



Town of Star Valley Ranch

REGULAR TOWN MEETING

June 10, 2025
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 and Proclamations
 - A. Lincoln County Chief of Staff Update
 - B. Arbor Day Proclamation
6. Public Comment

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

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 the Council. Public comments may be made.

 - A. Approve minutes for May 13 Work Session, May 13 Regular Meeting, May 28th Work Session
 - B. Community Board Appointments
 1. Natural Resources
 - a. Debbie Lajeunesse – June 2028
 - b. Joanne Leeper – June 2028
 - c. Phil Raimondo – June 2026
 - d. Rick Nelson – Alternate Member -2026
 2. Planning and Commission
 - a. Jennifer Stewart – June 2027
 - b. Delores Albers – June 2028
 - c. Kathy Daulton – June 2028
 - d. Patricia Veronda-Naumoff – Alternative Member- 2026
 3. Travel and Tourism
 - a. Deb Stafford – T&T – Alternative Member – June 2026
 - b. Vince Barbisan – June 2028
 4. Finance Advisory
 - a. Jay Averett – June 2028
 - b. Dave Wilson – June 2028
 - c. John McDaniel – June 2026
 5. Roads Advisory Board
 - a. Lee Staley – June 2028
 - b. Marty Aroian – June 2027

- C. Disbursements
- D. Special Municipal Officer Report
- E. Lincoln County Sherriff Dispatch Report
- F. Municipal Judge's Report
- 8. Ordinances
 - A. Old Ordinances
 - Ordinance 2025-04 Title XV Land Usage Chapter 154 Zoning – 3rd reading
 - Ordinance 2025-05 Appropriations for Fiscal Year 2025-2026 – 3rd reading
 - Ordinance 2025-06 Title XV Land Usage Chapter 150 Buildings – 2nd reading
 - B. New Ordinances
- 9. Resolutions and Motions
 - A. Motion – Appointment of Town Clerk
 - B. Resolution – 25-06-10-002 Water Rates and Fees
- 10. Public Hearing and Action Items
- 11. Mayor and Council
- 12. Adjournment

Town of Star Valley Ranch, Wyoming
Arbor Day Proclamation
June 14, 2025

Whereas, the Town of Star Valley Ranch understands the importance of trees to the health and wellbeing of our Town residents, and

Whereas, the Town of Star Valley Ranch understands that trees reduce erosion, provide shade, reduce heating and cooling costs, clean the air, produce oxygen and provide wildlife habitat, and

Whereas, trees in our town increase property values, enhance the economic vitality and beautify our community, and

Whereas, planting trees brings the community together and is a source of annual spiritual renewal, and

Whereas, the Town of Star Valley Ranch wishes to celebrate Arbor Day each spring to remind ourselves of the importance of trees in our community.

Now, therefore, we the Town Council and Mayor of the Town of Star Valley Ranch, Wyoming, do hereby proclaim June 14th, 2025 as Arbor Day to be celebrated within our community.

In Witness whereof, we have here unto set our hands this 10th day of June, 2025.

Ruzena Rok, Mayor

Attest: Jamie Herd, Town Clerk



Town of Star Valley Ranch

Town Council Work Session
Tuesday, May 13, 2025 – 10:00 AM

1. Call to Order and Roll Call

- All council members present plus Town Administrator Aitken, Town Treasurer Mason, Temporary Town Clerk Herd, and Building Official Cazier

2. Approve the Agenda (motion)

- Councilman Toolson moved to approve the agenda and Councilman Bitter seconded, all ayes.

3. Discussion Items

a) Administration Update

- Silverstar has begun their fiber installation project.
- Improvements to the unofficial trail on Hardman Road and along Cedar Creek is not available to the public due to liability reasons.
- The goal is to pave Hardman Road Bridge this summer and Middle Branch Bridge at the same time. Paving Vista Drive could also be rolled into this effort; however, it is uncertain whether all three could be completed as part of the same contract.
- By June 2028 the EPA is requiring the Town to either line or replace our existing Green Canyon water storage tank. The Town Engineer does not see anything structurally wrong with the existing tank. Present day tank lining processes can have up to a 20-year life span. The Administrator suggested getting a bid on lining tank (with a 10-year guarantee included) instead of replacing the tank. Mayor Rok agreed with the suggestion of getting a bid to see what the anticipated costs would be. If this cost is approved in our 2025 budget the Town Administrator anticipates the lining would be completed this fall when water flow is less. All Councilman agreed on getting a bid on the liner.
- Meters that the Town currently have will only be manufactured for another 2 years maximum. We suspect the meters, due to age, may be under reporting and therefore resulting in underbilling. The Town Administrator has been meeting with meter manufacturers to get pricing and see the efficiency of new meters. Councilman Ellis has done research and found meters should be replaced every 9 years. Councilman Toolson asked if the plan was to replace the meters all at once or in cycles. It was

determined that this would be a decision of the council. Councilman Bitter verified with the Public Works Director that the Town has the appropriate amount of labor to install all meters if done all at once. Research has shown electronic meters would be more efficient for the Town.

Councilman Merrill would like to push for the meters to be replaced as soon as possible and all at once. Councilman Toolson inquired about possible grants that can be applied for regarding the new meters. The Town Administrator said he would investigate this.

- The Town Administrator did research based on other towns and found that retaining one-half to three-fourths of operating costs is the average reserve amount for each year's budget.
- The Clerk position is still open, and interviews are still ongoing. A new employee was hired in the water department.
- The other three commercial lots on Vista Drive are now under contract. The new proposed buyer has ideas he would like to present to the Town. Mayor Rok indicated she had spoken to the potential buyers (David Allred, Viking Development), and he stated he would like to develop the area in phases. Potentially hoping to add residential to the top section if the Town Council is willing to support this. Rezoning would have to happen to do this. Councilman Ellis stated it will depend on architectural design.
- Conversations have been made with two companies regarding placing sod and sprinklers adjacent to the first response building. Formal bids have not been sought yet, however the anticipated cost is \$1 a square foot for the lawn and sprinkler system. The estimated cost would be \$50,000 for the lawn and sprinkler system and another \$30,000 for the dirt work.
- Plat 5 has had complaints about seeing trucks dumping sewage into the manhole off of Brambleberry Drive at the intersection with Brushwood Drive. The Town Administrator has photos provided by a resident and has spoken to the Stewarts regarding it. The Town Administrator intends to file a complaint with the Wyoming Department of Quality about this incident.

b) Financials

- Treasurer Mason went over the current financials. Councilman Bitter added that he has been forecasting April, May and June to see if there are any disconnects with the budget. There were no surprises on the revenue. Expenses were under budget by \$24,000 for April which he felt was a positive indication. Capital was higher than the forecast but not by much. All in all, the Town is on track to hit the anticipated forecast for the budget.

c) Budget, Second Reading Review & Capital Projects

- Councilman Bitter emphasized the importance of officially making final decisions on the budget during the next Town Council Work Session held on

May 28th at 6pm. The information regarding the Green Canyon tank liner and the meters needs to be available by this date. Vista Drive pavement is a definite concern. Councilman Toolson suggested putting Vista Drive in the budget this year so if potential contractors are unable to accomplish the work it in 2025, they can schedule to do the work in the spring of 2026.

d) Updates to New Proposed Building Permits (solar & remodel, pool)

- Councilman Merrill and Councilman Bitter were concerned regarding the pole mount solar option and how it would look. Building Official Cazier explained the importance of the Council deciding on how the Town wants to regulate the solar options for residents. Discussion was made regarding addressing the location of solar on property as well as the height restrictions. Given that the second reading of the solar ordinance update is tonight at the regular Town Council Meeting and no revisions to the ordinance have been received from the Councilmen since the last work session, Mayor Rok suggested the Councilmen address any desired solar ordinance changes before the 3rd reading in June. The variance process was also suggested as an avenue to address the pole mounted solar.
- Councilman had some concerns regarding the remodel permit. The Councilmen are still questioning the clarity of what constitutes a remodel. Mayor Rok suggested if the Council had any changes, they wanted to make to the permit to do so before the next reading. The fee of \$350 was approved.
- The updated swimming pool permit had no concerns.

e) Update to New Existing Building Permits (access/driveway)

- This will be addressed at the next workshop.

4. Board Reports

a) Finance Advisory

- The board did not meet this month and Councilman Bitter suggested meeting before the final budget meeting.

b) Natural Resources

- The board met on April 17, 2025. Councilman Ellis asked if there was a report on the request to address the lights on the Town Hall and Public Works buildings of concern from the last meeting. Mayor Rok stated that the mail center lights have been reoriented to not shine so brightly outward. She also stated that the other lights of concern to the board have not been looked into as of yet. Town Administrator Aitken informed the council that we do not have liability insurance on any volunteers. He did contact Workman's Compensation and found out it would cost the Town \$810 per volunteer per quarter, which is unaffordable. The Councilman agreed that all board

volunteers will be required to sign documentation that includes a job description, a date, and a waiver before doing any work. The NRB plans to address the Town Hall entrance with planters on May 22nd.

c) Planning Commission

- The board met on April 23, 2025. Mountain Estates was discussed in this meeting and developer Derk Izatt was present to answer questions from the Commission. The Mountain Estate's engineer and the Town's engineer have also been talking with regard to the development's water system. Etna Ranches was discussed by the Commission to include concerns with water availability. It was noted that the State Engineer would not sign-off on the development if there was a water concern. Prater Canyon Estates water was also discussed and there were no concerns voiced by the Commission. Building permits were reviewed. The next meeting is scheduled for May 14, 2025.

d) Roads Advisory

- The board met unofficially on May 15, 2025. Councilman Merrill requested two new Board members be approved during tonight's Town Council Meeting; the latter will require an amended agenda.

e) Travel and Tourism

- The board is planning on meeting May 28, 2025. Councilman Merrill and Councilman Toolson are working on a potential representative to run the Ranch Rendezvous market this season. Councilman Toolson suggests putting what the Town does in the newspaper to help with grants.

f) Water Utility

- The Board met on March 27, 2025. Councilman Merrill suggested having all meters replaced as soon as funds are available and all at once. Councilman Ellis suggested only four new meters at the 4-input/output tank meter points be replaced for now.

5. Regular Agenda Items

- The Mayor reviewed the regular Town Council Meeting agenda with the Council.
- NRB has a plaque they would like to present to Mayor Buyers tonight at the Town Council Meeting.
- A motion to amend tonight's at Town Council agenda to appoint the two new Road Advisory Board members was discussed.
- Ordinances were discussed. No changes were made.

6. Matters from the Mayor and Council

- Councilman Bitter has put together a water rates model that looks at the capital requirements over a ten-year span. It will address the different rates

and how it will affect the Town. Mayor Rok would like to discuss this at the next Town Council Workshop.

- Councilman Toolson wanted a confirmation that no annexation has been applied for with regards to Mountain Estates and Prater Canyon Estates. The Mayor Confirmed there had been no applications to date for either development.
- Councilman Merrill informed the council that the May 15th date that was set for wildlife awareness training needed to be rescheduled to June 21st. She is concerned with safety in our town, especially with the summer months approaching. Mayor Rok would like to have a cost of how it would affect the Town if a part time police officer was hired. Mayor Rok assigned Councilman Bitter to take a look into this and report to the council. Town Administrator Aitken offered options to consider. There is a retired law enforcement officer that lives in the Star Valley Ranch RV Park who may be willing to help the Town SMO officer part time. The Town Administrator also asked what the council wanted to see with regards to safety. The biggest concerns relayed included trespassing, burglary, kids on ATVs, and speeding.
- Mayor Rok informed the council regarding the Spring Cleanup that occurred May 8-10th. She felt it was a success this year and would hope to promote it even more next year. There were 26 bags picked up. Mayor Rok also noted she will be gone from May 14th through the 21st and that Councilman Ellis will be Mayor Pro Tem during this time. Mayor Rok indicated she was in support of two Fire-wise brush and tree trimming pickups this calendar year.

7. Adjourn (motion) at 11:46 am.

- Councilman Ellis motioned to recess and Councilman Toolson seconded, all ayes.

Please silence cell phones during the work session



Town of Star Valley Ranch

REGULAR TOWN MEETING

May 13, 2025
7:00 PM

1. Call to Order, Roll Call of Councilmen, Statement of Quorum
 - All councilmen present including Town Administrator Aitken, Town Treasurer Mason, and Temporary Clerk Jamie Herd
2. Pledge of Allegiance
3. Reconvene Regular Meeting
 - Councilman Toolson moved to reconvene the meeting. Councilman Bitter seconded. All ayes.
4. Adopt Agenda As amended to add agenda item 7B-Community Board Appointments.
 - Councilman Toolson moved to adopt the amended agenda; Councilman Ellis seconded. All ayes.
5. Announcements and Proclamations
 - Kathy Buyers Proclamations
 - i. Former Mayor Kathy Buyers received a proclamation from the town and a recognition plaque for her 10 years of service as Mayor.
 - ii. The Natural Resources Board (NRB) also presented former Mayor Kathy Buyers with a plaque of gratitude for her service.
6. Public Comment
7. Adopt Consent Agenda
 - Councilman Bitter moved to adopt the consent agenda; Councilman Merrill seconded. All ayes.
 - A. Approve minutes for April 8 Work Session, April 8 Regular Meeting, April 23 Work Session
 - B. Community Board Appointments
 1. Keith Jackson - Roads Board-2026
 2. Andrew Hudskins - Roads Board- 2026
 - C. Disbursements
 - D. Special Municipal Officer Report
 - E. Lincoln County Sherriff Dispatch Report
8. Ordinances
 - A. Old Ordinances
 - Councilman Ellis moved to approve the ordinances by title and explanation. Councilman Toolson seconded. All Ayes.
 - 1. Ordinance 2025-03 Title III Administration Chapter 33 Town Organizations – 3rd reading
 - Councilman Toolson presented the ordinance and moved to approve. Councilman Merrill seconded. All ayes.
 - 2. Ordinance 2025-04 Title XV Land Usage Chapter 154 Zoning – 2nd reading

- Councilman Ellis presented the ordinance and moved to approve. Councilman Bitter seconded. All ayes.
 - Sandy Willis questioned the term “Undue Hardship” used in the ordinance. She felt it seemed very vague and could lead to a lot of questions. She requested the term be more specific. She also suggested to consider and define a requirement for the maximum height of the solar poles. Mayor Rok stated Ms. Willis’ concerns were also shared by the council. The Mayor noted she has asked the council to review the ordinance and to suggest updating these items for the 3rd reading.
3. Ordinance 2025-05 Appropriations for Fiscal Year 2025-2026 – 2nd reading
- Councilman Bitter presented the ordinance and moved to approve. Councilman Toolson seconded. All ayes.
 - Councilman Bitter focused on the key changes from the first reading to the second reading.
 - Judge Lawson asked about making sure continuing education was included in the upcoming budget. Councilman Bitter explained that it was already included.
 - Randall Bitter asked if the current budget covers Hardman Bridge. Councilman Bitter confirmed it did.
 - Julie Christensen was concerned about the timing of paving Vista. She requested we at least include it in this year’s budget planning even if we are unable to do the project this year in hopes of having it started in spring of next year. Mayor Rok expressed that this was discussed in the Town Council Workshop earlier that morning.

B. New Ordinances

4. Ordinance 2025-06 Title XV Land Usage Chapter 150 Buildings – 1st reading
- Councilman Ellis presented the ordinance and moved to approve. Councilman Merrill seconded. All ayes.
 - Randall Bitter expressed his concern that these changes would make building more expensive for the homeowner. Councilman Merrill expressed the importance of making sure the Town followed safety guidelines.
 - A resident asked if he started his project prior to the ordinance approval would he have to follow the new ordinance guidelines? Councilman Ellis stated that the ordinance will go into effect 10 days after the 3rd reading. If you already have a permit, you have 2 years to complete the project on the code system that was in effect when the building permit was issued. The resident asked if he requested an extension if it wasn’t completed in the 2 years would he have to implement the new code? Mayor Rok stated she would confirm with the Town Building Official on how extension requests will be handled.

9. Resolutions and Motions

10. Public Hearing and Action Items

11. Mayor and Council

- Councilman Merrill stated that the May 15th wildlife class that was scheduled will be moved to June 21st.
- Mayor Rok spoke about the success of the 2nd Annual Spring Cleanup. She stated there were more bags filled and picked up than last year. She expressed gratitude to those who took the time to pick up trash.

- Mr. Brian did not know about the cleanup and wanted to know if this was advertised. Mayor Rok explained that information was sent out via text, Facebook, email, website and flyers. However, the Town will work to continue to improve how it disseminates information in an effort to reach more residents.

12. Adjournment at 7:39 p.m.



Town of Star Valley Ranch

Town Council Work Session
Wednesday, May 28, 2025 – 6:00 PM

1. Call to Order and Roll Call
 - All council members present plus Town Administrator Aitken, Town Treasurer Mason, Town Clerk Herd, and Public Works Director Edwards.
2. Approve the Agenda ([motion](#))
 - Councilman Bitter moved to approve the agenda and Councilman Toolson seconded, all ayes.
3. Discussion Items
 - a) Administration Update
 - Firewise collection update: Brush collection is ongoing, with sixty-five loads picked up so far, and plans to offer chipped materials for public use.
 - Silverstar Fiber Project: Fiber installation is progressing, with fifty driveways remaining to bore. Once this is complete, they will start the process of laying fiber. Approximately two weeks out.
 - Silverstar initially notified the Town of a delay in the commencement of the fiber project. The Public Works Director moved forward and started laying road base on Vista East and Vista West.
 - There was a small collision with the Town grader. This will delay the roads crew from repairing or applying dust guard for up to 2 weeks, or until the grader is operational.
 - b) Budget, Third Reading Review & Capital Projects
 - Discussions to finalize decisions for the third reading of the 2025-2026 budget ordinance.
 - Councilmember Bitter reported that the property tax reduction for the county is 22.3%.
 - Councilman Bitter asked the council whether modifications should be considered for the sales & use, and fifth penny tax revenues. The council decided to keep the sales and use reduction at 8% and leave the fifth penny tax revenue at a 3.5% increase as indicated in the third reading version of the proposed budget.
 - Vista Drive paving funds are restored, but completion may be delayed until 2026.

- The budget will incorporate the installation of fifteen new water taps, projected for the upcoming fiscal year.
- Councilman Merrill proposed a \$2.00 base rate increase for water and a \$2.00 water service availability fee rate increase. After discussion the council agreed to a smaller rate increase based on the CPI percentage. Councilman Merrill wants future increase to focus on consumption and plans to address this later.
- Councilman Bitter and Town Administrator Aitken indicated that numerous small towns maintain a reserve fund for operating expenses sufficient to cover six months to one year. There was discussion made on deciding the correct amount of reserves the Town should budget for in the future. Councilman Bitter proposed a 10-year water capital project master plan to guide the decision-making process.
- Water Board Member Boyd Siddoway stated that it was important that rates go up consistently and that the water utility is self-sufficient and self-sustainable. Mr. Siddoway mentioned that adding small increments of rates increases now to bolster the reserve is preferable to waiting until a larger rate increase may be necessary.
- Financial Advisory Board member Rand Bitter stated that the water usage estimates are incorrect due to faulty meters and loss of water. He questioned how the Water Board can set rates with insufficient usage reporting.
- Councilman Bitter clarified that Plat 21, rather than Plat 20, will be allocated funds in the budget for chip seal.
- Councilman Bitter and Town Administrator Aitken detailed Vista Drive's budget cut from \$1.2 million to \$600,000. The Town has employees with extensive experience in road work, along with the necessary equipment for the job. We will do as much as we can in-house and contract the paving portion out.
- Town Administrator Aitken suggested that buying all the necessary water meters at once is more economical than ordering them in sections. The Financial Advisory Board was supportive of buying all meters up front and including them in the budget. The Water Utility Board advocated additional testing was necessary. Public Works Director Edwards stated there was testing done which included flushing and no change in the water meter reading was evident. There was discussion on the age of meters and when they should be replaced. There was a six-year-old meter that just failed and cost the Town a new water heater. Most meters in the Town are over 10 years old. Edwards stated that the manufacturers will no longer be manufacturing the current meters the Town is installing, which will cause problems in the future. The council agreed to budget \$500,000 for new water meters, emphasizing the need for testing and efficiency.

- The Council agreed to a \$100,000 budget addition for 10 water efficiency main line meters.
- The Council agreed to a \$50,000 budget addition for a water leak test.
- Town Administrator Aitken announced the successful purchase of a new dump truck for \$20,000 from the 2024-2025 budget.
- Town Administrator Aitken and Public Works Director Edwards requested \$20,000 remain in the next budget for maintenance for the new dump truck and \$35,000 for the purpose of purchasing a vac truck in the future. All Councilmen agreed to these budget additions.

c) Fee Schedule

- The Fee Schedule for 2025-2026 has been revised to include new permit applications and their corresponding fees.

4. Matters from the Mayor and Council

- Councilman Bitter has concluded his remarks and had no additional topics for discussion.
- Councilman Ellis noted that the solar ordinance is nearing its third reading and stressed the need for revisions before the next meeting. Councilman Merrill stated she had made edits and had just forwarded the document onto the council earlier in the day. Mayor Rok stated she was concerned with the use of the word “prohibited” with regards to pole mounted solar given the provision of the Wyoming Solar Rights Act. The Mayor also stated the Council should revisit considering adding the option of a variance for those residents who cannot take advantage of a roof mounted solar option. Mayor Rok mentioned that she would collaborate with Clerk Herd to include a variance section in the ordinance if time allowed.
- Councilman Merrill announced she is forming a non-profit and seeking a grant for the Town's T&T Board to support the Farmer's Market. She is hoping to create a non-profit board that will govern the farmers' market. Mayor Rok stated she has referred Councilman Merrill's grant application to the town attorney to ensure there are no conflicts of interest with respect to the formation of a non-profit by a councilmember which would then obtain town tax revenue for its operations. regarding any issues with non-profit.

5. Adjourn (motion) at 7:43 p.m.

- Councilman Ellis motioned to adjourn, and Councilman Toolson seconded, all ayes.

Please silence cell phones during the work session

Town of

Star Valley Ranch, Wyoming

The governing body of the Town of Star Valley Ranch does hereby appoint the following volunteers to the following positions as set in Title III Administration, Chapter 33 Town Organizations of the Town Code.

Natural Resource Board

- Debbie Lajeunesse, term ending June 2028
- Joanne Leeper, term ending June 2028
- Phil Raimondo, term ending June 2026
- Rick Nelson, Alternative Board Member, term ending June 2026

Planning and Commission

- Jennifer Steward, term ending June 2027
- Delores Albers, term ending June 2028
- Kathy Daulton, term ending June 2028
- Patricia Veronda-Naumoff, Alternative Board Member, term ending June 2026

Travel and Tourism

- Deb Stafford, Alternative Board Member, term ending June 2026
- Vince Barbisan, term ending June 2028

Finance Advisory

- Jay Averett, term ending June 2028
- Dave Wilson, term ending June 2028
- John McDaniel, term ending June 2026

Roads Advisory Board

- Lee Staley, term ending June 2028
- Marty Aroian, term ending June 2027

Report Criteria:
Detail report type printed

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
109	Aflac	167975	Aflac benefits	4121040	05/19/2025	122.12	5202501	05/20/2025
		167975	Aflac benefits	1021040	05/19/2025	488.48	5202501	05/20/2025
		841371	Aflac benefits	1021040	05/01/2025	514.84	562502	05/06/2025
		841371	Aflac benefits	4121040	05/01/2025	265.78	562502	05/06/2025
Total 109:						1,391.22		
116	NAPA Auto Parts	745004	Fuel filter	10430201	05/01/2025	92.43	592508	05/09/2025
		745514	NBH Heater	10430201	05/01/2025	46.23	592508	05/09/2025
		745593	Def	10430201	05/01/2025	12.99	592508	05/09/2025
		746380	Battery, core deposit	10430201	05/01/2025	589.92	592508	05/09/2025
		746426	Core deposit	10430201	05/01/2025	97.20-	592508	05/09/2025
		746427	Battery, core deposit	10430201	05/01/2025	164.24	592508	05/09/2025
		746466	oil filter, fuel filter, hydraulic	10430201	05/01/2025	38.04	592508	05/09/2025
		747189	Rear disc brake, font disc b	10430201	05/01/2025	83.98	592508	05/09/2025
		747238	Brake caliper	10430201	05/01/2025	135.59	52320250	05/23/2025
		747550	Motor assembly	10430201	05/06/2025	14.37	52320250	05/23/2025
Total 116:						1,080.59		
120	Amazon Capital Services	1CMN1VW4J	Amazon orders	10410258	05/01/2025	178.29	592501	05/09/2025
		1CMN1VW4J	Amazon orders	41430201	05/01/2025	104.68	592501	05/09/2025
		1CMN1VW4J	Amazon orders	10410238	05/01/2025	86.56	592501	05/09/2025
		1CMN1VW4J	Amazon orders	41410238	05/01/2025	42.63	592501	05/09/2025
		1CMN1VW4J	Amazon orders	10430201	05/01/2025	79.99	592501	05/09/2025
		1CMN1VW4J	Amazon orders	10430107	05/01/2025	87.57	592501	05/09/2025
		1CMN1VW4J	Amazon orders	10420203	05/01/2025	74.00	592501	05/09/2025
		1CMN1VW4J	Amazon orders	10420151	05/01/2025	91.47	592501	05/09/2025
		1CMN1VW4J	Amazon orders	10410257	05/01/2025	152.86	592501	05/09/2025
		1CMN1VW4J	Amazon orders	41410257	05/01/2025	19.99	592501	05/09/2025
		1KLT-XCG9-	Amazon orders	10410258	04/01/2025	328.91	52320250	05/23/2025
		1KLT-XCG9-	Amazon orders	10430402	04/01/2025	382.55	52320250	05/23/2025
		1KLT-XCG9-	Amazon orders	10410238	04/01/2025	31.48	52320250	05/23/2025
		1KLT-XCG9-	Amazon orders	41410238	04/01/2025	15.50	52320250	05/23/2025
		1KLT-XCG9-	Amazon orders	10430201	04/01/2025	113.23	52320250	05/23/2025
		1KLT-XCG9-	Amazon orders	10410257	04/01/2025	317.43	52320250	05/23/2025
		1KLT-XCG9-	Amazon orders	10410277	04/01/2025	675.88	52320250	05/23/2025
Total 120:						2,783.02		
173	Car Quest Auto Parts	1574469271	Oxygen, Acetylene, argon	10430201	05/01/2025	277.91	592503	05/09/2025
		1574469298	Acetylene	10430201	05/01/2025	27.50-	592503	05/09/2025
		1574469343	Oil and fuel uv leak dye	10430402	05/01/2025	8.15	592503	05/09/2025
		1574469882	Wheel studs, wheel nuts	10430201	05/01/2025	327.36	592503	05/09/2025
		1574469975	Wheel studs, wheel nuts	10430201	05/01/2025	327.36	592503	05/09/2025
		1574470121	Wheel nut	10430201	05/01/2025	639.40	592503	05/09/2025
		1574472161	Wheel seal	10430201	05/05/2025	102.58	592503	05/09/2025
		1574472833	Battery	10430201	05/13/2025	62.90	52320250	05/23/2025
		1574472848	Core	10430201	05/13/2025	10.00-	52320250	05/23/2025
Total 173:						1,708.16		
177	Caselle, Inc	140807	Software	10410804	05/01/2025	939.38	562503	05/06/2025
		140807	Software	41410803	05/01/2025	469.62	562503	05/06/2025

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
Total 177:						1,409.00		
241	Dry Creek Enterprises, Inc.	M10152	Portable toilet	10510204	05/01/2025	135.00	592504	05/09/2025
Total 241:						135.00		
243	Dustbusters, Inc.	CD20251152	Dustguard	10430101	05/08/2025	4,753.68	52320250	05/23/2025
		CD20251152	Dustguard	10430101	05/08/2025	4,682.45	52320250	05/23/2025
Total 243:						9,436.13		
265	Ferguson Waterworks #17	1600729	water parts	41430402	05/07/2025	1,907.43	15344	05/21/2025
Total 265:						1,907.43		
269	Forsgren Associates Inc	2503106	Water project 2023	41490027	05/01/2025	3,917.50	52320250	05/23/2025
		2504141	Hardman and Middle Branc	10490010	05/01/2025	19,035.00	52320250	05/23/2025
		2504142	Mountain Estates	10410400	05/01/2025	1,127.50	52320250	05/23/2025
		2504142	Mountain Estates	41410401	05/01/2025	1,127.50	52320250	05/23/2025
Total 269:						25,207.50		
270	Freedom Mailing Services,	50305	Billing mail service	41410273	05/01/2025	956.34	15332	05/07/2025
Total 270:						956.34		
288	GreatAmerica Financial Se	39135279	Copier Service	10410260	05/02/2025	160.62	562504	05/06/2025
		39135279	Copier Service	41410260	05/02/2025	79.11	562504	05/06/2025
Total 288:						239.73		
311	High Country Linen Service	501278	Shop Towels	10430402	05/01/2025	25.73	592505	05/09/2025
		501278	Shirts	10430121	05/01/2025	19.79	592505	05/09/2025
		501278	Shirts	41430121	05/01/2025	9.75	592505	05/09/2025
		502373	Shop Towels	10430402	05/01/2025	25.73	592505	05/09/2025
		502373	Shirts	10430121	05/01/2025	19.79	592505	05/09/2025
		502373	Shirts	41430121	05/01/2025	9.75	592505	05/09/2025
		503548	Shop Towels	10430402	05/05/2025	25.73	52320250	05/23/2025
		503548	Shirts	10430121	05/05/2025	19.79	52320250	05/23/2025
		503548	Shirts	41430121	05/05/2025	9.75	52320250	05/23/2025
		504783	Shop Towels	10430402	05/19/2025	25.73	52320250	05/23/2025
		504783	Shirts	10430121	05/19/2025	19.79	52320250	05/23/2025
		504783	Shirts	41430121	05/19/2025	9.75	52320250	05/23/2025
Total 311:						221.08		
347	Jenkins Ace Home Center	43025	Partition block	10430100	05/01/2025	310.50	15334	05/07/2025
Total 347:						310.50		
359	Conrad & Bischoff	69518225	Diesel	10430301	05/15/2025	3,193.23	52320250	05/23/2025
		69518225	Diesel	41430301	05/15/2025	1,720.15	52320250	05/23/2025
		69518225	Gasoline	10420005	05/15/2025	299.20	52320250	05/23/2025
Total 359:						5,212.58		

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
361	Avail Valley Construction	27099	Roadbase	10430105	05/01/2025	1,808.76	15330	05/07/2025
		6	Water improvement project	41490027	05/19/2025	12,169.02	15342	05/21/2025
Total 361:						13,977.78		
369	Lawson Products	9312462887	Elbow, coupling, connector,	10430402	05/08/2025	114.99	15346	05/21/2025
		9312466445	Towels, parts cleaner, glove	10430402	05/09/2025	242.18	15346	05/21/2025
Total 369:						357.17		
382	Lincoln County Sheriff's Off	050125	April communications	10420204	05/01/2025	880.00	15335	05/07/2025
Total 382:						880.00		
392	Lower Valley Energy	MAY 25	Electric- Town Hall	10430008	05/12/2025	893.71	5192502	05/19/2025
		MAY 25	Electric- Shop	41430098	05/12/2025	3,246.40	5192502	05/19/2025
Total 392:						4,140.11		
398	Luthi & Voyles LLC	3597	Town attorney	10440601	05/01/2025	1,210.00	592506	05/09/2025
		3598	Town Attorney	41410601	05/01/2025	237.00	592506	05/09/2025
		3599	Town attorney	10440601	05/01/2025	137.50	592506	05/09/2025
		3626	Town Attorney	10440601	05/01/2025	220.00	592506	05/09/2025
		3629	Town Attorney	10440601	05/01/2025	220.00	592506	05/09/2025
Total 398:						2,024.50		
486	Revize, LLC	20891	Annual software subscripti	10410216	05/01/2025	1,608.00	592509	05/09/2025
		20891	Annual software subscripti	41410216	05/01/2025	792.00	592509	05/09/2025
Total 486:						2,400.00		
489	Ridge Creek Investment C	6-25	Town Hall Payment	10430003	05/01/2025	2,233.11	15336	05/07/2025
		6-25	Town Hall Payment	41430001	05/01/2025	1,099.89	15336	05/07/2025
Total 489:						3,333.00		
521	Silver Star Communication	5-25	Town Hall Alarm G	10420214	05/01/2025	82.51	562505	05/06/2025
		5-25	Town Hall Alarm W	41420108	05/01/2025	41.25	562505	05/06/2025
		5-25	Office Phones G	10410225	05/01/2025	310.61	562505	05/06/2025
		5-25	Office Phones W	41410225	05/01/2025	152.98	562505	05/06/2025
Total 521:						587.35		
537	Star Valley Glass and Lock	75	Keys from sample	10510208	05/20/2025	8.40	15348	05/21/2025
Total 537:						8.40		
549	American Legal Publishing	42086	Ordinance pages	10410403	05/01/2025	1,028.42	592502	05/09/2025
		42086	Ordinance pages	41410403	05/01/2025	506.54	592502	05/09/2025
Total 549:						1,534.96		
550	Sterling Medical	2609	Employee Drug Testing	10420132	05/08/2025	50.00	15349	05/21/2025
		2609	Employee Drug Testing	41420132	05/08/2025			

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
Total 550:						50.00		
575	Thayne True Value Hardwa	B755755	Pipe, hook, turnbuckle	10430402	05/01/2025	314.91	15337	05/07/2025
		C717885	Connectors	10430100	05/01/2025	9.58	15337	05/07/2025
		C718510	Char Utili Runner	10430402	05/01/2025	34.99	15337	05/07/2025
		C718568	Material for council chamb	10430100	05/01/2025	55.44	15337	05/07/2025
		C719122	Nipple, Elbow, Caster, Hing	10430402	05/01/2025	92.46	15337	05/07/2025
Total 575:						507.38		
589	Town of Afton	18035 18036	Water lab	41430411	05/08/2025	111.00	15350	05/21/2025
Total 589:						111.00		
591	Town of Star Valley Ranch	4-25	Town Hall Water General	10430010	05/01/2025	358.83	562506	05/06/2025
		4-25	Public Works Water Gener	10430011	05/01/2025	35.37	562506	05/06/2025
		4-25	First Response	10420155	05/01/2025	67.18	562506	05/06/2025
		4-25	Dog Park	10510207	05/01/2025	67.00	562506	05/06/2025
		4-25	NRB Community Garden	10510208	05/01/2025			
		4-25	Town Hall Water	41430004	05/01/2025	162.95	562506	05/06/2025
		4-25	Public Works Water Water	41430097	05/01/2025	35.37	562506	05/06/2025
Total 591:						726.70		
617	Valley Tech LLC	4010	Computer Consulting	10410801	05/01/2025	150.75	15338	05/07/2025
		4010	Computer Consulting	41410801	05/01/2025	74.25	15338	05/07/2025
Total 617:						225.00		
628	VSP of Wyoming	MAY 25	Employee Benefits	10410130	05/17/2025	36.90	5192503	05/19/2025
		MAY 25	Employee Benefits	10420130	05/17/2025	21.34	5192503	05/19/2025
		MAY 25	Employee Benefits	10430130	05/17/2025	54.00	5192503	05/19/2025
		MAY 25	Employee Benefits	10460130	05/17/2025	12.49	5192503	05/19/2025
		MAY 25	Employee Benefits	41440130	05/17/2025	39.65	5192503	05/19/2025
Total 628:						164.38		
659	Wyoming Association of M	18224	RU Convention registration	10410209	05/19/2025	260.00	15351	05/21/2025
Total 659:						260.00		
677	Wyoming Office of State La	DW214 7/1/2	Loan payment for DW214	41450423	05/02/2025	195,313.84	15352	05/21/2025
Total 677:						195,313.84		
693	Yost Business Systems	B82647	Copier Contract	10410260	05/01/2025	19.53	15339	05/07/2025
		B82647	Copier Contract	41410260	05/01/2025	9.62	15339	05/07/2025
Total 693:						29.15		
714	Westbank Sanitation	4790059T02	Split Distribution	10430407	05/01/2025	30.79	562501	05/06/2025
		4790059T02	Split Distribution	41430407	05/01/2025	15.17	562501	05/06/2025
		4790059T02	Split Distribution	10510207	05/01/2025			
		4790573T02	Split Distribution	10430407	05/01/2025	292.95	562501	05/06/2025
		4790573T02	Split Distribution	41430407	05/01/2025	144.29	562501	05/06/2025
		4790573T02	Split Distribution	10510207	05/01/2025	44.06	562501	05/06/2025

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
Total 714:						527.26		
736	IDAWY Solid Waste	106163	CDW	10430407	05/01/2025	75.90	15333	05/07/2025
		106198	MSW	10430407	05/01/2025	10.00	15333	05/07/2025
		107604	Dump disposal	10430407	05/12/2025	16.10	15345	05/21/2025
		107604	Dump disposal	41430407	05/12/2025			
		15188	Dead animal	10430407	05/01/2025	20.00	15345	05/21/2025
Total 736:						122.00		
762	Verizon	6112772615	Cell Phones	10410225	05/01/2025	96.77	5192504	05/19/2025
		6112772615	Cell Phone SMO	10420004	05/01/2025	95.17	5192504	05/19/2025
		6112772615	Cell Phones Water Dept.	41410225	05/01/2025	198.42	5192504	05/19/2025
Total 762:						390.36		
779	Broulim's	0184479	Office supplies	10410258	05/01/2025	26.64	15331	05/07/2025
		0265761	alcohol for water lab	41410258	05/01/2025	16.13	15331	05/07/2025
		Total 779:						42.77
785	Principal Life Insurance Co	JUNE 25	Employee Benefits	10410130	05/17/2025	38.44	5192505	05/19/2025
		JUNE 25	Employee Benefits	10420130	05/17/2025	29.91	5192505	05/19/2025
		JUNE 25	Employee Benefits	10430130	05/17/2025	35.62	5192505	05/19/2025
		JUNE 25	Employee Benefits	41440130	05/17/2025	28.34	5192505	05/19/2025
		JUNE 25	Employee benefits	10460130	05/17/2025	18.13	5192505	05/19/2025
Total 785:						150.44		
798	Union Wireless	050325	Scada card	41410225	05/03/2025	77.46	5192506	05/19/2025
Total 798:						77.46		
807	US Bank	0025382203	Notary stamp	10410258	05/15/2025	33.90	5192501	05/19/2025
		143494	East Elkhorn water project	41430200	05/15/2025	650.17	5192501	05/19/2025
		1802399793	Material for council chamb	10490815	05/15/2025	102.02	5192501	05/19/2025
		227	Room for trip	41410210	05/15/2025	303.00	5192501	05/19/2025
		229	Room for trip	41410210	05/15/2025	303.00	5192501	05/19/2025
		26	Trip expense	41410210	05/15/2025	47.74	5192501	05/19/2025
		3	Trip expense	41410210	05/15/2025	54.76	5192501	05/19/2025
		301	Trip expense	10410210	05/15/2025	237.30	5192501	05/19/2025
		305229763	Zoom	10410802	05/15/2025	10.71	5192501	05/19/2025
		305229763-2	Zoom	41410802	05/15/2025	5.28	5192501	05/19/2025
		316513	2 in red lion pump cast iron	10430402	05/15/2025	1,054.12	5192501	05/19/2025
		321349539	pipet and tips	41430239	05/15/2025	576.95	5192501	05/19/2025
		42925	Trip expense	10410210	05/15/2025	44.04	5192501	05/19/2025
		43025	microsoft for public works	10410801	05/15/2025	104.99	5192501	05/19/2025
		4DD0F9	Trip expense	41410210	05/15/2025	26.45	5192501	05/19/2025
		51225	Guard rails for Middle Bran	10430409	05/15/2025	3,948.00	5192501	05/19/2025
		51925	Trevor hotel for Wam	10410210	05/15/2025	377.06	5192501	05/19/2025
		5825	Trevor WAM training	10410209	05/15/2025	260.00	5192501	05/19/2025
		6118	Irrigation parts	41430420	05/15/2025	286.38	5192501	05/19/2025
		7142JC	Sensor Tuspo	10430201	05/15/2025	789.18	5192501	05/19/2025
		758	Gas for trip	10410210	05/15/2025	35.21	5192501	05/19/2025
		8179G	Office supplies	10410258	05/15/2025	92.36	5192501	05/19/2025
		91274	Trip expense	10410210	05/15/2025	26.49	5192501	05/19/2025

Vendor Number	Name	Invoice Number	Description	GL Account	Invoice Date	Check Amount	Check Number	Check Issue Date
		96454963	Safety vest	10430402	05/15/2025	17.99	5192501	05/19/2025
		MAY 25	Advertisement for Clerk in	10410204	05/15/2025	110.00	5192501	05/19/2025
		MC21153091	Mailchimp service	10410802	05/15/2025	17.76	5192501	05/19/2025
		MC21153091	Mailchimp service	41410802	05/15/2025	8.74	5192501	05/19/2025
		O1074354	Lab equipment	41430402	05/15/2025	391.20	5192501	05/19/2025
Total 807:						9,914.80		
808	Burton Rental	755	Skid steer mower rental	10430112	05/20/2025	997.94	15343	05/21/2025
Total 808:						997.94		
811	Melody Leseberg	8	Court clerk	10450300	05/01/2025	500.00	592507	05/09/2025
Total 811:						500.00		
814	Valley Cleaning Services L	339	Cleaning Services	10430100	05/01/2025	991.60	592510	05/09/2025
		339	Cleaning Services	41430100	05/01/2025	488.40	592510	05/09/2025
Total 814:						1,480.00		
815	Reiman Corp	2	Middle Branch Bridge	10490010	05/01/2025	502,398.00	15347	05/21/2025
Total 815:						502,398.00		
816	Home Depot	MAY 25	Materials for council chamb	10490815	05/13/2025	90.09	5192507	05/19/2025
Total 816:						90.09		
Grand Totals:						795,320.12		

Report Criteria:
Detail report type printed

Town of Star Valley Ranch

Special Municipal Officer

5/01/2025 5/31/2025

Verbal Warnings	6
Written Warnings	2
Citations	0

Animal Complaint	4	Water Shut-off	0
Building & Zoning	2	Meter Pit Tampering	0
Road Right-of-Way	2	LCSO Assist	0
Snow Complaint	0	Fire Prevention\open fire	0
Nuisance Comp.	0	Stop work order	0
Road damage	0	Animal Impound	0
STR Complaint		Other	0

Star Valley Ranch

3/1/25 to 3/31/25

Citations	0
Warnings	1
CFS/Law Incidents	10
Special Patrol	39

Animal Problem		Abandoned Vehicle	
Agency Assist		Alarms	
Assault		Auto Accident	
Burglary		Animal problem	
Citizen Assist		Citizen Dispute	2
Civil standby	1	Controlled Burn	
Child abuse		Alcohol problem	
Controlled Substance		Disturbance	1
Custodial Interference		Domestic Violence	
Drugs		Dead body	
e911		Harassing	
Intoxication		Field contact	
Fraud		Littering	
Information		Lost/Found Property	
Juvenile Problem		Parking problem	
Lost/Found Animal	1	Public relations	
Motor assist		Medical	
Reckless driving		Warrant	1
Search & Rescue		School assist	
REDDI		Suspicious	2
Theft		Threatening	
Traffic	1	Vin inspection	1
Welfare check		Weapon offense	
Trespassing		Vandalism	
Utility problem		VIN Stamp	



MEMO

TO: Mayor Rok, members of the Town of Star Valley Ranch Town Council.
FROM: Larry Lawton, Municipal Judge
RE: Monthly Report
DATE: 10 June 2025

This written report covers fines received and court activity during the month of May 2025, in conformity with §5-6-204, Wyoming statutes, which compels a monthly report to you, accounting for all fines and penalties collected by the Municipal Court.

A total of \$660.00 was collected in the month of May.

A trial was held on May 13, 2025 concerning several offenses relating to a dog allegedly owned by a town resident. A case of a dog acting in an aggressive manner was dismissed by agreement with the complaining resident. The Defendant was found not guilty of allowing a dog to run free upon testimony that the dog inadvertently (and briefly) escaped. The same Defendant was found not guilty of leaving feces on the property of another upon testimony that the offense was committed by a dog very similar in appearance. However, the Defendant was found guilty of having an unlicensed dog, and paid a fine of \$25.00, plus \$35.00 in court costs, for a total fine of \$60.

A trial was also held for parking in a restricted area, but a not guilty verdict was rendered upon showing that the sign was leaning on a snowbank, and the wording on the sign totally obscured by snow.

A fine of \$600.00 was assessed and paid by an owner who violated the ordinance regulating short-term rentals.

LARRY LAWTON

Municipal Judge, Town of Star Valley Ranch

The Town of
Star Valley Ranch, Wyoming
Ordinance 2025-04

Title XV Land Usage
Chapter 154 Zoning

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

Explanation: An update to existing code to update language regarding solar power systems and other personal utilities.

Existing Title XV Chapter 154 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.

§ 154.080 PERSONAL UTILITIES.

(A) *Solar.* ~~Solar energy systems can be separated into two basic types:~~

~~(1) Photovoltaic (PV) systems; and~~

~~(2) Solar domestic hot water systems.~~

~~(3) Photovoltaic systems (PV system) use solar panels to convert sunlight into electricity.~~

~~A system is made up of one or more photovoltaic (PV) panels, a DC/AC power converter (also known as an inverter), a racking system that holds the solar panels, electrical interconnections and mounting for other components. Only PV systems that meet or exceed the following requirements are allowed.~~

~~(a) All PV systems shall be in compliance with Article 690 of the National Electrical Code (NEC). Article 690 in the NEC spells out requirements for designing and installing safe, reliable, code-compliant PV systems.~~

~~(b) All PV systems shall be in compliance with the current adopted Town Codes.~~

~~1. No battery PV systems.~~

- ~~2.~~ 1. Only roof-mounted PV systems. Solar systems may will be roof mounted, but must conform to building code. Structural calculations by a licensed structural engineer shall be required.
- ~~3.~~ 2. No PV solar system and/or solar collectors shall cause undue hardships on the rights of adjacent property owners. No solar energy system, including solar panels or solar collectors, shall be installed or operated in a manner that unreasonably interferes with the use, enjoyment, or value of adjacent properties. Solar domestic hot water systems generate hot water homes. Solar water heating systems include storage tanks and solar collectors.
4. 3. Pole-mounted solar systems are prohibited. must meet the following:
- ~~(a) local building code and NFPA 2020 electrical code as well as IRC 2021 building code.~~
 - ~~(b) Electrical Engineer stamped drawings for vertical or horizontal pole-mounted solar panels, including schematic~~
 - ~~(c) One line diagram on site plan showing locations of pole-mounted arrays including total square foot or pole mount locations, combiner box, inverter, battery bank, and/or disconnects~~
 - ~~(d) Plans shall include watts per panel with UL-listed equipment on A/C and D/C loads, including wire size and breaker size~~
- ~~(4) Only systems that meet or exceed the following requirements are allowed:~~
- ~~(a) Indirect (closed loop). A heat exchanger is used to transfer heat from a collector fluid to water you drink. Potable water never mixes with the heat exchange fluid. The heat exchange fluid varies, depending on the type of system, from plain water to propylene glycol; and~~
 - ~~(b) Active. Pumps are used to move fluids around in the system.~~
- ~~(5) Types of permitted solar collectors used for residential applications are evacuated tube solar collectors. They feature parallel rows of transparent glass tubes. Each tube contains a glass outer tube and metal absorber tube attached to a fin. The fin's coating absorbs solar energy but inhibits heat loss.~~
- ~~(6) All solar domestic hot water systems shall be in compliance with all current adopted Town Codes.~~

- ~~(7) All solar domestic hot water systems shall be in compliance with the 2006 edition of the ICC.~~
- ~~(8) All PV systems that are a part of a solar domestic hot water system shall be in compliance with Article 690 of the National Electrical Code (NEC).~~
- ~~(9) All solar water heating system and/or collectors shall be certified by the Solar Rating and Certification Corporation. (<http://www.solar-rating.org>)~~
- ~~(10) All solar domestic hot water systems shall have an installation certificate form filled out by the installer.~~
- ~~(11) Only house-mounted solar domestic hot water systems are allowed.~~
- ~~(12) No solar domestic hot water system and/or solar collectors shall cause undue hardships on the rights of adjacent property owners.~~
- (B) *Wind.* Small wind energy systems, i.e., wind turbines (tower mount or roof-top) are not allowed in the town. ~~The National Renewable Laboratory Energy (NREL) residential-scale wind resource maps show the area the town to be unsuited to support small wind energy systems.~~
- (C) *Sewer.* Septic systems are allowed by the county and as such are governed by county regulations and require a permit from the county. ~~The Town requires installation of enhanced/advanced septic treatment systems (as directed by NSF Standard 40) for all new homes and replacement of existing septic systems to include those in the single-family residential zone.~~ Should a sewer system be installed by the town at some future date, all residents in the area served by that sewer system shall be required to connect to that system ~~and pay any necessary fees.~~
- (D) *Water.* All town residents are required to connect to the town water system. Private water wells are not allowed ~~on~~ ~~in~~ the town.

The above ordinance has been posted as per W.S.S. §15-1-116(b) and recorded in the office of the Town Clerk.

Mayor

Attest: Town Clerk

The Town of

Star Valley Ranch, Wyoming

ORDINANCE: 2025-05

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

Appropriations for Fiscal Year 2025-2026

Explanation: An Ordinance providing Operating and Capital Budgets for the Town of Star Valley Ranch for the fiscal year beginning July 1, 2025, and ending June 30, 2026.

General Fund Operating Budget – FY 2025 – 2026**GF Revenue:**

<u>GENERAL FUND INCOME</u>	2025 Estimate	% Change	3rd Reading 2026 Budget	2nd Reading 2026 Budget	Change	1st Reading 2026 Budget	Change	Comment
TAXES								
PROPERTY TAXES - GEN FUND	553,583	-22.3%	430,000	442,866	(12,866)	442,615	(12,614)	Updated Number from the County
5TH PENNY SALES TAX	713,680	3.5%	738,659	738,659	-	743,251	(4,593)	Based upon Spending in County
MOTOR VEHICLE TAXES FROM LC	73,953	3.5%	76,541	76,541	-	76,541	-	
TOTAL TAXES	1,341,216	-7.2%	1,245,200	1,258,066	(12,866)	1,262,407	(17,207)	
LICENSE & PERMIT								
LICENSES & PERMITS	15,602	3.5%	16,148	16,148	-	17,235	(1,087)	
LIQUOR LICENSES	6,400	0.0%	6,400	6,400	-	6,624	(224)	
NON-REFUNDABLE BUILDING PERMIT	88,917	3.5%	92,029	92,029	-	92,935	(907)	
FRANCHISE FEES - SILVERSTAR	6,341	3.5%	6,563	6,563	-	6,563	-	
FRANCHISE FEES - LOWER VALLEY	9,108	3.5%	9,427	9,427	-	9,427	-	
TOTAL LICENSE & PERMIT	126,368	3.3%	130,567	130,567	-	132,784	(2,217)	
INTERGOVERNMENTAL REVENUE								
SALES AND USE TAX	856,852	-8.0%	788,303	788,303	-	948,394	(160,091)	State Forecast Data - Lincoln Co down 8%
GASOLINE & SPECIAL FUELS TAX	29,304	3.5%	30,330	30,330	-	30,029	301	
DIRECT DISTRIBUTIONS	202,903	3.5%	210,004	210,004	-	210,004	-	
MINERAL ROYALTIES	153,754	3.5%	159,135	159,135	-	159,135	-	
SEVERANCE TAX	72,923	3.5%	75,475	75,475	-	75,475	-	
CIGARETTE TAX	44	3.5%	46	46	-	49	(3)	
WY LOTTERY DISTRIBUTION	15,041	3.5%	15,568	15,568	-	15,568	-	
LODGING TAX (Travel & Tourism)	23,942	4.4%	25,000	24,780	220	24,041	959	Travel & Tourism Request to change
GAMING COMMISSION REVENUE	342	3.5%	354	354	-	354	-	
TOTAL INTERGOVERNMENTAL REVENUE	1,355,104	-3.8%	1,304,215	1,303,995	220	1,463,049	(158,834)	
INTEREST EARNED								
INTEREST INCOME	130,369	-44.2%	72,719	98,019	(25,300)	135,978	(63,259)	Lower Interest on Cash Balances
TOTAL INTEREST EARNED	130,369	-44.2%	72,719	98,019	(25,300)	135,978	(63,259)	
MISC. REVENUE								
FAX OR COPY REVENUE	37	3.5%	38	38	-	38	-	
MISCELLANEOUS REVENUE	18,177	-100.0%	-	-	-	616	(616)	
COURT FINES AND FORFEITS	4,228	3.5%	4,376	4,376	-	6,104	(1,728)	
DONATIONS - NRB	14,105	3.5%	14,599	14,599	-	14,506	93	
CHARGES FOR GOODS - GEN GOV'T	2,930	-67.0%	967	967	-	973	(7)	
PROCEEDS FROM SALE OF ASSETS	3,272	-100.0%	-	-	-	-	-	
PO BOX KEY FEES	4,200	3.5%	4,347	4,347	-	3,623	725	
TOTAL MISC. REVENUE	46,949	-48.2%	24,327	24,327	-	25,860	(1,533)	
TOTAL GENERAL FUND REVENUE	3,000,005	-7.4%	2,777,028	2,814,974	(37,947)	3,020,078	(243,050)	Down Property Tax & Lower Interest

GF Expenses:

GENERAL FUND EXPENSES (Non-Capital)	% Change		3rd Reading	2nd Reading	% Change		1st Reading	Comment
	2025 Est	Change	2026 Budget	2026 Budget	Change	2026 Budget	Change	
Administration	480,675	-4.8%	450,226	457,514	(7,288)	457,487	28	Continue to Refine Wages & Benefits (new hires)
Public Safety	520,445	0.6%	523,387	523,387	-	502,009	21,378	
Operations	1,065,464	-2.4%	1,062,741	1,039,897	22,844	1,039,019	878	Continue to Refine Wages & Benefits (new hires)
Attorney	14,822	3.5%	15,341	15,341	-	15,044	297	
Municipal Court	6,370	122.3%	14,161	14,161	-	8,100	6,060	
Buildings & Planning	114,593	-22.1%	89,225	89,225	-	85,138	4,088	
Executive	25,578	6.5%	27,241	27,241	-	27,043	198	
Travel & Tourism	3,786	418.8%	25,000	19,641	5,359	19,641	-	New Spending Plan from T&T
Parks & Recreation	14,467	3.5%	14,974	14,974	-	14,274	699	
TOTAL GENERAL FUND EXPENSES	2,246,200	-2.0%	2,222,295	2,201,381	20,914	2,167,755	33,626	

GF Net Excess/(Deficit) (Non-Capital Expense):

Revenue less Expenditures (Non-Capital)	% Change		3rd Reading	2nd Reading	% Change		1st Reading	Comment
	2025 Est	Change	2026 Budget	2026 Budget	Change	2026 Budget	Change	
General Fund Revenue	3,000,005	-6.2%	2,777,028	2,814,974	(37,947)	3,020,078	(205,104)	Lower Property & Sales Tax Revenue
General Fund Expenses	2,246,200	-2.0%	2,222,295	2,201,381	20,914	2,167,755	33,626	Continue Refine Wages & Benefits (new hires)
Total GF Net Excess/(Deficit)	753,806	-18.6%	554,732	613,593	(58,861)	852,323	(238,730)	

GF Capital Authorizations & Spending:

Rank	Department	Description	Authorized	Timing	3rd Reading	2nd Reading	Change	1st Reading	Change
					2026 Bud Spend	2026 Bud Spend		2026 Bud Spend	
High	Admin	IWORQ Service Implement #1	\$ 12,000	Summer	\$ 12,000	\$ 12,000	-	\$ 12,000	-
High	Admin	Mail Center Lockers	\$ 14,000	Summer	\$ 14,000	\$ 14,000	-	\$ 14,000	-
Medium	Admin	IWORQs Software - Implement #2	\$ 15,000	Summer	\$ 15,000	\$ 15,000	-	\$ 15,000	-
High	PW - Roads	2020 CAT 360 Mini Exc	\$ 55,000	September	\$ 55,000	\$ 55,000	-	\$ -	55,000
High	PW - Roads	Road Truck (i.e. F-550)	\$ 60,000	Summer	\$ 60,000	\$ 60,000	-	\$ 60,000	-
High	PW - Roads	Dump Truck Upgrades	\$ 20,000	Summer	\$ 20,000	\$ 60,000	(40,000)	\$ 60,000	-
High	PW - Roads	Vista Pavement	\$ 600,000	Spring 2026	\$ 600,000	\$ -	600,000	\$ 1,200,000	(1,200,000)
	PW - Roads	Vista Road Base	\$ 15,000	Summer	\$ 15,000	\$ 15,000	-		
High	PW - Roads	Plat 5 Chip Seal	\$ 220,000	Summer	\$ 220,000	\$ 200,000	20,000	\$ 200,000	-
High	PW - Roads	Plat 21 Chip Seal	\$ 200,000	Summer	\$ 200,000	\$ 180,000	20,000	\$ 180,000	-
High	PW - Roads	Vista E & W Drainpipe Roadbase	\$ 10,000	Summer	\$ 10,000	\$ 10,000	-	\$ 10,000	-
Medium	PW - Roads	Road Truck Plow	\$ 10,000	Summer/Fall	\$ 10,000	\$ 10,000	-	\$ 10,000	-
Medium	PW - Roads	Tailgate Sand Spreader	\$ 4,000	Summer/Fall	\$ 4,000	\$ 4,000	-	\$ 4,000	-
Low	PW - Safety	Covered Bus Stops	\$ -	Summer/Fall	\$ -	\$ -	-	\$ 14,000	(14,000)
Low	PW - Safety	First Response Improvements	\$ -	Summer/Fall	\$ -	\$ -	-	\$ -	-
Low	PW - Tourism	Park Development	\$ -	Summer/Fall	\$ -	\$ -	-	\$ -	-
High	PW - Roads	Tire Balancer	\$ 10,000	Summer	\$ 10,000	\$ -	10,000	\$ -	-
High	PW - Roads	Additional Truck	\$ 35,000	Summer/Fall	\$ 20,000	\$ -	20,000	\$ -	-
Total GF Combined CAPEX Projects Authorized			\$ 1,280,000		\$ 1,265,000	\$ 635,000	630,000	\$ 1,779,000	(1,144,000)

GF Cash Balance Reserves:

	Estimate Jun:25	3rd Reading Budget 2026	2nd Reading Budget 2026	Change	1st Reading Budget 2026	Change	
General Fund Cash Balances:							
TOWN-CASH IN COMBINED FUND							
GEN SAVINGS WCLASS							
GF CAP EQUIP WCLASS							
GF ROAD REHAB WCLASS							
TOWN FACILITIES WCLASS							
BOSV INDEMNIFICATION ACCOUNT							
ESTIMATED SURPLUS/(DEFICIT)	239,718	554,732	613,593	(58,861)	852,323	(238,730)	Decreased Revenue & Interest
CAPITAL "CASH" SPENDING	(600,000)	(1,265,000)	(635,000)	(630,000)	(1,779,000)	1,144,000	Added Vista Pavement
Total General Fund Cash Balances	2,088,491	1,378,223	2,067,084	(688,861)	1,705,674	361,410	

Water Fund Operating Budget – FY 2025 – 2026

WF Revenue:

	2025 Estimate	% Change	3rd Reading 2026 Budget	2nd Reading 2026 Budget	Change	1st Reading 2026 Budget	Change	Comment
<u>WATER FUND INCOME</u>								
MISC. REVENUE								
MISCELLANEOUS INCOME	51,616	-50.0%	25,808	25,808	-	30,459	(4,651)	Some will not repeat in 2026
INTEREST EARNED-WATER	162,501	-30.7%	112,639	110,498	2,140	175,705	(63,066)	Lower Interest on Cash Balances
PROCEEDS FROM ASSETS DISPOSAL	3,850	-100.0%	-	-	-	-	-	No Asset Sales Planned
TOTAL MISC. REVENUE	217,966	-36.5%	138,447	136,306	2,140	206,164	(67,717)	
OPERATING REVENUE								
WATER SERVICE - FLAT RATE (Usage)	261,957	0.0%	261,957	261,957	-	272,629	(10,672)	Usage Fee - Stays Flat (Install new meters)
BASE FEE	986,719	2.2%	1,008,822	986,719	22,103	999,469	9,353	Base Charge \$67/month - Used Actual Data
TURN ON/OFF FEES	7,000	0.0%	7,000	7,000	-	7,297	(297)	Review for Non-Operating Hours
SERVICE AVAIL FEE	276,067	2.2%	282,140	276,067	6,073	269,242	12,899	Non-Usage \$28/month - Used Actual Data
SYSTEM DEVELOPMENT FEES (Tap In)	67,500	66.7%	112,500	67,500	45,000	54,338	58,163	Tap Ins \$7,500 each (Added 6 to 15 Total)
PENALTIES (2025 Adjusted)	17,268	45.9%	25,200	25,200	-	23,637	1,563	More Accurate Estimate
TOTAL OPERATING REVENUE	1,616,511	5.0%	1,697,619	1,624,443	73,176	1,626,611	71,008	
TOTAL WATER FUND REVENUE	1,821,950	0.8%	1,836,065	1,760,749	75,316	1,832,775	3,290	Mostly Lower Interest Earned on Lower Cash

WF Expenses:

	2025 Est	% Change	3rd Reading 2026 Budget	2nd Reading 2026 Budget	Change	1st Reading 2026 Budget	Change	Comment
<u>WATER FUND EXPENSES (Non-Capital)</u>								
Administration	133,658	9.2%	145,896	145,896	-	144,863	1,032	
Water Service & Contracts	20,298	18.8%	24,108	24,108	-	21,131	2,977	
Water Administrative	211,690	0.8%	213,364	213,364	-	210,451	2,913	
Water Salaries & Wages	340,613	96.3%	642,841	668,529	(25,688)	587,599	80,930	Continue Refine Wages & Benefits (new hires)
Principal & Interest	479,453	42.1%	681,396	681,396	-	687,394	(5,998)	
Bad Debt Expense	6,476	0.4%	6,500	6,500	-	6,500	-	
TOTAL WATER FUND EXPENSES	1,192,188	45.9%	1,714,105	1,739,793	(25,688)	1,657,938	81,855	

WF Net Excess/(Deficit) (Non-Capital Expense):

	2025 Est	% Change	3rd Reading 2026 Budget	2nd Reading 2026 Budget	Change	1st Reading 2026 Budget	Change	Comment
Water Fund Revenue	1,821,950	-3.4%	1,836,065	1,760,749	75,316	1,832,775	(72,026)	Continue Refine Wages & Benefits (new hires)
Water Fund Expenses	1,192,188	45.9%	1,714,105	1,739,793	(25,688)	1,657,938	81,855	Continue Refine Wages & Benefits (new hires)
Total WF Net Excess/(Deficit)	629,761	-96.7%	121,960	20,956	101,004	174,837	(153,881)	

WF Capital Authorizations & Spending:

Rank	Department	Description	Amount	Timing	3rd Reading 2026 Bud Spend	2nd Reading 2026 Bud Spend	Change	1st Reading 2026 Bud Spend	Change
High	PW - Water	2023 Water Project Completion	\$ -	Summer/Fall	\$ 842,000	\$ 842,000	-	\$ 842,000	-
High	PW - Water	PRV Rehab Project	\$ 75,000	Summer/Fall	\$ 75,000	\$ 79,667	(4,667)	\$ 79,667	-
Med	PW - Water	4" Line Replacement	\$ -	Summer	\$ -	\$ 200,000	(200,000)	\$ -	200,000
High	PW - Water	Water Efficiency Meters (MAIN Lines)	\$ 100,000	Summer	\$ 100,000	\$ 45,000	55,000	\$ -	45,000
High	PW - Water	Green Canyon Water Tank (Lining)	\$ 500,000	Oct/Nov	\$ 500,000	\$ 500,000	-	\$ 500,000	-
High	PW - Water	Prater Delivery Line	\$ 1,200,000	TBD	\$ 400,000	\$ 400,000	-	\$ 400,000	-
High	PW - Water	Residence - Replacement Meters	\$ 500,000	Fall	\$ 500,000	\$ -	500,000	\$ -	-
High	PW - Water	Leak Tester	\$ 50,000	Summer	\$ 50,000	\$ -	50,000	\$ -	-
Total Water Fund CAPEX Projects Authorized			\$ 2,425,000		\$ 2,467,000	\$ 2,066,667	400,333	\$ 1,821,667	245,000

WF Cash Balance Reserves:

	Estimate Jun:25	3rd Reading Budget 2026	2nd Reading Budget 2026	Change	1st Reading Budget 2026	Change	
Water Fund Cash Balances:							
WATER-CASH IN COMBINED FUND							
WATER - CASH BOX							
BOSV CD #8490 LOANPMTRESV							
WATER SAVINGS WCLASS							
ARPA FUND ACCOUNT							
WF CAP EQUIP WCLASS							
WF SYS RESERVE WCLASS							
LOAN REPAYMENT WCLASS							
SINKING FUND WCLASS							
UTILITY CASH CLEARING ACCOUNT							
ESTIMATED SURPLUS/(DEFICIT)	247,293	121,960	20,956	101,004	174,837	(153,881)	Additional Taps & Lower Exp
CAPITAL "CASH" SPENDING	-	(2,467,000)	(2,066,667)	(400,333)	(1,821,667)	(245,000)	New Meters Spending
Total Water Fund Cash Balances	4,053,144	1,708,105	2,007,433	(299,329)	1,807,789	199,644	

Total Combined Operating Budget – FY 2025 – 2026

Excluding Capital Spend	2025 Est	% Change	3rd Reading 2026 Budget	2nd Reading 2026 Budget	Change	1st Reading 2026 Budget	Change	Comment
TSVR Total Revenue	4,821,955	-5.1%	4,613,093	4,575,723	37,370	4,852,853	(277,130)	Lower Property & Sales Tax + Lower Interest Earned
TSVR Total Expenses	3,438,388	14.6%	3,936,400	3,941,174	(4,774)	3,825,693	115,481	Higher overall Spending (Wages, Benefits & Other)
Total Net Excess/(Deficit)	1,383,567	-54.1%	676,693	634,549	42,143	1,027,160	(392,610)	Projecting lower Over Excess

	Authorized	3rd Reading 2026 Bud Spend	2nd Reading 2026 Bud Spend	Change	1st Reading 2026 Bud Spend	Change
CAPEX Authorizations and "Cash" Spend	\$ 3,705,000	\$ 3,732,000	\$ 2,701,667	1,030,333	\$ 3,600,667	(899,000)

	Estimate Jun:25	3rd Reading Budget 2026	2nd Reading Budget 2026	Change	1st Reading Budget 2026	Change
Combined Ending Cash Balances	6,141,635	3,086,328	4,074,517	(988,189)	3,513,463	561,054

Increased Capital Spend (Vista & Meters)

The above ordinance has been posted as per W.S.S. §15-1-116(b) and recorded in the office of the Town Clerk.

Mayor

Attest: Town Clerk

The Town of
Star Valley Ranch, Wyoming
Ordinance 2025-06

**Title XV Land Usage
Chapter 150 Buildings**

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

Explanation: An revision to existing code to update building requirements to the 2021 editions of the International Building Code (IBC), the International Residential Code (IRC), the International Mechanical Code (IMC), the International Plumbing Code (IPC), the International Fuel Gas Code (IFGC), the International Fire Code (IFC), and the International Existing Building Code (IEBC) as published by the International Code Council (ICC).

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 completion of the third reading and passage.

CHAPTER 150 BUILDINGS

§ 150.017 PURPOSE.

The town adopted a set of building codes and a requirement to obtain a building permit for new construction, alteration and major repairs in order to better protect the health, welfare and safety of its residents. For this reason, the town adopted elements of the ~~2018~~ International Building Code (IBC), the ~~2018~~ International Residential Code (IRC), the ~~2018~~ International Mechanical Code (IMC), the ~~2018~~ International Plumbing Code (IPC), the ~~2018~~ International Fuel Gas Code (IFGC), the ~~2018~~ International Fire Code (IFC) published by the International Code Council (ICC) and the National Electric Code (NEC) as adopted by the State Department of Fire Prevention and Electrical Safety, State Fire Marshal. For the same reason, the town requires the inspection by the town's certified building inspector to assure adherence to the adopted codes. [See § 150.075 for more specifics on adopted building codes.](#)

§ 150.075 INTERNATIONAL BUILDING CODE.

(A) Buildings and temporary structures built or located within the town from and upon the adoption of this subchapter shall be constructed in accordance with the

requirements of the International Building Code (IBC), ~~2018~~ 2021 Edition, as published by the International Code Council (ICC), specifically excluding all appendices. Construction documents shall be designed and sealed by a Wyoming ~~certified structural or civil engineer. registered design professional.~~

(B) The said code is incorporated herein by reference as if the same were more fully herein set out except as follows.

(1) Section 101.1 Title. Delete (Name of Jurisdiction). Insert (Town of Star Valley Ranch).

(2) Section 101.4.3 Plumbing. The last sentence shall be deleted and replaced with: "The provisions of the Wyoming Department of Environmental Quality shall apply to private sewage disposal systems".

(3) Section 101.4.4 Property maintenance. Shall be deleted in its entirety.

(4) Rescind 150.075 International Building Code (B)(4).

(5) Section 102.6 Existing structures. Delete International Property Maintenance Code in its entirety.

(6) Section 103.3 Deputies. The last sentence shall be deleted.

(7) Section 105.2 Work exempt from permit. Under "Buildings" paragraph 2, fences, shall be deleted in its entirety.

(8) Section 109.2 Schedule of fees. Shall read "For all buildings or structures requiring any permit, the fee for such permit shall be set forth in the Town of Star Valley Ranch Code, §§ 150.035 through 150.050."

(9) Section 109.6 Refunds. Shall read "Refunds are described in the Town of Star Valley Ranch Code, §§ 150.035 through 150.050."

(10) Section 114.4 Violation penalties. Shall read "Penalties for infractions are described in ~~the~~ § 35.01. Stop work orders as described in §§ 150.055 through 150.060".

(11) Section 901.7 Rescind 150.075 International Building Code (B)(11).

(12) Section 903.2 Where required. A second sentence shall be added and shall read. "Additionally, all buildings and occupancies with a building area of 5,000 square feet or larger on the main living floor shall be protected by an automatic sprinkler system designed and installed in accordance with Section 903.3.1 through 903.3.8."

(13) Rescind 150.075 International Building Code (B)(13).

(14) Section 1301.1.1 Criteria. Delete in its entirety and insert Town Values.

Town Values	
Building Location	
Climate Zone	7

Minimum Insulation R- Values	
Maximum Glazing Factor	0.35 Windows - 0.55 Skylights
Ceilings	R- 49 60
Walls	R- 21 30
Floors	R- 21 38
Basement Walls	R- 13 19
Slab Perimeter R-Value and Depth	R- 13 10 - 36" 48"
Crawl Space Walls	R- 10 13

(15) Section 1608.2 Ground snow loads. A sentence shall be added to read. "The flat roof snow load shall be 100 lbs. per sq. ft. for the Town of Star Valley Ranch, Wyoming."

(16) Section 1809.4 Depth and width of footings. The minimum ~~bury~~ ~~bearing~~ depth of footings below the undisturbed ground surface shall be 36 inches unless a deeper depth is recommended by a geotechnical soil investigation. The minimum width of footings shall be 12 inches.

(17) Section 1805.1.2 Under floor space. The second sentence shall be revised to read. "Where there is evidence that the seasonal ground water table rises to the elevation of the crawl space, ground level, that the under-floor space shall be elevated to a minimum of 12 inches above such elevation unless an approved drainage system is provided."

(18) Section 1809.12 Timber footings. Shall be deleted in its entirety.

§ 150.076 INTERNATIONAL RESIDENTIAL CODE.

(A) All detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories in height with separate means of egress built or located within the town from and upon adoption of this subchapter shall be constructed in accordance with the requirements of the International Residential Code

(IRC), ~~2018~~ 2021 Edition, as published by the International Code Council (ICC). Including appendices A, B, C, D, E, F, G, H, K, N and P, and excluding appendices I, J, L, M, O, Q, R, S and T.

(B) The said Code is incorporated herein by reference as if the same were more fully herein set out except as follows:

(1) Section R101.1 Title. Delete (Name of Jurisdiction). Insert (Town of Star Valley Ranch).

(2) Section R102.7 Existing structures. The first sentence shall read: "The legal occupancy of any structure existing on the date of adoption of this code shall be permitted to continue without change, except as is specifically covered in this code or as is deemed necessary by the building official for the general safety and welfare of the occupants and the public".

(3) Section R105.2 Work exempt from permit. Under Buildings paragraph 2, fences shall be deleted in its entirety.

(4) Section R108.2 Schedule of permit fees. Shall read: "For all buildings or structures requiring any permit, the fee for such permit shall be paid as set forth in the Town of Star Valley Ranch Code, §§ 150.035 through 150.040."

(5) Section R108.5 Refunds. Shall read: "Refunds are described in the Town of Star Valley Ranch Code, §§ 150.035 through 150.040."

(6) Section R113.4 Violation penalties. "Penalties for infractions are described in ~~§ 35.01 the Town of Star Valley Ranch Code, Chapter 35.~~"

(7) Section R114.1 Notice to owner or the owner's authorized agent. Add a sentence to read: "Any person who shall continue work after having been ~~served~~ ~~severed~~ with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to fine as described in ~~§ 35.01 the Town of Star Valley Ranch Code, Chapter 35.~~"

(8) R301.1 Design. Add the following: "Residential structures, regardless of occupancy, 5,000 square feet or larger on the main living floor, shall be protected by an approved automatic fire sprinkler system, installed in accordance with further requirements of the IRC and/or NFPA 13, 13D or 13R, whichever applies, based on type of occupancy and use of structure."

(9) Section R301.1.3 Engineered Design. At the end of the first paragraph add: "All new residential structure as defined in the IRC, remodels involving structural members within the residence, or any construction adding additional living space as part of the residence, as well as accessory buildings that require a building permit, shall have all structural calculations approved by a professional civil or structural engineer licensed in the State of Wyoming bearing their stamp or seal". Because of the high snow load requirements and the seismic zone all structural calculations must be done in accordance with the ~~2018~~ International Building Code (IBC) ~~2018~~ 2021 edition. Exterior structural elements such as decks and porch roofs may, with approval of the Town, be

exempt from engineered plan requirements so long as the plans follow minimum requirements provided by the town and a licensed Wyoming [structural or civil](#) engineer.

(10) Table R301.2(1) Climatic and Geographic Design Criteria:

Roof snow load (per 100 lbs. sq. ft.)	100
Seismic design category	D
Frost line depth (inches)	36
Air freezing index	2531
Wind speed (mph)	115
Weathering	Severe
Winter design temp	Neg. 30°
Mean annual temp	38°
Ice barrier underlayment required	Yes

REMOVE BELOW TABLE

Manual J Design Criteria	
Elevation (feet)	6268
Latitude	42.9714°N 110.9556°W
Altitude correction factor	0.84
Winter heating	Neg. 7°
Summer cooling	85°
Indoor design temp	70°
Design temp cooling	68°
Heating temp difference	15°
Cooling temp difference	18°
Wind velocity heating (mph)	15°
Daily range	H
Wind velocity cooling (mph)	7.5
Winter humidity	Low
Summer humidity	50%

(11) Section R302.13 Fire protection of floors. Delete in its entirety.

(12) Section R309.5 Fire sprinklers. Delete in its entirety.

(13) Section R313 Automatic fire sprinkler systems. Delete in its entirety.

(14) Section R403.1.4 Minimum depth. The first sentence shall be revised to read: "Footings subject to frost shall have a minimum depth of 36 inches from finished grade to the bottom of the footing".

(15) Section R403.1.4.1 Frost protection. Remove item number 2 in its entirety. Change exception 1 to read. "Freestanding accessory structures with an area of 600 square feet or less and an eave height of ten feet or less shall not be required to be protected".

(16) Section R403.3 Frost-protected shallow foundations. Shall be replaced with a sentence reading: "Frost protected shallow foundations are prohibited".

(17) Section N1102.1.2 (R402.1.2) Insulation and fenestration criteria. Delete Table in its entirety and insert Town Values.

Minimum Insulation R- Values	
Maximum Glazing Factor	0.35 Windows - 0.55 Skylights
Ceilings	R- 49 60
Walls	R- 24 30
Floors	R- 21 38
Basement Walls	R- 13 19
Slab Perimeter R-Value and Depth	R- 13 10 - 36" 48"
Crawl Space Walls	R- 10 13

(18) Section N1102.1 (R402.1) General (Prescriptive). Amend by adding the following: In addition to these requirements, homes with exterior log walls shall meet the following requirements.

(a) Logs in exterior walls shall have a minimum dimension of 8 inches and shall have all spiral cracks greater than one-quarter-inch sealed in an approved manner.

(b) Roof insulation shall be a minimum R-49.

(c) The primary heating source shall have a minimum AFUE rating of 90.

(d) Fenestration shall not exceed 30% of the gross conditioned wall area above grade. To determine allowable wall area of walk out (daylight) basements, the wall must have a minimum of 6-foot exposure from finished grade. The 30% limit can be exceeded only if the designer can demonstrate that the UV total of the proposed design is less than the UA total of the same structure with 30% fenestration total and code minimum insulation and fenestration values using the RestCheck or other approved software programs.

- (19) Section 1102.4.1.2 (R402.4.1.2) Testing. Delete this section in its entirety.
- (20) Section N1103.3.3 (R403.3.3) Duct testing (Mandatory). Delete in its entirety.
- (21) Section N1103.3.4 (R403.3.4) Duct leakage (Prescriptive). Delete in its entirety.
- (22) Section N1103.3.5 (R403.3.5) Building cavities. (Mandatory). Delete in its entirety.
- (23) Section N1107 (R501) Existing buildings-general. Delete in its entirety.
- (24) Section M1701.1.1 Buildings of unusually tight construction. Add the first sentence to read as follows: "In all structures containing habitable space or unusually tight construction, combustion air shall be obtained from the outside the thermal envelope."
- (25) Section G2445.7 (621.7) Unvented decorative room heaters. A second sentence shall be added: "Unvented log heaters shall not be installed in habitable rooms or spaces or any space meeting the requirements of unusually tight construction".
- (26) Section P2603.5 Freezing. The last sentence shall be revised to read "Water service pipes shall be installed not less than 72 inches deep".
- (27) Section P3103.1.1 Roof extensions. Shall be revised to read: "Open vent pipes that extend through a roof shall be terminated at least 16 inches above the roof or 6 inches above the anticipated snow accumulation, whichever is greater."

§ 150.077 NATIONAL ELECTRIC CODE.

All building and temporary structures built or located within the town from and upon the adoption of this ordinance shall be constructed in accordance with the requirements of the National Electric Code latest edition as adopted by the State Department of Fire Prevention and Electrical Safety, State Fire Marshal.

§ 150.078 INTERNATIONAL MECHANICAL CODE.

(A) Buildings and temporary structures built or located within the town from and upon adoption of this ordinance shall be constructed in accordance with the requirements of the International Mechanical Code (IMC), ~~2018~~ 2021 Edition, as published by the International Code Council (ICC), specifically excluding all appendices.

(B) The said code is incorporated herein by reference as if the same were more fully herein set out except as follows:

- (1) Section 101.1 Title. Delete (Name of Jurisdiction). Insert (Town of Star Valley Ranch).

(2) Section 106.5.2 Fee schedule. Shall read “For all buildings or structures requiring any permit, the fee for such permit shall be paid as set forth in the Town of Star Valley Ranch Code, §§ 150.035 through 150.050.”

(3) Section 106.5.3 Fee refunds. Shall read “Refunds are described in the Town of Star Valley Ranch Code, §§ 150.035 through 150.050.”

(4) Section 108.4 Violation penalties. Shall read “Penalties for infractions are described in § 35.01 ~~the Town of Star Valley Ranch Code, Chapter 35.~~”

(5) Section 108.5 Stop work orders. The last sentence shall read. “Stop work orders and the penalties for non-compliance are described in § 150.057 ~~the Town of Star Valley Ranch Code, Chapter 35.~~”

§ 150.079 INTERNATIONAL PLUMBING CODE.

(A) Buildings and temporary structures built or located within the town from and upon adoption of this ordinance shall be constructed in accordance with the requirements of the International Plumbing Code (IPC), 2018 2021 Edition, as published by the International Code Council (ICC), specifically excluding all appendices.

(B) The said Code is incorporated herein by reference as if the same were more fully herein set out except as follows.

(1) Section 101.1 Title. Delete (Name of Jurisdiction). Insert (Town of Star Valley Ranch).

(2) Section 106.6.2 Fee schedule. Shall read, “For all buildings or structures requiring any permit, the fee for such permit shall be paid as set forth in the Town of Star Valley Ranch Code, §§ 150.035 through 150.050.”

(3) Section 106.6.3 Fee refunds. Shall read: “Refunds are described in the Town of Star Valley Ranch Code, §§ 150.035 through 150.050.”

(4) Section 108.4 Violation penalties. Shall read: “Penalties for infractions are described in § 35.01 ~~the Town of Star Valley Ranch Code, Chapter 35.~~”

(5) Section 108.5 Stop work orders. The last sentence shall read: “Stop work orders and penalties for non-compliance are described in § 150.057 ~~the Town of Star Valley Ranch Code, Chapter 35.~~”

(6) Section 305.4 Freezing. Replace the last sentence with: “Exterior water supply systems piping shall be installed not less than six feet below grade.”

(7) Section 903.1 Roof extension shall read “All open vent pipes that extend through a roof shall be terminated at least 16 inches above the roof or six inches above the anticipated snow accumulation whichever is greater, except that where a roof is to be used for any purpose other than weather protection, the vent extensions shall be run at least seven feet above the roof.”

(8) Section 903.2 Frost enclosure. Amend the first sentence to read: "Every vent extension through a roof or wall shall be a minimum of 3 inches in diameter."

(9) Section 100.3 Grease interceptors. Shall read: "Grease interceptors shall be approved by the Building Official and shall comply with the requirements of Sections 1003.3.1 through 1013.3.8. Interior grease interceptors shall be provided with a solids interceptor that shall separate the discharge before connecting to the grease interceptor."

§ 150.080 INTERNATIONAL FUEL GAS CODE.

(A) Buildings and temporary structures built or located within the town from and upon adoption of this ordinance, that use fuel gas, shall be constructed in accordance with the requirements of the International Fuel Gas Code, ~~2018~~ 2021 Edition, as published by the International Code Council (ICC), specifically excluding all appendices.

(B) The said code is incorporated herein by reference as if the same were more fully herein set out except as follows.

(1) Section 101.1 Delete (Name of Jurisdiction). Insert (Town of Star Valley Ranch).

(2) Section 106.5.2 Fee schedule shall read: "For all buildings or structures requiring any permit, the fee for such permit shall be paid as set forth in the Town of Star Valley Ranch Code, §§ 150.035 through 150.050."

(3) Section 106.6.3 Fee refunds shall read: "Refunds are described in the Town of Star Valley Ranch Code, §§ 150.035 through 150.050."

(4) Section 108.4 Violation Penalties shall read: "Penalties for infractions are described in § 35.01 ~~the Town of Star Valley Ranch Code, Chapter 35.~~"

(5) Section 108.5 Stop work orders. A sentence is added that reads: "Stop work orders and the penalties for noncompliance are described in § 150.057 ~~the Town of Star Valley Ranch Code, Chapter 35.~~"

(6) Section 303.3 Prohibited locations. Exceptions Number 2, 3, and 4 shall be deleted.

(7) Section 621.2 Unvented room heaters prohibited use. Shall be deleted.

(8) Section 621.4 Prohibited locations shall read: "Unvented room heaters shall not be installed in residential occupancies, habitable rooms or spaces, or buildings of unusually tight construction."

(9) Section 621.7 Unvented decorative room heaters. Revise to read as follows: "An unvented decorative room heater shall not be installed in a factory-built fireplace unless the fireplace system has been specifically tested, listed and labeled for such use in accordance with UL 127 and Section 60."

- (10) Section 621.7.1 Vent less firebox enclosures. Shall be deleted in its entirety.

§ 150.081 INTERNATIONAL FIRE CODE.

(A) Buildings and temporary structures built or located within the town from and upon adoption of this section shall be constructed in accordance with the requirements of the International Fire Code (IFC), ~~2018~~ 2021 Edition, including Appendices D and E as published by the International Code Council (ICC).

(B) The said code is incorporated herein by reference as if the same were more fully set out except as follows.

(1) Section 101.1 Title. Delete (Name of Jurisdiction). Insert (Town of Star Valley Ranch).

(2) Section 106.6.2 Schedule of fees. Shall read "For all buildings or structures requiring any permit, the fee for such permit shall be paid as set forth in the Town of Star Valley Ranch Code, §§ 150.035 through 150.050."

(3) Section 106.6.3 Refunds. Shall read "Refunds are described in the Town of Star Valley Ranch Code, §§ 150.035 through 150.050."

(4) Section 110.4 Violation. Shall read "Penalties for infractions are described in § 35.01 ~~the Town of Star Valley Ranch Code, Chapter 35.~~". Stop work orders are described in § 150.057 ~~§§ 150.055 through 155.060.~~"

(5) Section 112.4 Failure to comply. Shall read "Any person who shall continue work after having been ~~served~~ ~~severed~~ with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine as described in the § 35.01.

§ 150.082 INTERNATIONAL EXISTING BUILDING CODE.

(A) All repairs, alterations, additions and relocations of existing buildings built or located within the town from and upon the adoption of this ordinance shall be constructed in accordance with the requirements of the International Existing Building Code (IEBC), ~~2018~~ 2021 Edition, as published by the International Code Council (ICC), specifically excluding all appendices.

(B) The said code is incorporated herein by reference as if the same were more fully herein set out as follows:

(1) Section 101.1 Title. Delete (Name of Jurisdiction). Insert (Town of Star Valley Ranch).

(2) Section 101.2 Scope. Add "for an occupancy change" after "with this code" and "for no occupancy change" after International Residential Code.

(3) 101.2 Scope. The provisions of this Code shall apply to the repair, alteration, change of occupancy, addition to and relocation of existing buildings.

Exception: detached one-and two-family dwellings and multiple single-family dwellings (townhouses) with separate means of egress, and their accessory structures not more than three stories above grade plane in height, shall comply with this code for an occupancy change or the International Residential Code for no occupancy change.

(4) Section 108.2 Schedule of permit fees. Shall read "for all buildings or structures requiring any permit, the fee for such permit shall be paid as set forth in the Town of Star Valley Ranch Code 150.035 through 150.050."

(5) Section 108.6 Refunds. Shall read: "Refunds are described in the Town of Star Valley Ranch Code, 150.035 through 150.050."

(6) Section 113.4 Violation penalties. Shall read "Penalties for infractions are described in § 35.01 ~~the Town of Star Valley Ranch Code, Chapter 35.~~"

(7) Section 114.1 Authority. Add the last sentence and it shall read: "Stop work orders and the penalties for non-compliance are described in § 150.057 ~~the Town of Star Valley Ranch Code, Chapter 35.~~"

The above ordinance has been posted as per W.S.S. §15-1-116(b) and recorded in the office of the Town Clerk.

Mayor

Attest: Town Clerk

Town of

Star Valley Ranch, Wyoming

I move that the governing body of the Town of Star Valley Ranch does hereby appoint the following staff to the following position as set in Title III Administration, Chapter 32 Officials and Employees of the Town Code.

- Jamie Herd – Town Clerk

Passed and adopted this 10th day of June 2025

For the Town of Star Valley Ranch:

By:

Ruzena Rok, Mayor

Attest:

By: _____

Jamie Herd, Clerk



TSVR Fee Schedule

The Town of

Star Valley Ranch, Wyoming

Resolution No. 25-06-10-002

A resolution to establish fees and rates for the fiscal year 2025-2026 for the Town of Star Valley Ranch.

This schedule is subject to change upon approval by the Town Council. This schedule is not all inclusive.

[Copies, Notary, Public Records Requests, Court Records Requests](#)

Letter, one-sided	\$0.15 per sheet/\$0.35 color
Letter, two-sided	\$0.20 per sheet/\$0.40 color
Legal, one-sided	\$0.20 per sheet/\$0.40 color
Legal, two-sided	\$0.25 per sheet/\$0.45 color
11x17, one-sided	\$0.25 per sheet/\$0.45 color
11x17, two-sided	\$0.30 per sheet/\$0.50 color
Fax	\$1.50 first page/\$0.25 for each additional page
Returned Check Fee	\$30.00 for each denial of funds

Notary/Public Records Request

Notary	Free for resident, \$5.00 non-resident
Public Records	Website – Free
	Within 3 years - \$150.00 per hour
	Older than 3 years - \$300.00 per hour

Court Records and Copies

Records check	\$10.00
Copies	\$1.00 for first page, \$0.50 for each additional page
Fax	\$1.00 per page
Copy of recording	\$5.00 per recording
Exemplification of records	\$5.00 per record



TSVR Fee Schedule

Animal License

Spayed or Neutered	\$10.00	\$5.00 late fee after Jan 15
Not spayed or neutered	\$25.00	\$5.00 late fee after Jan 15
Replace lost license	\$5.00	

Liquor License

Retail License	\$1,500.00	\$1,500.00 renewal	\$100.00 transfer fee
Malt Beverage Permit	\$500.00	\$500.00 renewal	\$100.00 transfer fee
Restaurant License	\$1,500.00	\$1,500.00 renewal	\$100.00 transfer fee
Bar & Grill	\$1,500.00	\$1,500.00 renewal	
24-hour permit	\$25.00	\$25.00 renewal	
Club License	\$1,500.00	\$1,500.00 renewal	

*Publication costs are separate and in addition to the above fees.

Planning/Community Development

Annexation	\$500.00 plus publication fees
Zoning Change	\$500.00
Plat Amendment	\$250.00 per lot - \$250.00 refundable deposit

Plan Review, Permit and Construction Inspection Fees

Permit Type	Admin Fee	Additional Fee
Access/Driveway price per access	\$100.00	
Adding an addition to existing residence	\$500.00	\$1.00/ sq. ft.
Commercial temporary buildings	\$300.00	\$0
Demolition (residential or commercial)	\$300.00	\$0
Fences (including dog runs not to exceed 128 square feet)	\$100.00	\$0
New commercial building	\$1,000.00	\$2.00/ sq. ft.
New single-family residence	\$500.00	\$1.00/ sq. ft.
Solar Permit	\$250.00	\$0
Structural modifications to existing	\$500.00	\$1.00/ sq. ft.
Structures greater than 200 square feet	\$250.00	\$1.00/ sq. ft.



TSVR Fee Schedule

Decks attached to the home, decks over 30 inches in height, decks over 250 sq ft, and retaining walls over four feet in height	\$200.00	\$0
Remodel – nonstructural	\$350.00	\$0
Roof replacement with in-kind materials	\$0	\$0
Re-inspection fee	\$100.00 - Paid by the applicant	
Third-party fees	Cost - Paid by the applicant	
Excavation in the road right-of-way	\$100.00	
Permit extension	Half original permit fee	
Pool Permit	\$150.00	

Water Utility Rates and Fees

Water Connection Fee (Tap Fee)

Residential (Inside Town Limits)	3/4-inch service	\$7,500.00
Non-Town Limits	3/4-inch service	\$9,375.00
Commercial	3/4-inch service	\$7,500.00
	1-inch service	\$15,000.00
	2-inch service	\$52,500.00
	4-inch service	\$210,000.00

This fee does not include any additional cost for non-standard installation, which will be identified prior to construction and be billed in addition to the above fee.

A service dedicated to fire suppression that is used only for emergencies will be billed at half the regular fee. This reduced fee is only applicable when another service provides normal water use to the property.

Water Base Fee

Residential (Inside Town Limits)	3/4-inch service	\$68.50 per month
Non-Town Limits	3/4-inch service	\$85.75 per month
Commercial	3/4-inch service	\$68.50 per month
	1-inch service	\$96.00 per month
	1.5-inch service	\$195.50 per month
	2-inch service	\$296.50 per month
	4-inch service	\$732.50 per month
Residential Undeveloped Lot (Service Availability Fee)		\$28.50 per month



TSVR Fee Schedule

Commercial Undeveloped Lot (Service Availability Fee)		\$46.00 per month
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A service dedicated to fire suppression that is used only for emergencies will be billed at half the regular fee. This reduced fee is only applicable when another service provides normal water use to the property.

Usage Fee

In Town Limits	\$0.00250 per gallon
Outside Town Limits	\$0.00312 per gallon

Other Fees

Turn on/off Fee	Mon – Thurs (except holidays) 8am to 4pm	\$50.00 flat charge
Excessive wait time for service call	Half hour grace period from scheduled service appointment	\$100.00 per hour, min one hour
Out-of-hours Fee	Fri – Sun, Holidays, Before 8am or after 4pm	\$150.00 per hour, min one hour

Contractor Registration

General Contractor	\$100.00 per calendar year
Limited Contractor	\$25.00 per calendar year

See Title XI Chapter 112 for definitions of general and limited contractor.

Short-Term Rental

Application	\$250.00 per calendar year	\$125.00 renewal	\$50.00 late fee after Jan 15
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Passed and adopted this 10th day of June 2025

For the Town of Star Valley Ranch

By: _____

Ruzena Rok, Mayor

Attest:

By: _____

Jamie Herd, Clerk

5/28/2025