



*Town of Alpine*  
**COUNCIL MEETING**  
**MINUTES**

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

**DATE:** *March 6<sup>th</sup>, 2012*

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

**PLACE:** *Town Hall*

**TYPE:** *Regular Meeting*

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

**Roll Call:** Town Clerk Pamela Poston conducted roll call: Present: Marietta Lanphear, Troy Greene, Don Jorgensen, Dave Jenkins and Mayor Kennis Lutz. . A quorum was established.

**Consent Agenda**

**Councilwoman Marietta Lanphear motioned to approve the minutes of the Consent Agenda. Councilman Don Jorgensen seconded the motion.** No public comment

**Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion carried**

**Town Bills –**

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

**Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion carried**

**Tavern on the Greys – All Nighter Application – Carla Stone**

**Councilman Don Jorgensen motioned to approve the All Nighter Application for the Tavern on the Greys. Councilwoman Marietta Lanphear seconded the motion.**

**Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion carried**

**2<sup>nd</sup> reading of 208 Ordinance No. 2012-01. Providing for partial vacation of Elk Run, Alpine West First Addition Subdivision, Alpine, Lincoln County, Wyoming. An Ordinance to vacate a portion of Elk Run; and provide for the effective date of this ordinance upon passage and approval pursuant to Wyoming State Statutes, section 15-4-305. – Mayor Kennis Lutz**

**Councilman Troy Greene motioned to approve the 2<sup>nd</sup> reading of 208 Ordinance No. 2012-01. Councilman Dave Jenkins seconded the motion.**

**Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion carried**

## **Town Finances – Sharon Backus with James D. Dubisz, CPA Office**

“Mayor Lutz has asked me to assist the Council with jump-starting the budgeting process. For the purposes of this exercise, I have prepared these budget packets for you. In preparing these, I asked myself, if I were new to this process, such as Councilman Green is what I would want to see to quickly bring me up to speed and get me started on the budgets. Each packet contains the following for each department.

- Balance Sheet as of 2/29/12 with comparison to one year ago at 2/28/11 and 6 months ago at 6/30/11. Please note that the sewer fund has been repaid so for the first time, you are seeing a balance sheet on which the funds shown actually belong completely to the General Fund, also for the Sewer Department, and there is no note payable to anticipate. This is as good as it gets. Please review these for the purposes of noting the cash you have to work with.
- Income statement at 2/29/12 compared to the budget for that 8 month period so you can see how the current year is progressing.
- That is all well and good, but what does that mean? Report 3 is a 4 year comparison at 8 months. This will allow you to look at the income and spending trends, some accounts have decreased each year, others decreased and are now increasing, others stayed relatively constant, and so forth. This is a snap-shot of the activity for the past four year.
- Worksheet 4 is a projection of what we will have earned/spent at 6/30/12. The first column is the 8 month actual, the next column is the 4 months budget March to June, and then what that total is, lastly column 4 is the budget for FY 12. This represents my best guess of how the year will turn out.
- Report 5: For the purposes of discussion, I needed to get some figures down for us to begin discussing. So Column one is a very rough draft of a budget for FY 2013. In the next column for comparison is the budget you adopted and are using for FY 2012. The 3<sup>rd</sup> and 4<sup>th</sup> columns are the actual income and expenses for FY 2011 and FY 2012. When I prepare the budget worksheets for Mayor Lutz, I put this information on each line item for him to give him prior years’ information.
- Report 6 is the current year’s budget by month to assist you in projecting the final income (loss) for the year.

Please take these reports, review them and mark them up. Let me know if you have questions. I hope that you will have a budget workshop, to discuss the budget, also that you ask your department heads to list their priorities for equipment, supplies and so forth and meet with you and assist in this process.”

## **Planning & Zoning – Pat Marolf**

Planning & Zoning motioned to approve the simple re-plat for Ward and Brenda Testerman for lots #18 and #19 of the Palis Park Subdivision – 173 & 175 West Mill Circle.

Planning & Zoning have been reviewing the Land Use and Development Code and will be making some changes. This should be updated by the end of Summer 2012. This is a work in progress.

**Surveyor Scherbel – Mayor Kennis Lutz**

**Councilman Don Jorgensen motioned to approve simple re-plat for Testerman Property for lots #18 and #19 of the Palis Park Subdivision – 173 & 175 West Mill Circle. Councilman Dave Jenkins seconded the motion.**

**Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion carried**

### **Rendezvous Engineering**

Bob Ablondi presented Pay Application #10 which is in the amount of \$6,070.64 to Pumpteck Company for the completion of the control upgrades and booster pump upgrades. Pumpteck was recently able to change radios at all four locations (Well Control Building, Booster Pump Station, Upper Tank and Lower Tank) to Sprint equipment which is more compatible with Silver Star phone system.

**Councilman Don Jorgensen motion to approve Pay Application #10 in the amount of \$6,070.64 to Pumpteck Company. Councilwoman Marietta Lanphear 2<sup>nd</sup> the motion.**

**Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion carried**

Bob Ablondi presented the Final Items for the Water Supply Project. As the water supply project comes to a close, Rendezvous Engineering is recommending three additional minor improvement items that take advantage of the available remaining budget and funding. These items were reviewed with Mike Hacket who indicated that they would grant eligible at 67%. It will be a requirement that we actually connect the chlorinator unit as discussed.

1. Purchase of a Second Chlorine Pump. One pump is adequate to keep up with the average demand but having a second pump would be good insurance in the event of an equipment failure and provide additional flow if there was a need to super-chlorinate the system under higher flow conditions. The cost with shipping is \$1200.00. The town staff can do the installation as this pump would be plumbed to the system and made active.
2. Temperature Sensor. This is an item that we have installed in several pump houses that monitors the temperature of the building. This would notify the town of either high temperatures in the summer or low temperatures in the winter. The temperature sensor would connect to the controls and would provide data that could be accessed via the Internet. The cost is approximately \$485.00
3. Pressure Reducing Valve. There is a single four inch PRV that connects the upper zone with the lower pressure zone –i.e. allows water to move from the upper 250,000 gallon tank to the lower pressure zone as controlled by the level in the 500,000 gallon tank. This valve was installed in about 1995 so it is more the 15 years old. The estimate d cost is \$7200.00

With these additions which are estimated to cost the Town about \$3000.00, there will be about \$16,000.00 left in the water fund set aside for this work.

**Councilman Dave Jenkins motioned to approve the Final Items (Change order) for the Water Supply Project. Councilman Don Jorgensen seconded the motion.**

**Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion carried**

**Sunrise Engineering – Ryan Erickson**

Ryan Erickson presented all the information for the Three River Meadows Project which is complete.  
**Grant Workshop**

Sara Hale with the Star Valley Independent wanted to make sure that the Council new about a Grant Workshop that would be at the Afton Civic Center on March 20<sup>th</sup>, 2012

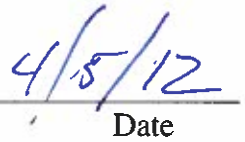
**Councilman Don Jorgensen motioned to adjourn the meeting. Councilman Dave Jenkins seconded the motion.**

**Vote: 5 Yes, 0 No, 0 Abstain, 0 Absent. Motion carried**

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



  
Kennis Lutz, Mayor

  
Date

Minutes taken and transcribed by:



Pamela D. Poston, Town Clerk Treasure

  
Date