

The Town of  
*Star Valley Ranch, Wyoming*

TOWN MEETING MINUTES

**FINAL**

June 17, 2008

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

**Call to Order, Roll Call of Councilmen, and Statement of Quorum:** The thirty-first regular monthly meeting of the **Town of Star Valley Ranch Town Council** was held June 17, 2008 at **Town Hall**. **Mayor Siddoway** called the meeting to order at 7:00 p.m., and 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:** After welcoming everyone Mayor Siddoway led the recitation of *The Pledge of Allegiance*.

**Recognition:** Mayor Siddoway recognized **SVRA Chairman of the Board Joe Angelovic, SVRA Director Jan Johnson and SVRA Board Member David Ward**.

**Recognition of candidates for Council:** Welcome Kent Harker, Lovell Hopper, Ed Koch, Mark Michel, Andy Moffett & Russell Storbo.

**Adopt the Agenda:** Mayor Siddoway requested to add item 'I' under New Business – Change Dates of Town Council Meeting. **Councilman Redlin** asked to move Planning & Zoning approval of Henry Mountain Estates before Prior Business. **Councilman Redlin** asked to remove Item 'F' under New Business – P & Z Alternate Board Member Appointment.

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

**Approve Minutes of May 13, 2008 Town Meeting:** Councilman Wheeler moved that the Town of Star Valley Ranch approve the minutes of the May 13, 2008 Town Meeting as written. Councilman Warren seconded the motion. The motion carried unanimously.

*Copies of the latest minutes, as well as archived agendas, minutes and highlights 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.*

**Correspondence:** There was less correspondence this month than last. Most of the information this month is from WAM(Wyoming Association for Municipalities). There are a couple of things that may be of interest to the public. First, approximately 60 days ago the county hired Mary Crosby to head up a study for the county on Solid Waste and landfills. Mary has informed us that Kemmerer and Thayne landfills are having new scales put in and will have a new fee schedule after that is done. Second, the Town of Afton has invited us to join them in the 4<sup>th</sup> of July parade, which will be held Saturday at 1 p.m.

**Planning & Zoning approval of sub-division:**

Scott White from Lloyd Baker Engineering and Surveyors office proposed a 2 lot - 40 acres (1 – 10 acres & 1 -30 acres) simple subdivision north of the Town of Star Valley Ranch. The Planning & Zoning board has reviewed the plans and do not see any issues with approving the plans.

**Councilman Redlin moved that the Town of Star Valley Ranch, based on the P&Z Board’s recommendation, approve the Henry Mountain II Simple Subdivision. Councilman Wheeler seconded the motion. The motion carried unanimously.**

**Prior Business:**

**FISC III Update: SVRA Director Jonson** said they thought they had a little over 900 but there were some duplicates so the actual count is 880.

**US Postal Service Activities:**

The modular building arrived on Thursday, June 5<sup>th</sup> and has been set in place. The building is being prepared for the postal boxes, parking area, walkways, lighting and entry improvements. We hope to have essentially all of the buildings modifications and site improvements accomplished by June 30<sup>th</sup>. Landscaping, signage and other minor items will continue but should not interfere with operation of the mail service.

**US Postal Sign Up Process:**

You may start signing up for boxes at the:

**Town Hall**

8:30am until 4:30pm,  
Mondays through Fridays,  
Starting June 23, 2008

**Mail Center’s Grand Opening**

Following ribbon cutting at 10:30am (tentatively)  
Saturday, July 12, 2008

The Town will have the official form to request a box and official mail service to the Star Valley Ranch “Mail Center”. This will generate the initial automatic mail forwarding to the “Mail Center” along with first day service. **The requestor must remember to pick-up and fill out available change-of-address cards.**

Persons requesting a box must meet one of the following criteria:

1) Own a home in the Town and be paying the 8 mil tax to the Town  
(Verification of eligibility will be verified by the Water Billing Clerk)

or

2) Be a full time resident (renter) of the Town.

(Proof of residency; i.e., registered voter rolls or please bring a copy of your rental / lease agreement.)

The one-time cost for the initial box keys will be \$35.00. If the post office box holder loses their keys, they will have to pay the \$35.00 again as the lock will have to be replaced.

Your new address (HCR means Highway Contract Route) will be for example:

Your Name,  
HCR 62, Box 7XXX  
Star Valley Ranch, WY 83127

The Town will assign the box numbers and distribute keys, when you make application, confirm residency and pay your key fee.

You can go to the [WWW.USPS.com](http://WWW.USPS.com) website for help with such things as changing your address or questions that we have not been able to answer.

Any mail that is mailed first class will be forwarded for 12 months; Magazines will be forwarded for 60 days. Standard Mail will only be done by specific instructions.

The Mail Boxes will be restricted for Town residents only. The Town is providing boxes and will be charging \$35.00 for the keys.

## **Second Reading Ordinance 2008-05 Animal Owners Control Ordinance**

**Thanks go out to the Council and Public for ideas and input.**

The Town of  
*Star Valley Ranch, Wyoming*

### **ORDINANCE 2008-05**

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

#### **CHAPTER 12**

#### **DOG REGISTRATION AND REGULATIONS**

##### **Section 12.01 Purpose**

This ordinance establishes a system to register and regulate dogs in the Town of Star Valley Ranch ("Town").

### Section 12.02

***This ordinance will become (1) effective the first day of the month following the ordinance's third and final reading and (2) enforcement will begin on the first day of the month one month later and (3) expire on December 31<sup>st</sup> of the first full year of enactment. 60 days prior to its expiration, the Town Council may extend this ordinance by resolution.***

### Section 12.03 Registration Requirements

Every person owning, harboring or keeping a dog within the Town shall register and license the dog with the Town (or other issuing agent should the Town contract with another agency for the purpose of licensing dogs within the Town).

The following fees shall apply for the licensing of each dog:

<b>Dog Classification</b>	<b>Dog License Fee</b>	<b>License Fee after any Violation of this Ordinance</b>
Neutered and Spayed Dog *	\$20.00 *	\$200.00 *
Non-neutered or Non-spayed Dog	\$35.00	\$250.00 *

\* Veterinarian proof showing dog has been neutered or spayed will be required.

Upon payment of the license fee, the Town shall issue a receipt and dog tag that shall be valid for the calendar year ***for which the tag is issued.***

At the time application is made for the license, the owner shall provide the Town with the name and address of the owner along with the name, breed, color and sex of each dog being licensed. A digital ***file of a*** picture of the dog shall also be provided. Each dog license and tag shall expire on December 31<sup>st</sup> of the calendar year in which it was issued. ***Exceptions will be granted to initial tags purchased during the first month and they will be valid until the end of the initial duration of this ordinance.***

Licenses for succeeding calendar years shall be applied for in December and shall become valid January 1<sup>st</sup>. No fee (***except initial duration period***) will be prorated for a partial year nor shall a refund be issued for any license fee already paid. Dog tags must be worn at all times by the licensed dog. Dog tags are not transferable from one dog to another. In the event the dog tag is lost or destroyed during the calendar year for which it was issued, a duplicate will be issued at a cost of 50% of the original cost provided the owner shows proof of purchase of the license that was lost or destroyed.

### Section 12.04 Vaccinations

All dogs shall be vaccinated against rabies and shall maintain a current and valid rabies vaccination at all times. The owner shall securely fasten evidence of the rabies vaccination to the dog which shall be worn by the dog at all times. Owners of dogs shall have readily

available rabies vaccination certification upon request by a Dog Control Officer or other authorized official.

### **Section 12.05 Exemptions**

Registration, tags and dog license fee shall not be required for;

1. Seeing eye dogs which have been properly certified and trained to assist blind persons and are actually being used by a blind person
2. **Companion dogs when prescribed by a Doctor,**
3. **Search and Rescue dogs in the performance of their duties,**
4. **K-9 or other peace officers dogs in the performance of their duties,**
5. Show dogs that do not reside in the Town but are brought into the Town for the specific purpose of participating in an organized dog show, **one week maximum without special exception.**
6. **Any other dog when used for medical, safety or enforcement use, not covered above and approved by the Town Clerk or Town Administrator.**

Notwithstanding these exemptions, the dogs shall be required to show proof of rabies vaccination.

### **Section 12.06 Definitions**

When used in this ordinance, the following words and phrases shall have the following meanings:

- a. “**Breeding services**” means the raising of dogs for purpose of sale, barter, trade or any other commercial activity.
- b. “**Dog**” shall mean a domesticated animal (male or female) of the canine family and is not limited to any particular breed. The term dog, when used in this ordinance, shall mean both the singular and plural form.
- c. “**Dog Control Officer**” shall mean any person appointed by the Mayor to enforce the terms and provisions of this ordinance.
- d. “**Kennel**” shall mean any enclosure of any kind or description where a dog is kept or housed other than the primary residence of the owner of the dog.
- e. “**Owner**” shall mean any person keeping, feeding, harboring, housing, maintaining, transporting or otherwise having custody of or being in charge of a dog.
- f. **Owner property**” shall mean property within the Town that is owned, rented, leased or otherwise legally occupied or possessed by the owner.
- g. For purpose of this ordinance, each offense shall be considered a separate violation.

### **Section 12.07 Prohibited Activities**

- a. Except as provided by Wyoming law, no person shall kill, poison and/or otherwise destroy a dog, unless, pursuant to advice from a veterinarian, for proper medical

reasons. In addition, no person shall beat, injure and/or otherwise abuse or treat any dog in an inhumane or cruel manner **(Moved from K)**

- b. No person shall hinder or otherwise interfere in any manner with any dog control officers discharging and exercising their duties in enforcing this ordinance.
- c. Every owner, owner's agents, or representatives shall, at all times, maintain the owner's dog on the owner's property except when the dog is physically tethered by chain, leash, rope or other device preventing the dog from freely moving on and/or over any property other than the owner's property. For purposes of this section, the owner shall be responsible even if the owner's agents or representatives have caused the violation.
- d. No owner shall permit their dog to disturb others by habitually, constantly and/or frequently barking for extended periods.
- e. No owner shall allow their dog to endanger or damage the property of other persons.
- f. No owner shall keep, harbor and/or maintain any dog which is, or has a propensity to be, vicious by rushing, charging, biting, snapping or otherwise endangering the lives and property, both real and personal, of others.
- g. No owner shall allow their dog to harass or chase any other animals, whether domesticated or wild. Nothing herein shall limit or prevent a peace officer or game warden from exercising their discretion to act pursuant to Wyoming Statutes section 23-3-109.
- h. No person shall keep, harbor and/or maintain any wildlife as defined by the Wyoming Game and Fish laws.
- i. No person shall own, operate and/or maintain a kennel for the purposes of breeding dogs nor shall any person breed dogs for the purpose **of breeding services** whatsoever in the Town.
- j. No owner shall delay in promptly disposing of the remains of any dog at a proper disposal location such as a pet cemetery or on the owner's property. The owner may only dispose of the remains on the owner's property if it does not create an unsafe or unsanitary condition.
- k. No person shall abandon or dump any dog to run unrestrained upon any public or private property within the Town.
- l. No contractor, agent or representative of any owner of property shall bring a dog into the Town unless the dog is locked in a secure vehicle or properly tethered to restrain the free movement of the dog.

- m. No owner shall keep, maintain and/or harbor any dog more than six-months old without having obtained a dog license as prescribed in this ordinance.
- n. No owner shall possess more than three (3) dogs more than six-months old, ***Exception: Owners, who have more than three dogs over the age of 6 months on the date the ordinance becomes effective, who register them during the first month of the initial period of the ordinance, will be allowed to renew their annual license until the dog is no longer in their possession.***

### **Section 12.08 Public Nuisance**

In addition to any other penalties prescribed in this ordinance, violations of this ordinance shall be considered a public nuisance for which civil relief may be sought by the Town or any resident of the Town.

### **Section 12.09 Penalties**

Any owner or person found to be in violation of any of the provisions of this ordinance shall be subject to a fine of not less than one hundred and fifty dollars (\$150.00) and not more than seven hundred and fifty (\$750.00) for each offense.

Mayor Boyd Siddoway explained that this ordinance does not have the town pick up dogs it is an enforcement that will fine residents that allow their dogs to do things they should not be. A complaint form will need to be completed by the person complaining and then the owner of the dog would be fined.

Lots of Questions were asked.

**Andy Moffett** suggested that the prohibited activities that mentions abuse or treat any dog in an inhumane or cruel manner be moved from Item K to Item A.

**Donna Bell** asked what the special municipal officer who will be working 20 hrs a week on this will be doing. **Mayor Siddoway** replied he will be working on educating the residents about the ordinance and patrolling. **Councilman Wheeler** added that he will be able to work on other issues such as water ordinances and road ordinances.

**Mark Michel** asked if this special municipal officer would be able to handle moving violations. **Mayor Siddoway** replied no they can only write citations.

**Mayor Siddoway** informed residents that if it passes in the July meeting there will be no enforcement of this until September.

**Councilman Wheeler** moved that the Town of Star Valley Ranch approve the second reading of Ordinance 2008-05 Animal Owner Control as amended. **Councilman Redlin** seconded the motion. The motion carried unanimously.

**Howard Johnson** asked who will verify that all dogs are registered. **Mayor Siddoway** replied that if we know who the owner is that is when a fine will be applied if they are not registered.

**Ed Koch** asked how the picture of the dog should be provided. **Mayor Siddoway** explained it could be emailed or brought in on a CD. We will add the digital picture to a special file on our Town computer for easy identification of a dog.

**Carolyn Koch** asked what the Town will do about stray dogs. **Mayor Siddoway** replied that he has spoken with residents at the north and south ends and they all know who the dogs belong to. If the dog is truly a stray and someone dropped them off on the Ranch we have nothing written to handle them.

**Virgil Davis** asked if the Town will honor an out of town or out of state current license on residents that are only here part time. **Mayor Siddoway** explained that we will not honor another license at this time.

**Lovell Hopper** asked if a person off the ranch has a dog that goes on the ranch and chases wildlife is there anything the Town can do? **Mayor Siddoway** replied that there is nothing the Town can do at this time and they would need to call the Sherriff or Game & Fish.

**Ron Mueller** asked what if I get a fine and decide not to pay it. **Mayor Siddoway** answered with... "the case would be taken to court".

### **Third Reading – Ordinance 2008-02 Water Conservation**

This is a continuation of the third reading of Ordinance 2008-02, Water Conservation.

This Ordinance replaces Ordinance 2007-02, appendix 4-1, Water Conservation Plan, and ordinance 2007-04, Water Conservation Plan Modifications in their entirety.

There are essentially no changes in the requirements and restrictions from previous ordinances or the previous readings however, at the suggestion of our attorney, the proposed ordinance has been restructured to put it into narrative form. It was previously essentially a series of bullets.

The motion to approve the third reading of this ordinance made by me (Al Redlin) and seconded by Councilman Harker and was postponed until 6/17/08 because of significant rearrangement of the requirements and restrictions. There have been no additional revisions made since the third reading on 5/13/08.

Third Reading  
As read 5/13/2008

Motion to pass postponed to 6/17/2008

THE TOWN OF  
*Star Valley Ranch, Wyoming*

**ORDINANCE: 2008-02**

**(This ordinance replaces ordinance 2007-02, Appendix 4-1 and Ordinance 2007-04 in their entirety)**

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



## **WATER CONSERVATION**

The Town of Star Valley Ranch wants to be prepared in case of a water emergency. We do not want to be accused of “crying wolf” but want to be prepared in case of an unforeseen problem. This water Conservation Plan is designed to exercise proper stewardship over our 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 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** – The Town may inform water users of the status of culinary water conditions and the need to conserve by methods of communication that include the following:

- Emails
- Website Articles
- Flyers
- Water Customer Mailings
- 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** – The Town will maintain an awareness of water supply and use conditions and prepare for water shortage conditions by implementing or continuing actions that include the following:

A. Maintain Community Water Advisory Committee. The Community Water Advisory Committee will provide recommendations of water emergency classification to the Mayor. It is chaired by the Councilman assigned the Utilities Department. The Town Council recommends individuals to serve on the committee with input from the SVRA Board of Directors. The Committee is selected by Mayor and confirmed by the Council.

B. Inspect and test water wells to produce maximum capacity.

C. Continue “Leak Test” Project and repair of major leaks.

**3. Water Shortage Classifications.** The following “Levels” are guidelines, set 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.

**A. On Going Conservation Recommendations and Actions.**

Continue Education Programs

No water hookups will be made until a building permit has been issued.

Encourage drought resistant landscaping projects.

Encourage repair of water leaks in homes.

Encourage installation of water saving devices.

**B. 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). The following limitations, actions and requests are implemented upon the Mayor’s declaration that a Level I water shortage classification exists:

On going conservation measures plus:

Initiate alternate evening watering periods for the purpose of home yard and outside irrigation only based on street address:

House numbers ending in EVEN number may water Sunday evening, Tuesday evening, and Thursday evening, watering period limited from 7:00 PM thru 7:00 AM the following morning.

House numbers ending in ODD number may water Monday evening, Wednesday evening and Friday evening, the watering period limited from 7:00 PM thru 7:00 AM the following morning.

No open-end hose watering. Must use a restrictive device on the end of a hose.

No more than one hour per sprinkle setting (location or area).

No outside watering on weekends from Saturday 7:00 AM thru Sunday 7:00 PM

No outside watering the evening before a national holiday

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 Sunday thru Friday, 7:00 PM thru 7:00 AM.

Limit indoor water use.

**C. Level II – High ORANGE** - (Following a minimum of three (3) straight days of “(Moderate) Level I Condition” OR tanks are less than 10% of capacity). The following limitations, actions and requests are implemented upon the Mayor’s declaration that a Level II water shortage classification exists:

Level I measures plus:

No landscape irrigation

Eliminate all irrigation of non-golf common property

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

**D. Level III – Extremely High” RED** - (Negative supply to demand or a minimum of three (3) days of Level II). The following limitations, actions and requests are implemented upon the Mayor’s declaration that a Level III water shortage classification exists:

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

**4. Authority.** (Ordinances) The Mayor has the authority to declare a water emergency, determine the Water Shortage Classification and implement limitations and actions.

5. Fines. Any water user that violates any provisions of the ordinance, including non-compliance with limitations and restrictions of water use under a level I, II, or III water classification, shall be subject to the following fines and actions by the Town. No citations or warnings shall be issued for violations of items listed herein as “requests”.

First Offense of the water year (April thru March): Written Warning and up to \$100.00 fine.

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: \$750.00 fine and the Town will shut off the water service to the residence.

**6. Enforcement.**

A. Special Municipal Officer(s) have the authority to issue citations for violations of this Ordinance.

B. The Municipal Court and Town Judge may be utilized to hear cases resulting from enforcement of the requirements of this Ordinance.

**ON FIRST READING THIS 11th DAY OF MARCH, 2008**

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Boyd Siddoway, Mayor

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Brenda Bauer, Town Clerk

**PASSED ON SECOND READING THIS 15th DAY OF APRIL, 2008**

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Boyd Siddoway, Mayor

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Brenda Bauer, Town Clerk

**PASSED ON THIRD READING THIS 17<sup>th</sup> DAY OF JUNE, 2008**

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Boyd Siddoway, Mayor

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Brenda Bauer, Town Clerk

**Councilman Redlin moved that the Town of Star Valley Ranch approve the third reading of Ordinance 2008-02, Culinary Water Conservation as amended that will replace Ordinance 2007-02, Appendix 4-1, Water Conservation Plan, and Ordinance 2007-04, Water Conservation Plan Modifications in their entirety effective July 1, 2008. Councilman Harker seconded the motion. The motion carried unanimously.**

**Third Reading of Ordinance 2008-03 Water Service Fees**

This is the third reading of proposed ordinance 2008-03, Water Service Fees. Since this is the third reading, it will be read by reference only with changes from the second reading being described and read. This proposed ordinance replaces Ordinance 2007-02, Appendix 4-2, Water Service Fees, in its entirety.

The most frequent comment that has been submitted and received verbally is the desire to have a monthly fee rather than a quarterly fee to accommodate those persons who have their water service turned on only a month or two in a calendar quarter. The proposed ordinance accommodates this.

The proposed changes from the second reading have been recommended by the Town Attorney and are more specific regarding that only Town employees may turn water back on if it has been shut off for nonpayment and prescribes penalties for doing so. It also includes that all fees, penalties, interest and other charges arising from ordinance 2008-01 and 2008-03 are liens against the property and in addition to other collection measures allowed the Town may institute foreclosure proceedings to foreclose any lien arising hereunder.

**For third Reading 6/17/2008**

The Town of  
*Star Valley Ranch, Wyoming*

**ORDINANCE: 2008-03**

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

**WATER SERVICE FEES**

Effective July 1, 2008, the Town of Star Valley Ranch (Town) will charge fees in the amounts established by this Ordinance for culinary water services. The Town will charge quarterly fees, based on standard calendar quarters. A quarterly billing statement will issued by the Town to the property owner or designated recipient of record. It is the responsibility of property owners to advise the Town if the billing statement is to be directed elsewhere. Fees are due and payable at the beginning of the billing cycle. The account will be delinquent if not paid within one month and ten (10) days of the later of:

- 1) the date of the statement or
- 2) the beginning of the billing cycle.

**System Development Fee:** The fee to be charged by the Town for providing a new culinary water service connection, including the connection to the water main line, meter and stop and waste valve will be based on service size in accordance with the following schedule. The System Development Fee must be paid in full before the water service connection will be made. The Town may provide meters or other upgrades as necessary to properties that currently have water connections at the Town's actual cost of providing the meters or upgrades.

Residential:	
<u>Service Size</u>	<u>Fee</u>
¾ inch	\$5,100.00

Commercial:	
<u>Service Size</u>	<u>Fee</u>
¾ inch	\$6,600.00
1 inch	\$10,000.00
1 ½ inch	\$22,000.00
2 inch	\$35,000.00

**Base Fee:** The Town will charge a uniform quarterly base fee, based on service size, to all properties within the corporate limits of the Town that have been provided a water service connection.

Residential Fees:	
<u>Service Size</u>	<u>Quarterly Base Fee</u>
¾ inch	\$18.00

Commercial Fees:	
<u>Service Size</u>	<u>Quarterly Base Fee</u>
¾ inch	\$21.00
1 inch	\$30.00
1 ½ inch	\$63.00
2 inch	\$96.00



April 1 thru June 30: \$18.00 (Base Fee) + \$66.00 (Water Service Fee)	
less \$26.00 credit less \$22.00 credit for one	
month of non use	= <u>36.00</u>
Total for the year although it may be paid quarterly	\$234.00

**Example Number 3:** No water use for entire year:

Charge each quarter = \$18.00	
Charge for the year (may be paid quarterly)	\$72.00

**Turn On/Turn Off Fee:**

The Town will **not** charge a fee to turn water off or to turn water on to a property during normal working hours which are established as 8:30 AM to 4:30 PM, Monday through Friday excluding holidays.

There will be a \$15.00 charge for the Town's water department employees to either turn the water on or off outside of normal working hours.

Individuals, who desire to turn their own water **on** or **off** or to designate an agent to do so for them, must complete, sign, and file with the Town, the Town of Star Valley Ranch Designation of Authorized Agent and Waiver and abide by the terms of the designation and waiver.

No individual, other than an individual designated by the Town, may turn on water service if the water service has been turned off due to non payment. The act of turning water service on after it has been shut off for nonpayment may only be performed by a Town employee and in accordance with Ordinance 2008-01, 4-9(c).

**Fees Outside of the Town Corporate Limits:** Water users outside of the Town's corporate limits 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.

A \$250.00 penalty will be assessed for failure to notify the Town within four (4) workdays of water service turn on or turn off to a property when water service is turned on or turned off by the property owner or their representative. In addition, water service fees will be applicable for the period of use.

A \$250.00 penalty will be charged if the service is turned on or off by anyone other than an authorized person, except in case of an emergency. Water shut off for nonpayment shall not be considered an emergency. If the water is turned on in violation of Ordinance 2008-01, Section 4-9 (b) or Section 4-10 (c), the penalty shall be as set forth in this Section.

Any person, other than a Town employee, who turns on water service to a property after the water has been shut off due to nonpayment of water charges, shall be fined \$250.00.

All fees, penalties, interest and/or other charges arising under Ordinance 2008-01 or 2008-03 is a lien against the property serviced by the Town of Star Valley Ranch water utility. In addition to other collection measures allowed by Ordinance of Wyoming law, the Town of

Star Valley Ranch may institute foreclosure proceedings to foreclose any lien arising hereunder.

**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.

*PASSED ON FIRST READING THIS 15<sup>TH</sup> DAY OF APRIL, 2008.*

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*Boyd Siddoway, Mayor*

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*Brenda Bauer, Town Clerk*

*PASSED ON SECOND READING THIS 13<sup>TH</sup> DAY OF MAY, 2008*

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*Boyd Siddoway, Mayor*

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*Brenda Bauer, Town Clerk*

*PASSED ON THIRD READING THIS 17<sup>TH</sup> DAY OF JUNE, 2008*

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*Boyd Siddoway, Mayor*

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*Brenda Bauer, Town Clerk*

**Councilman Redlin moved that the Town of Star Valley Ranch approve the third reading of Ordinance 2008-03, Culinary Water Fees as amended that will replace Ordinance 2007-02, Appendix, 4-2, Water Service Fees in its entirety and be effective July 1, 2008. Councilman Harker seconded the motion. The motion carried unanimously.**

**Third Reading Ordinance 2008-06 Appropriations for Fiscal year 2008-2009**

The Town of  
*Star Valley Ranch, Wyoming*

**ORDINANCE: 2008-06**

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

**Appropriations for Fiscal Year 2008-2009:**

WHEREAS on the 15<sup>th</sup> day of April, 2008, Town Administrator Gregg Wilkes, prepared and submitted to the Council a budget for fiscal year ending June 30<sup>th</sup>, 2009, and



WHEREAS such a budget was duly entered at large upon the records of this Council and a copy thereof is available for public inspection at the Town Hall, 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 recitations certain alterations and revisions will be 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 30<sup>th</sup>, 2009.

BE IT FURTHER RESOLVED that the following appropriations as provided for in Ordinance No. 2008-06 be made for the fiscal year ending June 30<sup>th</sup>, 2009, and that the expenditures of each officer, department or spending agency be limited to the amount herein appropriated.

*PASSED ON FIRST READING THIS 15<sup>th</sup> DAY OF APRIL, 2008.*

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*Boyd Siddoway, Mayor*

---

*Brenda Bauer, Town Clerk*

*PASSED ON SECOND READING THIS 13<sup>th</sup> DAY OF MAY, 2008*

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*Boyd Siddoway, Mayor*

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*Brenda Bauer, Town Clerk*

*PASSED ON THIRD READING THIS 17<sup>th</sup> DAY OF JUNE, 2008*

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*Boyd Siddoway, Mayor*

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*Brenda Bauer, Town Clerk*

**Administrator Wilkes** mentioned that at the WAM Convention it was mentioned the high cost of fuel. The budget has been adjusted by 25%. Governor Fruendenthal mentioned that he has visited a few mine sites and this is the first time that the fuel costs have exceeded the labor costs.

**Councilman Harker** moved that the Town of Star Valley Ranch approve the third reading of the Appropriations Ordinance #2008-06 to establish a budget for fiscal year 2008-2009. Councilman Wheeler seconded the motion. The motion carried unanimously.

## **Third Reading ORDINANCE 2008-04 Planning & Zoning Board Organization**

Proposed Ordinance 2008-04 – Planning and Zoning Board Organization, Creation of an Alternate Board Member.

This Ordinance provides for the appointment of a sixth alternate P & Z Board member with full authority to act if any of the five regular board members are absent from a meeting. Since this is the third reading of this Ordinance, it is being read by reference only. There are no proposed changes from that approved in the second reading.

**FOR THIRD READING 6/17 /2008**

THE TOWN OF  
*Star Valley Ranch, Wyoming*

### **Ordinance: 2008-04**

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

#### **Chapter 2 – Administration**

#### **Article 6 – Planning & Zoning Board Organization**

#### **2008 Modification: Creation of an Alternate Board Member**

This Ordinance replaces all of “Section 6-2 of Ordinance 2006-04” with the following:

#### **Section 6-2-a. Appointment – Regular Members**

The five “regular” members of the Planning & Zoning Board shall be appointed by the Mayor, with the consent and approval of the Town Council for a term of three years. Appointments and terms should be staggered such that a maximum of two will be planned to expire each year at the end of the Town’s fiscal year. Members may be eligible for reappointment.

#### **Section 6-2-b. Appointment – Alternate Member**

A special sixth member, known as the “alternate” member of the Planning & Zoning Board shall be appointed by the Mayor, with the consent and approval of the Town Council for a term of one year. The term will become effective upon appointment by the Mayor and will expire at the end of the Town’s fiscal year. Member may be eligible for reappointment.

The alternate member will have all of the responsibilities and duties of a regular member, except voting will be limited to those situations where the number of regular members present

is less than five. The minimum number of P&Z board members present, for quorum requirements at a P&Z Board meeting, remains 3 with the “alternate” member’s attendance counting if necessary.

*PASSED ON FIRST READING THIS 15<sup>TH</sup> DAY OF APRIL, 2008.*

---

*Boyd Siddoway, Mayor*

---

*Brenda Bauer, Town Clerk*

*PASSED ON SECOND READING THIS 13<sup>th</sup> DAY OF MAY, 2008*

---

*Boyd Siddoway, Mayor*

---

*Brenda Bauer, Town Clerk*

*PASSED ON THIRD READING THIS 17<sup>th</sup> DAY OF JUNE , 2008*

---

*Boyd Siddoway, Mayor*

---

*Brenda Bauer, Town Clerk*

**Councilman Redlin moved that the Town of Star Valley Ranch approve the third reading of Ordinance 2008-04, Planning and Zoning Board Organization as written to provide for the appointment of an alternate board member. Councilman Harker seconded the motion. The motion carried unanimously.**

**New Business:**

**Thayne Senior Center Support Request**

The Thayne Senior Center has requested the Town assist them with expenses. They would like us to sign a service contract to support the Thayne Senior Center.

**Diane Izatt**; Director, **Jim Bagshaw** Office Manager and **Bonnie Block** president of the Board of Directors appeared to speak on behalf of the Senior Center.

**Bonnie Block** wanted to share some of the things the Senior Center helps the Ranch residents with. The main things are the meals they make available for a low cost. They have 21 volunteer drivers that help to deliver meals to shut in people in the lower valley. They also provide companionship and rides to Idaho Falls twice a week for doctor’s appointments or shopping. There are card groups that also play three to four times a week.

Many residents' voiced support for the Senior Center. There were other concerns about if the RV Park was making a donation to support their residents who go. Also a clarification was made about why the Town is not able to donate to the Senior Center but we can enter into a contract if services are provided.

**Mayor Siddoway** said he had been doing some checking and Alpine has a deal where once a week you serve a meal in a restaurant in Alpine. The Town of Star Valley Ranch was wondering about the same deal and if a meal could be served in our Town at a restaurant. **Diane Izatt** said they would have to look into it because the restaurant does all the cooking and cleaning and they must be approved by the State of Wyoming.

**Councilman Redlin moved that the Town of Star Valley Ranch authorize Mayor Siddoway with Councilman Wheeler's assistance to negotiate and sign a services contract with the Thayne Senior Center up to \$1,200.00. Councilman Wheeler seconded the motion. The motion carried unanimously.**

#### **4<sup>th</sup> of July Plans**

The July 4<sup>th</sup> Committee has decided to have the Star Valley Ranch, patriotic celebration beginning at 7:30am, Friday, July 4<sup>th</sup>. The committee is asking for your consideration and approval in the following areas:

- Permission to close the road for parking from Cedar Creek Road along the pool and playground
- Permission to close Cedar Creek Road from the Pro Shop to Ridgecrest Drive and Ridgecrest Drive from Cedar Creek Road to Alpine Way for 20 minutes starting at 9:30 am for the golf cart parade.
- Permission to use Cedar Creek Road where it crosses the ninth fairway for the mule team and wagon rides. This will take place from 11:00am-3:00pm.
- Permission to use the Town's street flags for the day.

**Councilman Wheeler moved that the Town of Star Valley Ranch approve "The July 4<sup>th</sup> Committee's" request for road closures, road uses, and use of flags as outline in their request letter of June 10<sup>th</sup>. Councilman Warren seconded the motion. The motion carried unanimously.**

#### **Liquor License Procedures and Fees:**

**The Town of  
Star Valley Ranch, Wyoming  
Resolution No. 08-06-17-001**

**RESOLUTION TO establish the procedures for review, publication, hearing, approval or denial, and the fee to be charged for issuance of new liquor licenses, renewal of liquor licenses, and transfer of liquor licenses.**

This resolution replaces Resolution No. 06-01-17-002 in its entirety.

WHEREAS the Town of Star Valley Ranch has the authority to approve or deny applications for new, renewal of existing, or transfer of current liquor licenses and

WHEREAS the Town of Star Valley Ranch desires and must comply with all laws and regulations of the State of Wyoming in reviewing, publicizing, holding hearings, and acting upon applications for new liquor licenses, renewal of liquor licenses and transfer of liquor licenses and

WHEREAS the Town of Star Valley Ranch has the authority to establish fees for the issuance, renewal, or transfer of liquor licenses;

NOW THEREFORE BE IT RESOLVED, the Town of Star Valley Ranch, Wyoming establishes the following fees:

New Liquor License	\$1500.00 plus publication costs
Renewal of Liquor License	\$750.00 plus publication costs
Transfer of Liquor License	\$100.00 plus publication costs

and the Town of Star Valley Ranch will comply with all regulations of the State of Wyoming in receipt, review, publication, hearing, and decision making in acting upon the application. The established fee must accompany the application. Publication costs must be paid by the applicant prior to issuance of the license. If the application for new license, renewal or transfer is denied the (transfer) fee will be returned to the applicant, less any costs associated with the application incurred by the Town.

Passed and adopted this 17<sup>th</sup> day of June 2008.

For the Town of Star Valley Ranch:

By: \_\_\_\_\_

Boyd Siddoway, Mayor

Attest:

By: \_\_\_\_\_

Brenda L. Bauer, Clerk

**Councilman Redlin moved that the Town of Star Valley Ranch approve Resolution 08-06-17-001 replacing resolution 06-01-17-002 establishing procedures for review, publication, hearing, approval or denial, and the fee to be charged for issuance of new liquor licenses, renewal of liquor licenses, and transfer of liquor licenses. Councilman Harker seconded the motion. The motion carried unanimously.**

**Liquor License Transfer/Hearing:**

A hearing was held at 6:30 this evening, June 17<sup>th</sup>, in approval of the transfer of this liquor license. A copy of the application was furnished to the State and no objections were received.

**Russell Storbo** asked why the hurry and could it wait until after the upcoming election. **Mayor Siddoway** explained that this was applied for over a month ago and all proper steps have been followed.

**Councilman Redlin** moved that the Town of Star Valley Ranch approve the application filed by the Star Valley Ranch Association dba the Star Bar for transfer of the liquor license currently held by Mr. Von Nield dba the Silo Lounge transfer to be effective June 18, 2008. **Councilman Harker** seconded the motion. The motion carried unanimously.

**P & Z Board Member Re-appointment:**

**Councilman Redlin** is extremely pleased with the board that we currently have. They are all volunteers and doing a tremendous job for us.

**Councilman Redlin** moved that the Town of Star Valley Ranch Council confirm the Mayor's reappointment of Mr. Gary Braun and Mr. Robert Palmquist to the Town Planning and Zoning Board, effective July 1, 2008, to fill three year terms. Their current one year terms expire on June 30, 2008. **Councilman Harker** seconded the motion. The motion carried unanimously.

**Webmaster:**

Town of  
**Star Valley Ranch, Wyoming**

Proclamation of Gratitude

Angela Aitken – Town Web Master

**Whereas**, the Town of Star Valley Ranch, Wyoming wishes to formally acknowledge and recognize **Angela Aitken** for her outstanding and professional achievement as Town Web Master in the creation and state-of-the-art Town website, the on-going maintenance and lead on all website publications of Town news and events.

**Whereas**, the Town of Star Valley Ranch, Wyoming has and will benefit for years to come from the services rendered by **Angela Aitken** in the prompt dissemination of information to all residents and land owners and all that have interest in the Town and its actions.

**NOW THEREFORE**, we the Town Council and Mayor of the Town of Star Valley Ranch, Wyoming, do hereby proclaim the Town's sincere and honest gratitude to **Angela Aitken** for the professional and outstanding services rendered in behalf of our Town.

**IN WITNESS WHEREOF**, we have hereunto set our hands this Seventeenth Day of June, in the year of our Lord Two Thousand and Eight.

\_\_\_\_\_  
J. Boyd Siddoway, Mayor

\_\_\_\_\_  
Kent Harker, Councilman

\_\_\_\_\_  
George A. Redlin, Councilman

\_\_\_\_\_  
Carol Warren, Councilman

\_\_\_\_\_  
Jim Wheeler, Councilman

\_\_\_\_\_  
Attest: Brenda Bauer, Town Clerk

**State SLIB Consensus Block Grant:**

The Town of  
*Star Valley Ranch, Wyoming*

**Resolution No. 08-06-17-002**

RESOLUTION for the Town of Star Valley Ranch to approve the State of Wyoming SLIB Consensus Block Grant for the 2008-2010 Biennium distribution of \$5,416.772 for Lincoln County and its nine towns.

WHEREAS the Town of Star Valley Ranch has, reviewed and accepted the basic concepts of the distribution methodology and

WHEREAS the Town of Star Valley Ranch has, reviewed and accepted that the guidelines for the funds are for capital, infrastructure projects and

WHEREAS the Town of Star Valley Ranch has, a desire to be fair and equitable with the smaller populated towns in Lincoln County and

WHEREAS the Town of Star Valley Ranch joins the other eight Lincoln County towns in a unanimous acceptance of the distribution methodology,

NOW THEREFORE, BE IT RESOLVED, the Town of Star Valley Ranch hereby agrees and accepts the \$494,477.00 for the acquisition, construction and associated infrastructure of the Town of Star Valley Ranch's public facilities.

FURTHERMORE, BE IT RESOLVED, the Town of Star Valley Ranch hereby agrees to use existing funds from the Town's Capital Budget for the completion of the project.

Passed and adopted this 17<sup>th</sup> day of June, 2008.

For the Town of Star Valley Ranch:

By: \_\_\_\_\_

Boyd Siddoway, Mayor

Attest:

By: \_\_\_\_\_

Brenda Bauer, Clerk

This money will be used towards our new Town Hall and Maintenance Building.

**Councilman Harker moved that the Town of Star Valley Ranch approve Resolution 08-06-17-002 for State of Wyoming SLIB Consensus Block Grant (\$494,477) for the 2008-2010 Biennium distribution of \$5,416.772 for Lincoln County and its nine towns. Councilman Wheeler seconded the motion. The motion carried unanimously.**



**Resolution**

The Town of  
*Star Valley Ranch, Wyoming*

**Resolution No. 08-06-17-003**

**Resolution To change the time and place for monthly “Town Meetings”**

**NOW THEREFORE, BE IT RESOLVED;** the Town of Star Valley Ranch will meet monthly on the second Tuesday of the month at 7:00 PM, in the Star Valley Ranch Town Hall, Suite D, 15 Cedar Creek Road, Star Valley Ranch, Wyoming, or in an alternate place announced in the Star Valley Independent the “Thursday” prior to the meeting date and in Town Hall for a minimum of seven days.

**BE IT FURTHER RESOLVED;** the Town of Star Valley Ranch replaces Resolution No. 05-12-03-002 in its entirety and all other references to it.

Passed and adopted this 17<sup>th</sup> day of June, 2008.

For the Town of Star Valley Ranch:

By: \_\_\_\_\_

Boyd Siddoway, Mayor

Attest:

By: \_\_\_\_\_

Brenda Bauer, Clerk

**Councilman Harker moved that the Town of Star Valley Ranch approve and adopted Resolution 08-06-17-003 to change the time and place for monthly “Town Meetings” that replaces Resolution 05-12-03-002. Councilman Warren seconded the motion. The motion carried unanimously.**

## **COUNCIL / DEPARTMENT REPORTS:**

### **Planning:**

#### **Planning & Zoning Update:**

P & Z meetings are being held the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays of the Month and the next one is June 18<sup>th</sup>. These meetings are open to the public. We now have a 6<sup>th</sup> alternate position available if anyone is interested. Please come to Town Hall to complete an application.

**Master Plan: Councilman Redlin** reported I have been advised by Pedersen Planning Consultants that a CD and one hard copy of the revised draft Master Plan is in the mail to us. I would like to have a dozen copies printed so that we can give it another quick look. I think that nearly all of our comments have been incorporated so we should not have very many additional comments. My hope is that it is satisfactory for coordination and hearing purposes and that we can advise Pedersen Planning accordingly and proceed(s) to set public hearing dates. We may develop additional desired revisions as a result of the public hearings that will need to be incorporated before the plan is finalized.

### **Financial:**

#### **Town's Investment Policy Recommendations / Financial Position Report: Town**

**Treasurer Root** reported as of 6/13 that there is currently \$1,263,952.56 in certificates of deposit that are drawing interest. The water checking account has \$56,089.52. The general checking account has \$156,623.61. This puts the total amount in checking accounts at \$212,713.13. The total cash on hand thus equals \$1,476,665.69. The Town has tried to put the certificates of deposit so that they are due each month and the Town will have access to them. When the certificates are due, the Treasurer calls all the local banks to get the quotes on the rates and will move them if more than .25%.

#### **Financial Highlights:**

##### **In the General Funds**

We started with \$108,372.00,

We have received \$89,612.08 from the State for Taxes

\$99.97 in Interest

\$150.00 Candidate Registration

We received \$ 10,950.00 in Building Permits Fess 8,000.00 is refundable.

We paid out in Payroll & Taxes: \$41,582.15

We paid in bills \$82,064.83 (\$22,508.93 for Post Office & 15,000.00 for Fire/EMS Contract)

Balance \$85,537.07

##### **In the Water Funds:**

We started with \$18,986.09

Collected \$25,612.37 in water Dues

Collected \$44,752.64 in Property Taxes

Paid \$12,040.14 in Bills

Balance – \$77,310.96

**Approve Accounts Payable and Payroll Disbursements:** Mayor Siddoway stated that if anyone wanted to know more detail about the accounts payable that they are more than welcome to visit the **Town Hall** and look at a copy of the report.

**LIST OF CHECKS – GENERAL FUND**

<b>PAYEE:</b>	<b>CHECK #:</b>	<b>ITEM:</b>	<b>AMOUNT:</b>
Attachment Direct	2367	Snow Blowers	\$15,633.70
Greenline Equipment	2368	Repairs	\$ 623.47
IRS	on-line	Taxes	\$ 3,307.76
Lower Valley Energy	2369	Electricity	\$ 208.80
IRS	On-Line	Taxes	\$ 2,672.44
Payroll	2370-2382	Wages	\$ 9,357.02
County Clerk	2383	Garnish Wages	\$ 89.90
WRS	2384	Taxes	\$ 2,615.95
Postmaster	2385	Postage	\$ 42.18
Wyoming Dept of Fire Prev	2386	Permit/Review	\$ 315.42
IRS	on-Line	Taxes	\$ 3,582.46
Payroll	2387-2401	Wages	\$12,619.10
MSS Trailers and Trucks	2402	New Truck	\$ 4,800.00
All Star Auto Parts	2403	Parts	\$ 605.93
Blue Cross/Blue Shield	2404	Insurance	\$ 3,899.95
Bowers Law Firm	2405	Legal	\$ 1,425.00
Brenda Bauer	2406	Exp Rpt	\$ 16.87
Carol J Warren	2407	Exp Rpt	\$ 139.09
Corey Miles, CPA	2408	Accounting Fees	\$ 1,079.90
Dustbusters	2409	Dustguard	\$ 4,797.81
Eugene Root	2410	Mileage	\$ 174.23
Freedom Star Construction	2411	Rent/Utilities/Gas	\$ 2,061.12
Hansen Oil Company	2412	Fuel	\$ 1,272.34
Kent Harker	2413	Exp Report	\$ 122.53
Lampe Brothers Ready Mix	2414	Sand-Post Office	\$ 287.21
LGLP	2415	Membership	\$ 2,041.00
Lower Valley Energy	2416	Electricity	\$ 158.87
NorMont Equipment Co	2417	Parts	\$ 919.63
Paperworks Plus	2418	Supplies	\$ 142.99
Parkway Plaza Hotel	2419	Court Conf	\$ 60.00
River Valley Construction	2420	P O Ground work	\$ 6,160.00
Salsbury Industries	2421	P O Boxes	\$15,346.50
Silver Star Communication	2422	Phone	\$ 254.00
Skinner Service & Auto Body	2423	Repairs	\$ 126.56
Star Valley Independent	2424	Ads	\$ 191.25
Thayne True Value	2425	Light bulbs	\$ 5.98
Town of Thayne	2426	Fire EMS	\$15,000.00
United Fire Group	2427	Insurance	\$ 140.00
Void	2428		
Star Valley Chamber	2429	Membership	\$ 500.00
Valley Tech, LLC	2430	Computer work	\$ 260.00
Gregg Wilkes	2431	Mileage	\$ 221.19
Payroll	2432-2443	Wages	\$10,645.28
Sierra Construction	2444	Hauling	\$ 2,631.51
Lower Valley Energy	2445	Power to PO	\$ 399.80
Al Redlin	2446	Expense Rpt	\$ 133.69

**LIST OF CHECKS – WATER**

<b>PAYEE:</b>	<b>CHECK #:</b>	<b>ITEM:</b>	<b>AMOUNT:</b>
Lower Valley Energy	2186	Electricity	\$ 1,460.36
Postmaster	2187	Postage	\$ 84.00
Postmaster	2188	Postage	\$ 66.12
All Star Auto Parts	2189	Parts	\$ 765.62
Echo Services	2190		\$ 960.98
Energy Laboratories	2191	Lab Results	\$ 1,175.50
Hanson Oil Company	2192	Fuel	\$ 1,272.34
Lower Valley Energy	2193	Electricity	\$ 482.99
Maverick Credit Cards	2194	Fuel	\$ 47.00
Silver Star Communication	2195	Phone/Fax	\$ 144.70
Thayne True Value	2196	Parts	\$ 79.96
Town of Afton	2197	Water Tests	\$ 30.00
Waterworks Industries	2198	Parts	\$ 5,316.00
Yolanda Navarrete	2199	Certified Letters	\$ 26.60

**Councilman Redlin moved that The Town of Star Valley Ranch approve the payroll and accounts payable disbursements as presented. Councilman Harker seconded the motion. The motion carried unanimously.**

**Water Utility Collections Report:** Town Clerk Bauer reported the fourth quarter billing was released April 2<sup>nd</sup>, money collected for this quarter @ 6/6/08 is: \$35,330, which is 82% of the \$42,020 actual water billing.

As of 6/6/08:

127 Customers owe for current/past billing

1 of those are now delinquent for four quarters, and is now disconnected

5 owe for three quarters which amounts to 4%

24 owe for two quarters which is 19%

98 are overdue on 1 quarter billing which is 77%

We mailed out 19 certified disconnection notices to those with 4 quarters over-due, on 4/28 for disconnection on 5/12. 16 paid before disconnection, and three were actually disconnected. Two of those paid after disconnection, and one is still disconnected. The one still disconnected is for sale and the bank has the billing.

We mailed out certified disconnection notices to 12, who are two/three quarters late. These will be disconnected on 6/12/08. So far 3 of those have paid. As of 6/17/08 2 properties were disconnected and 10 paid. On 6/11/08 5 more certified disconnection notices were mailed and due on 6/23/08. 3 have paid as of today.

We are trying all avenues in collecting past due amounts and have implemented the disconnection avenue. This has been effective in collection, and hope to even be more on track before 1<sup>st</sup> quarter of the fiscal year, July 1, 2008.

We regret the step to disconnect services for non-payment but there was no other alternative. We feel our customers will now realize we are serious about collection of past due bills/disconnection that will cause an impact on faster payments of bills.

We will continue to collect the bad debts, and continue to thank those customers who pay their bills in a timely manner and save the Town extra time and money.

### **Enforcement**

**Court Report: Town Clerk Bauer** reported May Court Summary: In May, the Court received \$0.00 in fines, fees, and forfeitures. No new cases were heard, no new cases were docketed, and as of the submittal date of this report, no cases are pending hearings.

**Training Attended:** Judge Logan attended the annual training conference of the Wyoming Association of Municipal Courts in Casper, May 12-14. He reports that the training sessions were well presented and informative. The Judge was also able to network with other Municipal court Judges from across the state, which he found particularly valuable. The Court Clerk, also scheduled to attend the same conference, had to cancel due to a death in her family.

**Special Ordinance Officer Report: Town Clerk Bauer** reported 4 warnings were issued. 1 written for Asphalt too far into roadway, 2 verbal for construction vehicles in roadways and 1 verbal for construction clean-up.

**Lincoln County Sheriff's Department Report: Town Clerk Bauer** reported in the month of May:

- 0 citation issued (Average 0.5 – Trend -.0.5)
- 2 warning were issued for moving violation (Average 1.5 – Trend 0.5)
- 66 calls (Average 42.25 – Trend 23.75)
- 64 law incidents (Average 42 – Trend 22)
- 34 special patrols (drive thru) (Average 23.25 – Trend 10.75)

Off these calls:

- 1 calls for Abandoned Vehicle, Agency Assistance, Burglary, Citizen Dispute, Fraud, Theft, and Vandalism.
- 2 calls for Citizen Assist, Domestic Violence, Missing Person, Other, and Vin Inspection
- 3 calls for Lost/Found Animal and Medical
- 4 calls for Suspicious.
- 5 calls for Traffic

### **Culinary Water:**

**WWDC Level II Status: Mayor Siddoway** this is the \$600,000.00 grant we have with no matching funds required. They have drilled all three test bores and logged and recorded those. The initial test shows the water is very pure. The engineers met with the Town Council and some Planning & Zoning members and proposed we move ahead with the primary well site being on the BLM land. We should see some activity in the near future. The WWDC report will be posted on our website.

## **Public Works Department**

**Roads Department Report: Councilman Harker** reported it looks like we finally have some good weather that will allow the crew to begin our spring road maintenance. The snow and rain have put us behind at least a month.

We have done temporary pothole repairs on Vista Drive, Alpine Way and Ridgecrest Drive. We are now working on the roads in Plats 2 and 3. The next roads we will move to are Cedar Creek Drive, Hardman Road, Alta Drive and Solitude Drive. We hope to be dustguarding on some of these roads by the end of this week. We ask for people's cooperation by staying off of these roads as much as possible when the crews and equipment are working on them.

The crew prepared the site for the Town's Mail Center.

The street sign project has been completed except for a few that had the names misspelled that are on order from the manufacturer.

Last week a wood chipper was purchased as it would be easier for our fire safe clean up. Will save us more money with the increase of landfill charges and you can haul more chips than branches.

Donna Bell suggested that the lower plats be looked at.

**Water Department Report: Councilman Harker** reported during the last month, the water crew has repaired leaks and other miscellaneous repairs.

The crew has taken the water tests as required and they have monitored water levels in the storage tanks.

## **Facilities:**

**Councilman Harker** reported on the BLM 40 acre Recreation and Public Purposes application: We met with Kelly Lamborn and Jim Paugh on May 20. Jim Paugh is a retired BLM realty expert who has been hired as a consultant to help guide our type of application through the government process. We discussed what was required in our application to acquire the complete 40-acre parcel for use by the Town.

Under the Recreation and Public Purposes Act we can receive a patent on the recreation land for no cost after we submit a plan, get the plan approved and complete the construction of the plan over whatever period of time we propose for the completion of the project.

The land for public purposes can also be patented at a minimal cost upon the completion of the project. There is a requirement that the land must always be used for the purposes stated in the application. Future Town Councils must remember that there are these restrictions on the use of the land. The penalty for changing the use without permission can be the cancellation of the agreements and the BLM can take back the land.

We have completed the application and submitted it to Jim Paugh. He explained the time line from application to approval. He told us it would probably be September or October at the earliest for an approval.

We wanted to get started on our maintenance building and equipment storage buildings this summer but we will need to wait for a final approval before we start on these projects.

We are still investigating other options for a Town Hall.

**Communication:**

**Website:** Councilman Warren reports as you heard previously, Angela Aitken, the Town's volunteer web master has resigned. Before she resigned, she had a brief training session here at Town Hall with the Town Clerk, Brenda Bauer and Trevor Petty, who has been servicing the Town's computers. Both of these individuals picked up so quickly on the updating of the website that we have not been looking for a volunteer web master.

**Newsletter:** Councilman Warren reports they have tried several schedules but have put it on hold for now.

**Activities Participated In:**

**Memorial Day Observed – May 26**  
**Radon Meeting – June 4<sup>th</sup>**  
**County Consensus Meeting – June 10**  
**WAM Convention – June 11-13**

**Upcoming Activities:**

**Management Training (LGLP) June 26**

**Adjournment:** Councilman Redlin moved that The Town of Star Valley Ranch adjourn the meeting. Councilman Wheeler seconded the motion. The motion carried unanimously.