



TOWN OF ALPINE  
**COUNCIL MEETING**  
*MINUTES*

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*\*\* Minutes are a brief summery only of a tape recorded meeting \*\**

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**DATE: November 17, 2009**

**PLACE: Town Hall**

**TIME: 7:00 p.m.**

**TYPE: Regular Meeting**

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Call to Order: Mayor Victoria DeCora called the meeting to order at 7:00 p.m.

Pledge of Allegiance: Mayor DeCora led attendees in the Pledge of Allegiance

Roll Call: Office Assistant Christine Wagner conducted roll call: Present: Troy Johnson, Shirley Brown, Beau Taylor, Don Jorgensen and Mayor Victoria DeCora. A quorum was established. Also in attendance were Town Administrator Deb Wolfley and Town Attorney Stefan Fodor.

Minutes:

- (a) Approval of Town Council Meeting Minutes of November 3, 2009 & Planning & Zoning Meeting Minutes of October 27, 2009.

**Councilman Taylor motioned to approve Town Council Meeting Minutes of November 3, 2009 Planning & Zoning Meeting Minutes of October 27, 2009. Councilman Jorgensen seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- (a) Planning & Zoning Report: Melisa Wilson of the P&Z commission gave a brief report on the activities from the October 27, 2009 Commission meeting. Ms. Wilson commented on some of the issues they have had at the Child Development Center with inspection and they have issued citations to the Contractor. Mr. David Jenkins of the Commission commented on the lift station project, the height on the left side of the building is too low, the building will need to go back up to the original size, which would be to raise the height up to six feet to allow enough room for any maintenance needed.

**Councilman Taylor motioned to approve the original building height of six feet and have R & R Builders complete the project at the lift station. Councilman Jorgensen seconded the motion.**

Comments by Town Attorney regarding the citizen input on the project. Mr. Jenkins commented that he has met with the neighboring individuals the structure will have wood siding and a metal roof. Those citizens were asked to pick out the colors which will be earth tone and/or natural colors. The citizens have asked to have the light changed to a motion sensore type of light; The Town Administrator commented that Nelson Engineering was contacted and they stated that the change could be done. He further went on to state that the group is very appreciative that they could have input on the colors. Town Administrator also commented on the open position for the Commission. Mr. Jenkins stated the Commission would like to review this subject a little more in detail; they are unable to find someone out of town to take the position and would like to see if they can get someone in town to take the position. They will be reviewing this at their next Commission meeting, which is scheduled for December 8<sup>th</sup>.

**Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

New Business:

- (a) **Dog Sled Races** – Ms. Brenda Bennett, Committee Chair - Gave a brief presentation on the upcoming dog sled races to be held here in Alpine on February 2 & 3, 2010. This is a wonderful opportunity for the Town to host a great event at the new Civic Center. The costs to put on this function together is approximately three thousand dollars, which is mostly for advertising costs all other efforts are with community volunteers. This is a great opportunity to bring money into the community. Last year's event was very successful and they were able to donate five hundred dollars to each the Alpine Fire Department, Star Valley Humane Society and Lincoln County Public Health for Children's Immunizations. Ms. Bennett asked if Mayor DeCora if she could speak at the night function. Mayor DeCora graciously agreed. The race will begin at Tavern on the Greys on Wednesday morning at 9:00 am.

Mayor DeCora commented that she hopes the Council and the community will support this great event! Mayor DeCora further wanted to thank Ms. Bennett for her commitment and support towards all her efforts towards this event.

**Councilman Johnson motioned to approve three hundred (\$300.00) dollars for advertising for the Dog Sled Races. Councilman Jorgensen seconded the motion.**

**Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

(b) **Update on Child Development Center** – Ms. Kay Gogol – Ms. Gogol had three items to report on.

1. The posts for the fencing were to be put in place over the weekend however the weather was non-cooperative, but the soil level had not settle yet so logistically they might have to bring that level up. She has spoken with the family services group and with the close proximity to the lake, they need to have some type of fencing up upon opening the center, so they have given permission to have a temporary fence put up and then the permanent fence up before the fall class begins. Ms. Gogol asked the Council if it would be all right put up some snow fencing on the back portion of the Town property line. The snow fencing will be removed at the end of May, when the school year ends.

**Councilman Johnson motioned to approve the temporary snow fencing on the adjacent property for the Child Development Center, until permanent fencing can be installed this summer. Councilman Taylor seconded the motion.**

**Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

2. The building is all wired and/or plumbed for air conditioning, all is needed is to install the AC Units and the building will have air conditioning. However, it was not intended to have air conditioning because the center closes in the summer months. So should for some reason the CDC vacate the building it will be all ready for air conditioning? The units were already ordered and it is the hope that they can be restocked with no charges to the center.

Council discussed the re-stocking charges and the percentages that are normally charged.

**Councilman Johnson motion to send the units back if the re-stocking fees are less than 20%, if they are 21% to 40% percent there needs to be more discussion by the Council on sending them back.**

**Councilman Taylor seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

3. Ms. Gogol discussed the completion of the CDC building and the request for extension of time, which was requested by the contractor, who said the building, will not be completed until the beginning of February 2010. The CDC group is looking into holding an open house with the kids and the parents the week of February 6<sup>th</sup>, 2010 and then opening for services on February 16<sup>th</sup>, 2010 (approximately). Ms. Gogol hoped that the Council would be all right with this time frame and invited & encouraged the entire Council to attend.

Ms. Gogol stated that she has not send out “Thank You” letters for the donations as of yet, because she thought the front of the building would be completed and really wanted to incorporate that into her note. She does want everyone to know that she truly appreciates everyone’s support.

**Councilman Taylor motioned to accept Change order request #001 & #002 on the Child Development Center. Councilman Johnson seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- (c) **Town Civic Center - Change Order/Pay Request #12 – Lou Christofferson –** Reviewed the change order that was previously approved by the Council with some minor corrections, such as: PR23 in the amount of \$9,036.70

Councilman Johnson questioned the substantial date of completion as stated on Pay Request #12, stating December 16, 2009, the project would be completed. Council held a discussion on the actual dates of completion and the extension that was requested by the Contractor/Architect on the previous Pay Request #11. Mr. Jerry Myers commented that he will have to look into that and have a clarification back to the Council. He also suggested that we review the minutes of the previous meeting for date extension. Councilman Johnson commented that he does not have a problem with an extension of time, however this is what is stated on the change order, and these items should be looked at and reviewed a little closer before signing off on them.

**Councilman Taylor motioned to approve change order #12. Councilman Jorgensen seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

Lou Christofferson discussed additional work items/upgrades to the Civic Center such as: the exhaust fan (\$184.00) installation through the roof and the new garage door (\$925.00) on the south side at the center. Council discussed these issues.

**Councilman Johnson motioned to approve the two requests however he would like as a stipulation a guarantee on the roof warranty for twenty years for any leakage that would occur through the vents. Councilman Taylor seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

Councilman Johnson asked Mr. Christofferson about Proposal Request #31. Mr. Christofferson commented that this is a proposal request to fix the gas line in the attic area, with no cost to the Town.

- (d) **Update on Maintenance Shop and Payment Request/Change Orders - Greg Bucho –** Mr. Bucho was not in attendance. Town Administrator Deb Wolfley commented on the change order payment request #2 from Nelson Engineering regarding the electrical conduit and breaker as

specified in the Change Order. Mr. Wolfley reviewed the change order #3 for the heat and additives for the concrete at the shop. Council discussed these change orders.

Councilman Johnson reminded the Council that the timeline was discussed during the original bid and the project was on schedule. Additives were not included in the bid. Councilman Jorgensen asked to see the documentation of the "mean temperature" for when the pour was done. Councilman Johnson asked about the transferring of the consensus block grant monies. Councilman Johnson talked about the top soil/road base at the maintenance shop, it was not agreed that we would be purchasing any until after the project was completed and we knew where we stood with the funding, we would get additional road base then. The Town Attorney commented that the Town Administrator should reiterate to the contractor who makes those decisions.

**Councilman Taylor motioned to accept change order #2 for the electrical in the amount of \$648.00. Councilman Jorgensen seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

Change order #3 was **NOT** approved. The Town Attorney asked about the bonding and insurance line item on this project, he does not remember that to be a charge back to the owner, he asked if the Town Administrator would check into this and report back at the next meeting.

- (e) 197 – Ordinance No. 2009-53: AN ORDINANCE TO REPEAL AND REPLACE 186 ORDINANCE NO. 2009 – 2, 156 ORDINANCE 2007-12 AND 105 ORDINANCE NO. 2004-02 TO ESTABLISH AN ORDINANCE REGULATING WATER CONNECTION FEES, WATER USAGE RATES, AND WATER BILLING AND COLLECTION POLICY – 1<sup>st</sup> Reading** – Town Attorney commented on the ordinance and stated that at the request of the Council, this will bring the water ordinance verbiage directly in line with the sewer ordinance. Mayor DeCora commented that the agenda item and ordinance item were different numbers. The office assistant stated that the agenda had a misprint and the correct number for the ordinance is #197 Ordinance No. 2009-53. The Council reviewed the ordinance.

**Councilman Jorgensen motioned to pass Ordinance #197 No. 2009-53: an Ordinance to Repeal and Replace 186 Ordinance No. 2009 – 2, 156 Ordinance 2007-12 and 105 Ordinance No. 2004-02 to establish an ordinance regulating water connection fees, water usage rates, and water billing and collection policy on the 1<sup>st</sup> Reading. Councilman Taylor seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

Tabled Items – On Going Business:  
Impact Fees

Department Updates:

Legal/Attorney: Mr. Stefan Fodor - Briefly discussed the following items:

1. Discussion about the impending water shut offs and pipes that might be frozen. Need to remind citizens/individuals that they are responsible for the pipes on their property. Asked if we could please include that in those shut off notices.
2. Corresponded with Mr. Bob Norton (Nelson Engineering) about the new financial plans on Phase II of the Sewer project. Waiting to hear back on those comments. Councilman Taylor and Councilman Johnson stated that they would like to sit in on these meetings and work through the figures. As soon as he hears back we start moving forward and working on that project.
3. Would like the Mayor to request an executive session after department updates pursuant to State Statutes 16-4-405 (a) (iii).

4. Asked about the follow-up on the Nelson Lane property owners that will need easements issue resolved, with the impending sewer project.
5. Any updates on the Alpine Development Group and their requested to amend their PUD in the master plan. Just wanted to comment on Nelson Engineering (Phase I sewer expansion project) and that there able to bring the project in under budget by approximately \$83,000. He feels that is pretty impressive numbers. Town Attorney has reviewed the final payment request and is ok to publish after advertising will be authorized for December payment.
6. Upon responding to the comments for an open house, when the Civic Center is completed. He suggested that we work something out with Ms. Sarah Hale and the Arts Council.

Town Administrator: Deb Wolfley – A brief overview of the activities:

1. Discussed the Dog Agreement with Star Valley Ranch. Council discussed and stated that they need to decide which way they want to go on this.

**Councilman Johnson motioned to have Star Valley Ranch look for another way to hand their dog issues. Councilman Taylor seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

2. Correspondence from Robert Norton, Nelson Engineer on the Terrance Lane retaining wall project was discussed. The original figures at about twenty thousand dollars, the Town Administrator stated that he is looking into some county funding on this project. Councilman Johnson stated that he would like to pursue that option.
3. Councilman Taylor has been reviewing ERU's and that Yankee Doodles have been overcharged on their water usage. He has taken the past two years usage and reviewed it extensively. Council discussed this issue; they are currently paying for eleven ERU's.

**Councilman Taylor motioned to adjust Yankee Doodles sewer ERUs to 7.17 per month on a going forward basis, pursuant to Section III C of the ordinance. Councilman Johnson seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

4. Council discussed the three water main breaks they had in town within the recent weeks. Town Administrator also discussed that this situation might be able to purse and/or qualify for some state funding for this. He reminded the Council about the funding for the transmission lines.
5. The Alpine Development Group will be going in front of the County Planning & Zoning within the next couple of days. County Planner Mr. John Woodard has spoken with the developer and suggested that he bring in the plans to the Town Planning and Zoning. They are aware that they will need both approvals before they can move forward on this project.
6. Discussion on town residents that could qualify for reduced hookup fees, one resident asked if the Council would look into changing the town ordinance for the monthly fees. Town Administrator asked if this is something that the Council would like to consider, which they answered yes.
7. Commented on the staff recommendation on the Civic Center Open House and what the Council thoughts were on this. Council discussed this and combining something with the Star Valley Arts Council. A function that would be nice and elegant for the community. Perhaps combining it with a community dedication.
8. Bid openings will be on Monday, November 23, 2009 at 10:00 am for Phase II of the Sewer Project.

Parks & Recreation: Shirley Brown & Victoria DeCora – No report given.

Water & Sewer: Don Jorgensen & Mayor Victoria DeCora – No report given

