

Town of West Yellowstone

Tuesday, February 2, 2021

West Yellowstone Town Hall, 440 Yellowstone Avenue

The Town Council work session/meeting will be conducted virtually using ZOOM. The public may participate by connecting to zoom.us on the internet or through the Zoom Cloud Meetings app on a mobile device. Meeting ID: 893 834 1297. The meeting will open at 5:25 PM. Members of the public are requested to ensure their audio is muted during the meeting and may make comments using the “Chat” function.

WORK SESSION

5:30 PM

Personnel Issues (Potential Executive Session, Closed to the Public)

- Police Chief Recruitment
- Employee Grievance
- Employee Issue

TOWN COUNCIL MEETING

7:30 PM

Comment Period,

- Public Comment
- Council Comments

Purchase Orders

Business License Application: Madison Legacy Corp., ABN Madison Adventures

Claims ∞

Consent Agenda: **Minutes of January 19, 2020 Town Council Meeting** ∞

Town Manager & Staff Reports

NEW BUSINESS

Site Plan Review: Lot 8, Block 11 Original Townsite subdivision, Seely Discussion/Action ∞

Community Health Partners (CHP) Risk Share Request, \$100,000 Discussion/Action ∞

Single Family Equivalency (SFE) Study Discussion/Action ∞

Impact Fee Study Discussion/Action ∞

Correspondence/Meeting Reminders/FYI

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



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

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. Questions about the agenda may be directed to the Town Clerk at 646-7795.
- Official minutes of Town Council meetings are prepared and kept by the Town Clerk and are reviewed and approved by the Town Council. Copies of approved minutes are available at the Town Clerk's office or on the Town's website: www.townofwestyellowstone.com.

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Town of West Yellowstone Business License Application

Business Name: Madison Legacy Corp ABN Madison Adventures (A237873)
 Applicant: Garrett Ostler
 Contact Person: Garrett Ostler, Jan Ostler
 Mailing Address: PO Box 1370
 Physical Address of Business: 139 Yellowstone Ave
 Phone Number: 406-646-7745 Fax Number: ✓
 Email Address: garrett@MadisonHotelMotel.com Website: www.MadisonHotelMotel.com

Signature of Property Owner of Record: [Signature]

Subdivision: _____
 Block: 27 Lot: 9-10

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

Additional Services Provided

- 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.

Ice Fishing Guided Outings Hobgen Lake - Winter Only - Ice on Lake
Rental of Ice Fishing Equipment - Outfitter is Hawks Fishing, Big Fork, MT
Using my Hotel Reservation System for Bookings & Tracking

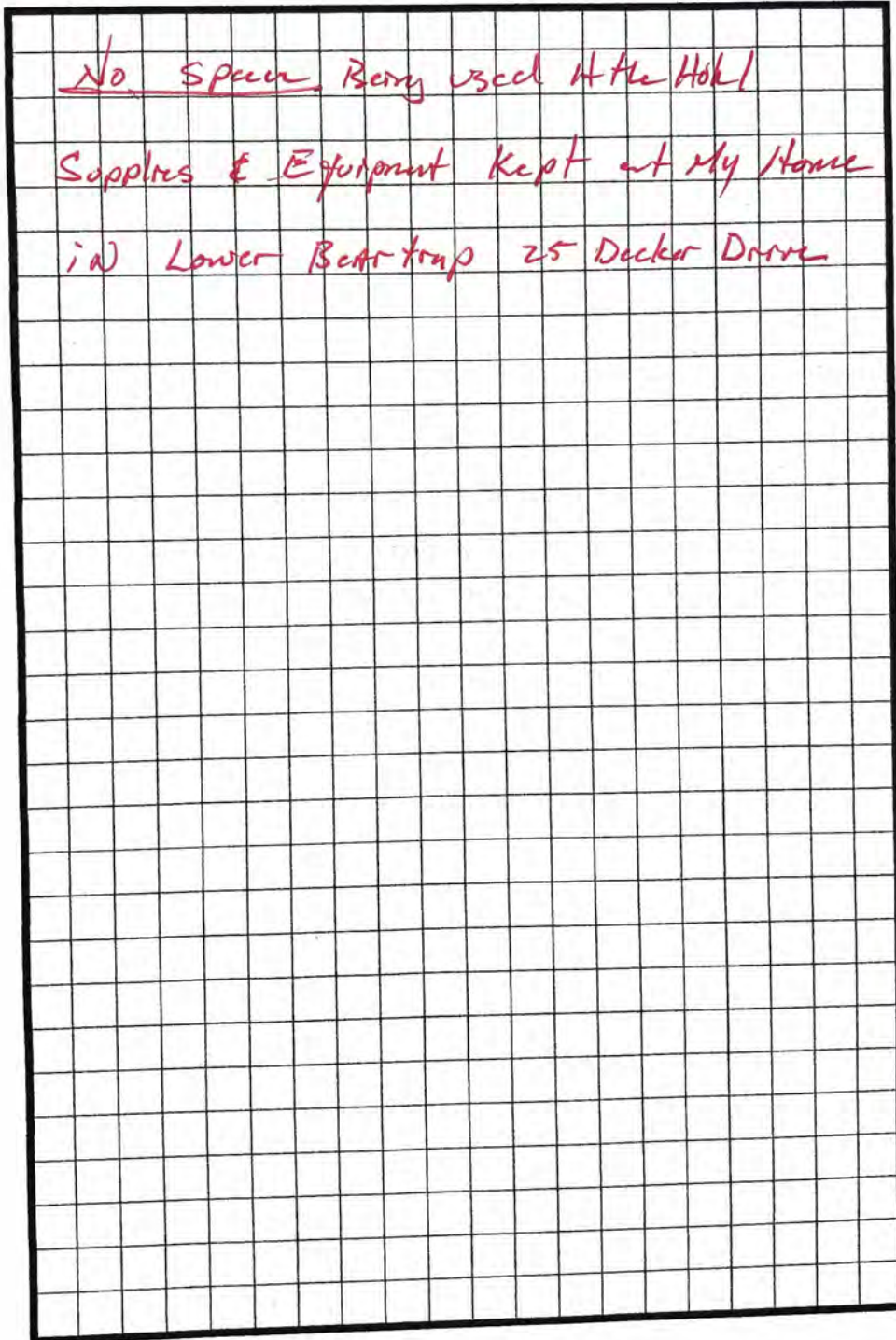
Business License Fee: \$ _____
 Resort Tax Bond: \$ _____
 Total Amount Due: \$ _____

[Signature]
 Signature of Applicant
Jan Ostler
 Signature of Applicant
1-27-2021
 Date

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

Site Plan

Business Name: Madison Adventores, Madison Legacy Corp
Business Owner: Garrett & Sam Oster
Business Street Address: 139 Yellowstone Ave
Block: 27 Lot: 9-10 Subdivision: _____



Scale: 1 inch = 20 feet
Note: This grid represents a standard Town lot, 100 feet by 150 feet.

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TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 2/21

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* ... Over spent expenditure

Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
47725	42 Fall River Electric	11,487.03					
	01/20/21 PARK, old firehouse 2901001	467.32		PARK	1000 411253	341	101000
	01/20/21 povah comm ctr 4212001	221.02		POVAH	1000 411255	341	101000
	01/20/21 unmetered lights 4212004	1,451.25		STLITE	1000 430263	341	101000
	01/20/21 RR Well 4212005	269.31		WATER	5210 430500	341	101000
	01/20/21 SEWER LIFT STATION 4212006	237.06		SEWER	5310 430600	341	101000
	01/20/21 SEWER PLANT 4212007	1,471.89		SEWER	5310 430600	341	101000
	01/20/21 POLICE 4212008	562.72		POLICE	1000 411258	341	101000
	01/20/21 TOWN HALL 4212009	493.38		TWNHLA	1000 411250	341	101000
	01/20/21 ICE RINK 421010	72.50		PARKS	1000 411253	341	101000
	01/20/21 South Iris Street Well 4212013	185.62		WATER	5210 430500	341	101000
	01/20/21 MAD SEWER LIFT 4212014	226.74		SEWER	5310 430600	341	101000
	01/20/21 Hayden/Grouse Well 4212015	44.02		WATER	5210 430500	341	101000
	01/20/21 MADADD H2O Tower 4212017	55.20		WATER	5210 430500	341	101000
	01/20/21 SHOP 4212018	436.06		STREET	1000 430200	341	101000
	01/20/21 ANIMAL 4212029	264.25		ANIML	1000 440600	341	101000
	01/20/21 CLORINATOR 4212030	95.33		WATER	5210 430500	341	101000
	01/20/21 Electric Well 4212031	44.77		WATER	5210 430500	341	101000
	01/20/21 PARK 4212032	434.09		PARKS	1000 411253	341	101000
	01/20/21 UPDH 4212041	1,434.33		UPDH	1000 411252	341	101000
	01/20/21 SEWER TREAT SERV 4212046	2,898.14		SEWER	5310 430600	341	101000
	01/20/21 LIBRARY 23 dunraven 4212054	122.03		LIBR	1000 411259	341	101000
47726	73 Westmart Building Center	235.46					
	01/27/21 Street Supplies	54.58		STREET	1000 430200	220	101000
	01/27/21 Water Supplies	15.16		WATER	5210 430500	220	101000
	01/27/21 Police Supplies	50.33		POLICE	1000 420100	220	101000
	01/27/21 Blding Dept. supplies	110.15		BLDINS	1000 420531	220	101000
	01/27/21 Parks Supplies	4.26		PARKS	1000 460430	220	101000
	01/27/21 Cemetery Supplies	0.98		CEM	2240 430900	220	101000
47727	3242 Fisher's Technology	16.26					
	873697 02/24/21 copier maintenance fee	16.26		FINADM	1000 410510	356	101000
47733	2813 Century Link	1,545.38					
	01/19/21 E911 Viper 255-9710	1,002.34		E911	2850 420750	345	101000
	01/19/21 E911 Viper 255-9712	25.03		E911	2850 420750	345	101000
	01/19/21 E911 Viper 646-5170	110.06		E911	2850 420750	345	101000
	01/19/21 Alarm Lines 646-5185	89.32		TWNHLL	1000 411250	345	101000
	01/19/21 Police - 646-7600	318.63		POLICE	2850 420750	345	101000

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Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
47734	1514 Verizon Wireless	893.65						
21	Smartphones							
5	laptops							
	01/20/21 640-0108, Police	33.02		POLICE	1000 420100	345	101000	
	01/20/21 640-0121 Laptop	40.01		POLICE	1000 420100	345	101000	
	01/20/21 640-0141 Street SP	33.02		STREET	1000 430200	345	101000	
	01/20/21 640-0159 Street SP	33.02		STREET	1000 430200	345	101000	
	01/20/21 640-0606 911 Dispatch	33.02		911	2850 420750	345	101000	
	01/20/21 640-1103, Operator SP	33.08		STREET	1000 430200	345	101000	
	01/20/21 640-1460, Library Dir, SP	33.02		LIBRAR	2220 460100	345	101000	
	01/20/21 640-1461, S & W operator, SP	33.02		SEWER	5310 430600	345	101000	
	01/20/21 640-1462, S & W Super, SP	33.02		WATER	5210 430500	345	101000	
	01/20/21 640-1463, Deputy PSS, SP Sspnd	33.02		PARKS	1000 460430	345	101000	
	01/20/21 640-1472, Ops Mgr, SP	33.02		ADMIN	1000 410210	345	101000	
	01/20/21 640-1676, Rec Coord, SP	33.02		REC	1000 460440	345	101000	
	01/20/21 640-1754, COP, SP	33.02		POLICE	1000 420100	345	101000	
	01/20/21 640-1755, Police	33.02		POLICE	1000 420100	345	101000	
	01/20/21 640-1756, Police	33.02		POLICE	1000 420100	345	101000	
	01/20/21 640-1757, Police	33.02		POLICE	1000 420100	345	101000	
	01/20/21 640-1758, Police, SP	33.02		POLICE	1000 420100	345	101000	
	01/20/21 640-1759, Police	33.02		POLICE	1000 420100	345	101000	
	01/20/21 640-7547, Street SP	33.02		PARKS	1000 460430	345	101000	
	01/20/21 640-9074, PSS, SP	33.02		STREET	1000 430200	345	101000	
	01/20/21 640-2195 683 laptop	40.11		POLICE	1000 420100	345	101000	
	01/20/21 640-2551 COP laptop	40.03		POLICE	1000 420100	345	101000	
	01/20/21 641-0184 686 laptop	40.01		POLICE	1000 420100	345	101000	
	01/20/21 641.0207 681 laptop	40.01		POLICE	1000 420100	345	101000	
	01/20/21 640-2354 Social Services	33.02		SOCSEK	1000 450135	345	101000	
	01/20/21 640-2629 City Judge	33.02*		COURT	1000 410360	345	101000	
47737	1061 Lane and Associates	67.30						
8333	01/18/21 Random Drug Test (1)	67.30		ADMIN	1000 410210	356	101000	
47738	2977 Staples Credit Plan	541.23						
2727013471	12/17/20 Libry-calendr,letterOpener	42.27		LIBRY	2220 460100	220	101000	
2735030881	12/29/20 Copy paper, erasrrefil,	13.24		ADMIN	1000 410210	220	101000	
2735039481	12/29/20 desk calendr, notepad,rnfr	200.71		COURT	1000 410360	220	101000	
2736878021	12/30/20 Admin Supplies	13.03		ADMIN	1000 410210	220	101000	
2742419001	01/06/21 HP toner	271.98		RECDPT	1000 460440	220	101000	

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47739		3241 Bridger Analytical Lab		280.00					
	2101233	01/21/21 1/21 Bacteria/Coliform-E.coli		280.00		WATER	5210 430500	357	101000
47740		2635 Jake's Automotive and Tire		176.41					
	25232	01/12/21 2018 Dodge Durango Oil chnge		87.76		STREET	1000 430200	231	101000
	25231	01/12/21 2014 Ford interceptor Oil chng		88.65		STREET	1000 430200	231	101000
47741		3179 Yellowstone Point S		830.80					
	14493	12/15/20 1991 F-350 Truck		830.80		WATER	5210 430500	369	101000
47742		2968 International Institute of		115.00					
	17774MG	01/06/21 Annual Membership Gospodarek		115.00*		FINADM	1000 410510	335	101000
47743		2357 US Bank		66,517.76					
	01/26/21	Town Hall Construction		58,445.00*		BONDS	2100 490200	610	101000
	01/26/21	Town Hall Construction		8,072.76		BONDS	2100 490200	620	101000
47744		3116 R & R Lock and Key, LLC		40.00					
	2283	01/09/21 Keys for Westphal desk		40.00		STREET	1000 430200	220	101000
47745		3192 Floyd's Truck Center		291.11					
	401150486	01/15/21 Core Heater		116.14		STREET	1000 430200	369	101000
	401150642	01/20/21 Seal, gasket,bradeshoe,whls		174.97		STREET	1000 430200	361	101000
47746		2856 DANA Safety Supply, Inc.		18,246.00					
	691555-A	12/23/20 Equipment Installation,Marki		18,246.00		POLICE	4000 420110	944	101000
47747		1 First Security Bank of BZN, Div		38,835.69					
	01/26/21	Learn Center Loan #11800639Prn		29,338.10		LOAN	1000 490500	610	101000
	01/26/21	LearnCenter Loan#11800639Inter		9,497.59*		LOAN	1000 490500	620	101000
47748		1 First Security Bank of BZN, Div		14,639.94					
	01/26/20	Grader Loan #6160096 Prin		14,259.90		LOAN	1000 490520	610	101000
	01/26/20	Grader Loan #6160096 Inter		380.04*		LOAN	1000 490520	620	101000
47749		1 First Security Bank of BZN, Div		55,629.55					
	01/26/21	GO Bond Principal		48,226.03		GOBOND	3050 490100	610	101000
	01/26/21	GO Bond Interest		7,403.52*		GOBOND	3050 490100	620	101000

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47750		379 Energy Laboratories, Inc		372.50					
	370108	01/20/21 WW Effluent & Influent		372.50		SEWER	5310 430600	357	101000
47751		1 First Security Bank of BZN, Div		43,855.93					
	01/26/21	80 Acre Principal		33,963.43*		RTBOND	2100 490200	610	101000
	01/26/21	80 Acre Interest		9,892.50		RTBOND	2100 490200	620	101000
47752		3236 Nubia Allen		30.00					
	01/25/21	Court Interpreter		30.00		COURT	1000 410360	350	101000
		# of Claims	21	Total:	254,647.00				

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
January 19, 2021

COUNCIL MEMBERS PRESENT: Jerry Johnson, Brad Schmier, Travis Watt and Jeff Mathews

OTHERS PRESENT: Town Manager Daniel Sabolsky, Finance Director Lanie Gospodarek,, Water & Waste Water Superintendent Greg Johnson

Ben Westphal, Kaitlin Johnson, Beth Serniak, Brenda Martin, Chipper Smith, Denice Sabolsy, Ellen Butler, James Patterson, Jan Neish-Island Park News, Jason Howell, Justin Spence, Lisa Johnson, Pilar Collins, Rob Yeakey

The meeting is called to order by Mayor Jerry Johnson 7:00 PM in the Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.

Due to the impacts of COVID-19, the meeting is being broadcast over the internet using a program called Zoom. The meeting is being recorded.

The Treasurer's Report with corresponding banking transactions is on file at the Town Offices for public review during regular business hours.

WORK SESSION

Mayor Johnson calls the meeting to order and introduces Town Engineer Dave Noel. Noel is present to discuss multiple projects he has been assigned. The first project is the Rails to Trails project, a project that will connect a new trail on the Union Pacific Railroad right of way from the edge of Town through the historic district. Noel shows the Council a map of the proposed trail through the historic district and the design for the signage. The Yellowstone Historic Center has raised a substantial amount of money to fund building the trail from Ashton, ID to West Yellowstone, MT. The Town will fund the completion of the trail into West Yellowstone through the historic district to a junction behind the Museum of the Yellowstone. The trail will also connect to the Frontier Trail that circles around the town. There is discussion by the Council about surfacing of the trail and signing all the street crossings. The Council discusses applying for grant money in the future to put in permanent surfacing.

The next project is the casting pond that will be constructed behind the Union Pacific Dining Lodge. Noel displays a conceptual design for the new pond. The existing pond will be filled in with excavated material from digging the new pond. The new pond will be built with a liner, sloped to the middle and sloped to one end for drainage. The liner will be protected with obsidian sand and the pond will be approximately 9" deep. The pond is 55' by 150'. The Council discusses the exact placement of the pond relevant to the sidewalks, streetlights, and parking lots in the block. Noel explains the cost estimate for the project is approximately \$78,600 assuming that the Town will do a significant portion of the project using employee labor and equipment. Noel explains that they worked with Tim Heideman to put together this estimate. He explains that they did investigate cost savings by leaving the rebar out of the decking and concrete. He says there are some savings that could be attained, but the life of the concrete would be notably decreased and therefore it is not recommended. Johnson points out that the estimate is very close to the limit that would require them to bid the project and they will have to consider that. The Council and Noel consider any other aspects of the project that could be self-performed. At one point, it was discussed using volunteer labor to install the liner but they were hesitant to count on that. Noel explains that Heideman's estimate for the entire project, including the portions that would be performed by the Town, was just over \$109,000. Forsythe asks if the project is being administered through the West Yellowstone Foundation. Sabolsky responds that they have raised between \$30,000 and \$40,000. At this point, the Town has not budgeted anything for this project but the Town has spent approximately \$15,000 in engineering for the project. Sabolsky explains that the first phase is construction of the pond. Phase II will be benches and the more visible aspects of the project. He says they believe they can raise more money for those parts of the projects. The Council also discusses who made the decision to name the pond after Bob Jacklin and how that decision should be made.

The next topic of discussion is instituting impact fees to support the utility system. Noel shares a capitalization worksheet he prepared for another community that was used to calculate the costs a new development would absorb from existing infrastructure. He explains that to calculate this, they use the Engineer's New Report Construction Cost Index and develop a ratio. This method allows them to calculate the current value of an asset, depreciation expense, and design life to come up with a current value. Using the current value, they can then come up with a hook up fee or impact fee for new projects to buy into the system. He points out that this method is used to calculate the fee amount for infrastructure that has already been built. He explains that if new infrastructure must be built to accommodate a new development, they would use new construction numbers. Schmier asks if this approach replaces the current connection fees they have now. Noel responds that it could, they would need to determine what the current connection fees are based on. Noel further explains that if the municipality has debt against the system, that would also be part of the calculation. He also explains that the costs, value and equity will change and would likely need to be recalculated every five years or so.

The next topic of discussion is updating the single family equivalency schedule, the schedule they use to determine the ratio of types of use. The Town already has a schedule but it has not been updated for many years. Noel shows a calculator they could develop specifically for the Town that would correlate usage with demand.

Noel next addresses water and wastewater capacity. He explains that since the water moratorium was lifted last year, he has reviewed 31 zoning applications and received one more today. He says that the Town's facilities have been sufficient to allow connection for all but the following: Hampton Inn-105 nightly rentals, Delaware North-25 RV units, Moonrise Meadows-proposed 416 residential units. Noel explains that the Town was limited by DEQ for water supply based on the Town's firm capacity, the water that can be supplied by our back-up source. He says that they are down to just over 8 gallons per minute available, which is very little. He says once the new well goes online that number will increase and they have 12,537 gallons of daily demand for wastewater available. Noel explains that in 2018, DEQ issued a 5-year permit to continue to operate as they cautiously operate within the limits of that permit. Sabolsky says that he talked to Ross Miller, the attorney working on the water rights for the new well, and they worked on a new narrative to answers some questions from DNRC. They are now waiting for a response from DNRC. Noel illustrates that the average domestic use in the United States is 82 gallons per person per day. Noel says that he calculated that in West Yellowstone we use 91 gallons per day per person.

Noel briefly shares design plans for the wastewater treatment plant. They intend to construct the plant on the south side of the existing lagoon system, adjacent to Cell C. He says he has been working with Aero-Mod to develop the design and they are struggling to keep up with the schedule they established. He says they are still shooting for August 2021 to submit plans to DEQ and start construction in 2022. He says they lost some time because they collected additional data to confirm that they do indeed need to construct a facility with a treatment capacity of 1.25 million gallons per day.

Work Session is adjourned at 7:35 PM, regular meeting convenes shortly thereafter.

Public Comment Period

No public comments are received.

Council Comments

Travis Watt mentions that Bill Arnado passed away, a community resident and business owner of 25 years. Karen Klint also passed away. Bill Howell is recovering in Salt Lake City from a valve replacement and Erin Bevans is battling cancer.

ACTION TAKEN

- 1) Motion carried to approve the claims, which total \$263,238.04 (Watt, Forsythe)
- 2) Motion carried to approve the Consent Agenda, which includes the minutes of January 5, 2021 Town Council meeting. (Watt, Mathews)
- 3) Motion carried to approve Resolution No. 751, a resolution adopting the November 2020 Hazard Mitigation & Community Wildfire Protection Plan. (Watt, Forsythe)

DISCUSSION

- 1) Schmier abstains from 47682 for \$36.34, Forsythe inquires about where grant money is in the budget and Mathews asks about the expenses that are posted against the CARES grant money. Watt asks for explanation of the monthly charges from DIS technologies, which provide IT support and service.
- 3) Patrick Lonergan, Gallatin County Chief of Emergency Management and Fire, addresses the Council regarding the Gallatin County Hazard Mitigation & Community Wildfire Protection Plan. Lonergan explains that the last plan established a hazard rating for the entire County. The new plan identifies hazards based on specific areas of the County. Adoption of the plan establishes eligibility for federal assistance in the event of an emergency. He explains that the plan identifies potential hazards and a plan for mitigating those risks. Watt asks who participated in the meetings they held to put this plan together. Lonergan says that Chief Newell, Chief Grube, Assistant Chief James Jessop, District Ranger Jason Grube, and multiple other stakeholders from the community were involved in the development of the plan. The plan took multiple years to put together and is actually a combination of the previous plan and the Community Wildfire Plan. Grube explains that the plan is very important to our community. Lonergan says that all the other communities in the county as well as Montana State University have approved the plan save Belgrade, which plans to approve it soon.
- A) **Town Manager/Staff Reports:** Dave Noel reports that he checked in the with contractor, R&R Taylor, at the Union Pacific Dining Lodge today. He says that there is one spot underneath the floor of significant wood rot and a floor joist that will need additional shoring. He says they put together a simplified detail to add another column and replace the joist, which will add some costs but is a practical modification. He says they haven't found any other surprises. The contractor has suggested some design modifications so the contractor does not have to do as much rock sawing. Johnson asks if Noel will be inspecting the project. Noel says he will check on it when he is in town and Kyle Dana, structural engineer for Forsgren Associates, will inspect the footings and foundation when he does the final inspections. Noel also says that the contractor is taking pictures as they work and sending them to Forsgren Associates. The contractor also pulled commercial permits from the State and is inspected by the State.

Sabolsky reports on progress on the annual financial audit with Anderson Zurmuehlen. He says he participated in a conference call last week with Finance Director Lanie Gospodarek and representatives from AZ and so far everything appears to be going smoothly and there is no reason to expect a variance from the contract. He reports on the appraisal of the sewer lagoon property. He explains multiple details about the lagoon property that affect the value of the property and details such as deed restrictions, access, environmental conditions, and utility service. He reports that he met with Clyde Seely regarding the splitting of a commercial lot. He says that he has another meeting scheduled later this week with Merrick Young, the purchaser of the property. They have come up with some solutions and are working on that. They will conduct interviews tomorrow for the Public Services Superintendent and he will report on the Chief of Police process later tonight. Sabolsky says he did receive a letter from Community Health Partners requesting the allocation of the risk share. Johnson asks that since Brenda

Martin has returned to work, has Sabrah VanLeeuwen returned to being a police officer. He says that they are still working through an investigation, so not entirely. Watt says that in the past, they have had a budget report that shows where they are in the budget as they prepare for the rest of the budget year.

The final agenda item is a personnel issue regarding the Chief of Police position and Town Manager Daniel Sabolsky recommends closing the meeting to discuss. The Council agrees and Mayor Johnson makes the finding to close the meeting to the public. 8:30 PM.

The meeting reconvenes at 9:15 PM. No action is taken.

Schmier motions to adjourn, seconded by Forsythe, the meeting is adjourned at 9:15 PM

The meeting is adjourned. (9:15 PM)

Mayor

ATTEST:

Town Clerk



Subdivision Pre-Application Request

Town of West Yellowstone 440 Yellowstone Avenue PO Box 1570 West Yellowstone, MT 59758	406-646-7795	Administrative Use Only Date: <u>11-10-20</u> Accepted by: <u>AK</u> Fee: \$ <u>350.00</u> Cash/Check#: <u>6757</u>
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Submit this application and all required information to the Town Offices
 Fees shall be paid according to the current fee schedule

OWNER(S) OF RECORD

Name: Clyde + Linda Seely Family Limited Partnership
 Mailing Address: P.O. Box 1590
 City/State/Zip: West Yellowstone MT 59758 Phone: 406-640-1700
 Email: clyde@threebearlodge.com

APPLICANT (person(s) authorized to represent the owner(s) of record and to whom copies of all correspondence are to be sent)

Name: Linda Seely
 Mailing Address: _____ City/State/Zip: _____
 Phone: _____ Above
 Email: _____

AGENT/REPRESENTATIVE (list of all agents to whom copies of all correspondence are to be sent)

Name: Merrick Young
 Mailing Address: _____
 City/State/Zip: West Yellowstone MT 59758 Phone: 406-640-1704
 Email: Merrick_Young@photos.com

LEGAL DESCRIPTION OF PROPERTY

Street Address: 304 Parkway C Section 34 Township 13 Range 5 East P.M.M.
 Subdivision/Survey: 06 Lot/Tract 8 Block 11
 Assessor's Number or Geocode: 06-0062-34-2-21-01 Lot Size: _____ Acres/Sq Ft.

PROPOSAL

Description: Subdivide Block 11
 Number of Lots or Units 2
 Check if any of the following apply: _____ Condominiums of Townhouses _____ RV/Mobile Home Park
 Uses: _____ Single-family _____ Townhouse _____ Duplex _____ Multifamily _____ Commercial _____ Industrial

6. ATTACHMENTS: Please attach the following when applicable to the subdivision:

____ Vicinity map showing site location *See Teton View Survey map.*

____ Sketch map or drawing showing:

- Approximate boundaries of the existing tract of record proposed for subdivision
- Proposed lot boundaries
- General description of terrain and vegetation
- Natural features including water bodies, wetlands and slopes
- Existing structures and improvements pertinent to the proposed subdivision
- Existing utility lines and facilities serving the area to be subdivided
- Existing easements and rights-of-way
- Proposed parks, open space, and conservation easements related to the proposed subdivision

____ Provide information on:

- Existing covenants, deed restrictions and conservation easements
- Documentation on the current status of the site, including:
 - Ownership information, such as a deed and any buy-sell agreements or similar contracts
 - A copy of the effective certificate of survey or subdivision plat(s) pertaining to the subject parcel
 - Water rights
 - Any special improvement districts
- Proposed public improvements, private improvements, utility lines, easements and rights-of-way proposed to serve the subdivision
- Proposed parks, open space, and conservation easements related to the proposed subdivision

I hereby certify that the information submitted herein and all other submitted forms, documents, plans or any other information submitted as a part of this application, to be true, complete, and accurate to the best of my knowledge. The signing of this application signifies permission for the Town of West Yellowstone officials and representatives to visit the property prior to the pre-application meeting.

[Handwritten Signature]

Applicant Signature

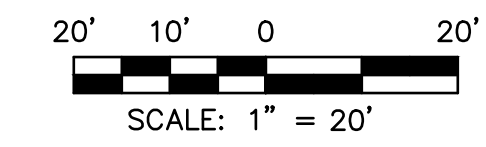
11/9/20

Date

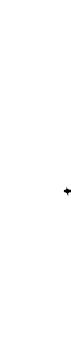
Owner(s) Signature (at least one owner must sign)

Date

CERTIFICATE OF SURVEY NO. _____
AMENDED PLAT
LOT 8, BLOCK 11 OF THE TOWNSITE OF
WEST YELLOWSTONE
 LOCATED IN THE NW 1/4 OF SECTION 34, TOWNSHIP 13 SOUTH,
 RANGE 5 EAST, P.M.M., GALLATIN COUNTY, MONTANA



LINE IS 2 INCHES
 AT FULL SIZE
 (IF NOT 2"=SCALE ACCORDINGLY)



CERTIFICATE OF CONSENT

WE THE UNDERSIGNED PROPERTY OWNERS, DO HEREBY CERTIFY THAT WE HAVE CAUSED TO BE SURVEYED, AND PLATTED INTO LOTS, AND BLOCKS, AS SHOWN BY THIS PLAT HEREUNTO INCLUDED, THE FOLLOWING DESCRIBED TRACT OF LAND, TO WIT:

LEGAL DESCRIPTION

SITUATED IN THE STATE OF MONTANA, COUNTY OF GALLATIN, BEING ALL OF LOT 8, BLOCK 11, OF THE TOWNSITE OF WEST YELLOWSTONE, IN SW 1/4 OF SECTION 17, TOWNSHIP 13 SOUTH, RANGE 5 EAST, P.M.M.,

SAID LOT CONTAINS 0.34 ACRES OF LAND, MORE OR LESS.

THE ABOVE DESCRIPTION WAS PREPARED BY JEFFREY M. ROWE, PLS 20215 IN OCTOBER 2020, AND IS SUBJECT TO EASEMENTS AND RIGHTS-OF-WAY OF RECORD.

THE ABOVE DESCRIBED TRACT OF LAND IS TO BE KNOWN AND DESIGNATED AS "AMENDED PLAT OF LOT 8 BLOCK 11, A SUBDIVISION PLAT OF THE TOWNSITE OF WEST YELLOWSTONE", TOWN OF WEST YELLOWSTONE, GALLATIN COUNTY, MONTANA.

DATED THIS _____ DAY OF _____, 20____

IN WITNESS WHEREOF, I HEREUNTO SUBSCRIBE MY NAME:

THE CLYDE AND LINDA SEELY FAMILY LIMITED PARTNERSHIP

BY: CLYDE G. SEELY MEMBER LINDA F. SEELY MEMBER

STATE OF _____)
 COUNTY OF _____)SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED, CLYDE G. SEELY, AND LINDA F. SEELY MEMBERS OF THE CLYDE & LINDA SEELY FAMILY LIMITED PARTNERSHIP KNOWN TO ME TO BE THE SAME PERSON WHO IS DESCRIBED IN THE ABOVE INSTRUMENT, WHO EXECUTED THE SAME AND ACKNOWLEDGED THAT THEY EXECUTED THE SAME.

NOTARY PUBLIC
 RESIDING AT _____
 MY COMMISSION EXPIRES: _____

CERTIFICATE OF EXCLUSION FROM MONTANA DEPARTMENT OF ENVIRONMENTAL QUALITY REVIEW
 THE AMENDED PLAT OF LOTS 15 AND 16, BLOCK 20, A SUBDIVISION PLAT OF THE MADISON ADDITION, GALLATIN COUNTY, MONTANA, IS WITHIN THE TOWN OF WEST YELLOWSTONE AND WITHIN THE PLANNING AREA OF THE TOWN OF WEST YELLOWSTONE GROWTH POLICY WHICH WAS ADOPTED PURSUANT TO SECTION 79-1-601 ET. SEQ., M.C.A., AND CAN BE PROVIDED WITH ADEQUATE WATER DRAINAGE AND ADEQUATE MUNICIPAL FACILITIES. THEREFORE, UNDER THE PROVISIONS OF SECTION 76-4-125(1)(D), M.C.A., THE SUBDIVISION IS EXCLUDED FROM THE REQUIREMENT FOR MONTANA DEPARTMENT OF ENVIRONMENTAL REVIEW.

76-3-207 (2) (A) AGGREGATION OF PARCELS OR LOTS WHEN CERTIFICATE OF SURVEY OR SUBDIVISION PLAT SHOWS THAT THE BOUNDARIES OF THE ORIGINAL PARCELS HAVE BEEN ELIMINATED AND THE BOUNDARIES OF A LARGER AGGREGATE PARCEL ARE ESTABLISHED, A RESTRICTION OR REQUIREMENT ON THE ORIGINAL PLATTED LOT OR ORIGINAL UNPLATTED PARCEL CONTINUES TO APPLY TO THOSE AREAS.

76-4-125 (1) (D) DIVISIONS LOCATED WITHIN JURISDICTIONAL AREAS THAT HAVE ADOPTED GROWTH POLICIES PURSUANT TO CHAPTER 11 OR WITHIN FIRST-CLASS OR SECOND-CLASS MUNICIPALITIES FOR WHICH THE GOVERNING BODY CERTIFIES, PURSUANT TO 76-4-127, THAT ADEQUATE STORM WATER DRAINAGE AND ADEQUATE MUNICIPAL FACILITIES WILL BE PROVIDED;

MAYOR - TOWN OF WEST YELLOWSTONE _____ DATE _____

CLERK - TOWN OF WEST YELLOWSTONE _____ DATE _____

CERTIFICATE OF FINAL PLAT

THE COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA, DOES HEREBY CERTIFY THAT IT HAS EXAMINED THE SUBDIVISION PLAT AND, HAVING FOUND THE SAME TO CONFORM TO LAW, APPROVES IT, AND HEREBY ACCEPTS THE DEDICATION TO PUBLIC USE OF ANY AND ALL LANDS SHOWN ON THIS PLAT AS BEING DEDICATED TO SUCH USE.

MAYOR - TOWN OF WEST YELLOWSTONE _____ DATE _____

CLERK - TOWN OF WEST YELLOWSTONE _____ DATE _____

CERTIFICATE OF COUNTY TREASURER

I, _____, TREASURER OF GALLATIN COUNTY, MONTANA, DO HEREBY CERTIFY THAT THE ACCOMPANYING PLAT OF CERTIFICATE OF SURVEY HAS BEEN DULY EXAMINED AND THAT ALL REAL PROPERTY TAXES AND SPECIAL ASSESSMENTS ASSESSED AND LEVIED ON THE LAND TO BE SUBDIVIDED HAVE BEEN PAID.

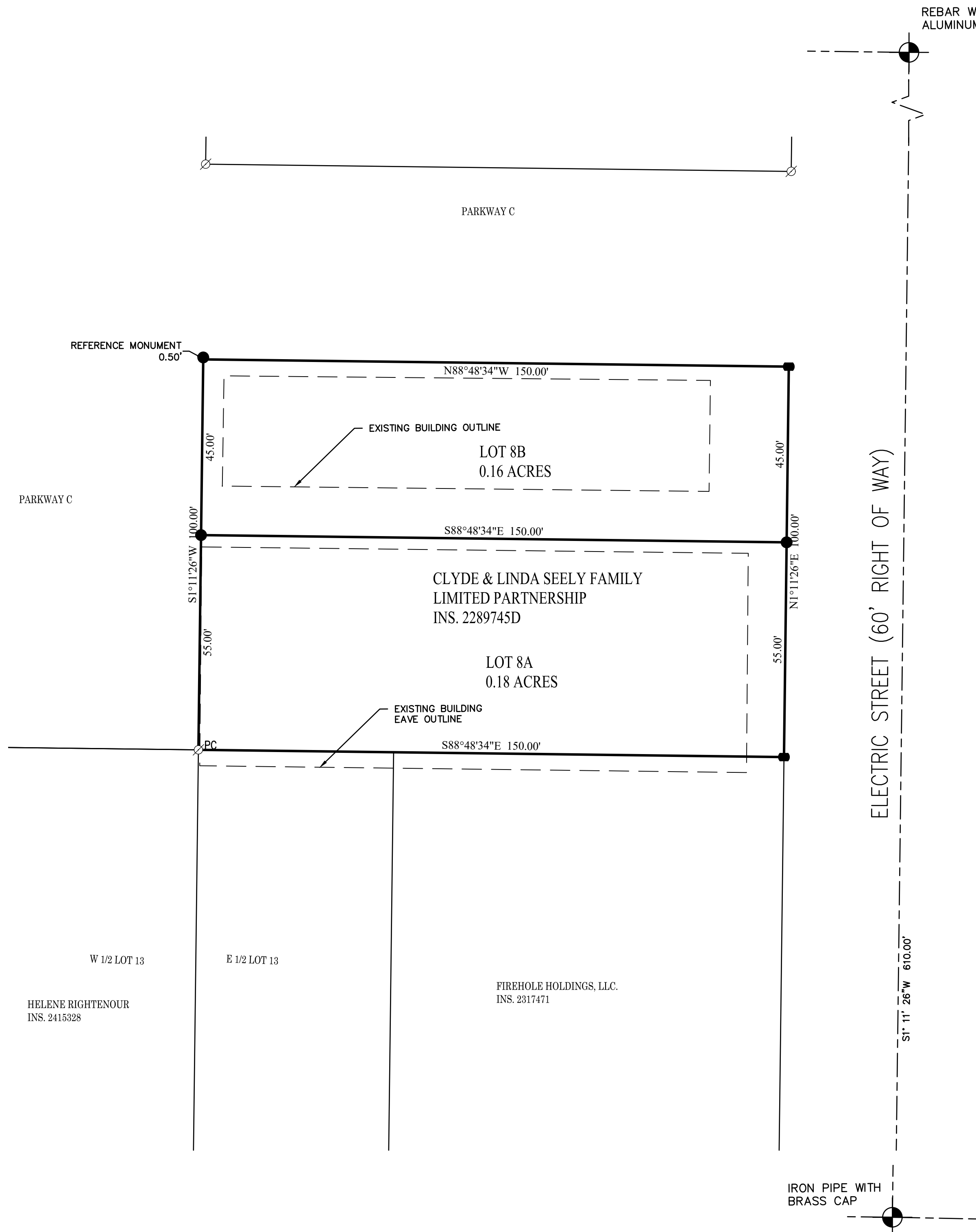
TREASURER OF GALLATIN COUNTY _____ DATE _____

CERTIFICATE OF CLERK AND RECORDER

I, _____, THE CLERK AND RECORDER OF GALLATIN COUNTY, MONTANA, HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT WAS FILED IN MY OFFICE AT _____ O'CLOCK _____ M. THIS _____ DAY OF _____ A.D. _____ AND RECORDED AS AMENDED PLAT NO. _____ RECORDS OF THE CLERK AND RECORDER, GALLATIN COUNTY, MONTANA.

DOCUMENT NUMBER _____

CLERK & RECORDER OF GALLATIN COUNTY _____



NOTES:

BEARINGS ARE BASED ON MONTANA STATE PLANES COORDINATE GRID NORTH.

THIS AMENDED PLAT IS CREATING TWO LOTS OUT OF ONE LOT. LOT 8A AND 8B.

REFERENCE MATERIAL:

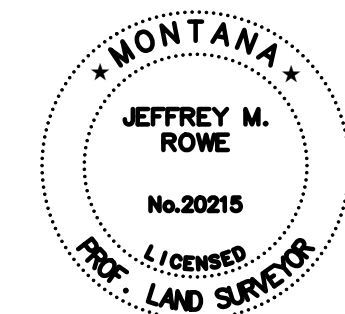
STATE OF MONTANA RIGHT OF WAY PLAN OF STATE PROJECT NO. F 12-1(2)9
 TOWN OF WEST YELLOWSTONE PLAT.
 AMENDED PLAT B-47A11 INS. 2659472 RIGHTENOUR HELENE

SURVEYOR'S CERTIFICATE

I, THE UNDERSIGNED, JEFFREY M. ROWE, A REGISTERED LAND SURVEYOR, DO HEREBY CERTIFY THAT: I HAVE PERFORMED THIS SURVEY SHOWN ON THE ATTACHED AMENDED PLAT OF LOT 8, BLOCK 11, OF THE ORIGINAL TOWNSITE OF WEST YELLOWSTONE AND PLATTED THE SAME AS SHOWN ON THE ACCOMPANYING PLAT AND AS DESCRIBED IN ACCORDANCE WITH THE PROVISIONS OF THE MONTANA SUBDIVISION AND PLATTING ACT, SECTION 76-3-101 THROUGH 76-3-625, M.C.A. AND THE TOWN OF WEST YELLOWSTONE SUBDIVISION REGULATIONS. THIS AMENDED PLAT WAS MADE IN OCTOBER 2020, THAT SAID AMENDED PLAT IS TRUE AND COMPLETE AS SHOWN AND THAT THE MONUMENTS FOUND AND SET ARE OF THE CHARACTER AND OCCUPY THE POSITIONS SHOWN THEREON.

DATE THIS _____ DAY OF OCTOBER, 2020

JEFFREY M. ROWE #20215



LEGEND

- PK MAG NAIL SET
- ⊕ CENTERLINE CONTROL
- REBAR W/PLASTIC CAP SET PLS 20215
- REBAR W/NO CAP FOUND
- ⊕ PC REBAR W/PLASTIC CAP FOUND
- REBAR W/ALUMINUM CAP FOUND
- RIGHT OF WAY
- ___ PROPERTY LINE

LOT 8, BLOCK 11, PLAT OF THE
 TOWNSITE OF WEST YELLOWSTONE

LOT 8, BLK.11, SEC.34, T13S, R5E, P.M.M.

TETON VIEW SURVEYING
 2847 East 700 North
 St. Anthony, Id. 83445
 P: 208.516.9877

Sheet No.: 1 OF 1
 Date: 10/15/2020
 Drawn By: -JRB
 Reviewed By: -JMR

To: Town Council of the West Yellowstone

January 28, 2021

Re: the Seely subdivision of Lot 8 Block 11

As was discussed during the Planning and Zoning mtg. Jan. 27, 2021, please find a check in the amount of \$6,186 which represents payment for the following:

Parking for Yellowstone Arctic Building -- \$4,800 for four spaces

Water meter for the Yellowstone Arctic Building -- ¾" line \$311

Water meter for Mountain Village -- 2" line \$1075

Because of the winter conditions and lack of any concrete plans for the Yellowstone Arctic Yamaha (YAY) building, I would request that the actual hook up for Mountain Village Apartments will be commensurate with the plans presented to the Council for the new proposed use of the YAY building, however, not later than the fall of 2022. The reason for this consideration is the possibility of only needing one common tap into the city line with the appropriate size.

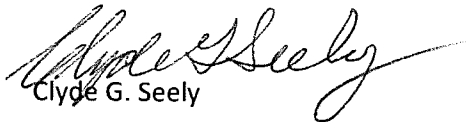
Regarding the YAY building, it would make sense for all to wait until final plans for the destiny of the building are determined, which could affect location and/or the actual size of the water line, if needed at all.

The buildings on these two parcels of land, which will be under common ownership, were built and have functioned well since about 1975. Even though Section 13.04.040 of the West Yellowstone Municipal Code states, each of the lots are to be hooked up separately, in its current state the only water used in the YAY building is for two toilets and two hand sinks.

(Hardly worth the expense of installation and monthly billing for the Town)

If, for instance, the final plans for the YAY bldg. include a greater line size, it would be superfluous to put in a new water line and then find out there is a need for a larger one.

Thank you for your consideration



Clyde G. Seely

Planning Board Meeting

Minutes: January 27, 2021

Board Members in Attendance: Teri Gibson, Chipper Smith, John Costello, Rob Klatt, Jeff Mathews & Jeff McBirnie (via zoom)

Others in Attendance: Dan Sabolsky, Lisa Johnson & Clyde Seely.

2021 Planning Board Secretary - Motion carried to appoint Teri Gibson the Planning Board Secretary for 2021 (Smith/Mathews), Passes unanimously.

2021 Planning Board Chair – Motion carried to appoint Chipper Smith the Planning Board Chair for 2021 (Gibson/Mathews), Passes unanimously.

2021 Planning Board Vice Chair – Motion carried to appoint Jeff McBirnie the Planning Board Vice Chair for 2021 (McBirnie/Gibson), Passes unanimously.

Minutes from December 14, 2020 Planning Board Meeting: (John/Jeff) approved unanimously with changes to McBirnie not voting & Sabolsky voting.

Public Comment Period: None.

Discussion Items & Findings:

Seely Subdivision of lot containing Yellowstone Arctic Yamaha and the Apartments on Electric Street

1. Lot 8A Arctic Yamaha - needs 6 spaces, has 2, needs to purchase 4 spaces.

RECOMMENDATION: The Planning Board recommends the approval of the application with the addition of purchasing 4 in lieu of parking spaces to bring lot 8A into conformance with the parking ordinance.

Next Meeting: None at this time.



January 18, 2021

Mr. Dan Sabolsky, Operations Manager
Town of West Yellowstone
PO Box 1570
West Yellowstone, MT 59758-1570

Dear Mr. Sabolsky:

On behalf of Community Health Partners (CHP), may this letter serve to accompany financial information pertaining to CHP's seventh calendar year of operations in the Guy Hanson Medical Clinic. CHP is requesting the Town's share of \$100,000 in the risk-share agreement as voted on by the WY Town Council in 2020.

Last year, CHP-West Yellowstone provided comprehensive medical services to 1,187 patients during more than 2,146 visits – a dip from past years as we found less summer patients as well as less patients seeking healthcare overall due to COVID-19. Our core staff is providing great care with Erin Bevan, FNP, RN, continuing to lead the clinical team in partnership with the Big Sky Medical Center physicians. We had some staff changes during 2020 with maternity leaves and a staff member moving to Missoula. We were unable to find a nurse in town to replace Becky Goltz who left us following the birth of her son, however, we were thrilled to be able to hire two locals who have been training as medical assistants. Maria Salinas many of you know and she now brings a bilingual component to our operations. Tashi Byfield had been a nursing student in Jamaica before joining us and also works at the dental practice in town. Our behavioral health staff is working 100% remotely with clients in West either able to connect from home for their visits or can come into the clinic if internet or hardware are barriers. Patty Peterson, our Parents As Teachers home visitor, provided 412 home visits in 2020 and usually maintains between 9-12 at risk families on her caseload. There also are 39 low income families using the diaper depot co-hosted with the WY Social Services office to access free diapers.

In concert with the Gallatin City-County Health Department and with Chief Grube's help, CHP has immunized 30 first responders and frontline healthcare workers in West and is working with the county on a plan to begin vaccinating those in the 1B category including those over 80 years old and persons of color within the community. We were excited that West's category 1A folks were some of the first to be vaccinated in the entire country! To best be ready for COVID-19 this past summer, CHP quickly modified operations to divide the clinic building into two sections – green and red treatment areas – with separate entrances for patients based on their symptomology and outcomes of COVID-19 screening procedures. Using this physical modification and with enhanced staff training and PPE procurement, we have been able to safely triage, test and treat many COVID-19 patients. This has been important for the community as the next closest viral triage center was in Big Sky. Thus far, we have performed more than 470 tests in clinic as well.

During 2021 we are looking forward to continuing to explore how we can leverage partnerships and relationships to offer enhanced services within our walls and in the community. We are working to have another staff member trained and licensed to take x-rays as the two staff members we lost in 2020 were

our licensed x-ray staff. The path toward licensure can take upwards of a year but we are supporting this process and hope to have x-ray services back online ASAP. In addition, we have increased our nursing presence in clinic bringing a nurse from our Bozeman operation one day per week which supplements nursing staff we have on Tuesdays from the Big Sky Medical Center. Finally our focus will be two-fold – continuing to care for our local patients in their primary medical and behavioral health needs while also working closely with the Gallatin County Vaccine Incident Management Team to ensure that local residents have access to timely vaccination as supplies are available.

We are grateful for the Town's ongoing partnership and coordination with other community organizations that enable CHP to serve West Yellowstone.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lander Cooney", written in a cursive style.

Lander Cooney, CEO

COMMUNITY HEALTH PARTNERS

Profit & Loss

01/13/21

January through December 2020

Accrual Basis

	<u>Jan - Dec 20</u>
Ordinary Income/Expense	
Income	
4001 · Total Net Patient Revenue	368,925.65
4610 · Rev. - Donations	35,607.71
4910 · Rev. - Other Income.	30,336.51
Total Income	<u>434,869.87</u>
Gross Profit	434,869.87
Expense	
5000 · Salaries Medical	243,453.11
5060 · Contract Services - Medical	63,183.86
5070 · Medical Supplies	30,503.22
5075 · Med Exp - CME/Dues/Licensure	15,471.50
5080 · Insurance - Med Prof Liability	1,067.04
5100 · Equipment - Medical Eq	2,793.71
5115 · Depreciation Expense - Medical	
6100 · Mental Health	23,649.66
6300 · Enabling Services	1,050.63
7000 · Facility Expense	20,727.51
7011 · Amortization Expense	715.98
7016 · Utilities Phone	9,969.59
7101 · Salaries Administrative	96,565.79
7200 · Fringe Benefits	65,845.01
7250 · Supplies - Office	1,265.69
7275 · Professional Fees	1,688.74
7280 · Contract Services - Admin	994.48
7300 · Other Admin/Medical Expense	1,280.95
7310 · Organization Dues	183.00
7350 · Travel Expense/Board Training	5,116.26
7650 · Furniture & Equipment - Office	295.00
Total Expense	<u>585,820.73</u>
Net Ordinary Income	(150,950.86)
Other Income/Expense	
Other Income	
9250 · Federal Grants	324.00
Total Other Income	<u>324.00</u>
Other Expense	
9200 · Admin. Overhead Allocation	113,417.11
Total Other Expense	<u>113,417.11</u>
Net Other Income	(113,093.11)
Net Income	<u><u>(264,043.97)</u></u>

COMMUNITY HEALTH PARTNERS

Profit & Loss

01/13/21

January through December 2020

Accrual Basis

	Jan - Dec 20
Ordinary Income/Expense	
Income	
4001 · Total Net Patient Revenue	
4010 · Rev- Patient Pay	
4011 · Self-Pay Patient Charges	160,467.83
4013 · Sliding Fee Discounts	(63,174.19)
4113 · Employee Discount	(521.18)
4114 · Patient Pay - Bad Debt	(22,504.59)
Total 4010 · Rev- Patient Pay	74,267.87
4210 · Rev. - Medicare	
4211 · Medicare charges	86,888.85
4212 · Medicare Adjustment	(37,343.04)
Total 4210 · Rev. - Medicare	49,545.81
4310 · Rev. - Medicaid	
4311 · Medicaid Charges	115,286.11
4312 · Medicaid - FQHC Adj.	42,612.00
Total 4310 · Rev. - Medicaid	157,898.11
4410 · Rev. Private Insurance	
4411 · Private Insurance Charges	181,066.94
4412 · Private Insurance Adjustments	(93,853.08)
Total 4410 · Rev. Private Insurance	87,213.86
Total 4001 · Total Net Patient Revenue	368,925.65
4610 · Rev. - Donations	
4620.2 · Donations - General	607.71
4620.4 · Donations - Foundation	35,000.00
Total 4610 · Rev. - Donations	35,607.71
4910 · Rev. - Other Income.	
4910.1 · Bad Debt Recoveries	7,478.00
4910.2 · Cost Report Settlements	4,530.00
4910.5 · Medicaid PCMH	9,962.40
4910.55 · BCBS Blue Value	8,174.11
4910.6 · Medication Sales	192.00
Total 4910 · Rev. - Other Income.	30,336.51
Total Income	434,869.87
Gross Profit	434,869.87
Expense	
5000 · Salaries Medical	
5000.2 · Med-PA/NP	164,096.27
5000.3 · Med-Nurse - RN	41,233.43
5000.4 · Med - Other Medical Staff	38,123.41
Total 5000 · Salaries Medical	243,453.11
5060 · Contract Services - Medical	
5060.1 · Contract Medical - Staffing	60,955.11
5060.2 · Cont. Serv. Medical -Lab & XRay	2,228.75
Total 5060 · Contract Services - Medical	63,183.86
5070 · Medical Supplies	
5070.1 · General Medical Supplies	13,194.46
5070.2 · Vaccines Med.	11,412.12
5070.3 · Vaccines - Flu	5,418.73
5070.4 · Injectables	477.91
Total 5070 · Medical Supplies	30,503.22

COMMUNITY HEALTH PARTNERS

Profit & Loss

01/13/21

January through December 2020

Accrual Basis

	Jan - Dec 20
5075 · Med Exp - CME/Dues/Licensure	
5075.2 · Med - CME	1,460.62
5075.3 · Dues/Licensure/DEA	1,803.23
5075.5 · Travel - Medical	12,207.65
Total 5075 · Med Exp - CME/Dues/Licensure	15,471.50
5080 · Insurance - Med Prof Liability	
5080 · Insurance - Med Prof Liability - Other	1,067.04
Total 5080 · Insurance - Med Prof Liability	1,067.04
5100 · Equipment - Medical Eq	
5100 · Equipment - Medical Eq - Other	2,793.71
Total 5100 · Equipment - Medical Eq	2,793.71
5115 · Depreciation Expense - Medical	
6100 · Mental Health	
6105 · Behavioral Health Spec	21,781.45
6115 · IBH - CME/Dues/Travel	1,868.21
Total 6100 · Mental Health	23,649.66
6300 · Enabling Services	
6307 · Outreach & Enrollment Staff	450.63
6309 · Contract Interpreter Services	600.00
Total 6300 · Enabling Services	1,050.63
7000 · Facility Expense	
7000.1 · Building Rent Expense	1,200.00
7000.4 · Cleaning Supplies	972.82
7000.5 · Facility Cleaning	9,950.00
7000.6 · Utilities	8,092.63
7000.8 · Maint + Repairs	512.06
7010 · Depreciation Expense - Office	
Total 7000 · Facility Expense	20,727.51
7011 · Amortization Expense	715.98
7016 · Utilities Phone	
7016.1 · Phone - Local & Data	8,760.82
7016.2 · Cell Phones	1,208.77
Total 7016 · Utilities Phone	9,969.59
7101 · Salaries Administrative	
7101.1 · Admin-Exec	24,969.49
7101.4 · Admin-Generalists	71,596.30
Total 7101 · Salaries Administrative	96,565.79
7200 · Fringe Benefits	
7201 · FICA Tax	
7201 · FICA Tax - Other	28,306.02
Total 7201 · FICA Tax	28,306.02
7202 · Unemployment MT	1,691.42
7203 · Workers Comp. Ins	
7203 · Workers Comp. Ins - Other	3,819.97
Total 7203 · Workers Comp. Ins	3,819.97
7207 · Health Insurance	
7207 · Health Insurance - Other	21,763.50
Total 7207 · Health Insurance	21,763.50

COMMUNITY HEALTH PARTNERS

Profit & Loss

01/13/21

January through December 2020

Accrual Basis

	Jan - Dec 20
7208.1 · 403(b) Match	
7208.1 · 403(b) Match - Other	7,708.72
Total 7208.1 · 403(b) Match	7,708.72
7209 · HSA Deposits	2,238.59
7211 · Life Insurance	316.79
Total 7200 · Fringe Benefits	65,845.01
7250 · Supplies - Office	
7250.1 · General Office	1,265.69
Total 7250 · Supplies - Office	1,265.69
7275 · Professional Fees	
7275.1 · Acctg and Patient Billing Fees	1,688.74
Total 7275 · Professional Fees	1,688.74
7280 · Contract Services - Admin	
7280 · Contract Services - Admin - Other	994.48
Total 7280 · Contract Services - Admin	994.48
7300 · Other Admin/Medical Expense	
7301 · Postage and Shipping	189.05
7303 · Recruitment	646.00
7304 · Credentialing/Background Checks	149.45
7306 · Other Admin Expense	296.45
Total 7300 · Other Admin/Medical Expense	1,280.95
7310 · Organization Dues	
7310 · Organization Dues - Other	183.00
Total 7310 · Organization Dues	183.00
7350 · Travel Expense/Board Training	
7350.3 · Celebration Funds	511.18
7350.6 · In-State Travel/Misc Food/	4,605.08
Total 7350 · Travel Expense/Board Training	5,116.26
7650 · Furniture & Equipment - Office	295.00
Total Expense	585,820.73
Net Ordinary Income	(150,950.86)
Other Income/Expense	
Other Income	
9250 · Federal Grants	
9255 · Federal 330 Grant	324.00
Total 9250 · Federal Grants	324.00
Total Other Income	324.00
Other Expense	
9200 · Admin. Overhead Allocation	113,417.11
Total Other Expense	113,417.11
Net Other Income	(113,093.11)
Net Income	(264,043.97)

COMMUNITY HEALTH PARTNERS
Profit & Loss Prev Year Comparison
January through December 2020

	Jan - Dec 20	Jan - Dec 19	\$ Change	% Change
Ordinary Income/Expense				
Income				
4001 · Total Net Patient Revenue	368,925.65	438,369.19	(69,443.54)	(15.8)%
4510.8 · Meaningful Use Incentives		8,500.00	(8,500.00)	(100.0)%
4610 · Rev. - Donations	135,607.71	163,316.22	(27,708.51)	(17.0)%
4910 · Rev. - Other Income.	30,336.51	31,056.20	(719.69)	(2.3)%
Total Income	534,869.87	641,241.61	(106,371.74)	(16.6)%
Gross Profit	534,869.87	641,241.61	(106,371.74)	(16.6)%
Expense				
5000 · Salaries Medical	243,453.11	256,173.54	(12,720.43)	(5.0)%
5060 · Contract Services - Medical	63,183.86	23,799.01	39,384.85	165.5%
5070 · Medical Supplies	30,503.22	42,884.20	(12,380.98)	(28.9)%
5075 · Med Exp - CME/Dues/Licensure	15,471.50	15,415.89	55.61	0.4%
5080 · Insurance - Med Prof Liability	1,067.04	1,021.72	45.32	4.4%
5100 · Equipment - Medical Eq	2,793.71	3,289.22	(495.51)	(15.1)%
5115 · Depreciation Expense - Medical				
6100 · Mental Health	23,649.66	20,936.13	2,713.53	13.0%
6300 · Enabling Services	1,050.63	2,290.89	(1,240.26)	(54.1)%
7000 · Facility Expense	20,727.51	23,087.39	(2,359.88)	(10.2)%
7011 · Amortization Expense	715.98		715.98	100.0%
7016 · Utilities Phone	9,969.59	8,564.60	1,404.99	16.4%
7101 · Salaries Administrative	96,565.79	89,922.30	6,643.49	7.4%
7200 · Fringe Benefits	65,845.01	71,243.66	(5,398.65)	(7.6)%
7250 · Supplies - Office	1,265.69	2,590.93	(1,325.24)	(51.2)%
7275 · Professional Fees	1,688.74	2,658.64	(969.90)	(36.5)%
7280 · Contract Services - Admin	994.48	845.80	148.68	17.6%
7300 · Other Admin/Medical Expense	1,280.95	909.69	371.26	40.8%
7310 · Organization Dues	183.00	183.00		
7350 · Travel Expense/Board Training	5,116.26	5,685.48	(569.22)	(10.0)%
7650 · Furniture & Equipment - Office	295.00		295.00	100.0%
Total Expense	585,820.73	571,502.09	14,318.64	2.5%
Net Ordinary Income	(50,950.86)	69,739.52	(120,690.38)	(173.1)%
Other Income/Expense				
Other Income				
8008 · Donations Capital Campaign		101,995.00	(101,995.00)	(100.0)%
9250 · Federal Grants	324.00	556.00	(232.00)	(41.7)%
Total Other Income	324.00	102,551.00	(102,227.00)	(99.7)%
Other Expense				
9110 · Capital Expense - Equipment		103,731.09	(103,731.09)	(100.0)%
9200 · Admin. Overhead Allocation	113,417.11	112,947.50	469.61	0.4%
Total Other Expense	113,417.11	216,678.59	(103,261.48)	(47.7)%
Net Other Income	(113,093.11)	(114,127.59)	1,034.48	0.9%
Net Income	(164,043.97)	(44,388.07)	(119,655.90)	(269.6)%

COMMUNITY HEALTH PARTNERS
Profit & Loss Prev Year Comparison
January through December 2020

	Jan - Dec 20	Jan - Dec 19	\$ Change	% Change
Ordinary Income/Expense				
Income				
4001 · Total Net Patient Revenue				
4010 · Rev- Patient Pay				
4011 · Self-Pay Patient Charges	160,467.83	227,881.39	(67,413.56)	(29.6)%
4013 · Sliding Fee Discounts	(63,174.19)	(52,965.92)	(10,208.27)	(19.3)%
4113 · Employee Discount	(521.18)	(477.66)	(43.52)	(9.1)%
4114 · Patient Pay - Bad Debt	(22,504.59)	(52,231.07)	29,726.48	56.9%
Total 4010 · Rev- Patient Pay	74,267.87	122,206.74	(47,938.87)	(39.2)%
4210 · Rev. - Medicare				
4211 · Medicare charges	86,888.85	148,988.76	(62,099.91)	(41.7)%
4212 · Medicare Adjustment	(37,343.04)	(56,279.66)	18,936.62	33.7%
Total 4210 · Rev. - Medicare	49,545.81	92,709.10	(43,163.29)	(46.6)%
4310 · Rev. - Medicaid				
4311 · Medicaid Charges	115,286.11	124,972.66	(9,686.55)	(7.8)%
4312 · Medicaid - FQHC Adj.	42,612.00	(31,613.36)	74,225.36	234.8%
Total 4310 · Rev. - Medicaid	157,898.11	93,359.30	64,538.81	69.1%
4410 · Rev. Private Insurance				
4411 · Private Insurance Charges	181,066.94	245,006.69	(63,939.75)	(26.1)%
4412 · Private Insurance Adjustments	(93,853.08)	(114,912.64)	21,059.56	18.3%
Total 4410 · Rev. Private Insurance	87,213.86	130,094.05	(42,880.19)	(33.0)%
Total 4001 · Total Net Patient Revenue	368,925.65	438,369.19	(69,443.54)	(15.8)%
4510.8 · Meaningful Use Incentives		8,500.00	(8,500.00)	(100.0)%
4610 · Rev. - Donations				
4620.2 · Donations - General	607.71	746.22	(138.51)	(18.6)%
4620.4 · Donations - Foundation	135,000.00	162,000.00	(27,000.00)	(16.7)%
4620.6 · Donated Professional Services		570.00	(570.00)	(100.0)%
Total 4610 · Rev. - Donations	135,607.71	163,316.22	(27,708.51)	(17.0)%
4910 · Rev. - Other Income.				
4910.1 · Bad Debt Recoveries	7,478.00	6,345.42	1,132.58	17.9%
4910.2 · Cost Report Settlements	4,530.00	10,037.34	(5,507.34)	(54.9)%
4910.5 · Medicaid PCMH	9,962.40	9,220.74	741.66	8.0%
4910.55 · BCBS Blue Value	8,174.11	3,289.70	4,884.41	148.5%
4910.6 · Medication Sales	192.00	2,163.00	(1,971.00)	(91.1)%
Total 4910 · Rev. - Other Income.	30,336.51	31,056.20	(719.69)	(2.3)%
Total Income	534,869.87	641,241.61	(106,371.74)	(16.6)%
Gross Profit	534,869.87	641,241.61	(106,371.74)	(16.6)%
Expense				
5000 · Salaries Medical				
5000.1 · Med-Physician		1,696.60	(1,696.60)	(100.0)%
5000.2 · Med-PA/NP	164,096.27	154,367.69	9,728.58	6.3%
5000.3 · Med-Nurse - RN	41,233.43	63,520.03	(22,286.60)	(35.1)%
5000.4 · Med - Other Medical Staff	38,123.41	36,019.22	2,104.19	5.8%
5000.6 · Med - Nutritionist		570.00	(570.00)	(100.0)%
Total 5000 · Salaries Medical	243,453.11	256,173.54	(12,720.43)	(5.0)%
5060 · Contract Services - Medical				
5060.1 · Contract Medical - Staffing	60,955.11	19,600.00	41,355.11	211.0%
5060.2 · Cont. Serv. Medical -Lab & XRay	2,228.75	4,199.01	(1,970.26)	(46.9)%
Total 5060 · Contract Services - Medical	63,183.86	23,799.01	39,384.85	165.5%

COMMUNITY HEALTH PARTNERS
Profit & Loss Prev Year Comparison
January through December 2020

	Jan - Dec 20	Jan - Dec 19	\$ Change	% Change
5070 · Medical Supplies				
5070.1 · General Medical Supplies	13,194.46	18,239.52	(5,045.06)	(27.7)%
5070.2 · Vaccines Med.	11,412.12	20,254.21	(8,842.09)	(43.7)%
5070.3 · Vaccines - Flu	5,418.73	4,039.90	1,378.83	34.1%
5070.4 · Injectables	477.91	350.57	127.34	36.3%
Total 5070 · Medical Supplies	30,503.22	42,884.20	(12,380.98)	(28.9)%
5075 · Med Exp - CME/Dues/Licensure				
5075.2 · Med - CME	1,460.62	3,266.12	(1,805.50)	(55.3)%
5075.3 · Dues/Licensure/DEA	1,803.23	956.71	846.52	88.5%
5075.5 · Travel - Medical	12,207.65	11,193.06	1,014.59	9.1%
Total 5075 · Med Exp - CME/Dues/Licensure	15,471.50	15,415.89	55.61	0.4%
5080 · Insurance - Med Prof Liability	1,067.04	1,021.72	45.32	4.4%
5100 · Equipment - Medical Eq	2,793.71	3,289.22	(495.51)	(15.1)%
5115 · Depreciation Expense - Medical				
6100 · Mental Health				
6105 · Behavioral Health Spec	21,781.45	15,321.15	6,460.30	42.2%
6115 · IBH - CME/Dues/Travel	1,868.21	5,614.98	(3,746.77)	(66.7)%
Total 6100 · Mental Health	23,649.66	20,936.13	2,713.53	13.0%
6300 · Enabling Services				
6307 · Outreach & Enrollment Staff	450.63	554.92	(104.29)	(18.8)%
6309 · Contract Interpreter Services	600.00	675.00	(75.00)	(11.1)%
6314 · Outreach Expense		803.60	(803.60)	(100.0)%
6320 · Patient Assistance-emer-exp				
6320.2 · patient assistance expense		146.63	(146.63)	(100.0)%
6320.4 · Prescription voucher		110.74	(110.74)	(100.0)%
Total 6320 · Patient Assistance-emer-exp		257.37	(257.37)	(100.0)%
Total 6300 · Enabling Services	1,050.63	2,290.89	(1,240.26)	(54.1)%
7000 · Facility Expense				
7000.1 · Building Rent Expense	1,200.00	1,200.00		
7000.4 · Cleaning Supplies	972.82	1,638.45	(665.63)	(40.6)%
7000.5 · Facility Cleaning	9,950.00	12,445.25	(2,495.25)	(20.1)%
7000.6 · Utilities	8,092.63	6,882.81	1,209.82	17.6%
7000.8 · Maint + Repairs	512.06	920.88	(408.82)	(44.4)%
7010 · Depreciation Expense - Office				
Total 7000 · Facility Expense	20,727.51	23,087.39	(2,359.88)	(10.2)%
7011 · Amortization Expense	715.98		715.98	100.0%
7016 · Utilities Phone				
7016.1 · Phone - Local & Data	8,760.82	7,402.65	1,358.17	18.4%
7016.2 · Cell Phones	1,208.77	1,161.95	46.82	4.0%
Total 7016 · Utilities Phone	9,969.59	8,564.60	1,404.99	16.4%
7101 · Salaries Administrative				
7101.1 · Admin-Exec	24,969.49	24,355.44	614.05	2.5%
7101.4 · Admin-Generalists	71,596.30	65,566.86	6,029.44	9.2%
Total 7101 · Salaries Administrative	96,565.79	89,922.30	6,643.49	7.4%
7200 · Fringe Benefits				
7201 · FICA Tax	28,306.02	28,261.23	44.79	0.2%
7202 · Unemployment MT	1,691.42	2,093.55	(402.13)	(19.2)%
7203 · Workers Comp. Ins	3,819.97	3,485.39	334.58	9.6%
7207 · Health Insurance	21,763.50	25,400.77	(3,637.27)	(14.3)%
7208.1 · 403(b) Match	7,708.72	8,537.20	(828.48)	(9.7)%

COMMUNITY HEALTH PARTNERS
Profit & Loss Prev Year Comparison
January through December 2020

	Jan - Dec 20	Jan - Dec 19	\$ Change	% Change
7209 · HSA Deposits	2,238.59	3,126.74	(888.15)	(28.4)%
7211 · Life Insurance	316.79	338.78	(21.99)	(6.5)%
Total 7200 · Fringe Benefits	65,845.01	71,243.66	(5,398.65)	(7.6)%
7250 · Supplies - Office				
7250.1 · General Office	1,265.69	2,590.93	(1,325.24)	(51.2)%
Total 7250 · Supplies - Office	1,265.69	2,590.93	(1,325.24)	(51.2)%
7275 · Professional Fees				
7275.1 · Acctg and Patient Billing Fees	1,688.74	1,382.97	305.77	22.1%
7275 · Professional Fees - Other		1,275.67	(1,275.67)	(100.0)%
Total 7275 · Professional Fees	1,688.74	2,658.64	(969.90)	(36.5)%
7280 · Contract Services - Admin	994.48	845.80	148.68	17.6%
7300 · Other Admin/Medical Expense				
7301 · Postage and Shipping	189.05	297.90	(108.85)	(36.5)%
7303 · Recruitment	646.00	211.10	434.90	206.0%
7304 · Credentialing/Background Checks	149.45	130.00	19.45	15.0%
7306 · Other Admin Expense	296.45	270.69	25.76	9.5%
Total 7300 · Other Admin/Medical Expense	1,280.95	909.69	371.26	40.8%
7310 · Organization Dues	183.00	183.00		
7350 · Travel Expense/Board Training				
7350.3 · Celebration Funds	511.18	62.00	449.18	724.5%
7350.6 · In-State Travel/Misc Food/	4,605.08	5,623.48	(1,018.40)	(18.1)%
Total 7350 · Travel Expense/Board Training	5,116.26	5,685.48	(569.22)	(10.0)%
7650 · Furniture & Equipment - Office	295.00		295.00	100.0%
Total Expense	585,820.73	571,502.09	14,318.64	2.5%
Net Ordinary Income	(50,950.86)	69,739.52	(120,690.38)	(173.1)%
Other Income/Expense				
Other Income				
8008 · Donations Capital Campaign		101,995.00	(101,995.00)	(100.0)%
9250 · Federal Grants				
9255 · Federal 330 Grant	324.00	556.00	(232.00)	(41.7)%
Total 9250 · Federal Grants	324.00	556.00	(232.00)	(41.7)%
Total Other Income	324.00	102,551.00	(102,227.00)	(99.7)%
Other Expense				
9110 · Capital Expense - Equipment		103,731.09	(103,731.09)	(100.0)%
9200 · Admin. Overhead Allocation	113,417.11	112,947.50	469.61	0.4%
Total Other Expense	113,417.11	216,678.59	(103,261.48)	(47.7)%
Net Other Income	(113,093.11)	(114,127.59)	1,034.48	0.9%
Net Income	(164,043.97)	(44,388.07)	(119,655.90)	(269.6)%

COMMUNITY HEALTH PARTNERS

112 W Lewis St
Livingston, MT 59047

Invoice

Date	Invoice #
12/31/2020	WY 12.31.20

Bill To
Town of West Yellowstone P.O. Box 1570 West Yellowstone, MT 59758

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	2020 Calendar Year Risk Share	100,000.00	100,000.00
		Total	\$100,000.00

BASE AGREEMENT **“TASK ORDER 5”**

This Task Order pertains to the Base Agreement by and between Town of West Yellowstone, Montana (“Owner”), and Forsgren Associates, Inc. (“Engineer”), dated March 19, 2019, (“Base Agreement”). ENGINEER shall perform services related to Task Order 4 (“Project”) described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the Project described below.

PROJECT NUMBER:01-21-0046-200

PROJECT NAME:..... Task Order 5– SFE Calculator

PART 1.0 PROJECT DESCRIPTION:

Provide a comprehensive spreadsheet-based calculator describing recommended single-family equivalence (SFE) multipliers for typical residential, commercial, and industrial users. Multipliers may be based on best know values for residential demand and in situ flow data collected during 2020. Such multipliers may be supplemented by industry standard publications... Minimum categories may include residential home, residential manufactured home, residential condominium, residential nightly rentals, commercial nightly rentals, hotel and motel rooms, retail, food retail, convenience retail, service stations, public building, airports, parks, and schools.

PART 2.0 SCOPE OF SERVICES

200 – Engineering Services

Engineer will evaluate owner provided historical data for all uses and present, in an excel spread sheet format, a usable calculator with write protection to minimize potential for inadvertent damage. Additionally, engineer may supplement the owner provided data with industry standard publication multipliers based on flow and strength equivalence to a typical single family residential home. Provide two site visits to meet with Town staff and present data and calculator to council during a Town Council Meeting.

PART 3.0 ADDITIONAL SERVICES, NOT PART OF BASIC SERVICES:

Other services as requested by Owner throughout this project shall be performed upon agreement of the scope of services and issuance of a written notice to proceed. The Engineer shall be compensated for such services based on current hourly billing rates including overhead and profit or by other means as agreed in writing.

Potential additional services may include but are not limited to; increased effort for research and determination of specific residential, commercial or industrial users and SFE multipliers in excess of the current Town data set.

PART 4.0 OWNER’S RESPONSIBILITIES:

The Owner agrees to provide design criteria as appropriate, provide historical records, subdivision records, documentation, previous designs, etc as required by the Engineer.

PART 5.0 PERIOD OF SERVICE:

Upon receipt of written authorization to proceed, Engineer agrees to perform the services according to the following schedule

The period of service will be 30 days following execution of this Task Order.

It is understood the Engineer has limited control of the length of time for review by the Owner or other regulatory agency. If delays in the project are experienced due to review by the Owner or any regulatory agency, the Engineer will not be held responsible for those delays nor will the period of service apply to that time.

Compensation for ENGINEER’S services under this Agreement shall be Lump Sum of \$3,620. Reimbursable expenses incurred in connection with such services shall be included in ENGINEER’S compensation. Additional scope tasks will be provided on a Time and Material basis in accordance with the Rate Table provided in the Base Contract and as directed by the Town of West Yellowstone.

ordinary Reimbursable Expense shall mean the actual expenses incurred directly or indirectly in connection with the Project for travel, subconsultants, subcontractors, equipment rental, shipping and express, and other incurred expense.

Unless otherwise stated in this Agreement, the rates of compensation for ENGINEER’S services have been agreed to in anticipation of the orderly and continuous progress of the project through completion. If changes in the specified dates for completion are attributable to the OWNER, the time for performance of those services shall be automatically extended for a period which may be reasonably required for their completion and all rates, measures and amounts of ENGINEER’S compensation shall be equitably adjusted through negotiation by the OWNER and the ENGINEER.

IN WITNESS WHEREOF, the parties have executed this Task Order as of the day and year first written above.

FORSGREN ASSOCIATES, INC.
“FORSGREN”

TOWN OF WEST YELLOWSTONE, MT
“OWNER”

BY: _____

BY: _____

NAME: _____

NAME: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

BASE AGREEMENT **“TASK ORDER 6”**

This Task Order pertains to the Base Agreement by and between Town of West Yellowstone, Montana (“Owner”), and Forsgren Associates, Inc. (“Engineer”), dated March 19, 2019, (“Base Agreement”). ENGINEER shall perform services related to Task Order 4 (“Project”) described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the Project described below.

PROJECT NUMBER:01-21-0046-300
PROJECT NAME:..... Task Order 6 – WW Connection Fee Analysis

PART 1.0 PROJECT DESCRIPTION:

Provide a spreadsheet-based calculator describing the capital assets specific to the wastewater collection and treatment facilities. Provide depreciation and remaining asset value calculation based on Engineering News Report (ENR) cost indexing values. Develop an asset value based recommendation for connection to the wastewater system based on a SFE value.

PART 2.0 SCOPE OF SERVICES

200 – Engineering Services

Engineer will evaluate owner provided data for all capital assets pertaining to the wastewater collection and treatment facilities. Analysis will include a determination of remaining asset value based on typical design life, years of service, and ENR cost indexing. Remaining value will be the basis for a recommended connection fee for a SFE.

PART 3.0 ADDITIONAL SERVICES, NOT PART OF BASIC SERVICES:

Other services as requested by Owner throughout this project shall be performed upon agreement of the scope of services and issuance of a written notice to proceed. The Engineer shall be compensated for such services based on current hourly billing rates including overhead and profit or by other means as agreed in writing.

Potential additional services may include but are not limited to; increased effort for research and determination of specific assets, ages of assets, condition of assets, and value of assets in excess of the current Town data set.

PART 4.0 OWNER’S RESPONSIBILITIES:

The Owner agrees to provide data regarding the original purchase price and date for all assets comprising the wastewater collection and treatment works.

PART 5.0 PERIOD OF SERVICE:

Upon receipt of written authorization to proceed, Engineer agrees to perform the services according to the following schedule

The period of service will be 30 days following execution of this Task Order.

It is understood the Engineer has limited control of the length of time for review by the Owner or other regulatory agency. If delays in the project are experienced due to review by the Owner or any regulatory agency, the Engineer will not be held responsible for those delays nor will the period of service apply to that time.

Compensation for ENGINEER’S services under this Agreement shall be Lump Sum of \$3,440. Reimbursable expenses incurred in connection with such services shall be included in ENGINEER’S compensation. Additional scope tasks will be provided on a Time and Material basis in accordance with the Rate Table provided in the Base Contract and as directed by the Town of West Yellowstone.

ordinary Reimbursable Expense shall mean the actual expenses incurred directly or indirectly in connection with the Project for travel, subconsultants, subcontractors, equipment rental, shipping, and express, and other incurred expense.

Unless otherwise stated in this Agreement, the rates of compensation for ENGINEER’S services have been agreed to in anticipation of the orderly and continuous progress of the project through completion. If changes in the specified dates for completion are attributable to the OWNER, the time for performance of those services shall be automatically extended for a period which may be reasonably required for their completion and all rates, measures and amounts of ENGINEER’S compensation shall be equitably adjusted through negotiation by the OWNER and the ENGINEER.

IN WITNESS WHEREOF, the parties have executed this Task Order as of the day and year first written above.

FORSGREN ASSOCIATES, INC.
“FORSGREN”

TOWN OF WEST YELLOWSTONE, MT
“OWNER”

BY: _____

BY: _____

NAME: _____

NAME: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____