Town of West Yellowstone

Tuesday, February 7, 2023
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

Wastewater Treatment Plant Alternative, Response to Moonrise — Discussion

TOWN COUNCIL MEETING
7:00 PM

Pledge of Allegiance
Comment Period
- **Public Comment**
- **Council Comments**

Treasurer's & Securities Reports
Purchase Orders: #6315, Central Square Public Safety Suite, $122,418.45
Claims
Business License Applications:
Consent Agenda:
Minutes: **January 17, 2023 Town Council Work Session**
January 24, 2023 Town Council Meeting
Town Manager & Staff Reports
Advisory Board Reports

ACTION ITEMS

Community Health Partners, 2022 Risk Share Agreement	Discussion/Action
Rendezvous Ski Race Assistance Request	Discussion/Action
Site Plan Review, 435 Parkway B, Griffith	Discussion/Action
Town Attorney, Town Engineer RFP Process	Discussion/Action
Town Council 2023 Priorities	Discussion/Action

Correspondence/FYI/Meeting Reminders

The Town Council Packet and associated documentation is available online at www.townofwestyellowstone.com.

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 Town 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 prior to regular Tuesday meetings 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 (406) 646-7795 or eroos@townofwestyellowstone.com.
- 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.

The Town Council Packet and associated documentation is available online at www.townofwestyellowstone.com.

July 20, 2022

Mr. Dan Walker, Manager
Town of West Yellowstone, MT
440 Yellowstone Avenue
West Yellowstone, MT 59758

Re: Alternative Solution to the proposed 1.5 MGD WWTP

Sent via email to: dwalker@townofwestyellowstone.com
Cc: Town Clerk Elizabeth Roos: eroos@townofwestyellowstone.com

Dear Mr. Walker,

I am submitting to you a very cost-effective, construction alternative to the TOWY's proposed 1.5 MGD, mechanical wastewater treatment plant. In this report, the design and cost estimates are the product of a collaboration between the engineering firms Morrison Maierle, Inc., The Dyer Group, LLC, Nexom Technologies, Inc. and Triplepoint Environmental, LLC.

This report completely contradicts most of the claims presented to the TOWY by the Forsgren Associates' 1-21-2020 Town of West Yellowstone Wastewater Feasibility Study. The options outlined in the Forsgren study were based on 1.0 MGD systems. In fact, the Morrison Maierle/Dick Dyer proposed upgrades to the current wastewater lagoon system to 1.0 MGD would cost the TOWY a mere 21% of the current budget for the mechanical WWTP, ie: **$7 million vs $33+ million**.

The City of Belgrade just completed construction of their new 1.5 MGD wastewater treatment plant. The city engineer told me that their costs totaled $42 million! I find it hard to believe that the TOWY could build a similar size plant for less than that, since the City of Belgrade has convenient access to concrete, gravel, building materials and contractors, which don't require very expensive trucking and delivery costs.

Included herein is a copy of Morrison Maierle's Report, as well as a copy of Dick Dyer's deposition, since it presents his opinion, under oath, relative to the TOWY's current wastewater lagoon system.

Sincerely,
Rob Yeakey
Non Member Manager
Moonrise Partners, LLC

Address: 11760 Gee Norman Rd. Belgrade MT 59714 | Phone: 406-579-5904 | Email: rob@yeakey.net

Morrison Maierle
engineers • surveyors • planners • scientists

2880 TECHNOLOGY BLVD. W. • P.O. BOX 1113 • BOZEMAN, MT 59771
406.587.0721 • www.m-m.net

July 20, 2022

Robert Yeakey
Moonrise Partners, LLC
11760 Gee Norman Road
Belgrade, MT 59714

Re: Town of West Yellowstone Wastewater Treatment System
MMI # 6358.002.00

Dear Rob:

As requested, we have worked with Dick Dyer of The Dyer Group, LLC to evaluate options to increase the capacity of the Town of West Yellowstone's wastewater treatment facility. The attached preliminary report identifies an option to increase the facilities capacity to 1,000,000 gallon per day to meet the current discharge permit limits.

If you have any questions regarding this, please contact me.

Sincerely,

James R. Nickelson, P.E.
Project Manager

Enclosures

N:\6358\002\03 Pre-Design\WW Trtmt Review\Reports\Tech Memo 5 Final - 1.0 mgd\07 20 2022 Rob Yeakey Letter.docx

West Yellowstone, Montana
Existing Aerated Lagoon Upgrade
Preliminary Evaluation
July 2022

Introduction

The Town of West Yellowstone is currently planning to improve the wastewater treatment facilities by constructing a mechanical treatment plant. However, it is possible to upgrade the existing aerated lagoon treatment facilities to provide for a 20-year growth at substantially less cost than the current proposal – which is the subject of this report.

A previous analysis looked at various components of the existing facilities and determined that the current capacity of the existing treatment facilities is about 780,000 gallons per day, based on the average monthly flows and estimated biochemical oxygen demand (BOD) and nitrogen loading for the tourist season from about June through September. Currently the plant is likely treating about 610,000 gallons per day on average during that timeframe and about 310,000 gallons per day on average during the off-season.

The current limiting factor for the treatment plant capacity is the amount of total nitrogen in the effluent being discharged to the infiltration/percolation beds. Additionally, it is good practice to have a treatment facility that will treat wastewater to secondary treatment standards (85% removal of BOD and total suspended solids (TSS)) in order to have a healthy and odor-free treatment facility – although 85% removal is not a requirement for the current facility. Meeting secondary treatment standards will also preserve the quality and capacity if the infiltration/percolation (I/P) cells used to dispose of the effluent to groundwater.

The following presents the assumptions, basis of design, and proposed improvements that would upgrade the existing facility to provide treatment for 1.0 million gallons per day (mgd) and meet current discharge permit limits. It is recommended that the final selected design flow be slightly less than 1.0 mgd due to permitting parameters.

Design Considerations

A previous study indicated a 1% annual growth for the Town, which is reasonable based on measurements of incoming flow over the years. Through a 20-year period, this growth rate represents a 1.22 growth factor x the existing 780,000 GPD capacity = 952,000 GPD. The design currently pursued by the Town of West Yellowstone is for a mechanical facility sized to treat 1.5 million gallons per day. However, overdesigning wastewater treatment facilities is expensive and often does not result in better treatment. Oversized lagoons tend to grow excessive algae which reduce effluent quality and increase sludge production. Aeration design for a larger than needed system costs more to operate on a daily basis, further increasing costs of the facility. Therefore, the forecasted growth rate was used to select a reasonable tourist season design flow of 1.0 mgd.

Off-season flows are about half of average summer tourist season flows. This reduction of flow happens to correlate with the reduction in biologic treatment capacity from summer to winter, so winter flows do not create any special design considerations.

The existing BOD load of about 1,000 lb/d was based on an influent concentration of about 200 mg/L, which is assumed to remain relatively constant throughout the year. It is also

assumed that this concentration will remain stable as the town grows because this growth is not expected to change the nature of the existing service area and the wastewater it generates.

The existing summer season nitrogen load of about 245 pounds per day was based on an influent concentration of 48 mg/L. Off-season nitrogen loading is about half of this value. As for BOD, this concentration is not expected to change with future community growth and can be used for design purposes in addressing total nitrogen loading.

Secondary treatment (85% removal) will be used as the design target for BOD and TSS removal as discussed above. The only current permit limit is for total nitrogen and is set at 314 pounds per day. This limit does not require nitrogen removal at current flows and loads.

Design influent loads were calculated using the BOD and TN concentrations listed above and the projected design flows of 1.0 mgd during the summer and 0.5 mgd during the winter. The following summarizes design influent BOD and TN loads:

	Summer Average	**Off-Season Average**
Flow	1.0 mgd	0.5 mgd
Average BOD	1,670 lb/d	835 lb/d
Average TN	400 lb/d	200 lb/d

These flows and loads present a 40 percent increase over current conditions and exceed the design capacity of the existing lagoon facility. Nitrogen removal will be necessary for these increased flows and loads during the summer to meet permit limits. Permit limits could become more stringent if ambient conditions in the groundwater indicate that a higher level of treatment is needed to protect groundwater quality. Future permit limits may also include BOD and *E. coli*. Since groundwater is very deep in the area and no drinking water wells exist near the lagoon facility, a change in effluent limits is not considered likely at this time, and potential disinfection was not considered as part of this analysis.

Theory of Operation

The existing aerated lagoon treatment facility must be expanded and rehabilitated but the basins themselves can continue to be used. The nearly 30-year-old facility needs significant rehabilitation as will be discussed. Then addition of treatment volume and new treatment steps will be necessary to meet the desired design flow and address the total nitrogen loading limitations.

Ammonia is the form of nitrogen naturally contained in the influent. It takes two steps to remove it from the wastewater – first conversion from ammonia to nitrate (nitrification) and then conversion of nitrate to nitrogen gas (denitrification). The Nitrogen gas simply escapes into the air. This process will be started in a nitrification reactor, which will be added after Cell A to provide controlled conversion from ammonia to nitrate (nitrification). The nitrification reactor will also have capacity to further reduce BOD to levels that allow for subsequent successful nitrification. This will simplify lagoon operation because neither lagoon cell will require aeration. Some form of mixing may be installed in the lagoon cells but is not imperative. The solution presented here does not provide for mixing in the lagoon cells.

A pumped recycle stream from the nitrification reactor back to the head of Cell A will return nitrate to mix with the influent. Cell A will not be aerated to create anoxic conditions. Nitrate is converted to nitrogen gas and removed from the wastewater while influent BOD is also removed.

Effluent from the nitrification reactor will continue to Cell B. Cell B will not be aerated and serve to further polish effluent from the nitrification reactor and settle any solids remaining in the wastewater. Effluent from Cell B will be ready for disposal.

Alternatively, only a portion of the total flow (side stream) may be treated during the summer when higher influent nitrogen loading requires removal to meet the permit limit. A smaller nitrification reactor could be located at the east end of Cell B and receive Cell B effluent. As for the system described above, the pumped recycle stream would return nitrate to the head of an unaerated Cell A. Cell B would then be aerated to provide for additional BOD removal. A new Cell C would serve to polish effluent from the nitrification reactor and settle solids.

The upgraded system will no longer need the polishing pond and installation of a new lagoon cell, if needed, will be in the footprint of the polishing pond. The nitrification reactor will need to be located near the west end of Cells A and B for the full 1.0 mgd option or near the east end of Cell B for the side stream treatment option.

Description of Proposed Improvements

Several components of the existing facilities are in need of rehabilitation and/or upgrading to provide improvements to the existing facility to allow it to meet the increased design flow and also provide an appropriate service life for continuing service through the next 20 years. The following subsections present and describe these improvements.

Influent and Effluent Flow Meter – reportedly the influent flow meter is not working correctly. It is possible toreplace it with an electromagnetic flow meter designed for the tight piping situation present in the existing facility. Another option would be a Parshall flume installed in a metering manhole. Investigations of the hydraulic profile and local conditions will be needed to decide which meter would be the best fit. For this report, it was assumed that a magnetic flow meter would work best. Work includes furnishing the meter and installation, as well as related pipe modifications.

An effluent flow meter will need to be provided to comply with Circular DEQ-2 design standards. The effluent flow meter could be a magnetic flow meter, V-notch weir, rectangular weir, or flume. As for the influent meter, the hydraulic profile may decide which meter type is chosen. For this report, a magnetic flow meter was assumed to be feasible.

Sludge Removal and Disposal – in the biodredging process, biological agents are introduced into the wastewater that digest the sludge in place and convert it to basic suspended nutrients and off-gases. This technique was previously used at the West Yellowstone facility, reducing accumulated sludge depths by 75% ina single season. However, repeated application of biodredging may have reduced results and a small amount of sludge will always be left after completion of the process. This sludge must be removed before the liner can be replaced. Therefore, some mechanical sludge removal and disposal will be necessary.

Sludge judging or other survey should be performed to determine sludge depths and calculate in-place sludge volume to more accurately estimate removal and disposal cost and evaluate options for disposal. Sludge sampling should be performed in accordance with 40 CFR 503 regulations to determine if the sludge is suitable for land application.

Since sludge removal requires a treatment cell to be out of service, the time for sludge removal should be minimized. Liquid removal by dredging or pumping is typically the quickest way for sludge removal and would be recommended here. These methods also protect the existing liner.

Protection of the existing liner during removal activities is important to avoid leakage of organic material into the subgrade. If organic material is trapped under the new liner, organic processes can produce gases that will cause the new liner to “bubble” up or “whale.”

Land application is typically the least expensive sludge disposal option if land can be found within a reasonable distance to the lagoon site. Land application requires compliance with the federal 40 CFR 503 regulations, which include requirements for sludge sampling, pollutant limits, and calculations for application at agronomic rates for nitrogen.

If land application is not feasible either because of sludge quality of haul distances, disposal in a landfill may be considered. Landfill typically require that sludge meets the paint filter test, meaning it is drip dry and does not release free liquid. The landfill will have their own sampling requirements which may include those of the 40 CFR 503 regulations plus others like the TCLP test and testing for volatile organics. Landfills will typically treat sludge the same as household waste and charge the same tipping fees. Some landfills may have composting operations that can use the sludge and may charger lower tipping fees.

Whether sludge needs to be dewatered prior to hauling depends on how it will be land applied. If it is to be applied by liquid injection, sludge will be hauled as a liquid in tanker trucks. At the land application site, the liquid sludge would be transferred to the liquid injection equipment tank.

If the disposal site is far away or sludge is to be landfilled, dewatering makes a significant difference in haul costs. Dewatered sludge should be drip dry (pass a paint filter test) prior to hauling to avoid dripping and spills along haul routes.

Dewatering options are typically left to the contractor. Possibilities for this facility include dewatering in temporary drying beds constructed on land adjacent to the lagoons, dewatering by mechanical equipment, and dewatering by pumping to a filter bag or “geotube.” The latter two options would require addition of polymer to facilitate dewatering. Dewatering in drying beds would also require polymer addition if quick dewatering were needed. If sludge can stay in the drying beds for a year or two, polymer would likely not be needed and natural drying processes can be used.

Liner Replacement – the existing lagoon liners have previously been repaired and continue to show evidence of degradation. Replacement of the existing liners with a 60-mil double texturedHDPE liner will be the most cost-effective and appropriate replacement.

Work includes removing the existing sand ballast on top of the floor of the liner and disposing of it at a landfill, and then having the liner supplier bring the new liner material and install it on site. Sand ballast is not needed for HDPE liners. However, a drainage layer below the liner will be included to allow air and water to travel under the liner and escape along the berms, rather than lifting the liner and causing large bubbles or “whaling.” The extent of this drainage layer will be determined after site groundwater elevations have been determined. For this report, drainage layer strips at 50 feet on center were assumed to be sufficient.

For the side stream treatment option, this item includes installation of liner in the new Cell C.

Lagoon Aeration System Replacement – the existing aeration system in Cells A and B has exceeded its design life and the performance has decreased over the years. Replacing the system with newer, more efficient technology will restore performance and serve through the next 20 years. As discussed above, only the side stream option requires aeration in Cell B, otherwise no lagoon aeration will be needed.

Nitrification Facility – the present limit on the capacity of the treatment system is the nitrogen loading in the effluent going to the IP beds. That limit is 314 pounds of total nitrogen per day for the maximum monthly average of a three-month calendar quarter (typically this would be July, August, and September). Since the permit limit will not increase even with desired increased capacity, it will be necessary to reduce the amount of total nitrogen in the effluent from the lagoons. Since the projected winter flows and loads result in effluent nitrogen amounts below the permit limit even without treatment, nitrogen removal is only needed in the summer. Therefore, nitrogen removal options were sized for summer flows, loads, and wastewater temperatures.

The presented system would add a nitrification reactor after the lagoon cells. The nitrification reactor provides an environment where bacteria can grow that convert ammonia to nitrate. Media made of plastic or rock have a large surface area where these bacteria can grow and stay in the system. As wastewater flows through the rocks or plastic media, the bacteria do their work and use the wastewater as food and for respiration. Air is bubbled through the media to provide dissolved oxygen and to help slough off excess bacteria growth.

There are different types of nitrification reactors. One type uses open concrete tanks partially filled with floating plastic media and equipped with coarse-bubble diffusers. Screens keep the media in the basin as wastewater flows through. These reactors have a small footprint. Another type of nitrification reactor is installed below the ground and uses rocks rather than plastic. This type of reactor has a larger footprint but offers better insulation because it is buried. For this report, use of a reactor in concrete tanks with plastic media was assumed.

Two options were explored: treatment of the full flow for about 25 percent total nitrogen removal and treatment of one third of the total flow for about 70 percent removal of total nitrogen. Costs for both options are presented at the end of this report.

Return Pump Station – the nitrified wastewater containing nitrate must be recycled to the head of Cell A where incoming BOD will be used in the non-aerated zone to feed bacteria that convert the nitrate to nitrogen gas. This pump station should be capable of pumping at least 100 percent of the total plant flow or 1.0 mgd. Ideally, the pump station should include provisions that allow for upgrading it to pump even higher flows, if future treatment performance indicates that a higher recycle rate would help further reduce nitrogen concentrations in the effluent. For this report, it was assumed that two pumps would be provided, each capable of pumping 1.0 mgd or 690 gpm.

Blowers – air will be supplied by centrifugal blowers. The blowers must be able to provide air for the nitrification reactor and Cell B for the side stream treatment option. The total summertime air requirement will be about 2,000-2,400 scfm, which is over twice the current blower capacity. Given the age of the existing blowers, it was assumed that a complete new set of blowers will be provided for this upgrade. Three 150-horsepower blowers will be needed for the nitrification reactor. The side stream option would need four 100-hp blowers. The blowers will be operated with VFDs, so they can be turned down, particularly during the first part of the planning period when flows and loads are still close to current levels. Centrifugal blowers are more energy efficient than rotary lobe blowers and are recommended to minimize the additional energy requirements associated with this upgrade.

Building – the blowers can be installed outside with weather enclosures or inside a building. For this report, it was assumed that the existing blower building will be completely replaced with a new building large enough to house the blowers and associated electrical equipment

and controls. In addition, an office/lab and storage space will be added for storage of records, tools, sampling equipment, and spare parts.

Operation During Construction – it is always a challenge to continue reasonable wastewater treatment when a facility is receiving a major upgrade such as described above. For this upgrade, it is recommended that the polishing pond is taken out of service first and the new Cells C and D and the nitrification reactor can be constructed within its footprint. Initially, these new cells and reactor will have sufficient capacity to treat all incoming flows and loads. With these new facilities in service, the existing Cells A and B can be rehabilitated.

A budget allowance has been made to accommodate procedures or temporary facilities that maybe needed to keep adequate treatment going during the treatment process during construction. This could include things such as temporary diversions and pumping wastewater to different locations.

Opinion of Probable Cost

Attached is a planning level opinion of the probable cost of implementing the improvements described above.This was developed after consultation with equipment and material suppliers, contractors, and experience on similar improvements in the past (attempting to adjust for current higher prices). At this level of planning, many details and appurtenant treatment facility components are not included. Therefore, an allowance for unlisted items in the amount of ten percent of overall cost was included. In addition, a construction contingency in the amount of 30 percent was included to account for unknown bidding climates, changes in equipment and materials costs, and other unknowns.

Also provided are non-construction costs consisting of engineering and construction/funding administration. These costs are estimated as a percentage of total construction costs. Engineering was estimated at 20 percent of construction cost and administration costs were estimated at five percent.

The total estimated cost of the upgrades and improvements for the full 1.0 mgd option is approximately $7.0 million in today's dollars. The side stream treatment option would be slightly more expensive because of the need for an additional treatment cell and was estimated at about $7.7 million.

Capacity and Treatment Effectiveness Considerations

We are not privy to the reasons behind the desired treatment capacity of 1.5 mgd but accept that the Town has chosen to invest in this capacity for future growth. However, we would like to inform the Town that an increase in design capacity will trigger permitting requirements including non-degradation rules and potentially lower or additional discharge limits. For facilities with design flows of 1.0 mgd or larger a new permit may include more frequent sampling and additional sampling locations.

Upon completion of this facility, initial flows will still be close to what they currently are, between 600,000 and 700,000 gallons per day during the summer and half that during the winter. This means that the new treatment facility will operate at less than half the loading it was designed for. Mechanical treatment plants using an activated sludge treatment process do not perform well when underloaded. They are also not well-suited to respond to large seasonal differences in flow and loading. If multiple treatment trains are provided, operators can take trains out of service during the off-season and use them during the tourist season

only. This presents a significant operator commitment twice per year. This operator commitment would be in addition to the increased operational needs of a mechanical plant.

Lagoons are well suited to handle differences in loading and perform very well when they are underloaded. Operational requirements are minimal when compared to mechanical plants. The only equipment needing regular checks and maintenance would be the blowers and the return pump station. It may also be possible to construct the lagoon in phases, allowing for growth to catch up with an ultimate design capacity of 1.5 mgd. This would allow for spreading out the construction costs and not saddle the rate payers with a larger sum now.

Conclusion

The existing aerated lagoon wastewater treatment facility has served very well over the past three decades – 50% beyond the original design life. With appropriate rehabilitation and upgrading, the existing facilities can continue to function for at least another 20 years and provide adequate treatment and increased plant capacity of 1.0 million gallons per day.

Improvements have been identified, described, and cost projected to determine the work and resources necessary to upgrade the facility and provide increased capacity. These improvements provide for a cost-effective approach to wastewater treatment using and upgrading existing facilities with the minimal addition of a denitrification facility to reduce total nitrogen in the effluent and stay well within discharge permit requirements.

The probable cost of $7 to $8 million is substantially less than the cost of the proposed mechanical treatment facility while providing acceptable capacity for future growth. The resulting savings to the Town and users of the system are very significant and should be given serious consideration.

-- End of Report –

Attach: Site Layout Figure
Opinion of Probable Cost
Manufacturer Proposals

EXISTING

PROPOSED

Morrison Maierle
engineers ▪ surveyors ▪ planners ▪ scientists
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DRAWN BY: DS
DSGN. BY: JRN
APPR. BY: JRN
DATE: 07/2022

WEST YELLOWSTONE WASTEWATER
WEST YELLOWSTONE MONTANA
PROPOSED 1.0 MILLION GALLON PER DAY WASTEWATER FACILITY

PROJECT NO. 6358.002
FIGURE NUMBER A

N:\6358\002\ACAD\Exhibit\WASTE WATER PONDS .dwg
Plotted by dean squires on Jul/19/2022

West Yellowstone Wastewater Treatment Facility Upgrade
Cost Estimate for Lagoon Upgrade and Summertime Nitrogen Removal June 2022

Estimated Project Costs

	Construction Cost (2022)	Non-Construction Cost (2022)	Total Cost Cost (2022)
Cell A and B Sludge Removal & Disposal	$ 202,600	$ 62,400	$ 265,000
Basin Liner and Baffles	$ 681,200	$ 209,700	$ 890,900
Mixing Equipment for Lagoons	$ 88,600	$ 22,300	$ 110,900
Aeration System Piping	$ 161,200	$ 49,700	$ 210,900
MBBR Equipment	$ 2,159,400	$ 539,900	$ 2,699,300
Nitrification Reactor Installation & Piping	$ 787,100	$ 242,300	$ 1,029,400
Return Pump Station Equipment and Installation	$ 275,000	$ 84,700	$ 359,700
Blower Installation	$ 354,600	$ 109,200	$ 463,800
Blower and Office Building (24' x 40')	$ 722,600	$ 222,400	$ 945,000
Total	**$ 5,432,300**	**$ 1,542,600**	**$ 6,974,900**

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Cell A and B Sludge Removal & Disposal

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Biodredging	LS	1	$ 40,000	$ 40,000	
Sludge Removal and Land Application	LS	1	$ 70,000	$ 70,000	
Sand and Liner Disposal	LS	1	$ 10,000	$ 10,000	
Unlisted Items (10%)	LS	1	$ 12,000	$ 12,000	
Subtotal Materials and Labor					**$ 132,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 6,600	$ 6,600	
Taxes, Bonds and Insurance (3%)	LS	1	$ 4,000	$ 4,000	
General Requirements (10%)	LS	1	$ 13,200	$ 13,200	
Construction Contingency (30%)	LS	1	$ 46,800	$ 46,800	
Subtotal General Conditions					**$ 70,600**
Construction Cost					**$ 202,600**
Non-Construction					
Engineering (20%)				$ 49,900	
Project Administration (5%)				$ 12,500	
Non-Construction Cost					**$ 62,400**
Total Project Cost					**$ 265,000**

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Basin Liner and Baffles

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
HDPE Liner	LS	1	$ 384,000	$ 384,000	
Drainage Layer	LS	1	$ 60,000	$ 60,000	
Baffles	LS	1	$ 115,000	$ 115,000	
Unlisted Items (10%)	LS	1	$ 45,000	$ 45,000	
Subtotal Materials and Labor					**$ 444,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 22,200	$ 22,200	
Taxes, Bonds and Insurance (3%)	LS	1	$ 13,400	$ 13,400	
General Requirements (10%)	LS	1	$ 44,400	$ 44,400	
Construction Contingency (30%)	LS	1	$ 157,200	$ 157,200	
Subtotal General Conditions					**$ 237,200**
Construction Cost					**$ 681,200**
Non-Construction					
Engineering (20%)				$ 167,700	
Project Administration (5%)				$ 42,000	
Non-Construction Cost					**$ 209,700**
Total Project Cost					**$ 890,900**

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Mixing Equipment for Lagoons

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Mixing Equipment	LS	1	$ 75,000	$ 75,000	
Unlisted Items (10%)	LS	1	$ 7,500	$ 7,500	
Subtotal Materials and Labor					**$ 75,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 3,800	$ 3,800	
Taxes, Bonds and Insurance (3%)	LS	1	$ 2,300	$ 2,300	
General Requirements (10%)	LS	1	$ 7,500	$ 7,500	
Construction Contingency (30%)	LS	1	$ -	$ -	
Subtotal General Conditions					**$ 13,600**
Construction Cost					**$ 88,600**
Non-Construction					
Engineering (20%)				$ 17,800	
Project Administration (5%)				$ 4,500	
Non-Construction Cost					**$ 22,300**
Total Project Cost					**$ 110,900**

MBBR Equipment

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Aeration Equipment and Blowers	LS	1	$ 1,830,000	$ 1,830,000	
Unlisted Items (10%)	LS	1	$ 183,000	$ 183,000	
Subtotal Materials and Labor					**$ 1,830,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 91,500	$ 91,500	
Taxes, Bonds and Insurance (3%)	LS	1	$ 54,900	$ 54,900	
General Requirements (10%)	LS	1	$ 183,000	$ 183,000	
Construction Contingency (30%)	LS	1	$ -	$ -	
Subtotal General Conditions					**$ 329,400**
Construction Cost					**$ 2,159,400**
Non-Construction					
Engineering (20%)				$ 431,900	
Project Administration (5%)				$ 108,000	
Non-Construction Cost					**$ 539,900**
Total Project Cost					**$ 2,699,300**

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Aeration System Piping

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Trench Excavation and Backfill	LS	1	$ 35,000	$ 35,000	
Surface Restoration	LS	1	$ 12,000	$ 12,000	
Air Piping Buried	LF	400	$ 85	$ 34,000	
Air Piping Fittings	LS	1	$ 12,000	$ 12,000	
Air Flow Meters and Valves	LS	1	$ 12,000	$ 12,000	
Unlisted Items (10%)	LS	1	$ 10,500	$ 10,500	
Subtotal Materials and Labor					**$ 105,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 5,300	$ 5,300	
Taxes, Bonds and Insurance (3%)	LS	1	$ 3,200	$ 3,200	
General Requirements (10%)	LS	1	$ 10,500	$ 10,500	
Construction Contingency (30%)	LS	1	$ 37,200	$ 37,200	
Subtotal General Conditions					**$ 56,200**
Construction Cost					**$ 161,200**
Non-Construction					
Engineering (20%)				$ 39,700	
Project Administration (5%)				$ 10,000	
Non-Construction Cost					**$ 49,700**
Total Project Cost					**$ 210,900**

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Nitrification Reactor Installation & Piping

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Excavation and Backfill	LS	1	$ 37,000	$ 37,000	
Concrete	LS	1	$ 300,000	$ 300,000	
Site Restoration	LS	1	$ 5,000	$ 5,000	
Manholes	LS	3	$ 23,000	$ 69,000	
18-inch Process Piping	LS	1	$ 38,000	$ 38,000	
10-inch Force Main	LS	1	$ 64,000	$ 64,000	
Unlisted Items	LS	1	$ 51,300	$ 51,300	
Subtotal Materials and Labor					**$ 513,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 25,700	$ 25,700	
Taxes, Bonds and Insurance (3%)	LS	1	$ 15,400	$ 15,400	
General Requirements (10%)	LS	1	$ 51,300	$ 51,300	
Construction Contingency (30%)	LS	1	$ 181,700	$ 181,700	
Subtotal General Conditions					**$ 274,100**
Construction Cost					**$ 787,100**
Non-Construction					
Engineering (20%)				$ 193,800	
Project Administration (5%)				$ 48,500	
Non-Construction Cost					**$ 242,300**
Total Project Cost					**$ 1,029,400**

Blower Installation

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Trench Excavation and Backfill	LS	1	$ 22,000	$ 22,000	
Surface Restoration	LS	1	$ 9,000	$ 9,000	
Electrical	LS	1	$ 130,000	$ 130,000	
Piping and Valves	LS	1	$ 74,000	$ 74,000	
Unlisted Items	LS	1	$ 24,000	$ 24,000	
Subtotal Materials and Labor					**$ 235,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 11,800	$ 11,800	
Taxes, Bonds and Insurance (3%)	LS	1	$ 7,100	$ 7,100	
General Requirements (8%)	LS	1	$ 18,800	$ 18,800	
Construction Contingency (30%)	LS	1	$ 81,900	$ 81,900	
Subtotal General Conditions					**$ 119,600**
Construction Cost					**$ 354,600**
Non-Construction					
Engineering (20%)				$ 87,300	
Project Administration (5%)				$ 21,900	
Non-Construction Cost					**$ 109,200**
Total Project Cost					**$ 463,800**

0

Annual O&M Costs						
Average Power Consumption	21.1	kW	8760	$ 0.10	$	18,484
Wear Part Replacement	2	filters every	3	$ 600	$	400
Consumables	2	oil changes annually		$ 480	$	960
Total Annual O&M Cost (excluding labor)					**$**	**19,844**
Present Worth (5%, 20 years)	0.05	20			**$**	**711,000**

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Return Pump Station Equipment and Installation

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Package Lift Station - Self Priming	LS	1	$ 94,900	$ 94,900	
Installation of Lift Station - Self Priming	LS	1	$ 15,700	$ 15,700	
Wetwell Interior Piping & Supports	LS	1	$ 8,300	$ 8,300	
Flow Meter	LS	1	$ 8,300	$ 8,300	
Site Electrical	LS	1	$ 44,000	$ 44,000	
Site Restoration	LS	1	$ 11,000	$ 11,000	
Subtotal Materials and Labor					**$ 182,200**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 9,200	$ 9,200	
Taxes, Bonds and Insurance (3%)	LS	1	$ 5,500	$ 5,500	
General Requirements (8%)	LS	1	$ 14,600	$ 14,600	
Construction Contingency (30%)	LS	1	$ 63,500	$ 63,500	
Subtotal General Conditions					**$ 92,800**
Construction Cost					**$ 275,000**
Non-Construction					
Engineering (20%)				$ 67,700	
Project Administration (5%)				$ 17,000	
Non-Construction Cost					**$ 84,700**
Total Project Cost					**$ 359,700**

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Blower and Office Building (24' x 40')

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Excavation, Gravel & Backfill	LS	1	$ 19,000	$ 19,000	
Suface Restoration	LS	1	$ 5,000	$ 5,000	
Heated and Conditioned Building (24' x 40')	LS	1	$ 386,000	$ 386,000	
Electrical and Controls	LS	1	$ 25,000	$ 25,000	
Unlisted Items	LS	1	$ 44,000	$ 44,000	
Subtotal Materials and Labor					**$ 479,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 24,000	$ 24,000	
Taxes, Bonds and Insurance (3%)	LS	1	$ 14,400	$ 14,400	
General Requirements (8%)	LS	1	$ 38,400	$ 38,400	
Construction Contingency (30%)	LS	1	$ 166,800	$ 166,800	
Subtotal General Conditions					**$ 243,600**
Construction Cost					**$ 722,600**
Non-Construction					
Engineering (20%)				$ 177,900	
Project Administration (5%)				$ 44,500	
Non-Construction Cost					**$ 222,400**
Total Project Cost					**$ 945,000**

West Yellowstone Wastewater Treatment Facility Upgrade
Cost Estimate for Lagoon Upgrade and Sidestream Summertime Nitrogen Removal
June 2022

Estimated Project Costs

	Construction Cost (2022)	Non-Construction Cost (2022)	Total Cost Cost (2022)
Cell C Earthwork & Piping	$ 1,632,300	$ 502,300	$ 2,134,600
Cell A and B Sludge Removal & Disposal	$ 202,600	$ 62,400	$ 265,000
Basin Liner and Baffles	$ 871,400	$ 268,200	$ 1,139,600
Aeration Equipment and Blowers for Lagoons	$ 424,800	$ 106,300	$ 531,100
MBBR Equipment	$ 826,000	$ 206,500	$ 1,032,500
Aeration System Piping and Installation	$ 187,200	$ 57,700	$ 244,900
Nitrification Reactor Installation & Piping	$ 468,000	$ 144,000	$ 612,000
Return Pump Station Equipment and Installation	$ 275,000	$ 84,700	$ 359,700
Blower Installation	$ 324,400	$ 99,900	$ 424,300
Blower and Office Building (24' x 40')	$ 722,600	$ 222,400	$ 945,000
Total	**$ 5,934,300**	**$ 1,754,400**	**$ 7,688,700**

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Cell C Construction and Piping

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Earthwork	LS	1	$ 721,000	$ 721,000	
18" Piping	LS	1	$ 210,000	$ 210,000	
Manholes	LS	1	$ 36,000	$ 36,000	
Unlisted Items	LS	1	$ 97,000	$ 97,000	
Subtotal Materials and Labor					**$ 1,064,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 53,200	$ 53,200	
Taxes, Bonds and Insurance (3%)	LS	1	$ 32,000	$ 32,000	
General Requirements (10%)	LS	1	$ 106,400	$ 106,400	
Construction Contingency (30%)	LS	1	$ 376,700	$ 376,700	
Subtotal General Conditions					**$ 568,300**
Construction Cost					**$ 1,632,300**
Non-Construction					
Engineering (20%)				$ 401,800	
Project Administration (5%)				$ 100,500	
Non-Construction Cost					**$ 502,300**
Total Project Cost					**$ 2,134,600**

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Cell A and B Sludge Removal & Disposal

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Biodredging	LS	1	$ 40,000	$ 40,000	
Sludge Removal and Land Application	LS	1	$ 70,000	$ 70,000	
Sand and Liner Disposal	LS	1	$ 10,000	$ 10,000	
Unlisted Items (10%)	LS	1	$ 12,000	$ 12,000	
Subtotal Materials and Labor					**$ 132,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 6,600	$ 6,600	
Taxes, Bonds and Insurance (3%)	LS	1	$ 4,000	$ 4,000	
General Requirements (10%)	LS	1	$ 13,200	$ 13,200	
Construction Contingency (30%)	LS	1	$ 46,800	$ 46,800	
Subtotal General Conditions					**$ 70,600**
Construction Cost					**$ 202,600**
Non-Construction					
Engineering (20%)				$ 49,900	
Project Administration (5%)				$ 12,500	
Non-Construction Cost					**$ 62,400**
Total Project Cost					**$ 265,000**

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Basin Liner and Baffles

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
HDPE Liner	LS	1	$ 508,000	$ 508,000	
Drainage Layer	LS	1	$ 60,000	$ 60,000	
Baffles	LS	1	$ 115,000	$ 115,000	
Unlisted Items (10%)	LS	1	$ 57,000	$ 57,000	
Subtotal Materials and Labor					**$ 568,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 28,400	$ 28,400	
Taxes, Bonds and Insurance (3%)	LS	1	$ 17,100	$ 17,100	
General Requirements (10%)	LS	1	$ 56,800	$ 56,800	
Construction Contingency (30%)	LS	1	$ 201,100	$ 201,100	
Subtotal General Conditions					**$ 303,400**
Construction Cost					**$ 871,400**
Non-Construction					
Engineering (20%)				$ 214,500	
Project Administration (5%)				$ 53,700	
Non-Construction Cost					**$ 268,200**
Total Project Cost					**$ 1,139,600**

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Aeration Equipment and Blowers for Lagoons

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Aeration Equipment	LS	1	$ 360,000	$ 360,000	
Blowers	LS	1	$ 198,000	$ 198,000	
Unlisted Items (10%)	LS	1	$ 36,000	$ 36,000	
Subtotal Materials and Labor					**$ 360,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 18,000	$ 18,000	
Taxes, Bonds and Insurance (3%)	LS	1	$ 10,800	$ 10,800	
General Requirements (10%)	LS	1	$ 36,000	$ 36,000	
Construction Contingency (30%)	LS	1	$ -	$ -	
Subtotal General Conditions					**$ 64,800**
Construction Cost					**$ 424,800**
Non-Construction					
Engineering (20%)				$ 85,000	
Project Administration (5%)				$ 21,300	
Non-Construction Cost					**$ 106,300**
Total Project Cost					**$ 531,100**

MBBR Equipment

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Aeration Equipment and Blowers	LS	1	$ 700,000	$ 700,000	
Unlisted Items (10%)	LS	1	$ 70,000	$ 70,000	
Subtotal Materials and Labor					**$ 700,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 35,000	$ 35,000	
Taxes, Bonds and Insurance (3%)	LS	1	$ 21,000	$ 21,000	
General Requirements (10%)	LS	1	$ 70,000	$ 70,000	
Construction Contingency (30%)	LS	1	$ -	$ -	
Subtotal General Conditions					**$ 126,000**
Construction Cost					**$ 826,000**
Non-Construction					
Engineering (20%)				$ 165,200	
Project Administration (5%)				$ 41,300	
Non-Construction Cost					**$ 206,500**
Total Project Cost					**$ 1,032,500**

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Aeration System Piping and Installation

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Trench Excavation and Backfill	LS	1	$ 35,000	$ 35,000	
Surface Restoration	LS	1	$ 12,000	$ 12,000	
Air Piping Buried	LF	600	$ 85	$ 51,000	
Air Piping Fittings	LS	1	$ 12,000	$ 12,000	
Air Flow Meters and Valves	LS	1	$ 12,000	$ 12,000	
Unlisted Items (10%)	LS	1	$ 12,200	$ 12,200	
Subtotal Materials and Labor					**$ 122,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 6,100	$ 6,100	
Taxes, Bonds and Insurance (3%)	LS	1	$ 3,700	$ 3,700	
General Requirements (10%)	LS	1	$ 12,200	$ 12,200	
Construction Contingency (30%)	LS	1	$ 43,200	$ 43,200	
Subtotal General Conditions					**$ 65,200**
Construction Cost					**$ 187,200**
Non-Construction					
Engineering (20%)				$ 46,100	
Project Administration (5%)				$ 11,600	
Non-Construction Cost					**$ 57,700**
Total Project Cost					**$ 244,900**

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Nitrification Reactor Installation & Piping

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Excavation and Backfill	LS	1	$ 10,000	$ 10,000	
Concrete	LS	1	$ 108,000	$ 108,000	
Site Restoration	LS	1	$ 5,000	$ 5,000	
Manholes	LS	3	$ 23,000	$ 69,000	
18-inch Process Piping	LS	1	$ 45,000	$ 45,000	
8-inch Process Piping	LS	1	$ 18,000	$ 18,000	
8-inch Force Main	LS	1	$ 50,000	$ 50,000	
Unlisted Items	LS	1	$ 30,500	$ 30,500	
Subtotal Materials and Labor					**$ 305,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 15,300	$ 15,300	
Taxes, Bonds and Insurance (3%)	LS	1	$ 9,200	$ 9,200	
General Requirements (10%)	LS	1	$ 30,500	$ 30,500	
Construction Contingency (30%)	LS	1	$ 108,000	$ 108,000	
Subtotal General Conditions					**$ 163,000**
Construction Cost					**$ 468,000**
Non-Construction					
Engineering (20%)				$ 115,200	
Project Administration (5%)				$ 28,800	
Non-Construction Cost					**$ 144,000**
Total Project Cost					**$ 612,000**

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Blower Installation

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Trench Excavation and Backfill	LS	1	$ 12,000	$ 12,000	
Surface Restoration	LS	1	$ 9,000	$ 9,000	
Electrical	LS	1	$ 160,000	$ 160,000	
Piping and Valves	LS	1	$ 34,000	$ 34,000	
Unlisted Items	LS	1	$ 22,000	$ 22,000	
Subtotal Materials and Labor					**$ 215,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 10,800	$ 10,800	
Taxes, Bonds and Insurance (3%)	LS	1	$ 6,500	$ 6,500	
General Requirements (8%)	LS	1	$ 17,200	$ 17,200	
Construction Contingency (30%)	LS	1	$ 74,900	$ 74,900	
Subtotal General Conditions					**$ 109,400**
Construction Cost					**$ 324,400**
Non-Construction					
Engineering (20%)				$ 79,900	
Project Administration (5%)				$ 20,000	
Non-Construction Cost					**$ 99,900**
Total Project Cost					**$ 424,300**

0

Annual O&M Costs						
Average Power Consumption	21.1	kW	8760	$ 0.10	$	18,484
Wear Part Replacement	2	filters every	3	$ 600	$	400
Consumables	2	oil changes annually		$ 480	$	960
Total Annual O&M Cost (excluding labor)					**$**	**19,844**
Present Worth (5%, 20 years)	0.05	20			**$**	**672,000**

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Return Pump Station Equipment and Installation

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Package Lift Station - Self Priming	LS	1	$ 94,900	$ 94,900	
Installation of Lift Station - Self Priming	LS	1	$ 15,700	$ 15,700	
Wetwell Interior Piping & Supports	LS	1	$ 8,300	$ 8,300	
Flow Meter	LS	1	$ 8,300	$ 8,300	
Site Electrical	LS	1	$ 44,000	$ 44,000	
Site Restoration	LS	1	$ 11,000	$ 11,000	
Subtotal Materials and Labor					**$ 182,200**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 9,200	$ 9,200	
Taxes, Bonds and Insurance (3%)	LS	1	$ 5,500	$ 5,500	
General Requirements (8%)	LS	1	$ 14,600	$ 14,600	
Construction Contingency (30%)	LS	1	$ 63,500	$ 63,500	
Subtotal General Conditions					**$ 92,800**
Construction Cost					**$ 275,000**
Non-Construction					
Engineering (20%)				$ 67,700	
Project Administration (5%)				$ 17,000	
Non-Construction Cost					**$ 84,700**
Total Project Cost					**$ 359,700**

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Blower and Office Building (24' x 40')

Item	Units	Total Quantity	Unit Cost	Total Cost	Sub-Total Cost
Construction					
Excavation, Gravel & Backfill	LS	1	$ 19,000	$ 19,000	
Suface Restoration	LS	1	$ 5,000	$ 5,000	
Heated and Conditioned Building (24' x 40')	LS	1	$ 386,000	$ 386,000	
Electrical and Controls	LS	1	$ 25,000	$ 25,000	
Unlisted Items	LS	1	$ 44,000	$ 44,000	
Subtotal Materials and Labor					**$ 479,000**
General Conditions and Contingency					
Mobilization/Demobilization (5%)	LS	1	$ 24,000	$ 24,000	
Taxes, Bonds and Insurance (3%)	LS	1	$ 14,400	$ 14,400	
General Requirements (8%)	LS	1	$ 38,400	$ 38,400	
Construction Contingency (30%)	LS	1	$ 166,800	$ 166,800	
Subtotal General Conditions					**$ 243,600**
Construction Cost					**$ 722,600**
Non-Construction					
Engineering (20%)				$ 177,900	
Project Administration (5%)				$ 44,500	
Non-Construction Cost					**$ 222,400**
Total Project Cost					**$ 945,000**

Nexom™

WEST YELLOWSTONE MT

June 24, 2022

BioPORTS™

technologies for cleaner water

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Project Overview

West Yellowstone Montana is looking for options to upgrade their existing lagoon facility for more stringent effluent limits while maintaining the simplicity of lagoon-based operation. For these reasons Nexom has proposed a BioPorts™ wastewater treatment system comprising:

- Retain existing lagoon cells (suitability assessment by others)
    - Cell 1 retained for initial pre-denitrification
    - Cell 2 retained for final polishing and settling
- Implement a two-stage Moving Bed Biofilm Reactor (MBBR) between Cells 1 & 2
    - MBBR Stage 1 for pre-denitrification of residual nitrate
    - MBBR Stage 2 for BOD removal and nitrification
- Implement a nitrified effluent recycle from MBBR Zone 2 to Lagoon Cell 1 (by others)

Nexom's proposed treatment system has been designed with the following benefits:

- Small footprint and intensified treatment with low civil and land acquisition costs.
- Treatment to the limit with simple to operate and reliable processes.
- Energy efficient coarse bubble aeration that does not require membrane replacement.
- Low O&M – no external carbon required and low biosolids production.

Assumptions

- pH shall be within 6.5-8.5.
- Water temperature shall not exceed 35 °C.
- Biocidal or inhibiting compounds shall not be present at concentrations detrimental to biological treatment.
- FOG shall not exceed 120 mg/l.
- Macro- and micro-nutrients shall be present in quantities that are not limiting to biological growth.
- Approximately 5 mg/l bioavailable nitrogen and 1 mg/l bioavailable phosphorus are required per 100 mg/l influent cBOD5.

System Design Parameters

Design flows and characteristics are presented in the following table:

Parameter	Unit	Summer	Winter
Flow	gpd	1,000,000	500,000
Recycle	gpd	1,000,000	1,000,000
Temperature	˚C	10-20	0.5-10
cBOD5	lbs/d	1,620	810
TKN	lbs/d	400	200

- An ~694 gpm nitrified effluent recycle from MBBR Zone 2 to Lagoon Cell 1 is required.

Design effluent objectives are presented in the following table:

Parameter	Unit	Design
cBOD5		85% Removal
TN	lbs/d	314

OPTAER lagoon design parameters are presented in the following table:

Parameter	Unit	Cell 1	Cell 2
Function		Denitrification	Settling
Water Depth	ft	15	15
Sideslope		2:1	2:1
Water Volume	gal	7,209,576	6,652,352

BioPorts MBBR design parameters are presented in the following table:

Parameter	Unit	Stage 1	Stage 2
Function		Denitrification	Nitrification
No. Parallel Trains		1	1
Per Train:			
Length	ft	35	35
Width	ft	35	35
Water Depth	ft	15	15
Freeboard	ft	3	3
Media Filling Fraction	%	50	50
No. Effluent Screens		2	2
Screen Diameter	in	24	24
Effective Length	in	81	81
No. Drain Screens		1	1
Screen Diameter	in	4	4
Effective Length	in	12.6	12.6
Dissolved Oxygen	mg/l	-	Variable
No. Diffusers		-	40
Diffuser Type		-	MaxAir SS 24
Diffuser Configuration		-	Duplex
No. Mixers		1	-
Mixer Type		Hyperbolic	-
Installed Power	HP	15	-

Blower design parameters are presented in the following table:

Parameter	Unit	Zone 1
Elevation	ft	6,667
No. Blowers		
Duty		2
Standby		1
Per Blower:		
Installed Power	HP	125
Max Airflow	scfm	1,587
Average Airflow	scfm	1,163
Min Airflow	scfm	593
Normal Pressure	psi	7.3
Max Pressure	psi	8.5

Treatment Processes

The BioPorts™ Moving Bed Biofilm Reactor (MBBR) is an advanced biological process for efficient and reliable wastewater treatment. Biofilms maintain active treatment biomass in a small footprint. Biofilms are self-maintaining and continuously replace old biomass with new biomass. Therefore, operator worries are eliminated since operator control of sludge wasting is not required to maintain treatment performance.

BioPorts HDPE media cultivates biofilm comprising specialized microorganisms that provide intensified treatment. The media are retained in designated treatment zones by wedge wire screens while peak flows pass through unimpeded.

Aerobic zones require aeration for oxygen supply and mixing. The aeration system comprises an engineered grid of diffusers that has been optimized for energy efficiency and effective mixing while utilizing maintenance-free coarse bubble diffusers.

Anoxic and anaerobic zones require mechanical mixers to disperse BioPorts media uniformly throughout the zone(s). The mechanical mixers have been designed for the BioPorts media and maximize dispersion and mass transfer.

Positive displacement blowers are used to provide air supply for the treatment system. Blowers are designed to provide the required airflow at normal system pressure and have the capability of operating at the maximum system pressure intermittently for diffuser purging. The blowers are equipped with sound attenuating enclosures and VFDs.

Scope of Work

General

- Nexom System Process Design including CAD Drawings and Specifications
- Operation and Maintenance Manuals and Project Record Drawings
- Installation Inspection / Start-up / Commissioning of Nexom Supplied Equipment
- Shipping to Site: West Yellowstone, MT

BioPorts™ Moving Bed Biofilm Reactor

- One (1) lot BioPorts™ media
- Prefabricated aeration grid including SS diffusers/laterals/floor-mounted header and SS drop-pipe
- Four (4) 24” flanged media retention screens for effluent penetrations
- One (1) lot of Screen Scour™ equipment for unaerated effluent retention screens
- Two (2) 4” flanged media retention screens for drain penetrations
- Three (3) 125hp positive displacement blowers with sound attenuating enclosures
- One (1) 15hp vertically mounted mixer
- One (1) DO probe with transmitter, air cleaning assembly, and mounting hardware
- One (1) ORP probe with transmitter, air cleaning assembly, and mounting hardware
- Two (2) float switches for high level alarm
- One (1) control panel with PLC/HMI and blower and mixer VFDs

BUDGETARY COST FOR THE SCOPE OF WORK ABOVE:

$1,828,000 USD plus all taxes / fees

All prices are subject to final design review.

The quote being provided will be in effect only for a period of 30 days. Should the company be awarded a purchase order during that 30-day period, it is understood that shipment of the product will be allowed within a period of 180 days from the date of the purchase order. Should the goods not be required to be delivered until after that time horizon, the company reserves the right to adjust pricing to reflect inflationary changes incurred and expected until the shipment date is reached.

Items Specifically Not Included:

- Anything not listed in the Scope of Work above
- Installation of equipment supplied by Nexom
- Material offloading and secure on-site storage of equipment supplied by Nexom
- Nitrified effluent recycle pumps, required
- Any civil / mechanical / electrical works, including but not limited to:
    - Site preparation and restoration
    - Catwalks, accessways, ladders, staircases, etc.
    - Equipment pads, guiderails, and structural support elements
    - Process / instrumentation building or upgrades to existing building
    - Interconnecting process piping and process tankage
    - Main electrical supply and any electrical work

Questions or Comments?

Any questions or comments can be directed to:

Nexom
Info@nexom.com
888-426-8180

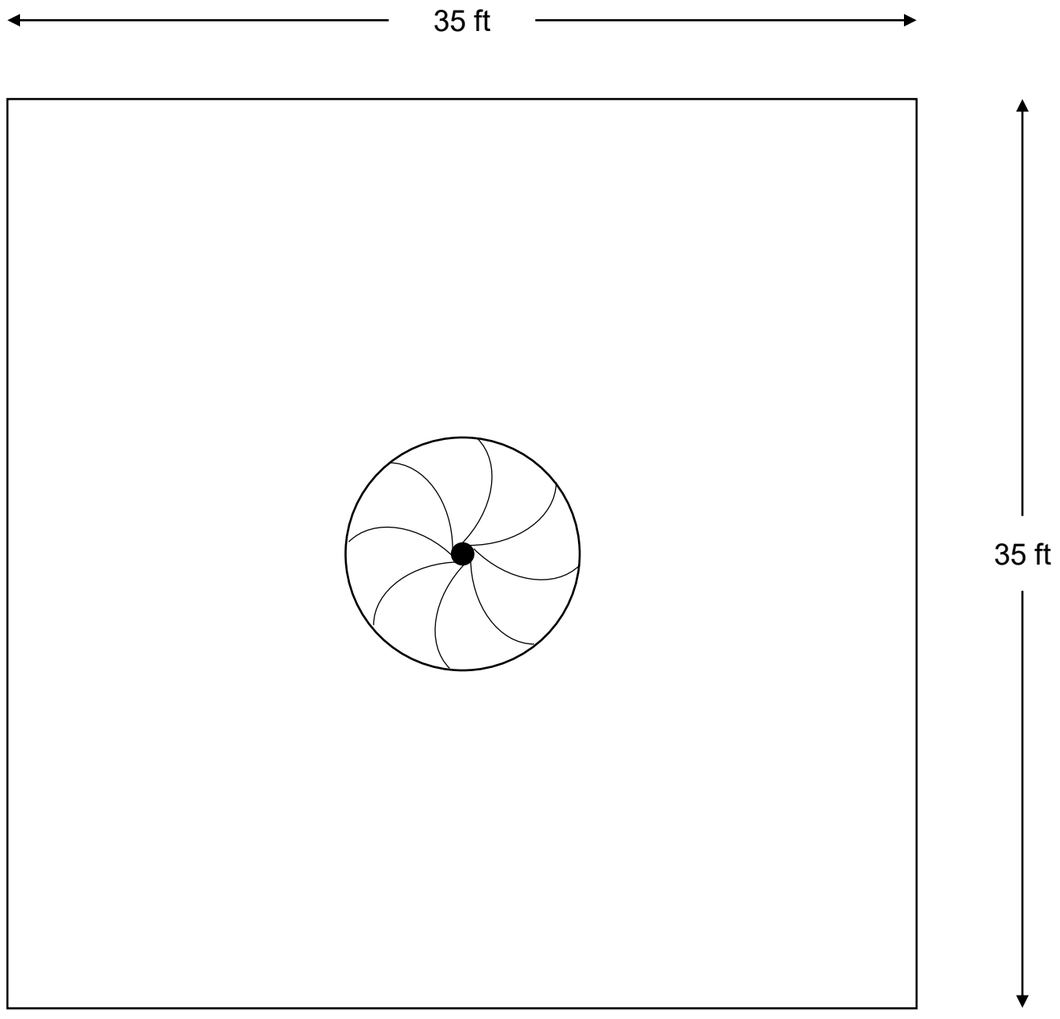
5 Burks Way · Winnipeg MB · R5T 0C9

www.nexom.com

ITEM	QTY	MATERIAL
Mixer	1	15HP Verical Hyperbolic

Notes:

1. Side Water Depth = 15 ft
2. 1 of 1 Basin Shown



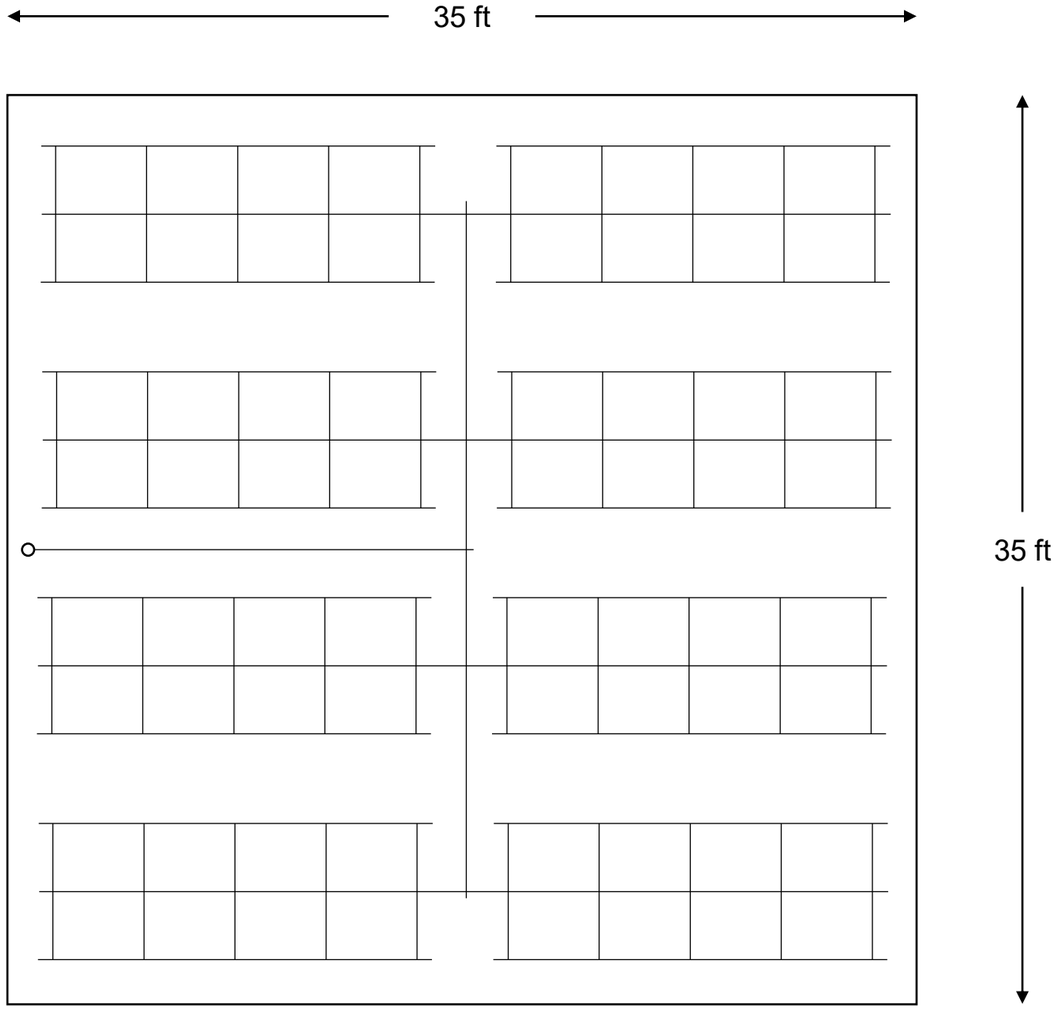
Nexom
5 Burks Way
Winnipeg, Manitoba
Canada R5T 0C9
888-426-8180
www.nexom.com

PROJECT:				
West Yellowstone MT				
TITLE: Stage 1		SCALE:	SHT.	REV.
DATE: 6/16/2022	DRAWN BY: NJG	N.T.S.	1 of 2	05

ITEM	QTY	MATERIAL
Drop	1	10" SCH10 304L S.S.
Header	1	10”x8" SCH10 304L S.S.
Lateral	8	6“ SCH10 304L S.S.
Diffuser	40	MaxAir SS Duplex
Diffuser End Support	Lot	FRP Rail

Notes:

1. Side Water Depth = 15 ft
   Diffuser Submergence = 14 ft
2. 1 of 1 Basin Shown



Nexom
5 Burks Way
Winnipeg, Manitoba
Canada R5T 0C9
888-426-8180
www.nexom.com

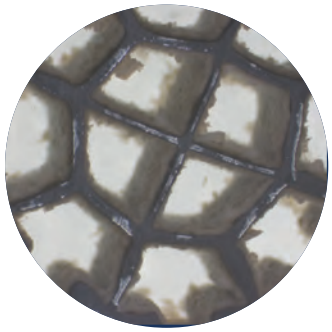
PROJECT: West Yellowstone MT				
TITLE: Stage 2		SCALE: N.T.S.	SHT. 2 of 2	REV. 05
DATE: 6/16/2022	DRAWN BY: NJG			

Nexom

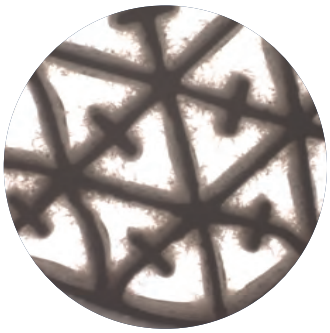
BioPORTS™ 600-14 & 900-09 MBBR MEDIA

Material Features

- High density polyethylene (HDPE) construction
- 100% virgin, high quality resin
- Carbon black for UV protection
- High biologically active surface area
- Optimized for high-rate biological treatment
- Compatible with 1/4" (6mm) influent screening
- Suitable for MBBR and IFAS applications

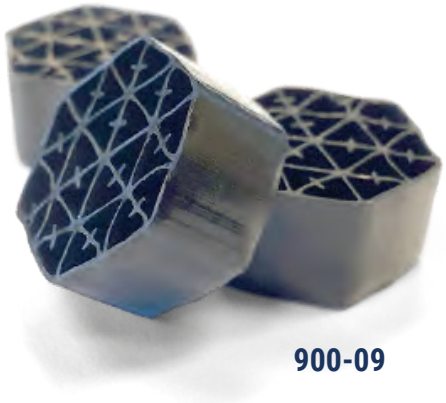


Biofilm 600-14



Biofilm 900-09

600-14



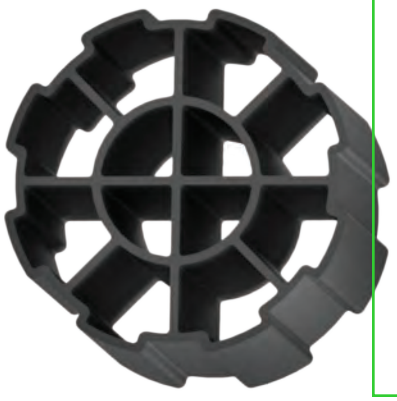
900-09

technologies for cleaner water

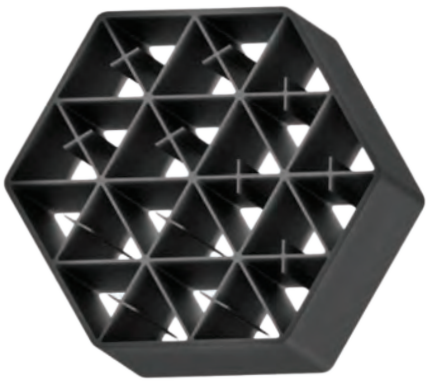
5 Burks Way Winnipeg MB R2J 3R8
888 426 8180 ▪ **www.nexom.com**

	600-14		900-09	
	US	*Metric*	*US*	*Metric*
Outer Diameter	0.67 - 0.73 in	17.0 - 18.5 mm	0.67 - 0.78in	17.1 - 19.7 mm
Cut Length	0.55 in	14 mm	0.35 in	9 mm
Color	Carbon Black			
Material	High density polyethylene (HDPE) with carbon black added for UV protection			
Specific Gravity	0.96			
Biologically active surface area	179 ft^2/ft^3	589 m^2/m^3	287 ft^2/ft^3	942 m^2/m^3

Bioports 600-14



Bioports 900-09



SPECIFICATION

MAXAIR™ STAINLESS STEEL

CoarsAir Coarse Bubble Diffuser

Material Features

- Heavy gauge 316-L stainless steel body with 316-L stainless steel ends
- Three-level air outlets for air distribution with wide range of air flows and maximum air handling capacity for superior mixing
- Available in 24" (610mm) and 12" (305 mm)
- Clog-resistant, self-purge design
- Standard open bottom with optional closed bottom units available
- Highest temperature resistance for autothermal digester applications
- Orifice plug custom-engineered for specific pressure requirements. Made from glass-filled polypropylene for high temperature resistance.

	12" Model		24" Model	
	Open	w/ Deflector	Open	w/ Deflector
Design Airflow	0–30 scfm	0–30 scfm	0–55 scfm	0–55 scfm
Diffuser Length	12.4 in		24.4 in	
Orifice Size	0.84 in			
Operating Buoyancy	1.6 lb	1.3 lb	4 lb	3.8 lb
Dry Weight	1.5 lb	1.8 lb	2.2 lb	2.3 lb
	305mm Model		610mm Model	
	Open	w/ Deflector	Open	w/ Deflector
Design Airflow	0–48 m^3N/h	0–48 m^3N/h	0–87 m^3N/h	0–87 m^3N/h
Diffuser Length	315 mm		620 mm	
Orifice Size	21mm			
Operating Buoyancy	0.72 kg	0.60 kg	1.81 kg	1.72 kg
Dry Weight	0.68 kg	0.80 kg	0.98 kg	1.04 kg

TRIPLEPOINT ENVIRONMENTAL, LLC

BUDGETARY ESTIMATE NITROX 0.3764 MGD

PROJECT NO.: 3464
PROJECT NAME: Town of West Yellowstone WWTF
PROJECT LOCATION: West Yellowstone, MT
DATE: June 21. 2022

PREPARED FOR

Rika Lashley P.E.

c/o
Ben Lewis
Ambiente H2O

PREPARED BY

Triplepoint Environmental, LLC
Tom Daugherty, Western Region Manager
Office: (312) 428-4634
Fax: (312) 957-4712
Cell: (208) 699-7090
Email: tom@lagoons.com

Basis of Design –Nitrox 0.3764 MGD

The NitrOx™ Process

The patent pending NitrOx Process was developed based on the principle that nitrification will reliably occur when the proper conditions are created. For wastewater lagoon systems that receive primarily domestic waste, the critical conditions required for nitrification include:

1. **CBOD** of 20-30 mg/L
2. **Dissolved oxygen** of 4.6 lb/O2 per pound of NH3-N (Metcalf & Eddy)
3. **Sufficient Population of Nitrifying bacteria**
4. Given sufficient Nitrifying bacteria, a **water temperature of 4-5 ºC**

NitrOx Process utilizes the existing lagoon infrastructure for 90% BOD removal, after which nitrifying bacteria begin to nitrify. The effluent from the lagoons then flows hydraulically or is pumped into a two-stage nitrification reactor. In colder climates where the winter water temperature drops below 4 ºC, a thermal regulation heat exchanger is added in order to increase the water temperature, typically only a few degrees during the coldest months of the year. In the two NitrOx reactor cells, there are millions of individual biofilm carriers that provide a habitat for nitrifying bacteria –ensuring that there is sufficient nitrifying bacteria even in the coldest water conditions. Each Nitrox reactor cell has an aeration grid to provide the necessary oxygen, as well as to create a complete mix environment to keep the biofilm carriers in constant motion. The two cells are covered with floating insulated covers to mitigate heat loss and the media is kept in the tanks with stainless steel sieves. Finally, the effluent from the second NitrOx reactor is discharged into a final polishing/clarification lagoon prior to the ultimate discharge from the lagoon system.

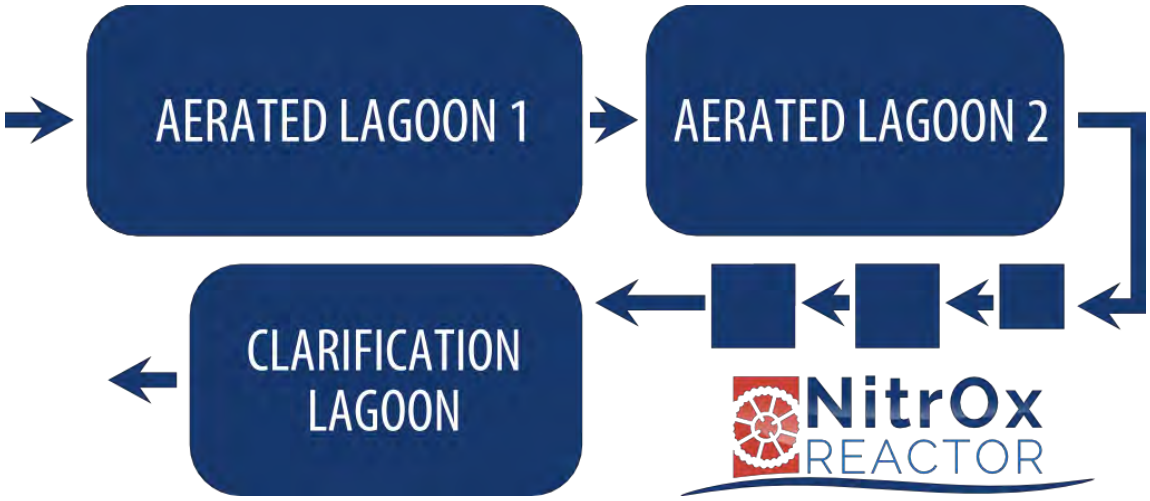


Figure 1: Basic flow diagram of the NitrOx Lagoon Ammonia Removal Process

Basis of Design - NitrOx with Fine Bubble Ares
Town of West Yellowstone, MT ***ARES-FB***
7-Jun-22

	SUMMARY - Design Input Values		
	Plant Influent Characteristics	**Units**	**Values**
1	Annual Average Daily Flow	gpd	376,400
2	Maximum Monthly Average Daily Flow	gpd	376,400
3	Peak Daily Flow	gpd	1,129,200
4	Peak Hourly Flow	gpd	1,505,600
5	Influent BOD	mg/L	200
6	Influent BOD	lbs/day	627.8
7	Influent TSS	mg/L	200
8	Influent TSS	lbs/day	627.8
9	Influent NH3-N	mg/L	43.0
10	Influent NH3-N	lbs/day	135.0
11	Influent TKN	mg/L	48.0
12	Influent TKN	lbs/day	150.7
A1	Influent NOx-N	mg/L	0.0
A2	Influent NOx-N	lbs/day	0.0
13	Influent pH		7
14	Water Temperature	deg-C	12
	NitrOx Influent Characteristics	**Units**	**Values**
15	Annual Average Daily Flow	gpd	376,400
16	Maximum Monthly Average Daily Flow	gpd	376,400
17	Peak Daily Flow	gpd	752,800
18	Peak Hourly Flow	gpd	941,000
19	Influent BOD	mg/L	36
20	Influent TSS	mg/L	54

21	Influent NH3-N	mg/L	41.4
22	Influent TKN	mg/L	46.4
23	Design Influent TKN	mg/L	46.4
A3	Design Influent NOx-N	mg/L	0
A4	Alkalinity Required as CaCO3 (Minumum)	mg/L	372
24	Influent pH		7
25	NitrOx Water Temperature	deg-C	10

SUMMARY - General Design Parameters

	NitrOx Tank Sizing Summary	**Units**	**Values**
26	Number of Treatment Trains Proposed		1
27	Number of Tanks Per Train		2
28	Total Number of Tanks		2
29	Length of Each	ft	16.0
30	Width of Each	ft	16.0
31	Side Water Depth of Each	ft	16
32	Tank Height of Each	ft	19
33	Volume of Each	gallons	30,638
34	Volume Total	gallons	61,276
35	Hydraulic Retention Time at Max Month Flow	hours	3.9
36	Hydraulic Retention Time at Peak Hourly Flow	hours	1.6
40	Number of Ares Units per Tank		4
41	Total Number of Ares Units		8

	NitrOx Air Requirement (Per Treatment Train)	**Stage 1**	**Stage 2**
42	AOR (lbs/day)	413	408
43	Assumed Diffuser Subm. at AWL (ft.)	15.25	15.25
44	Elevation (ft.)	6,612	6,612
45	Alpha	0.60	0.60
46	Beta	0.9	0.9
47	Target DO Residual (MBBR Process) (mg/L)	5.0	5.0
48	SOR (lbs/day)	2,336	2,310
49	Target Diffuser Efficiency/ft. Submergence	1.5	1.5
50	**Airflow (scfm)**	**414**	**409**

	NitrOx Blower Requirement Summary	**Units**	**Values**
51	No. of Blowers		2
52	Airflow Requirement per Blower	scfm	824
53	Airflow per 1,000 scfm	scfm/1,000 cf	101
54	Water Pressure at Air Release Depth	psig	6.60
55	Piping and Diffuser Losses	psig	0.50
56	Cushion	psig	1.00
57	**Maximum Design Discharge Pressure**	**psig**	**8.10**
58	Assumed Overall Efficiency		0.62
59	Approximate BHP Requirement/Blower	bhp	66.1
60	Approximate BHP Requirement Total	bhp	66.1
61	Estimated Nameplate HP / Blower	hp	100
62	Blower Type		Tri-Lobe PD

	SUMMARY - Calculated Output Values NitrOx Effluent Parameters	Units	Values
63	Effluent SCBOD	mg/L	7.5
64	Effluent SCBOD	lbs/day	23.5
65	Effluent NH3-N in Winter (Monthly Average)	mg/L	1.0
66	Effluent NH3-N in Winter (Monthly Average)	lbs/day	3.1
67	Effluent NH3-N in Summer (Monthly Average)	mg/L	1.0
68	Effluent NH3-N in Summer (Monthly Average)	lbs/day	3.1

Scope of Supply – Nitrox 0.3764 MGD

NitrOx+D Reactor System Integrated Equipment	Quantity	Unit
Tri-Lobe PD Blowers with Sound Dampening Weather Resistant Enclosure (duty/idle)	2	ea
Hi-Surface Area Media Tank Fill	2	ea
Thermal Regulation	1	ea
Ares FB Aeration	8	ea
Davit Crane For Aeration Maintenance Retrieval	1	ea
Custom Welded Media Retention Sieves and duckbills	2	ea
NEMA 3R Panel VFD with Ethernet connection for SCADA, Automated PLC	1	ea
Insulated Tank Cover	2	ea
Detailed Installation and layout plan (Shop Drawings)	1	ea
Installation Supervision and Training (Includes 2 days blower mfg)	6	ea
Instrumentation for process control (TBD)	0	ea
NitrOx Total	**$698,760.00**	

Conditions of Sale

Price and Payment

The quote in this proposal is in US Dollars and does not include applicable federal or state taxes, fees, or tariffs. It remains valid for 60 days. Projects outside of Colorado that are not tax exempt will be self-assessed, payable by the customer to the local tax authority. Fifty percent (50%) is due upon receipt of PO, Forty percent (40%) is due upon offer to ship, and ten percent (10%) is held as retainage until the scope of supply is started up.

Material Cost Escalation

If at any time the cost of materials quoted here significantly increases, through no fault of Triplepoint, the price shall be equitably adjusted by an amount reasonably necessary to cover any such increase in the costs of materials. As used herein, a significant cost increase shall mean any increase in cost of materials exceeding 5% experienced by Triplepoint either before or after a PO is issued. Such increase in material costs may be documented by quotes, invoices, or receipts. Where the delivery of materials is delayed,

through no fault of the contractor, as a result of the shortage or unavailability of the materials, contractor shall not be liable for any additional costs or damages associated with such delay(s).

Design Limitations

The preliminary design(s) presented in this document were calculated with information provided at the time of proposal request. The design is only as good as the information provided. If incorrect or incomplete data was provided, assumptions have been made in order to develop the finished design. Prior to product installation, design properties and considerations must be reviewed and validated by the purchasing parties.

Delivery

Equipment will be delivered within a period of ten (10) to twenty-four (24) weeks. Lead-time begins once items have been approved by owner or engineer of record. Unless otherwise specified, all packing and shipping costs are FOB ORIGINATION.

Installation

Triplepoint Environmental will provide installation supervision as part of this proposal along with certification of proper installation once complete. During installation and startup, operations staff will receive training. All installation labor is the responsibility of the customer. Triplepoint can provide a separate proposal for turnkey installation.

Supplied by Others

Air headers are not included in this scope of supply. Installation and blower connection to air distribution header and integration to SCADA or other plant specific data recording schema are not included. Site specific preferred embodiments of installation such as exterior conduit runs, cable ties, and the like are not included. All electrical connections supplied by others.

Delivery

The Triplepoint scope will be delivered within a period of 12-18 weeks after submittal approval or receipt of purchase order. All packing and shipping costs are FOB origination. Customer is responsible for paying all taxes and fees associated with shipping.

Recommended Influent Screening

Due to the presence of sanitary wipes and/or other debris in influent collection systems, influent screening is highly recommended. Triplepoint has consistently found that aeration systems of all types collect rags, which ultimately prevent proper operation. Screening down to 1/4” min. is recommended.

Blowers

All blowers will provide the recommended airflow for each Ares unit at the recommended pressure. All blower installation labor, including all electrical work, is the responsibility of the customer.

Warranty

Triplepoint Environmental offers the most competitive warranty in the industry, ensuring that your Ares products are free from defects in material or workmanship for a period of five (5) years from the

date of installation completion. This excludes blowers and control panel which have a two-year warranty.

Force Majeure

Neither party will be liable for any default or delay in performing an obligation under this Agreement when caused by strike, riot, war, terrorism, Act of God, generalized lack of availability of raw materials or energy, or other similar circumstances beyond our control.

Limits of Liability
Triplepoint Environmental shall not be liable for any loss of profits, business, goodwill, interruption of business, nor for incidental or consequential merchantability or fitness of purpose, damages related to this quote.

CONFIDENTIALITY NOTICE

The Ares Aeration system and Nitrox are the subject of one or more confidential patents filed in the United States Patent Office. The Client, Engineer, and any other parties contracted recognize the importance of maintaining the continued confidentiality of the design of the Ares Aeration system and Nitrox. The Client, Engineer and any other parties contracted agree that they shall not sell, transfer or disclose any such confidential information relating to the design of the Ares Aeration system and Nitrox to any other person, organization, or corporation without the express written authorization of Triplepoint Environmental LLC and pursuant to an enforceable agreement of confidentiality, except as required by law or as necessary in connection with the use, operation, maintenance, repair, or replacement of the system. Additionally, The Client, Engineer and any other parties contracted all agree to preserve the confidentiality of this proposal and all materials attached and not to distribute or copy such materials for any other parties not previously authorized by Triplepoint Environmental LLC

P.O. BOX 1570

TOWN OF WEST YELLOWSTONE
MONTANA

PHONE: 406-646-7795
FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER

Date

Ship Via 2850-420750-945

Order No. 006315

Department West Yellowstone Police Department

TO: West Yellowstone Police Department

ADDRESS: 124 Yellowstone Ave PO Box 1570
West Yellowstone, MT 59758

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
1	Central Square Public Safety Suite

Authorized By

Estimated Cost $ 122,418.48

Requested By: Mike Cavagan

VENDOR COPY - White OFFICE COPY - Canary

Central Square Public Safety Suite

Purchase Order #006315

I have attached the 70 to 80-page contract agreement between Central Square and the West Yellowstone Police Department, but I thought I had better summarize the software that we are purchasing.

Central Square Public Safety Suite is the CAD/RMS system that used to be called Zuercher. It is the number one provider of public safety software in the nation from Chicago PD to California Highway Patrol. It is also used by every law enforcement agency within Gallatin County, including Bozeman PD, Belgrade PD, Montana State University PD, Manhattan PD, Gallatin County Sheriff's Office and Madison County Sheriff's Office.

What is CAD and RMS. CAD is an acronym for Computer Aided Dispatch. In the simplest terms, it is the system that allows the 911 Telecommunications operators to provide detailed dispatch notes, location information, involved party data, etc. to the responding officers. The software also allows for advanced tracking of the emergency responder locations to keep the community and responders safer with the ability to move beyond jurisdictional boundaries, coordinating across multiple agencies: law, fire and EMS. The CAD portion of this system integrates seamlessly with our 911 system and RMS system.

What is RMS. RMS is an acronym for Records Management System. This is the database of all records and contacts with community members, emergency responders, calls for service, etc. This will be a shared database with the agencies listed above, we will have access to their data and vice versa. We will no longer be an island in this regard.

The Public Safety Suite software provides integration from end-to-end to allow critical information flow between 911, CAD, RMS and the jail. The jail portion will work for our holding cells and the Gallatin County Detention Center. The system will be installed on both 911 Center main computers and on all of the officers Mobile Data Terminals. There is also a cell phone app that allows most functions of the system on a handheld device. The system has robust analytics and reporting that should help us generate and maintain more accurate data. Our system will operate on a shared server with the Gallatin County Sheriff's Office. Hebgen Basin Fire & EMS will also be on this system, fully integrated with our 911 center.

The system cost is $122,418.48 which is $2,418.48 over the budgeted amount of $120,000. The additional cost will be made up in the 2023/2024 budget. Additionally, as careful and thorough as this system has been specified, change orders will occur. The Central Square sales rep told me that they have never sold a system that did not have additions or subtractions made prior to the Go Live date. We will likely have some changes that will have a minimal effect on the total system cost.

There will be a reoccurring maintenance and subscription cost estimated to be between $14,000 - $18,000.

As mentioned in previous department head reports, this is likely a 12-month integration and roll-out. 50% is due upon contract execution, 30% upon completion of BPR (Business Practice Review) roughly 3 months after initial contract signing, and 20% when we go live with the system. Some of this budgeted

money will need to be rolled over in the 2023/2024 budget, as it will not all be spent by June 30, 2023. The reoccurring maintenance costs will come out of the 911 Emergency budget, just like our current CAD/RMS system yearly maintenance costs.

AGREEMENT TO GRANT PERMISSION TO ALLOW ACCESS AND USE OF SOFTWARE AGREEMENT AND SYSTEM ("ACCESS AGREEMENT")

among

Gallatin County
311 West Main Street
Bozeman, MT 59715

and

West Yellowstone Police Department
PO Box 1570
West Yellowstone, MT 59758

and

CentralSquare Technologies, LLC
1000 Business Center Drive
Lake Mary, FL 32746

Whereas, **Gallatin County** ("**Customer**") and **CentralSquare Technologies, LLC,** ("**CentralSquare**") (successor in interest to Zuercher Technologies, LLC)**,** have entered into a certain Software License and Service Agreement ("**Customer Agreement**"), dated July 25, 2017;

and

Whereas, the **West Yellowstone Police Department** ("**Accessing Agency**") has requested, and Customer has agreed that the Accessing Agency be permitted, to access and use the Customer's System in accordance with the terms and conditions of this Access and Use Agreement.

Now therefore, the parties agree as follows:

1. Customer and CentralSquare grant Accessing Agency permission to allow access and use of the System under the terms of this Access Agreement. Customer grants Accessing Agency the right to utilize the Customer System ("**Accessed System**") in order to exchange public safety data (which includes but is not limited to CAD, RMS and other law enforcement agency data) between Customer and Accessing Agency, subject to the terms herein.

2. CentralSquare and Customer each have the right to terminate this Access Agreement, and accordingly, Accessing Agency's access to the Accessed System and Customer Agreement at CentralSquare's or Customer's discretion.

3. This Access Agreement shall automatically terminate if the Customer Agreement is terminated. In the event that this Access Agreement should be terminated, CentralSquare shall be under no obligation to the Accessing Agency to permit continued access to the Accessed System or use of the Customer Agreement after such termination of this Access Agreement, but shall agree at CentralSquare's sole and exclusive discretion to provide Software or services under a separate agreement with the Accessing Agency, provided the Accessing Agency is not in default of any of the provisions of this Access Agreement nor any related supplements, and provided the Accessing Agency provides a replacement technical environment satisfactory to CentralSquare.

4. Customer understands that Accessing Agency will not be granted access to the Accessed System unless and until the Accessing Agency executes this Access Agreement and agrees that the Software constitutes proprietary information and trade secrets of CentralSquare and will remain the sole property of CentralSquare. The Accessing Agency shall not at any time sell, assign, transfer or otherwise make available to, or allow use by, a third party any components of Software, and the Accessing Agency shall hold in confidence the CentralSquare proprietary information for its benefit and internal use only by its employees. The Accessing Agency will further acknowledge that, in the event of a breach or threatened breach of the provisions of this paragraph, CentralSquare has no adequate remedy in money damages, and, accordingly, shall be entitled, without bond, to an injunction against such breach or threatened breach.

5. Subject to compliance with applicable laws, Customer and Accessing Agency may agree to share and contribute data directly or indirectly into the Accessed System for the use in implementation and performance of the Accessed System. Each party shall be the respective owner of their own data and no ownership rights shall transfer by the use or contribution of said data.

6. Customer and Accessing Agency agree to be bound by the most current version of the FBI CJIS Security Policy and are responsible for maintaining the required certifications for access to the respective state's CJIS system(s), NCIC, and/or other local state, federal, and/or other applicable systems.

7. Accessing Agency shall indemnify, defend and hold harmless CentralSquare, and their respective officers, directors, employees, agents, successors, and assigns from and against any and all losses incurred by either CentralSquare resulting from any action by a third party that arise out of or result from, or are alleged to arise out of or result from the gross negligence or more culpable act or omission (including recklessness or willful misconduct) by Accessing Agency, any authorized user, or any third party on behalf of Accessing Agency or any authorized user, in connection with this Access Agreement.

8. This Access Agreement will be governed by and construed under the laws of the State of Montana, without reference to the choice of laws provisions thereof. If any provision of this Agreement is illegal or unenforceable, it will be deemed stricken from this Access Agreement and the remaining provisions of this Access Agreement will remain in full force and effect.

9. This Access Agreement contains the entire understanding of the parties with respect to its subject matter and supersedes and extinguishes all prior oral and written communications between the parties about its subject matter. No modification of this Access Agreement will be effective unless it is in writing, is signed by each party, and expressly provides that it amends this Access Agreement.

By the signatures of their duly authorized representatives below, CentralSquare, Customer, and Accessing Agency, intending to be legally bound, agree to all of the provisions of this Access Agreement.

Gallatin County

BY: _____

PRINT NAME: _____

PRINT TITLE: _____

DATE SIGNED: _____

CentralSquare Technologies, LLC

BY: _____

PRINT NAME: _____

PRINT TITLE: _____

DATE SIGNED: _____

West Yellowstone Police Department

BY: _____

PRINT NAME: _____

PRINT TITLE: _____

DATE SIGNED: _____

For doc #s from to 999999
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
49773		95 Energy West-Montana	4,884.41								
	01/30/23	nat gas 210361788 updl	116.21		UPDH	1000		411252	344		101000
	01/30/23	nat gas 210360293 Police	32.35		POLICE	1000		411258	344		101000
	01/30/23	nat gas 210361746 Pub Services	1,560.27		STREET	1000		430200	344		101000
	01/30/23	nat gas 210361811 old firehall	333.03		PARK	1000		460430	344		101000
	01/30/23	nat gas 210363966 old bld ins	172.67		STREET	1000		430200	344		101000
	01/30/23	nat gas 210360540 library	624.80		LIBBLD	1000		411259	344		101000
	01/30/23	nat gas 210364599 Povah	1,023.38		POVAH	1000		411255	344		101000
	01/30/23	nat gas 210361697 Iris Lift St	39.01		PUBSVC	1000		430200	344		101000
	01/30/23	nat gas 210365425 Twn Hall	948.11		TWNHAL	1000		411250	344		101000
	01/30/23	nat gas 210361655 Mad Add Sewe	34.58		SEWER	5310		430600	344		101000
49775		266 Utilities Underground Location	3.14								
	01/31/23	excavation notifications	1.57		WATER	5210		430500	357		101000
	01/31/23	excavation notifications	1.57		SEWER	5310		430600	357		101000
49781		2813 Century Link	1,560.36								
	01/19/23	E911 Viper 255-9710	988.00		E911	2850		420750	345		101000
	01/19/23	E911 Viper 255-9712	29.05		E911	2850		420750	345		101000
	01/19/23	E911 Viper 646-5170	122.70		E911	2850		420750	345		101000
	01/19/23	Alarm Lines 646-5185	101.94		TWNHLL	1000		411250	345		101000
	01/19/23	Police - 646-7600	318.67		POLICE	2850		420750	345		101000
49784		151 Gallatin County WY TS/Compost	304.00								
	02/01/23	Household waste	304.00		PARKS	1000		460430	534		101000
49785		2088 Town West Yellowstone	735.49								
	02/01/23	utility chrgs, Chamber, 895	63.95		BLDGS	1000		411257	340		101000
	02/01/23	utility chrgs, UPDL, 892	102.96		BLDGS	1000		411252	340		101000
	02/01/23	utility chrgs, PS Shops, 884	47.56		BLDGS	1000		411253	340		101000
	02/01/23	utility chrgs. Povah Ctr, 887	89.71		BLDGS	1000		411255	340		101000
	02/01/23	utility chrgs, Police Dept,886	60.90		BLDGS	1000		411258	340		101000
	02/01/23	utility chrgs, City Park, 885	147.80		BLDGS	1000		411253	340		101000
	02/01/23	utility chrgs, Library, 891	47.78		LIBBLD	1000		411259	340		101000
	02/01/23	utility chrgs, Twn Hall, 921	174.83		TWNHAL	1000		411250	340		101000
49786		2845 Kasting, Kauffman & Mersen, PC	6,370.05								
	02/02/23	legal services 11/1/-1130/21	6,268.50		LEGAL	1000		411100	352		101000
	02/02/23	phone/fax	0.00		LEGAL	1000		411100	345		101000
	02/02/23	travel	101.55*		LEGAL	1000		411100	373		101000

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
49787		2852 Blackfoot Communications	2,123.69								
	02/01/23	646-5106, fax soc svc	40.53		SOCSRV	1000	450135		345		101000
	02/01/23	646-5119, police station Dispa	40.53		DISPCH	2850	420750		345		101000
	02/01/23	646-5141, sewer plant alarm	40.53		SEWER	5310	430600		345		101000
	02/01/23	646-5185, town hall alarm	40.53		TWNHAL	1000	411250		345		101000
	02/01/23	646-7311, social services	20.95		SOCSRV	1000	450135		345		101000
	02/01/23	646-7481, povah elevator	58.16		POVAH	1000	411255		345		101000
	02/01/23	646-7511, town hall fax	40.53		TWNHAL	1000	411250		345		101000
	02/01/23	646-7609, public works	21.75		PUBSVC	1000	430200		345		101000
	02/01/23	646-7650, police station fax	40.53		DISPCH	2850	420750		345		101000
	02/01/23	646-7715, povah center	24.84		POVAH	1000	411255		345		101000
	02/01/23	646-7795, town hall	230.71		TWNHAL	1000	411250		345		101000
	02/01/23	646-7845, court clerk	138.59		COURT	1000	410360		345		101000
	02/01/23	646-9017, library	43.84		LIBRAR	2220	460100		345		101000
	02/01/23	646-9027, sewer plant alarm	40.53		SEWER	5310	430600		345		101000
	02/01/23	ethernet, library	300.00		LIBRAR	2220	460100		345		101000
	02/01/23	ethernet, povah center	187.26		POVAH	1000	411255		345		101000
	02/01/23	ethernet, police station	350.00		POLICE	1000	411258		345		101000
	02/01/23	ethernet, town hall	272.00		TWNHAL	1000	411250		345		101000
	02/01/23	ethernet, public works shop	125.00		STREET	1000	430200		345		101000
	02/01/23	602-4909, town hall judge	14.28		COURT	1000	410360		345		101000
	02/01/23	602-4894 Town hall Court Clerk	1.10		COURT	1000	410360		345		101000
	02/01/23	602-4897 town hall	1.10		TWNHAL	1000	411250		345		101000
	02/01/23	602-4898 town hall	1.10		TWNHAL	1000	411250		345		101000
	02/01/23	602-4900 town hall	5.25		TWNHAL	1000	411250		345		101000
	02/01/23	602-4901 town hall	5.25		TWNHAL	1000	411250		345		101000
	02/01/23	602-4902 town hall	1.10		TWNHAL	1000	411250		345		101000
	02/01/23	602-4903 town hall	1.10		TWNHAL	1000	411250		345		101000
	02/01/23	602-4904 town hall	1.10		TWNHAL	1000	411250		345		101000
	02/01/23	602-4905 town hall	1.10		TWNHAL	1000	411250		345		101000
	02/01/23	602-4906 Library Main desk	1.10		LIBRY	2220	460100		345		101000
	02/01/23	602-4907 Library Director	1.10		LIBRY	2220	460100		345		101000
	02/01/23	602-4908 Povah Ctr	11.10		POVAH	1000	411255		345		101000
	02/01/23	602-4949 Town Hall	11.10		TWNHAL	1000	411250		345		101000
	02/01/23	6024044 Soc Ser Pantry	10.00		SOCSER	1000	450135		345		101000
49791		2546 Century Link QCC	17.96								
	01/24/23	long dist chg 406-646-7600	17.96		DISPAT	1000	420160		345		101000

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
49792		1514 Verizon Wireless	1,034.45								
21 Smartphones 5 laptops											
	01/20/23	640-0108, Police	39.73		POLICE	1000	420100		345		101000
	01/20/23	640-0121 Laptop	40.01		POLICE	1000	420100		345		101000
	01/20/23	640-0141 Street SP	39.74		STREET	1000	430200		345		101000
	01/20/23	640-0159 Street SP	39.73		STREET	1000	430200		345		101000
	01/20/23	640-0606 911 Dispatch	39.74		911	1000	420160		345		101000
	01/20/23	640-1103, Operator SP	39.73		STREET	1000	430200		345		101000
	01/20/23	640-1460, Library Dir, SP	39.74		LIBRAR	2220	460100		345		101000
	01/20/23	640-1461, S & W operator, SP	39.73		SEWER	5310	430600		345		101000
	01/20/23	640-1462, S & W Super, SP	39.73		WATER	5210	430500		345		101000
	01/20/23	640-1463, Deputy PSS, SP Sspnd	39.73		PARKS	1000	460430		345		101000
	01/20/23	640-1472, Ops Mgr, SP	39.73		ADMIN	1000	410210		345		101000
	01/20/23	640-1676, Rec Coor, SP	39.73		REC	1000	460440		345		101000
	01/20/23	640-1754, COP, SP	39.74		POLICE	1000	420100		345		101000
	01/20/23	640-1755, Police	39.73		POLICE	1000	420100		345		101000
	01/20/23	640-1756, Police	39.73		POLICE	1000	420100		345		101000
	01/20/23	640-1757, Police	39.73		POLICE	1000	420100		345		101000
	01/20/23	640-1758, Head Dispatcher	39.74		DSPTCH	1000	420160		345		101000
	01/20/23	640-1759, Police	39.74		POLICE	1000	420100		345		101000
	01/20/23	640-7547, Street SP	39.73		PARKS	1000	460430		345		101000
	01/20/23	640-9074, PSS, SP	39.74		STREET	1000	430200		345		101000
	01/20/23	640-2195 683 laptop	40.01		POLICE	1000	420100		345		101000
	01/20/23	640-2551 COP laptop	40.01		POLICE	1000	420100		345		101000
	01/20/23	641-0184 686 laptop	40.01		POLICE	1000	420100		345		101000
	01/20/23	641.0207 681 laptop	40.01		POLICE	1000	420100		345		101000
	01/20/23	640-2354 Social Services	39.73		SOCSER	1000	450135		345		101000
	01/20/23	640-2629 City Judge	39.73		COURT	1000	410360		345		101000
49794		73 Westmart Building Center	594.08								
	01/27/23	Street Buildings repairs	244.57		STREET	1000	430200		366		101000
	01/27/23	Street Supplies	92.53		STREET	1000	430200		220		101000
	01/27/23	Sewer Supplies	13.47		SEWER	5310	430600		220		101000
	01/27/23	Sewer Sm Equipment	104.48		WATER	5310	430640		212		101000
	01/27/23	Town Hall Building repair	86.79		TWNHLL	1000	411255		366		101000
	01/27/23	Parks Supplies	52.24		PARKS	1000	460430		220		101000
49795		3242 Fisher's Technology	13.61								
	1122040 01/25/23	copy fee	13.61		FINADM	1000	410510		356		101000

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
49797		42 Fall River Electric	8,876.60								
	01/20/23	PARK, old firehouse 2901001	443.48		PARK	1000		411253	341		101000
	01/20/23	povah comm ctr 4212001	230.10		POVAH	1000		411255	341		101000
	01/20/23	unmetered lights 4212004	1,451.25		STLITE	1000		430263	341		101000
	01/20/23	RR Well 4212005	89.98		WATER	5210		430500	341		101000
	01/20/23	SEWER LIFT STATION 4212006	387.31		SEWER	5310		430600	341		101000
	01/20/23	SEWER PLANT 4212007	1,508.25		SEWER	5310		430600	341		101000
	01/20/23	POLICE 4212008	532.44		POLICE	1000		411258	341		101000
	01/20/23	TOWN HALL 4212009	428.38		TWNHLA	1000		411250	341		101000
	01/20/23	ICE RINK 421010	72.56		PARKS	1000		411253	341		101000
	01/20/23	S Canyon XmasTree Light 421011	0.00		STLITE	1000		430263	341		101000
	01/20/23	South Iris Street Well 4212013	161.04		WATER	5210		430500	341		101000
	01/20/23	MAD SEWER LIFT 4212014	275.56		SEWER	5310		430600	341		101000
	01/20/23	Hayden/Grouse Well 4212015	49.78		WATER	5210		430500	341		101000
	01/20/23	911 Tower 4212016	154.70		911	2850		420750	341		101000
	01/20/23	MADADD H20 Tower 4212017	54.51		WATER	5210		430500	341		101000
	01/20/23	SHOP 4212018	467.51		STREET	1000		430200	341		101000
	01/20/23	ANIMAL 4212029	228.10		ANIML	1000		440600	341		101000
	01/20/23	CLORINATOR 4212030	80.31		WATER	5210		430500	341		101000
	01/20/23	Electric Well 4212031	44.04		WATER	5210		430500	341		101000
	01/20/23	PARK 4212032	250.26		PARKS	1000		411253	341		101000
	01/20/23	UPDH 4212041	699.41		UPDH	1000		411252	341		101000
	01/20/23	SEWER TREAT SERV 4212046	1,154.29		SEWER	5310		430600	341		101000
	01/20/23	LIBRARY 23 dunraven 4212054	113.34		LIBR	1000		411259	341		101000
49798		2789 WEX Bank	7,553.86								
	02/01/23	17 Dodge Ram #1	554.32		POLICE	1000		420100	231		101000
	02/01/23	17 Dodge Ram #2	345.98		POLICE	1000		420100	231		101000
	02/01/23	10 Ford Expedition 6-000046	80.43		SOCSER	1000		450135	231		101000
	02/01/23	10 JD Backhoe 310SJ	0.00		STREET	1000		430200	231		101000
	02/01/23	91 Ford 6-582	0.00		STREET	1000		430200	231		101000
	02/01/23	SS Snow Blower Green	0.00		STREET	1000		430200	231		101000
	02/01/23	Grader	150.33		STREET	1000		430200	231		101000
	02/01/23	14 Water Truck	0.00		STREET	1000		430200	231		101000
	02/01/23	2010 JD 772 Grader	799.60		STREET	1000		420100	231		101000
	02/01/23	92 SS Blower-Yellow	756.59		STREET	1000		430200	231		101000
	02/01/23	02 Freightliner Dump 6-54564A	0.00		STREET	1000		430200	231		101000
	02/01/23	08 GMC Pickup 6-1484	87.64		STREET	1000		430200	231		101000
	02/01/23	FrontEnd Loader	1,025.11		STREET	1000		430200	231		101000
	02/01/23	08 CAT 938H Loader	1,201.77		STREET	1000		430200	231		101000
	02/01/23	08 904B MiniLoader	70.35		STREET	1000		430200	231		101000
	02/01/23	15 Ford F-250	66.33		STREET	1000		430200	231		101000
	02/01/23	18 2018 Dodge Ram-PW	234.43		STREET	1000		430200	231		101000
	02/01/23	18 Dodge Ram-Police	377.51		POLICE	1000		420100	231		101000

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	02/01/23	19 Dodge Durango	272.34		POLICE	1000	420100		231		101000
	02/01/23	Multi-Use Vehicle - Sienna	27.79		WATER	5210	430500		231		101000
	02/01/23	06 Dodge Durango 6-1374/6-2010	57.34		STREET	1000	430200		231		101000
	02/01/23	15 Sweeper	0.00		STREET	1000	430200		231		101000
	02/01/23	'00 FL Dumptrk 6-60700A	0.00		STREET	1000	430200		231		101000
	02/01/23	'14 Ford Intercep	363.52		POLICE	1000	420100		231		101000
	02/01/23	PD Dodge Ram#1	0.00		POLICE	1000	420100		231		101000
	02/01/23	PD Dodge Ram#2	0.00		POLICE	1000	420100		231		101000
	02/01/23	01 Frht truck #1	0.00		STREET	1000	430200		231		101000
	02/01/23	01 Frht truck #2	576.35		STREET	1000	430200		231		101000
	02/01/23	19 Dodge 5500	0.00		STREET	1000	430200		231		101000
	02/01/23	20 Dodge Ram (silver)	277.14		POLICE	1000	420100		231		101000
	02/01/23	'17 Chevy 3/4 ton white	228.99		WATER	5210	430500		231		101000
	02/01/23	'13 Chevy 3500	0.00		STREET	1000	430200		231		101000
49800		2952 DIS Technologies	12,455.00								
	11047	01/27/23 TownHall Server PO#006572	12,415.00*		IT	1000	410580		945		101000
	11022	01/20/23 MiniPortVideoAdapter	40.00		DSPTCH	1000	420160		216		101000
49801		346 Montana Board of Investments	61,637.14								
	Feb2023	02/01/23 Town Hall Construction Princi	58,445.00		TWNHLL	2100	490200		610		101000
	Feb2023	02/01/23 Town Hall Construction Intere	3,192.14*		TWNHLL	2100	490200		620		101000
49802		1955 Dellinger & Gallagher, Inc.	12,350.00								
	154873	01/26/23 Resort Tax Audit	11,910.00		AUDIT	2100	410532		353		101000
	154873	01/26/23 TBID Audit	440.00		AUDIT	7202	411800		357		101000
49803		1 First Security Bank of BZN, Div	38,835.69								
Learning Center Loan Payment											
	Feb23	01/30/23 Learning Center- Principal	31,602.10*		DEBT	1000	490500		610		101000
	Feb23	01/30/23 Learning Center- Interest	7,233.59		DEBT	1000	490500		620		101000
49804		1 First Security Bank of BZN, Div	43,855.93								
	02/23	01/30/22 80 Acres Principal	36,590.62		DEBT	2100	490200		610		101000
	02/23	01/30/22 80 Acres Interest	7,265.31*		DEBT	2100	490200		620		101000
49805		473 MT Rural Water System	350.00								
	2285	01/17/23 Membership DuesCalendaryr2023	350.00		WATER	5210	430500		335		101000
49806		2507 Silvertip Pharmacy	187.29								
	102422-01	10/24/22 RX Voucher	16.81		HELP	7010	450135		358		101000
	110222-01	11/02/22 RX Voucher	22.30		HELP	7010	450135		358		101000
	110222-02	11/02/22 RX Voucher	53.36		HELP	7010	450135		358		101000
	110222-01	11/02/22 RX Voucher	47.82		HELP	7010	450135		358		101000
	122922-01	12/29/22 RX Voucher	47.00		HELP	7010	450135		358		101000

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49807		3309 AQUAPRO	1,515.00								
	A22-186	01/06/23 PhilipsHearStartonsiteAEDpack	1,515.00		SEWER	5310	430600		212		101000
49808		1140 Sagebrush Floral	21.00								
	124099	12/26/22 1 Poinsettia Library	21.00		LIBRY	2220	460100		220		101000
49809		2792 NAMI-Bozeman	250.00								
	2023-09	01/20/23 CIT Academy Sosa	125.00		POLICE	1000	420100		380		101000
	2023-09	01/20/23 CIT Academy Stoneburner	125.00		POLICE	1000	420100		380		101000
49810		3303 Juan Trujillo	56.61								
		01/17/23 Firearms trainingSnapCaps	56.61		POLICE	1000	420100		389		101000
49811		3342 EVS, LLC	1,917.65								
	3	01/30/23 Install lights on Servicetruck	1,917.65*		STREET	1000	430200		361		101000
49812		1085 JD Speciality Services	3,732.08								
	3984	01/25/23 ServiceCall repairs FL112	1,010.00		STREET	1000	430200		369		101000
	3985	01/27/23 Install new engineblockFL112	702.08		STREET	1000	430200		369		101000
	3982	01/19/23 772GGraderRepairs	2,020.00		STREET	1000	430200		369		101000
49813		3386 Eagle Safe Surfaces Colorado	1,064.29								
	6000628	01/28/23 Repair supplies	1,064.29		STREET	1000	430200		369		101000
49814		254 Firehole Fill Up/Economart	5,710.39								
		01/31/23 Fuel Equipment Jan 2023	5,710.39		STREET	1000	430200		231		101000

# of Claims 28 Total: 218,009.77

Fund/Account	Amount
1000 General Fund	
101000 CASH	$91,635.41
2100 Local Option Taxation-Resort Tax	
101000 CASH	$117,403.07
2220 Library	
101000 CASH	$406.78
2850 911 Emergency	
101000 CASH	$1,694.18
5210 Water Operating Fund	
101000 CASH	$1,127.74
5310 Sewer Operating Fund	
101000 CASH	$5,115.30
7010 Social Services/Help Fund	
101000 CASH	$187.29
7202 TBID Agency Fund	
101000 CASH	$440.00
Total:	$218,009.77

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
January 17, 2023

COUNCIL MEMBERS PRESENT: Travis Watt, Brian Benike, Lisa Griffith, Jeff McBirnie, and Jeff Mathews

OTHERS PRESENT: Town Manager Dan Walker, Finance Director Katie Thompson, Town Clerk Liz Roos, Town Attorney Jane Mersen

The meeting is called to order by Mayor Travis Watt at 6:00 PM in the Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.

Portions of the meeting are being recorded. Due to the worldwide pandemic caused by COVID-19, the meeting is being broadcast over the internet using a program called Zoom.

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

Public Comment Period
No public comments are received.

Council Comments
No comments are received.

WORK SESSION

Mayor Watt calls the meeting to order. The purpose of the meeting is to discuss policy development. Dan Clark, Director for the Montana State Local Government Center facilitates the meeting. The group discusses the purpose for developing policy, including equity, due process, expectations, and proper notice. They discuss the relevance, enforcement, and what is in the best interest of the community as well as history. Clark points out that policies should be focused on input and outcomes, rather than influence and power. He shares examples of other jurisdictions that resist setting policy because they feel like it takes away discretion, but that eliminates treating everyone the same. He cautions the group from being influenced by the "squeaky wheel." He recommends developing policy that isn't too rigid but also isn't too loose. Town Manager Dan Walker points out that they have several policies that haven't been updated since the charter was last updated, so they conflict. The group discusses implementation of new policies as well as enforcement. Clark encourages the group to establish broad expectations and determine whether current policies are being followed, enforced, and relevant. The group also discusses the differences and when to pass a policy, a resolution, or an ordinance. Clark explains that a policy is usually operational and guides how they do things. An ordinance should carry a fine or jail time for violation. Clark encourages the group to work together and offers help from his office if they need it.

The meeting is adjourned at 8:05 PM. (McBirnie, Benike)

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Mayor

ATTEST:

_____
Town Clerk

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
January 10, 2023

COUNCIL MEMBERS PRESENT: Travis Watt, Brian Benike, Lisa Griffith, Jeff McBirnie, and Jeff Mathews

OTHERS PRESENT: Town Manager Dan Walker, Finance Director Katie Thompson, Public Services Superintendent Jon Simms, Town Clerk Liz Roos, Deputy Public Services Superintendent, Building Inspector KC Tanner, Chief of Police Mike Gavagan, Recreation Coordinator Vely Vazquez, Social Services Director Dianna Hansen, Social Services Associate Debbie Paisley, Deputy Public Services Superintendent-Water & Wastewater Jon Brown, Fire Chief Shane Grube, Court Clerk Kerry Parker

The meeting is called to order by Mayor Travis Watt at 6:00 PM in the Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.

Portions of the meeting are being recorded. The meeting is being broadcast over the internet using a program called Zoom.

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

Public Comment Period
No public comments are received.

Council Comments
No council comments are received.

WORK SESSION

Mayor Watt calls the meeting to order. He explains that the purpose of the meeting is for each department to report on activities of the past year and plans for the upcoming year. KC Tanner, Assistant Superintendent for Public Services-Building Official presents on behalf of the building activities, code enforcement, and public services activities. Liz Roos, Town Clerk, presents an update on the administration office and covers Town Council activities, payroll, personnel, permitting, and cemetery. Chief of Police Mike Gavagan was hired in September and reports that the first eight months of the year was tough for the department with no Chief and only three sworn officers. Since then, they have managed to fill all the officer positions, organize the department and make significant progress. He says he anticipates asking for a 7th officer in the next budget cycle and describes the need. He also recommends ordering another police vehicle in the near future considering significant lead time to get a new vehicle. Michele DesRochers, Acting Library Director, reports on activities at the Library. She reports that they have been short-staffed the last couple of months, but serve a population that exceeds far outside the limits of Town. She reports that they have over 17,000 books, 3400 electronic books, magazine subscriptions, and over 3000 library card holders. They had over 150 new card holders sign up every year. They also provide a strong wifi signal that attracts a lot of patrons. They have a monthly book club, Pre-K program, and multiple other community activities. She is currently working on replacing the handicap access ramp on the building and starting a Spanish storytime hour. Dianna Hansen, Social Services Director, and Debbie Paisley, Social Services Associate, report on the Social Services Department. They assisted over 3000 people this past year, seeing the most people in June and in the fall. Paisley reports on the various reasons people visit their office. Hansen summarizes accomplishments of the year including an error free inspection by the Montana Food Bank Network, establishment of a licensed therapist in the office on a regular basis, obtaining a grant to encourage whole food and whole grain nutrition. In the next year, they hope to upgrade the public computers and offer online access to classes, encourage and teach self-reliance, and attend training. Vely Vazquez, Recreation Coordinator, reports on recreation activities including summer recreation, Christmas day camp, fall and winter sports for kids, cooking and crafts classes, and managing the Povah Center. She has started a Zumba class for adults and is planning to get her CDL this year and learn how to run the Zamboni. Jon Brown, Deputy Superintendent of Public Services-Water & Wastewater, reports on the water and wastewater systems. He reports on multiple repairs to the system, fire hydrants, disinfection

process, cleaned over 9 miles of pipe, addressed two water line breaks, materials inventory. He reports that they need to inventory all their pipes, replace infrastructure, complete required studies for DEQ, obtain a vactor truck to clean lines. Fire Chief Shane Grube presents a slide show that illustrates the increase in call volume over the past five years. He points out that they have been able to increase staffing while decreasing the funding they need from the Town. He shows that the breakdown of patients has stayed approximately one fourth local residents and three fourths tourists. He highlights capital purchases and plans to replace the chassis on one of the ambulances by this summer. Jon Simms, Public Services Superintendent, addresses the Council to report on projects completed in town and the town buildings. He is anticipating obtaining new heavy equipment by this fall through approved lease agreements, training for himself and his staff, and assistance with multiple events in town. He anticipates installing new isolation valves in the near future, structural updates to the Mammoth Room at the UPDL, the roof at the museum, second phase of the casting pond, streetlight updates, resurfacing the tennis courts, security improvements, maintenance and updating of the vehicle fleet, maintaining staff. Kerry Parker, Court Clerk, reports that the West Yellowstone City Court is a court of limited jurisdiction. The court is presided over by Judge Larry Jent, a highly qualified judge with a lengthy history in Montana. She explains that the caseload in the court has varied over the years and can be tied to staffing levels in the police department. She explains that one of the challenges they face is the need for interpretation services for multiple languages. They do have people in the community that speak Spanish and Russian, but struggle with other languages and have to outsource that, which can get expensive. She also briefly talks about jury duty and explains that the jury pool is selected by the County and sent to her in early May. They select 350 potential jurors, which must be residents for longer than 30 days, not be a convicted felon, and over the age of 18. Griffith asks questions about letter sent to potential jurors. Katie Thompson, Finance Director, reports on resort tax and water/sewer collections for 2022. Thompson was hired at the end of October and is working to learn her job every day. She mentions upcoming needs including furniture, a laptop for reading meters, and more training money. Brenda Martin, 911 Communications Center, reports that last year, they handled 5,034 calls for service last year. The department is struggling with staffing and has been short-handed since April. She mentions training and equipment updates, community outreach, and recruitment. Mayor Watt thanks all the departments for their reports.

ACTION TAKEN

1) Motion carried to approve Purchase Order #6476 to RDO Equipment to purchase a snow gate for the grader for $12,415.00. (McBirnie, Benike)

2) Motion carried to approve Purchase Order #6572 to DIS Technologies to purchase a new server for the Town Hall for $12,415.00. (McBirnie, Benike)

3) Motion carried to approve the claims, which total $132,183.00. (McBirnie, Benike)

4) Motion carried to approve the minutes of the January 10, 2023 Town Council Meeting and January 17, 2023 Town Council Work Session, as amended. (McBirnie, Benike) Griffith is opposed.

5) Motion carried to authorize Noel to notify AeroMod that the Town intends to award the bid for the equipment package contingent upon: purchase of the awarded package being assigned to the general contractor, approval of the design by Montana DEQ is acquired with minimal modification to the proposed package, recommendation for award from Town staff following facility tours. (Griffith, McBirnie)

6) Motion carried to approve the Marketing and Promotions Fund Award Recommendation for the SnowShoot Event for $17,000, contingent upon submitting the second revised budget request as requested by the board. (Mathews, Benike) Watt abstains, motion passes.

7) Motion carried to approve the Short Form Agreement for Website Enhancements with AG Graphic & Design, LLC. (McBirnie, Benike)

DISCUSSION

1) Simms explains that this gate will fit the grader they intend to lease next year and will make it easier to carry the snow and leave less of a snow berm behind.

4) Council Member Benike comments that he was not in attendance on January 10, 2023 and requests that be corrected.

5) Town Engineer, Dave Noel, reports that they bid the equipment components for the wastewater treatment plant. They had five suppliers show interest in the project but received just one bid. He explains that they did modify the bid documents to allow the general contractor's performance bond to extend to the equipment contractor. He says the bid they received did come in below estimate. Noel explains that bid appears to be complete and eligible for consideration to award. He says that Forsgren recommends that the Town consider award contingent on purchase of the awarded package being assigned to the general contractor, approval of the design by Montana DEQ is acquired with minimal modification, recommendation for award from Town staff following facility tours. Noel says that the bidder had to agree to hold the bid price for 90 days. If it takes longer than 90 days, the bidder agrees to adjust the bid by the National Engineering Index. Mathews questions the flow numbers that seem to be different from numbers that have been presented previously.

6) John Greve, on behalf of the Marketing and Promotions Fund Advisory Board, addresses the Council regarding the SnowShoot MAP Fund application for $17,000. Greve explains that they recommend approval of the funding, but recommends that they require the applicant to submit a revised budget to correct some mathematical errors.

A) **Town Manager/Department Reports**: Town Manager Dan Walker thanks the department heads and supervisors for their contributions this evening. He recognizes Katie Thompson for her recent efforts to work through the annual audit. He also thanks her for taking on an unexpected hearing before the legislature for ARPA funding last week. He reports that the Library Board of Trustees has made an offer to hire a Library Director but cannot share the name just yet. He also reports on potential funding for the Yellowstone Shortline Trail project. He attended the One Gallatin Housing Coalition meeting in Bozeman on Friday. He also circulated surveys for about the attorney and engineer and they will discuss at the next meeting how to proceed through the Request for Proposals (RFP) process.

B) **Advisory Board Reports:** Jeff Mathews reports on a recent meeting of the Business Improvement District. They discussed presentations about the Montana Main Street Program, replacing trees in the downtown area, an arts fair this summer, off-street parking.

The meeting is adjourned at 8:05 PM. (McBirnie, Benike)

_____
Mayor

ATTEST:

_____
Town Clerk

Police Department Weekly Report January 19 – February 1, 2022

Calls

191 Calls for service. Multiple crashes, slide-offs, traffic stops, search & rescues, school resource events, domestic disturbances, alarms, threatened suicide, illegal camping, trespassing, threats, thefts, welfare checks, harassment, citizen assists, etc.

Administrative

Trainings completed – Firearms training with handgun. Classroom introduction and familiarization with the new shotguns, including complete disassembly and assembly. Unable to train and issue the shotguns due to the fact that we are still waiting on training and duty ammo. Short staff meeting after training. All officers attended both.

Trainings upcoming – Crisis Intervention Team training (CIT) for Ashlee and Leonel the week of February 13th in Bozeman. CIT improves communication, identifies mental health resources for those in crisis and ensures officer and community safety. In my career, this has been one of the most valuable trainings I have received.

Central Square project ready for council approval. I have included in the council package the 70+ page contracts with Central Square for our new CAD/RMS system along with a simplified explanation of what we are purchasing. Town legal counsel Jane Mersen has reviewed the documents and has achieved several concessions from Central Square to benefit the town in this agreement. Thanks Jane. The purchase order is also included in the council packet.

Police Policy manual – The Lexipol project for the new police and dispatch policy manual continues. I had my last two-hour weekly meeting with Lexipol last week and am moving on to the phase of the project that I basically complete on my own. This project will be put on hold for a few weeks while I catch up on other projects I am falling behind on and while I help cover shifts for vacations, sick days, and trainings.

I had a two-hour meeting with Lexipol about the potential of adding a physical and mental health wellness program for the officers, dispatchers, and all of their families. Very impressive program that I believe will have benefits beyond physical and mental health, and what I like most about the program is the inclusion of family members. Due to other more time sensitive projects, my sales rep and I will dig in on this a little deeper in late March or April. More to come.

Monthly dispatcher meeting was held.

Brenda, Shane and I meet with Gallatin County IT to discuss the upcoming radio project and conversion as well as the integration of the Central Square project. We also discussed updating the current Interlocal Agreement between the Town and Gallatin County specific to the radios and general dispatch agreement. The last contract was from 2016 and needs to be updated. We will be meeting again in the next few weeks to finalize a new agreement.

I attended a meeting in Bozeman last week with the executive board of the Missouri River Drug Task Force (MRDTF). The last couple of police department administrations have not emphasized the need to be very involved with this group. I strongly disagree with this position and will be fully embracing the

WYPD's involvement. I have been added to the executive board of this group and will be entering into an MOU with the other local governments involved. They include: Bozeman, Belgrade, East Helena, Helena, Livingston, West Yellowstone, Broadwater County, Gallatin County, Lewis & Clark County, Madison County, Meagher County, Park County, Sweet Grass County, and Montana State University. MRDTF will perform the activities and duties described below:

> Disrupt the illicit drug traffic in the above jurisdictions by immobilizing targeted violators and trafficking organizations by:
>
> Gathering and reporting intelligence data relating to trafficking in narcotics and dangerous drugs;
>
> Conduct undercover operations where appropriate and engage in other traditional methods of investigation, developing probable cause for issuance of warrants for search & seizure, and arrests, in order that the Task Force's activities will result in effective and successful prosecution before the courts in Montana.

West Yellowstone not only has a sizeable drug problem, but Hwy 20 and Hwy 191 acts as a major corridor for drug trafficking through the state. I am excited to be working with this task force to help make a dent in this problem.

See everyone Tuesday night.

End of Report

Mike Gavagan

FEBRUARY 3, 2023

TO: Town Manager Dan Walker, Town Council

FROM: Liz Roos, Town Clerk

SUBJECT: Administration Office Report

- Distributed W2s for 2022, filed reports with IRS and State of Montana
- Finished latest round of Moonrise discovery requests
- Met with Abril Garcia, starting work on website update
- Prepared and distributed agenda and packet for February 7, 2023 Town Council Meeting
- Set up Health Care Services Board Meeting

Bi-Weekly Water/Wastewater Report

01/18/23 thru 02/01/23

01/18/23: Performed water /wastewater rounds. Started working on the lead line inventory for the EPA.

01/19/23: Performed water /wastewater rounds. Worked on Mission SCADA system for the wastewater plant. Performed lift station maintenance. Welded several major cracks in the CAT 938 loader snowplow blade.

01/20/23: Performed water /wastewater rounds. Continued welding repairs on CAT 938 loader. Adjusted flow meter at wastewater plant for flow data and calibration data. Inspected collection station and removed manholes to ensure there were no backups. Working on the paperwork needed to complete DMR's.

01/23/23: Performed water /wastewater rounds. Continued repairing 938 loader snowplow blades. Worked on 4th quarter DMR's reports for EPA for the 2022 season.

01/24/23: Performed water /wastewater rounds. Continued working on DMR's report. Continued working on DMR's report. Gathered water meter readings through the Town with Peggy. Blower maintenance in building #2. Attended council meeting with department heads to discuss last year's accomplishments and this year's goals and budget line items.

01/25/23: Performed water /wastewater rounds. Worked on DMR's report.

01/26/23: Performed water /wastewater rounds. Performed maintenance in blower building #1 and wastewater treatment plant. Worked on repairing and welding dump truck tailgate actuator.

01/27/23: Performed water /wastewater rounds. Performed maintenance on lift station ultrasonic water leveling units and general maintenance. Snow plowed water and wastewater facilities. Worked on repairing the drive line and drum on the big yellow rotatory snowblower. Performed lagoon adjustments.

01/30/23: Performed water /wastewater rounds. Worked on flow meters. Received the ultrasonic wall thickness gauge to check the thickness of the wastewater influent pipe where the flow meter is attached. Worked on DMR's paperwork. Prepared paperwork for water samples to be collected.

01/31/23: Performed water /wastewater rounds. Completed and submitted DMR's for the EPA. Meet with Alan Wilder from Wilder Systems Solutions to calibrate and certify the badger flow meter at the wastewater treatment plant. We will be receiving the calibration and certification paperwork soon. We will still need to collect flow data to quantify the influent flows that are coming into the treatment plant. I will keep the Town council abreast of our findings.

02/01/23: Performed water /wastewater rounds. Snow plowed water/wastewater facility and helped with Town plowing. Worked on end-of-month paperwork. Attended a 12O Water Solutions Webinar meeting with Jon and Peggy regarding the lead and copper inventory. Collected influent flow data.

If you have any questions, please contact me.

Thank you,

Jon Brown

Week of 01.30.2023

- Updated departments on where they are with their budgets.
- Continued working with building our ClearGov Digital Budget Book
- Met with our investment team to go over current investments and opportunities currently on the table.
- Utility billing for January was completed along with annual sewer.
- Worked on balancing and reconciling accounts.

Recreation Department
February 1, 2023

- Unemployment
- Zumba
- Reserved the Pavilion for June and July
- Youth basketball will start February 11th - April 22nd. This year we will be doing 3 days, Tuesday, Thursday and Saturday.
- Next week on the menu for cooking class is Fried Rice, one of our locals will be teaching us how to make it.
- Taekwondo is every Monday from 4 to 6pm. As of now she has 9 or 10 participants.

Thank you,

Vely Vazquez

Public Services Dept. Bi-Weekly Report: January 19th through February 2nd, 2023

Work performed

Snow removal, clean up snow storage areas and inner parkways throughout central business district, haul to snow yard. Sightline clearing at intersections, widen snow berm along alleyway corridors and roadways with rotary loader, haul away. Vehicle and equipment maintenance: remove tire chains from rotary loader which wrapped around blower drive shaft at snow yard, install new bushings and shear pins, ricochet broke windshield on rotary, replaced alternator on truck #112, update block heater on truck 112, replaced tie road on grader, get compressor changed out on unit #49, weld tailgate latch on truck #55, in- service on backhoe, mushroom shoes replaced on payloader, installed new seals and hydraulic couplers on 904 blower, fixed hydraulic leak and locking pins on 936 loader, replace reservoir seals, update relay on 2016 Pelican Sweeper, service dump body. Out service and inspection on 938 loader, 500 hour service. Trucks and equipment issues, not good for starting in negative 40-degree weather. Replace plow parts and fix hydraulic leaks on Henke vee plows. Service seized cylinders on dump trucks. Replace cracked windows on 2015 Ford flatbed. Utility locates as they come through. Water meter and service valve requests as needed. Haul abandoned vehicles for the police department as requested. Continue replacing worn street signage, straightening posts. Install rest of the no snowmobiling signs. Cleanup debris blowing out of triple bin roll off containers and Abitibi's at PW shop. Deliver traction sand to Rendezvous Trailhead Building. Continue cross training in operating rotary loader with the crew. Haul janitorial supplies to Povah center and restock shelves. Haul benches to city park for "Kids in Snow" event taking place on February 4th. Replace cadet heater in men's room at city park.

Administrative

Meet with residents regarding snow removal issues. Fill in shifts on road grader, dump truck, wheel loaders and rotary, help crew with snow removal. Start posting public notices on town Facebook page to help give residents updates on snow removal operations. Give departmental presentations and project status updates to town council. Review encroachment permits. Discuss roof snow removal with local contractor on city owned buildings. Barta Electric to replace GFI's at town clinic and apartment. Continue to coordinate snow removal plans with Tri-State Excavating. Coordinate cardboard dumpster placement with 4 corners recycling. Work with Mountain States Lighting on proposal for streetlight update along highway. Received a secondary proposal for roadway sealing treatments throughout old town later this August. Confirm parts needs with Brandt Industries and Normont Equipment. Reach out to Oshkosh Snow Removal Products on viable options for town to help streamline snow removal program. Call John Deere/ RDO with purchase approval on grader snow gate, set up a date for installation. Again, received an update from John Deere on newly leased equipment. Factory delivery date of March 30th for 624P wheel loader, factory completion date of June 25th on 772G Grader. Exploring options for a used Vactor truck, if town has a major backup in any SAS mainline/ lift station

and contractor is not available, or their equipment is down the town could run into problems (town crews continue to open problem areas at intersecting manholes where sanitary debris has potential to accumulate). Attend 120Water's webinar on the EPA's lead and copper audit. Listen to recommendations and lessons learned, review samples of recent case studies, discuss the town's water tap asset inventory with Jon Brown. This preliminary report will need to be done by October 16th, 2024, for the EPA in assessing town's water service lines. Go over influent flow meter updates with Jon Brown. Visit with Alan and Leslie Wilde with Backflow Assembly Training Services to test current flow data and ultrasonic testing device. Get town building official signed up for buildings code conference in March. Review building issues at town hall, leaks, look through energy efficiency assessment conducted for town hall building in 2019. Speak with City of Billings Road and Bridge Superintendent to set a date to look at their 2017 snow dragon as an option for eliminating snow 'in place' throughout the town's inner snow parks. If any council member/s would like to see this unit in operation lets set a date to go see it in Billings. Speak with Matt Kline from Rocky Mountain Economic Development District and subcommittee to discuss arising concerns and problems with economic development throughout Gallatin County. Discuss roadway treatment options with Anthony Baker at APEX Asphalt and Jess Miller at Asphalt Systems Inc. Host annual "Plowman's Breakfast" employee appreciation meal for public works and snow removal crews with help from Vely. Discuss upcoming Rendezous Ski Race Event with Drew Barney. Review new promotional flyer that recreation coordinator put together to help promote Smoking Waters Day Camp this summer. Discuss upcoming classes being offered by the town's recreation program: zoomba, cooking, painting. Discuss library "Storytime" program with Michelle D, agreed to give a short presentation to group of kids on February 15th covering fundamentals within public works and operations of heavy equipment. Working through employee evaluations which are due to town manager next month. Discuss streamlining the town's current GIS utility program, listen to ESRI's new point of contact Raed Aldbagh, Ryan Richardson and Shane Clarke on options for incorporating field data edits into our current browser. Meet with Finance Director to look over budget items and make recommendations for line-item transfers. Discuss funding opportunities for sidewalk grants with Katie. Signup for ClearGov.com budgeting program. Discuss easement and setback requirements with business owners and residents, clarify municipal codes. Schedule parts orders and updates to town's fleet. Place orders for necessary O&M supplies, follow up with vendors on supply chain issues. Coordinate with staff at Forsgren 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. 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, review purchase orders and submit weekly invoices. Enter timesheets and payroll for crew. Respond to WY pump status reports and dispatch to town as necessary. Ticket entry for 811's new "positive response" reporting software.

COMMUNITY HEALTH PARTNERS

REAL PEOPLE. REMARKABLE HEALTHCARE.

January 31, 2023

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

Dear Mr. Walker:

On behalf of Community Health Partners (CHP), may this letter serve to accompany financial information pertaining to CHP's 2022 calendar year of operations in the Guy Hanson Medical Clinic. CHP is requesting the Town's share of $95,000 in the risk-share agreement as voted on by the WY Town Council in 2021.

CHP's staff and board of directors were disheartened to not win the RFP process in 2022 and we will miss serving Hebgen Basin's residents and visitors. Our organization has worked diligently during the past 12 years to anchor the area's healthcare needs and we are pleased that some CHP services – behavioral health and Parents As Teachers – will continue. Because there was a gap in service due to the changing of provider organizations in the clinic building between December 20th and January 1st, 2023, CHP has reduced its risk-share request to the Town by $5,000.

Last year, CHP-West Yellowstone provided comprehensive medical services to 1,494 patients during 2,497 medical visits. The number of patients served represented a jump of 280 patients over the previous year. Our behavioral health therapist, Melissa Joecks, LCPC, provided 244 therapy visits to 20 individual patients. Patty Peterson, our Parents As Teachers home visitor, provided 142 home visits with 13 at-risk families on her caseload. Roughly 56% of all patients used a local zip code.

Again, while our organization removes some of our services in the Hebgen Basin, we remain committed to caring for patients who may elect to access our facilities in Belgrade or Bozeman, while also continuing to provide valuable supportive care in town. During last year's six-month transition period with Billings Clinic, we have been a supportive and collaborative partner to ensure that patients did not fall through the cracks and the new provider had everything they needed, including data, relationships, equipment and vendors to provide a seamless changeover. Since this arrangement was a first-time occurrence for both CHP and Billings Clinic, both parties did their utmost to put patients first.

We are grateful for the Town's partnership and trust in CHP during our tenure in the clinic building and we wish all the best to everyone going forward. Please reach out to me directly with any questions at 406/581-0143 or cooneyl@chphealth.org.

Sincerely,

Lander Cooney, CEO

COMMUNITY HEALTH PARTNERS

112 W Lewis St
Livingston, MT 59047

Invoice

Date	Invoice #
12/31/2022	WY 12.31.22

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

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	2022 Calendar Year Risk Share	95,000.00	95,000.00
		Total	$95,000.00

COMMUNITY HEALTH PARTNERS
West Yellowstone - Profit & Loss
January through December 2022

	Jan - Dec 22
Ordinary Income/Expense	
Income	
4001 · Total Net Patient Revenue	454,057.49
4516 · Pharmacy Revenue	40.95
4910 · Rev. - Other Income.	42,347.06
Total Income	496,445.50
Gross Profit	496,445.50
Expense	
5000 · Salaries Medical	265,841.56
5060 · Contract Services - Medical	16,400.00
5070 · Medical Supplies	48,899.19
5075 · Med Exp - CME/Dues/Licensure	9,060.06
5080 · Insurance - Med Prof Liability	1,631.59
5100 · Equipment - Medical Eq	4,166.00
5115 · Depreciation Expense - Medical	14,819.04
6100 · Mental Health	24,305.68
6300 · Enabling Services	1,042.82
7000 · Facility Expense	25,658.43
7011 · Amortization Expense	2,016.21
7016 · Utilities Phone	12,218.96
7101 · Salaries Administrative	119,395.94
7200 · Fringe Benefits	76,309.62
7250 · Supplies - Office	2,056.26
7275 · Professional Fees	1,135.15
7280 · Contract Services - Admin	951.57
7300 · Other Admin/Medical Expense	1,905.82
7350 · Travel Expense/Board Training	7,048.25
Total Expense	634,862.15
Net Ordinary Income	(138,416.65)
Other Income/Expense	
Other Expense	
9200 · Admin. Overhead Allocation	159,850.57
Total Other Expense	159,850.57
Net Other Income	(159,850.57)
Net Income	**(298,267.22)**

COMMUNITY HEALTH PARTNERS
West Yellowstone - Profit & Loss
January through December 2022

	Jan - Dec 22
Ordinary Income/Expense	
Income	
4001 · Total Net Patient Revenue	
4010 · Rev- Patient Pay	
4011 · Self-Pay Patient Charges	272,324.62
4013 · Sliding Fee Discounts	(85,329.66)
4113 · Employee Discount	(370.15)
4114 · Patient Pay - Bad Debt	(65,656.11)
Total 4010 · Rev- Patient Pay	120,968.70
4210 · Rev. - Medicare	
4211 · Medicare charges	169,466.60
4212 · Medicare Adjustment	(78,649.91)
Total 4210 · Rev. - Medicare	90,816.69
4310 · Rev. - Medicaid	
4311 · Medicaid Charges	131,793.69
4312 · Medicaid - FQHC Adj.	(9,017.47)
Total 4310 · Rev. - Medicaid	122,776.22
4410 · Rev. Private Insurance	
4411 · Private Insurance Charges	277,008.59
4412 · Private Insurance Adjustments	(157,512.71)
Total 4410 · Rev. Private Insurance	119,495.88
Total 4001 · Total Net Patient Revenue	454,057.49
4516 · Pharmacy Revenue	
4516.25 · Pharmacy Dividends & Rebates	40.95
Total 4516 · Pharmacy Revenue	40.95
4910 · Rev. - Other Income.	
4910.1 · Bad Debt Recoveries	5,656.51
4910.2 · Cost Report Settlements	5,629.41
4910.5 · Medicaid PCMH	14,513.67
4910.55 · BCBS Blue Value	11,528.47
4910.6 · Medication Sales	844.00
4910.65 · COVID Test & Vaccine Admin Fees	4,080.00
4910 · Rev. - Other Income. - Other	95.00
Total 4910 · Rev. - Other Income.	42,347.06
Total Income	496,445.50
Gross Profit	496,445.50
Expense	
5000 · Salaries Medical	
5000.2 · Med-PA/NP	170,372.16
5000.3 · Med-Nurse - RN	32,033.47
5000.4 · Med - Other Medical Staff	63,435.93
Total 5000 · Salaries Medical	265,841.56
5060 · Contract Services - Medical	
5060.1 · Contract Medical - Staffing	16,400.00
Total 5060 · Contract Services - Medical	16,400.00
5070 · Medical Supplies	
5070.1 · General Medical Supplies	15,372.93
5070.2 · Vaccines Med.	28,621.93
5070.3 · Vaccines - Flu	4,352.24
5070.4 · Injectables	552.09
Total 5070 · Medical Supplies	48,899.19

COMMUNITY HEALTH PARTNERS
West Yellowstone - Profit & Loss
January through December 2022

	Jan - Dec 22	
5075 · Med Exp - CME/Dues/Licensure		
5075.2 · Med - CME	1,896.50	
5075.3 · Dues/Licensure/DEA	988.00	
5075.5 · Travel - Medical	6,175.56	
Total 5075 · Med Exp - CME/Dues/Licensure		9,060.06
5080 · Insurance - Med Prof Liability		1,631.59
5100 · Equipment - Medical Eq		4,166.00
5115 · Depreciation Expense - Medical		14,819.04
6100 · Mental Health		
6105 · Behavioral Health Spec	19,642.93	
6115 · IBH - CME/Dues/Travel	4,662.75	
Total 6100 · Mental Health		24,305.68
6300 · Enabling Services		
6305.1 · Resource - Travel & Training	105.30	
6308 · Interpreter Staff		
6309 · Contract Interpreter Services	810.00	
6320 · Patient Assistance-emer-exp		
6320.2 · patient assistance expense	94.68	
6320.4 · Prescription voucher	32.84	
Total 6320 · Patient Assistance-emer-exp	127.52	
Total 6300 · Enabling Services		1,042.82
7000 · Facility Expense		
7000.1 · Building Rent Expense	1,200.00	
7000.4 · Cleaning Supplies	819.72	
7000.5 · Facility Cleaning	9,855.00	
7000.6 · Utilities	6,826.84	
7000.8 · Maint + Repairs	219.98	
7010 · Depreciation Expense - Office	6,736.89	
Total 7000 · Facility Expense		25,658.43
7011 · Amortization Expense		2,016.21
7016 · Utilities Phone		
7016.1 · Phone - Local & Data	11,795.78	
7016.2 · Cell Phones	423.18	
Total 7016 · Utilities Phone		12,218.96
7101 · Salaries Administrative		
7101.1 · Admin-Exec	31,374.16	
7101.4 · Admin-Generalists	85,017.48	
7101 · Salaries Administrative - Other	3,004.30	
Total 7101 · Salaries Administrative		119,395.94
7200 · Fringe Benefits		
7201 · FICA Tax	33,151.20	
7202 · Unemployment MT	1,836.41	
7203 · Workers Comp. Ins	3,155.20	
7207 · Health Insurance	29,089.11	
7207.2 · Dental Insurance	1,161.25	
7208.1 · 403(b) Match	7,672.65	
7209 · HSA Deposits		
7211 · Life Insurance	243.80	
Total 7200 · Fringe Benefits		76,309.62

COMMUNITY HEALTH PARTNERS
West Yellowstone - Profit & Loss
January through December 2022

	Jan - Dec 22	
7250 · Supplies - Office		
7250.1 · General Office	2,029.46	
7250 · Supplies - Office - Other	26.80	
Total 7250 · Supplies - Office		2,056.26
7275 · Professional Fees		
7275.1 · Acctg and Patient Billing Fees	1,132.65	
7275.4 · Provider Credentialing	2.50	
Total 7275 · Professional Fees		1,135.15
7280 · Contract Services - Admin		951.57
7300 · Other Admin/Medical Expense		
7301 · Postage and Shipping	1,506.51	
7303 · Recruitment	158.60	
7304 · Credentialing/Background Checks	79.00	
7306 · Other Admin Expense	161.71	
Total 7300 · Other Admin/Medical Expense		1,905.82
7350 · Travel Expense/Board Training		
7350.3 · Celebration Funds	1,140.31	
7350.6 · In-State Travel/Misc Food/	5,907.94	
Total 7350 · Travel Expense/Board Training		7,048.25
Total Expense		634,862.15
Net Ordinary Income		(138,416.65)
Other Income/Expense		
Other Expense		
9200 · Admin. Overhead Allocation		159,850.57
Total Other Expense		159,850.57
Net Other Income		(159,850.57)
Net Income		**(298,267.22)**

COMMUNITY HEALTH PARTNERS
West Yellowstone - Profit & Loss PY Comparative
January through December 2022

	Jan - Dec 22	Jan - Dec 21	$ Change	% Change
Ordinary Income/Expense				
Income				
4001 · Total Net Patient Revenue	454,057.49	354,743.34	99,314.15	28.0%
4516 · Pharmacy Revenue	40.95		40.95	100.0%
4610 · Rev. - Donations	95,000.00	128,488.31	(33,488.31)	(26.1)%
4910 · Rev. - Other Income.	42,347.06	45,391.34	(3,044.28)	(6.7)%
Total Income	591,445.50	528,622.99	62,822.51	11.9%
Gross Profit	591,445.50	528,622.99	62,822.51	11.9%
Expense				
5000 · Salaries Medical	265,841.56	254,399.95	11,441.61	4.5%
5060 · Contract Services - Medical	16,400.00	22,715.27	(6,315.27)	(27.8)%
5070 · Medical Supplies	48,899.19	39,940.28	8,958.91	22.4%
5075 · Med Exp - CME/Dues/Licensure	9,060.06	17,076.13	(8,016.07)	(46.9)%
5080 · Insurance - Med Prof Liability	1,631.59	1,130.62	500.97	44.3%
5100 · Equipment - Medical Eq	4,166.00	450.25	3,715.75	825.3%
5115 · Depreciation Expense - Medical	14,819.04	14,962.55	(143.51)	(1.0)%
6100 · Mental Health	24,305.68	21,850.22	2,455.46	11.2%
6300 · Enabling Services	1,042.82	736.15	306.67	41.7%
7000 · Facility Expense	25,658.43	31,466.49	(5,808.06)	(18.5)%
7011 · Amortization Expense	2,016.21	1,943.46	72.75	3.7%
7016 · Utilities Phone	12,218.96	12,915.49	(696.53)	(5.4)%
7101 · Salaries Administrative	119,395.94	97,791.59	21,604.35	22.1%
7200 · Fringe Benefits	76,309.62	58,032.52	18,277.10	31.5%
7250 · Supplies - Office	2,056.26	1,580.44	475.82	30.1%
7275 · Professional Fees	1,135.15	1,489.33	(354.18)	(23.8)%
7280 · Contract Services - Admin	951.57	1,818.86	(867.29)	(47.7)%
7300 · Other Admin/Medical Expense	1,905.82	717.63	1,188.19	165.6%
7310 · Organization Dues		183.00	(183.00)	(100.0)%
7350 · Travel Expense/Board Training	7,048.25	5,143.50	1,904.75	37.0%
7650 · Furniture & Equipment - Office		630.00	(630.00)	(100.0)%
Total Expense	634,862.15	586,973.73	47,888.42	8.2%
Net Ordinary Income	(43,416.65)	(58,350.74)	14,934.09	25.6%
Other Income/Expense				
Other Expense				
9200 · Admin. Overhead Allocation	159,850.57	133,760.05	26,090.52	19.5%
Total Other Expense	159,850.57	133,760.05	26,090.52	19.5%
Net Other Income	(159,850.57)	(133,760.05)	(26,090.52)	(19.5)%
Net Income	**(203,267.22)**	**(192,110.79)**	**(11,156.43)**	**(5.8)%**

COMMUNITY HEALTH PARTNERS
West Yellowstone - Profit & Loss PY Comparative
January through December 2022

	Jan - Dec 22	Jan - Dec 21	$ Change	% Change
Ordinary Income/Expense				
Income				
4001 · Total Net Patient Revenue				
4010 · Rev- Patient Pay				
4011 · Self-Pay Patient Charges	272,324.62	152,348.70	119,975.92	78.8%
4013 · Sliding Fee Discounts	(85,329.66)	(51,734.11)	(33,595.55)	(64.9)%
4113 · Employee Discount	(370.15)	(175.29)	(194.86)	(111.2)%
4114 · Patient Pay - Bad Debt	(65,656.11)	(28,737.95)	(36,918.16)	(128.5)%
Total 4010 · Rev- Patient Pay	120,968.70	71,701.35	49,267.35	68.7%
4210 · Rev. - Medicare				
4211 · Medicare charges	169,466.60	105,276.47	64,190.13	61.0%
4212 · Medicare Adjustment	(78,649.91)	(43,346.51)	(35,303.40)	(81.4)%
Total 4210 · Rev. - Medicare	90,816.69	61,929.96	28,886.73	46.6%
4310 · Rev. - Medicaid				
4311 · Medicaid Charges	131,793.69	113,617.78	18,175.91	16.0%
4312 · Medicaid - FQHC Adj.	(9,017.47)	22,604.92	(31,622.39)	(139.9)%
Total 4310 · Rev. - Medicaid	122,776.22	136,222.70	(13,446.48)	(9.9)%
4410 · Rev. Private Insurance				
4411 · Private Insurance Charges	277,008.59	177,016.55	99,992.04	56.5%
4412 · Private Insurance Adjustments	(157,512.71)	(92,127.22)	(65,385.49)	(71.0)%
Total 4410 · Rev. Private Insurance	119,495.88	84,889.33	34,606.55	40.8%
Total 4001 · Total Net Patient Revenue	454,057.49	354,743.34	99,314.15	28.0%
4516 · Pharmacy Revenue				
4516.25 · Pharmacy Dividends & Rebates	40.95		40.95	100.0%
Total 4516 · Pharmacy Revenue	40.95		40.95	100.0%
4610 · Rev. - Donations				
4610.1 · United Way		1,488.31	(1,488.31)	(100.0)%
4620.2 · Donations - General	95,000.00	100,000.00	(5,000.00)	(5.0)%
4620.4 · Donations - Foundation		27,000.00	(27,000.00)	(100.0)%
Total 4610 · Rev. - Donations	95,000.00	128,488.31	(33,488.31)	(26.1)%
4910 · Rev. - Other Income.				
4910.1 · Bad Debt Recoveries	5,656.51	9,593.37	(3,936.86)	(41.0)%
4910.2 · Cost Report Settlements	5,629.41		5,629.41	100.0%
4910.5 · Medicaid PCMH	14,513.67	13,778.70	734.97	5.3%
4910.55 · BCBS Blue Value	11,528.47	12,065.28	(536.81)	(4.5)%
4910.6 · Medication Sales	844.00	352.00	492.00	139.8%
4910.66 · COVID Test & Vaccine Admin Fees	4,080.00	9,211.78	(5,131.78)	(55.7)%
4910 · Rev. - Other Income. - Other	95.00	390.21	(295.21)	(75.7)%
Total 4910 · Rev. - Other Income.	42,347.06	45,391.34	(3,044.28)	(6.7)%
Total Income	591,445.50	528,622.99	62,822.51	11.9%
Gross Profit	591,445.50	528,622.99	62,822.51	11.9%
Expense				
5000 · Salaries Medical				
5000.2 · Med-PA/NP	170,372.16	158,395.57	11,976.59	7.6%
5000.3 · Med-Nurse - RN	32,033.47	28,557.20	3,476.27	12.2%
5000.4 · Med - Other Medical Staff	63,435.93	67,447.18	(4,011.25)	(6.0)%
Total 5000 · Salaries Medical	265,841.56	254,399.95	11,441.61	4.5%
5060 · Contract Services - Medical				
5060.1 · Contract Medical - Staffing	16,400.00	22,715.27	(6,315.27)	(27.8)%
Total 5060 · Contract Services - Medical	16,400.00	22,715.27	(6,315.27)	(27.8)%
5070 · Medical Supplies				
5070.1 · General Medical Supplies	15,372.93	13,657.31	1,715.62	12.6%
5070.2 · Vaccines Med.	28,621.93	21,825.42	6,796.51	31.1%
5070.3 · Vaccines - Flu	4,352.24	3,928.85	423.39	10.8%
5070.4 · Injectables	552.09	528.70	23.39	4.4%
Total 5070 · Medical Supplies	48,899.19	39,940.28	8,958.91	22.4%
5075 · Med Exp - CME/Dues/Licensure				
5075.2 · Med - CME	1,896.50	2,329.84	(433.34)	(18.6)%
5075.3 · Dues/Licensure/DEA	988.00	1,608.00	(620.00)	(38.6)%
5075.5 · Travel - Medical	6,175.56	13,138.29	(6,962.73)	(53.0)%
Total 5075 · Med Exp - CME/Dues/Licensure	9,060.06	17,076.13	(8,016.07)	(46.9)%
5080 · Insurance - Med Prof Liability				
5080 · Insurance - Med Prof Liability - Other	1,631.59	1,130.62	500.97	44.3%
Total 5080 · Insurance - Med Prof Liability	1,631.59	1,130.62	500.97	44.3%
5100 · Equipment - Medical Eq				
5100 · Equipment - Medical Eq - Other	4,166.00	450.25	3,715.75	825.3%
Total 5100 · Equipment - Medical Eq	4,166.00	450.25	3,715.75	825.3%
5115 · Depreciation Expense - Medical	14,819.04	14,962.55	(143.51)	(1.0)%
6100 · Mental Health				
6105 · Behavioral Health Spec	19,642.93	19,238.10	404.83	2.1%
6115 · IBH - CME/Dues/Travel	4,662.75	2,612.12	2,050.63	78.5%
Total 6100 · Mental Health	24,305.68	21,850.22	2,455.46	11.2%
6300 · Enabling Services				
6305.1 · Resource - Travel & Training	105.30		105.30	100.0%
6307 · Outreach & Enrollment Staff				
6308 · Interpreter Staff	810.00	300.00	510.00	170.0%
6309 · Contract Interpreter Services				
6320 · Patient Assistance-emer-exp				
6320.2 · patient assistance expense	94.68	399.00	(304.32)	(76.3)%
6320.4 · Prescription voucher	32.84	37.15	(4.31)	(11.6)%
Total 6320 · Patient Assistance-emer-exp	127.52	436.15	(308.63)	(70.8)%
Total 6300 · Enabling Services	1,042.82	736.15	306.67	41.7%

COMMUNITY HEALTH PARTNERS
West Yellowstone - Profit & Loss PY Comparative
January through December 2022

	Jan - Dec 22	Jan - Dec 21	$ Change	% Change
7000 · Facility Expense				
7000.1 · Building Rent Expense	1,200.00	1,200.00		
7000.4 · Cleaning Supplies	819.72	1,276.83	(457.11)	(35.8)%
7000.5 · Facility Cleaning	9,855.00	10,185.00	(330.00)	(3.2)%
7000.6 · Utilities	6,826.84	8,495.15	(1,668.31)	(19.6)%
7000.8 · Maint + Repairs				
7000.8 · Maint + Repairs - Other	219.98	747.97	(527.99)	(70.6)%
Total 7000.8 · Maint + Repairs	219.98	747.97	(527.99)	(70.6)%
7010 · Depreciation Expense - Office	6,736.89	9,561.54	(2,824.65)	(29.5)%
Total 7000 · Facility Expense	25,658.43	31,466.49	(5,808.06)	(18.5)%
7011 · Amortization Expense	2,016.21	1,943.46	72.75	3.7%
7016 · Utilities Phone				
7016.1 · Phone - Local & Data	11,795.78	12,047.45	(251.67)	(2.1)%
7016.2 · Cell Phones	423.18	868.04	(444.86)	(51.3)%
Total 7016 · Utilities Phone	12,218.96	12,915.49	(696.53)	(5.4)%
7101 · Salaries Administrative				
7101.1 · Admin-Exec	31,374.16	28,586.92	2,787.24	9.8%
7101.4 · Admin-Generalists	85,017.48	69,204.67	15,812.81	22.9%
7101 · Salaries Administrative - Other	3,004.30		3,004.30	100.0%
Total 7101 · Salaries Administrative	119,395.94	97,791.59	21,604.35	22.1%
7200 · Fringe Benefits				
7201 · FICA Tax				
7201 · FICA Tax - Other	33,151.20	30,653.39	2,497.81	8.2%
Total 7201 · FICA Tax	33,151.20	30,653.39	2,497.81	8.2%
7202 · Unemployment MT	1,836.41	2,180.60	(344.19)	(15.8)%
7203 · Workers Comp. Ins				
7203 · Workers Comp. Ins - Other	3,155.20	4,213.48	(1,058.28)	(25.1)%
Total 7203 · Workers Comp. Ins	3,155.20	4,213.48	(1,058.28)	(25.1)%
7207 · Health Insurance				
7207 · Health Insurance - Other	29,089.11	15,068.26	14,020.85	93.1%
Total 7207 · Health Insurance	29,089.11	15,068.26	14,020.85	93.1%
7207.2 · Dental Insurance	1,161.25		1,161.25	100.0%
7208.1 · 403(b) Match				
7208.1 · 403(b) Match - Other	7,672.65	5,044.86	2,627.79	52.1%
Total 7208.1 · 403(b) Match	7,672.65	5,044.86	2,627.79	52.1%
7209 · HSA Deposits		557.27	(557.27)	(100.0)%
7211 · Life Insurance	243.80	314.66	(70.86)	(22.5)%
Total 7200 · Fringe Benefits	76,309.62	58,032.52	18,277.10	31.5%
7250 · Supplies - Office				
7250.1 · General Office	2,029.46	1,580.44	449.02	28.4%
7250 · Supplies - Office - Other	26.80		26.80	100.0%
Total 7250 · Supplies - Office	2,056.26	1,580.44	475.82	30.1%
7275 · Professional Fees				
7275.1 · Acctg and Patient Billing Fees	1,132.65	1,489.33	(356.68)	(24.0)%
7275.4 · Provider Credentialing	2.50		2.50	100.0%
Total 7275 · Professional Fees	1,135.15	1,489.33	(354.18)	(23.8)%
7280 · Contract Services - Admin				
7280 · Contract Services - Admin - Other	951.57	1,818.86	(867.29)	(47.7)%
Total 7280 · Contract Services - Admin	951.57	1,818.86	(867.29)	(47.7)%
7300 · Other Admin/Medical Expense				
7301 · Postage and Shipping	1,506.51	138.78	1,367.73	985.5%
7303 · Recruitment	158.60	52.00	106.60	205.0%
7304 · Credentialing/Background Checks	79.00	203.45	(124.45)	(61.2)%
7306 · Other Admin Expense	161.71	323.40	(161.69)	(50.0)%
Total 7300 · Other Admin/Medical Expense	1,905.82	717.63	1,188.19	165.6%
7310 · Organization Dues				
7310 · Organization Dues - Other		183.00	(183.00)	(100.0)%
Total 7310 · Organization Dues		183.00	(183.00)	(100.0)%
7350 · Travel Expense/Board Training				
7350.3 · Celebration Funds	1,140.31	347.08	793.23	228.5%
7350.5 · In-State Travel/Misc Food/	5,907.94	4,796.42	1,111.52	23.2%
Total 7350 · Travel Expense/Board Training	7,048.25	5,143.50	1,904.75	37.0%
7650 · Furniture & Equipment - Office		630.00	(630.00)	(100.0)%
Total Expense	634,862.15	586,973.73	47,888.42	8.2%
Net Ordinary Income	(43,416.65)	(58,350.74)	14,934.09	25.6%
Other Income/Expense				
Other Expense				
9200 · Admin. Overhead Allocation	159,850.57	133,760.05	26,090.52	19.5%
Total Other Expense	159,850.57	133,760.05	26,090.52	19.5%
Net Other Income	(159,850.57)	(133,760.05)	(26,090.52)	(19.5)%
Net Income	(203,267.22)	(192,110.79)	(11,156.43)	(5.8)%

02/01/2023

From: Yellowstone Rendezvous Ski Race
PO. Box 65
West Yellowstone MT, 5978

To: Town of West Yellowstone
PO. Box 1570
West Yellowstone, MT 59758

Subj: Financial assistance with grooming of Race start on City Railroad Park.

Due to large amount of snow fall and uncontrolled plowing of snow onto the city park our cost to groom the old railroad right of way will be approximately $2000.00 more than in past years. We are asking the Town to split this extra cost.

The race is in the process of working with the USFS to create a new start on USFS land. We hope this will occur this coming year. Until this happens, we still need to use the start finish area on the old railroad right of way.

Thank You

Drew Barney
Race Director

Application for Zoning Permit

Town of West Yellowstone 406-646-7795 440 Yellowstone Avenue PO Box 1570 West Yellowstone, MT 59758 info@townofwestyellowstone.com	**Administrative Use Only** Date: 4/20/22 Accepted by: GR Fee: $ 200.00 Cash/Check#: paid KCT Zoning Permit # _____

***A Zoning Permit is required for all new construction (residential or commercial), additions, renovations, relocation of a structure, or erection of a fence within Town limits. Submit this application and all required information to the Town Offices. Fees shall be paid according to the current schedule - contact Town Offices for fee information.*

1. **APPLICANT(S)** *[owner of land or building, or person(s) authorized to represent the entity that is the owner of record, and to whom copies of all correspondence are to be sent]:*
   Name: Lisa Griffith
   Mailing Address: P.O. Box 2051
   City/State/Zip: West Yellowstone MT 59758 Phone: 858.735.6039
   Email: Lgriffith@griffithpc.com

2. **OWNER OF RECORD** *(If different from Applicant):* N/A
   Name: _____
   Mailing Address: _____
   City/State/Zip: _____ Phone: _____
   Email: _____

3. **LEGAL DESCRIPTION OF PROPERTY:** *[the land or building that the petition is applicable to for this property owner/applicant]:*
   Street Address: 435 B Parkway Subdivision: Original Townsite
   Block: 19 Lot: 6 Lot Size and Dimensions: 15K Acres/Square Feet (circle)

4. **USE AND OCCUPANCY:**
   What is the use of the building or property? (list all) residential & commercial
   Is this building or property mixed use? (YES) NO
   If more than one use, please describe: property owner residence & home office and rental to third parties (subject to permit)
   What is the occupant load? ? - 18 (2/bedroom) Number of parking spots on site? 6+
   Number of buildings (Dwelling Units): 4 (1 current) Number of Bedrooms (Sleeping Units): 6 (main home) + 3 in detached units (2 current)

5. **ATTACHMENTS:** Please attach the following:

- Detailed site plan showing the lot dimensions, acreage, and location of the property lot. Include building and/or wall setbacks, building dimensions and parking spaces available.
- A detailed description of the project which must include a legal description of the property lot upon which the construction, addition, relocation of a structure, remodel or erection of fence will take place.
- A legal survey may be required if the setbacks are in question.

If your proposed building project does not meet the requirements as set forth above, you must apply for a variance. A separate variance application is available from the Town Office

Submit this completed application and accompanying documentation to the Town Office along with the application fee.

****

I hereby certify that the information submitted herein, on 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 during the review. I understand that upon issuance of the Zoning Permit, any modifications to the project must be re-submitted to the Town for approval. Failure to do so may result in the project being halted and fines issued .

Lisa Griffith — Applicant Signature — 4/20/22 — Date

_____ — Applicant Signature — _____ — Date

_____ — Property Owner Signature if different than Applicant — _____ — Date

****

Final Approval – Official Use Only

_____ — Town of West Yellowstone - Inspector — _____ — Date

Notes/Conditions

DRG _____

Planning Board _____

Town Council _____

received
Aug 10-2022 KCT

Project Description

Please provide a detailed description of the project. Clarify whether this project is new construction or a remodel and if there are any existing structures, businesses, or uses that already exist on the property.

8/9/22 Updates:

- Fire walls to be added (shown on site plan) where spacing between adjacent structures is less than 10'
- Garage for addition to home will have main entrance from east side of property (2 vehicles wide)
- Rental units #1, #2, and #3 to be stick-built based on modifications to attached schematics, which modifications to include no balcony. Units #1 & #2 will be mirror images of each other, with roof of each sloping away from the other. Unit #3 may be modified, if required by MT DIL, to not have a garage, but ground-floor ADA-accessible unit instead.
- If rented, main residence addition to be considered owner-occupied lodging.
- Windows shown on architect plans for addition subject to modification within confines of applicable code.

_____

ZONING SITE PLAN INFO

TOWN OF WEST YELLOWSTONE

Address 435 B ParKWay

Name and Business Lisa Griffith

Zoning Block 19 LOT 6 **Use** Commercial ☐ - **OR** Residential ☐

Building Permit State ☒ **OR** Town of West Yellowstone ☐

Units and Classification Use 3 units + main House + addition Lodging

Parking Existing 12 Required 10 Buy in lieu of 0

Drainage -

SFE Existing _____ Required _____ Buy _____

Grease Trap —

Units and Classification 3 Hotel R-1 and 1- R-3 Lodging house

Water and Sewer Connections ☒ Yes ☐ No # ____ Cost _____

Water Meter Size _____

Town Engineer Letter _____

Jon Brown Letter _____

Utility easments 10' off property line checked 2 front yards?

Locate 811 called ☐ ☐ 5' side + Rear Garage storage 0 setback

Set Back Required ____ Commercial ____ Residential X Street/Alley 30' from center

Fire Wall Requirements ☐ Yes ☐ No Where 1hr 2hr up to engineer + state

Sprinklers ☐ Yes ☐ No

County Requirements _____

RV more than 1 ☐ DEQ ☒ Health Department ☐ Limited Service Campground

Use Town Property for Entrance ☒ Yes ☐ No alley

Stipulations _____

_____

_____

Existing Issues On Well needs to hook up to towns water

_____

_____

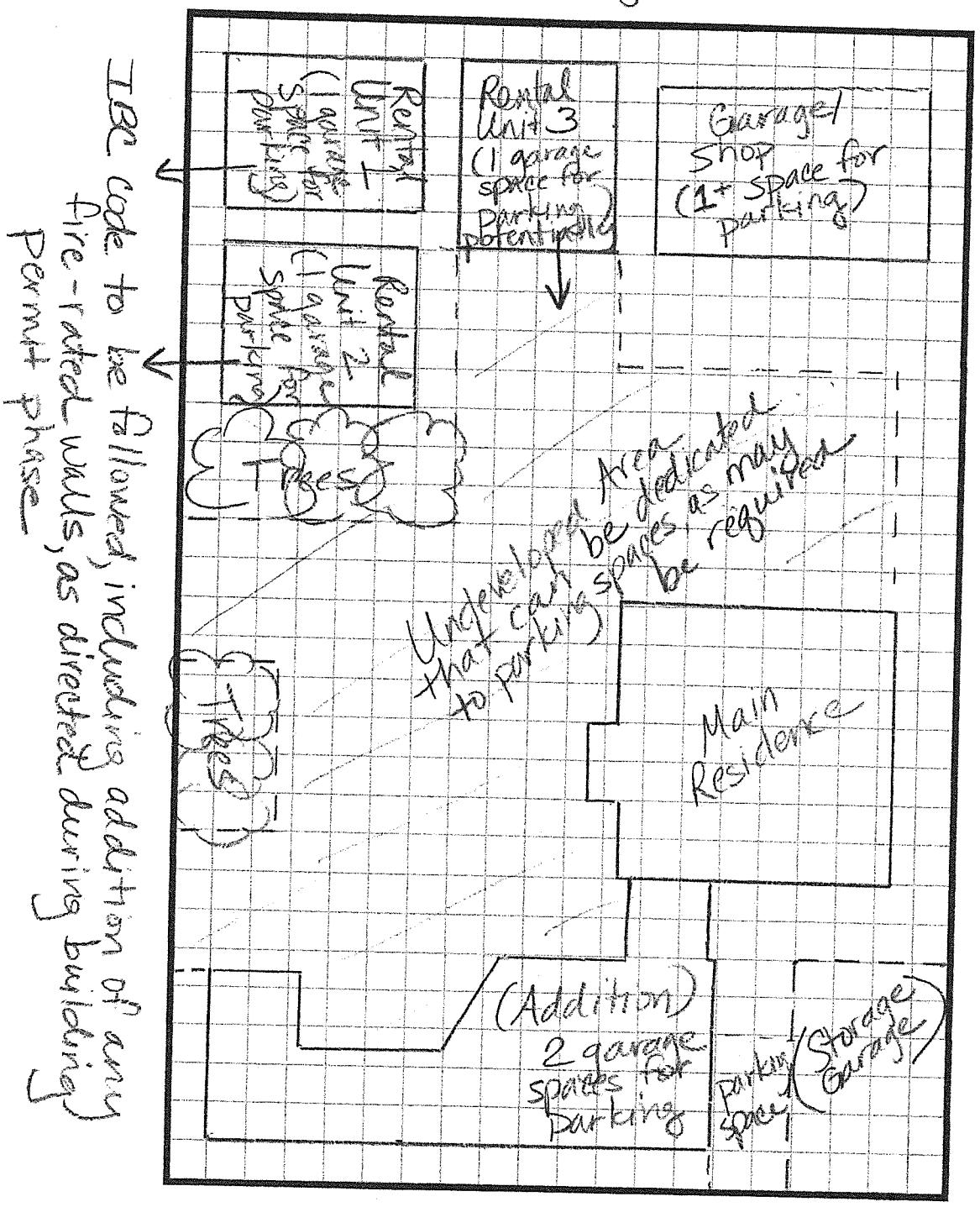
_____

3 units at 2 spaces - needs 6
main Residence 2 spaces 2
addition 2 spaces + 2
10

single family parking = 2
Rooming + boarding house 2 + 1 per unit

Site Plan

Business Name: Lisa Griffith (TBD)
Business Owner: Lisa Griffith
Business Street Address: 435 B Pkwy
Block: 19 Lot: 6 Subdivision: Original Townsite



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

received
11-16-2022 KT

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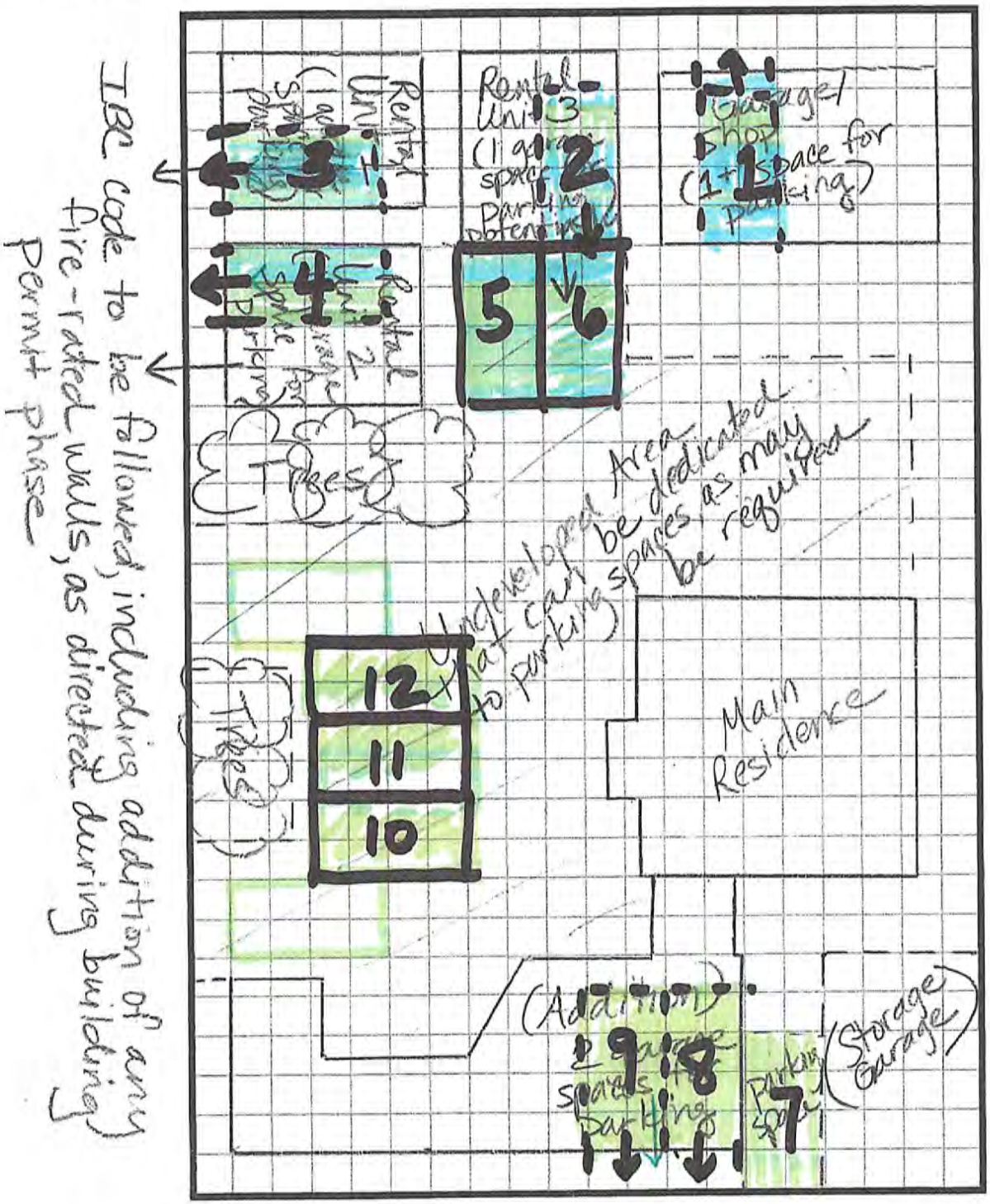

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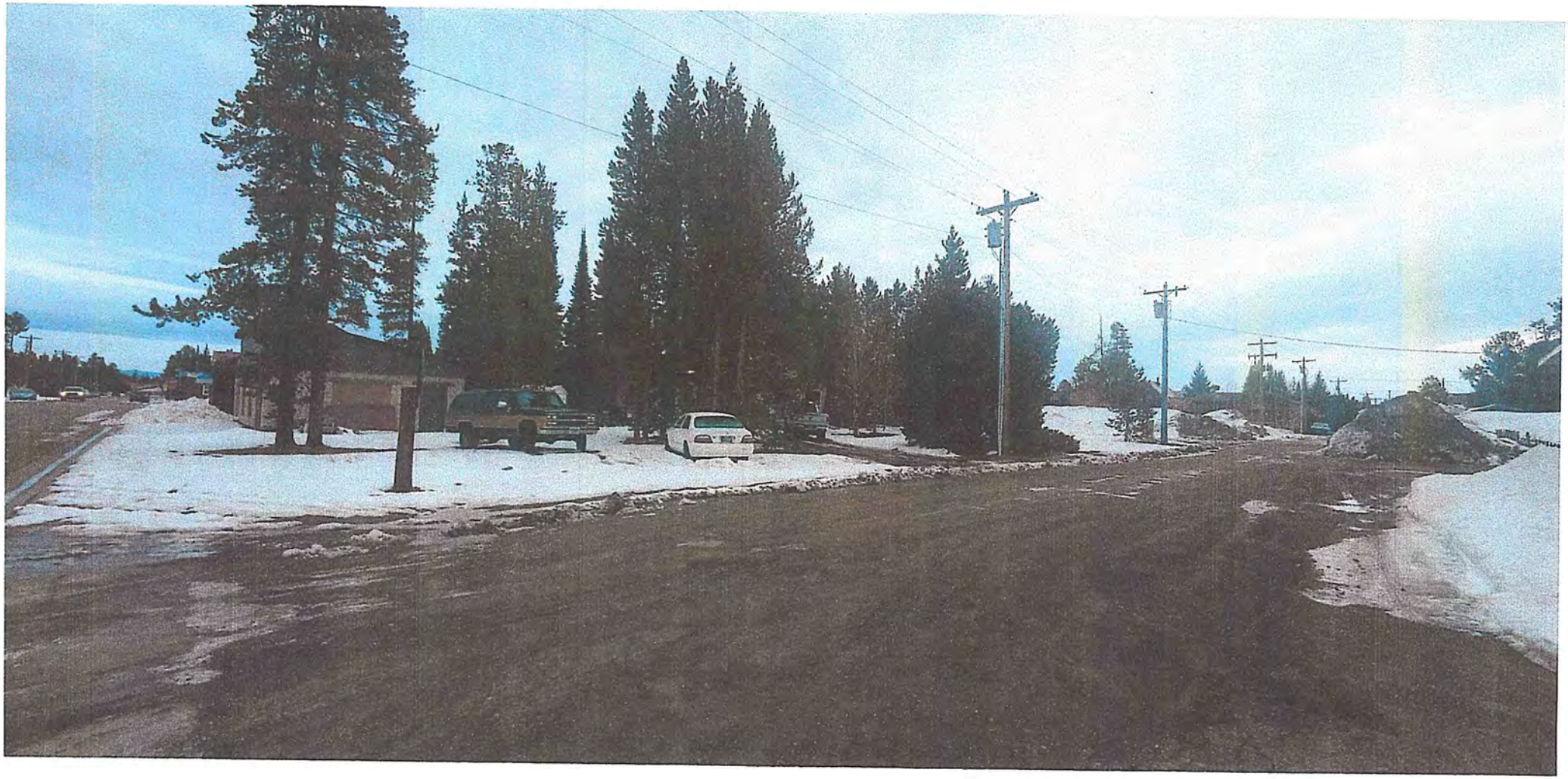


Received

FORSGREN Associates Inc.

January 23, 2023

Town of West Yellowstone
Attn: Liz Roos, Town Clerk
440 Yellowstone Ave.
West Yellowstone, MT 59758

RE: Capacity Review: Lisa Griffith, 435 B Pkwy, Three Long-Term Rentals

Dear Mrs. Roos,

This letter summarizes findings from our review of the Griffith application regarding sewer capacity for three new long-term rental units. The rental units will be located at the home of Lisa Griffith 435 B Pkwy in the Original Townsite.

I have evaluated the sewer discharge demand in accordance with the SFE calculator. One (1) SFE is assigned to a single-family home. The same value is assigned to a long-term rental. Please note, the application in unclear if the proposed units will be for nightly rental or long-term rental. This evaluation utilizes the long-term rental value as it is higher than the nightly rental value.

An evaluation of historic flows during the peak months from June through August 2013 through 2015 show that similar residential units demand 225 gallons per unit per day of wastewater discharge. I have used this value to assess the wastewater discharge impact to the existing Town facilities in gallons per day.

225 gallons per day for 3.0 SFE's would result in a total change in demand for the property of 675 gallons per day. Results are summarized as follows:

Wastewater
The Town has sufficient capacity to provide sewer service for the proposed connection.

Approval of the 3 new long-term rentals located at the residential home at 435 B Pkwy will reduce available sewer capacity from 1,575 gallons per day to 900 gallons per day.

If you have any questions or concerns with these comments, please feel free to contact me at (208) 356-9201.

Respectfully,

Dave Noel, P.E.
Forsgren Associates, Inc.