



**Town of Alpine  
COUNCIL MEETING  
MINUTES**

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

**DATE:** *April 20, 2010*  
**TIME:** *7:00 p.m.*

**PLACE:** *Town Hall*  
**TYPE:** *Regular Meeting*

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1. **Call to Order:** Mayor Victoria DeCora called the meeting to order at 7:00 p.m.
  - (a) **Pledge of Allegiance:** Mayor DeCora led attendees in the Pledge of Allegiance.
2. **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.
3. **Approval of Consent Agenda** – Council reviewed the documents/materials on the Consent Agenda.

**Councilwoman Brown motioned to approve the Consent Agenda. Councilman Taylor seconded the motion.**

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

**4. New Business:**

- (a) **Planning & Zoning Report:** Ms. Melisa Wilson, of the P&Z Commission stated that there is not much new to report. They are working with the Greys Rive Cove Subdivision on the rezoning and replat of the property. They are continually moving forward on the LUCD.
- (b) **TIPS Training:** Ms. Aleisha Winters – Ms. Winters from the Star Valley Prevention Coalition gave a presentation to the Council on the affects of underage alcohol use and binge drinking in adults within Lincoln County. The Star Valley Coalition is comprised of area business individuals, Lincoln County School District individuals and concerned area parents. The Coalition offers a TIPS (Training for Intervention ProcedureS) training program for area businesses, that at this time is free of charge, which teaches acceptable standards of practice for serving alcohol. There are approximately 24 establishments in Star Valley that currently serve alcohol. The training is broken into three groups; commercial, retail and the bars. Training is approximately four to five hours in length and the certification is good for three (3) years, but the certification period may vary in different areas due to regulations. They have had some compliance checks with their law enforcement officers within the last couple of weeks and have found some problems in the Alpine area. They recently held training and out of the six (6) area business only one (1) business participated in the training. Ms. Winters is a little discouraged at the lack of attendees at these trainings; again this is free training until June 30, 2010. Ms. Winters would like to get someone on the board that would be willing to work with the coalition on this project. Councilwoman Brown agreed to work with the Star Valley Coalition on this program. In recent years they have had numerous problems with the area youth. The coalition is not saying to stop the alcohol sales, they just wanted everyone to be more conscientious and prevention minded. Think about the safety of themselves and others, in addition to the liability issues that come with these actions. We need to educating individuals on the liability aspect of this subject. Please help us with your support to keep our kids and our community safe.

Public Comment was made by Mr. Mallory Winters, Star Valley Community EMT and concerned parent; Mr. Winters stated he has seen firsthand the affects of alcohol and the damages that have been done to our youth and others involving underage drinking, binge drinking and driving while under the influence. He would like to respectfully ask the Council to adopt/pass a

resolution and/or ordinance asking business establishments in the Alpine area to mandate the TIPS training program. In addition this would reduce the liability on these establishments. The Town could require a certain amount of the servers be trained before their liquor licenses were renewed, it would help reduce some of the potential dangers and get the business more prevention minded. Ms. Carla Stone commented that at some establishments it is mandatory for employees take this training. She further stated it is mandatory within her establishment. Councilman Jorgensen asked if Ms. Stone thought it was out of line to make this training mandatory for the businesses. Ms. Stone replied that she is not in favor of overly governing peoples businesses but it is up to the town. She further stated that we should all be educated on this. Ms. Gloria Jorgensen asked if the town makes this an ordinance, what kind of liability would this put on the town. Mayor DeCora commented that this would be a resolution and she feels that it is a low liability. Mr. Jim Triplett commented that he does not see a down side to this, his business in Jackson participates in the training, and the town is trying to prevent incidents. Mayor DeCora asked the Council what they thought do they want to make this a resolution or an ordinance. A suggestion was made by the Town Attorney that the Council bring this issue to the business owners for their input. This will be an opportunity for business to do the training voluntarily, but also letting them know that the Council is thinking about putting this into an ordinance. Council discussed this idea; Mayor and Council thought this was a good idea, the Town will send a letter to the business asking for their input and informing them about this suggestion of the training and/or letting them know, asking their thoughts, the Town is thinking of putting this into an ordinance. Councilman Johnson suggested sending letters to the business on the other side of the river as well, just as a courtesy.

**(c) Expansion of the Alpine Medical Clinic (Applying for CDBG Grant) - High Country Behavioral Health** – Mr. Steve Corsi gave the Council presentation on the concept of adding on to the Alpine Medical Clinic on the North end of the building. This would result in adding three (3) additional offices space and additional employment for the town, which is self sustaining employment. Mr. Corsi further stated that all costs for the project need to be put into the grant application, because should there be any costs overruns, the Town of Alpine would have to pay for those costs. High Country Behavioral Health is just in their preliminary stages and is just beginning to put figures together. Ms. Corsi has consulted with Ms. Elena Zimple on the project and she stated that she would be happy to help out with this project. Mr. Corsi asked if the Town would be interested in sponsoring this project/grant.

Mayor DeCora commented that she feels that this would be a good idea and does not see any reason not to move forward. However, she feels that additional research needs to be done on the costs incurred that will be incurred. Mr. Corsi also stated Maureen Meagher would be of assistance to help in writing the grant, but the town would have to request that assistance. There preliminary costs that they are looking into would be in the amount of One Hundred Seventy Five Thousand (\$175) which would include all studies, permits and construction costs.

**Councilman Taylor motioned to apply for the CDBG Grant to Expand the Alpine Medical Clinic, in addition to ask for assistance from Maureen Meagher to assist Mr. Deb Wolfley in writing the grant for this project. Councilman Johnson seconded the motion with discussion.**

Councilman Johnson asked how these costs are going to be paid for to get these preliminary estimates. The town simply does not have the money for the upfront costs for this project. The Town Administrator addressed the Council that this grant would be structured the same way that the Child Development Center was done. Mr. Corsi stated that at this time he does not have any answer to that question; he will look into this and let the Council know. Councilman Jorgensen agreed with Councilman Johnson that the Town does not have any additional money; we need to know how much this will be costing for the whole project to be completed.

**Councilman Taylor retracted his previous motion.** Ms. Gloria Jorgensen commented on the road that was mentioned and wanted to know if it is a private road or a town road. Discussion was that it is actually an access to the building and parking lot, therefore it is driveway access.

**Councilman Jorgensen motioned to formally ask Maureen Meagher to assist in writing a grant, if we choose to write a grant for this project. Councilman Taylor seconded the motion.**

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

**(d) Alpine Civic Center ~ Kitchen & Cabinets** – American Legion Ladies Auxiliary, Ms. Gloria Jorgensen – Ms. Jorgensen spoke to the Council regarding the cabinets at the Civic Center and request permission from the council to install locks on some of the cabinet doors and drawers, approximately six (6) of them for storage of their dry good. Ms. Jorgensen also asked permission to place a coat rack, right behind the door. Council discussed this, Ms. Jorgensen stated that the installation would be professional done.

**Councilman Taylor motioned to approve the installation of the six (6) requested southeast cabinet/drawers locks at the Civic Center, along with the coat rack, to be installed at the expense of the American Legion/Ladies Auxiliary. Councilman Johnson seconded the motion.**

Ms. Jorgensen on behalf of the American Legion and the American Legion Ladies Auxiliary would like to thank the Mayor Victoria DeCora and Ms. Jacqueline Johnson for their donation of the two (2) stoves at the new Alpine Civic Center.

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

**(e) Alpine Civic Center ~ Alpine Swing/Country Dancing** – Mr. Harvey Cohen – Mr. Cohen addressed the Council on the rental rates for renting the Civic Center for the country swing group, which is a non-profit organization, benefits the town citizens and does not charge for this activity. At the rates proposed, it is unreasonable and he cannot afford to pay those costs; the previous rates were much more affordable, easier to pay since he makes no money on this. This was put together as a time for citizens to get together to socialize and exercise, he also offered free dance classes. Mr. Cohen reiterated that this group cannot afford these expenses. He asked the Council to review the charges that were paying before the building was condemned. The building was built for the community; it would be a real shame if the community were not able to use it.

Council discussed this issue, Council feels that he might have been communicated the wrong information. They do not want to de-tour anyone from using the building. It was reiterated that individuals who have certain requests that they come and talk with the Council. The Town does incur costs for that building so some costs need to be charged the use. Councilman Johnson stated if he is happy with the twenty-five dollar charge, and they make sure the heat is turned down, lights are off, things are put away and cleaned up. He would not be opposed to the idea. When winter comes along the costs might change.

Councilman Johnson motioned for the Swing & Country Dance group rent the Civic Center for Twenty-Five (\$25) Dollars a week for the use of the building. Council will review the charges again in the winter time. Councilman Taylor would like to broaden the motion to include all local (in town) community non-profit events/organizations and/or groups.

**Councilman Johnson motioned to approve all local (in town) community non-profit events/organizations and/or groups; not serving food and/or drink, with no set up required, for the gym the floor use, be offer the rate of Twenty-Five (\$25) Dollars a week, with the understanding that any commercial event would take precedence, with a two (2) hour maximum time limit. The Town Council will review this rate for the winter months. Councilman Taylor seconded the motion.**

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

**(f) Paving on Trail Drive (Update)** – Ms. Tiphany Gayhart/Mr. Kennis Lutz were not at the meeting.

Mayor DeCora addressed the bid (rough estimate) that was given to Council for two (2) inch asphalt to pave Trail Drive. Council discussed that it would need to be three (3) inch asphalt. Council discussed this and asked the Town Administrator to move forward to get an updated bid for three (3) inch asphalt. Council will review at the next meeting after the updated bids are received.

**(g) Current Sewer & Water Ordinance (Seasonal Users)** - Ms. Tiphany Gayhart/Mr. Kennis Lutz were not at the meeting.

- (h) Who's Running the Town/Calling Executive Sessions** – Ms. Tiphany Gayhart/Mr. Kennis Lutz were not at the meeting.
- (i) Reclaim Water System/Remove Water Tap – Alpine Car Wash** - Ms. Tiphany Gayhart/Mr. Kennis Lutz was not at the meeting.

**(j) Discussion of #192 Ordinance No. 2009-48 (Business License Requirements)** - Ms. Tiphany Gayhart was not at the meeting.

**(k) #200 Ordinance No. 2010-02:** An Ordinance to Establish a Unified Utility Billing Process & Requirements. **2<sup>nd</sup> Reading** – Council reviewed ordinance.

**Councilman Taylor motioned to approve the 2<sup>nd</sup> reading of #200 Ordinance No. 2010-02. Councilman Jorgensen seconded the motion.**

Discussion by Councilman Taylor he thought the point of this ordinance was to establish a unified utility billing process and requirements, separate from the water and sewer ordinances. This ordinance is to avoid the changing both ordinances any time you have a discrepancy. He feels this is a water ordinance. This is not separating the billing policy from the other ordinances. This is supposed to be an all encompassing billing ordinance. Council discussed this ordinance and the specifics that need to be in a billing ordinance, so that the water and sewer ordinance do not need to be changed, when any rates are changed. Council further discussed this issue as far as not having rates in the billing ordinance. Council discussed what they wanted to see in the ordinance. Council decided that they would like to see sections IV, V, VIII, IX, X, XII, XVII deleted from this ordinance.

**Councilman Jorgensen motioned to approve the 2<sup>nd</sup> reading of #200 ordinance No. 2010-02 with the changes discussed. Councilman Taylor seconded the motion.**

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

Mayor DeCora recessed the public meeting at 8:26 pm. Mayor DeCora reconvened the public meeting at 8:35 pm.

**(l) #201 - Ordinance No. 2010-03:** An Ordinance Amending the Fiscal Year 2009-2010 Budget – **2<sup>nd</sup> Reading.** Council reviewed the ordinance. Mayor DeCora asked for a motion and then Council will discuss ordinance.

**Councilman Johnson motioned to approve the 2<sup>nd</sup> reading of #201 Ordinance no. 2010-03. Councilwoman Brown seconded the motion.**

Mayor DeCora stated discussion on this ordinance will have to wait until Council moves into executive session, due to the nature of the discussion of personnel issues.

**Councilman Johnson rescinded his previous motion to approve reading #201. Councilman Johnson motioned to table the ordinance until after the executive session. Councilman Jorgensen seconded the motion.**

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

**(m) Resolution #319 No. 04-20-2010 – State Loan & Investment Board Alpine Water System Improvement Project – Three Rivers Meadows Area** – Town Administrator – Mayor DeCora called for a motion to approve resolution #319.

**Councilman Taylor motioned to approve resolution #319. Councilman Jorgensen seconded the motion.**

Council reviewed and discussed this resolution. The Town Administrator reviewed for the Council's the discussion from previous Council meeting, the reviewed the water line problems in the Three Rivers Meadows area. Town Administrator stated that the Mayor needs to sign the resolution authorizing the Town to move forward with this project. Council discussed the loan and the grant application for one hundred and twenty thousand dollars. This will raise the water rates by One Dollar Fifty-Seven (\$1.57) per month per user.

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

**(n) Town Civic Center – Payment Request – Myers Anderson Architects/Town Administrator – Town Administrator reviewed the payment request that was presented to the Council from JL Hardy, application number nine (9) in the amount of Sixty Seven Thousand Two Hundred Nine Dollars and Eight Two Cents (\$67,209.82). This payment request would be dropping the retainage from ten (10%) percent to five (5%) percent. It will allow him to pay all the sub contractors on this project, as stated by Mr. Jeff Ames, who was unable to attend the meeting. This payment request, reducing the retainage, has been approved by the architects.**

Council discussed this payment request and the amount that is due for the liquidated damages and invoices that have not been paid, as of yet. It was discussed, per the contract, that at the owner's discretion, the retainage could be reduced when the project reaches fifty (50%) percent completion. The Town Attorney suggested to the Council that they exercise with caution and talk with the assuery company, in regards to the reduction of the retainage and the lien releases.

**Councilman Johnson motioned to approve the payment request (#9) reducing the retainage from ten (10%) percent to five (5%) percent, less the twenty thousand dollars (\$20,000) owed for liquidated damages, contingent upon the assuery company approving the reduction in retainage amount. (Approved Amount \$47,209.82) Also contingent upon the general contractor providing lien waivers from all sub contractors for work done up to and including this payment request, dated March 31, 2010. Councilman Taylor seconded the motion.**

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

**(o) Child Development Center – Payment Request – Myers Anderson Architects/Town Administrator - Council discussed the project and payment request (#8).**

**Councilman Taylor motioned to approve the payment request (#8) from DeWall Construction in the amount of \$28,513.71, contingent upon the assuery company approving the reduction in retainage from ten percent to five percent. Councilman Jorgensen seconded the motion.**

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

Council discussed the substantial completion date and the liquated damages that are due on this project. Upon further discussion by Council it was decided that lien waivers were also required on this project. **Councilman Taylor motioned for reconsideration to revisit his previous motion. Councilman Jorgensen seconded the motion.**

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

**Councilman Taylor motioned to approve the payment request to DeWall Construction (#8) reducing the retainage from ten (10%) percent to five (5%) percent, contingent upon the assuery company approving the reduction in retainage amount. (Approved Amount \$28,513.71) This approval is also contingent upon the general contractor providing lien waivers from all sub contractors for work done up to and including the date of this payment request, payment request signed April 19, 2010. Councilman Jorgensen seconded the motion.**

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

Mayor DeCora asked for a motion to move into executive session, pursuant to Wyoming State Statutes Section 16-4-405 (a) (iii) and Section 16-4-405 (a) (ii). **Councilman Johnson so moved. Councilman Taylor seconded the motion.**

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

Public meeting was reconvened at 10:20 pm.

**Councilman Taylor motioned to ratify action taken in executive session. Councilwoman Brow seconded the motion.**

**Vote: 4 yes, 0 no, 0 abstain, 1 absent (Mayor DeCora). Motion carried.**

**Department Updates:**

**Police Dept. /Court:** James Phillips – Chief Phillips presented Council with a written report. Council discussed briefly the issues with the floor at the police department at the Civic Center. Police Chief will follow up on the issues.

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

1. Town Lift Station – Town Administrator talked about putting gates on the west end of the station. He does not feel there was anything put into the plan for those doors. The costs would be a couple of hundred dollars to put those doors in. The Town Administrator will work on that and advise the Council at the next meeting.
2. The Energy Grant looks good for approval.
3. The Skate Park Grant is still in the works, should hear something back by the first of May.
4. Covers for the thermostats for the Civic Center, and fire alarms, the costs will be approximately four to five hundred dollars for those. They are looking into donations for that. The Town Parks and Recreation has been filled. The committee decided to hire Ms. Sally Martin for the position.
5. The generator for the lift station should be here any time now.

**Clerk/Treasurer:** Bills were presented to the Council for review.

**Councilman Taylor motioned to pay the bills. Councilman Jorgensen seconded the motion.**

**Vote: 4 yes, 0 no, 0 abstain, 1 absent (Mayor DeCora). Motion carried.**

**Councilman Taylor motioned to adjourn the public meeting. Councilman Jorgensen seconded the motion.**

**Vote: 4 yes, 0 no, 0 abstain, 1 absent (Mayor DeCora). Motion carried.**

The meeting was adjourned at 10:32 pm.

 5-4-2010  
 Victoria DeCora, Mayor Date

Minutes taken and transcribed by:

  
 Christine Wagner Date

ATTEST:

  
 Brenda Bennett, Treasurer/Clerk 5/5/10  
Date