduced amount of \$115,500.00.

The second resolution deals with correspondence writing in August 2006 to the Water Development Commission (WWDC) expressing interest in funding. The WWDC has stepped up its deadline for funding requests to August 15th, 2006, and in order to meet the deadline the correspondence was sent expressing the Town's interest in funding from the WWDC. This funding would be for transmission line upgrades and funds to complete the exploratory well (funds are already available to drill and test the well; this funding would be to make it operational with the Town's existing system). The WWDC has a more informal system than the SLIB and a letter of interest, a resolution, and preliminary cost estimates are all that is needed to start the process. These two resolutions are important to discuss as they do affect tap fees and monthly user fees which is also on tonight's agenda.

- **Proposed Water User Fees in Relation to Upgrades** – Bob Ablondi, Rendezvous Engineering
Mr. Ablondi provided an updated packet to the Mayor and Council which contained his August 28th, 2006 memo, Tables 1-11, Table A.1, and Table A.2 which he reviewed for the public as well. The memo attempts to dissect the main parts of the water system: identify sizing upgrades, dissect different factors, and then place the parts back together. The tap fee analysis focuses on the “big picture items” everyone shares such as supply wells, storage tanks, and transmission lines with the exception of the individual distribution lines specific to a given area.

Table 1. Water Use Factors Used in Tap Fee Derivation: Mr. Ablondi reviewed this Table briefly for key factors such as the “Maximum Day Use per Capita” which is 720 gpcd (720 gallons per person on a maximum day). This amount is what the Town must supply at its peak demand which is usually summer time. This number combined with the average occupancy per residential unit (which is 2 ½ persons per unit) equals the Maximum Day use per unit (which is 1.25 gpm).

The next step is to calculate the estimated cost to provide these gallons per minute on average. The number of gallons per minute is also important information in relation to well supply and transmission. Defining water storage needs is also important and can be costly. Due to inflation, differences in permitting, and other cost factors the Town was able to build storage capacity for approximately \$1.00 per gallon in comparison to \$3.00 per gallon today.

Storage capacity is made of three different components:

- 1) **Fire storage:** Fire storage per tap is 225 gallons)
- 2) **Emergency Storage:** Emergency storage is considered by the DEQ as, generally, one average day’s worth of water use stored in the tanks. If for some reason the Town cannot pump to the tanks the Town can live off existing storage. With the installation of stand-by power generators, the reliability of the system should improve as well as adding a third well so that all times three wells are able to service the Town.
- 3) **Peaking Storage:** Is the amount of water the Town can “float on” in a given day because there are times of the day where demand peaks are higher for a few hours than the maximum day flow.

The total storage derived is 766 gallons, including fire storage. According to the International Fire Code for most residential and light commercial structures, 1,500 gallons per minute is needed which the Town’s system can provide. On commercial and larger structures higher fire flows are needed; however, the assumption is that newer structures will be required to provide fire suppression systems and sprinklers.

Table 2. ---700 GPM Supply Well: The next step from determining the derivation fees was to apply the various costs to each component of the system. In all cases conservative numbers were utilized to plan for inflation, etc. This Table breaks down the estimated quantity as well as the estimated unit and purchase costs to create the third, exploratory well. The third well is estimated to supply 700 gpm (gallons per minute); there is potential for 1,000 gpm based on pump testing of other wells. This particular analysis does not factor in any government loans or grants. Total costs to complete the 700 gpm well (including drilling, completions and 1/3 generator) are estimated to be \$362,333.00. By dividing the 700 gallons per minute into the total costs equals the cost per GPM which is \$517.62.

Table 3. TRANSMISSION SYSTEM COSTS

After discussions with Leon Kjellgren, Mr. Ablondi indicates there are two transmission line upgrades which will be essential to provide a reliable system: 1) The older of the two transmission lines running down the Grey’s River Road should be upgraded from an 8” line to a 10” line; and 2) upgrading the transmission line from the well house to the tank. With these upgrades to the well field (installing larger pumps and an additional well) the Town will have the production capacity for almost 2,000 gpm. There must be planning to be able to deliver 2,000 gallons per minute by upgrading transmission lines in certain areas. The new transmission line from the well field to the tank will need to be 14” and converting the existing 10” transmission line coming from the tank into a supply line. All water from the wells will go into the Town’s tank for maximum contact time (chlorination) before entering the distribution system. This provides another level of safety even though the wells have proven to be safe. This table breaks down the estimated

costs for the "Well to Tank Transmission Line" and the "Grey's River Road Transmission Line." The Grey's River transmission line will be utilized to serve residents and water customers north of the Snake River.

Three major components were factored into the transmission line costs: 1) maximum day flow, 2) ability to get the water to the user during peak times (transmission lines must be designed to provide water during maximum flow conditions), and 3) fire protection. The funds for the transmission lines and supply lines would be grant eligible at the current rate with the WWDC, which is 67% (another incentive to look at the upgrades sooner than later). The reason for better grant opportunities is that the WWDC allowed for the high cost of inflation being experienced around the state for water construction.

Table 4. ---500,000 GALLON CONCRETE TANK

Estimated future needs for storage will be an additional 500,000 gallon concrete tank similar to the Town's existing tank. There is not an immediate need for storage and the need is a few years out. There are 400 existing water taps currently and Mr. Ablondi recommends going to at least 600 taps before needing additional storage. Storage tanks are one of the more expensive components of any system due to concrete costs, burying the tank, permitting, etc. Prices estimated in Table 4 for a new storage tank are based off tanks across the state. The cost for a new 500,000 gallon tank is approximately \$1,720,000.00.

Table 5. ALPINE WATER TAP FEE DERIVATION—COSTS PER RESIDENTIAL UNIT

To arrive at the tap fee derivation, all components and parts of the current and upgraded system are dissected and put back together. If by adding all the different components together and assuming the fact the Town is paying its way completely without any government funding, the Town would be looking at \$4,700.00 per unit to pay back the costs for the facilities. If just looking at supply costs the unit cost would be \$ 1,300.00, for fire only would be \$1,500.00, all except supply would be \$4,000.00 and all except storage would be \$2,000.00. This last number "All except storage" at \$2,000.00 is the most important at this time for tap fee derivation. This fee is not the cost to "physically" install the tap rather the fee is in addition and covers the costs for various components and pieces of the Town's system. This money is set aside in a reserve fund to install and upgrade the various facilities. The Town's tap fee currently covers the cost to physically install the tap. Again, an additional storage tank isn't needed and immediate needs are supply well upgrades and transmission lines.

North Star Utility would build their own storage tanks on the north side of the river which would house surplus water sold by the Town. Tanks on both sides of the river is an ideal situation. A second tank for the Town's use would be installed in the future near the existing tank.

One area of concern in regard to the existing user rate fees is in regard to the fact larger users have an advantage. They get a larger portion of monthly allowable water for less money per 1,000 gallons. The trend is going away from this type of rate system for larger users; larger users are being charged more not less for higher water consumption. It is something for the administration to watch and beware of to discourage excessive water use. Recommended water user monthly and tap fees are also published by the AWWA (American Water Works Association). They have some recommended ratios for fee schedules.

Table 6. Distribution System Improvements

This table is an estimate for portions of the distribution system needing upgrades and total project estimate is \$ 795,000.00 which would come from a different account.

Table 7. Alpine Water Department New Loans- Proposed

This table covers proposed new loans and debt service projected for payments through approximately 2029. Some of the loans will be future debt and some in the near future.

Table 8. ALPINE WATER DEPARTMENT LOANS – EXISTING

This table lists existing debt service for the water department only, the current balances, annual interest rates, maturity dates, and remarks.

Table 9. SINKING FUND CALCULATIONS

Lending agencies will look for whether a “sinking fund” or adequate reserve fund has been established. This fund is for short-term, immediate needs, i.e., pumps, controls, booster pumps, maintenance, etc. Mr. Ablondi advised the Town council should set aside money on an annual basis to cover these needs. There are only two major sources of revenue with a water system which are tap and user fees. Setting aside adequate annual revenues to cover short-term and long-term items is essential. Mr. Ablondi estimates \$21,000.00 is needed per year for short term items and \$139,325.00 for long-term items. Again, increased inflation costs are the norm and whether 4% inflation rates will cover the cost of the actual inflation is not known.

The long-term items for the “sinking fund” include maintenance for existing storage tanks (500,000 and 250,000 gallon tanks), wells, transmission lines, distribution lines, control building, and distribution appurtenances. The well casings will not last indefinitely; he has estimated a 50 year life. The point of this Table is to set forth the fact the Town's water system currently is worth approximately \$6.8 Million dollars and this investment needs to be protected with adequate reserves.

Table 10. ALPINE WATER SYSTEM COSTS OVER TIME

Similar to the wastewater treatment plant projections over time, this table was created year-to-year to project major capital, debt service, general operations, grants and loans, and additional data. Years covered in this Table are from 2006 to 2028. Current general operation costs were listed with a general 4% inflation factor (this inflation ratio is based on past trends). Additionally, existing debt service is approximately \$39,000.00 per year relative to the water system only.

Since inflation factors are included in determining costs for system upgrades, inflation factors must be included into any derivation of tap or user fees. Many of the loans are 20 years loan; therefore, this table goes for at least twenty years. This Table assumes how many taps will occur as it is a big part of the revenue as well as user fees. Based on these projections, storage and supply needs are also projected until 2028.

SUMMARY

In summary, Mr. Ablondi recommends a water tap fee (per ERU) \$2,000.00 which covers the main costs. This is a reasonable amount to increase the tap fee. *Again, this fee does not include the actual costs to physically install the water tap.* The current water rate fee schedule can be utilized for now; however, some adjustments should be made to larger tap fees in the near future. He does not suggest any changes to the monthly user fee for a 3/4” line which is \$27.50/ month. Additional recommendations includes system improvements such as transmission lines upgrades. Including in his memo is a total project cost estimate to complete a water transmission line across the Snake River Bridge (Table 11. “Snake River Bridge Crossing”). This option considers an insulated, heat-traced water line with power to heat the line. A Canadian company (Urecon) pre-insulates the water line and the estimate in Table 11 includes Urecon's cost estimates to complete the project. A 14” line would be sufficient to cross the Snake River; however, he recommends nothing less than 12”. A 14” line has the ability to carry 2,000 gpm comfortably; again, this is the well-field's estimated capacity with three production wells. This estimate is rough-estimate only.

Table A.1 "Typical Water Tap Ratios" lists current water tap fees, monthly water rates, and suggested AWWA new fees. The last table, Table A.2, discusses pipe capacity in gallons per minute versus velocity in feet per second according to various PVC pipe sizes from 4" – 14" diameter piping. Mr. Ablondi turned the meeting over to questions and discussion.

Shirley Brown, council: Ms. Brown questioned whether back-up power options would be factored into the proposed Snake River Bridge transmission line. Mr. Ablondi indicated back-up power should be included; however, a large water line such as a 14" line will take longer to freeze. At -30°F an un-insulated pipe could take 36 hours to freeze. Insulated piping may take a week to freeze.

(clerk's note: Tape #1 – Side B starts here)

D.R. Hutchinson, council: Mr. Hutchinson advised Mr. Halpin would pay for any water transmission line across the Snake River Bridge. Mr. Ablondi advised that part of his obligations to the WWDC is to look at regionalization of water systems and he had to compile this data. Additionally, the Town should give their recommendation for sizing of the pipeline.

Leon Kjellgren, Nelson Engineering: Mr. Kjellgren suggested and urged the council not to take any action on the subject matter presented tonight as he needs more time to review the material. North Star Utility will also need to review the data as well. Another factor to be discussed with North Star Utility will be "Readiness to Serve Fees." This fee was included in the recently negotiated WWTP agreement between NSU and the Town of Alpine. North Star Utility will need to agree with projections within the report; additionally, NSU (North Star Utility) hasn't committed to purchasing any water from the Town. This process will need to be reviewed for at least one (1) month.

All in attendance agreed to hold a "Water Development Workshop" or special council meeting in the near future for the North Alpine area; this meeting would be held after sufficient time for the Town's engineer and NSU a review period. The clerk reminded all that the Town must advertise any special council meeting beyond its regular meetings according to the "Open Public Meetings" law. Times and dates will be arranged between all parties involved.

Donn Wooden, council: Mr. Wooden questioned Mr. Kjellgren if there are any major "stumbling blocks" to which Mr. Kjellgren advised the only stumbling block may be the assumptions made regarding North Star Utility's hook-ups. The utility will need time to verify the assumptions scheduled in the projections are reasonable. North Star Utility has water options already on the north side of the river. Mr. Kjellgren questions are from an engineering standpoint and need to be discussed with Bob Ablondi. Mr. Kjellgren sees no urgency for the Town administration to make a decision regarding the sale of surplus water within thirty (30) days time. The Town will proceed, irregardless, with the water system upgrades. After initial upgrades, the Town will have a surplus of approximately 100 gallons permit to sell across the river. The Town of Alpine is essentially paying, through water development grants and loans, for system upgrades to the wells and North Star Utility up to this point is not responsible as the Town would have to do it anyway. If the Town waits to negotiate the sale of surplus water for 30-60 days time, for example, the process will not be put on hold as the new well can be drilled and system upgrades made. Mr. Wooden expressed encouragement that the water storage capacity is sufficient currently and there will be plenty of water supply in the future.

Bob Ablondi, Rendezvous Engineering: The transmission lines will match the supply capacity based on "reliable capacity" if one primary well is out of service. The Town's capacity with one well down is still between 1,300 and 1,400 gallons.

D.R. Hutchinson, council: Mr. Hutchinson stated, to his recollection, the surplus water being sold to North Star Utility would be utilized for other properties wanting service from North Star Utility as the utility already had sufficient water to service the Alpine Meadow Subdivision. Mr. Kjellgren stated North Star Utility never came to the Town asking for 100 gallon capacity for surplus water rather this was the figure given to NSU from the Town. Mayor Lloyd reiterated NSU requested the Council pass a resolution which confirms "X" amount of water could be sold to the utility at "X" amount per gallon. Mr. Kjellgren advised the mayor and council to first approach their attorney whether a resolution should be passed as it would be a binding agreement. There is sufficient information within Mr. Ablondi's report presented tonight to move forward with further negotiations and a resolution isn't needed. This report should be

distributed to anyone interested on the north side of the river and the next step would be to see if anyone is interested in pursuing the issue further. The report begins the Town's intent and in draft only; negotiations with anyone can begin from here knowing that the data may change.

- ***253-Resolution No. 2-09-05-2006:** Council approved the final plat on 8/15/06 for the Heritage Title & Escrow- this resolution solidifies the approval. Mayor Lloyd read the resolution through its entirety. Mayor called for any discussion and a motion to adopt the resolution. **D.R. Hutchinson motioned to approve 253-Resolution No. 2-09-05-2006. Don Jorgensen seconded. The mayor called for any further discussion. VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent. Motion carried.**
- ***254-Resolution No. 1-09-05-2006:** SRF Loan Application – Alpine Wells Rehabilitation Project – Bob Ablondi advised this resolution covers the amount of the request to the SLIB Board which the Forest Service doesn't have any control over at this time which the Town can move forward. The amount of this SRF Loan request is \$115,500.00. **D.R. Hutchinson read the resolution in its entirety. Mayor Lloyd called for any further discussion and a motion to approve. Don Jorgensen motioned to approve 254-Resolution No. 1-09-05-2006. Shirley Brown seconded. Mayor Lloyd called for any further discussion. VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent. Motion carried.**
- ***256- Resolution No. 3-09-05-2006:** Wyoming Water Development Commission – Request for Additional Level II Funding- Bob Ablondi, Rendezvous Engineering. Don Jorgensen read the resolution in its entirety. Mayor Lloyd called for any discussion and a motion to approve the resolution. **Donn Wooden motioned to approve 256-Resolution No. 3- 09-05-2006. D.R. Hutchinson seconded. Mayor Lloyd called for any further discussion. VOTE: 5- Yes; 0- No; 0- Abstain; 0- Absent. Motion carried.**

Mayor Lloyd recessed the meeting at 8:20 p.m. and reconvened at 8:30 p.m.

- **ENGINEERING CONTRACTS - WASTEWATER TREATMENT AND COLLECTION PROJECTS-** Leon Kjellgren, Nelson Engineering request for approval by council and mayor. Mr. Kjellgren advised the draft contracts were submitted to the Town administration and legal counsel three weeks ago for review. The contracts format is approved by the SRF and SLIB agencies. The scope of services is detailed. The first contract covers and design and construction of the wastewater treatment plant; however, it doesn't include the standard "study and investigatory phase" simply because these topics were completed under the Wastewater Treatment Feasibility Report. The wastewater treatment plant contract covers the project through the construction phase including construction inspection, design requirements, and relegates numerous meetings and public meetings to discuss the design of the wastewater plant.

The other contract covers the wastewater collection project through the study and report phase only due to the fact Nelson Engineering needs to complete these sections prior to creating a contract which would cover design and construction costs. The contract includes the fact the remaining functions can be negotiated between Nelson Engineering and the council at a later date. To reiterate, the aerial photography of the Town, including contouring, to be completed by Rendezvous Engineering will be essential to complete the collection system project. Mr. Kjellgren is working with the Bob Ablondi to define the quality of the photos needed for both the water and sewer projects. The study and report phase on the collection system will require these aerial photos and the project is contingent upon these photos being supplied.

Leon Kjellgren asked for consideration tonight for these contracts to be approved. D.R. Hutchinson referenced prior email correspondence from Elizabeth Koeckeritz, Town's legal counsel, which states upon her review she found only minor suggestions and changes which were given to Leon Kjellgren who agreed to change the draft engineering contracts. One change included lengthening the deadline to pay Nelson Engineering and another suggested change covered the date in which the final treatment plant would be finalized. She recommended council's approval based on her recommended changes.

D.R. Hutchinson motioned to approve signing of these contracts with the recommended changes from Elizabeth Koeckeritz's. Donn Wooden seconded. Leon Kjellgren advised the contracts before the council tonight include Ms. Koeckeritz's recommended changes. Mayor Lloyd called for any further discussion. VOTE: 5- Yes; 0-No; 0- Abstain; 0- Absent. Motion carried.

- ***257- Resolution No. 5-09-05-2006:** *Resolution Authorizing Submission of a Federal Mineral Royalty Grant Application for the Alpine Wastewater Treatment Facilities Improvements Project– Leon Kjellgren, Nelson Engineering.* Mr. Kjellgren advised this particular resolution is a grant request and is on the agenda due to the fact the SLIB meeting has been moved up from January to November 2006. The amount of this grant request is for \$4,268,420.00 and it represents all of the remaining grants needed for the WWTP and collection system projects as programmed in the feasibility study. The only funding left to apply for would be for the remaining portion of the loan needed for the projects for approximately \$2.9 Million. The Town cannot apply for this loan funding until the design phase is complete per administrative rules which require completed environmental assessments. Mr. Kjellgren advised this request for \$ 4.2 Million may be approved in portions and further applications may be necessary. It was Nelson Engineering's recommendation to request the funding now rather than later.

Donn Wooden suggested the resolution be read through the title due to length of the resolution. Dave Lloyd read the resolution through the title and first paragraph. **D.R. Hutchinson motioned to pass 257- Resolution No. 2006-09-05-2006. Don Jorgensen seconded. Mayor Lloyd called for further discussion. VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent. Motion carried.**

- ***2nd Reading – 133 – Ordinance No. 2006-3:** Rezoning Lot # 327, 326, and 325 Lakeview Estates Tract C, Eugene Davis, Owner- Christine Wagner, Real Estate Agent –JHRE&A was present to answer any questions. Shirley Brown read the resolution through its title and first two paragraphs. Mayor Lloyd called for a motion. **Donn Wooden motioned to pass 133-Ordinance No. 2006-3 (2nd Reading). D.R. Hutchinson seconded. VOTE: 5- yes; 0- No; 0-Abstain; 0- Absent. Motion carried.**
- **1st Reading—137 Ordinance No. 2006-07:** Annexation of Alpine Meadows – Mayor Lloyd advised this ordinance still requires additional work but due to time being of the essence the first reading needs to occur tonight. Changes will be made before the second and third readings of the ordinance. Donn Wooden read the ordinance through the title and first two paragraphs. **D.R. Hutchinson motioned to approve 137- Ordinance No. 2006-07 (1st Reading). Don Jorgensen seconded. VOTE: 5- Yes; 0- No; 0- Abstain; 0- Absent. Motion carried.**
- **Terrace Lane –** Shawn Bard (*Please see attached letter from Carter Wilkinson dated August 13th, 2006) - Mr. Bard called prior to tonight's meeting to advise he could not attend the meeting.
- ***1st Reading - 134 Ordinance No. 2006-04: Adopting Solid Fuel Burning Devises-** D.R. Hutchinson read the ordinance through the title and first two paragraphs. Mayor Lloyd called for a motion. **Don Jorgensen motioned to pass 134-Ordinance No. 2006-04. Shirley Brown seconded. VOTE: 5- Yes; 0- No; 0- Abstain; 0- Absent. Motion carried**

(clerk's note: Tape #2 of 2 – Side A begins here)

- ***1st Reading - 135 Ordinance No. 2006-05: Adopting International Mechanical Code--** Don Jorgensen read the ordinance through the title and first two paragraphs. Mayor Lloyd called for a motion to approve. **Motioned to approve 135 – Ordinance No. 2006-05. D.R. Hutchinson seconded. VOTE: 5- Yes; 0- No; 0- Abstain; 0- Absent. Motion carried.**
- ***1st Reading - 136 Ordinance No. 2006-06: Adopting International Residential Code:** Shirley Brown read the resolution through its title and first two paragraphs. **Don Jorgensen motioned to approve 136- Ordinance No. 2006-06. Donn Wooden seconded. VOTE: 5 –Yes; 0- No; 0- Abstain; 0- Absent. Motion carried.**

- ***255 Resolution No. 04-09-05-2006:** SLIB Grant Application for the Alpine Fire Dept. – Purchasing New Pumper Truck for Alpine (Amount of Request \$130,000.00). Mayor Lloyd read the resolution through its title and first paragraph. **D.R. Hutchinson motioned to approve 255-Resolution NO. 04-09-05-2006. Don Jorgensen seconded. VOTE: 5- Yes; 0- No; 0- Abstain; 0- Absent. Motion carried.**
- ***258 Resolution No. 06-09-05-2006:** Fair Housing Resolution Needed for the CDBG Grant- Alpine Child Development Center and the Residential Anti-displacement Relocation Form for the CDBG Grant (see attached). D.R. Hutchinson read the resolution through its title and first paragraph. Mayor Lloyd called for a motion to approve. **Don Jorgensen motioned to approve 258-Resolution NO. 06-09-05-2006. Shirley Brown seconded. VOTE: 5-Yes; 0- No; 0- Abstain; 0-Absent. Motion carried.**

The clerk reviewed the form needed to continue with the CDC grant which is titled "Residential Anti-displacement and Relocation Assistance Plan under Section 104(d) of the Housing and Community Development Act of 1974, as amended". Essentially, this form requires the Town's signature which guarantees no families of low-to-moderate income will be displaced with federal funded projects. The mayor wanted the council to know he signed this form.

- **Letter of Complaint- Residents Parking Illegally-** Diana Taylor's request for action from the Town Council and Police Department- James Phillips indicated the police department has taken care of the issue.
- **Southwest WY Elected Officials Coalition Meeting** – Please RSVP by 9-8-06. D.R. Hutchinson will be attending the training.

B. DEPARTMENT UPDATES:

• **WATER DEPARTMENT:**

• **STREETS & ROADS:**

- **SEWER DEPARTMENT:** Wastewater Treatment Plant Agreement Between TOA and North Star Utility --- Final Version distributed to the mayor and council. **D.R. Hutchinson motioned to approve the final version of the Wastewater Treatment Facilities Construction and Use Agreement between the Town of Alpine, Wyoming and North Star Utility. Don Jorgensen seconded. VOTE: 5- Yes; 0- No; 0- Abstain; 0- Absent. Motion carried.**

• **PARKS & RECREATION DEPARTMENT:**

• **PLANNING & ZONING DEPARTMENT:**

- **POLICE DEPARTMENT/COURT:** James Phillips- Recognition of Awards: Mr. Phillips presented recognition awards to the Bank of Alpine and 1st National Bank for donating money to purchase two lap top computers for the Police Department to be installed in their vehicles. Mark Gizas came up with this idea and approached area banks. Mr. Phillips will give an internal recognition certificate to Officer Gizas.

Mr. Phillips advised a series of emergency preparedness classes will be taught by himself around the county for the homeowner. The Town's emergency operations plan is being redrafted.

• **TREASURER/ CLERK:**

C. ON-GOING BUSINESS/ INFORMATION:

- **TABLED: Adopting the Master Plan-** See attached letter from Dave Gustafson dated August 31st, 2006. The clerk reviewed the letter for the council which states the Planning & Zoning Commission passed unanimously the Town's master plan. The council should motion to adopt the master plan tonight and then an ordinance adopting the master plan will be the next. **D.R. Hutchinson motioned to approve the adoption of the master plan after approval by the Planning & Zoning. Don Jorgensen seconded. VOTE: 5- Yes; 0- No; 0- Abstain; 0- Absent.**

D. INFORMATION DISTRIBUTED TO COUNCIL/ ANNOUNCEMENTS:

- **Yellowstone Journal Corporation** – Travis Barney Email (He is on 9-19-06 council agenda)

- W.A.M. Heads Up Newsletter August 24th, 2006
- W.A.M. Heads Up Newsletter August 11th, 2006

E. FINANCIALS/ UNPAID BILLS:

Mayor Lloyd asked for a motion to pay the unpaid bills. Don Jorgensen motioned to pay the bills and adjourn the meeting. Shirley Brown seconded. VOTE: 5-Yes; 0- No; 0- Abstain; 0- Absent

The meeting adjourned at approximately 9:05 p.m.

Dave Lloyd, Mayor

Date

ATTEST:

Tracy Matthews, Clerk

Date