

The Town of  
Star Valley Ranch, Wyoming  
**NATURAL RESOURCE BOARD MINUTES**  
Tuesday, February 22, 2022

Present: Greg Greenhoe – Chairman  
Victor Padilla – Member  
Ruzena Rok – Member  
Deb Adler - Alternate Member  
Craig Adler – Chair, Trails Committee/Trail Crew  
Shirley Greenhoe, Chair, Parks and Landscaping Committee

Absent: Paul Bordwell – Member  
*(at Economic Development Board meeting due to scheduling conflict)*  
Don Baillie (TSVR NRB Council Liaison)

1. **Call to Order and Introductions.** Chairman G. Greenhoe called the meeting to order at 2:02pm.
2. **Review and Approval of Prior NRB Meeting Minutes.** V. Padilla motioned to approve the final minutes as written from the 13 January 2022 NRB Meeting. Motion passed unanimously.
3. **NRB Donation Account Report.** V. Padilla presented the account reports. No changes for the Trails account; the balance remains \$6,629.94. For the General account no expenditures since last month, however, there were three more donations for Arbor Day. To date, there have been 7 donations for Arbor Day totaling \$700. The General account balance is \$10,934.52. The total for both accounts is \$17,564.46. R. Rok motioned to approve the account reports; the motion passed unanimously.
4. **2022 NRB Draft Program of Work & Budget.** The 2022 budget was reviewed [see **APPENDIX I**]. An increase to the Trails budget (\$250 for tools) was noted otherwise there were no further changes. G. Greenhoe stated that the NRB would still like to get up to about \$1800 in Arbor Day donations. On a positive note, the fencing estimate for Fox Run Park and Cedar Creek is less than expected. C. Adler found a company is Pinedale that NRB can work with directly, thereby, eliminating the middle man (this vendor, Pickaroon Timber Products, Inc. supplies Jenkins Hardware which is where NRB had previously purchased fencing products). The estimate from Pickaroon is about 35% less than previously expected (\$3,800 versus \$5,800 in the 2022 budget). The Town will assist NRB to pick up the fencing using a Town vehicle. It was noted that NRB may need 250 more feet of fencing if the Forest Service says the Prater Trailhead project can move forward. Therefore, the current estimate from Pickaroon may need to be updated. G. Greenhoe proposed not changing anything in the budget for the time being until we know more about the total cost of all NRB fencing projects. The Final NRB Program of Work 2022 was distributed by G. Greenhoe [see **APPENDIX II**]. There was no further discussion on the matter.
5. **Trails Committee/Trail Crew Report.** The meeting members discussed recruiting new trails volunteers. C. Adler stated activity on the trails has been very high this winter. Parking has been pretty dense at both the Prater and Green Canyon Trailheads; however, the parking

areas have not been plowed. Cedar Creek Trailhead has fared better this winter in terms of parking.

A Tool Inventory was completed yesterday. Items in bold have changed [see **APPENDIX III**]. There are no fiskar handles left; extra handles were purchased last year. There are three new fiskars, plus one broken and eight used; there are also two new loppers. All vests are accounted for; Greg has one and Victor has two – the rest are in the tool shed. Additional medium spikes are needed. A minimum of 10 spikes are needed per section of fencing (5 spikes per buck). (Spikes are also called Ringed Pole barn nails.) C. Adler noted he was not able to find the thermometer. A number of items have been added to the Tool Inventory to keep track of them. Items to order include: 1 spare handle; 1 super-lopper; 1 leaf rake/trail broom; and additional medium spikes.

C. Adler stated warning flags need to be placed on the valve pit cover at Cedar Creek as when the pit cover is hidden by snow, snow-machines are coming close to hitting it. There was general discussion on the lack of snow this winter. It was noted that the trail sign at the turnaround on Prater is still visible atop the snow.

Tomorrow G. Greenhoe and C. Adler are meeting at the Town Hall with the Forest Service to talk about the Prater Canyon Trailhead project. They will also review the NRB's annual report with Marinda Vechnak (the Forest Service representative). G. Greenhoe noted that Caleb Cantwell is leaving the Forest Service so another trails point of contact is going to be sought.

A meeting is being planned with the Friends of Bridger Teton and Alpine Trails & Pathways (Jeremy Larsen and Meta Dittmer) with the aim to establish an ambassador program. G. Greenhoe thinks the time is ripe for an ambassador program on the front range (from Alpine to Afton). This topic will also be discussed with Marinda during tomorrow's Forest Service meeting.

C. Adler stated that Star Valley Search and Rescue went up the Cedar Creek trail with all their snow machines a couple of weeks ago. The trail is supposed to be non-motorized, however, "over-snow" is okay. The meeting participants were uncertain if the Search and Rescue team was actually rescuing someone or not. C. Adler noted that the Dalton cutoff area of the snowshoe trail was damaged by the snow-machines.

6. **Parks & Landscaping Committee.** See **APPENDIX IV** for the full Parks & Landscaping Committee report. S. Greenhoe noted that the Parks & Landscaping committee is now down to just herself, so there is a need to recruit new volunteers.

S. Greenhoe stated that the stock tanks for the Crop Circles Community Garden have been ordered. Prices have gone up significantly. Nine (9) stock tanks and two (2) - 2 x 6 ovals were ordered. S. Greenhoe stated there will be 24 available tank gardens and there are currently 20 tank requests; the deadline is Feb 28<sup>th</sup>. If the remaining four tanks are not requested S. Greenhoe suggested they could be planted anyway and produce donated to the Food Bank. Work days will be scheduled for the Community Garden in late April or May; dates currently TBD. A water line will be installed by the Town with Hunger Initiative

grant money; S. Greenhoe noted that we will use up the grant money first otherwise it has to be returned.

S. Greenhoe stated efforts are ongoing to try and establish a volunteer group for dog owners. The idea being for those volunteers to take ownership of the dog park rather than expecting the Town to take care of it. G. Greenhoe said currently there are plans for the Town to take out the small dog park fencing (as that area isn't being utilized), to add gravel to the southern end of the existing dog park, and to install benches and a shade sail over the newly graveled area. The Town will do everything except the shade sail and benches. Donations from dog owners are needed.

Regarding the proposed Rustic Park – S. Greenhoe noted that play equipment is incredibly expensive. The meeting participants discussed a possible “loose parts” play area and that plans for the Rustic Park should probably be pursued in phases. The assistance of a landscape architect is recommended for planning along with involvement/buy-in from families.

The meeting participants discussed some long-range parks and landscaping plans for the areas adjacent to the Town Hall. G. Greenhoe stated that the Town would like to have a Fire Station here at some point and that the Town Council is currently considering buying the first lot in the area just west of the Town Hall. G. Greenhoe stated that the Mayor relayed Abby Gierman was holding the lot for the Town and if the Fire Station did get built on that parcel then the barn and area east of the Town Hall (across the street) would become available for other purposes (such as a park with the barn as a centerpiece). The latter project would require a substantial amount of money, but could help provide a space for events at the Ranch in future.

7. **War-on-Weeds Bounty Program.** G. Greenhoe stated that the agreement with Lincoln County Weed & Pest will be signed on Thursday of this week. The NRB will send \$1,000 to the County and the program will be run as it has in the past. There is still a need to do spot-spraying later in the year (after spraying in June). There was brief discussion of the benefits of purchasing one of the County's used weed spray-rigs. G. Greenhoe noted that the Mayor has stated she would put \$5,000 in the Town budget to buy one of these excess County spray-rigs.
8. **Arbor Day Fundraising and 2022 Proclamation.** G. Greenhoe noted that additional fundraising and promotion is still needed for this event. The Arbor Day Proclamation was signed during the January Town Council meeting and the Town has already been reapproved as a Tree City.
9. **Bear Proof Trash Containers.** V. Padilla met with the homeowner and inspected his bear-proof trash can. The resident works in Jackson at the Elk Refuge. At previous NRB meetings there had been concern expressed with regard to how these cans open and if they will work with automated trash trucks. Based on V. Padilla's observations the latter is not an issue and the cans are engineered to facilitate emptying using the automated trash truck system. The bear-proof can costs \$600. While the Town of Jackson plans to try and pass an ordinance requiring residents to use bear-proof cans, the meeting participants agreed that

currently there is no real need for these type of residential waste containers in Star Valley Ranch.

10. **Short-Term Rental (STR) Ordinance and Information Packet Update.** R. Rok provided an update to the meeting participants on the Town's efforts to pass a STR Ordinance. The third reading of the STR Ordinance was postponed to the March Council Meeting as the Town is still receiving a good deal of comment and push-back from STR property owners. R. Rok has been assisting Councilman Baillie and Councilman Hansen in preparing an information packet that STR owners will be required to place in their properties in order to convey Town rules and regulations to vacation renters. R. Rok stated she will email the draft information packet out to the NRB members for their review, comment, and input. The NRB members recommended adding the deer feeding ordinance to the information packet.
11. **Final Calendar of Events 2022.** G. Greenhoe distributed the final calendar of 2022 events [see **APPENDIX V**]. The date of July 9<sup>th</sup> has been added for Firewise and Public Safety Day with Firewise pick-up week scheduled for July 25<sup>th</sup> through July 29<sup>th</sup>.
12. **April/May Newsletter Articles.** G. Greenhoe noted a newsletter will be published in April and that efforts to promote Arbor Day will be front and center. The NRB will also plan an article for the newsletter about the STR Ordinance once it passes.
13. **New Business.** R. Rok brought up the possibility of planning a "Star Valley Ranch Clean Up Day" for next year perhaps in conjunction with Town Entrance Cleanup or Fox Run Park Cleanup dates.
14. **Next Meeting & Adjournment.** The next NRB meeting is planned for Thursday April 7th, 2:00pm, at the TSVR Town Hall. D. Adler motioned for the meeting to adjourn with a second from R. Rok. The NRB meeting adjourned at 3:38pm.

**APPENDIX I – NRB 2021-2022 Budget**

NRB 2021-22 Budget		FINAL	
Project	Cost	Income	
Current Total Funds on Hand		12,464	
Buck & Pole Fence Fox Run Park	5,800		
Community Garden Expansion	6,300	3,700	Seed Money Fund Raising
Flowers/Christmas Trees	285	1,000	Hunger Initiative
Shade Sale	1,330	700	Dog Park Fund Raising
Arbor Day Trees	1,400	1,800	Arbor Day Fund Raising
Prater Canyon TH Improvements	3,850	3,000	Friends of the B-T Donation
Weed Bounty Program	2000	1,000	Weed Bounty Program - LCW&P
Trail Tools	1,250	1,000	Misc. Trails Donations
Green Canyon Toilet Screen	500		
<b>Total</b>	<b>22,715</b>	<b>24,664</b>	
Balance as of 6/30/22	<b>1,949</b>		

**APPENDIX II – NRB 2022 Program of Work****Town of Star Valley Ranch  
Natural Resource Board****NRB Objectives and Annual  
Program of Work**

January 13, 2022

**Objectives:** As defined in the Town of Star Valley Ranch ordinance 33.46 the objectives of the Natural Resource Board are:

- A. The Natural Resource Board shall promote and protect the public health, safety, and general welfare of the citizens of the Town of Star Valley Ranch by providing advice and guidance on policies, ordinances and administrative procedures regarding the use, maintenance, management, preservation, and protection of the natural resources of the Town.
- B. The Natural Resource Board shall also provide advice and counsel to the citizens and the Town of Star Valley Ranch related to the management of other natural resources, including but not limited to vegetation, soil, water, wildlife, noxious weeds, invasive plants and pests, outdoor recreation and wildland fire preparedness.

**Program of Work for 2022****Arbor Day/Tree City:**

- A. Conduct the annual Arbor Day Celebration on Saturday, June 11<sup>th</sup> at Fox Run Park or new Town Hall. Plant an additional 8 to 10 trees at Fox Run Park.
- B. Work with Star Valley Health to once again participate in the "Play Unplugged Program" to increase children and family involvement in Arbor Day.
- C. Document and complete annual Tree City Recertification for the Town of Star Valley Ranch.
- D. Review and update the Town's Vegetation Management Plan.
- E. Encourage tree planting within the town using the species list from the Town of Star Valley Ranch Vegetation Management Plan.

**War-on-Weeds:**

- A. Conduct the annual War-on-Weeds Day in conjunction with the Lincoln County Weed & Pest District on Saturday, June 18<sup>th</sup> at the First Response Center. Provide advice and assistance to town residents on controlling noxious weeds on their property.
- B. Contract for the spraying of the town's road rights-of-way for the control of noxious weeds as well as the berms around the Public Works Yard and hot spots within Fox Run Park.
- C. Conduct targeted spraying during the remainder of the year.
- D. Continue to cooperate with the Lincoln County Weed & Pest District to cost share the annual Musk Thistle and Black Henbane Bounty Program.
- E. Monitor and identify noxious weeds concentrations and work with private landowners to treat these areas. Utilize the new Nuisance Ordinance to gain compliance.

**APPENDIX II – NRB 2022 Program of Work (continued)****Firewise:**

- A. In coordination with the Forest Service, Mid-Valley Fire District and the Lincoln County Firewise Coordinator conduct the annual Firewise and Public Safety Day on Saturday, June 25<sup>th</sup> at the First Response Center. Provide educational materials and sign-up new property owners in the Firewise Program.
- B. Continue to provide the Firewise roadside fuel pickup program during the 3<sup>rd</sup> week of July.
- C. Work with the Forest Service in the maintenance of management of the shaded fuelbreak on National Forest land east of town.
- D. Provide documentation and complete the Firewise Community Recertification process.

**Trails:**

- A. Conduct the annual Trail Volunteer Recruitment.
- B. Conduct trail maintenance and improvements on the Vista-Prater, Maple, Valley View, Cedar Creek, Prater Canyon and Fox Run Park Trails.
- C. Maintain the Green Canyon, Cedar Creek Trailheads and Vista Drive Trailhead, install new signposts.
- D. Work with the Forest Service on the proposed expansion of the trail system and construction of the North Star Trail.
- E. Install and monitor trail camera to document trail use.
- F. Work with the Forest Service to make improvements to the Prater Canyon Trailhead and access road. Project funded in part by the Friends of the Bridger-Teton.

Note: See the attached, more detailed, Trail Crew Program of Work.

**Vegetation Management, Parks and Landscaping:**

- A. Conduct a spring and fall cleanup and planting of the Town of Star Valley entrance on Vista Drive. Spring cleanup scheduled Saturday, May 28<sup>th</sup> and the fall cleanup on Saturday, October 22<sup>nd</sup>.
- B. Manage the Community Garden within the Town of Star Valley Ranch and expand the garden with the addition of 9 new garden tanks.
- C. Provide and maintain flowerpots at the Mail Center and Town Hall.
- D. Water trees in Fox Run Park.
- E. Conduct a Tree Maintenance/Fox Run Park Cleanup Day on Saturday, June 4<sup>th</sup>
- F. Develop a plan and grants for implementation of a natural kid's play area in Fox Run Park.
- G. Conduct a survey and make changes to the Canine Commons Dog Park within Fox Run Park. Consider permanent benches, a shade sail and graveled area on the south end.
- H. Maintain and update the Town of Star Valley Ranch Vegetation Management Plan.

**APPENDIX II – NRB 2022 Program of Work (continued)****Natural Resource Events:**

- A. Conduct a number of NR events during the summer between Arbor Day and Labor Day. Provide programs each day including:
  - 1. Nature and Wildflower Walks
  - 2. Star Party
  - 3. Sunset Hike
  - 4. Program on the Town Water System
  - 5. Program on Living with Wildlife
  - 6. Program on Fire Prevention and Preparedness
  - 7. Recreation classes including fly fishing, kayaking, paddle boarding, etc.

**Dark Sky:**

- A. Continue to work with the Town and P&Z Board on issues related to the Town's lighting ordinance including lighting plans for new construction.
- B. Work with private property owners on retrofitting non-compliant lighting.
- C. Continue with the retrofitting cost share program.

**Fundraising:**

- A. Conduct the annual "Garage Sale for Trails" on Friday & Saturday, August 19<sup>th</sup> and 20<sup>th</sup> at the First Response Center.
- B. Continue selling trail books at Town Hall and events.
- C. Continue the Trail Booster Program and Donation Catalog.
- D. Conduct the Arbor Day & Tree City donation program.
- E. Continue to participate in the Seed Money fundraising program.
- F. Look for other grants available to fund other activities.



**APPENDIX III – Tool Inventory**

Star Valley Ranch Trail Crew		
<b>Tool Inventory 21 FEB 2022</b>		
HELMETS	20 STANDARD - 16 In Shed - 5 Covid - Volunteers Kept	1 w/FACE SHIELD
GARDEN RAKES	4	
LEAF RAKES	3	
MADDOX	9	(0 SPARE HANDLES)
MINI-MADDOX	2	
SHOVELS	3	
HOES	5	
BOW SAWS	4	
FISKARS	12 BYPASS PRUNING SHEARS (3 New / 1 Broken / 8 Used)	
FISKARS	15 LOPPERS (2 NEW / 13 USED)	
FISKARS	2 POWER GEAR-2 "SUPER LOPPERS"	
POST HOLE DIGGER	1	
DIGGING BAR	1	
GOGGLES	20	
EAR PROTECTION	2 (1 IN SHED / 1 WITH CHAINSAW GEAR)	
VESTS	27	
BROOM	1	
GLOVES	-0- (DISPOSED OF OLD GLOVES - COVID)	
HELMET INSERTS	2 BOXES	
TOWING STRAP	1	
BUCKET OF SPIKES	2 (FOR BUCK & POLE FENCE / 43 MEDIUM / 100+ LARGE SPIKES)	
TEKTON COME-ALONG (4000 LB LIMIT)	1	
SIMZO FOREHEAD THERMOMETER	0	

**APPENDIX III – Tool Inventory (continued)**

Item Description	Quantity	Notes
ROLOTAPE MEASURE MASTER MODEL MM12	1	
SUPERDECK STAIN	1 CAN (1905 HEART REDWOOD 1 + 15/16 PINT / NEW)	
FENCE POST DRIVER (RED)	1	
OLD KIOSK (GREEN CYN)	1	
FENCE POSTS (NEW) 8'	1	
(USED) 6'	2	
4 X 4 POSTS ~ 10'	2	
RED GOLFER AWARE SIGNS	2	
STIHL, 18" MS250-18, 45.4cc CHAINSAW	1	
CHAINSAW FUEL CAN - 2 1/2 GAL.	1	
CHAINSAW FUEL BOTTLE	1	
CHAINSAW TOOL BAG - TOOLS, MALLET, WEDGES	1	
CHAINSAW CHAIN OIL - JUG	1	
STIHL 041 FARM BOSS CHAINSAW & SPARE CHAINS	1	

**APPENDIX IV – Parks & Landscaping Committee Report****NRB February 2022 meeting – Parks and Landscaping Committee Report**

9 stock tanks have been ordered from Farmers Feed, Thayne. Price jumped to 350.00\$ ea. From 227.00\$ ea. a year ago. total this year for 9 tanks: 3,150.00\$

Also ordered 2 – 2x2x6 oval tanks for the area between Crop Circles and Canine Commons. Plan to dress that area up: remove weeds, spread gravel. Plant vegetables or flowers in the ovals.

Of the 24 available garden tanks we have 20 requests. February 28 gardeners will be notified of their tank number. If we have more than 24 requests then we will draw names lottery style as we did last year.

Work day in April or May to install new tanks, fill with gravel and soil. Add additional water spigot.

Water line to be installed by Town water crew. Funded with the grant money from the Hunger Initiative, 2021.

Shade sail for Canine Commons; would like to establish a volunteer group with dog owners. We do have a contact who started talking to dog owners last summer. We'll see if we can motivate them to do volunteer work in the dog park and help raise money for the shade sail or other improvements.

Kids Rustic Park: would like to pursue this in phases. Start looking for grant money for zip line swing, and landscape work. Engage with a landscape architect, create drawings (plans) for each phase. Get buy-in with families; volunteers. Focus phase one on zip line and loose parts play areas.

[www.playgroundideas.org](http://www.playgroundideas.org)

Spring clean-up, front entrance, May 28 and Fox Run Park, June 2.

**APPENDIX V – NRB 2022 Events & Activities**



**Town of Star Valley Ranch  
Natural Resource Board  
NRB Events & Activities - 2022**

Thursday, May 5 <sup>th</sup>	Green Canyon Trailhead Maintenance
Thursday, May 12 <sup>th</sup>	Cedar Creek Trailhead Maintenance
Monday May 11 <sup>th</sup> thru Saturday, May 21 <sup>st</sup>	Community Garden Construction
Thursday, May 27 <sup>th</sup> thru Sat., Aug 6 <sup>th</sup>	Trail Maintenance (Thurs, Fri, Sat)
Saturday, May 28 <sup>th</sup>	Town Entrance Cleanup
Saturday, June 4 <sup>th</sup>	Fox Run Park Cleanup
Saturday, June 11 <sup>th</sup>	Arbor Day
Saturday, June 18 <sup>th</sup>	War-on-Weeds Day
Saturday, July 9 <sup>th</sup>	Firewise and Public Safety Day*
Monday July 25 <sup>th</sup> to Friday, July 29 <sup>th</sup>	Firewise Pickup
Friday & Saturday, August 19 <sup>th</sup> & 20 <sup>th</sup>	Garage Sale for Trails & Parks
Saturday, October 22 <sup>nd</sup>	Town Entrance Fall Cleanup

\*The Natural Resource Board will participate in the Firewise & Public Safety Day but the NRB is not the lead for this event. Event lead is Councilman Denney and SMO Rodgers.