



**Town of Alpine
COUNCIL MEETING
MINUTES**

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

DATE: *November 1st, 2011*

TIME: *7:00 p.m.*

PLACE: *Town Hall*

TYPE: *Regular Meeting*

Call to Order: Mayor Kennis Lutz called the meeting to order at 7:00 p.m.
Mayor Lutz led attendees in the Pledge of Allegiance.

Roll Call: Town Clerk Pamela Poston conducted roll call: Present: Marietta Lanphear, Don Jorgensen, Dave Jenkins and Mayor Kennis Lutz. Donn Wooden was absent and excused. A quorum was established.

Consent Agenda

Councilwoman Marietta Lanphear motioned to approve the minutes of the Consent Agenda. Councilman Dave Jenkins seconded the motion. No public comment

Vote: 4 yes, 0 no, 0 abstain, 1 absent. Motion carried. Donn Wooden Absent and Excused

Town Bills

Councilwoman Marietta Lanphear motioned to approve the payment of the Town Bills. Councilman Don Jorgensen seconded the motion. No public comment

Vote: 4 yes, 0 no, 0 abstain, 1 absent. Motion carried. Donn Wooden Absent and Excused

Mayor Kennis Lutz addressed that being that the Town Council meets only one time per month, there sometimes is a problem with the bills that arrive after the council meeting. Councilman Don Jorgensen suggested that the Town send a letter to all our incoming bills stating that bills can only be approved at Town Council meetings and that we will need statements prior to this. Town Clerk Pamela Poston will draft a letter and send it with all the vendors.

IPSSDR – Brenda Bennett

The 17th Annual IPSSDR will be held in Alpine on January 31st & February 1st, 2012 and will have 19 mushers. There will be a dinner at the Alpine Fire Department. Brenda asked if the Town of Alpine would be willing to help sponsor this event again for the advertising.

Councilwoman Marietta Lanphear motioned to approve \$200.00 for a banner to sponsor the IPSSDR for 2012. Councilman Dave Jenkins seconded the motion.

Vote: 4 yes, 0 no, 0 abstain, 1 absent. Motion carried. Donn Wooden Absent and Excused

Sunrise Engineering - Ryan Erickson Phase II Sewer and Meadows Drive Water Project

Ryan Erickson with Sunrise was unable to make this meeting but two pay requests were presented to the Council for approval from Sunrise Engineering.

- DWSRF – 117 Loan Draft Request #7
- CWSRF – 080 Loans Draft Request #18

Councilman Don Jorgensen motioned to approve the Pay Request for DWSRF – 117 Loan Draft Request #7. Councilman Dave Jenkins seconded the motion.

Vote: 4 yes, 0 no, 0 abstain, 1 absent. Motion carried. Donn Wooden Absent and Excused

Councilman Don Jorgensen stated that there are too many unanswered questions regarding CWSRF – 080 Loan Draft Request #18.

Councilman Don Jorgensen motioned to table CWSRF – 080 Loan Draft Request #18. Councilwoman Marietta Lanphear seconded the motion.

Vote: 4 yes, 0 no, 0 abstain, 1 absent. Motion carried. Donn Wooden Absent and Excused

Lot 104 – Joel Robertson

Joel Robertson requested that Lots 102, 103, and 104 be considered Green Space. Mayor Kennis Lutz stated that he will talk to the Town Attorney to get information on this procedure.

P & Z – Pat Marolf

There has been at applicants for a Minor Construction Permit for Electrical Hot Tub Installation, Shed permit (Relocation) Green House Permit (Relocation) and a Fence Permit.

The Tavern, LLC – Catering Permit

Councilman Don Jorgensen motioned to approve The Tavern, LLC Catering Permit. Marietta Lanphear seconded the motion. Public Comment _____

Vote: 4 yes, 0 no, 0 abstain, 1 absent. Motion carried. Donn Wooden Absent and Excused

Public Hearing – Liquor License Renewals

Family Thrifty Way - Liquor License

Councilman Don Jorgensen motioned to approve Malt Beverage Liquor License for Family Thriftway. Councilwoman Marietta Lanphear seconded the motion.

Vote: 4 yes, 0 no, 0 abstain, 1 absent. Motion carried. Donn Wooden Absent and Excused

BAAM - Liquor License

Councilwoman Marietta Lanphear motioned to approve Retail Liquor License for BAAM, Inc. Councilman Dave Jenkins seconded the motion.

Vote: 4 yes, 0 no, 0 abstain, 1 absent. Motion carried. Donn Wooden Absent and Excused

Rocky Mountain Rogues, Inc. - Liquor License

Councilman Don Jorgensen motioned to approve Retail Liquor License for Rocky Mountain Rogues, Inc. Councilwoman Marietta Lanphear seconded the motion.

Vote: 4 yes, 0 no, 0 abstain, 1 absent. Motion carried. Donn Wooden Absent and Excused

The Tavern, LLC - Liquor License

Councilwoman Marietta Lanphear motioned to approve Retail Liquor License for The Tavern, LLC Liquor License. Councilman Don Jorgensen seconded the motion.

Vote: 4 yes, 0 no, 0 abstain, 1 absent. Motion carried. Donn Wooden Absent and Excused

Tootsies North, Inc. - Liquor License

Councilwoman Marietta Lanphear motioned to approve Restaurant Liquor License for Tootsies North, Inc. Liquor License. Councilman Dave Jenkins seconded the motion.

Vote: 4 yes, 0 no, 0 abstain, 1 absent. Motion carried. Donn Wooden Absent and Excused

Yankee Doodle's, LLC - Liquor License

Councilman Don Jorgensen motioned to approve Restaurant Liquor License for Yankee Doodle's, LLC Liquor License. Councilman Dave Jenkins seconded the motion.

Vote: 3 yes, 0 no, 1 abstain (Lanphear), 1 absent. Motion carried. Donn Wooden Absent and Excused

Audit – James Dubisz

James Dubisz presented a Cash & Budget Analysis for the Town of Alpine and explained the report. Explained that this will tie in with the audit coming up with Steve Stein. James stated that his office and the Town staff are working very closely to correct all the recommendations that have been suggested.

James Dubisz also wanted to inform the Town Council that we are having a special kind of audit. The reason for this audit is because the Federal Government requires an independent audit when a certain amount of funds are received. Mayor Kennis Lutz stated that he already approved to release the bank statements to Stein Heiser Buss & Associates and asked for the Council to make a motion to approve this firm to do our audit. Councilman Dave Jenkins asked if there was another firm that could be less expensive. James Dubisz stated that the other firm that could do the audit would be from Casper and more expensive.

Councilwoman Marietta Lanphear motioned to approve Stine Heiser Buss & Associates to come and do our audit. Councilman Don Jorgensen seconded the motion.

Vote: 4 yes, 0 no, 0 abstain, 1 absent. Motion carried. Donn Wooden Absent and Excused

Diggs Lewis asked about the budget. James Dubisz stated that things are getting better and that Mayor Kennis Lutz has been very involved with understanding the budget. Mr. Dubisz also state that Mayor Kennis Lutz has been the only one in a long time to get involved with the budget and solving the problems that may occur.

Councilwoman Marietta Lanphear stated that the START Bus that has been a Tabled Item be removed because the issues have been solved.


Councilwoman Marietta Lanphear motioned to adjourn the meeting. Councilman Don Jorgensen seconded the motion.

Vote: 4 yes, 0 no, 0 abstain, 1 absent. Motion carried. Donn Wooden Absent and Excused

Mayor Kennis Lutz adjourned the public meeting at 7:52pm


Kennis Lutz, Mayor 12/8/11
Date

Minutes taken and transcribed by:


Pamela D. Poston, Town Clerk Treasure 12-8-11
Date