

The Town of  
**Star Valley Ranch, Wyoming**

**TOWN MEETING MINUTES**

**FINAL**

January 12, 2010

Present: **Boyd Siddoway, Mayor**  
**Kent Harker, Councilman**  
**George "Al" Redlin, Councilman - by phone**  
**Edwin Koch, Councilman**  
**Carol Warren, Councilman**

**Call to Order, Roll Call of Councilmen, and Statement of Quorum:** The fiftieth regular monthly meeting of the **Town of Star Valley Ranch Town Council** was held January 12, 2010 at **Town Hall**. **Mayor Siddoway** called the meeting to order at 7:00 p.m., and with all councilmen in attendance, declared the existence of a quorum.

*A list of attendees (sign-in sheet) is on file and available for inspection at the Town Clerk's Office.*

**Pledge of Allegiance:** **Mayor Siddoway** led the recitation of *The Pledge of Allegiance*.

**Adopt the Agenda:**

**Mayor Siddoway** requested to move item 7d WAM "Heads Up" Video Conference to follow 8c 2010 Budget Summary.

**Councilman Harker made a motion to approve the agenda as amended. Councilman Warren seconded the motion. The motion carried unanimously.**

**Adopt the Consent Agenda:**

**Councilman Koch made a motion to approve the consent agenda as written. Councilman Harker seconded the motion. The motion carried unanimously.**

*Copies of the latest minutes, as well as archived agendas and minutes from all previous Town Meetings and other public hearings may be found on the Town's website at [www.starvalleyranchwy.org](http://www.starvalleyranchwy.org) as well as at the Town Hall during regular business hours or by appointment.*

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***Consent Agenda Items:***

**Correspondence:** The Town has all correspondence on file and if anyone would like to review the correspondence, please contact the Town Clerk. This month's correspondence:

- **Wyoming Comprehensive Cancer Control - Dec 1**
- **Sunrise Engineering – December 2**
- **WAM – Heads Up – December 4**

- **Census 2010 Update – December 4**
- **WAM – Heads UP – December 11**
- **WRDC Christmas Wish – December 16**
- **American Public Works Assoc – Conference – December 16**
- **Wyoming 2009 Just the Facts – December 16**
- **Wyoming 3<sup>rd</sup> Quarter 2009 Economic Summary – December 16**
- **WAM Budget Information – December 16**
- **WAM – Heads Up – December 18**
- **Public Service Commission – Scholarship – December 23**
- **WAM – Heads Up – December 23**
- **Economic Analysis Division Update – December 23**
- **PPS Winter Newsletter – December 23**
- **2009 Christmas Card List**
- **Wyoming County Treasurers – tax information – December 30**
- **WAM – Heads Up – December 30**
- **WAM News – December 30**
- **Wyoming Energy Conservation Improvement Program – December 30**
- **Chamber of Commerce Newsletter – January 5**
- **Wyoming DEQ Seminar - January 5**

**Special Municipal Officer:**

During December 2009, the Special Municipal Officer issued two regular citations, six written warnings, and 17 verbal warnings. The SMO also delivered 17 water shut off notices and attempted one paper service of an order to show cause for Municipal Court. The SMO also conducted general and directed patrol for ordinance violations and spent two hours assisting with Town Hall office duties. SMO enforcement activities in December are listed below and as detailed on the attached actions and activities log.

• **Parking Violations:**

- 2 regular citations PP-09-0019 & PP-09-0020 issued for parking/abandoning vehicle on roadway causing traffic hazards, impeding travel on the roadway, & impeding snow removal operations.
- 2 written warnings issued for parking on roadway
- 2 written warnings for parking on roadway & impeding snow removal
- 1 written warning for parking for extended period in 15 minute zone
- 7 verbal warnings issued for parking on roadway

• **Animal Control Violations:**

- 1 verbal warning issued for failing to maintain dogs on own property & permitting dog to chase wildlife.
- 4 verbal warnings issued for unleashed dogs

• **Traffic Safety / Hazard Violations:**

- 3 verbal warnings issued for traffic safety/hazard issues caused by sledding/snowboarding on roadway

- 1 verbal warning issued for unlicensed driver operating snowmobile on roadway
- **Snow Removal Violations:**
  - 1 written warning issued for pushing/plowing snow across roadway
  - 1 verbal warning issued for pushing/blowing snow across roadway
- **Water Shut Off Notices**
  - 17 water shutoff notices delivered
- **Paper Service for Municipal Court**
  - Attempted service of 1 Order to Show Cause – but defendant had moved.

**Municipal Court Report:**

There was one hearing in December in which there was a guilty plea with a fine issued of \$170.00.

**Delinquent Account Status:**

The Third Quarter of the 2009-2010 Fiscal year billing went out Jan 1, 2010. 572 bills were mailed at \$44,600. These bills will become delinquent if not paid by 2/15/10. A few more days are given due to holiday being before the weekend.

There are approximately 61 customers who still owe for the second/third quarter. These customers have been charged penalties and Interest for not paying by the 11/10 date. A reminder statement was mailed to these customers who are two quarters delinquent, and 1 certified disconnect notice was mailed to another delinquent account.

December 22<sup>nd</sup> 3 accounts were disconnected for non-payment, all three are vacant homes, at this time.

There are now nine accounts which remain disconnected for nonpayment, and will be charged accordingly when services are restored. These accounts were vacant homes at the time they were disconnected, and remain vacant.

The residents are more aware of billing procedures, and are paying in a timelier manner, with less aggressive collection actions.

To date 101% of our budgeted water revenues have been received.

**Lincoln County Sheriff's Department Report:**

Coverage Items	Avg	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
CFS/Law														
Incidents	43.1	36	53	34	51	23	62	57	76	41	48	36	18	535
Special Patrol	27.6	63	31	23	28	56	25	19	31	15	20	19	21	351
Warnings	3.4	0	9	6	5	5	5	2	2	4	3	0	0	41
Citation	1.8	4	2	2	3	0	0	0	4	2	4	1	2	24
Traffic	4.6	4	5	1	2	7	3	7	8	5	4	9	3	58
Vin Inspection	3.3	4			3	7	4	5	7	4	5			39
Citizen Assist	3.0	2	5		6	1	5	5	6	2	4			36
Other	2.4	2		1	2	1	5	4	2	2	6	4	3	32

Medical	1.9	1		3		3	5	3	3	2	3		23
Animal Problem	1.7	5		2		3	2	3	2	1	1	1	21
Suspicious Civil	1.3		4			3	1	1	5			1	15
Execution/Paper	1.0			2	1	1	4		1	3			12
Welfare Check	0.9	1	1		2	2		1		2	2		11
Agency Assist	0.8	1			1	1		2	3		1	1	10
Motorist Assist	0.7	6							1		1		8
Vandalism	0.7						1	2	2	3			8
Lost/Found Animal	0.6						2	4		1			7
Theft	0.6			1			2	1	1	1		1	7
Citizen Dispute	0.5	1			1		2		1	1			6
Lost /Found Property	0.5			1	2				2			1	6
Abandoned 911	0.4		5	*	*	*	*	*	*	*	*	*	5
Domestic Violence	0.3				1	2			1				4
Fraud	0.3					2			1				3
Drugs	0.3	2							1				3
Harassing	0.3	1						1				1	3
Burglary	0.2					1	1						2
Disorderly Conduct	0.2								1		1		2
Threatening	0.2										1	1	2
Missing Persons	0.2	1									1		2
Assault	0.1				1								1
Juvenile Problem	0.1						1						1
Abandoned Vehicle	0.1								1				1
Auto Accident	0.1	1											1
Keep the Peace	0.1				1								1
DUI	0.1		1										1
Child Abuse	0.1	*	*		1								1
Controlled Substance	0.0												0
Utility Problem	0.0												0
Trespass	0.0												0

### **Treasures Report**

In the General Fund in CD's this month there is \$704,538.85 last month there was \$704,538.85 for a no change. In the checking this month there is \$446,208.11 last month there was \$268,828.56 for a difference of \$177,379.55.

In the Water Fund CD's there is \$205,000.00 this month last month there was \$575,000.00 for a difference of (\$370,000.00). In the checking this month there is \$268,144.69 last month there was \$85,522.18 for a difference of \$182,622.51.

Total cash on Hand this month is \$1,623,891.65, last month there was \$1,633,889.59 for a difference of (\$9,997.94).

**Financial Highlights**

For the month of December in the general fund, we started with \$268,828.56. The Town received \$1,530.14 in Interest, \$1,035,634.95 from the state, \$220.50 from Post Office Boxes, \$1,995.00 from Dog Registrations, \$170.00 Court Fines, and \$3,000.00 Donation from resident. The Town transferred \$93,299.32 from Town to Water for Contributions (Property, Sales & Use) paid out \$47,584.30 in Payroll Expenses, refunded \$1,600.00 in building permits and \$772,687.42 in bills leaving a balance of \$446,208.11.

For the month of December in the water fund, we started with \$85,522.18. The Town received \$2,023.94 in Interest, \$7,928.01 in Water Payment and \$46,315.41 Sales Tax from Town, 46,983.91 in Property Tax from Town, transferred \$370,000.00 from rolling into operating fund. The Town paid out \$290,628.76 leaving a balance of \$268,144.69.

**Approve Accounts Payable and Payroll Disbursements:** If anyone wants to know more detail about the accounts payable, they are more than welcome to visit the **Town Hall** and review a copy of the report.

**TOWN**

<b>PAYEE:</b>	<b>CHECK #:</b>	<b>ITEM:</b>	<b>AMOUNT:</b>
<b>December 1<sup>st</sup> to December 4<sup>th</sup></b>			
Travelers	3857	Insurance	\$ 218.27
Dept of Employment	3858	Taxes	\$ 2,461.95
IRS	3859	taxes	\$ 308.24
IRS	3860	Taxes	\$ 736.48
United States Treasury	on-line	Taxes	\$ 4,615.64
Payroll Expenses	3861-3878	Payroll Expense	\$ 16,782.65
Wyoming Child Support	3879	Garnish Wages	\$ 655.38
Kilroy, LLC	3880	½ of Draw request	\$ 225,712.89
Wyoming Retirement System	3881	Contribution	\$ 3,929.74
Wyoming Retirement System	3882	Contribution	\$ 209.26
Void	3883		
Allred Radio	3884	Radio	\$ 125.00
Bowers Law Firm	3885	Consulting	\$ 923.37
Commercial Maintenance Chemical	3886	Degreaser	\$ 559.68
Corey Miles, CPA	3887	Consulting	\$ 215.00
Dry Creek Enterprises, Inc	3888	Toilet Rental	\$ 62.00
Edwin Koch	3889	Expense Report	\$ 128.18
Engineered Specialties, LLC	3890	Parts for Air System	\$ 3,012.58
Forsgren Associates, Inc.	3891	Draw request – Front Entrance	\$ 82,171.30
Goff's Enterprises, Inc	3892	Welding Curtains	\$ 1,135.17
Granite Office	3893	File Cabinets	\$ 306.00
Gregg Wilkes	3894	Expense Report	\$ 197.02
Hach Company	3895	Supplies	\$ 6,887.95
Hansen Oil Company	3896	Fuel	\$ 1,939.42
Hi-Mountain Floral & Greenhouse	3897	Floral Arng for Wilkes	\$ 51.00
Void	3898		
Johnson Electric	3899	Electrical Work	\$ 3,841.21
Jones Simkins, PC	3900	Consulting	\$ 1,391.42
Kent Harker	3901	Expense Report	\$ 210.85
Kilroy LLC	3902	2 <sup>nd</sup> ½ of Draw Request	\$ 225,712.89
Lawson Products	3903	Parts	\$ 3,438.23
Lincoln County Sheriff's Office	3904	November Communications	\$ 725.00
Precast Concrete Products	3905	Tank	\$ 250.00
Ridge Creek Investment	3906	Town Hall Lease	\$ 3,650.00
Silver Star Communications	3907	Phone/Fax	\$ 437.85
Star Valley Cleaning, Inc	3908	Cleaning	\$ 739.07

Star Valley Disposal	3909	Landfill	\$	1,115.00
Void	3910			
Valley Market	3911	Meeting accommodations	\$	153.99
Valley Tech, LLC	3912	Consulting	\$	798.66
Vinyl Arts Signs & Graphics	3913	Sign	\$	65.65
WAM	3914	Registration Winter Convention	\$	1,050.00
Void	3915			
Thayne True Value Hardware	3916	Supplies/Parts	\$	531.57
Jenkins Ace Home Center	3917	Material	\$	1,315.36
All Star Auto Parts	3918	Parts	\$	1,616.23
<b>Total</b>			<b>\$</b>	<b>600,387.15</b>
<b>December 8<sup>th</sup> to December 31<sup>st</sup></b>				
Caselle, Inc	3919	Software	\$	3,885.46
Diana Cole	3920	Deposit Refund	\$	1,000.00
Brock Sotelo	3921	Deposit Refund	\$	1,000.00
Eugene Menger	3922	Deposit Refund	\$	500.00
Patricia Aoyagi	3923	Deposit Refund	\$	500.00
United States Treasury	on-line	Payroll taxes	\$	4,307.32
Payroll	3924-3937	Payroll Expense	\$	14,790.07
Wyoming Retirement System	3938	Contribution	\$	1,873.00
Forsgren Associates, Inc	3939	Draw request	\$	67,844.30
Kilroy, LLC	3940	Draw Request	\$	67,501.80
Forsgren Associates	3941	Draw request	\$	11,125.00
Larry Kangas	3942	Deposit Refund	\$	400.00
Dept of Employment	3943	Taxes	\$	57.36
Lower Valley Energy	3944	Electricity	\$	1,368.96
Aflac	3945	Contribution	\$	67.36
Dad's Steakhouse	3946	Christmas Luncheon	\$	425.00
VOID	3947			
Huhtala Construction	3948	Deposit Refund	\$	1,700.00
United States Treasury	on-line	Payroll Taxes	\$	4,264.08
Payroll Expense	3949 -3966	Payroll Expense	\$	15,338.89
Aflac	3967	Contribution	\$	77.36
All Star Auto Parts	3698	parts	\$	8,218.88
Alliance Title	3969	Title Guarantee	\$	160.00
Black Mountain Rental	3970	Scissor Lift Rental	\$	365.00
Bowers Law Firm	3971	Consulting	\$	535.75
CAN Surety	3972	Renewal of Town Clerk Bond	\$	100.00
Corey R Miles, CPA	3973	Consulting	\$	183.33
Department of Revenue	3974	Sales tax	\$	22.75
Hansen Oil Company	3975	Gas/Diesel	\$	2,577.69
Honnen Equipment	3976	Service/Parts	\$	2,443.00
Jones Simkins, PC	3977	Consulting	\$	7,290.46
Kent B Harker	3978	Expense Report	\$	417.88
Lawson Products	3979	Parts	\$	265.46
Lincoln County Planning	3980	Town Map	\$	90.00
Lincoln County Sheriff's Office	3981	Dec Communication	\$	725.00
Northern Tool & Equipment	3982	Parts	\$	1,698.29
Paperworks Plus	3983	Fed Ex Delivery	\$	27.78
Ridge Creek Investment Co	3984	Rent	\$	3,650.00
Robert J Logan	3985	Municipal Court Fees	\$	336.48
Silver Star Communications	3986	Phone/Fax	\$	2,676.90
Staples	3987	Office Supplies	\$	207.00
Star Valley Cleaning Inc	3988	Cleaning	\$	495.40
Star Valley Disposal	3989	Garbage Removal	\$	1,140.00
Star Valley Independent	3990	one year subscription	\$	30.00
Star Valley Insurance	3991	Court Clerk Bond	\$	100.00
Steel Systems Inc	3992	Public Works Building	\$	15,436.61
Thayne True Value	3993	Parts	\$	108.31
Valley Tech	3994	Consulting	\$	225.00
Kendall Jenkins	3995	Sand	\$	3,333.12
Wyoming Dept of Employment	3996	Interest	\$	6.32
Kilroy, LLC	3997	Sand	\$	1,193.40
NorMont Equipment	3998	Snowplow Blade, Parts	\$	15,744.00
<b>Total</b>			<b>\$</b>	<b>267,731.77</b>
<b>Sub Total</b>			<b>\$</b>	<b>868,118.92</b>

**January 1<sup>st</sup> to January 12<sup>th</sup>**

United States Treasury	on-line	Payroll Taxes	\$ 4,264.08
Payroll Expense	3949 -3966	Payroll Expense	\$ 15,338.89
Aflac	3967	Contribution	\$ 77.36
All Star Auto Parts	3698	parts	\$ 8,218.88
Alliance Title	3969	Title Guarantee	\$ 160.00
Black Mountain Rental	3970	Scissor Lift Rental	\$ 365.00
Bowers Law Firm	3971	Consulting	\$ 535.75
CAN Surety	3972	Renewal of Town Clerk Bond	\$ 100.00
Corey R Miles, CPA	3973	Consulting	\$ 183.33
Department of Revenue	3974	Sales tax	\$ 22.75
Hansen Oil Company	3975	Gas/Diesel	\$ 2,577.69
Honnen Equipment	3976	Service/Parts	\$ 2,443.00
Jones Simkins, PC	3977	Consulting	\$ 7,290.46
Kent B Harker	3978	Expense Report	\$ 417.88
Lawson Products	3979	Parts	\$ 265.46
Lincoln County Planning	3980	Town Map	\$ 90.00
Lincoln County Sheriff's Office	3981	Dec Communication	\$ 725.00
Northern Tool & Equipment	3982	Parts	\$ 1,698.29
Paperworks Plus	3983	Fed Ex Delivery	\$ 27.78
Ridge Creek Investment Co	3984	Rent	\$ 3,650.00
Robert J Logan	3985	Municipal Court Fees	\$ 336.48
Silver Star Communications	3986	Phone/Fax	\$ 2,676.90
Staples	3987	Office Supplies	\$ 207.00
Star Valley Cleaning Inc	3988	Cleaning	\$ 495.40
Star Valley Disposal	3989	Garbage Removal	\$ 1,140.00
Star Valley Independent	3990	one year subscription	\$ 30.00
Star Valley Insurance	3991	Court Clerk Bond	\$ 100.00
Steel Systems Inc	3992	Public Works Building	\$ 15,436.61
Thayne True Value	3993	Parts	\$ 108.31
Valley Tech	3994	Consulting	\$ 225.00
Kendall Jenkins	3995	Sand	\$ 3,333.12
Wyoming Dept of Employment	3996	Interest	\$ 6.32
Kilroy. LLC	3997	Sand	\$ 1,193.40
NorMont Equipment	3998	Snowplow Blade, Parts	\$ 15,744.00
<b>Total</b>			<b>\$ 89,484.14</b>
<b>Grand Total</b>			<b>\$ 957,603.06</b>

**WATER**

**PAYEE:**

**CHECK #:**

**ITEM:**

**AMOUNT:**

**December 1 to December 4**

Void	2505		
Allred Radio	2506	Radio	\$ 125.00
Bowers Law Firm	2507	Consulting	\$ 461.69
Commercial Maintenance Chemical	2508	Degreaser	\$ 279.93
Corey Miles CPA	2509	Consulting	\$ 107.50
Donald Austin	2510	Expense Report	\$ 380.15
Granite Office	2511	File Cabinets	\$ 306.00
Gregg Wilkes	2512	Expense Report	\$ 152.34
Hansen Oil	2513	Fuel	\$ 1,211.71
Johnson Electric	2514	Electrical Work	\$ 37.85
Jones Simkins PC	2515	Consulting	\$ 685.33
Little America Hotel	2516	Hotel for Meeting	\$ 155.00
Maverik Credit Card	2517	Fuel	\$ 57.00
Richard Cuthriell	2518	Expense Report	\$ 570.13
Samuel Coates	2519	Replace Ladder	\$ 179.99
Silver Star Communications	2520	Phone/Fax	\$ 306.51
Star Valley Cleaning	2521	Cleaning	\$ 74.93
Thayne True Value	2522	Supplies/Parts	\$ 232.22
Tim Allred	2523	Backhoe Compactor	\$ 2,500.00
Valley Tech	2524	Consulting	\$ 331.84
Waterworks Industries	2525	Parts	\$ 3,179.18
Wyoming Assn of Rural Water	2526	2010 Voting Membership	\$ 250.00
All Star Auto Parts	2527	parts	\$ 514.37
Casper College	2528	Registration	\$ 20.00
<b>Total</b>			<b>\$12,118.67</b>

**December 9 to December 31<sup>st</sup>**

Postmaster – Thayne	2529	Postage	\$ 171.74
Caselle, Inc	2530	Software	\$ 1,913.74
Void	2531		
Castle Rock	2532	Truck	\$ 500.00
Wyoming Retirement System	2533	Contribution	\$ 1,834.31
Postmaster, Thayne	2534	3 <sup>rd</sup> Quarter Billing	\$ 264.00
Forsgren Associates Inc.	2535	Draw request	\$ 120,349.00
Kilroy LLC	2536	Draw Request	\$ 150,822.00
Lower Valley Energy	2537	electricity	\$ 2,479.37
Aflac	2538	Contribution	\$ 175.93
<b>Total</b>			<b>\$ 278,510.09</b>
<b>Sub Total</b>			<b>\$ 290,628.76</b>

**January 1 to January 8<sup>th</sup>**

Aflac	2539	Contribution	\$ 121.83
All Star Auto Parts	2540	Parts	\$ 1,114.08
Bowers Law Firm	2541	Consulting	\$ 263.88
Castle Rock	2542	Truck	\$ 8,219.00
Corey Miles	2543	Consulting	\$ 91.67
Donald Austin	2544	Expense report	\$ 301.76
Evanston Tire Factory	2545	Tires	\$ 597.90
Gregg Wilkes	2546	Expense Report	\$ 163.25
Hansen Oil Company	2547	Fuel	\$ 977.85
Honnen Equipment	2548	Parts	\$ 1,972.62
Jenkins Ace Home Center	2549	Parts	\$ 68.22
Johnson Electric	2550	Electrical Work	\$ 528.24
Lawson Products	2551	Parts	\$ 861.90
NorMont Equipment	2552	Parts	\$ 236.29
Northern Tool & Equipment	2553	Parts	\$ 969.13
SCI Inc	2554	Water meter Project	\$348,303.39
Silver Star Communications	2555	Phone – Fax	\$ 263.09
Staples	2556	Office Supplies	\$ 506.84
Star Valley Cleaning	2557	Cleaning	\$ 204.60
Star Valley Disposal	2558	Garbage Disposal	\$ 455.00
Star Valley Independent	2559	Advertisement	\$ 90.00
Thayne True Value	2560	Parts	\$ 66.62
Town of Afton	2561	Water Tests	\$ 30.00
Valley Tech, LLC	2562	Consulting	\$ 112.50
Waterworks Industries	2563	Parts	\$ 828.55
<b>Total</b>			<b>\$367,348.21</b>
<b>Grand Total</b>			<b>657,976.97</b>

**Activities Participated In:**

1. **Census Meeting – SLC – December 10**
2. **Flu Shots – Town Hall - December 14 1:00 pm to 7:00 pm**
3. **Town Hall Closed at 11:45 AM on December 24**
4. **Town Hall Closed Christmas Day - December 25**
5. **US Forest Service Meeting – December 30**
6. **Town Hall Closed at Noon on December 31**
7. **Town Hall Closed New Years Day - January 1**
8. **Wyoming Water Development Committee – Cheyenne – January 6**
9. **State Audit Department Meeting – January 6**
10. **Select Water Committee – Cheyenne – January 7**
11. **ARRA/SLIB – Steel Pip Application – Cheyenne – January 7**

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**Regular Meeting Items:**

**PRIOR BUSINESS:**

**Fire Ordinance**

A copy of Ordinance 2009-10 is available on the Town website  
<http://www.starvalleyranchwy.org/Ordinances/Ordinance200910.pdf>

**Councilman Koch made a motion that the Town of Star Valley Ranch approve as written the third reading of Ordinance 2009-10, Chapter 15 – Fire Prevention – Fireworks, Recreational Fire and Open Fire ban. Councilman Harker seconded the motion. The motion carried unanimously.**

**5<sup>th</sup> Penny Sales tax continuation Ordinance (1:03:14)**

**Mayor Siddoway** explained this is not an additional tax it is a continuation of a tax that is currently being collected. He has been informed that Kemmerer and Diamondville have already approved this ordinance and Thayne and Alpine are on their 2<sup>nd</sup> reading. It will take five to pass it on to the County.

A copy of Ordinance 2009-11 is available on the Town website  
<http://www.starvalleyranchwy.org/Ordinances/Ordinance200911.pdf>

**Councilman Warren made a motion that the Town of Star Valley Ranch approve as written the third reading of Ordinance 2009-11, Continuation of the 5<sup>th</sup> Penny Sales Tax. Councilman Redlin seconded the motion. The motion carried unanimously.**

**Buildings**

A copy of proposed Ordinance 2010-01 is available on the Town website  
<http://www.starvalleyranchwy.org/Ordinances/Ordinance201001.pdf>

**Councilman Redlin moved that the Town of Star Valley Ranch approve as written the second reading of Ordinance 2010-01, Amending Ordinance 2007-06(Amended). Chapter 11, Buildings, Article 1, to provide clarification on how long a building permit is to be posted, when and how the Planning & Zoning Board may waive permit fees, changing the time for appeals to the Town Council and providing for an effective date of 2/9/2010. Councilman Harker seconded the motion. The motion carried unanimously.**

**International Residential Code**

A copy of proposed Ordinance 2010-02 is available on the Town website  
<http://www.starvalleyranchwy.org/Ordinances/Ordinance201002.pdf>

**Councilman Redlin moved that the Town of Star Valley Ranch approve as written the second reading of Ordinance 2010-02, Amending Ordinance 2008-16. Chapter 11, Buildings, Article 7, Adoption of the International Residential Code increasing the floor area of single family residences and accessory structures from 2000 to 2500 square feet those structures that are excepted from the requirements for the drawings to have the stamp or seal of a civil or structural engineer, and providing for an effective date of 2/9/2010. Councilman Harker seconded the motion. The motion carried unanimously.**

**New Business:**  
**Proclamation of Gratitude**

**PROCLAMATION OF GRATITUDE**

**Mr. Jay Dunbar,  
District Ranger - U. S. Forest Service**

**Whereas**, the Town of Star Valley Ranch wishes to acknowledge and recognize Jay Dunbar for his personal involvement in the improvements in the public safety of our citizens and the overall development of the Town of Star Valley Ranch,

**Whereas**, the Town of Star Valley Ranch has benefited from the specific participation, recommendations and support provided by Jay Dunbar as a member of the assessment group for our Town's first "Community Assessment" which lead to our Town's first "Master Plan",

**Whereas**, the Town of Star Valley Ranch has benefited through cooperation with the U.S. Forest Service under Jay Dunbar's oversight in the "Fuel Reduction" project to reduce fire ladders and ground brush in the forested area immediately adjacent to our Town,

**Whereas**, the Town of Star Valley Ranch has and will benefit from discussions initiated and lead by Jay Dunbar to provide identifiable emergency routes throughout our Town for USFS emergency equipment's access to the US Forest lands,

**Whereas**, the Town of Star Valley Ranch has and will benefit into the future from the "All Fire Day" training exercises involving Jay Dunbar, the US Forest Service Fire Fighters from across Wyoming and the neighboring states as well as many Volunteer Fire Fighters from municipalities from four different Wyoming counties hosted by our Town.

**Whereas**, the Town of Star Valley Ranch has and will benefit from discussion initiated and lead by Jay Dunbar for the cooperative effort to provide the general public easy access to US Forest lands.

**Whereas**, the Town of Star Valley Ranch has benefited from Jay Dunbar's knowledge, guidance and support in the Town's expansion and development of its culinary water supply and storage system as it relates to our existing "Special Use Permits" with the US Forest Service.

**Now therefore**, the Mayor and Town Council representing the Town of Star Valley Ranch, Wyoming, do hereby proclaim the Town's sincere and honest gratitude to Jay Dunbar for services rendered.

**And furthermore**, the Mayor and Town Council wish Jay Dunbar a long and enjoyable retirement.

**In Witness whereof**, we have hereunto set our hands this Twelfth Day of January, in the year of our Lord Two Thousand and Ten.

**Councilman Koch moved that the Town of Star Valley Ranch approve the Proclamation of Gratitude for Mr. Jay Dunbar District Ranger – U.S. Forest Service for his personal involvement in the improvements in the public safety of our citizens and the overall development of the Town of Star Valley Ranch. Councilman Redlin seconded the motion. The motion carried unanimously.**

### **National Radon Month**

## **Proclamation in Support of National Radon Action Month**

**Whereas**, Radon is a colorless, odorless, radioactive gas that may threaten the health of our citizens and their families;

**Whereas**, exposure to Radon can independently increase the risk of developing lung cancer;

**Whereas**, elevated Radon levels are found in one out of every 15 homes across the U.S. and Wyoming;

**Whereas**, any home in Wyoming may have elevated levels of Radon (even if other homes in the same neighborhood do not have elevated levels of Radon);

**Whereas**, testing for Radon is simple, accurate and inexpensive;

**Whereas**, identified Radon problems can be fixed;

**Whereas**, the Wyoming State Health Department and the U.S. Environmental Protection Agency are supporting efforts to encourage Americans to test their homes for Radon, have elevated levels of Radon reduced, and have new homes built with Radon-resistant features.

**NOW THEREFORE**, we the Town Council and Mayor of the Town of Star Valley Ranch, Wyoming, do hereby proclaim: January 2010 Official National Radon Action Month in the Town of Star Valley Ranch, Wyoming.

**Councilman Redlin** commented that short-term radon test kits are now available at [www.wyoming.radon.com](http://www.wyoming.radon.com) for a price of \$6.95 for two tests.

**Mayor Siddoway** explained there are also two different residents with businesses in our Town that specialist in this area.

**Councilman Harker moved that the Town of Star Valley Ranch approve and sign the Proclamation naming January as the National Radon Action Month. Councilman Koch seconded the motion. The motion carried unanimously.**

### **Resident Donation**

**Mayor Siddoway** had a resident call and wanted to give a donation but requested to remain anonymous. The Town received \$3,000 and the money has been marked for Park equipment for the trails on the BLM property.

Thank you very much!!

## Miscellaneous

**Town Clerk Bauer** explained there were 337 Dog Tags issued for the year 2009. There were 58% of the applicants who took advantage of the discount rate to register their dogs before December 31, 2009. There have been 7 dog registrations since the beginning of 2010.

## Council/Committee Reports:

### 2010 Census Update:

The 2010 Census will be a snapshot of our nation's population— capturing our changing and diverse America in a fleeting moment in time. But this historic event will do more than tell us who we are as a nation today. It affects **Star Valley Ranch's** future so please be sure to show your place of residency as **Star Valley Ranch. Over the last few years each resident of Star Valley Ranch has meant the Town received about \$1,300 per year in shared revenues!**

One of the shortest census forms in history, the 2010 Census form asks 10 questions and takes about 10 minutes to complete. The form is easy, important and safe. For more information on the Wyoming Census go to: [http://eadiv.state.wy.us/wyoming\\_counts/](http://eadiv.state.wy.us/wyoming_counts/)

**Step 1: The Census is underway.** Workers canvassed the country between April and July 2009 to update addresses and maps from the previous census. This process is important because buildings that existed in the last census may no longer be standing, or Star Valley Ranch may have new construction that needs to be recorded.

The federal government distributes more than \$400 billion annually to state, local and tribal governments based on census data. Since 2006, Wyoming has seen substantial population growth and it is vitally important that everyone is counted in 2010 because the decennial census count is what is utilized to determine state revenue distributions for cities, towns, and counties for the **next ten years** as well as federal funding and to establish boundaries for legislative districts.

**Step 2: The form will arrive.** More than 130 million addresses throughout the nation will receive a census form in March 2010, either by mail or in person from a census worker. Households should complete and return their forms immediately. **Please be sure to show your place of residence as Star Valley Ranch.**

**Step 3: Census Day is April 1, 2010.** Responses to the census form should include everyone living at your address. By law, the Census Bureau cannot share an individual's personal information with anyone, including other federal agencies and law enforcement entities.

### **Step 4: Follow-up because every person matters.**

Addresses that still have not responded are visited in person by a census worker beginning in late April through July. Don't forget that census workers can be identified by a census badge and bag.

**Step 5: The results are in!** The Census Bureau will provide the 2010 apportionment counts to the President by December 31, 2010, which will include the total population counts and the number of representatives for each state.

*For more information about the Wyoming Census go to:  
[http://eadiv.state.wy.us/wyoming\\_counts](http://eadiv.state.wy.us/wyoming_counts)*

## **Planning & Zoning Report**

The Board has continued to work on gathering information regarding the National Flood Insurance Program (administered by FEMA). The Board is still preparing a presentation for Town Council for further discussion.

During December 2009, the Board approved two building permits for detached garages, one for enclosing a deck, and one for remodeling of the Association Cook Shack which included adding an ADA compliant bathroom. During 2009 the P and Z board issued 35 permits as follows:

- 2 Residences
- 31 Garages/remodels
- 2 Commercial buildings
  - Public Works building
  - Well house

Several modifications to the building ordinances have been implemented or will be implemented in the next month and a brief summary of the major changes can be found on the Town website or by going by the town offices and requesting a summary. The public is again reminded of the need to obtain a building permit from the Town for new construction and any construction project that involves exterior modifications or structural modifications to their residence.

The P&Z Board is trying a new meeting time of 5:00 pm that will allow for discussion of the various procedural items prior to the review of permits and other citizen input which will remain at 6:00 pm. Hopefully this will allow for more efficient use of citizen time. The last P&Z Board meeting was held on January 6, 2010 and the next meeting will be held on January 20, 2010 with the above timing at the Town Hall.

### **2009-2010 Budget:**

**Town Administrator Wilkes** explained that in State Shared revenues we should have received approximately \$550,000 and we have received approximately \$205,000.00 in State revenues so far this year which puts us at about 62% behind. Property Tax is behind by about 32% and Fifth Penny Sales Tax is behind by about 28%.

The Town is keeping up with the spending board in the budget and it shows we are behind by 30%. **What does this sentence mean?**

Administrator Wilkes is looking at several things to try to reduce the spending.

### **WAM “Heads Up” Video Conference**

Administrator Wilkes explained this video broadcast that he and Councilman Koch attended was presented by WAM and originated from Cheyenne. Discussion was had on the funding the Cities and Towns are receiving and will receive from the State of Wyoming. With the economic times as they are, funding that is generally distributed throughout the State is not as much as predicted. Many of the Cities and towns have had to cut employees or benefits along with a reduction of services and terminating capital activities. Funding for the coming year will again be cut; possibly up to 60% of the existing funding. In addition to this lack of funding, the State Legislature is considering placing five-hundred million dollars into a savings account for future needs of the State.

## **Public Safety**

**Councilman Koch** reported that the Town Council and the Special Municipal Officer met with Lincoln County Sheriff Shane Johnson to talk about what the sheriff's department currently does for our Town and what the Town would like them to do for us in the future and the cost of these services. There was full cooperation between both parties and the sheriff said he will discuss options with the Lincoln County Commissioners.

## **Road Operations Report:**

During the last month the crew:

Plowed snow 10 days.

Spent 5 days cleaning up snow and widening roads.

Sanded roads as needed.

Spent many hours maintaining and repairing equipment.

Installed and removed "Happy Holidays" sign.

Finished cleaning out old maintenance building and moved pumper truck in.

**Ron Mueller** asked if the pumper truck was full of water and ready to go. **Mayor Siddoway** explained that the truck needs to be checked over by the Thayne Fire Department to see what repairs are needed.

## **Water Operations Report:**

During the last month the crew:

Repaired six leaks. One on Vista West was very hard to find and required 4 men 15 hours to locate and repair it in very cold weather.

Located 25 water lines for the meter project.

Performed testing as required.

Rebuilt 4 airvacs.

Thawed and repaired several pressure gauges in vaults.

Working in water shop.

## **Facilities Report**

The new public works maintenance building is complete. The minor items that remained to be done last month have been completed.

The crews have been working to set up equipment and tools in the new shop.

The old maintenance shop has been cleaned out and the old pumper truck has been moved inside. It is now ready for the Thayne Volunteer Fire Department to move in fire equipment.

**Water Projects' Status:**

There is a lot of activity going on except for the month of January. The well is the only thing being worked on this month. An update from the engineer firm states that Thomas drilling should be finished setting the pump and associated piping and cables this week. Electrical work is scheduled to be completed next week with the exception of the pump control panel. (the control panel is scheduled to be delivered the week of January 25<sup>th</sup>.) We would anticipate it would be installed that same week. The building is substantially complete. So we would anticipate the well would be able to physically deliver water by the first week of February.

**Mayor Siddoway** explained there is one thing that could delay that and it has to do with water rights. The State Engineers Office is requiring a more formal conveyance of water rights from the Association to the Town. The state may hold the new well hostage to this process until the water usage is correct on the water rights.

Street Lights: The poles are schedule to be in on the week of January 18<sup>th</sup>. We expect that the poles will be installed that week.

Sign Lighting: We expect this work to be done concurrent with the street lights. .

**Website/Newsletter Report:**

Reminder the website is [www.starvalleyranchwy.org](http://www.starvalleyranchwy.org)

**Statistics:**

	<b>November</b>	<b>December</b>	<b>Increase/ Decrease</b>
Unique Visitors	617	609	-8
Average Pages Viewed per Visitor	2	4	+2
Top 5 pages Viewed	1. Home 2. About Us 3. Public Announcements 4. Documents 5. Town News	1. Home 2. About Us 3. Public Announcements 4. Documents 5. Community	
Total Hits	14,577	16,485	+1,908

**(2) Newsletter Status:** Schedule for Ranch News, Volume 5, No. 1  
for January 29, 2010 Distribution

- December 28th:** January 2010 Newsletter Schedule sent to all Contributors and editors (Mayor, Town Council, Town Administrator, Town Clerk, Water Utility Billing Specialist, Special Municipal Officer and Public Safety Advisor).
- January 8th:** Articles submitted to Newsletter Editors ([Browns@silverstar.com](mailto:Browns@silverstar.com)) and Councilman Warren ([cjw@silverstar.com](mailto:cjw@silverstar.com)).
- January 13th:** Draft of Newsletter sent to Councilman Warren from Editors.
- January 14th:** Newsletter forwarded from Councilman Warren to Contributors for review/changes or additions.
- January 15th:** All changes from Contributors forwarded to Councilman Warren and Editors.
- January 20th:** Final from Editors forwarded to Councilman Warren and Mayor Siddoway
- January 20th:** Purchase Order finalized
- January 21st:** Any changes back to Editors to make final – final and back to Councilman Warren
- January 22nd:** Off to printers
- January 25th** Request for Labels
- January 29th and/or February 1st** Newsletter mailed, e-mailed and put on website.

**Suggested Topics as Identified for CY-2010**

The Year in Review----->	Mayor Siddoway
Census ----->	Councilman Harker
Civic Involvement ----->	Councilman Koch
Communication ----->	Councilman Warren
Facilities ----->	Councilman Harker
Financial ----->	Councilman Koch
Planning ----->	Councilman Redlin
Grants ----->	Councilman Warren
Public Safety/Security----->	Councilman Koch
Roads/Water Operations----->	Councilman Harker
Water Development ----->	Mayor Siddoway
Budget ----->	Town Administrator
Water & Road Personnel Updates →	Town Administrator
Other Items ----->	

**Upcoming Activities:**

- Pre-Legislative Forum – January 20<sup>th</sup> – 6:30 – Civic Center - Afton
- Town Hall Meeting – February 9<sup>th</sup> – 7PM

**Adjournment: at 8:10 PM**

**Councilman Harker moved that The Town of Star Valley Ranch adjourn the meeting. Councilman Warren seconded the motion. The motion carried unanimously.**

**Respectfully Submitted**

**Approved**

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**Brenda L Bauer, Town Clerk**

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**Boyd Siddoway, Mayor**