

Star Valley Ranch, Wyoming

TOWN COUNCIL MEETING

SIGN IN SHEET

September 10, 2024

	NAME		NAME
1	K. Bruggen	24	
2	L. NOT	25	
3	Carol E. Carthy Siddle	26	
4	Carol E. Carthy Siddle	27	
5	Sandy Willis	28	
6	Lee Hansen	29	
7	Paislee Shanks	30	
8	Rebecca Shanks	31	
9	Stetson Shanks	32	
10	Dan Dackstadler SUI	33	
11	Mary Ellis	34	
12	Dave Rytzneld	35	
13	Colton Tholen	36	
14	Kylie Tholen & kids	37	
15	Mervyn Bher	38	
16	Melissa Bher	39	
17		40	
18		41	
19		42	
20		43	
21		44	
22		45	



REGULAR TOWN MEETING

September 10, 2024
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 August 13 Work Session, August 13 Regular Meeting
- B. Disbursements
- C. Dispatch Report
- D. Special Municipal Officer Report

8. Ordinances

- A. Old Ordinances

1. Ordinance 2024-11 Title XV Land Usage Chapter 150 Buildings – 2nd reading

- B. New Ordinances

9. Public Hearing and Action Items

10. Mayor and Council

11. Adjournment

WORK SESSION AGENDA

Town of Star Valley Ranch
Town Council Chambers
Tuesday, August 13, 2024, 10:00 AM

1. CALL TO ORDER AND ROLL CALL

- All council present plus Town Administrator Aitken and Town Clerk Gray, plus Building Official Cazier and SMO Rodgers.
- Councilman Denney moved to approve agenda, Councilman Rok seconded, all ayes

2. WORK SESSION ITEMS

a. Town Administrator Update

- Personnel additions with a new building official, Mr. Scott Cazier, and a new water operator, Quintin Simpson.
- Traffic will be impacted around Town Hall with the intersection closure and efforts are being made to mitigate any potential problems.
- A new water truck has been found and PW Director Edwards will travel on Friday to inspect it prior to purchase.
- Lead Service Line inventory has begun.

b. Future Ordinances

- Any proposed ordinance changes need to be done prior to October so that there are no new ordinances for the January meeting and the new council.
- Contractor registration ordinance needs reviewed for enforceability, and should it transition to a business license or should the business license be separate.
 - Business license versus contractor registration? Mr. Cazier will review the ordinance.
- Solar panels and windmills need readdressed.
 - The Town Code is old and needs updating, State Statute covers the regulations but gives local control over placement of the panels. Mayor Buyers will review and propose changes.
- Driveways and temporary fences, open excavations.
 - Councilman Rok will review changes that have been proposed and offer a new version for temporary fences, Mayor Buyers will review driveways with assistance from Public Works.
- Permit extensions and temporary certificates of occupancy. (1st reading)
 - First reading during regular council meeting

- Minimum square footage requirements for new homes and garages.
 - Previously the town had the same minimum as the association, the council generally agreed that it should be lowered from 1200 to match the association. (900sqft) Councilman Merrill will work on proposing changes. Mr. Cazier will investigate allowing above-garage apartments.
- Cap on STRs to encourage permanent housing.
 - Should there be a percent cap on how many STRs are allowed by plat? The council is concerned on whether having a cap would be legally supported and not encroaching on property rights. Councilman Rok will propose changes.
- Election signs and timing on placement and removal.
 - The current ordinance already addresses this. Councilman Denney will propose changes.
- Road access current ordinance
 - The county has approved a subdivision plot plan that has access to Town roads. Councilman Merrill will investigate being able to deny access to Town roads; the code currently has a \$1000 per dwelling impact fee.
- Animal Ordinance
 - Several residents have been asking about chickens, both allowed and not allowed. Councilman Rok will propose changes.
- Water Board Organization/Planning & Zoning Organization
 - Mayor Buyers will propose changes.

c. Financials

- Clerk Gray covered the reserves, the financial packet on the website is temporary and the improved report will be out once it's been completed.

d. Board Reports

- The Finance Board is happy with the interest being earned where it is and does not think anything needs to be changed and commended the council on their handling of the budget. The chairman has resigned, and no work has been done to choose another.
- The Water Board met and would like to speak to the engineer on his numbers for the water loss, but the engineer recommends replacing the flow meters before that happens. The council would like Mr. Welling to provide his PowerPoint presentation from the special meeting on the 25th.
- The Roads Board is restructuring.
- The Natural Resources Board held their annual garage sale and received \$9400 in proceeds.
- The Travel and Tourism board has not met.

- Planning & Zoning is still waiting on information for the solar panel variance. The board organization ordinance will need to be revisited for adding the building official.
- e. Regular Town Council Agenda
 - One ordinance for reading.

3. MATTERS FROM THE MAYOR AND COUNCIL

- Councilman Denney wanted to speak about “Cottage Laws” which allows people to sell at public markets. Councilman Merrill made a call to Mr. Haderlie with the Department of Agriculture but is waiting on a return call, and clarified that vendors are responsible for making sure they follow applicable laws. Councilman Merrill was upset about Councilman Denney questioning vendors and felt it was inappropriate.
- Councilman Denney asked about the snow removal plan and having it updated, Admin Aitken is working with Public Works on it.
- Councilman Rok asked about having an evening event like Coffee with the Mayor, and a joint event with the Association.
- Councilman Rok had a resident ask about the bridge replacement and making it so that carts could use Middle Branch, but the mayor clarified that it is still a safety issue allowing access.

4. RECESS at 12:18pm until 7pm.

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



REGULAR TOWN MEETING

August 13, 2024
7:00 PM

1. Call to Order, Roll Call of Councilmen, Statement of Quorum
 - All council present, plus Town Administrator Aitken, Town Clerk Gray, and Building Official Cazier.
2. Pledge of Allegiance
3. Reconvene Regular Meeting
 - Councilman Ellis moved to reconvene, Councilman Rok seconded, all ayes.
4. Adopt Agenda
 - Councilman Denney moved to adopt the agenda, Councilman Merrill seconded, all ayes.
5. Announcements/Proclamations
 - A. Proclamation of Gratitude – David Sankaran
 - Mayor Buyers wrote a proclamation of gratitude but was requested not to read it.
6. Public Comment
 - Mr. Staley provided paperwork to the council regarding air pollution and road dust.
 - Mr. Bolyard also spoke about road dust. He also spoke about the property the association owns at the top of Vista West.
 - Mr. Hansen spoke about the passing of former Councilman Don Baillie.
 - Ms. Toolson spoke about having signage redirecting traffic for the road closure on Vista Drive.
 - Mrs. Merritt spoke about revenue from the gaming commission.
 - Mr. Tholen spoke about owning chickens and asking for the ordinance to be changed to allow it.
 - Mr. Robinson spoke about people contacting him via his candidate bio and an incident that occurred on the 4th of July with short-term rentals in his neighborhood and an increase in traffic.
 - Ms. Cloe spoke about chickens and wanting to allow them in town.
7. Adopt Consent Agenda
 - Councilman Rok moved to adopt the consent agenda, Councilman Merrill seconded, all ayes.
 - A. Approve Minutes for July 9 Work Session, July 9 Regular Meeting, July 25 Special Meeting
 - B. Disbursements
 - C. Dispatch Report
 - D. Special Municipal Officer Report
8. Ordinances
 - Councilman Merrill moved to approve by title and explanation, Councilman Denney seconded, all ayes.

A. Old Ordinances

B. New Ordinances

1. Ordinance 2024-11 Title XV Land Usage Chapter 150 Buildings – 1st Reading

- Councilman Rok presented the ordinance and moved to approve, Councilman Denney seconded, all ayes.
- Mrs. Willis asked about why it was changed from P&Z to Town. Mayor Buyers clarified that it was being changed for consistency.
- Mr. Bitter asked about what the purpose of the ordinance was. Mayor Buyers clarified that the cleanup of the language was to help alleviate administrative problems and to include requirements for the certificate of occupancy, and will clarify the three year period for permits for second reading.
- Mr. Hansen asked about the reason for extending the permit period to three years.

9. Public Hearing and Action Items

10. Mayor and Council

- Councilman Rok spoke about the Ranch Rendezvous Market being cancelled this coming Saturday, and the next Travel & Tourism Board meeting in November.

11. Adjournment

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

Report Criteria:
Detail report type printed

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
116	NAPA Auto Parts	722411	Gaskets	10430201	07/03/2024	23.44	15000	08/07/2024
		724580	Airk break valve	10430201	07/23/2024	310.24	15000	08/07/2024
Total 116:						333.68		
120	Amazon Capital Services	1FDV-6RT7-	Amazon orders	10410258	08/01/2024	329.47	872401	08/09/2024
		1FDV-6RT7-	Amazon orders	10430121	08/01/2024	284.99	872401	08/09/2024
		1FDV-6RT7-	Amazon orders	10410238	08/01/2024	63.92	872401	08/09/2024
		1FDV-6RT7-	Amazon orders	41410238	08/01/2024	31.48	872401	08/09/2024
		1FDV-6RT7-	Amazon orders	10430100	08/01/2024	99.99	872401	08/09/2024
		1FDV-6RT7-	Amazon orders	10410257	08/01/2024	1,285.07	872401	08/09/2024
		1FDV-6RT7-	Amazon orders	10510207	08/01/2024	133.99	872401	08/09/2024
Total 120:						2,228.91		
143	Barber Shop Inc.	1782	Plate metal	10430402	07/31/2024	26.71	14993	08/07/2024
Total 143:						26.71		
154	Blue Cross Blue Shield	2408054065	Employee Benefits	10410130	08/05/2024	933.41	862401	08/06/2024
		2408054065	Employee Benefits	10430130	08/05/2024	5,003.95	862401	08/06/2024
		2408054065	Employee Benefits	10460130	08/05/2024			
		2408054065	Employee Benefits	41440130	08/05/2024	6,137.81	862401	08/06/2024
Total 154:						12,075.17		
173	Car Quest Auto Parts	51580	Air compressor	10430107	07/24/2024	3,543.20	872402	08/09/2024
		51580	Air compressor	41430107	07/24/2024	885.80	872402	08/09/2024
		52221	Pipe wrench	10430107	07/31/2024	241.27	872402	08/09/2024
Total 173:						4,670.27		
177	Caselle, Inc	134797	Software	10410804	08/01/2024	822.71	852401	08/05/2024
		134797	Software	41410803	08/01/2024	411.29	852401	08/05/2024
Total 177:						1,234.00		
212	Core & Main LP	V357823	Sodium Hypochlorite (chlor	41430239	08/07/2024	2,550.00	15011	08/21/2024
Total 212:						2,550.00		
241	Dry Creek Enterprises, Inc.	M6323	Green Canyon Dr. Toilet re	10510208	08/01/2024	110.00	872413	08/23/2024
		M6324	Cedar Creek Canyon toilet	10510208	08/01/2024	135.00	872413	08/23/2024
		M6363	BLM toilet rent and clean	10510204	08/01/2024	110.00	872413	08/23/2024
Total 241:						355.00		
269	Forsgren Associates Inc	2405163	WIP 2023 Project manage	41490027	05/24/2024	8,415.00	872404	08/09/2024
		2406232	WIP 2023 Project manage	41490027	06/25/2024	29,264.84	872404	08/09/2024
		2407273	2023 Road Project	10490010	07/25/2024	1,970.00	872414	08/23/2024
		2407274	Hardman/Middle Branch Br	10490010	07/25/2024	7,189.27	872414	08/23/2024
		2407275	Water Master Plan update	41410401	07/25/2024	1,660.00	872414	08/23/2024

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
Total 269:						48,499.11		
270	Freedom Mailing Services,	48381	Bill processing	41410273	08/01/2024	1,006.02	14996	08/07/2024
Total 270:						1,006.02		
288	GreatAmerica Financial Se	37138505	Copier Service	10410260	08/02/2024	160.62	852402	08/05/2024
		37138505	Copier Service	41410260	08/02/2024	79.11	852402	08/05/2024
Total 288:						239.73		
311	High Country Linen Service	0453186	Shop Towels	10430402	07/25/2024	25.73	872405	08/09/2024
		0453186	Shirts	10430121	07/25/2024	25.14	872405	08/09/2024
		0453186	Shirts	41430121	07/25/2024	12.38	872405	08/09/2024
		0454621	Shop Towels	10430402	08/01/2024	25.73	872405	08/09/2024
		0454621	Shirts	10430121	08/01/2024	25.14	872405	08/09/2024
		0454621	Shirts	41430121	08/01/2024	12.38	872405	08/09/2024
Total 311:						126.50		
359	Conrad & Bischoff	IN-175986-2	Gas & Diesel	10430301	07/25/2024	814.88	872403	08/09/2024
		IN-175986-2	Gas & Diesel	41430301	07/25/2024	428.15	872403	08/09/2024
		IN-175986-2	Gas	10420005	07/25/2024	54.40	872403	08/09/2024
		IN-198465-2	Gas & Deisel - General	10430301	08/07/2024	474.18	872412	08/23/2024
		IN-198465-2	Gas & Diesel - Water	41430301	08/07/2024	252.69	872412	08/23/2024
		IN-198465-2	Gas - SMO	10420005	08/07/2024	38.85	872412	08/23/2024
		IN-494541-2	Balance Due on Prior Invoi	10430301	08/01/2024	46.19	872412	08/23/2024
Total 359:						2,109.34		
361	Avail Valley Construction	25876	775.18 tons of road base	10430105	07/31/2024	11,099.77	14990	08/07/2024
		WIP23 PA 1	WIP 2023 Pay App 1	41490027	06/06/2024	354,626.74	14991	08/07/2024
		WIP23 PA 2	WIP 2023 Pay App 2	41490027	07/01/2024	93,757.37	14991	08/07/2024
Total 361:						459,483.88		
369	Lawson Products	9311716034	Parts and fittings	41430239	07/25/2024	264.86	14997	08/07/2024
		9311716035	Safety glasses	10430121	07/25/2024	125.88	14997	08/07/2024
		9311716035	Gloves	10430121	07/25/2024	163.92	14997	08/07/2024
		9311716035	Cotter pins	10430201	07/25/2024	85.83	14997	08/07/2024
Total 369:						640.49		
382	Lincoln County Sheriff's Off	8-2024	July Dispatch	10420204	08/01/2024	880.00	14998	08/07/2024
		Q3 2024	Q3 2024 Contract for servi	10420205	07/23/2024	65,000.00	14999	08/07/2024
Total 382:						65,880.00		
392	Lower Valley Energy	8-2024	Electric - General	10430008	08/12/2024	403.28	8122402	08/12/2024
		8-2024	Electric - Water	41430098	08/12/2024	4,001.31	8122402	08/12/2024
Total 392:						4,404.59		
398	Luthi & Voyles LLC	3119	Town attorney	10440601	08/01/2024	165.00	872407	08/09/2024
		3120	Town attorney	10440601	08/01/2024	110.00	872407	08/09/2024
		3121	Water Collections	41410601	08/01/2024	440.00	872407	08/09/2024

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
		3122	Water collections	41410601	08/01/2024	1,980.00	872407	08/09/2024
	Total 398:					2,695.00		
445	Office of State Lands & Inv	DW084AR-2	Loan payment for DW084A	41450411	07/08/2024	32,077.70	15001	08/07/2024
		DW154-2024	Loan payment for DW154	41450421	07/08/2024	87,564.91	15001	08/07/2024
	Total 445:					119,642.61		
449	One-Call of Wyoming	72330	Tickets for July	41420106	08/05/2024	30.00	872408	08/09/2024
	Total 449:					30.00		
485	Wyoming First Aid & Safety	80007523	Service and inspect first ai	10430121	08/01/2024	161.34	Multiple	Multiple
		80007523	Service and inspect first ai	41430121	08/01/2024	79.46	Multiple	Multiple
	Total 485:					240.80		
489	Ridge Creek Investment C	9-2024	Town Hall Payment	10430003	08/06/2024	2,233.11	15013	08/21/2024
		9-2024	Town Hall Payment	41430001	08/06/2024	1,099.89	15013	08/21/2024
	Total 489:					3,333.00		
521	Silver Star Communication	8-2024	Fire Alarm Town Hall - Gen	10420214	08/01/2024	79.81	812401	08/01/2024
		8-2024	Fire Alarm Town Hall - Wat	41420108	08/01/2024	39.91	812401	08/01/2024
		8-2024	Office Lines	10410225	08/01/2024	535.84	812401	08/01/2024
		8-2024	Office Lines - Water	41410225	08/01/2024	263.92	812401	08/01/2024
	Total 521:					919.48		
550	Sterling Medical	1371	Employee Drug Testing	10420132	08/07/2024	33.50	15016	08/21/2024
		1371	Employee Drug Testing	41420132	08/07/2024	16.50	15016	08/21/2024
	Total 550:					50.00		
570	Team Laboratory Chemical	INV0042510	Tack coat and freight	10430109	07/30/2024	4,022.00	872409	08/09/2024
	Total 570:					4,022.00		
589	Town of Afton	17919, 1792	monthly water test	41430411	08/07/2024	54.00	15017	08/21/2024
	Total 589:					54.00		
591	Town of Star Valley Ranch	8-2024	Town Hall Water - General	10430010	07/31/2024	351.30	7312401	07/31/2024
		8-2024	Public Works Water - Gene	10430011	07/31/2024	104.82	7312401	07/31/2024
		8-2024	First Response Water	10420155	07/31/2024	67.10	7312401	07/31/2024
		8-2024	Town Hall Water - Water	41430004	07/31/2024	173.04	7312401	07/31/2024
		8-2024	Public Works Water - Wate	41430097	07/31/2024	35.19	7312401	07/31/2024
	Total 591:					731.45		
628	VSP of Wyoming	9-2024	Employee Benefits	10410130	08/20/2024	12.88	8202402	08/20/2024
		9-2024	Employee Benefits	10420130	08/20/2024	13.01	8202402	08/20/2024
		9-2024	Employee Benefits	10430130	08/20/2024	17.36	8202402	08/20/2024
		9-2024	Employee Benefits	10460130	08/20/2024	4.16	8202402	08/20/2024
		9-2024	Employee Benefits	41440130	08/20/2024	41.50	8202402	08/20/2024

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
Total 628:						88.91		
640	Western States Cat	CN023535-1	Credit for repairs	10430201	12/26/2023	285.00-	872416	08/23/2024
		IN002693782	Duplicate payment from 2/	10430201	03/17/2024	631.19-	872416	08/23/2024
		IN002858607	Balance due on invoice	10430201	07/17/2024	300.00	872416	08/23/2024
		IN002880742	Install snow blower control	10430201	08/06/2024	2,471.04	872416	08/23/2024
Total 640:						1,854.85		
641	Western States Cat Rental	IN002890146	Rental of water truck	10430112	08/14/2024	6,106.50	15018	08/21/2024
Total 641:						6,106.50		
658	Wyoming Assn of Rural Wa	19455	Conference registration	41410209	08/01/2024	239.00	15019	08/21/2024
Total 658:						239.00		
693	Yost Business Systems	B63167	Copier Contract	10410260	07/19/2024	20.83	15003	08/07/2024
		B63167	Copier Contract	41410260	07/19/2024	10.42	15003	08/07/2024
Total 693:						31.25		
714	Westbank Sanitation	4586399T02	Split Distribution	10430407	08/01/2024	43.97	812402	08/01/2024
		4586399T02	Split Distribution	41430407	08/01/2024	21.66	812402	08/01/2024
		4586944T02	Split Distribution	10430407	08/01/2024	254.83	812402	08/01/2024
		4586944T02	Split Distribution	41430407	08/01/2024	125.52	812402	08/01/2024
		4586944T02	Dog Park Can	10510204	08/01/2024	42.37	812402	08/01/2024
Total 714:						488.35		
741	DBS Services LLC	225	Hauling for PW	10430202	07/31/2024	7,177.50	14995	08/07/2024
Total 741:						7,177.50		
762	Verizon	8-2024	Cell Phones - General	10410225	08/01/2024	104.86	812403	08/01/2024
		8-2024	Cell Phones - Water	41410225	08/01/2024	154.11	812403	08/01/2024
		8-2024	Cell Phone - SMO	10420004	08/01/2024	81.44	812403	08/01/2024
		9970761919	Cell Phones	10410225	08/05/2024	96.95	8122401	08/12/2024
		9970761919	Cell Phone SMO	10420004	08/05/2024	81.44	8122401	08/12/2024
		9970761919	Cell Phones Water Dept.	41410225	08/05/2024	150.21	8122401	08/12/2024
Total 762:						669.01		
776	iWorQ	204476	Software	10410802	08/01/2024	4,355.00	872406	08/09/2024
		204476	Software	41410802	08/01/2024	2,145.00	872406	08/09/2024
Total 776:						6,500.00		
778	Summit National Bank	005	Lease payment for 938M L	10430300	08/01/2024	27,431.27	872415	08/23/2024
Total 778:						27,431.27		
779	Broulim's	01-479782	Meeting supplies	10410250	07/02/2024	38.32	14994	08/07/2024
		01-512349	Meeting supplies	10410250	07/24/2024	98.86	14994	08/07/2024
		02-371603	Office supplies	10410258	07/11/2024	14.16	14994	08/07/2024
		03-65559	Office supplies	10410258	07/10/2024	31.38	14994	08/07/2024

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
Total 779:						182.72		
783	Bailey Stock Harmon Cotto	32985	Town attorney	10440601	08/01/2024	475.00	14992	08/07/2024
Total 783:						475.00		
785	Principal Life Insurance Co	9-2024	Employee Benefits	10410130	08/20/2024	21.67	8202403	08/20/2024
		9-2024	Employee Benefits	10420130	08/20/2024	17.17	8202403	08/20/2024
		9-2024	Employee Benefits	10430130	08/20/2024	56.17	8202403	08/20/2024
		9-2024	Employee Benefits	10460130	08/20/2024	3.58	8202403	08/20/2024
		9-2024	Employee Benefits	41440130	08/20/2024	60.53	8202403	08/20/2024
Total 785:						159.12		
793	Phoenix Fire Protection	EL-20000138	Annual inspection	10420214	07/22/2024	527.63	15002	08/07/2024
		EL-20000138	Annual inspection	41420108	07/22/2024	259.87	15002	08/07/2024
Total 793:						787.50		
797	FedEx Freight	7294892780	Freight for chlorine	41430239	08/06/2024	518.30	15012	08/21/2024
Total 797:						518.30		
798	Union Wireless	8-2024	Data card for SCADA comp	41410225	08/03/2024	77.10	8202404	08/20/2024
Total 798:						77.10		
800	Rusty's Tree Service	1771	Tree trimming along main e	10430409	08/11/2024	6,500.00	15014	08/21/2024
		18758672	Removal of trees on Hard	10430409	08/11/2024	3,000.00	15014	08/21/2024
Total 800:						9,500.00		
807	US Bank	1004958544	Down payment on dump tr	10490002	08/06/2024	1,800.00	8202401	08/20/2024
		1004958544	Down payment on dump tr	41490011	08/06/2024	1,200.00	8202401	08/20/2024
		281518	Casters	10430402	07/30/2024	70.30	8202401	08/20/2024
		2837982258	Adobe sub	10410802	08/05/2024	14.06	8202401	08/20/2024
		2837982258	Adobe sub	41410802	08/05/2024	6.93	8202401	08/20/2024
		48317	IIMC membership renewal	10410228	07/23/2024	185.00	8202401	08/20/2024
		49202	Pipe fittings	41430239	07/31/2024	412.00	8202401	08/20/2024
		7289	Flight to Yuma	10410210	08/12/2024	1,282.70	8202401	08/20/2024
		911698	Gas calibrator for gas dete	41430200	08/12/2024	521.00	8202401	08/20/2024
		9923445244	Office supplies	10410258	07/25/2024	69.98	8202401	08/20/2024
		9923899424	Office supplies	10410258	08/12/2024	73.98	8202401	08/20/2024
		INV2687555	Zoom sub	10410802	08/13/2024	10.71	8202401	08/20/2024
		INV2687555	Zoom sub	41410802	08/13/2024	5.28	8202401	08/20/2024
		NTC1137603	Name tags for building offic	10410258	08/13/2024	40.30	8202401	08/20/2024
		SS77638827	No parking a-frames	10430409	08/01/2024	294.20	8202401	08/20/2024
		SS79749848	No parking a-frames	10430409	07/31/2024	335.00	8202401	08/20/2024
		VP_5GPW8	Rendezvous a-frame signs	10500205	08/08/2024	206.84	8202401	08/20/2024
		VP_6JWFL4	Business cards for building	10410258	08/12/2024	34.63	8202401	08/20/2024
		VP_JSVL3L5	Bags for rendezvous mark	10500205	08/13/2024	706.65	8202401	08/20/2024
Total 807:						7,269.56		
809	Ashley Honadel	0000001	Cleaning Services	10430100	07/25/2024	217.75	14989	08/07/2024
		0000001	Cleaning Services	41430100	07/25/2024	107.25	14989	08/07/2024

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
		0000002	Cleaning Services	10430100	08/01/2024	217.75	14989	08/07/2024
		0000002	Cleaning Services	41430100	08/01/2024	107.25	14989	08/07/2024
		0000003	Cleaning Services	10430100	08/16/2024	435.50	872411	08/23/2024
		0000003	Cleaning Services	41430100	08/16/2024	214.50	872411	08/23/2024
Total 809:						1,300.00		
810	Sasquatch Lawn Service	83	Mow Fox Run Park	10510204	08/01/2024	350.00	15015	08/21/2024
Total 810:						350.00		
Grand Totals:						808,787.68		

Report Criteria:
Detail report type printed

Report Criteria:

Includes all check types

Includes unprinted checks

Pay Period Date	Description	Amount	Check Number
08/03/2024		2,278.86-	14987
08/03/2024	HSA Contribution HSA Pay Period	155.00-	14988
08/17/2024	HSA Contribution HSA Pay Period	30.00-	15010
08/03/2024	457 Contribution 457 Wyoming Re	75.00-	123011499
08/03/2024	FICA/FWH Tax Deposit Federal Wi	10,715.20-	123011500
08/17/2024	457 Contribution 457 Wyoming Re	75.00-	123011501
08/17/2024	FICA/FWH Tax Deposit Federal Wi	8,811.00-	123011502
08/17/2024	Retirement Contributions Wyoming	12,961.44-	123011503
08/03/2024		2,555.65-	602202786
08/03/2024		2,637.68-	602202787
08/03/2024		1,923.79-	602202788
08/03/2024		110.82-	602202789
08/03/2024		110.82-	602202790
08/03/2024		2,569.63-	602202791
08/03/2024		380.28-	602202792
08/03/2024		5,271.10-	602202793
08/03/2024		2,711.17-	602202794
08/03/2024		110.82-	602202795
08/03/2024		1,579.49-	602202796
08/03/2024		1,821.55-	602202797
08/03/2024		1,756.59-	602202798
08/03/2024		1,966.73-	602202799
08/03/2024		3,924.31-	602202800
08/03/2024		1,820.26-	602202801
08/03/2024		1,675.94-	602202802
08/17/2024		1,246.25-	602202803
08/17/2024		2,555.64-	602202804
08/17/2024		2,624.25-	602202805
08/17/2024		138.52-	602202806
08/17/2024		1,943.24-	602202807
08/17/2024		110.82-	602202808
08/17/2024		110.82-	602202809
08/17/2024		1,264.90-	602202810
08/17/2024		2,711.17-	602202811
08/17/2024		110.82-	602202812
08/17/2024		1,579.49-	602202813
08/17/2024		1,821.55-	602202814
08/17/2024		1,756.59-	602202815
08/17/2024		2,100.45-	602202816
08/17/2024		3,924.31-	602202817
08/17/2024		1,820.26-	602202818
08/17/2024		1,675.94-	602202819
08/17/2024		882.44-	602202820
08/17/2024		1,483.30-	602202821
Grand Totals:		<u>97,888.89-</u>	

Star Valley Ranch

8/1/24 to 8/31/24

Citations	0
Warnings	2
CFS/Law Incidents	68
Special Patrol	19

Animal Problem	2	Abandoned Vehicle	1
Agency Assist		Alarms	5
Assault		Auto Accident	1
Burglary		Animal problem	
Citizen Assist	3	Citizen Dispute	1
Civil standby	1	Controlled Burn	
Child abuse		Alcohol problem	
Controlled Substance		Disturbance	1
Custodial Interference		Domestic Violence	1
Drugs		Game & Fish	
e911	7	Harassing	1
Field contact	1	Fire / Fireworks	
Fraud	1	Littering	
Information	1	Lost/Found Property	
Juvenile Problem	1	Livestock	1
Lost/Found Animal		Paper service	1
Motor assist	1	Medical	9
Reckless driving	3	Noise / Prop damage	/ 2
Suicidal subject		Sex offense	
REDDI	1	Suspicious	3
Theft	1	Threatening	1
Traffic	5	Vin inspection	9
Welfare check	1	Weapon offense	1
Trespassing	1	Vandalism	
Utility problem		VIN Stamp	

Town of Star Valley Ranch

Special Municipal Officer

09/01/2024- 9/30/2024

Verbal Warnings	8
Written Warnings	5
Citations	1

Animal Complaint	8	Water Shut-off	0
Building & Zoning	1	Meter Pit Tampering	0
Road Right-of-Way	3	LCSO Assist	0
Snow Complaint	0	Fire Prevention\open fire	0
Nuisance Comp.	1	Stop work order	0
Road damage	0	Animal Impound	0
STR Complaint	1	Other	0

The Town of
Star Valley Ranch, Wyoming

Ordinance 2024-11

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 clarifying language for building inspections, updates the stop work order requirements, updates the certificate of occupancy requirements, and carries language over from another update regarding driveways.

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 the third reading and passage.

CHAPTER 150: BUILDINGS

§ 150.019 ACTION REQUIRING A PERMIT.

(A) A building ~~construction and alteration~~ permit application shall be submitted to the town ~~front office~~. ~~The application will~~ be reviewed, approved or disapproved, by the ~~and the Town. and~~ A building permit ~~will be~~ issued by the Town.

§ 150.021 BUILDING REQUIREMENTS AND INSPECTIONS SPECIFIC TO MODULAR HOMES AND MODULAR COMMERCIAL BUILDINGS.

(A) The town requires documented certification from an approved National Title third party Inspection Company of Modular Homes and Modular Commercial Buildings to ensure the standards of construction meets the town's building requirements and the applicable Building and Construction Codes identified in this subchapter, along with the plans required, and pending permit approval. All third-party inspection fees are the responsibility of the owner(s). These inspections must be forwarded to the town ~~and Town Building Inspector~~ prior to delivery. No modular structure shall be attached to the

foundation until the Town ~~s-Building Inspector~~ has been able to certify the manufacture's certification, engineering and ~~licensed~~, certified third party inspector documentation and reports have met all the town's building codes as defined in this subchapter.

§ 150.038 REFUNDS.

(A) Not more than 80% of the paid ~~construction~~ permit fee shall be refunded when no work was begun under a permit issued in accordance with this title. Refunds or partial refunds of permit fees will normally not be made after construction has started. For refunds to be considered, the property owner must make a written request to the ~~Town Planning and Zoning Board~~. The written request for a refund of permit fees must include the reason for the request and what has been done to restore the site to its original condition. ~~and assure that no unsafe conditions exist. After work has begun under an issued permit, permit fees may be partially refunded on new garages or similar structures or on new single-family residences only. Up to 50% of the permit fee may be refunded after a footing inspection and up to 30% of the permit fee may be refunded after a foundation inspection. No permit fees will be refunded after a four-way inspection.~~

(B) ~~The Town Planning and Zoning Board will determine the amount of the refund.~~ Parties who desire to appeal the ~~Planning and Zoning Board's~~ decision of the refund amount may appeal to the Town Council. Appeals to the Town Council must be in writing and received by the town within ten days ~~of the Planning and Zoning Board's decision.~~ Appeal shall be held at regularly scheduled Town Council meeting.

§ 150.039 MISCELLANEOUS FEES.

(A) Re-inspection fees. A re-inspection fee may be assessed of applicant, authorized representative or owner for each inspection or re-inspection when such portion of the work for which inspection is requested is not complete or when required corrections have not been made. Re-inspection fees may be assessed when the approved plans are not readily available to the Inspector, for failure to provide access on the date for which inspection is requested, or for deviating from the plans requiring the approval of the Building Official. ~~Re-inspection fees may be deducted from deposits.~~

(B) Third party fees. Whenever a ~~Town~~ Building Official requires a third-party review ~~or inspection~~ it shall be paid for by the applicant, authorized representative, or ~~property~~ owner.

§ 150.057 STOP WORK ORDER.

A stop work order may be issued by the town ~~Building Official, Town-Special Municipal Officer, Town-Administrator, Town-Attorney~~ or ~~Mayor~~ for engaging in construction without a valid permit or for infractions deemed to seriously impair the use of the building or structure or to affect the health and safety of its occupants, or upon the failure of the owner to rectify an infraction within the specific time interval. Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or

unsafe condition shall, upon conviction, be punished as provided in the town ~~bond~~ schedule.

§ 150.058 ~~FINAL OCCUPANCY PERMIT~~. CERTIFICATE OF OCCUPANCY.

No ~~final occupancy permit~~ Certificate of Occupancy will be issued until all of the applicable requirements in § 150.060, ~~Building construction and site requirements~~, have been satisfied and completed and the required documentation is on file with the Town.

- (A) Copy of the Certificate of Placement from a licensed Surveyor
- (B) Copy of all required building inspections. Inspection Reports must show as having been passed and be signed by a Certified Building Inspector. Required inspections can be found in §150.020 and §150.021
- (C) Copy of the Wastewater Permit from Lincoln County
- (D) Copy of the passed electrical inspection from the State of Wyoming Department of Fire Prevention and Electrical Safety or verification a Wyoming Licensed Electrician completed the work will need to be provided.
- (E) For Modular homes, a manufacturer's certified document from an approved national titled third-party inspection company of modular and commercial buildings.
- (F) The Water Service Connection fee has been paid in full, and the water line has been properly installed and passed inspection by the town.
- (G) A final driveway and approach inspection has been completed and passed by the town.
- (H) Any fines, fees, or outstanding court costs associated with the project or property have been paid in full.
- (I) Any outstanding Re-inspections or third-party fees owed to the town have been paid in full.

§ 150.060 BUILDING CONSTRUCTION AND SITE REQUIREMENTS.

(A) No building permit will be issued until the plans and specifications showing the nature, kind, shape, heights, materials and location of same shall have been submitted to and approved by the ~~Planning and Zoning Board and the~~ Town ~~Building Inspector~~. Before construction begins, the approved permit shall be posted in a visible location at the job site and remain posted until an approved final inspection for the work has been ~~passed issued~~ and submitted to the town, and a Certificate of Occupancy issued to the permit holder.

(B) Any change from the approved plans requires submission of written request and town approval prior to proceeding with the change and to be approved by the Town's ~~Building Inspector~~.

(E) During the ~~period of new construction~~ established new building permit construction period, no part of the building under construction or structures of temporary nature, trailers, basement, tent, shack, garage or other outbuildings shall be used at any time as a

dwelling or sleeping quarters. No person shall store any personal belongings other than construction-related materials in the dwelling prior to receiving a Certificate of Occupancy issued by the town. ~~The dwelling shall not be lived in until an acceptable final construction inspection has been completed and the report furnished to the town.~~

(S) Permanent steps/stairs used for ingress/egress shall be anchored to a concrete landing before a Certificate of Occupancy is issued.

~~(S-T) A building permit may be extended by the Planning and Zoning Board if the application for an extension is received by the town at least 30 days before the original building permit expires. The extension application shall include a description of the work to be completed, a work plan, and a schedule for completion of the work. The length of any extension is one year.~~ If the construction is not completed at the end of the ~~three-year permit period extension~~, a new permit must be applied for, and the applicant must comply with all changes/upgrades to the building ordinance and/or building codes.