

# Town of West Yellowstone

Tuesday, April 5, 2022

West Yellowstone Town Hall, 440 Yellowstone Avenue

**The Town Council work session/meeting will be conducted in person and virtually using ZOOM, connect at zoom.us or through the Zoom Cloud Meetings mobile app.**

**Meeting ID: 893 834 1297.**

## WORK SESSION

5:30 PM

Marijuana Business Zoning Laws

Discussion ∞

## TOWN COUNCIL MEETING

7:00 PM

Pledge of Allegiance

### Comment Period

- **Public Comment**
- **Council Comments**

Treasurer's & Securities Report

Purchase Orders ∞

Claims ∞

Business License Applications

- Pursuit E-Bikes, LLC

Town Manager & Staff Reports ∞

Advisory Board Reports

Swearing in of Police Officer Ashley Stoneburner

### NEW BUSINESS

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Health Care Services RFP Selection Process

Discussion

Advisory Board Appointments

Discussion/Action ∞

- Health Care Services Advisory Board, Kyle Goltz and Jennifer Jordan
- Business Improvement District, Jessica Piccone

Correspondence/FYI/Meeting Reminders

### Policy No. 16 (Abbreviated) Policy on Public Hearings and Conduct at Public Meetings

*If viewing the agenda electronically, click the "∞" symbol to link to the associated documentation in the Town Council Packet.*



### Public Hearing/Public Meeting

A public hearing is a formal opportunity for citizens to give their views to the Town Council for consideration in its decision making process on a specific issue. At a minimum, a public hearing shall provide for submission of both oral and written testimony for and against the action or matter at issue.

### Oral Communication

It is the Council's goal that citizens resolve their complaints for service or regarding employees' performance at the staff level. However, it is recognized that citizens may from time to time believe it is necessary to speak to Town Council on matters of concern. Accordingly, Town Council expects any citizen to speak in a civil manner, with due respect for the decorum of the meeting, and with due respect for all persons attending.

- No member of the public shall be heard until recognized by the presiding officer.
- Public comments related to non-agenda items will only be heard during the Public Comment portion of the meeting unless the issue is a Public Hearing. Public comments specifically related to an agenda item will be heard immediately prior to the Council taking up the item for deliberation.
- Speakers must state their name for the record.
- Any citizen requesting to speak shall limit him or herself to matters of fact regarding the issue of concern.
- Comments should be limited to three (3) minutes unless prior approval by the presiding officer.
- If a representative is elected to speak for a group, the presiding officer may approve an increased time allotment.
- If a response from the Council or Board is requested by the speaker and cannot be made verbally at the Council or Board meeting, the speaker's concerns should be addressed in writing within two weeks.
- Personal attacks made publicly toward any citizen, council member, or town employees are not allowed. Citizens are encouraged to bring their complaints regarding employee performance through the supervisory chain of command.

Any member of the public interrupting Town Council proceedings, approaching the dais without permission, otherwise creating a disturbance, or failing to abide by these rules of procedure in addressing Town Council, shall be deemed to have disrupted a public meeting and, at the direction of the presiding officer, shall be removed from the meeting room by Police Department personnel or other agent designated by Town Council or Operations Manager.

### General Town Council Meeting Information

- Regular Town Council meetings are held at 7:00 PM on the first and third Tuesdays of each month at the West Yellowstone Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.
- Presently, informal Town Council work sessions are held at 12 Noon on Tuesdays and occasionally on other mornings and evenings. Work sessions also take place at the Town Hall located at 440 Yellowstone Avenue.
- The schedule for Town Council meetings and work sessions is detailed on an agenda. The agenda is a list of business items to be considered at a meeting. Copies of agendas are available at the entrance to the meeting room.
- Agendas are published at least 48 hours prior to Town Council meetings and work sessions. Agendas are posted at the Town Offices and at the Post Office. In addition, agendas and packets are available online at the Town's website: [www.townofwestyellowstone.com](http://www.townofwestyellowstone.com). Questions about the agenda may be directed to the Town Clerk at 646-7795.

*If viewing the agenda electronically, click the "∞" symbol to link to the associated documentation in the Town Council Packet.*



## UPDATED MEMORANDUM

**TO:** Dan Walker  
**FROM:** Jane Mersen  
**RE:** Marijuana laws  
**DATE:** April 1, 2022

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The Montana legislature passed HB 701, the Montana Marijuana Regulation and Taxation Act, following the I-190 affirmative vote to allow recreational marijuana, now commonly called “Adult Use” marijuana in Montana. HB 701 provided how and when marijuana businesses could be regulated and by whom. The types of marijuana businesses that are included are dispensary, cultivation, manufacture, medical dispensary, combined use licenses, testing labs and transportation.

The bill is codified, in part, at **Title 16, Chapter 12, MCA**, a copy of which is attached. If a town is located within a county that voted to allow adult use, the law allows that Town to either prohibit any or all of the different types of marijuana businesses and or to regulate them. Gallatin County electors voted to allow adult use.

### **Regulation**

If the Town desires to allow marijuana businesses, it should undertake a study to determine where such businesses could be located and what, if any restrictions should be placed on the business. Any regulations by the Town will be in addition to the restrictions provided by state law and the Department of Revenue rules. Further, if the Town allows such businesses, it could enact a local option tax to receive part of the tax revenue that DOR will collect. The regulation of such businesses should be included in the zoning regulation review/update currently underway, even if the Council does resolve to prohibit such businesses.

### **Prohibition**

If the Town Council wants to allow the voters to decide whether to prohibit such businesses, it must follow the process set out in Title 16, by putting a resolution prohibiting any or all of the marijuana business listed above from operating in the Town on a ballot and holding an election.

If the voters elect to prohibit such businesses, the Town may not allow any businesses that were included on the ballot within its limits. Note, the Town cannot stop licensed transporters from transporting marijuana through the Town.

If the ballot measure fails, then such businesses may operate within the Town and the Town should regulate them through zoning.

While the law becomes effective January 1, 2022, there is still a “transition” period that is built into the DOR regulations. In January, the only business that can sell adult use marijuana are the dispensaries that were licensed by the Department on or before November 3, 2020 for medical

marijuana. Therefore, the only business that could sell adult use marijuana in West Yellowstone is LPC West Yellowstone. The DOR will not accept any applications for new marijuana dispensaries, manufacturer or cultivation businesses, that are not former medical marijuana licensees, until July 1, 2023. See ARM 42.39 et.seq.

If the Council desires to put the issue of a prohibition to the voters, it must pass a Resolution to do so more than 85 days prior to the date of the election. The general election is November 8, 2022 so a resolution would have to be passed on or before August 8 and in order to avoid any doubt, would urge the Town to have the resolution adopted by its first meeting in July.

Attached are **examples** from the Town of Manhattan and the City of Billings. Manhattan resolved to have the electors decide to ban all types of businesses, Billings resolved to only ban adult use dispensaries.

# Montana Code Annotated 2021

TITLE 16. ALCOHOL, TOBACCO, AND MARIJUANA

CHAPTER 12. MARIJUANA REGULATION AND TAXATION

Part 3. Local Government and Law Enforcement Authority

## Local Government Authority To Regulate -- Opt-In Requirement In Certain Counties -- Exemption For Existing Licensees

**16-12-301. Local government authority to regulate -- opt-in requirement in certain counties -- exemption for existing licensees.** (1) (a) Except as provided in subsection (1)(b), a marijuana business may not operate in a county in which the majority of voters voted against approval of Initiative Measure No. 190 in the November 3, 2020, general election until:

(i) the category or categories of license that the marijuana business seeks has or have been approved by the local jurisdiction where the marijuana business intends to operate as provided in subsection (3) or (4); and

(ii) the business is licensed by the department pursuant to this chapter.

(b) A former medical marijuana licensee that does not apply for licensure as an adult-use dispensary may operate in its existing premises in compliance with rules adopted by the department pursuant to **16-12-201(2)** notwithstanding a local jurisdiction's failure to take action pursuant to subsections (3) through (6).

(c) A former medical marijuana licensee that intends to apply for licensure as a cultivator, manufacturer, adult-use dispensary, or testing laboratory may operate in compliance with rules adopted by the department pursuant to **16-12-201(2)** notwithstanding a local jurisdiction's failure to take action pursuant to subsections (3) through (6), provided that the former marijuana licensee has remained in good standing with the department of public health and human services and the department.

(d) For the purpose of this section, the marijuana business categories that must be approved by a local jurisdiction under subsections (3) through (6) in a county in which the majority of voters voted against approval of Initiative Measure No. 190 in the November 3, 2020, general election before a business may operate are:

(i) cultivator;

(ii) manufacturer;

(iii) medical marijuana dispensary, except as provided in subsection (1)(b);

(iv) adult-use dispensary;

(v) combined-use marijuana licensee;

(vi) testing laboratory; and

(vii) marijuana transporter facility.

(e) Marijuana businesses located in counties in which the majority of voters voted to approve Initiative Measure No. 190 in the November 3, 2020, general election are not subject to the local government approval process under subsections (3) through (6).

(2) (a) To protect the public health, safety, or welfare, a local government may by ordinance or otherwise regulate a marijuana business that operates within the local government's jurisdictional area. The regulations may include but are not limited to inspections of licensed premises, including but not limited to indoor cultivation facilities, dispensaries, manufacturing facilities, and testing laboratories in order to ensure compliance with any public health, safety, and welfare requirements established by the department or the local government.

(b) A former medical marijuana licensee that does not apply for licensure as an adult-use dispensary is exempt from complying with any local governmental regulations that are adopted under this subsection after July 1, 2021, until its first license renewal date occurring after January 1, 2022, or the expiration of any grace period granted by the locality, whichever is later.

(3) An election regarding whether to approve any or all of the marijuana business categories listed in subsection (1)(d) to be located within a local jurisdiction may be requested by filing a petition in accordance with 7-5-131 through 7-5-135 and 7-5-137 by:

- (a) the qualified electors of a county; or
- (b) the qualified electors of a municipality.

(4) (a) An election held pursuant to this section must be called, conducted, counted, and canvassed in accordance with Title 13, chapter 1, part 4.

(b) An election pursuant to this section may be held in conjunction with a regular election of the governing body, general election, or a regular local or special election.

(5) If the qualified electors of a county vote to approve a type of marijuana business to be located in the jurisdiction, the governing body shall enter the approval into the records of the local government and notify the department of the election results.

(6) (a) If an election is held pursuant to this section in a county that contains within its limits a municipality of more than 5,000 persons according to the most recent federal decennial census:

(i) it is not necessary for the registered qualified electors in the municipality to file a separate petition asking for a separate or different vote on the question of whether to prohibit a category of marijuana business from being located in the municipality; and

(ii) the county shall conduct the election in a manner that separates the votes in the municipality from those in the remaining parts of the county.

(b) If a majority of the qualified electors in the county, including the qualified electors in the municipality, vote to approve a category of marijuana business to be located in the county, the county may allow that category of marijuana business to operate in the county.

(c) (i) If a majority of the qualified electors in the municipality vote to approve a category of marijuana business to be located in the municipality, the municipality may allow that type of marijuana business to operate in the municipality.

(ii) If a majority of the qualified electors in the municipality vote to prohibit a category of marijuana business from being located in the municipality, the municipality may not allow that type of marijuana business to operate in the municipality.


(d) Nothing contained in this subsection (6) prevents any municipality from having a separate election under the terms of this section.

(7) (a) A county or municipality that has voted to approve a category of marijuana business to be located in the jurisdiction or a county in which the majority of voters voted to approve Initiative Measure No. 190 in the November 3, 2020, general election may vote to prohibit the previously approved or allowed operations within the jurisdiction.

(b) A vote overturning the approval of a category of marijuana business or prohibiting the previously permitted operation of marijuana businesses is effective on the 90th day after the local election is held.

(8) A local government may not prohibit the transportation of marijuana within or through its jurisdiction on public roads by any person licensed to do so by the department or as otherwise allowed by this chapter.

**History:** En. Sec. 18, I.M. No. 190, approved Nov. 3, 2020; amd. Sec. 59, Ch. 576, L. 2021.

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# Montana Code Annotated 2021

TITLE 16. ALCOHOL, TOBACCO, AND MARIJUANA

CHAPTER 12. MARIJUANA REGULATION AND TAXATION

Part 3. Local Government and Law Enforcement Authority

## Local Government Taxing Authority -- Specific Delegation

**16-12-309.** *(Effective January 1, 2022)* **Local government taxing authority -- specific delegation.** As required by **7-1-112**, **16-12-309** through **16-12-312**, and **16-12-317** specifically delegate to the qualified electors of a county the power to authorize their county to impose a local-option marijuana excise tax within the corporate boundary of the county.

**History:** En. Sec. 94, Ch. 576, L. 2021.



# Montana Code Annotated 2021

TITLE 16. ALCOHOL, TOBACCO, AND MARIJUANA

CHAPTER 12. MARIJUANA REGULATION AND TAXATION

Part 3. Local Government and Law Enforcement Authority

## Limit On Local-Option Marijuana Excise Tax Rate -- Goods Subject To Tax

**16-12-310.** (Effective January 1, 2022) **Limit on local-option marijuana excise tax rate -- goods subject to tax.** (1) The rate of the local-option marijuana excise tax must be established by the election petition or resolution provided for in **16-12-311**, and the rate may not exceed 3%.

(2) The local-option marijuana excise tax is a tax on the retail value of all marijuana and marijuana products sold at an adult-use dispensary or medical marijuana dispensary within a county.

(3) If a county imposes a local-option marijuana excise tax:

(a) 50% of the resulting tax revenue must be retained by the county;

(b) 45% of the resulting tax revenue must be apportioned to the municipalities on the basis of the ratio of the population of the city or town to the total county population; and

(c) the remaining 5% of the resulting tax revenue must be retained by the department to defray costs associated with administering **16-12-309** through **16-12-312** and **16-12-317**. The funds retained by the department under this subsection (3)(c) must be deposited into the marijuana state special revenue account established under **16-12-111**.

(4) For the purposes of this section, "tax revenue" means the combined taxes collected under any local-option marijuana excise tax collected on retail sales within the county.

**History:** En. Sec. 95, Ch. 576, L. 2021.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MANHATTAN, MONTANA, REFERRING A PROPOSED ORDINANCE TO PROHIBIT ALL MARIJUANA BUSINESSES FROM OPENING OR OPERATING WITHIN THE TOWN TO A VOTE OF THE PEOPLE AT AN ELECTION TO BE HELD ON NOVEMBER 8, 2022. THE TYPES OF MARIJUANA BUSINESSES TO BE PROHIBITED ARE ADULT USE DISPENSARY, MANUFACTURER, CULTIVATOR, TESTING LABS, MEDICAL MARIJUANA DISPENSARY AND TRANSPORTER FACILITIES.**

WHEREAS: The voters in Gallatin County, Montana voted to approve Initiative 190 on November 2, 2020, allowing for adult use of marijuana and providing for approval of certain marijuana businesses within the State of Montana; and

WHEREAS: In 2021, the Montana Legislature passed House Bill 701, which was codified at Title 16, Chapter 12, Montana Code Annotated and which set out rules and regulations for marijuana businesses; and

WHEREAS: Title 16, Chapter 12, MCA, provides an option for electors of municipalities to consider whether to prohibit any or all of the marijuana businesses identified in Section 16-12-301(d), MCA; and

WHEREAS: on November 10, 2021, the Town Council of the Town of Manhattan discussed submitting to the voters the issue of whether to permanently prohibit all or any category of marijuana businesses from locating or operating within the limits of the Town of Manhattan; and

WHEREAS: pursuant to Title 16, chapter 12, a majority of the electors voting on this question must approve the proposed ordinance to prohibit adult use marijuana businesses ; and

WHEREAS: the Town Council of the Town of Manhattan believes the proposed ordinance should be referred to a vote of the people at an election to be held on November 8, 2022.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MANHATTAN:**

1. The Town Council of the Town of Manhattan has proposed an ordinance prohibiting the marijuana businesses listed in §3 below, within the limits of the Town of Manhattan and hereby refers this question to a vote of the people at an election to be held on November 8, 2022.

2. The proposed Ordinance is attached hereto as **Exhibit A** and incorporated herein by reference.
3. Ballot: the form of the ballot shall be as set out below and as provided by law:

Proposal: The Town Council for the Town of Manhattan has proposed an Ordinance to prohibit the types of marijuana businesses set out below, as allowed by §16-12-301(d), MCA, and in the Ordinance; and considered this Resolution on \_\_\_\_\_, 2022, to submit this ballot to the electors of the Town of Manhattan. The proposed ordinance would prohibit the following types of businesses:

- (i) Cultivator
- (ii) Manufacturer
- (iii) Medical marijuana dispensary
- (iv) Adult use dispensary
- (v) Testing laboratory; and
- (vi) Marijuana transporter facility.

Shall the following marijuana businesses be permitted within the boundaries of the Town of Manhattan?

\_\_\_ FOR permitting the marijuana businesses identified as:

- (i) Cultivator
- (ii) Manufacturer
- (iii) Medical marijuana dispensary
- (iv) Adult use dispensary
- (v) Testing laboratory; and
- (vi) Marijuana transporter facility.

\_\_\_ AGAINST permitting the marijuana businesses identified as:

- (i) Cultivator
- (ii) Manufacturer
- (iii) Medical marijuana dispensary
- (iv) Adult use dispensary
- (v) Testing laboratory; and
- (vi) Marijuana transporter facility.

4. The Town Clerk shall certify this resolution to the Gallatin County Election Official as provided by law.

5. Effective Date: This resolution shall be effective upon adoption.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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Mayor  
Glen Clements

ATTEST:

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Pam Humphrey, Town Clerk

**BALLOT ISSUES CONTINUED**

**CITY OF BILLINGS MARIJUANA  
DISPENSARY ORDINANCE  
PROPOSITION**

Summary: Initiative Measure 190 (I-190) was approved by the electors of the City of Billings in the general election held November 3, 2020, legalizing possession and use of marijuana for adults over the age of 21 as well as certain marijuana businesses. The Montana Legislature passed House Bill 701 in 2021 and modified provisions of I-190 providing an option for electors to consider prohibition of the seven categories of marijuana businesses. This ballot measure asks voters to approve or disapprove adult-use marijuana dispensaries, which is one of the various types of marijuana businesses which were authorized by House Bill 701. The use and possession of marijuana for adults over the age of 21 and the remaining categories of marijuana businesses will not be impacted by this vote, including medical marijuana dispensaries, and will be permitted in the City of Billings upon the effective date of House Bill 701.

Proposal: The Billings City Council has proposed an ordinance to prohibit adult-use marijuana dispensaries and passed Resolution 21-10981 to submit this ballot to the voters. Adult-use dispensary means a licensed premises from which a person licensed by the Montana Department of Revenue may sell marijuana or marijuana products to both registered cardholders and adults that are 21 years of age or older. This proposed ordinance would not prohibit the operation of medical marijuana dispensaries within the City of Billings.

Shall dispensaries of adult use marijuana, commonly referred to as recreational-use marijuana, be permitted within the limits of the City of Billings?

FOR permitting dispensaries of adult-use marijuana, commonly referred to as recreational-use marijuana, within the limits of the City of Billings.

AGAINST permitting dispensaries of adult-use marijuana, commonly referred to as recreational-use marijuana, within the limits of the City of Billings.

**SAMPLE BALLOT**

MUNICIPAL CONTESTS	BALLOT ISSUES	BALLOT ISSUES CONTINUED
<p><b><u>BILLINGS CITY COUNCIL WARD 1</u></b> VOTE FOR 1 ED GULICK STEPHANIE KRUEGER</p>	<p><b>YELLOWSTONE COUNTY NON-MEDICAL MARIJUANA EXCISE TAX PROPOSITION</b> Shall Yellowstone County impose a 3% local-option marijuana excise tax on the retail value of all non-medical marijuana and non-medical marijuana products sold within Yellowstone County.</p>	<p><b>CITY OF BILLINGS MILL LEVY PROPOSITION</b> Summary: Violent crime rates and calls for emergency services have increased over the past 10 years. This ballot measure asks voters to approve or disapprove an additional permanent annual levy up to 34 mills to increase investments to police, fire, prosecution services, code enforcement, municipal court, mental health and substance abuse services, and related public safety expenses. The amount raised by the new levy, when fully implemented, would be approximately \$7.1 million and would change as the taxable property value of the city changes.</p>
<p><b><u>BILLINGS CITY COUNCIL WARD 2</u></b> VOTE FOR 1 FRANK EWALT JENNIFER OWEN</p>	<p>FOR a 3% (three percent) Marijuana Local-Option Excise Tax for all non-medical marijuana and non-medical marijuana products</p>	<p>Proposal: On June 28, 2021, the Billings City Council adopted Ordinance 21-5760 referring this ballot to the voters. If approved, this ballot measure would add the following language to the City Charter as Section 1.05.2: Section 1.05.2 Mill Levy to Fund Police, Fire, Prosecution Services, Code Enforcement, Municipal Court, Mental Health and Substance Abuse Services, and Related Public Safety Expenses. For the purpose of funding the operation, maintenance and capital needs of the police department, fire department, prosecution services, code enforcement, municipal court, mental health and substance abuse services, and related public safety expenses, the City Council shall levy up to 34 mills starting in fiscal year 2023, which will raise approximately \$7,115,000. The foregoing mill levy is permanent and shall continue indefinitely in future fiscal years. This levy is not cumulative, which means the number of mills will not increase over time. This levy is in addition to any other mill levies authorized by Charter or law. Residential Property Impact: If approved, the annual property tax increase in fiscal year 2023 on a home valued at \$100,000 is approximately \$45.90 per year. The annual property tax increase in fiscal year 2023 on a home valued at \$200,000 is approximately \$91.80 per year.</p>
<p><b><u>BILLINGS CITY COUNCIL WARD 3</u></b> VOTE FOR 1 DENISE JOY CHARLIE LOVERIDGE</p>	<p>AGAINST a 3% (three percent) Marijuana Local-Option Excise Tax for all non-medical marijuana and non-medical marijuana products</p>	<p>FOR adding Section 1.05.2 to levy up to 34 mills raising approximately \$7.1 million to support police, fire, prosecution services, code enforcement, municipal court, mental health and substance abuse services, and related public safety expenses as set forth above which provides for a permanent, non-cumulative mill levy commencing in fiscal year 2023 as provided in Ordinance 21-5760.</p>
<p><b><u>BILLINGS CITY COUNCIL WARD 4</u></b> VOTE FOR 1 MARY HERNANDEZ DANIEL TIDSWELL TIM WARBURTON</p>	<p><b>YELLOWSTONE COUNTY MEDICAL MARIJUANA EXCISE TAX PROPOSITION</b> Shall Yellowstone County impose a 3% local-option marijuana excise tax on the retail value of all medical marijuana and medical marijuana products sold within Yellowstone County.</p>	<p>AGAINST adding Section 1.05.2 to levy up to 34 mills raising approximately \$7.1 million to support police, fire, prosecution services, code enforcement, municipal court, mental health and substance abuse services, and related public safety expenses as set forth above which provides for a permanent, non-cumulative mill levy commencing in fiscal year 2023 as provided in Ordinance 21-5760.</p>
<p><b><u>BILLINGS CITY COUNCIL WARD 5</u></b> VOTE FOR 1 TOM RUPSIS DENNIS L. ULVESTAD FRED WILBURN</p>	<p>FOR a 3% (three percent) Marijuana Local-Option Excise Tax for all medical marijuana and medical marijuana products</p>	<p>Shall the City be authorized to amend the City Charter to add Section 1.05.2 to levy up to 34 mills raising approximately \$7.1 million to support police, fire, prosecution services, code enforcement, municipal court, mental health and substance abuse services, and related public safety expenses?</p>
<p><b><u>BROADVIEW COMMISSIONER</u></b> VOTE FOR 3 ROGER D SWARTZ</p>	<p>AGAINST a 3% (three percent) Marijuana Local-Option Excise Tax for all medical marijuana and medical marijuana products</p>	<p>FOR adding Section 1.05.2 to levy up to 34 mills raising approximately \$7.1 million to support police, fire, prosecution services, code enforcement, municipal court, mental health and substance abuse services, and related public safety expenses as set forth above which provides for a permanent, non-cumulative mill levy commencing in fiscal year 2023 as provided in Ordinance 21-5760.</p>
<p><b><u>LAUREL MAYOR</u></b> VOTE FOR 1 BRUCE MCGEE THOMAS C NELSON SCOT STOKES DAVE WAGGONER</p>	<p>AGAINST a 3% (three percent) Marijuana Local-Option Excise Tax for all medical marijuana and medical marijuana products</p>	<p>FOR adding Section 1.05.2 to levy up to 34 mills raising approximately \$7.1 million to support police, fire, prosecution services, code enforcement, municipal court, mental health and substance abuse services, and related public safety expenses as set forth above which provides for a permanent, non-cumulative mill levy commencing in fiscal year 2023 as provided in Ordinance 21-5760.</p>
<p><b><u>LAUREL CITY COURT JUDGE</u></b> VOTE FOR 1 JEAN M. KERR JULIANE E. LORE</p>	<p>AGAINST a 3% (three percent) Marijuana Local-Option Excise Tax for all medical marijuana and medical marijuana products</p>	<p>FOR adding Section 1.05.2 to levy up to 34 mills raising approximately \$7.1 million to support police, fire, prosecution services, code enforcement, municipal court, mental health and substance abuse services, and related public safety expenses as set forth above which provides for a permanent, non-cumulative mill levy commencing in fiscal year 2023 as provided in Ordinance 21-5760.</p>

**SAMPLE BALLOT**

\* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object	Proj	Account	
48913	95 Energy West-Montana	3,350.16							
03/28/22	nat gas 210361788 updl	116.50		UPDH	1000 411252	344		101000	
03/28/22	nat gas 210360293 Police	28.22		POLBLD	1000 411258	344		101000	
03/28/22	nat gas 210361746 Pub Services	893.29*		STREET	1000 430200	344		101000	
03/28/22	nat gas 210361811 old firehall	213.58		PARK	1000 460430	344		101000	
03/28/22	nat gas 210363966 old bld ins	129.42*		STREET	1000 430200	344		101000	
03/28/22	nat gas 210360540 library	434.95		LIBBLD	1000 411259	344		101000	
03/28/22	nat gas 210364599 Povah	750.07		POVAH	1000 411255	344		101000	
03/28/22	nat gas 210361697 Iris Lift St	35.04*		PUBSVC	1000 430200	344		101000	
03/28/22	nat gas 210365425 TwN Hall	722.62		TWNHAL	1000 411250	344		101000	
03/28/22	nat gas 210361655 Mad Add Sewe	26.47		SEWER	5310 430600	344		101000	
48919	42 Fall River Electric	7,575.49							
03/21/22	PARK, old firehouse 2901001	387.59		PARK	1000 411253	341		101000	
03/21/22	povah comm ctr 4212001	-42.27		POVAH	1000 411255	341		101000	
03/21/22	unmetered lights 4212004	1,113.12		STLITE	1000 430263	341		101000	
03/21/22	RR Well 4212005	-21.24*		WATER	5210 430500	341		101000	
03/21/22	SEWER LIFT STATION 4212006	-53.35		SEWER	5310 430600	341		101000	
03/21/22	SEWER PLANT 4212007	413.47		SEWER	5310 430600	341		101000	
03/21/22	POLICE 4212008	396.43		POLICE	1000 411258	341		101000	
03/21/22	TOWN HALL 4212009	-19.45		TWNHLA	1000 411250	341		101000	
03/21/22	ICE RINK 421010	-17.57		PARKS	1000 411253	341		101000	
03/21/22	South Iris Street Well 4212013	-67.60*		WATER	5210 430500	341		101000	
03/21/22	MAD SEWER LIFT 4212014	70.95		SEWER	5310 430600	341		101000	
03/21/22	Hayden/Grouse Well 4212015	-0.80*		WATER	5210 430500	341		101000	
03/21/22	Yellowstone Ave 400 4212016	5,123.19		911	2850 420750	341		101000	
03/21/22	MADADD H2O Tower 4212017	-1.80*		WATER	5210 430500	341		101000	
03/21/22	SHOP 4212018	31.98		STREET	1000 430200	341		101000	
03/21/22	ANIMAL 4212029	-29.73		ANIML	1000 440600	341		101000	
03/21/22	CLORINATOR 4212030	-7.97*		WATER	5210 430500	341		101000	
03/21/22	Electric Well 4212031	-1.97*		WATER	5210 430500	341		101000	
03/21/22	PARK 4212032	-60.48		PARKS	1000 411253	341		101000	
03/21/22	UPDH 4212041	-72.22		UPDH	1000 411252	341		101000	
03/21/22	SEWER TREAT SERV 4212046	441.58		SEWER	5310 430600	341		101000	
03/21/22	LIBRARY 23 dunraven 4212054	-6.37		LIBR	1000 411259	341		101000	
48920	73 Westmart Building Center	745.65							
03/27/22	Street Supplies	465.42		STREET	1000 430200	220		101000	
03/27/22	Sewer Supplies C & T	20.88		SEWER	5310 430630	220		101000	
03/27/22	Building Inspections Supplies	28.49		BUILDI	1000 420531	220		101000	
03/27/22	Police Supplies	18.98*		POLICE	1000 420230	220		101000	
03/27/22	Library Bulding Project	28.48		LIBES	1000 411259	366		101000	
03/27/22	Town Hall Supplies	170.52		TWNHAL	1000 411250	220		101000	
03/27/22	Povah Ctr. Suuplies	12.88		POVAH	1000 411255	220		101000	

04/01/22  
14:33:41

TOWN OF WEST YELLOWSTONE  
Claim Approval List  
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\* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account		
48921	3242 Fisher's Technology	4.49							
1006435	03/25/22 copier maintenance fee	4.49		FINADM	1000 410510	356		101000	
48924	2546 Century Link QCC	10.16							
285200543	03/24/22 long dist chg 406-646-7600	10.16*		911	2850 420750	345		101000	
48925	2813 Century Link	1,535.97							
03/19/22	E911 Viper 255-9710	986.20*		E911	2850 420750	345		101000	
03/19/22	E911 Viper 255-9712	26.98*		E911	2850 420750	345		101000	
03/19/22	E911 Viper 646-5170	112.60*		E911	2850 420750	345		101000	
03/19/22	Alarm Lines 646-5185	91.84		TWNHLL	1000 411250	345		101000	
03/19/22	Police - 646-7600	318.35*		POLICE	2850 420750	345		101000	
48929	2088 Town West Yellowstone	663.29							
04/01/22	utility chrgs, Chamber, 895	58.23		BLDGS	1000 411257	340		101000	
04/01/22	utility chrgs, UPDL, 892	92.72		BLDGS	1000 411252	340		101000	
04/01/22	utility chrgs, PS Shops, 884	42.82		BLDGS	1000 411253	340		101000	
04/01/22	utility chrgs. Povah Ctr, 887	80.71		BLDGS	1000 411255	340		101000	
04/01/22	utility chrgs, Police Dept, 886	54.85		BLDGS	1000 411258	340		101000	
04/01/22	utility chrgs, City Park, 885	133.42		BLDGS	1000 411253	340		101000	
04/01/22	utility chrgs, Library, 891	43.11		LIBBLD	1000 411259	340		101000	
04/01/22	utility chrgs, Twn Hall, 921	157.43*		TWNHAL	1000 411250	340		101000	
48931	1514 Verizon Wireless	974.38							
20 Smartphones									
5 laptops									
03/20/22	640-0108, Police	38.71		POLICE	1000 420100	345		101000	
03/20/22	640-0121 Laptop	40.01		POLICE	1000 420100	345		101000	
03/20/22	640-0141 Street SP	38.71		STREET	1000 430200	345		101000	
03/20/22	640-0159 Street SP	38.71		STREET	1000 430200	345		101000	
03/20/22	640-0606 911 Dispatch	38.71*		911	2850 420750	345		101000	
03/20/22	640-1103, Operator SP	38.71		STREET	1000 430200	345		101000	
03/20/22	640-1460, Library Dir, SP	38.71		LIBRAR	2220 460100	345		101000	
03/20/22	640-1461, S & W operator, SP	38.71		SEWER	5310 430600	345		101000	
03/20/22	640-1462, S & W Super, SP	38.72		WATER	5210 430500	345		101000	
03/20/22	640-1463, Deputy PSS, SP Sspnd	38.72		PARKS	1000 460430	345		101000	
03/20/22	640-1472, Ops Mgr, SP	38.72		ADMIN	1000 410210	345		101000	
03/20/22	640-1676, Rec Coord, SP	38.72		REC	1000 460440	345		101000	
03/20/22	640-1755, Police	38.72		POLICE	1000 420100	345		101000	
03/20/22	640-1756, Police	38.72		POLICE	1000 420100	345		101000	
03/20/22	640-1757, Police	38.72		POLICE	1000 420100	345		101000	
03/20/22	640-1758, Police, SP	38.72		POLICE	1000 420100	345		101000	
03/20/22	640-1759, Police	38.72		POLICE	1000 420100	345		101000	
03/20/22	640-7547, Street SP	38.72		PARKS	1000 460430	345		101000	



\* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	03/20/22	640-9074, PSS, SP		38.72		STREET	1000 430200	345	101000
	03/20/22	640-2195 683 laptop		40.01		POLICE	1000 420100	345	101000
	03/20/22	640-2551 COP laptop		40.01		POLICE	1000 420100	345	101000
	03/20/22	641-0184 686 laptop		40.01		POLICE	1000 420100	345	101000
	03/20/22	641.0207 681 laptop		40.01		POLICE	1000 420100	345	101000
	03/20/22	640-2354 Social Services		38.72		SOCSEER	1000 450135	345	101000
	03/20/22	640-2629 City Judge		38.72		COURT	1000 410360	345	101000
48939		547 WY Chamber of Commerce		14,500.00					
	townvic22-	03/16/22 VIC support 2nd half21-22		14,500.00		LEGIS	1000 410100	870	101000
48940		3037 White Buffalo Hotel		72.80					
	022322-01	02/23/22 Lodging Voucher		72.80		HELP	7010 450135	370	101000
48941		2182 Gallatin County		6,181.65					
	020722A	03/16/22 GCSODeputyCoveragePDShifts FE		4,239.59		POLICE	1000 420100	110	101000
	010522	03/04/22 GCSODeputyCoveragePDShifts JAN		1,942.06		POLICE	1000 420100	110	101000
48942		1079 Assoc. of Montana Troopers		150.00					
	5245	03/16/22 Legislative Guide Books PD		150.00		POLICE	1000 420100	220	101000
48943		1454 Bozeman Chronicle/Big Sky		93.00					
	217881	03/24/22 PublicHearingAdConditionUse		60.00*		ADMIN	1000 410210	327	101000
	217881	03/25/22 PublicHearingAdConditionUse		33.00*		ADMIN	1000 410210	327	101000
48944		3325 George Watson, PH.D.		1,500.00					
	WW	03/22/22 Psychological Evaluation (1)		1,500.00*		POLICE	1000 420100	351	101000
48945		1622 CNA Surety		1,000.00					
	03/31/22	Finance Dir Bond		1,000.00		FINADM	1000 410510	520	101000
48946		3348 West Yellowstone Skijor		7,504.35					
	22-08	03/09/22 MAP FundRemainder of 22-08requ		7,504.35		MAP	2101 410130	398	101000
48947		3348 West Yellowstone Skijor		1,500.00					
	03/30/22	Event RT Bond Refund WYSkijorA		1,500.00		RT	2100 214000		101000
48948		3327 Larry Jent		329.34					
	03/28/22	Travel for Judge's Conference		329.34		COURT	1000 410360	370	101000

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Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
48949			332 Allegra	42.05					
	283941	03/31/22 Perforated BL Paper		42.05		FINADM	1000 410510	220	101000
48950			999999 GO GO ESPRESSO	124.37					
	03/30/22	Restitution disbursement Slatt		124.37		COURT	7469 212401		101000
48951			999999 LORI A. HURST	60.00					
	03/30/22	RestitutionDisbrsment Parmly		60.00		COURT	7469 212401		101000
48952			999999 DANIEL P. FLORES	300.00					
	03/30/22	RestitutionDsbrsment Costanzo		300.00		COURT	7469 212401		101000
48953			999999 YELLOWSTONE COUNTRY INN	175.63					
	03/30/22	RestitutionDsbrsment Slattery		175.63		COURT	7469 212401		101000
48954			1770 Melanie Gospodarek	105.68					
	04/01/22	RmReimbursmntHR Symposium		105.68		FINADM	1000 410510	370	101000
48955			2586 Waxie Sanitary Supply	2,739.05					
	80772823	03/25/22 Sanitary,Trashliners,TP/PT		2,739.05		PARKS	1000 460430	220	101000
48956			3116 R & R Lock and Key, LLC	352.00					
	2081	03/20/22 Keys, SocSer,Court,Simms Doors		352.00		TWNHLL	1000 411250	357	101000
48957			3355 Rod's Diesel and Generator	2,977.46					
	220010	02/10/22 MADADDLiftStationgenerator		2,977.46*		SEWER	5310 430630	369	101000
48958			2822 ClearBlu Business Services	1,480.00					
	1434	03/27/22 HydroJetGibbon&Canyon		425.00		STMDRN	1000 430235	357	101000
	1433	03/27/22 StormDraincleaning		1,055.00		STMDRN	1000 430235	357	101000
48959			2854 Mountain Alarm	110.55					
	2737301	04/01/22 Monitoring Town Hall		110.55		TWNHLL	1000 411250	357	101000
48960			3121 Department of Environmental	350.00					
	5K2000476	06/18/20 Eng Rpts (minor) 6/2020		350.00*		SEWER	5310 430640	354	101000
48961			2189 Custom Logo	331.05					
	20760	03/18/22 Uniform Shirts for Simms,Brown		331.05		WATER	5210 430500	226	101000

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14:33:41

TOWN OF WEST YELLOWSTONE  
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Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
48962		03/13/22 17 Dodge1500 oil change	3261 Targhee Services	77.90					
				77.90		STREET	1000 430200	361	101000
48963		03/28/22 Fuel Public Works	40 Jerry's Enterprises	665.52					
		03/28/22 Discount		609.10		STREET	1000 430200	231	101000
		03/28/22 Discount		-13.58		STREET	1000 430200	231	101000
	030322-01	03/03/22 Help Fuel Voucher		35.00*		HELP	7010 450135	231	101000
	031522-01	03/15/22 Help Fuel Voucher		35.00*		HELP	7010 450135	231	101000
			<b># of Claims</b>	<b>33</b>	<b>Total:</b>				<b>57,581.99</b>



# Town of West Yellowstone Business License Application

Business Name: Pursuit e-Bikes, LLC  
 Applicant: Justin Skillings, Co-owner  
 Contact Person: Justin Skillings  
 Mailing Address: 1635 Graystone Road, Manheim, PA, 17545  
 Physical Address of Business: Gray Wolf Inn + Suites, 250 S. Canyon St, West Yellowstone, MT, 59758  
 Phone Number: 208-450-2007 Fax Number: \_\_\_\_\_  
 Email Address: Justin@PursuiteBikes.com Website: www.PursuiteBikes.com

Signature of Property Owner of Record: [Signature]

Subdivision: \_\_\_\_\_  
 Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Zoning District, please mark one:

- B-3 Central Business District (Old Town)
- B-4 Expanded Business District (Grizzly Park)
- E-2 Entertainment District (Grizzly Park)
- PUD Planned Unit Development (Grizzly Park)
- Residential Districts, Home Occupations Only (Mad Add)
- New Business
- Change of Location
- Transfer of Ownership
- Name Change

- Is this business licensed by the State of Montana?  Yes  No
- Appropriate Town/County/Health Dept approvals (if applicable)  Yes  No (please attach)
- If this business is located in Grizzly Park, has the business been approved by the Grizzly Park Architectural Committee (GPAC)?  Yes  No

**Type of Business** Please explain in detail the following: number of units, seating capacity, etc. Contractors should list trailers and equipment and where these items will be stored.

Pursuit e-Bikes will be supplying e-bikes and e-scooters to Delaware North property. Police Dept verified that these are non-motorized vehicles. we will be starting with approximately 30 bikes for their customers and eventually some to general public.

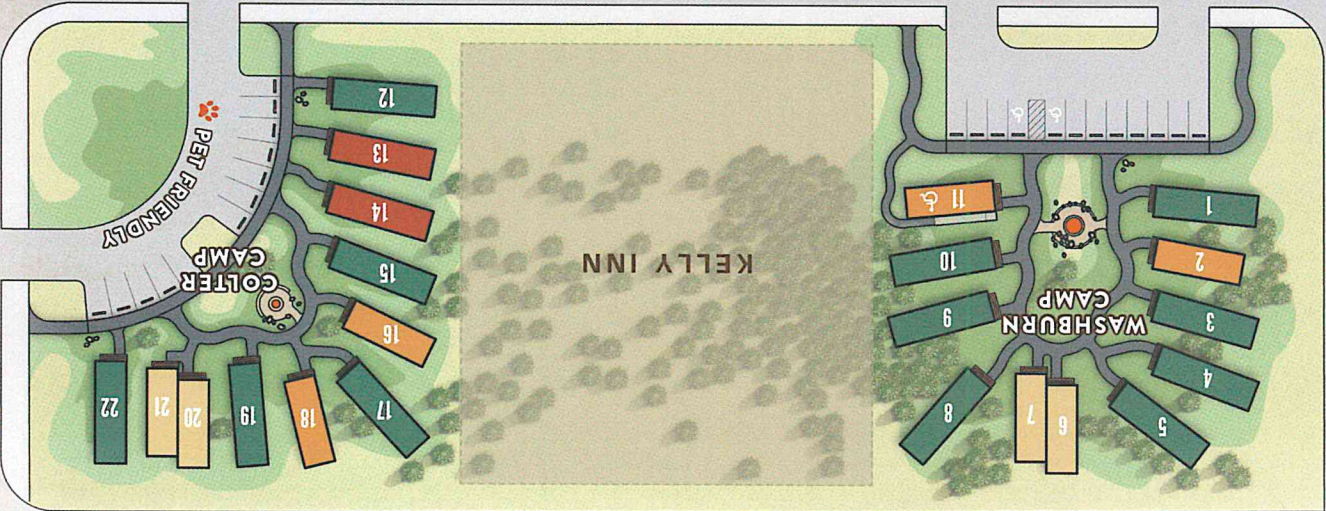
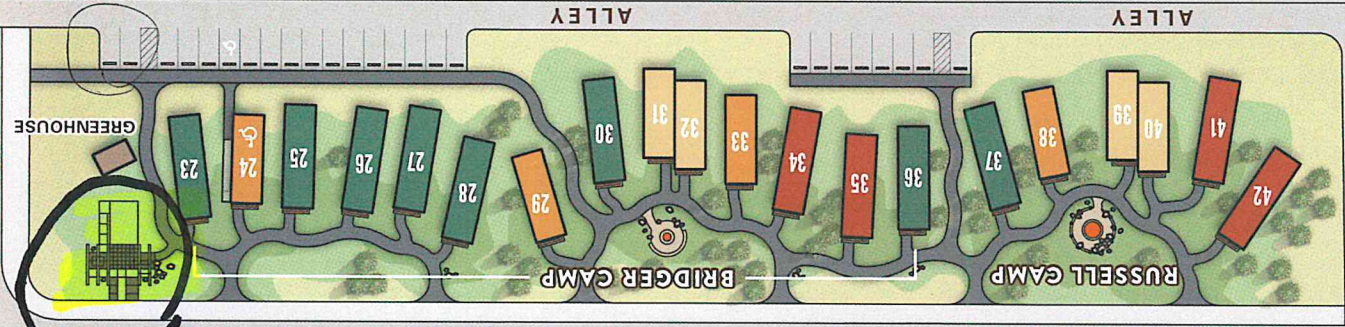
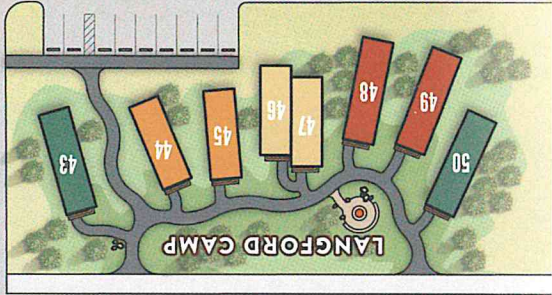
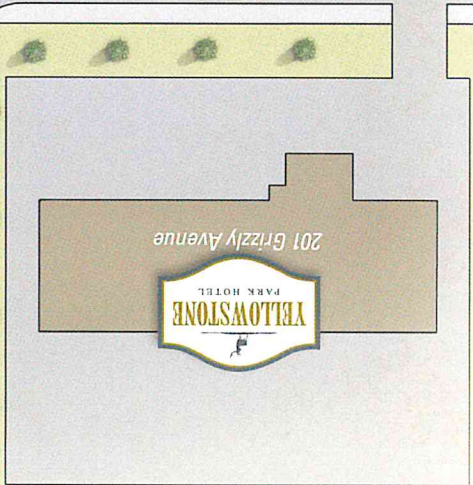
Business License Fee: \$ 50  
 Resort Tax Bond: \$ 500

[Signature]  
 Signature of Applicant

Total Amount Due: \$ \_\_\_\_\_

Signature of Applicant \_\_\_\_\_  
3/8/22  
 Date

FOR OFFICE USE ONLY					
Date Approved: _____	<input type="checkbox"/> Town Council	<input type="checkbox"/> Administration	_____		
Date _____	Check # _____	Amount \$ _____	License # _____		
SCN _____	BLP _____	STX _____	RDX _____		



**LEGEND**

-   
FRONT DESK /  
CHECK-IN /  
CABINS
-   
MONTANA  
CABINS
-   
OLD FAITHFUL  
CABINS
-   
YELLOWSTONE  
CABINS (K/D)
-   
YELLOWSTONE  
CABINS (N/BB)
-   
ADA CABINS  
PARKING AND
-   
FIRE PIT

Exact pathway location, cabin types and property amenities may have changed since the printing of this map.  
©2021 DNC Parks and Resorts at Yellowstone

CABIN CHECK IN HERE

250 South Canyon Street



406.646.0000 | [ExplorerCabinsAtYellowstone.com](http://ExplorerCabinsAtYellowstone.com)

S. CANYON STREET

GRIZZLY AVENUE

ALLEY

ALLEY

GREENHOUSE

PET FRIENDLY  
GOLTER CAMP

KELLY INN

WASHBURN CAMP

BRIDGER CAMP

RUSSELL CAMP

LANGFORD CAMP

## Specs on the units

Mid drive bikes: 750 watt motor.

Max speed: 20mph (I can program the speed limit)

All bikes are fat tires (For added stability and traction. They are also more comfortable for bumps etc.)

Tail lights

Headlight

Front and rear fenders

26 and 24" Tires

Colors- Tan, Black, green, white, burnt orange

Retail cost of these bikes are \$5946



Scooters:

500watt hub drive

Max speed 20mph

Headlight

Taillights/ brake lights

Twist throttle

Wide platform so its more stable

16" tires

Colors: Pearl white, Burnt orange, black

Retail cost of the scooters are \$1425



## Peggy Russell

---

**From:** Justin Skillings <justin@pursuitebikes.com>  
**Sent:** Tuesday, March 8, 2022 4:21 PM  
**To:** Peggy Russell  
**Subject:** Re: Business License Application

Thank you for your quick response! We were hoping to get started with the rentals on April 1st for their guests since the park is open for bikes. Let me know if you need any more information. Thank you very much Peggy!

Get [Outlook for iOS](#)

---

**From:** Peggy Russell <prussell@townofwestyellowstone.com>  
**Sent:** Tuesday, March 8, 2022 5:19:11 PM  
**To:** Justin Skillings <justin@pursuitebikes.com>  
**Subject:** RE: Business License Application

Hi Justin,

I will let Liz know that information.

Not sure how long it will take. It has to go through a Town Council Meeting which will be on the 22<sup>nd</sup> of the month.

Kind regards,  
Peggy


Peggy Russell  
Finance Clerk  
Town of West Yellowstone



---

**From:** Justin Skillings <justin@pursuitebikes.com>  
**Sent:** Tuesday, March 8, 2022 4:07 PM  
**To:** Peggy Russell <prussell@townofwestyellowstone.com>  
**Subject:** Re: Business License Application

Hi Peggy,

 We will be utilizing the parking lot at Gray wolf inn.  
Bikes will be at the cook shack on Grizzly avenue right by the explorer cabins.  
How long will the application process take?

Warm Regards,

Justin Skillings

⏪ Reply all   ✓   🗑 Delete   🚫 Junk   Block sender   ...

## RE: DRG meeting 3-17-2022

JS   justin skillings <justin@pursuitebikes.com>  
Wed 3/23/2022 8:42 AM

👍   ↶   ⏪   →   ...

To: Kyle Tanner

Pursuit e-Bikes Approval Lett...  
108 KB   ✓

I'm not sure if my previous email went through or not since I cant find it in my "Sent" folder.. Here are some answers to your questions.

1. Attached you will find the approval letter from GPAC.
2. Bike storage will be in the cook shack building by Graywolf Inn. The batteries area "smart battery" and a "smart charger" and will shut off automatically when the battery is full.
3. I also talked to Juan Trujillo from the police department in West Yellowstone. According to the specs on our bikes and scooters, they are considered non-motorized vehicles in the Town of West Yellowstone and with the state of Montana. Sarah Mallory from Custer Gallatin National Forest did mention that these are considered motorized vehicles in the forest. She did provide me a trail map and it didn't seem like there were too many trails that were marked as non-motorized, but I would like to provide a map for each customer.

Here is an email that I sent to Elizabeth Roos. I thought I would also include it in this email.

Attached you will see the approval letter from the Grizzly Architectural Committee. Glenn emailed it to me so I could get it to you quicker. I also wanted to follow up to make sure we are on the agenda for the April 5<sup>th</sup> town board meeting.

One thing I would like to do is to have a trail map for each bike that I would like to laminate and highlight the trails that are legal for e-bikes. I contacted the forestry service and they mentioned that the city would have some pamphlets on the trail systems. Is there a way I could get a digital file so I can print a colored copy to fit on 1 page and laminate it so I can put it in our waterproof bag for each bike?

If you have any questions going forward, please let me know. Have a wonderful day!

Warm regards,

Justin Skillings  
Co-Founder  
[Justin@pursuitebikes.com](mailto:Justin@pursuitebikes.com)  
218-234-6965  
[www.pursuitebikes.com](http://www.pursuitebikes.com)





March 22, 2022

Pursuit e-Bikes  
Justin Skillings  
[justin@pursuitebikes.com](mailto:justin@pursuitebikes.com)  
218.234.6965

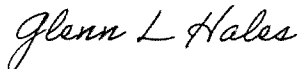
Mr. Justin Skillings-

The Grizzly Park Architectural Committee met on Tuesday March 22, 2022 to discuss the Pursuit e-Bikes project being proposed.

The project is in accordance with the CC&R's of the Grizzly Park subdivision. We accepted and passed the proposed project as is. Approval on signage may be given once the committee receives specifics on said signage.

As a reminder, please contact the architectural committee on any future developments prior to commencement of construction or alterations. As committee members we do our best to maintain the appearance of the subdivision. We want to facilitate all projects in a timely manner with no need to backtrack after construction begins due to potential changes required on the plans. We appreciate your help in maintaining the standards of the subdivision we are all a part of.

Respectfully,



Glenn Hales  
Chairman  
Grizzly Architectural Committee

## **Public Services Dept. Bi-weekly Report: March 18th thru March 30th, 2022**

### Work performed

Equipment and vehicle updates scheduled PM's: Haul payloader tire on 936 to Commercial Tire for replacement, start corrosion control on trash trailers, needle scale and media blasting, repack hubs/bearings, look over suspension and lighting on trailers, install new battery on generator at Iris lift station, in-service pelican sweeper, zero turn mowers, JD 5055, 904, fix broken pin on 938, inservice 772, remove wing, vee plow and mold board, jumpstart car for WY Foundation. Grease zerk fittings on equipment and check fluids, pre-trip inspections (practice for final CDL testing: Shane and Sam scheduled for 4/14/22). Clean up oil spill on Electric St. at Madison near Westwood Motel. Inspect trash trailers and empty cardboard as necessary, litter collection, weekly recycling route, check dog waste stations and restock bags. Move abandoned vehicles, haul away for the police department: as requested. Snow removal and cleanup as necessary, open up catch basin's, clear sightline hazards, widen berms, haul to snow yard (push up piles), clear out access to fire hydrants, walking paths, skating rink. Monitor snow floor and cut down as necessary, haul away debris, open road to WW lagoon, flow meter building and lift stations. Weekly problem areas inspection, monitor proper flow rates in SAS manholes throughout town. Start running street sweeper throughout town. Organize supply shelves at park shop and stack janitorial supplies delivery from Waxie Industries. Toilet sensors and batteries replaced at chamber, now operational. Remove snow route signs, re-install stop signs at lagoon as well as Geyser and Alley B. Begin pressure washing raven gold from sidewalks throughout central business district. Pickup all trash at town park and alleyways: A & B. Expose and locate gate valves for water supply in 600 block of Alley A prior to sewer repair at 635 Parkway A (in case of emergency shutdown). Utility locates as they come through. Hang shelving and boards in social services office. Storm line backup and ice dam at 29 Gibbon, Elkhorn Inn. Also, ice dam and backup on Electric at Alley A. Clear pathway on Faithful at Grizzly RV Park to jet SAS mainline over to Yellowstone Inn.

### Administrative

Perform staff evaluations. Attend 42<sup>nd</sup> Annual Montana Rural Water Conference in Great Falls from (3/22-3/25). Meetings with Britani Laughery at MMIA to go over stated values and replacement costs of town fleet, Ryan Clark with John Deere/ RDO on assessment of heavy equipment values, Steve Pummel technician with Tractor and Equipment, Jeff Gurr on lighting updates for vehicles, sales rep Jesse Hernandez with Plotbox cemetery management software, look over sportsman software with Vely, meet with finance director, town manager, bi-weekly town council meeting, supervisors meeting, weekly WWTP design meetings. Discuss scheduling of library roof replacement with Briggs Roofing. Meet Bob Brushman with Raycore insulation. Respond to residential and business complaints, visit with residents on snow removal complaints and town wide issues. Discuss upcoming projects with Dave Noel and Town Manager. Look over town's emergency response plan from Forsgren Engineering and make edits as necessary. Discuss operational needs and supply updates with Core and Main, Aquapro, BioLynceus. Order new AMR antenna for the meter radial read. Order weed and feed fertilizer for town park. Have Tri-State Excavating deliver road mix/ material for recrowning parkways and filling in

washouts. Received quote back from Depatco for concrete work during phase 2 of casting pond update, installation of new sidewalk along eastside of Electric St. Reached out to Mountain West Electric again for re-quote on lighting update in Firehole Room at the UPDL. Inform Buck Taylor that flooring update will be April 5<sup>th</sup> and the 6<sup>th</sup> at town clinic. Coordinate with Forsgren Engineering and Jon Brown to review best management practices for wastewater collection/ treatment facility and water distribution system. Investigate weir levels on cells A & B at lagoon. Coordinate monthly coliform/ bac- T samples with Jon Brown. Follow up on proposals for CIP projects: crack sealing for this fall, centerline painting, vehicle/ equipment replacement quotes, leasing options on equipment, concrete updates, lighting, street pole replacements. Helped Jon Brown check water service meters that are not registering/ functioning properly. Conduct weekly COVID samples (results available on the Gallatin County Health Departments website). Review city policies, procedures, collective bargaining agreement, safety protocols and codified ordinances. Review city policies, procedures, collective bargaining agreement, safety protocols and codified ordinances. Evaluate 2022 budgetary needs and submit weekly invoices. Enter timesheets and payroll for crew. Respond to WY pump status reports and dispatch to town as necessary.

Recreation Department  
March 31, 2022

- Unemployment
- Signed up a client for unemployment and ID.ME and also signed up for WIC
- Ordered games for Easter egg hunt, I will be helping the United Women with the egg hunt
- I finished booking all the dates for summer rec, I will be printing the brochures next week.

Thank you,

Vely Vazquez

**Finance Department – Week of 3/28/2022**

Continued work on WWTP documents and grant award submittal documents (assisted by Camille Miller)

Worked on CDBG application - due date 3/31/22at 5:00pm

Meetings:

- Engineers, Jane Mersen, Dan Semmens, Dan Walker & Lanie meeting 3/31/22
- Dan Walker, Jane Mersen, Lisa Griffiths & Lanie 3.31.22

Evaluation of Peggy Russell on 3/29/22

**From:** [Kyle Goltz](#)  
**To:** [Elizabeth Roos](#)  
**Subject:** Re: Health Care Board Membership  
**Date:** Monday, March 7, 2022 11:11:43 AM

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Liz,

Thanks for the information. I would like to be reappointed to the Health Care Services Advisory Board in April when my term is up.

Thanks,  
Kyle

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**From:** Elizabeth Roos <eroos@townofwestyellowstone.com>  
**Sent:** Monday, March 7, 2022 10:47 AM  
**To:** Kyle Goltz <kgoltz@hotmail.com>  
**Cc:** Jennifer Jordan <parksidept@outlook.com>  
**Subject:** RE: Health Care Board Membership

Hi Kyle,

Yes, your term and Jenny Jordan's term expire in mid-April. Pursuant to the resolution that expanded the board last year, terms are now four years. If you wish to be reappointed, please just send me an email indicating that you wish to be reappointed. I will post the vacancies and put the appointments on the agenda for the first meeting in April.

Elizabeth Roos, Town Clerk, CMC  
Town of West Yellowstone  
PO Box 1570  
440 Yellowstone Avenue  
West Yellowstone, MT 59758  
[www.townofwestyellowstone.com](http://www.townofwestyellowstone.com)

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**From:** Kyle Goltz <kgoltz@hotmail.com>  
**Sent:** Monday, March 7, 2022 10:00 AM  
**To:** Elizabeth Roos <eroos@townofwestyellowstone.com>  
**Subject:** Re: Health Care Board Membership

Liz,

I looked at you list of Health Care Services Board members and see Jennifer Jordan and my term expire in April 2022. I would renew my term on the board for another 3 years if that is the term?

**From:** [Jennifer Jordan](#)  
**To:** [Elizabeth Roos](#)  
**Subject:** RE: Health Care Board Membership  
**Date:** Friday, March 25, 2022 3:39:49 PM

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Liz –

Yes I would like to be reappointed to the Health Care Services Advisory Board.

Thank you,

Jenny

Sent from [Mail](#) for Windows

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**From:** [Elizabeth Roos](#)  
**Sent:** Friday, March 25, 2022 3:16 PM  
**To:** [Jennifer Jordan](#)  
**Subject:** FW: Health Care Board Membership

Not entirely sure, but I may have sent this to your old email address. If you wish to be reappointed to the Health Care Services Advisory Board, please send me an email indicating such. Your current term expires in April.

Thanks,

Elizabeth Roos, Town Clerk, CMC  
Town of West Yellowstone  
PO Box 1570  
440 Yellowstone Avenue  
West Yellowstone, MT 59758  
[www.townofwestyellowstone.com](http://www.townofwestyellowstone.com)

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**From:** Elizabeth Roos  
**Sent:** Monday, March 7, 2022 10:47 AM  
**To:** Kyle Goltz <[kgoltz@hotmail.com](mailto:kgoltz@hotmail.com)>  
**Cc:** Jennifer Jordan <[parksidept@outlook.com](mailto:parksidept@outlook.com)>  
**Subject:** RE: Health Care Board Membership

Hi Kyle,

Yes, your term and Jenny Jordan's term expire in mid-April. Pursuant to the resolution that expanded the board last year, terms are now four years. If you wish to be reappointed, please just



APPLICATION FOR BOARDS AND COMMITTEES

Name Jessica Picone Date 4/1/22

Address 517 Cascade Ave (PO Box 111)

City West Yellowstone State MT Zip 59758

Phone (Home): 808-769-0184 (Work): (Cell/Other): 808-769-0184

E-Mail Address: jessapicone@gmail.com

Are you a resident of West Yellowstone? yes Length of residency in West Yellowstone: 2 yrs

Board or Committee you are applying for: BID

Occupation: ART TEACHER

Employer: West Yellowstone School District

Have you previously served on a County or City board? Yes

If so, which board, and for how long? Parks and Rec = 1 yr.

Past Memberships and Associations: Civil Air Patrol Senior member, Boy Scouts of America leader, West Yellowstone Teen Center cofounder

Current Memberships and Associations: ↓

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: Beautifying the ice skate rink Boards & The Povah Center Rec room by facilitating youth in developing designing, and executing their creations.

What are your primary objectives for serving on this board? My primary interest is the topic of beautification. It is an area that I would love to participate in and learn more about. I love this community and working with others.

References (Individual or Organization): Annie Colson Phone: 406-855-2530 Vely Vazquez Phone: 406-640-2780 Toni Brey Phone: 307-899-3367

Signature: [Signature] Date: 4/1/22

Please return this application to the Town Offices at 440 Yellowstone Avenue, PO Box 1570, West Yellowstone, MT, 59758, or by email to: info@townofwestyellowstone.com. Thank you in advance for your interest.