

The Town of
Star Valley Ranch, Wyoming

TOWN MEETING MINUTES

DRAFT

June 12, 2007

Present: **Boyd Siddoway, Mayor**
Kent Harker, Councilman
George “Al” Redlin, Councilman
Carol Warren, Councilman
Jim Wheeler, Councilman

The nineteenth regular monthly meeting of the **Town of Star Valley Ranch Town Council** was held on June 12th, 2007 at **Town Hall**. **Mayor Siddoway** called the meeting to order at 7:00 p.m., and declared the existence of a quorum. Fifty people were present, including all members of the Town Council.

Also present were Town Clerk **Andy Moffett** and Town Attorney **Josh Smith** of **Bowers and Associates Law Offices, PC**.

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

After welcoming everyone, Mayor Siddoway led the recitation of *The Pledge of Allegiance*.

Adoption of the Agenda: Mayor Siddoway indicated that “**Subdivision Approval Request – Mountain Estates Master Plan / North Ridge Homes**” would be dropped from the agenda due to last minute cancellation by the developer; the Mayor also added **two new ordinances** to the agenda under New Business for their first readings, **Ordinance 2007-03 – Municipal Judge** and **Ordinance 2007-04 – Municipal Judge – Procedures**. **Councilman Redlin** moved to adopt the agenda as amended. **Councilman Warren** seconded the motion. **The motion carried unanimously.**

Approval of the May 21, 2007 Special Town Meeting Minutes: **Councilman Redlin** moved to approve the **May 21, 2007 Special Town Meeting Minutes** as written. **Councilman Wheeler** seconded the motion. **The motion carried unanimously.**

Approval of the May 22, 2007 Town Meeting Minutes: **Councilman Harker** moved to approve the **May 22, 2007 Town Meeting Minutes** as written. **Councilman Warren** seconded the motion. **The motion carried unanimously.**

Approval of the May 24, 2007 Special Town Meeting Minutes: **Councilman Warren** moved to approve the **May 24, 2007 Special Town Meeting Minutes** as written. **Councilman Harker** seconded the motion. **The motion carried unanimously.**

Approval of the May 30, 2007 Special Town Meeting Minutes: **Councilman Harker** moved to approve the **May 30, 2007 Special Town Meeting Minutes** as written. **Councilman Wheeler** seconded the motion. **The motion carried unanimously.**

Copies of the latest minutes are always available at Town Hall in the box outside the Clerk's Office. The minutes are also emailed, as a courtesy, to all interested parties on the Town's email distribution list. Archived agendas, minutes and highlights from previous Town Council Meetings may be found on the town's website at www.starvalleyranchwy.org.

Old Business:

Subdivision Approval Request – Stonefly Ranch Phase II: Jamie DeCora of Surveyor Scherbel, accompanied by developer Jason Lowder, requested the Mayor and Council approve a subdivision Request for **Stonefly Ranch Phase II** (*located NW of NW corner of Plat 3*). The Mayor explained that new subdivisions or changes made to existing subdivisions within one mile of the municipal boundary must have the Town Council’s approval prior to seeking approval from **Lincoln County**. Mayor Siddoway explained that until the Town has planning and zoning ordinances, the Town Council’s policy would be to review each subdivision based upon its infrastructure (road construction requirements, water, sewer/septic requirements and any other utilities they may have).

Councilman Harker moved the Town of Star Valley Ranch approve as presented the “Stonefly Ranch” Phase II subdivision filing. Councilman Wheeler seconded the motion. The motion carried unanimously.

New Business:

Craig Thomas Memorial Flag Designation - Councilman Harker: Councilman Harker moved the Town of Star Valley Ranch designate the US Flag given to the Town by United States Senator Craig Thomas in 2006, via his sister and Town resident Lynn Martin, as the “Craig Thomas Memorial Flag.” Councilman Wheeler seconded the motion. The motion carried unanimously.

Mayor pro tem – Mayor Siddoway: Mayor Siddoway noted he would be away for a week in July *and called for a motion as follows:* Councilman Wheeler moved Councilman Carol Warren be designated as Mayor pro tem during Mayor Siddoway’s absence from July 13th through July 22nd, 2007 for the purposes of having two authorized check signers available as necessary, and other mayoral duties as might be required. Councilman Redlin seconded the motion. The motion carried unanimously.

Assistant to the Mayor – Mayor Siddoway: Mayor Siddoway called for a motion regarding an Assistant to the Mayor *as follows:* Councilman Harker moved the Town of Star Valley Ranch create the position of “Assistant to the Mayor” for the purpose of providing additional administrative expertise in the area of Employee Benefits, Human Resource Package, Employee Policies and Procedures, Public Works Organization and Administration, grant and loan coordination and other Town related projects; as well, to confirm the Mayor’s engagement of Mr. Gregg Wilkes under a professional consulting contract to fill this position through December 31, 2007. Councilman Redlin seconded the motion. The motion carried unanimously.

Mayor Siddoway explained that the Town now had seven or eight employees and two more additions shortly. The Town needs a benefits package to retain current employees and to attract future employees. The Mayor explained that after running a classified advertisement for the Assistant to the Mayor’s position, Gregg Wilkes was chosen from a field of four applicants because of his knowledge in the human resource area as well as his grant writing experience.

Municipal Ordinance Officer – Mayor Siddoway: The Mayor said that on July 1 a state statute would go into effect that will provide the Town with the ability to have a municipal officer enforce Town ordinances. Mayor Siddoway said, “This is not a traffic cop or a police officer.” He continued, “This individual would be more like a compliance officer and will have the ability to write a citation.” The Mayor also indicated that the next step would be the appointment of a municipal judge to rule on cases of ordinance violations. A workshop was held to determine appropriate character traits and personality type of the individual required to fulfill the duties. Mayor Siddoway said the most important qualities of the individual should be a non confrontational demeanor and consistency “across the board.”

Councilman Redlin moved the Town of Star Valley Ranch create the position of Town of Star Valley Ranch, Municipal Ordinance Officer and authorize the Mayor to appoint individuals to this position.

The position is established and individuals in this position will conform with:

W.S. 7-2-103 “Issuance of Citations” by creating a new subsection (e)

For purposes of this section, “issuing officer” means a peace officer, or a special municipal officer acting in accordance with the terms of his appointment under W.S. 15-1-103 (a) (1). A “special municipal officer” means a municipal employee whose duties include the areas of animal control, parking or municipal code enforcement, and

15-1-103 (a) “The governing bodies of all cities and towns may:” by creating a new paragraph (1) is amended to read:

Appoint special municipal officers, who are not certified as peace officers, to issue citations to individuals for the limited purpose of enforcing ordinances, resolutions and regulations in the areas of animal control, parking and municipal code enforcement. Special municipal officers are not law enforcement officers for the purposes of employee benefits provided in title 9 of Wyoming statutes, are not peace officers for purposes of title 6 or title 7 of Wyoming statutes, are not peace officers for purposes of W.S. 1-39-112, shall not be required to carry a firearm and shall not have the power of arrest, and shall not be issued a peace officer’s badge nor shall they represent themselves to be peace officers.

Councilman Harker seconded the motion. The motion carried unanimously.

Ordinances for a Municipal Judge - Mayor Siddoway: The Mayor reiterated that it would be necessary for the Town to appoint a **Municipal Judge** and determine the Judge’s duties as they relate to the enforcement of the Municipal Officer’s responsibilities, *and two ordinances were read for the first time:*

Ordinance 2007-03 – Municipal Judge (First Reading):

ORDINANCE: 2007-03

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

TOWN OF STAR VALLEY RANCH CODE

Chapter 2 - Administration

Article 3 – Appointed Officers

Article 3.100 – Municipal Judge – Selection, Appointment, Term and Jurisdiction

(This ordinance incorporates W.S. 5.6.101 through W.S. 5.6.105)

Article 3.100 Municipal Judge

Article 3.101 Created and established.

There is hereby created and established in the Town of Star Valley Ranch (Town), in the state of Wyoming, and under the laws of the state, a municipal court for the trial of all offenses arising under ordinances of said incorporated Town.

Article 3.102 Municipal judges; number; jurisdiction.

Judges of municipal courts are termed municipal judges. The number of municipal judges for the Town shall be one. The jurisdiction of municipal judge shall be as prescribed by general law of the incorporated Town or by general law of the state.

Article 3.103 Appointment of municipal judges; qualifications.

Municipal judges shall be appointed by the mayor with the consent of the council, and shall be qualified electors of the state unless otherwise provided by ordinance.

Article 3.104 Term of office; compensation.

The terms of municipal judges shall be the same as the terms of other appointed officers of the Town, unless earlier removed for good cause as provided by law. Compensation shall not exceed \$500 per month.

Article 3.105 Bond

A municipal judge must be bondable and if deemed appropriate, shall provide a bond at the Town's expense in an amount consistent with similar judges in similar towns in the county. The bond shall be conditioned on the performance of his duties in accordance with law and ordinance of the Town including the duty to turn over to the Town all monies collected by him by virtue of his office.

Councilman Harker noted that in Article 3.104 a number associated with compensation should be inserted. The Councilman suggested \$500.00 per month. The Mayor advised he had spoken with two individuals regarding salaries for judges in the Star Valley area and they ranged from \$250.00 to \$300.00.

Councilman Harker moved the Town of Star Valley Ranch approve the first reading of Ordinance 2007-03 – Municipal Judge, as modified. Councilman Warren seconded the motion. The motion carried unanimously.

Ordinance 2007-04 – Municipal Judge – Procedures (First Reading):

ORDINANCE: 2007-04

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

TOWN OF STAR VALLEY RANCH CODE

Chapter 2 - Administration

Article 3 – Appointed Officers

Article 3.200 – Municipal Judge – Procedures

(This ordinance incorporates W.S. 5.6.106 through W.S. 5.6.115)

Article 3.200 – Procedures

Article 3.201 Procedure generally; additional rules may be provided by ordinance; appeals.

The procedure of municipal courts shall conform to the procedure provided by law and rules of procedure for courts of limited jurisdiction. The Town may by ordinance provide any additional rules of procedure found necessary for the proper conduct of municipal courts, provided these rules do not conflict with the general laws of the state. Appeals to the district court shall be allowed in all cases as now provided by law for appeals from justices of the peace.

Article 3.202 Appeals to district court in certain cities or towns.

In addition to all other methods heretofore provided by law, an appeal from the judgment or sentence of a municipal court in the Town may be taken to the district court in the same manner as is now provided by law for appeals from circuit courts in criminal cases, and shall be dealt with by the courts as criminal cases.

Article 3.203 Costs.

The Town prescribes by ordinance such costs in all trials before municipal courts as may be necessary or deemed expedient. The costs shall be ten dollars (\$10.00). All costs collected shall be turned into the treasury of the Town. The Town prescribes by ordinance a court automation fee of ten dollars (\$10.00) as a cost to be paid by every person guilty of a violation of the Town ordinance.

Article 3.204 Postponement of trial for violation of town ordinance; recognizance generally.

If a person charged with a violation of a Town ordinance is held to appear for examination or trial before a municipal judge, the judge may postpone the trial of the case to a certain day. The judge may require the defendant to enter into a recognizance with sufficient sureties conditioned that he will appear before the judge at the time and place appointed to answer the complaint alleged against him.

Article 3.205 Postponement of trial for violation of town ordinance; sureties or deposit may be required; breach of recognizance; procedure where offense not cognizable before judge.

When a person is ordered by the municipal judge to enter into a recognizance, he may at the discretion of the municipal judge be permitted to sign his own recognizance, furnish sureties or deposit in cash with the judge or his designee the amount named in the bond. If the person so recognized fails to appear and comply with all of the requirements of the bond, the judge having cognizance shall, if there are no mitigating circumstances, declare the bond forfeited and order the cash deposited into the general fund of the treasury of the Town. If it appears to the judge the accused is triable for an offense not cognizable before the judge, the judge shall halt further proceedings and proceed as in other cases exclusively cognizable before the district court.

Article 3.206 Execution on judgments.

Upon assessment of any fine and costs for the conviction of a violation of any ordinance of the Town, judgment shall be entered against the defendant in favor of the Town. If the judgment is not paid within ninety (90) days from the date of the judgment the Town may collect judgment by execution in circuit court in the manner provided by law. Except as otherwise provided by law all amounts recovered pursuant to this section shall be deposited with the Town Clerk, used for the benefit of the Town, and credited against the fine and reasonable costs of collection.

Article 3.207 Detention of juvenile offenders.

(a) Effective July 1, 1995, no minor charged with violating a municipal ordinance defined as a status offense under subsection (b) of this section shall be detained in a jail.

(b) As used in W.S. 5-6-112 (Article 3.112) and 5-6-113 (Article 3.113):

(i) "*Juvenile detention facility*" means any facility which may legally and physically restrict and house a child, other than the Wyoming boys' school, the Wyoming girls' school, the Wyoming state hospital or other private or public psychiatric facility within the state of Wyoming. A juvenile detention facility may be housed within an adult jail or correction facility if the facility otherwise meets the requirements of state law;

(ii) "*Minor*" means an individual who is under the age of eighteen (18) years;

(iii) "*Status offense*" means an offense which, if committed by an adult, would not constitute an act punishable as a criminal offense by the laws of this state or a violation of a municipal ordinance, but does not include a violation of W.S. 12-6-101(b) or (c) or any similar municipal ordinance.

Article 3.208 Incarceration of juvenile offenders.

(a) Effective July 1, 1995, no minor convicted of a status offense shall be sentenced to a term of imprisonment.

(b) A minor convicted of a misdemeanor or of violating a municipal ordinance, other than a status offense, for which a term of imprisonment is authorized, shall only be imprisoned in a juvenile detention facility.

Article 3.209 Special probation for minor defendants.

As a condition of probation or suspension of sentence, the court may require a defendant who is a minor to successfully complete a juvenile service program offered by a community juvenile services board under the Community Juvenile Services Act [14-9-101 through 14-9-108].

Article 3.210 Process extends throughout the state.

A municipal judge may issue a statewide bench warrant for violation of a municipal ordinance which contains the same elements as a comparable state statute. The municipality in which the court issuing the statewide bench warrant exists is responsible for all costs incurred in executing the warrant, including costs of housing

and transporting a person arrested under the warrant.

Councilman Warren moved that the Town of Star Valley Ranch approve the first reading of Ordinance 2007-04 – Municipal Judge – Procedures, as read. Councilman Redlin seconded the motion. The motion carried unanimously.

Council Reports:

Communications – Councilman Carol Warren: Councilman Warren indicated that she was developing a schedule for the next edition of The Ranch News but it had not yet been completely finalized. The Councilman advised that new “back-up” software, which supports the maintenance of the Town’s website, www.starvalleyranchwy.org, had been purchased and installed. The purpose of the purchase was to have a back-up option to support **Town Webmaster Angela Aitken**. Councilman Warren announced a training class would take place on Friday, June 15th.

Culinary Water Transfer – Mayor Boyd Siddoway: Mayor Siddoway briefly presented an overview of the *third and final* reading of **Ordinance 2007-02 Utilities – Culinary Water**. Councilman Redlin advised the only *change* to the ordinance since reading #2 (May 24 Special Meeting) was on *page 2 under section 4-9*. The word *proclamations* had been eliminated which would allow the Mayor, in times of water scarcity to expedite restrictions. *Ordinance as follows:*

ORDINANCE: 2007-02

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

Chapter 4 – Utilities – Culinary Water

Section 4-1 Management and Control.

The Town (Municipality) shall have exclusive control and management of the Town’s culinary water system, and shall have exclusive management and control of the supply and distribution of water to all users within the corporate limits and to those that receive water from the Town that are outside of the corporate limits. The Town shall from time to time make such rules and regulations as are necessary for the complete management, control, expansion, improvement, distribution, and supplying of culinary water to the users.

Section 4-2 Definitions.

Water Service Line. The line running from the Municipal water main to the structure or property to be served.

Water Utility. All water and water rights, waterworks and appurtenances thereto, machinery, equipment and supplies used by the Municipality to supply consumers with water; provided, that the water service line from the meter or curb stop to the structure or property served shall be regarded the property of the owner of such structure or property owned.

Section 4-3 Reservation of Rights by Municipality.

The use of water under the provisions of this chapter shall not constitute or be deemed to be a relinquishment of any water or water right by the Municipality, and the Municipality reserves the full right to determine all matters in connection with the

control and use of such water.

Section 4-4 Agreement to Rules and Regulations Prerequisite to Commencement of Services.

No person may be served with water from the water utility unless they agree to all the rules and regulations of the Municipality pertaining to the use of such water.

Section 4-5 Town Not Liable for Damages.

The Town shall not be liable to the users for any damages caused by interruptions of water supply, scarcity of water, water quality, accidents to works or mains, or during time of alterations, additions, or repairs, or for any other unavoidable causes.

Section 4-6 Inspection of Premises.

Free access shall at all reasonable hours be allowed to the Municipality to all places supplied with water from the municipal water utility to examine the apparatus, the amount of water used, and the manner of its use; and to ascertain any violation of the rules and regulations controlling the supply of water and the charges made therefore.

Section 4-7 Damaging Utilities Property or Equipment.

No person shall in any way damage any property, equipment or appliance constituting or being a part of the water utility.

Section 4-8 Trespass or Interference with Water Utility's Property.

No person, other than those authorized by the Municipality shall trespass upon the property of the Water Utility or tap any water mains or make connections therewith or in any way interfere with the Water Utility or the property, equipment, pipes, valves or other appliances of the Water Utility or change or alter the position of any valve or appliance regulating the flow of water in any pipeline.

Section 4-9 Water Conservation, Waste Prohibited and Restrictions on Use.

(a) All water users shall keep their service pipes, connections, and other apparatus in good repair at their own expense and in such condition that they will not waste or permit the waste of water.

(b) No person will use water from their water service on property not connected to the Municipal Water Utility.

(c) In time of scarcity or when the Municipality is unable to furnish a sufficient supply of water for all purposes, the Mayor shall place restrictions on the use of water to such an extent as may be necessary for the public good. The most common restrictions to be placed on the use of water and the penalty for abuse of the water restrictions will

be found in Appendix 4-1, Water Conservation Plan.

Section 4-10 Discontinuance of Service-Failure to Comply with Regulations or Pay Charges.

(a) If any water user fails to comply with the provisions of this ordinance, the Municipality may discontinue water service until the water user is in compliance and has paid any and all costs incurred because of the non compliance.

(b) In case any water user shall fail to pay all charges as prescribed by this ordinance, the Municipality shall shut off water to the premises, building, house or lot, and water shall not be turned on again until all charges have been paid, together with the charge for shutting off and turning on the water; provided, that the Municipality shall not shut off the water until the owner shall have been given ten (10) calendar days' notice in writing, by first class mail to the mailing address as shown on the records of the Water Utility.

Section 4-11 Water Service Connections.

(a) Any person desiring a water service connection shall make written request to the Municipality to provide the connection.

(b) The fee charged by the Municipality to provide the connection shall accompany a request for a water service connection. The amount of the fee for providing a water service connection will be found in appendix 4-2 and shall include the connection, water service line from the main to the Municipality's water meter.

(c) Except in case of an emergency, no person other than those authorized by the Municipality shall turn on or off water to any premises. Water will not be turned on to a residence unless the occupant or the occupant's authorized representative is present.

Section 4-12 Maintenance.

The owner of any property connecting to the Water Utility shall be responsible for the maintenance of the water service line from the meter or stop and waste valve to the structure being served and shall keep his line in good condition at his expense so as to prevent waste of water. All Water Utility water meters and stop and waste valves will be maintained by the water utility. The cost of repairs resulting from neglect or abuse by the water user shall be paid for by the user.

Section 4-13 Disconnecting Service from Premises.

When a water user desires to disconnect his premises from the Water Utility, he shall not be permitted to take up that portion of the line between the main and the meter and all appliances from the water main to and including the meter and stop waste valve shall remain in the ground and in undisturbed condition.

Section 4-14 Tampering or Interfering.

It shall be unlawful for any water user or for any other person to tamper or interfere with any meter or meter seal or to so arrange his water service or piping so

that the use of water will not actuate the meter.

Section 4-15 Shutting Water off at Street Mains.

Water may be shut off from any street main when necessary to make repairs or to make connections or extensions of the mains or to perform any other work necessary to maintain the water utility.

Section 4-16 Water Service Fees.

An annual, quarterly or monthly water service fee will be charged for each water connection. The water service fee charged for use outside of the corporate limits will be 1 1/4 times the rate charged within the corporate limits. The fee schedule will be found in Appendix 4-2.

Section 4-17 Billing and Payment.

(a) An account shall be established for each water connection. All accounts shall be carried in the names and addresses of the property owner, agent, tenant, purchaser or lessee of each such parcel having the water connection.

(b) No less frequently than once each year nor more frequently than once each month, a statement of each account, shall be prepared and sent to the name and mailing address appearing on the account. Nothing shall prevent accounts from being divided into groups with different billing dates for the purpose of establishing convenient billing cycles.

(c) Statements shall be due and payable at the office of the Municipality (Town Hall) immediately upon receipt of the statement, and shall be delinquent if not paid in accordance with the fee schedule found in Appendix 4-2. Payments may be made in person or by U.S. mail, and may be tendered in the form of cash, cashier's check, money order, personal check. Payments may also be made via the online bill-pay function of a water user's checking account.

(d) Property owners or the owner, agent, tenant, purchaser, or lessee of each property for which the water connection is made shall, each and all, be jointly and severally liable for each payment of charges and fees. Failure to pay any charges when due shall constitute a violation of the provisions of this ordinance. Collection of charges and fees under this ordinance when delinquent may be enforced by civil action brought by the Municipality for the Municipality in any court of competent jurisdiction, and this remedy is cumulative and not exclusive and shall be in addition to all penalties provided by the ordinance for any violation of any provisions hereof. No change of ownership or occupation shall affect the application of this section.

Section 4-18 Appointment of Special Municipal Officers.

The Mayor may appoint special Municipal officers, who are not certified peace officers, acting under the terms of their appointment under W.S. 15-1-103 (a) (1) with authority to issue citations to individuals for the purpose of enforcing this ordinance.

Councilman Redlin moved the Town of Star Valley Ranch approve the third and final reading of

Ordinance 2007-02 for Utilities – Culinary Water. Councilman Harker seconded the motion. The motion carried unanimously.

Councilman Redlin presented the *third* reading of **Ordinance 2007-02 Utilities-Culinary Water - Appendix 4-1 - Water Conservation Plan**. The Councilman stated no changes had been made since the second reading. *Ordinance as follows:*

ORDINANCE: 2007-02

APPENDIX 4-1 – WATER CONSERVATION PLAN

While the Town of Star Valley Ranch does not want to be accused of crying “wolf”, we do feel the need to be prepared in case of an emergency or water shortage. This Water Conservation Plan is designed to provide the assistance and support necessary for the Town to exercise proper stewardship over the community’s water resources.

Although water conservation can be imposed on the public, it must be voluntarily and willingly accepted as a shared responsibility between the water providers and the water users of the Town to be truly effective. The Town can succeed in meeting its long-term water conservation and supply goals and its commitment to maintaining Star Valley Ranch's status as a desirable place to live only if water users are willing to embrace and practice a conservation life style.

This Water Conservation Plan will remain in effect for at least the time period required for the Town to develop and implement additional water sources and storage to meet the Town water user’s demand, successfully install meters on all services, and establish and bill for water usage based on a metered usage. While the Town believes this will take approximately three years, many of the factors critical to meeting this time period are not under the control of the Town.

1. Educational Programs –

- Emails
- Website Articles
- Flyers
- Membership Mailing of Water Ordinances and Resolutions
- Newsletter Articles
- Newspaper Articles
- Town Hall Conservation Awareness Meeting / Classes
- Town Entrance / Speed Sign Poles – Top Flagged
 - Yellow – Level I
 - Orange – Level II
 - Red – Level III
- Possible “Incentive” Program (Conservation Citizen of the Year)

2. Town Preparedness –

- Community Water Advisory Committee
 - Recommendations of Water Emergency Classification to the Mayor;
 - chaired by the Councilman assigned the Utilities Department.
 - The Town Council recommends individuals with input from the SVRA Board of Directors

Selected by Mayor, Confirmed by the Council

Ordinances

Mayor's Authority to Declare Water Emergency

Excessive "water use" regulations and fines (All water users)

First Offense of the water year (April thru March): Written

Warning

Second Offense of the water year: \$100.00 Fine

Third Offense of the water year: \$750.00 Fine per incident

Fourth Offense of the water year Maximum allowed by law

(Potentially, the inclusion of water "cut-offs")

Resolutions

Creation and Appointment of "Special Municipal Officer"

Creation and Appointment of a Municipal Court with Judge

Inspect and test water wells to produce maximum capacity

Contract "Leak Test" Project

3. Water Shortage Classifications –

The following "Levels" are guidelines, set and based upon the advice of the Community Water Advisory Committee, however, the Mayor may increase the declared "Level" based on a perceived pending public health and safety issue.

"On Going Conservation"

Education

No water hookups without a building permit

Request:

Drought resistant landscaping projects.

Repair home leaks

Install water saving devices

"Level I – Moderate" YELLOW

(Storage tanks are not refilling in a 24 hour period, but have a high level mark of at least 50% of capacity during that period)

On going conservation measures plus:

Initiate alternate day home lawn irrigation based on street address

Daily watering period limited to 7:00 PM thru 7:00 AM

No open end hose watering, must use a sprinkling device

Maximum of one hour per sprinkler setting (location or

area)

No watering on weekends or evening before federal and state holidays

Outside watering limited to Sunday 7:00 PM - Friday

7:00 AM

No washing of vehicles, driveways or any outside cleaning with water

No recharging of yard fountains or artificial streams

Request:

Golf Course and irrigation of "non-golf common property"
watering limited to 7:00 PM thru 7:00 AM, Sunday 7:00 PM
thru Friday 7:00 AM
Limit indoor water use

"Level II – High" ORANGE

(Following a minimum of three (3) straight days of "Moderate Condition" OR tanks are less than 10% of capacity)

Level I measures plus:

No landscape irrigation
Deferral of new water service connections

Request:

Limit toilet flushing
Collect warm-up water for use on plants
Full load washing machine only
Full load dish washing only
Reduce bath water level and shower time by ½

"Level III – Extremely High" RED

(Negative supply to demand or a minimum of three (3) days of Level II)

Level II measures plus:

No outside watering.

Request:

Drink or wash with "warm-up" / "cool down" water
Limit domestic use
1 bath / week / person
No washing machines (clothes or dishes)

Councilman Redlin moved the Town of Star Valley Ranch approve the third and final reading of Ordinance 2007-02, Appendix 4-1 for the Water Conservation Plan. Councilman Harker seconded the motion. The motion carried unanimously.

Councilman Redlin presented the *third* reading of Ordinance 2007-02 - Appendix 4-2 - Water Service Fees. The Councilman stated he had one minor change to the end of the 4th line in paragraph one. He asked that the word *days* be inserted following the number ten (10) to further define the grace time frame at the conclusion of a billing cycle. *Ordinance as follows:*

ORDINANCE: 2007-02

APPENDIX 4-2 – WATER SERVICE FEES

The Town of Star Valley Ranch will implement collection of fees for culinary water services on July 1, 2007. Fees are due and payable at the beginning of the billing cycle and shall be delinquent if not paid before the expiration of one month and ten (10) days after the date the statement was prepared for mailing or before the expiration of one month and ten (10) after the beginning of the billing cycle, whichever is later. It is incumbent upon property owners having water connections where the water is currently in a turned off status to notify the Municipality so that they will not be billed for the Water Service Fee.

Water Service Connection Fee: The fee to be charged by the Municipality for providing a new culinary water service connection, inclusive of the connection to the water main line, meter and stop waste valve will be based on service size in accordance with the following schedule. The Water Utility will provide meters or other upgrades as necessary to properties that currently have water connections at the Towns actual cost of providing the meters or upgrades.

<u>Service size</u>	<u>Fee</u>
¾ inch	\$4,700.00
1 inch	\$8,000.00
1 ½ inch	\$18,000.00
2 inch	\$30,000.00

Base Fee and Water Service Fee: Quarterly fees, based on standard calendar quarters, will be charged by the Municipality. The Municipality will charge a uniform quarterly base fee, based on service size, to all properties within the corporate limits of the Municipality that have been provided a water service connection. The Municipality will charge a uniform quarterly water service fee, based on service size, on all connections where the water service is turned on, until such time as water meters are available on all such connections. The quarterly fee will be charged for each quarter or portion of a quarter that the water service connection has been available. A quarterly billing statement will be issued by the Municipality to the property owner or designated recipient of record. It is incumbent upon property owners to advise the Municipality in writing if the billing statement is to be directed elsewhere.

<u>Service Size</u>	<u>Quarterly base Fee</u>	<u>Quarterly Water Service Fee</u>
¾ inch	\$15.00	\$60.00
1 inch	\$25.00	\$100.00
1 ½ inch	\$55.00	\$225.00
2 inch	\$90.00	\$375.00

A ten (10) percent discount will be provided to customers who pay for a full year of water service in the first month of the Municipal fiscal year which begins July 1 of each year.

Turn On/Turn Off Fee: The Municipality will charge a fee to turn water off or to turn water on to a property.

Turn On/Turn Off Fee	\$15.00 (during normal working hours)
	\$30.00 (outside of normal working hours)
	\$250.00 (turn on or off by other than
authorized	person, except in
case of emergency)	

Fees Outside of the Town Corporate Limits: Water users outside of the Municipal corporate limit will be charged fees that are 1 ¼ times the rates shown above.

Penalties: A penalty of 5% will be assessed on payments that are delinquent.

Interest: Interest will be charged on delinquent payments at the rate of 1½% for each full month or portion of a month that the payment is delinquent.

Some discussion ensued:

Town Clerk Moffett advised that a billing specialist would be hired with a targeted start date of Monday, June 18th with the expectation that all latest water customer information would be available and received from the former operators of the water utility by that time. The Clerk noted that the Town had received no customer data in response to several requests for this information that had, in good faith, thought to have been an inherent part of the transfer agreement. The Clerk predicted that invoices for water customers would begin to hit the mail during the second week of July. **Ron Thacker** asked for clarification on the initial billing cycle as it related to the number of days considered delinquent in the ordinance. The Clerk stated that the actual billing date would act as the beginning of the billing period for payment and delinquency considerations. Mr. Moffett encouraged everyone to report any errors with regard to the new bills, and explained that the Water Utility would rely largely on the public's feedback for correction of various initial billing problems. He thanked everyone for their patience and cooperation.

Councilman Redlin moved the Town of Star Valley Ranch approve the third and final reading of Ordinance 2007-02, Appendix 4-2 for the Fee Schedule. Councilman Wheeler seconded the motion. The motion carried unanimously.

New Water Service Connections - Mayor Siddoway: The Mayor indicated there had been some confusion on how the Town would address new water "hook ups," and asked the Council to consider a motion to clarify the Municipal Water Utility's new approach to new water service connections:

Councilman Harker moved The Town of Star Valley Ranch adopt the following method to prioritize the installation of a "New Water Service" connection; as well, adopt these billing procedures:

- 1st = Move-in (Move-in Dates)
- 2nd = Under Construction – Owner Home (Completion Dates)
- 3rd = Under Construction – Speculation Home (Completion Dates)
- 4th = Building Permit Only

There will be no deposits required.

Billing will be within 30 days following hook-up and will include the current quarter's water fees.

Councilman Redlin seconded the motion. The motion carried unanimously.

Mayor Siddoway advised Town Clerk Moffett, who had received numerous phone calls and Town Hall visits from residents with regard to the Town's timing on accepting new water connection requests, that he could begin accepting requests the following day. The suggestion was made that a form be developed for residents to request connections in writing. It was decided this information could be taken over the phone and that the form would be available at Town Hall's Municipal Water Utility billing office as well as on the Town's website.

Facilities – Councilman Harker: Councilman Harker reported for Warren Webb whom was attending a training session in Lander on gravel roads and dust guard. The Councilman said that the Town had begun dust guarding but had to suspend the process due to restrictions on the BLM land. Councilman Harker advised that the Town had "moved past that now" and the dust guard bladders had been moved to a different location (Town's interim public works equipment facility at 251 Vista Drive). Dust guard application to the roads was expected to resume soon. Councilman Harker reminded everyone of the **Public Hearing for the BLM Parcel Master Plan** scheduled for June 20th at 5:30 at Town Hall. He encouraged residents to review the renderings done by **Steve Ashworth** that were on display; these showed some of the concepts being discussed with members of the Town. Councilman Harker encouraged everyone with interest to attend the Public Hearing with their ideas and input as the Town wants to

“develop that entire 40 acres, if we could get it.”

Mayor Siddoway reiterated that the meeting on June 20th would be a formal Public Hearing, and that it would likely be the last time the Council would receive input before applying for a formal application. He informed everyone that BLM personnel would be coming to the Town to visit with the Mayor and Council on the 21st, the day following the hearing, to assist them in whatever way they could to help facilitate a successful result with regard to the Town’s application.

Financial – Clerk Andy Moffett:

Town Cash Position Report at June 12, 2007: Clerk Moffett discussed the Town Cash Position Report, and indicated that after the evening’s approved disbursements (*pending*) the balance in the Town’s operating account (Bank of Star Valley) was \$2; the balance in the Town’s reserve CD #20610 (Bank of Star Valley) was \$85,217 (4.13% APY); the balance in the Town’s reserve CD #20642 (Bank of Star Valley) was \$121,994 (5.0% APY); the balance in the Town’s reserve CD # 20700 (Bank of Star Valley) was \$125,000 (5.25% APY); the balance in the Town’s reserve CD #20752 (Bank of Star Valley) was \$520,000 (5.63% APY); the balance in the Town’s reserve CD #778001727 (1st Bank) was \$111,625 (6.13% APY); and the balance in the Town’s reserve CD #65806 (The Jackson State Bank & Trust) was \$300,000 (5.19% APY). The Clerk stated that during business later that week the Town would invest in another CD for about \$192,000 and that the usual competitive blind bidding by the Town’s designated depositories would take place. **The Town’s invested reserves totaled \$1,263,836.**

The latest statement of the Town’s cash position is always posted in Town Hall, and copies are available for pick-up or by email attachment upon request.

Draft May Financial Statements: The Clerk reported that he had hoped to have draft financial statements completed for eleven months ending May 31 to present that evening. Clerk Moffett said that “despite efforts at cut-off, some numbers had changed as recently as yesterday [Monday June 11] and I’d prefer not wasting everyone’s time with a statement I can’t really stand behind and that most likely will change.” With apologies, the Clerk stated his intent to review both the May and June financials at the July 17th Town Meeting, and that a draft of the May financial statements would be available at Town Hall in the shorter term. Clerk Moffett continued to encourage everyone to make arrangements to meet with him at Town Hall, and said he would be delighted to review any and all aspects of the statements. The Clerk hoped to present draft June (and fiscal year end) financial statements at the next regularly scheduled Town Meeting set for July 17.

Municipal Financial Statements and information are always available for public examination and discussion at Town Hall during normal business hours. The Clerk encouraged anyone wishing to discuss any aspect(s) of the Town’s financial statements in depth to contact him for more details and information.

Ordinance 2007-01 – Appropriations for Fiscal Year 2007-2008 – Third and Final Reading – Clerk Moffett: The Clerk began the reading of the Budget Ordinance and explained that there were *two* schedules, one for the General Fund, which included the Roads Department, and a separate budget schedule for the Municipal Water Utility. He explained that the Municipal Water Utility began operation at its creation on June 1, 2007 and would operate for the first 30 day period without a budget, just as the municipality did in its first fiscal year of existence. Clerk Moffett stated that this approach had been derived from Wyoming statutes. The Municipal Water Utility budget would commence with the beginning of its first full Fiscal Year on July 1, 2007. *Clerk Moffett presented the third and final reading of Ordinance 2007-01 as follows:*

ORDINANCE: 2007-01

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

Appropriations for Fiscal Year 2007-2008:

WHEREAS on the 17th day of April, 2007, Town Clerk Andy Moffett, the budget making authority for the Town of Star Valley Ranch, prepared and submitted to the Council a budget for fiscal year ending June 30th, 2008, and

WHEREAS such a budget was duly entered at large upon the records of this Council and a copy thereof was made available for public inspection at the office of the Town Clerk, and

WHEREAS the budget was recited during the Town Council Meeting at which time all interested parties were given the opportunity to be heard, and

WHEREAS following such public recitation certain alterations and revisions were made in such proposed budget, all of which more fully appear in the minutes of the Council.

NOW THEREFORE, BE IT RESOLVED, by the Council that the town budget, as so revised and altered, be adopted as the official town budget for the fiscal year ending June 30th, 2008.

BE IT FURTHER RESOLVED, that the following appropriations as provided for in Ordinance No. 2007-01 be made for the fiscal year ending June 30th, 2008, and that the expenditures of each officer, department or spending agency be limited to the amount herein appropriated.

Mayor Siddoway to read the following formal Budget message for 2007-2008 as follows:

BUDGET MESSAGE
For Fiscal Year 2007-2008

Several new challenges will be coming our way during the next fiscal year.

The new Municipal Water Utility has begun operations as the Town continues to maintain all of our Roads.

The loss of the 1% Local Option Tax presents us with a \$600,000 revenue shortfall in a time of increasing costs and Town obligations.

For the General Fund, Total revenue is forecast at \$1.07 million, with six general

expense budgets:

Administration	\$208,800
Communications	8,440
Master Plan	9,183
Professional Fees	47,500
Public Safety	84,100
Roads	561,598

Or total expenses of just over \$919,000 and a net contribution to the Town's reserves of \$150,000 from operations.

Capital requirements for the General Fund are expected to be \$426,400.

The Town's reserves are expected to be tapped this year by at least \$360,000 to support net deficits in both the General Fund and the Municipal Water Utility.

For the Municipal Water Utility, total income from all sources should be \$518,000; total expenses are expected to be about \$500,000 for a net operating income of just over \$17,000.

The Water Utility's capital needs are forecast at a total of about \$100,000 and so the General Fund's reserves will be contributing about \$83,000 to the Municipal Water Utility so that it might break even for the fiscal year.

Clerk Moffett asked the Council to consider the following motion:

Councilman Harker moved the Town of Star Valley Ranch approve the third and final reading of Ordinance 2007-01, Appropriations for Fiscal Year 2007-2008. Councilman Warren seconded the motion. The motion carried unanimously.

Clerk Moffett gratefully acknowledged the Mayor, Council and Department heads, specifically Warren Webb, Public Utilities Superintendent, for all their hard work and efforts during the budgeting process. Councilman Redlin and Mayor Siddoway thanked the Clerk for his contributions to the budget process.

Annual Audit Engagement Letter – Clerk Moffett: The Town considered an engagement letter from Town Auditor **Jim Dubisz** to conduct the Town's annual external audit for Fiscal Year 2006-2007. Mr. Moffett felt the \$7,500 fee was fair to the taxpayers considering the next audit would likely be "more rigorous" according to Moffett, and as the scope of the audit would have the Municipal Water Utility's first fiscal period and all acquisition assets and values to examine and review as well. *Clerk Moffett called for a motion as follows:*

Councilman Harker moved the Town of Star Valley Ranch engage the accounting firm of James D. Dubisz, CPA to conduct the Annual Town Audit for Fiscal Year 2006-2007 according to the procedures, terms and requirements of the firm's engagement letter dated May 25, 2007. Councilman Wheeler seconded the motion. The motion carried unanimously.

Town Council Review/Audit of Accounts Payable and Bank Reconciliations - Clerk Moffett: The Clerk addressed the topic of the challenge of the division of duties as they relate to the financial function of the Town. Statutes and universally accepted control standards require division of duties in all aspects of the work that the Clerk had undertaken since incorporation. The Clerk has been the solitary manager of all Town financial transactions and procedures for 18 months. As the Public's Trust has been and remains the Clerk's highest standard for all financial operations, Mr. Moffett asked the meeting attendees and the Mayor

and Council to “trust but verify.” He stated that the Public trust is critically important as it relates to the Town’s ability to conduct the People’s financial business in a credible and confident manner. The Clerk asked that internal audit responsibilities be shared by the Council as they had been charged with the ultimate responsibility for the integrity of all municipal financial affairs. Mr. Dubisz had suggested an excellent first step would be for a member of the Council or the Mayor to review all bank reconciliations and accounts payable each month. Clerk Moffett said that **Gene Root** had been reviewing bank reconciliations for the last year on a volunteer basis. Andy Moffett explained, “This is a measure which will help us to demonstrate a good sense of responsibility and control to the people we serve.” *Clerk Moffett called for a motion as follows:*

Councilman Redlin moved all members of The Town of Star Valley Ranch Town Council individually review and audit, on a monthly rotating schedule, all accounts payable vouchers and all bank reconciliations in order to enhance controls and to address division of duties requirements pertinent to the Town Clerk’s Office. Councilman Warren seconded the motion. The motion carried unanimously.

Grants – Councilman Warren: Councilman Warren reported on a meeting she’d had on May 1st with **Richard Hawley, US Senator Enzi’s** contact and liaison for grant, appropriations and economic development needs. The Councilman gave Mr. Hawley a brief history of the Town and made suggestions to him regarding where the Town could use assistance. Mr. Hawley told Councilman Warren he would share the information she provided with “several individuals” who would be in contact with the Town. *(Reprint from May 22 minutes)*

Councilman Warren was encouraged when **Mike Sposit** with the **Midwest Assistance Program Field Office in Green River** contacted her to inquire about coordinating a meeting with the council and himself to develop strategy regarding the type(s) of assistance his agency could provide.

Image – Councilman Wheeler: Councilman Wheeler recommended that after speaking with the Mayor and roads department, plans for a **Town-wide clean up** effort using the Town’s Front end Loader/Tractor had been **postponed**. The Councilman advised he felt the Town needed every minute of time, man power and equipment to accomplish the higher priorities dealing with the water and roads.

Mayor Siddoway encouraged everyone to drive by and look at the **50 US flags**, recently purchased by the Town, on Flag Day, June 14th, for placement at one of the Town’s primary entrances. The Mayor also explained a 50’ flagpole had been installed outside of the Town’s current interim Town Hall location by and at the expense of the Town’s landlord. The Town planned to raise its new 10’ by 15’ US flag for the first time on the morning of June 14th, Flag Day.

Planning – Councilman Redlin: Councilman Redlin stated the contracts prepared by **Pederson Planning Consultants**, selected to develop a **Master Plan** for the Town, were ready for signature. He passed them on to Mayor Siddoway for review. The Councilman advised that the **Planning and Zoning Board** had been meeting twice a month developing standards and procedures. Councilman Redlin reminded residents that on July 18 the first full **P&Z Board Meeting** would be held. Councilman Redlin stressed that all workshops and meetings were open to the public and that schedules of all planning and zoning events would be on the Town website, in the newsletter and posted on the Town bulletin board.

Public Safety – Public Safety Advisor David Ward: Mayor Siddoway revisited a letter the Town received from the Mayor of Thayne requesting \$100,000 for Fire/EMT services for fiscal year 2007-2008. The Mayor signed and returned the agreement with the 10% increase to the prior year contract as recommended previously by Mr. Ward. Mayor Siddoway had suggested a figure of \$55,000, and this figure

replaced the \$100,000 written into the contract. Mr. Ward explained that Thayne's Town Council would review the offer the following evening at its meeting, and that Mayor Siddoway would be in attendance.

Street Sign Project - Public Safety Advisor David Ward: Mr. Ward displayed the "new look" for the Town's street signs. Mr. Ward reported that the votes were in and that the Town would move ahead with the color **brown** for both the sign and post; no logo; all capital letters and a round post shape with a plain metal cap. County road signs will be green. Mayor Siddoway suggested to Mr. Ward that the Town begin the RFP process for vendors to begin bidding on the production of the signs in conjunction with the Town's approved grant for the project from the State Lands and Investment Board.

Street Re-Naming Project - Public Safety Advisor David Ward: Mr. Ward described a meeting he'd had with a GIS professional earlier in the day. They had reviewed every street name in the Town and looked for duplications. Mr. Ward advised they arrived at only five (5) necessary changes as follows: **Cedar Circle** and **Cedar Court** would have to be renamed. **Elkhorn Circle** was renamed **West Elkhorn Circle**. **North Branch Court** had no homes on it, but would need to be renamed. Mr. Ward said there are currently two streets named **Solitude Circle** in the Town and one would have to be renamed. Public Safety Advisor Ward reviewed his procedure with the Mayor and Council to contact the homeowners in the five areas listed. (*Reprint from May 22 minutes*)

One resident raised the topic of drivers not being able to see street signs due to overgrowth and suggested the Town remedy this situation at the time the new signs were to be installed. Mayor Siddoway said this was "well noted" and went on to advise everyone the Town had purchased a mower with the ability to do the type of trimming around signage that the resident had referred to.

Roads – Councilman Harker: *The Councilman read the following press release:*

On May 21st, at the beginning of a Joint Star Valley Ranch Association and Town Meeting, Mr. Joe Angelovic, Chairman of the Board of Directors for SVRA presented Mayor Siddoway a signed document representing the final step in the process of declaring all roads within the Town of Star Valley Ranch as "Public Roads".

The fact that the roads are now officially "Public Roads":

The Town has the authority and the right to install the highly "Reflective Street Name Signs" under a 50:50 grant from the State of Wyoming, State Land and Investments Board for the safety and welfare of the community. Our EMS and Fire organizations will be able to better locate and reduce the response time necessary to respond to a medical or other emergency situation. Our guests visiting the Town will be appreciative as well.

The County Sherriff's department will be able to issue moving violations with the confidence that the citation not be thrown out of court due to a road classification technicality.

The Town's future ability to apply for state assistance with major road reconstruct will be increased with no privately designated roads within the Town.

Councilman Harker discussed the plan for the roads and asked the residents if they had noticed the crews who had been patching some of the "alleged pavement." He advised that the lease on the north end of airport property now provided the Town an area to store the cold patch. The Councilman explained that dust guard and grading work would continue in the following sequence: "Plats 4 and 5, Plat 20, the South end, Streets North of Vista Drive and then to the North end of the Ranch [Town]."

Mayor Siddoway explained that due to the numerous homes in the winter that have trouble with freezing

pipes, the North end will be dust guarded and graded last so that the water crew has time to lay an insulation blanket and build the road base up two to three feet to keep the pipes from freezing in the winter.

Septic Systems – Mayor Boyd Siddoway: Mayor Siddoway reported that the Town continued to gather data and facts, and for the present time there was no formal update on Septic Systems. The Mayor added he would look forward to July when **Bob Palmquist** would present his preliminary findings.

Activities Participated In:

- A. **Special Town Meeting, Culinary Water Transfer – May 24**
- B. **Memorial Day Holiday (Town Hall Closure) – May 28**
- C. **Special Town Meeting, Culinary Water Transfer – May 29**
- D. **Special Town Meeting, Culinary Water Transfer – May 30**
- E. **Municipal Water Utility Created – June 1**
- F. **Budget Workshop FY 2007-08 – Municipal Water Utility – June 1**
- G. **Review of Maintenance Shop Area & Utility Inventory – June 1**
- H. **Open House – BLM Public Use “Fact Finding Meeting #2” – June 2**
- I. **Planning & Zoning Board Workshop #3 – June 6**
- J. **Budget Workshop FY 2007-08 – Final Review – June 11**
- K. **Law Enforcement Workshop – Town Hall – June 11**

Upcoming Activities:

- A. **Gravel Roads Workshop – Lander – June 13-14**
- B. **WAM Convention – Rock Springs – June 13-16**
- C. **Flag Day – Senator Craig Thomas Memorial Flag Flown – June 14**
- D. **Open House – BLM Public Use “Fact Finding Meeting #3” – June 20**
- E. **Planning & Zoning Board Workshop #4 – June 20**
- F. **WWDC LEVEL II Scoping Meeting – Town Hall – June 27**
- G. **Physical Inventory – Town Utilities Department – June 30**
- H. **Independence Day Celebration – June 30**
- I. **New Fiscal Year Begins – July 1, 2007**
- J. **Independence Day (Town Hall Closure) – July 4**
- K. **Master Plan for BLM Land – Steve Ashworth Presentation – July 10**
- L. **Postal Services Review Conference #2 – Town Hall – July 16**
- M. **July Town Meeting – July 17**
- N. **Planning & Zoning Board Meeting #1 – July 18**
- O. **August Town Meeting – August 14**

Correspondence:

Postal Correspondence Received – May 20th 2007 – June 7th 2007

Lincoln County Planning & Development

**Mountain Estates Rezone/Permit Application Staff Reports
Stonefly Ranch Phase II Minor Subdivision Application**

Lincoln Uinta Association of Governments

LUAG Quarterly Meeting Minutes – May 16th, 2007

Glenda & Roger Minerman

**Letter of Thanks to Mayor and Council for Water Transfer
Efforts**

Town of Thayne

**Notification that 2007=2008 Fire/EMS Funding from Town =
\$83,000**

United States Department of Interior
Bureau of Land Management

Letter regarding BLM/Town Yard Bladders, School Bus
Issues

Wyoming Business Council

2007 CDBG Program Rules, Regulations, Call for
Applications

Wyoming Rural Development Council

Community Quarterly Spring 2007 issue

All correspondence is available for review at Town Hall during regular business hours.

Reading of Bills and Signing of Checks – Town Clerk Moffett: The Clerk read the list of disbursements for accounts payable and payroll. The checks issued by the Town of Star Valley Ranch, dated May 24, 2007 through June 12, 2007 are as follow:

**TOWN MEETING
June 12, 2007**

LIST OF CHECKS – MUNICIPAL WATER UTILITY

<u>PAYEE:</u>	<u>CHECK #:</u>	<u>ITEM:</u>	<u>AMOUNT:</u>
William Moffett	2007	A/P Checks - Intuit	183.24

LIST OF CHECKS – GENERAL FUND

<u>PAYEE:</u>	<u>CHECK #:</u>	<u>ITEM:</u>	<u>AMOUNT:</u>
B&L Flags	1741	50 Town Flags	847.50
Payroll Total	1742-1750	May Payroll	12,509.59
Wyoming Retirement System	1751	May 07 Contributions	337.50
All-Star Auto Parts	1752	Parts	12,267.20
Bird Welding & Repair	1753	Roads	514.26
Bowers & Associates Law Offices PC	1754	Legal Services	1,441.13
Carol J. Warren	1755	Expense Report	215.97
Colonial Flag	1756	Large US Flag	281.00
Freedom Star Construction & Properties	1757	Rent	2,000.00
George A. Redlin	1758	Expense Report	112.52
Hebdon Construction	1759	Roads	4,860.00
J. Boyd Siddoway	1760	Expense Report	273.64
Local Government Liability Pool	1761	Liability Insurance	1,180.00
Maverik Credit Card Services	1762	Gasoline	114.73
Olenlager's Repair	1763	Repairs	19,606.08
Paperworks Plus	1764	Supplies/TC Binders	130.16
Silver Star Communications	1765	Telecommunication	311.10
Star Valley Independent	1766	Ads & Notices	176.25
Warren Webb (1099)	1767	Webb Back Hoe	2,940.00
William Moffett	1768	Expense Report	373.32

Total All Disbursements – May 24 – June 12: \$ 60,675.19

\$ 60,675.19
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Councilman Redlin Moved the Town of Star Valley Ranch pay all payroll and accounts payable obligations for both the Town of Star Valley Ranch and the Municipal Water Utility as attested to by the Town Clerk, and as read. Councilman Harker seconded the motion. The motion carried unanimously.

Adjournment: Councilman Harker moved to adjourn the meeting. Councilman Redlin seconded the motion. The motion carried unanimously.

The nineteenth regular Town Meeting was adjourned at 9:10 p.m.

Boyd Siddoway, Mayor _____
Date

ATTEST:

Andy Moffett, Clerk _____
Date