

The Town of
Star Valley Ranch, Wyoming
REGULAR TOWN MEETING

October 10, 2023
7:00 PM

1. Call to Order, Roll Call of Councilmen, Statement of Quorum
2. Pledge of Allegiance
3. Reconvene Regular Meeting
4. Adopt Agenda
5. Announcements/Proclamations
6. Public Comment

This section is reserved for comments from the public on items that are not otherwise included in this agenda. Public comment is limited to 3 minutes. As a general practice the Council does not discuss, debate, or take action on issues raised, or comments made, under public comment.

7. Adopt Consent Agenda

All matters in this section are considered routine by the governing body and will be enacted in one motion unless removed from the consent agenda and considered separately by Council. Public comment may be given.

- A. Approve Minutes for September 12 Work Session, September 12 Regular Meeting
- B. Lower Valley Energy Patronage Capital Certificate
- C. Community Board Appointments
 1. Dave Sankaran – Roads Advisory Board – 2026
 2. Marty Aroian – Roads Advisory Board – 2025
 3. John Lynch – Roads Advisory Board – 2025
 4. Trevilyn Robertson – Roads Advisory Board – 2026
 5. Bobby Dickerson – Roads Advisory Board – 2024
- D. Disbursements
- E. Dispatch Report
- F. Court Report
- G. Special Municipal Officer Report

8. Public Hearings and/or Action Items

- A. Liquor License – Star Valley Ranch Association
- B. Liquor License – The Grill, LLC

9. Ordinances

- A. Ordinance 2023-09 Title III Administration Chapter 33 Town Organizations – 2nd reading.
- B. Ordinance 2023-10 Title XV Land Use Chapter 150 Buildings – 2nd reading.
- C. Ordinance 2023-11 Title III Administration Chapter 35 Municipal Court – 1st reading.

10. Mayor and Council

11. Adjournment

The Town of

Star Valley Ranch, Wyoming

CONSENT AGENDA

All matters in this section are considered routine by the governing body and will be enacted in one motion unless removed from the consent agenda and considered separately by Council. Public comment may be given.

- A. Approve Minutes for September 12 Work Session, September 12 Regular Meeting
- B. Lower Valley Energy Patronage Capital Certificate
- C. Community Board Appointments
 - 1. Dave Sankaran – Roads Advisory Board – 2026
 - 2. Marty Aroian – Roads Advisory Board – 2025
 - 3. John Lynch – Roads Advisory Board – 2025
 - 4. Trevilyn Robertson – Roads Advisory Board – 2026
 - 5. Bobby Dickerson – Roads Advisory Board – 2024
- D. Disbursements
- E. Dispatch Report
- F. Court Report
- G. Special Municipal Officer Report

WORK SESSION

Town of Star Valley Ranch
Town Council Chambers
Tuesday, September 12, 2023, 2:00 PM

1. CALL TO ORDER AND ROLL CALL

- All council present and Town Clerk

2. WORKSHOP ITEMS

a. Bond Schedule

- SMO would like the council to review and increase some of the fines for offences. Councilman Merrill would like the max bond allowable for fireworks.
- Councilman Rok and Councilman Merrill would like the STR permit bond to stay the same, the council agreed.
- The council agrees with the “failure to post a building permit” bonds recommended but would like the fines for “failure to obtain a permit” to double.

b. Water Rates and loan repayment (Chairman Dave Sankaran)

- Chairman Sankaran explained the Loan Payment Reserve, and why the resolution is necessary to make sure the reserve doesn't go into the negative.
- The council would like the number for the resolution to be \$350k.
- Chairman Sankaran recommends keeping the budgeted increase of \$2 in January, but revisit possibly having another raise at another point in the next fiscal year.
- Councilman Rok moved to have the council move forward with updating the water ordinance to have rates set by resolution, and not do a rate increase in January but to do a rate study to determine the timing and amount for a rate increase to correspond with the budget, Councilman Ellis seconded the motion. All ayes.

3. MATTERS FROM THE MAYOR AND COUNCIL

- Councilman Merrill was advised on the fire rating to wait until things like the truck and building are updated, suggested to revisit in December.

- Ryan Welling from Forsgren Engineering presented the bid results for 2023 projects as well as his recommendations.
- Councilman Rok would like detail on citations issued by the SMO, such as violation, fine amount, and address.
- Mayor Buyers provided updates on properties that have building issues.
- The council set a work session for September 28 at 10am.
- Water Board chairman resigned as chairman but would like to stay on the board.
- Mayor Buyers concerned with Councilman Denney's behavior with the Water Board and is going to step in as liaison.
- Councilman Merrill, Chairman Sankaran, and Mr. Aroian interested in a water system tour.
- WAM Region 5 meeting is Thursday, September 14 at 5pm in Afton.
- Councilman Merrill did research on housing and a housing stipend for employees and is looking at the employee handbook; Mayor Buyers will reach out to LGLP about HR consulting.
- Councilman Merrill and Councilman Rok would like a water operator or the Public Works Director to attend Water Board meetings.
- Councilman Merrill had a few questions about disbursements.
- The snow removal RFP pre-meeting will be Thursday, September 14 at 1pm.
- Councilman Rok is working on the short-term rental ordinance and is almost ready to send it to the council.
- The new NRB trail sign has been installed.
- Councilman Denney wanted confirmation that the list of accounts that belong to the town are accurate and being paid, Clerk Gray confirmed they were.

4. RECESS at 4:57PM

- Councilman Ellis motioned to recess, Councilman Denney seconded, all ayes.

The Town of
Star Valley Ranch, Wyoming
REGULAR TOWN MEETING

September 12, 2023
7:00 PM

1. Call to Order, Roll Call of Councilmen, Statement of Quorum
 - All council plus Town Clerk Gray and Billing Clerk Neuenschwander
2. Pledge of Allegiance
3. Reconvene Regular Meeting
 - Councilman Rok moved to reconvene, Councilman Merrill seconded the motion, all ayes.
4. Adopt Agenda
 - Councilman Merrill moved to adopt the agenda, Councilman Denney seconded the motion, all ayes.
5. Announcements/Proclamations
 - A. Sheriff Shane Johnson
 - Sheriff Johnson spoke to the Council and answered questions from the audience.
6. Public Comment
7. Adopt Consent Agenda
 - Councilman Ellis moved to adopt the consent agenda, Councilman Rok seconded the motion, all ayes.
 - A. Approve Minutes for August 3 Council Work Session, August 8 Town Council Meeting, August 8 Council Work Session, August 28 Council Work Session
 - B. Disbursements
 - C. Community Board Appointments
 1. Lynn Updike – Planning & Zoning Board – 2024
 - D. Dispatch Report
 - E. Court Report
 - F. Special Municipal Officer Report
8. Public Hearings and/or Action Items
 - A. Resolution 23-09-12-001 Water Fund – Correction of Resolution 23-08-002
 - Councilman Rok read the resolution. Councilman Rok moved to approve, Councilman Denney seconded the motion, all ayes.
 - B. Motion to Authorize Mayor to Sign Lease Agreement
 - Councilman Denney moved to approve the motion, Councilman Ellis seconded, all ayes.
 - C. Motion to Accept Bid and Authorize Mayor to Sign Documents for Roads Projects
 - Councilman Merrill moved to approve the motion, Councilman Rok seconded, all ayes.
 - D. Motion to Accept Bid and Authorize Mayor to Sign Documents for Water Projects
 - Councilman Merrill moved to approve the motion, Councilman Denney seconded, all ayes.
9. Ordinances
 - Councilman Rok moved to approve by title, Councilman Denney seconded, all ayes.

A. Ordinance 2023-08 Title III Administration Chapter 33 Town Organizations – 3rd reading.

- Councilman Merrill moved to approve, Councilman Rok seconded, all ayes.

B. Ordinance 2023-09 Title III Administration Chapter 33 Town Organizations – 1st reading.

- Councilman Rok moved to approve, Councilman Denney seconded, all ayes.

C. Ordinance 2023-10 Title XV Land Use Chapter 150 Buildings – 1st reading.

- Councilman Ellis moved to approve, Councilman Denney seconded, all ayes.

10. Mayor and Council

11. Adjournment

- Councilman Denney moved to adjourn, Councilman Merrill seconded, all ayes.



ELECTRIC PATRONAGE CAPITAL CERTIFICATE

This is not a stock certificate

NON TRANSFERABLE

NON NEGOTIABLE

TOWN OF STAR VALLEY RANCH

Member Number: 1313201

\$5,124.44

2022 Electric Patronage Capital Allocation

This Patronage Capital Certificate may be redeemed at any time prior to January 1, 2025 for the current value shown in the table at right. If held, it will continue to appreciate in value at a rate of 9.73 percent annually until January 1, 2043. The total amount of 2022 Patronage Capital redeemable each year after January 1, 2025 may be limited by the Board of Directors in order to preserve the financial strength of Lower Valley Energy. At any time, Lower Valley Energy may exercise its right to retire all, or any portion, of the outstanding 2022 Patronage Capital. The values in the table at right are determined with reference to the future value of this certificate using a rate of 9.73 percent - the "discount rate."

By accepting the present value of discounted patronage capital, the member agrees to forever release and hold harmless Lower Valley Energy from any future claim to such patronage capital. A member's right to patronage capital and distributions upon dissolution of a corporation is determined consistent with Wyoming law.

Current Value Value On:	\$878.33
January 1, 2025	\$963.91
January 1, 2026	\$1,057.68
January 1, 2027	\$1,160.69
January 1, 2028	\$1,273.42
January 1, 2029	\$1,397.43
January 1, 2030	\$1,533.23
January 1, 2031	\$1,682.35
January 1, 2032	\$1,845.82
January 1, 2033	\$2,025.18
January 1, 2034	\$2,221.96
January 1, 2035	\$2,438.21
January 1, 2036	\$2,675.47
January 1, 2037	\$2,935.79
January 1, 2038	\$3,221.22
January 1, 2039	\$3,534.84
January 1, 2040	\$3,878.69
January 1, 2041	\$4,255.85
January 1, 2042	\$4,669.90
January 1, 2043	\$5,124.44

I agree to the terms stated above and wish to receive the present value of my 2022 Electric Patronage Capital.

Signature

Lower Valley Energy is pleased to present this certificate to you. This certificate, along with allocations in prior years, represents your ownership interest in Lower Valley Energy's Electric Division.

Thank you for the opportunity to be your energy provider. Competitive rates, excellent service and patronage capital are all examples of the benefits of owning your own utility!



The Town of

Star Valley Ranch, Wyoming

Community Board Appointments

Community Board Appointments

1. Dave Sankaran – Roads Advisory Board – 2026

Dave Sankaran has served as Chief Financial Officer of several companies over his career, and as CEO of one company. Earlier in his career, he held a series of financial executive roles with global companies in the software, medical device and biotechnology industries. Dave began his career in Public Accounting, where he focused on the public utility industry (electric, water, telephone), and he has an undergraduate degree in Business Administration and an MBA. Dave has had a home in Star Valley Ranch since 2007.

2. Marty Aroian – Roads Advisory Board – 2025

In consideration for Town Board and/or Committee assignments I submit the following. My wife and I bought our first SVR home in 2004 and our second one in 2010. I had two simultaneous careers, the first being as a California Correctional Peace Officer, the other being a labor activist working on behalf of Correctional Peace Officers. My wife and I decided 20 years ago that we wanted to make this town our permanent retirement residence and it is in our interest to help Star Valley Ranch thrive.

3. John Lynch – Roads Advisory Board – 2025

Mr. Lynch has lived in Star Valley Ranch since 2011 and retired from the City of Layton as a police officer. Mr. Lynch spent four years on the Town Council.

4. Trevilyn Robertson – Roads Advisory Board – 2026

Trevlyn Clark is a Star Valley native who has recently purchased a home in Star Valley Ranch. A hydrologist for the Forest Service, she has worked for the Bridger Teton National Forest for over 16 years and is now working for the Intermountain Regional Office as a water rights specialist.

5. Bobby Dickerson – Roads Advisory Board – 2024

I was born in Tishomingo, Oklahoma and spent most of my childhood in Oklahoma. Graduate of Milburn High School received a Bachelor of Science in Health, Physical Education and Recreation with a Minor in Management Construction from East Central University in Ada, Oklahoma. Received a Master of Science Management from Southern Nazarene University in Bethany, Oklahoma. Experience includes Quality Assurance on Roads and Airfields for the Army Corp of Engineers for 5 years and Project Manager for IRD Road Projects in Afghanistan for several years. I also have experience in business operations and project management and spent 30 years serving our country in both the reserves and full-time military duty. I have led large teams that have completed multi-million-dollar projects.

Report Criteria:
Detail report type printed

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
116	All-Star Auto Parts	690484	Parts	10430219	08/14/2023	26.94	962302	09/06/2023
		692222	Parts	10420003	08/29/2023	229.05	962302	09/06/2023
		692223	Parts	10420003	08/29/2023	35.95	962302	09/06/2023
		692225	Parts	10420003	08/29/2023	380.23	962302	09/06/2023
		692226	Parts	41430219	08/29/2023	127.52	962302	09/06/2023
		692228	Parts	41430219	08/29/2023	29.62	962302	09/06/2023
		692304	Parts	41430219	08/30/2023	227.02	962302	09/06/2023
Total 116:						1,056.33		
120	Amazon Capital Services	1VRK-7V61-	Amazon purchases	10410258	09/01/2023	160.81	962301	09/06/2023
		1VRK-7V61-	Amazon purchases	10410257	09/01/2023	717.71	962301	09/06/2023
		1VRK-7V61-	Amazon purchases	41410257	09/01/2023	209.50	962301	09/06/2023
		1VRK-7V61-	Amazon purchases	10430402	09/01/2023	38.19	962301	09/06/2023
		1VRK-7V61-	Amazon purchases	10410238	09/01/2023	57.49	962301	09/06/2023
		1VRK-7V61-	Amazon purchases	41410238	09/01/2023	28.31	962301	09/06/2023
		1VRK-7V61-	Amazon purchases	10430201	09/01/2023	312.20	962301	09/06/2023
		1VRK-7V61-	Amazon purchases	10430107	09/01/2023	299.97	962301	09/06/2023
		1VRK-7V61-	Amazon purchases	41430107	09/01/2023	139.99	962301	09/06/2023
		1VRK-7V61-	Amazon purchases	10420001	09/01/2023	113.89	962301	09/06/2023
		1VRK-7V61-	Amazon purchases	10450257	09/01/2023	28.41	962301	09/06/2023
Total 120:						2,106.47		
122	American Express	13114202	Facebook boost for job ad	10410204	08/09/2023	16.00	9192305	09/19/2023
		1518686360	Tool	41430107	07/12/2023	325.26	9192305	09/19/2023
		18043112	Webinar registration	41410210	09/12/2023	80.00	9192305	09/19/2023
		2545100735	Adobe sub	10410802	09/05/2023	14.06	9192305	09/19/2023
		2545100735	Adobe sub	41410802	09/05/2023	6.93	9192305	09/19/2023
		31B99437VG	Webinar registration	10410210	08/30/2023	60.00	9192305	09/19/2023
		9-2023-GTM	GoToMyPC for SCADA	41410802	09/04/2023	441.00	9192305	09/19/2023
		E0800P0FH9	Microsoft sub	10410802	09/12/2023	17.59	9192305	09/19/2023
		E0800P0FH9	Microsoft sub	41410802	09/12/2023	8.66	9192305	09/19/2023
		INV2188726	Zoom sub	10410802	09/13/2023	11.25	9192305	09/19/2023
		INV2188726	Zoom sub	41410802	09/13/2023	5.54	9192305	09/19/2023
		MC16312381	Mailchimp sub	10410802	08/18/2023	17.75	9192305	09/19/2023
		MC16312381	Mailchimp sub	41410802	08/18/2023	8.75	9192305	09/19/2023
		NTC1132354	Name tags	10410258	08/23/2023	30.98	9192305	09/19/2023
		NTC1132354	Name tags	41410258	08/23/2023	15.25	9192305	09/19/2023
Total 122:						1,059.02		
173	Car Quest Auto Parts	30546	Diesel exhaust fluid	10430301	08/17/2023	212.31	14515	09/06/2023
		30546	Diesel exhaust fluid	41430301	08/17/2023	212.30	14515	09/06/2023
		30546	Credit	10430201	08/17/2023	175.07-	14515	09/06/2023
		30546	Credit	41430219	08/17/2023	175.08-	14515	09/06/2023
Total 173:						74.46		
177	Caselle, Inc	127309	Software	10410804	09/01/2023	791.37	952304	09/05/2023
		127309	Software	41410803	09/01/2023	395.63	952304	09/05/2023
Total 177:						1,187.00		

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
235	Desktop Design	2754	Town seal stickers	10410277	09/07/2023	460.00	14542	09/20/2023
Total 235:						460.00		
241	Dry Creek Enterprises, Inc.	2781	BLM toilet rent and clean	10510204	08/31/2023	135.00	9202302	09/20/2023
		2782	Cedar Creek Canyon toilet	10510208	08/31/2023	110.00	9202302	09/20/2023
		2783	Green Canyon Dr. Toilet re	10510208	08/31/2023	110.00	9202302	09/20/2023
Total 241:						355.00		
243	Dustbusters, Inc.	77277	Dustgard	10430101	08/21/2023	12,030.91	14516	09/06/2023
		77504	Dustguard	10430101	09/19/2023	8,113.32	9202303	09/20/2023
Total 243:						20,144.23		
261	Evergreen Wood Products	200216	Parts	10430409	08/08/2023	162.97	14517	09/06/2023
Total 261:						162.97		
265	Ferguson Waterworks #17	1450537	Blow-off hydrant	41430241	08/02/2023	1,499.77	14518	09/06/2023
Total 265:						1,499.77		
269	Forsgren Associates Inc	2308327	Green Canyon tank lining	41410401	08/30/2023	2,365.00	9202304	09/20/2023
		2308328	2023 Road Project design	10490010	09/06/2023	2,765.00	9202304	09/20/2023
		2308329	Bridge project planning	10490010	09/06/2023	6,490.00	9202304	09/20/2023
		2308330	Municipal Engineering	41410401	09/06/2023	435.00	9202304	09/20/2023
Total 269:						12,055.00		
270	Freedom Mailing Services,	46006	Billing service	41410273	08/28/2023	979.76	14519	09/06/2023
		46150	Informational mailing	41410222	09/14/2023	1,171.39	14543	09/20/2023
Total 270:						2,151.15		
288	GreatAmerica Financial Se	34814340	Copier Service	10410260	09/04/2023	124.06	952305	09/05/2023
		34814340	Copier Service	41410260	09/04/2023	61.10	952305	09/05/2023
Total 288:						185.16		
311	High Country Linen Service	0382379	Shop Towels	10430402	08/03/2023	25.00	9202305	09/20/2023
		0382379	Shirts	10430121	08/03/2023	28.11	9202305	09/20/2023
		0382379	Shirts	41430121	08/03/2023	13.84	9202305	09/20/2023
		0396492	Shop Towels	10430402	08/24/2023	25.00	962305	09/06/2023
		0396492	Shirts	10430121	08/24/2023	25.12	962305	09/06/2023
		0396492	Shirts	41430121	08/24/2023	12.37	962305	09/06/2023
		0397847	Shop Towels	10430402	08/31/2023	25.00	962305	09/06/2023
		0397847	Shirts	10430121	08/31/2023	25.12	962305	09/06/2023
		0397847	Shirts	41430121	08/31/2023	12.37	962305	09/06/2023
		0399147	Shop Towels	10430402	09/07/2023	25.00	9202305	09/20/2023
		0399147	Shirts	10430121	09/07/2023	25.12	9202305	09/20/2023
		0399147	Shirts	41430121	09/07/2023	12.37	9202305	09/20/2023
		0400451	Shop Towels	10430402	09/14/2023	25.00	9202305	09/20/2023
		0400451	Shirts	10430121	09/14/2023	25.12	9202305	09/20/2023
		0400451	Shirts	41430121	09/14/2023	12.37	9202305	09/20/2023
		S0397199	Rug purchase	10430100	08/29/2023	442.87	962305	09/06/2023
		S0397199	Rug purchase	41430100	08/29/2023	218.13	962305	09/06/2023

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
Total 311:						977.91		
323	Honnen Equipment	1502960	Lease return on loader	10430202	08/07/2023	875.00	14521	09/06/2023
Total 323:						875.00		
359	Conrad & Bischoff	IN-650070-2	Gas & Diesel	10430301	08/24/2023	1,246.83	962303	09/06/2023
		IN-650070-2	Gas	10420005	08/24/2023	212.22	962303	09/06/2023
		IN-650070-2	Gas & Diesel	41430301	08/24/2023	718.63	962303	09/06/2023
		IN-675881-2	Gas	10430301	09/07/2023	114.30	9202301	09/20/2023
		IN-675881-2	Gas	10420005	09/07/2023	117.76	9202301	09/20/2023
		IN-675881-2	Gas	41430301	09/07/2023	114.30	9202301	09/20/2023
Total 359:						2,524.04		
369	Lawson Products	8310847839	Tools	10430107	08/16/2023	166.00	14522	09/06/2023
		9310833893	Fittings	41430239	08/10/2023	158.60	14522	09/06/2023
		9310833894	Fittings	41430239	08/10/2023	424.90	14522	09/06/2023
		9310835699	Shop supplies	10430402	08/10/2023	718.69	14522	09/06/2023
		9310835699	Shop supplies	41430402	08/10/2023	718.69	14522	09/06/2023
		9310851730	Gloves	10430402	08/17/2023	318.96	14522	09/06/2023
		9310851730	Gloves	41430402	08/17/2023	318.96	14522	09/06/2023
Total 369:						2,824.80		
382	Lincoln County Sheriff's Off	9-2023	Dispatch for August 2023	10420204	09/01/2023	880.00	14523	09/06/2023
Total 382:						880.00		
392	Lower Valley Energy	9-2023	Electric - General	10430008	09/12/2023	359.36	9122301	09/12/2023
		9-2023	Electric - Water	41430098	09/12/2023	4,209.93	9122301	09/12/2023
Total 392:						4,569.29		
398	Luthi & Voyles LLC	2519	Water collections	41410601	08/31/2023	1,100.00	9202306	09/20/2023
		2520	Short-term rentals	10440601	08/31/2023	605.00	9202306	09/20/2023
		2521	Non-compliant garage	10440601	08/31/2023	110.00	9202306	09/20/2023
		2522	Audit letter	10440601	08/31/2023	137.50	9202306	09/20/2023
Total 398:						1,952.50		
437	North American Benefits C	10-2023	Employee Benefits	10410130	09/14/2023	8.51	9192304	09/19/2023
		10-2023	Employee Benefits	10420130	09/14/2023	3.46	9192304	09/19/2023
		10-2023	Employee Benefits	10430130	09/14/2023	11.17	9192304	09/19/2023
		10-2023	Employee Benefits	10460130	09/14/2023	2.82	9192304	09/19/2023
		10-2023	Employee Benefits	41440130	09/14/2023	14.74	9192304	09/19/2023
Total 437:						40.70		
449	One-Call of Wyoming	68516	Tickets for August	41420106	09/08/2023	27.00	9202307	09/20/2023
Total 449:						27.00		
461	Mountain Star Products	3992	Fittings	41430239	07/28/2023	538.83	14524	09/06/2023
		4181	Fittings	10430402	08/08/2023	71.54	14524	09/06/2023

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
Total 461:						610.37		
489	Ridge Creek Investment C	10-2023	Town Hall Payment	10430003	09/19/2023	2,233.11	14547	09/20/2023
		10-2023	Town Hall Payment	41430001	09/19/2023	1,099.89	14547	09/20/2023
Total 489:						3,333.00		
508	Salt River Motors	65537	Side-by-side trade in and p	41430219	09/13/2023	16,535.58	14548	09/20/2023
		65537	Side-by-side trade in and p	10430201	09/13/2023	8,144.39	14548	09/20/2023
Total 508:						24,679.97		
521	Silver Star Communication	9-2023	Town Hall Alarm System	10420214	09/01/2023	78.84	952301	09/05/2023
		9-2023	Town Hall Water Alarm Sys	41420108	09/01/2023	39.42	952301	09/05/2023
		9-2023	Office Lines	10410225	09/01/2023	325.16	952301	09/05/2023
		9-2023	Office Lines - Water	41410225	09/01/2023	160.15	952301	09/05/2023
Total 521:						603.57		
539	Star Valley Independent	21260	Public Notice for Water	41410205	08/31/2023	769.50	952303	09/05/2023
		21260	Public Notice for Roads	10410204	08/31/2023	700.63	952303	09/05/2023
		21260	Public Notice for P&Z	10460207	08/31/2023	190.00	952303	09/05/2023
Total 539:						1,660.13		
570	Team Laboratory Chemical	INV0037691	Salt	10430106	08/31/2023	2,356.00	14549	09/20/2023
Total 570:						2,356.00		
575	Thayne True Value Hardwa	B715409	Parts	41430402	08/03/2023	52.98	14550	09/20/2023
		B717430	Parts	10430402	08/14/2023	74.43	14550	09/20/2023
		B717707	Parts	10430402	08/15/2023	70.29	14550	09/20/2023
		C626891	Parts	10430402	08/02/2023	20.06	14550	09/20/2023
		C626891	Parts	41430402	08/02/2023	20.06	14550	09/20/2023
Total 575:						237.82		
589	Town of Afton	16478,16479	monthly water test	41430411	09/06/2023	54.00	14551	09/20/2023
		16484, 1648	Repeat samples	41430411	09/08/2023	239.00	14551	09/20/2023
Total 589:						293.00		
591	Town of Star Valley Ranch	9-2023	Town Hall Water - General	10430010	08/30/2023	359.08	8302301	08/30/2023
		9-2023	Public Works Water - Gene	10430011	08/30/2023	32.92	8302301	08/30/2023
		9-2023	First Response Water	10420155	08/30/2023	64.04	8302301	08/30/2023
		9-2023	Dog Park Water	10510208	08/30/2023	67.46	8302301	08/30/2023
		9-2023	Town Hall Water - Water	41430004	08/30/2023	176.87	8302301	08/30/2023
		9-2023	Public Works Water - Wate	41430097	08/30/2023	32.92	8302301	08/30/2023
Total 591:						733.29		
628	VSP of Wyoming	818796483	Employee Benefits	10410130	09/17/2023	21.21	9192302	09/19/2023
		818796483	Employee Benefits	10420130	09/17/2023	13.01	9192302	09/19/2023
		818796483	Employee Benefits	10430130	09/17/2023	49.01	9192302	09/19/2023
		818796483	Employee Benefits	10460130	09/17/2023	4.16	9192302	09/19/2023
		818796483	Employee Benefits	41440130	09/17/2023	61.80	9192302	09/19/2023

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
Total 628:						149.19		
640	Western States Cat	IN002439752	Service and troubleshoot r	10430201	06/26/2023	1,287.59	9202309	09/20/2023
		IN002440018	Belt	10430201	06/26/2023	69.59	9202309	09/20/2023
		IN002450385	Cutting edge for grader	10430201	07/05/2023	967.50	9202309	09/20/2023
		IN002450394	Battery	10430201	07/05/2023	492.82	9202309	09/20/2023
		IN002451757	Compressor	10430201	07/06/2023	1,160.26	9202309	09/20/2023
		IN00245982	Belt	10430201	07/07/2023	74.15	9202309	09/20/2023
		IN002482239	Motor and core	10430201	08/02/2023	1,532.54	9202309	09/20/2023
		IN002499637	Service on roller	10430201	08/17/2023	1,235.00	962307	09/06/2023
		IN002504063	Parts	10430201	08/21/2023	1,344.88	962307	09/06/2023
		IN002509390	Modification to loader plow	10430201	08/27/2023	1,528.39	962307	09/06/2023
		IN002509390	Modification to loader plow	41430219	08/27/2023	1,528.38	962307	09/06/2023
		IN002509394	Modification to mini ex	10430201	08/27/2023	617.50	962307	09/06/2023
		IN002509394	Modification to mini ex	41430219	08/27/2023	617.50	962307	09/06/2023
Total 640:						12,456.10		
707	Internal Revenue Service -	Q2 2023 FO	Form 720 for 2023	10410238	08/28/2023	25.95	8282301	08/28/2023
		Q2 2023 FO	Form 720 for 2023	41410238	08/28/2023	25.95	8282301	08/28/2023
Total 707:						51.90		
709	AG&S Electric	943966	Electric work for pump inst	41430200	07/20/2023	2,427.34	14512	09/06/2023
Total 709:						2,427.34		
710	Wade Hirschi CPA	INV-1559	Prepare form 720	10410401	08/26/2023	268.00	8282302	08/28/2023
		INV-1559	Prepare form 720	41410400	08/26/2023	132.00	8282302	08/28/2023
		INV-1560	Audit prep services	10410401	08/26/2023	3,335.00	8282302	08/28/2023
		INV-1560	Audit prep services	41410400	08/26/2023	1,665.00	8282302	08/28/2023
Total 710:						5,400.00		
712	Hastings Ace Hardware	279783	Trails purchases	10510209	08/08/2023	69.93	14520	09/06/2023
		279785	Trails purchases	10510209	08/08/2023	28.99	14520	09/06/2023
		279947	Trails purchases	10510209	08/14/2023	149.86	14520	09/06/2023
Total 712:						248.78		
714	Westbank Sanitation	4336080T02	Split Distribution	10430407	09/01/2023	28.90	9512302	09/05/2023
		4336080T02	Split Distribution	41430407	09/01/2023	14.24	9512302	09/05/2023
		4336718T02	PW Dumpster	10430407	09/01/2023	241.05	9512302	09/05/2023
		4336718T02	PW Dumpster	41430407	09/01/2023	118.72	9512302	09/05/2023
		4336718T02	Dog Park Can	10510207	09/01/2023	41.36	9512302	09/05/2023
Total 714:						444.27		
736	IDAWY Solid Waste	71001	Trash	10430409	09/07/2023	90.20	14544	09/20/2023
		71016	Trash	10430409	09/07/2023	69.00	14544	09/20/2023
Total 736:						159.20		
753	Mosca Design	37285	Freight	10430409	08/18/2023	1,775.73	14545	09/20/2023

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
Total 753:						1,775.73		
754	Trustmark	10-2023	Employee Benefits	10410130	09/11/2023	840.35	9192301	09/19/2023
		10-2023	Employee Benefits	10430130	09/11/2023	3,233.81	9192301	09/19/2023
		10-2023	Employee Benefits	10460130	09/11/2023	175.63	9192301	09/19/2023
		10-2023	Employee Benefits	41440130	09/11/2023	3,618.16	9192301	09/19/2023
Total 754:						7,867.95		
758	SOH Roofing LLC	2023-0907	Ice shield	10490012	09/07/2023	800.00	9202308	09/20/2023
Total 758:						800.00		
761	Tawnie Lee Cazier	066	Cleaning Services	10430100	08/27/2023	217.75	962306	09/06/2023
		066	Cleaning Sevice	41430100	08/27/2023	107.25	962306	09/06/2023
		067	Cleaning Services	10430100	09/03/2023	217.75	962306	09/06/2023
		067	Cleaning Sevice	41430100	09/03/2023	107.25	962306	09/06/2023
Total 761:						650.00		
779	Broulim's	02-103003	Oil	41430239	08/30/2023	11.99	14541	09/20/2023
Total 779:						11.99		
783	Bailey Stock Harmon Cotto	29542	Town attorney	10440601	08/31/2023	325.00	14514	09/06/2023
Total 783:						325.00		
785	Principal Life Insurance Co	10-2023	Employee Benefits	10410130	09/16/2023	29.63	9192303	09/19/2023
		10-2023	Employee Benefits	10420130	09/16/2023	15.14	9192303	09/19/2023
		10-2023	Employee Benefits	10430130	09/16/2023	41.52	9192303	09/19/2023
		10-2023	Employee Benefits	10460130	09/16/2023	7.26	9192303	09/19/2023
		10-2023	Employee Benefits	41440130	09/16/2023	52.48	9192303	09/19/2023
Total 785:						146.03		
789	David's Plowing & Yard Ser	9	Mowing & weeding	10430100	07/30/2023	400.00	962304	09/06/2023
		9	Mowing & Weeding	41430100	07/30/2023	400.00	962304	09/06/2023
Total 789:						800.00		
791	Tru-Tech Products	10003908	Freight	41430200	08/29/2023	634.62	14525	09/06/2023
Total 791:						634.62		
792	American Pump & Drilling	106942	Pump and repairs	41430216	09/05/2023	46,417.32	14513	09/06/2023
Total 792:						46,417.32		
793	Phoenix Fire Protection	EI-20000165	Inspection on fire suppressi	10420214	09/21/2022	465.65	14546	09/20/2023
		EI-20000165	Inspection of fire suppressi	41420108	09/21/2022	229.35	14546	09/20/2023
Total 793:						695.00		
Grand Totals:						173,135.37		

Star Valley Ranch

9/1/23 to 9/30/23

Citations	0
Warnings	0
CFS/Law Incidents	46
Special Patrol	7

Animal Problem		Abandoned Vehicle	1
Agency Assist		Alarms	1
Assault		Auto Accident	
Burglary		Animal problem	
Citizen Assist		Citizen Dispute	3
Civil standby	1	Controlled Burn	1
Child abuse	1	Alcohol problem	
Controlled Substance		Disturbance	1
Custodial Interference		Domestic Violence	
Drugs		Dead body	1
e911	8	Harassing	
Intoxication		Fire // Fireworks	
Fraud		Littering	
Information		Lost/Found Property	
Juvenile Problem		Missing person	
Lost/Found Animal		Game & Fish	
Message delivery		Medical	10
Reckless driving	1	Noise / Test	1
Ordinance violation		Weapon offense	1
REDDI		Suspicious	2
Theft	2	Threatening	
Traffic	2	Vin inspection	6
Welfare check	2	Warrant	1
Trespassing		Vandalism	
Utility problem		VIN Stamp	



Town of Star Valley Ranch

171 Vista Drive #7007

Star Valley Ranch, Wyoming 83127

Phone: 307-883-8696

Fax: 307-883-8329

October 4, 2023

Municipal Court Report for September 2023

1. Ten (10) cases were scheduled for court in September. The following citations were issued:
 - Three (3) citations for §150.019 (C)- Failure to obtain a building permit.
 - One (1) citation for §113.12- Operating without a Short-term Rental Permit
 - Two (2) citation for §113.05 (G) 1-5- Short-term rentals shall display their permits in the rental property.
 - One (1) citation for §150.075- Temporary housing not permitted on empty lots.
 - One (1) citation for §150.060 (K)- Building sites shall be maintained free of debris and have a container for removal of debris.
 - One (1) citation for §150.060 (M)- Building materials must stay off roads and easements.
 - One (1) citation for §150.060 (E)- Shall not live on the job site or in the structure prior to receiving a final inspection.

2. A total of \$200 in fines and \$100.00 in Court Costs were assessed with \$200.00 in fines and \$100.00 in Court Costs collected this month.

Respectfully Submitted,

Gina Campbell

Court Clerk- Town of Star Valley Ranch, WY

Town of Star Valley Ranch

Special Municipal Officer

9/1/2023- 9/30/2023

Verbal Warnings	6
Written Warnings	10
Citations	7

Animal Complaint	3	Water Shut-off	0
Building & Zoning	10	Meter Pit Tampering	0
Road Right-of-Way	5	LCSO Assist	0
Snow Complaint	0	Fire Prevention\open fire	0
Nuisance Comp.	4	Stop work order	0
Road damage	0	Animal Impound	0
STR Complaint	1	Other	0

NOTICE OF APPLICATION
FOR A
RENEWAL OF RETAIL LIQUOR LICENSE

Notice is hereby given Star Valley Ranch Association filed an application for renewal of a RETAIL LIQUOR LICENSE, in the office of the Town Clerk of the Town of Star Valley Ranch, Wyoming and County of Lincoln, Wyoming. Star Valley Ranch Association is located at 1800 Cedar Creek Drive. Public Comment and Protests, if any there be, against the issuance of the license will be heard at the hour of 7:00 p.m. on Tuesday, the 10th of October 2023 during our Town Council meeting at Town Hall, 171 Vista Drive, Star Valley Ranch, WY

NOTICE OF APPLICATION
FOR A
RENEWAL OF RETAIL LIQUOR LICENSE

Notice is hereby given that The Grill, LLC dba Duffers and Three Canyons Restaurant filed an application for renewal of a RETAIL LIQUOR LICENSE, in the office of the Town Clerk of the Town of Star Valley Ranch, Wyoming and County of Lincoln, Wyoming. Duffers and Three Canyons Restaurant is located at 1800 Cedar Creek Drive. Public Comment and Protests, if any there be, against the issuance of the license will be heard at the hour of 7:00 p.m. on Tuesday, the 10th of October 2023 during our Town Council meeting at Town Hall, 171 Vista Drive, Star Valley Ranch, WY

The Town of
Star Valley Ranch, Wyoming
Ordinance 2023-09

**Title III Administration
Chapter 33 Town Organizations**

BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF STAR VALLEY RANCH THE FOLLOWING UPDATES:

Explanation: This Ordinance is for the creation of a Travel and Tourism Board and outlines the procedures.

Existing Title III Chapter 33 is in BLACK, changes for first reading are in BLUE, second reading in GREEN, third reading in ORANGE, removal in RED.

These changes will become effective 10 days after the completion of the third reading and passage.

§33.120 CREATION.

There is hereby created a Travel and Tourism Board for the Town of Star Valley Ranch, which shall consist of four regular members and the Town Treasurer. The majority of the board shall have worked or currently work in the travel and tourism industry.

§33.121 OBJECTIVES.

- (A) Provide an organized and economically efficient method and structure for the administration of funds collected pursuant to the Lodging Tax imposed in the community for the benefit of the community.
- (B) Sixty percent (60%) of the funds collected shall be used for travel and tourism promotion and shall be limited to promotional materials, promotion of tours, staging of events, education materials, and other specific tourism related objectives, provided that none of the funds shall be spent for capital construction projects.
- (C) Thirty percent (30%) of the funds collected shall be used for the provision of visitor impact services within the town. As used in this section, "visitor impact services" includes, but is not limited to, provision of vehicle parking, public transportation, public restrooms, pedestrian and bicycle pathways, museums, and other displays.

- (D) Ten percent (10%) of funds collected may be deposited in the general fund of the Town for administrative costs.
- (E) Prepare an annual budget for inclusion into the Town's annual budget based on projected lodging tax revenue.
- (F) Solicit citizen input regarding needs and changes in Town tourism, promotion, activities, and facilities.
- (G) Make recommendations to the Town Council as may be needed for or as requested by the Town Council.

§33.122 APPOINTMENT.

- (A) Council Liaison (non-voting): The Mayor shall assign a Councilman as a liaison to the Travel and Tourism Board.
- (B) Regular members. The four "regular" members of the Travel and Tourism Board shall be appointed by the Mayor, with the consent and approval of the Town Council for a term of three years. Appointments and terms should be staggered such that a maximum of two will be planned to expire each year at the end of the town's fiscal year. Members may be eligible for re-appointment. **The fifth member shall be the Town Treasurer.**
- (C) Advisory members. The Chairperson of the Travel and Tourism Board may, from time to time, appoint certain advisory members to provide advice and counsel to the Board. Advisory members will be appointed based on special skills, knowledge or experience in the travel and tourism industry and agree to assist the regular members.

§33.123 VACANCIES AND REPLACEMENT.

- (A) A vacancy in the Travel and Tourism Board will be deemed to exist if one of the following situations occurs:
 - (1) A member voluntarily resigns.
 - (2) A member becomes incapacitated due to health or accident.
 - (3) A member dies; or
 - (4) The Town Council may, by majority vote, remove any member of the Tourism Board whenever it appears such removal would be in the best interest of the town.
- (B) The Mayor with the Council's consent and approval shall fill any vacancy. The replacement shall serve out the term of the vacating member.

§33.124 ORGANIZATION.

The members of the Travel and Tourism Board shall elect from their number a Chairperson and Vice Chairperson. The Town Treasurer will serve as the Travel and Tourism Board Treasurer. The board will designate their meeting place, time and shall create their own rules of procedure.

§33.125 MINUTES/RECORDS.

(A) The Board shall keep minutes of its proceedings, showing the vote, the absence or the failure to vote of each member upon each question.

(B) The Board shall keep records of all examinations and of any other official actions, all of which shall be immediately filed in the office of the Board and shall become a public record.

(C) Minutes and agendas for meetings shall be published no less than five (5) business days before any scheduled public meeting. Final approved minutes shall be published no more than ten (10) business days after approval.

§33.126 QUORUM.

Three regular members of the Travel and Tourism Board present at a scheduled meeting shall constitute a quorum.

The Town of
Star Valley Ranch, Wyoming

Ordinance 2023-10

Title XV Land Use

Chapter 150 Buildings

BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF STAR VALLEY RANCH:

Explanation: Update to existing code removing the fees from ordinance and making them set by resolution.

Existing Title XV Chapter 150 is in BLACK, changes for first reading are in BLUE, second reading in GREEN, third reading in ORANGE, removal in RED.

These changes will become effective 10 days after third reading and passage.

§ 150.020 BUILDING INSPECTIONS.

- (A) The town reserves the right to inspect the property at any time to assure that the quality of construction meets requirements and is in conformance with approved plans. The property owner grants the town that right by requesting a permit. The approved set of project plans is to be kept at the project site and made available to persons performing inspections for the town. The town may conduct inspections with its own staff or may hire consultants to assist. ~~The cost of inspections required by the Town is included in the fee schedule and the town will pay inspector for these inspections.~~ The permit administrative fee includes required inspections for each permit type. If a re-inspection or special inspection by an outside professional or consultant is required, it is the property owners, the applicant, or their authorized representative's responsibility to pay for these inspections.

§ 150.037 FEE SCHEDULE.

~~(A) The fees listed below will be charged for building plan review, issuance of building permits, construction inspections and administrative costs, construction deposits. The listed fees will be increased by 100% if construction is started before a building permit is issued and posted at the job site. The construction deposit will be deposited and held by the town to assure timely completion of construction in accordance with approved plans. The town will not pay interest on construction deposits. The construction deposits will be refunded less any appropriate fines and/or any extra inspections, upon completion of the project. Projects to be owned by the town are exempt from these fees and deposits. When a building permit is issued, the Planning and Zoning Board may waive part or all of permit fees and deposits upon written application from the permit applicant and if the Planning and Zoning Board determines that special circumstances or conditions exist. Fees are set by resolution and reviewed annually.~~

~~(B) The Planning and Zoning Board decision to waive any fees and deposits shall be made in writing to the individual making the request.~~

Plan Review, Permit and Construction Inspection Fees and Deposits		
Permit Fees and Deposits	Permit Fee	Deposits
Plan Review, Permit and Construction Inspection Fees and Deposits		
Permit Fees and Deposits	Permit Fee	Deposits
Adding addition to existing residence	\$1,100	\$2,000
Additional driveway installation or expansion	\$100	\$500
Commercial temporary buildings	\$300	\$1,000
Demolition (residential or commercial)	\$300	\$1,000
Extension of building permit for one year (Percentage of both permit fee and deposit fee based on original charges)	50%	50%
Fences (including dog runs not to exceed 128 square feet)	\$100	\$0
New commercial building	\$4,000	\$4,000
New single family residence	\$1,100	\$2,000
Structural modifications to existing structure including attached decks, decks over 30 inches in height and retaining walls over four feet in height	\$400	\$400
Structures greater than 200 square feet but less than 350 square feet	\$100	\$0
Structures greater than 350 square feet	\$500	\$600
Miscellaneous Fees		
Re-inspection fee	Up to \$100	
Third party fee	Paid by the applicant	

The Town of
Star Valley Ranch, Wyoming

Ordinance 2023-11

Title III Administration

Chapter 35 Municipal Court

BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF STAR VALLEY RANCH:

Explanation: Update to existing code by increasing the bond for 92.03 (discharge of fireworks), 150.019 B (failure to post a building permit) and 150.019 C (failure to obtain a building permit).

Existing Title III Chapter 35 is in BLACK, changes for first reading are in BLUE, second reading in GREEN, third reading in ORANGE, removal in RED.

These changes will become effective 10 days after third reading and passage.

CHAPTER 35: MUNICIPAL COURT

§ 35.01 BOND SCHEDULE AND COURT APPEARANCES

Code Section Number	First Offense	Second Offense	Third Offense
92.03 (discharge of fireworks)	\$100 750	Court appearance	Court appearance
150.019(B) (failure to post building permit)	\$50 100	\$100 150	Court appearance
150.019(C) (failure to obtain a building permit)	\$100 200	\$200 400	Court appearance