

Town of West Yellowstone

Tuesday, January 19, 2021

West Yellowstone Town Hall, 440 Yellowstone Avenue

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

TOWN COUNCIL WORK SESSION

5:30 PM

Engineering Update, Town Engineer Dave Noel

Discussion ∞

- Water & Wastewater Capacity
- Wastewater Treatment Facility
- Single Family Equivalency Calculator
- Impact Fee Study
- Casting Pond

TOWN COUNCIL MEETING

7:30 PM

Pledge of Allegiance

Comment Period,

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

Purchase Orders

Claims ∞

Consent Agenda: **Minutes of January 5, 2021 Town Council Meeting** ∞

Town Manager & Staff Reports

NEW BUSINESS

Resolution No. 751, Gallatin County Hazard Mitigation Plan

Discussion/Action ∞

Correspondence/Meeting Reminders/FYI

Personnel Issue (Possible Executive Session – Closed to the Public)

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



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

Public Hearing/Public Meeting

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

Oral Communication

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

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

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

General Town Council Meeting Information

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

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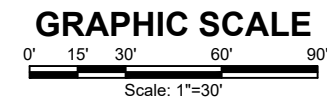


P:\West Yellowstone 01-19-0046 West Yellowstone Engineering\300-0007 Casting Pond Design\CAD\Sheets\03\Civil\Casting Pond\300-0007 C-100 SITE PLAN.dwg - 12/14/2020 10:58 AM



CONSTRUCTION NOTES

- # KEYED NOTES:
1. CONTRACTOR TO REMOVE EXISTING CASTING POND, AND BOARD DECKING.
 2. CONTRACTOR TO INSTALL CONCRETE DRIVEWAY APPROACH PER MDT STANDARD DRAWING 608-05.
 3. CONTRACTOR TO INSTALL 55' x 150' CASTING POND (8250 SQ.FT.) FILLED WITH SAND, 9 INCH WATER DEPTH.
 4. CONTRACTOR TO INSTALL 6' WIDE CONCRETE SIDEWALK, PER DETAIL 9/C003
 5. LIGHTING ALONG SIDEWALK AND CASTING POND BY OTHERS.
 6. 15' OFFSET FROM POND EDGE.
 7. 110' OFFSET FROM POND EDGE.
 8. 120' OFFSET FROM POND EDGE.
 9. CONTRACTOR TO INSTALL SPRINKLER SYSTEM AND SOD AREA, AS GREEN. SPACE FREE OF ABOVE GROUND OBSTRUCTION.
 10. PROTECT EXISTING LIGHT AND POWER POLES IN-PLACE.
 11. CONTRACTOR TO PLACE PICNIC TABLES LOCATION VARIES.
 12. CONTRACTOR TO INSTALL 12'X10' STORAGE SHED.
 13. CONTRACTOR TO INSTALL (2) 4 FOOT GATES TO ACCESS STORAGE SHED.
 14. CONTRACTOR TO PROTECT EXISTING 6"Ø WATER LINE IN-PLACE.
 22. CONTRACTOR TO INSTALL 810 L.F OF FENCING. FENCING TO BE SELECTED BY OWNER



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

PRELIMINARY

PROJECT NO.	01-19-0046
DRAWN	S. JACOBSON
DESIGNED	D. NOEL
APPROVED	D. NOEL
DATE	04/20/20
BY	D. NOEL
REVISIONS	
NO.	
DATE	

FORSGREN Associates Inc.
 350 NORTH 2ND EAST, REXBURG, ID 83440
 PH: 208.356.9201 FAX: 208.356.9206
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PRELIMINARY DRAWING NOT FOR CONSTRUCTION

CITY OF WEST
 YELLOWSTONE

Bob Jacklin Casting Pond
OVER ALL SITE PLAN

SHEET NO:
C100
 DATE:
 APRIL 2020
 PAGE NO:
 4 OF 10

Item	Description	Unit	Quantity	Estimated Price
1	Provide all Mobilization, Staging, Bonds, Insurance, Demobilization, Other Incidentals, and Cleanup Necessary to Perform the Work	LS	1	\$ 22,600.00
2	Provide Storm Water and Erosion Control (Self Perform)	LS	1	\$ -
3	Fill in Existing Casting Pond (Self perform)	LS	1	\$ -
4	Excavate and Final Subgrading for Proposed Casting Pond (Self Perform)	CY	625	\$ -
5	Supply Pond Liner (Donated by Casting Group)			\$ -
6	Install Pond Liner	LS	1	\$ 2,000.00
7	Install 3'x3' Concrete Vault	LS	1	\$ 500.00
8	Install 4" Perforated Drainage Pipe	LF	175	\$ 4,000.00
9	Install 4'x4' Concrete Vault	LS	1	\$ 500.00
10	Install 4" Gate Valve	LS	1	\$ 1,000.00
11	Supply and Place Sand to Final Grade in Casting Pond	CY	175	\$ 2,000.00
12A	Install Slab on Grade Concrete Decking (4" with #4 @ 18" O.C.E.W; 6" overhang edge of pond)	SF	3400	\$ 30,000.00
13	Install Concrete Sidewalk (6' wide, 4" no reinforcing)	LF	235	\$ 10,000.00
21	Electrical to algae control, and parimeter loop	LS	1	\$ 6,000.00
22	Install algae control unit (Self Perform)	LS	1	\$ -
23	Supply Algae Control Unit (Self Perform)	LS	1	\$ -
24	Temporary Toilet (UPDL Building)	LS	1	\$ -
25	Install Temporary Fencing (Self Perform)	LS	1	\$ -
Total Base Bid				\$ 78,600.00

01/15/21
16:48:12

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 1/21

Page: 1 of 8
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Line \$	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
47633		1089 Gallatin County Treasurer		759.00					
	NovDec20	12/31/20 Tech surcharge		350.00		COURT	7458 212200		101000
	NovDec20	12/31/20 MLEA		360.00		COURT	7467 212200		101000
	NovDec20	12/31/20 Victims Assistance		49.00		COURT	7699 212200		101000
47634		2088 Town West Yellowstone		624.07					
	12/31/20	utility chrgs, Chamber, 895		50.90		BLDGS	1000 411257 340		101000
	12/31/20	utility chrgs, UPDL, 892		84.28		BLDGS	1000 411252 340		101000
	12/31/20	utility chrgs, PS Shops, 884		38.83		BLDGS	1000 411253 340		101000
	12/31/20	utility chrgs. Povah Ctr, 887		78.51		BLDGS	1000 411255 340		101000
	12/31/20	utility chrgs, Police Dept, 886		49.91		BLDGS	1000 411258 340		101000
	12/31/20	utility chrgs, City Park, 885		121.74		BLDGS	1000 411253 340		101000
	12/31/20	utility chrgs, Library, 891		39.22		LIBBLD	1000 411259 340		101000
	12/31/20	utility chrgs, Lift #1, 903		16.81		SEWER	5310 430600 340		101000
	12/31/20	utility chrgs, Twn Hall, 921		143.87		TWNHAL	1000 411250 340		101000
47636		2853 Two Seasons Recycling		500.00					
	2021187	12/31/20 monthly recycling Dec 2020		500.00		PARKS	1000 460430 534		101000
47637		266 Utilities Underground Location		6.28					
	125361	12/31/20 excavation notifications		6.28		WATER	5210 430500 357		101000
47638		2421 NAPA Auto Parts		1,588.34					
	12/31/20	Napa Supplies PW Repairs		955.58		STREET	1000 430200 369		101000
	12/31/20	Napa Supplies PW Other supplie		56.91		STREET	1000 430200 229		101000
	12/31/20	Napa Supplies Pub Works		305.78		STREET	1000 430200 220		101000
	12/31/20	NAPA supplies - PW Tester		126.49		STREET	1000 430200 212		101000
	12/31/20	NAPA supplies - Sewer Filter		143.58		SEWER	5310 430600 212		101000
47639		2813 Century Link		62.00					
	12/28/20	DSL Pub Serv Office 646-7949		62.00		ROAD	1000 430200 345		101000
47640		2558 Hebgen Basin Fire District		54,210.00					
	01/01/21	January 2021		46,877.00		FIRE	1000 420400 357		101000
	01/01/21	employee grant January 2021		7,333.00		FIRE	1000 420471 140		101000
47642		2575 WY Tourism Business Improvement		3,048.71					
	12/31/20	Collections in December 2020		3,048.71*		TBID	7202 411800 540		101000

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Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
47643	2789 WEX Bank	3,403.64					
	12/31/20 06 Dodge Durango 6-1374	37.71		PUBSER	1000 430200	231	101000
	12/31/20 17 Dodge Ram #1	152.24		POLICE	1000 420100	231	101000
	12/31/20 17 Dodge Ram #2	204.27		POLICE	1000 420100	231	101000
	12/31/20 10 Ford Expedition 6-000046	81.86*		SOCSE	1000 450135	231	101000
	12/31/20 10 JD Backhoe 310SJ	58.80		STREET	1000 430200	231	101000
	12/31/20 Snow Blower	135.98		STREET	1000 430200	231	101000
	12/31/20 CAT 936 Loader	114.25		STREET	1000 430200	231	101000
	12/31/20 91 Ford 6-582	123.38		STREET	1000 430200	231	101000
	12/31/20 SS Snow Blower Green	266.80		STREET	1000 430200	231	101000
	12/31/20 14 Water Truck	61.16		STREET	1000 430200	231	101000
	12/31/20 00 Freightliner Dump 6-60700A	122.33		STREET	1000 430200	231	101000
	12/31/20 2010 JD 772 Grader	183.97		POLICE	1000 420100	231	101000
	12/31/20 08 Ford Pickup 6-1450	62.18		STREET	1000 430200	231	101000
	12/31/20 08 GMC Pickup 6-1484	99.09		STREET	1000 430200	231	101000
	12/31/20 08 CAT 938H Loader	371.71		STREET	1000 430200	231	101000
	12/31/20 08 904B MiniLoader	64.03		STREET	1000 430200	231	101000
	12/31/20 01 Freightliner truck 1	97.77		STREET	1000 430200	231	101000
	12/31/20 01 Freightliner truck 2	113.31		STREET	1000 430200	231	101000
	12/31/20 14 Police Interceptor	212.40		POLICE	1000 420100	231	101000
	12/31/20 15 Ford F-250	171.12		STREET	1000 430200	231	101000
	12/31/20 18 2018 Dodge Ram	81.38		WATER	5210 430500	231	101000
	12/31/20 18 2018 Dodge Ram	81.38		SEWER	5310 430600	231	101000
	12/31/20 18 Dodge Ram-Police	276.23		POLICE	1000 420100	231	101000
	12/31/20 19 Dodge Durango	119.07		POLICE	1000 420100	231	101000
	12/31/20 19 Dodge 5500	111.22		STREET	1000 430200	231	101000
47644	2845 Kasting, Kauffman & Mersen, PC	6,103.70					
	01/06/21 legal services 12/1-12/31/20	5,980.00		LEGAL	1000 411100	352	101000
	01/06/21 postage/copies	1.80*		LEGAL	1000 411100	870	101000
	01/06/21 travel	121.90		LEGAL	1000 411100	373	101000
47648	2952 DIS Technologies	758.07					
	6896 01/05/21 Monthly Managed IT	758.07		IT	1000 410580	355	101000
47649	E 2673 First Bankcard	23.99					
	12/08/20 Amazon-Surface pro charger	23.99		DSPTCH	1000 420160	216	101000
47650	E 2964 CITI CARDS	9,987.54					
	55726332 12/04/20 Zoom-Library	15.55		LIBES	2220 460100	398	101000
	1547650079 12/04/20 LauraFinley ServSafe Pais	203.42		SOCSE	1000 450135	357	101000
	7885058 12/01/20 Amazon-SteelShelf	112.00		HELP	7010 510301	212	101000
	2050645 12/04/20 Amazon-Rec Dept OrnamCraftKit	14.99		RECDEP	1000 460440	220	101000
	2578626 12/01/20 Amazon-Utility cart Soc Serv	165.99		HELP	7010 510301	212	101000

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	2578626	12/01/20	Amazon-iphone screen protecto	12.03		STREET 1000 430200	220	101000
	3437029	12/04/20	Amazon-Craft Kits Rec Dept	118.00		RECDEP 1000 460440	220	101000
	22217	12/11/20	JJs Tech- Gas monitor repair	360.00		WATER 5210 430500	357	101000
	60583527	12/11/20	Heated cabinet-Sr Ctr Grant	2,775.24		CARES 1000 510301	212	101000
	7568258	12/11/20	AmazonPreptableFrigSrCtrGrant	1,799.00		CARES 1000 510301	220	101000
	5797830	12/15/20	AmazonCutlery Packs SrCtrGran	69.18		CARES 1000 510301	220	101000
	3828218	12/15/20	AmazonKnifeBlckset SrCtrGrant	799.95		CARES 1000 510301	212	101000
	661094	12/15/20	EpromosCoolerbags(75)SrCtrGran	1,680.06		CARES 1000 510301	220	101000
	01/01/21		Big Sky Newspaper subscription	75.00		LIBRY 2220 460100	215	101000
	9810635	12/15/20	StainlessSteelDinWareSrCtrGra	221.85		CARES 1000 510301	220	101000
	9370616	12/18/20	Amazon - Books	48.99		LIBRY 2220 460100	215	101000
	0486666	12/16/20	AmazonAprons/OvenMittSrCtrGra	119.75		CARES 1000 510301	220	101000
		12/21/20	Walmart- Shelving Grant Tots	80.67		HELP 7010 450135	212	101000
	52455971	12/22/20	Wordpress- domain mapping	13.00		LIBRY 2220 460100	398	101000
	700032691	12/22/20	CoverallsDir-Water Dept	100.75		WATER 5210 430500	212	101000
	4050646	12/15/20	AmazonDisposGlovesSrCtrGrant	53.38		CARES 1000 510301	220	101000
	2951433	12/22/20	AmazonDisposGloves Water	159.99		WATER 5210 430500	212	101000
	0905036	12/02/20	Amazon-Books	20.20		LIBRY 2220 460100	215	101000
	3134668	12/28/20	Amazon-AutoPencils/refills Se	15.99		SEWER 5310 430600	220	101000
	5925847	12/28/20	Amason-FlushValvSolenoidPart	41.44		BUILDN 1000 411257	366	101000
	4963470	12/28/20	AmazonSensorModuleUrinal PW	143.72		BULDNG 1000 411257	366	101000
	60368994	12/31/20	Zoom Twnhall	14.99		ADMIN 1000 410210	220	101000
	9386604	12/31/20	AmazonFood storage containers	89.96		HELP 7010 510301	212	101000
	01/05/21		USPS -Stamped Envelopes	112.45		FINADM 1000 410510	220	101000
	01/05/21		USPS- Envelope Postage	550.00		FINADM 1000 410510	311	101000
47651		547 WY Chamber of Commerce		10,000.00				
	Winter20	01/13/21	WYOC Winter Relaunch Cmpgn	10,000.00		MAPFUN 2101 410130	398	101000
47652		2852 Blackfoot Communications		2,050.60				
	01/15/21	646-5106,	fax soc svc	40.53		SOCSRV 1000 450135	345	101000
	01/15/21	646-5119,	police station Dispa	40.53		DISPCH 2850 420750	345	101000
	01/15/21	646-5141,	sewer plant alarm	40.53		SEWER 5310 430600	345	101000
	01/15/21	646-5185,	town hall alarm	40.53		TWNHAL 1000 411250	345	101000
	01/15/21	646-7311,	social services	25.74		SOCSRV 1000 450135	345	101000
	01/15/21	646-7481,	povah elevator	58.16		POVAH 1000 411255	345	101000
	01/15/21	646-7511,	town hall fax	40.53		TWNHAL 1000 411250	345	101000
	01/15/21	646-7609,	public works	54.76		PUBSVC 1000 430200	345	101000
	01/15/21	646-7650,	police station fax	40.53		DISPCH 2850 420750	345	101000
	01/15/21	646-7715,	povah center	24.63		POVAH 1000 411255	345	101000
	01/15/21	646-7795,	town hall	253.18		TWNHAL 1000 411250	345	101000
	01/15/21	646-7845,	court clerk	119.82*		COURT 1000 410360	345	101000
	01/15/21	646-9017,	library	43.63		LIBRAR 2220 460100	345	101000
	01/15/21	646-9027,	sewer plant alarm	40.53		SEWER 5310 430600	345	101000
	01/15/21	ethernet,	library	300.00		LIBRAR 2220 460100	345	101000

01/15/21
16:48:12

TOWN OF WEST YELLOWSTONE
Claim Approval List
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Page: 4 of 8
Report ID: AP100

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	01/15/21	ethernet, povah center		187.26		POVAH	1000 411255	345	101000
	01/15/21	ethernet, police station		350.00		POLICE	1000 411258	345	101000
	01/15/21	ethernet, town hall		272.00		TWNHAL	1000 411250	345	101000
	01/15/21	602-4909, town hall judge		15.11*		COURT	1000 410360	345	101000
	01/15/21	602-4894 Town hall Court Clerk		1.10*		COURT	1000 410360	345	101000
	01/15/21	602-4897 town hall		1.10		TWNHAL	1000 411250	345	101000
	01/15/21	602-4898 town hall		1.10		TWNHAL	1000 411250	345	101000
	01/15/21	602-4900 town hall		5.25		TWNHAL	1000 411250	345	101000
	01/15/21	602-4901 town hall		5.25		TWNHAL	1000 411250	345	101000
	01/15/21	602-4902 town hall		1.10		TWNHAL	1000 411250	345	101000
	01/15/21	602-4903 town hall		1.10		TWNHAL	1000 411250	345	101000
	01/15/21	602-4904 town hall		1.10		TWNHAL	1000 411250	345	101000
	01/15/21	602-4905 town hall		1.10		TWNHAL	1000 411250	345	101000
	01/15/21	602-4906 Library Main desk		1.10		LIBRY	2220 460100	345	101000
	01/15/21	602-4907 Library Director		1.10		LIBRY	2220 460100	345	101000
	01/15/21	602-4908 Povah Ctr		11.10		POVAH	1000 411255	345	101000
	01/15/21	602-4949 Town Hall		11.10		TWNHAL	1000 411250	345	101000
	01/15/21	602-4044-SocServ Pantry		20.00		SOCSRV	1000 450135	345	101000
47653		2813 Century Link		1,541.44					
	12/19/20	E911 Viper 255-9710		1,001.18		E911	2850 420750	345	101000
	12/19/20	E911 Viper 255-9712		24.77		E911	2850 420750	345	101000
	12/19/20	E911 Viper 646-5170		108.90		E911	2850 420750	345	101000
	12/19/20	Alarm Lines 646-5185		88.16		TWNHLL	1000 411250	345	101000
	12/19/20	Police - 646-7600		318.43		POLICE	2850 420750	345	101000
47655		2822 ClearBlu Business Services		3,710.00					
	01/03/21	Town Hall		1,000.00*		TWNHLL	1000 411250	357	101000
	01/03/21	Library		400.00		LIBES	1000 411259	357	101000
	01/03/21	Trailhead Bldng.		260.00		TRLHED	1000 411256	350	101000
	01/03/21	Povah		450.00		POVAH	1000 411255	350	101000
	01/03/21	Chamber Bldng.		1,100.00		CHAMB	1000 411257	357	101000
	01/03/21	Park Bathrooms		500.00		PARKS	1000 411253	357	101000
47656		2952 DIS Technologies		625.00					
	6864 01/05/21	Monthly managed IT services	911	625.00*		911	2850 420750	398	101000
47679		2 Forsgren Associates P.A.		123,919.50					
	120523 12/31/20	WWTP		122,889.00		SEWER	5320 430640	951	101001
	120523 12/31/20	Electrical Sub WWTP		1,030.50		SEWER	5320 430640	951	101001

01/15/21
16:48:12

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Page: 5 of 8
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47680			2 Forsgren Associates P.A.	715.00					
	120520	12/31/20	Operation support	327.50		WATER	5210 430500	354	101000
	120520	12/31/20	Operation support	327.50		SEWER	5310 430600	354	101000
	120520	12/31/20	Swr Capacity Review Moonrise	60.00		PLANRE	1000 411000	354	101000
47681			2264 MORNING GLORY COFFEE & TEA	32.50					
	203954	01/12/21	Dispatch Coffee	32.50		DSPTCH	1000 420160	220	101000
47682			40 Jerry's Enterprises	36.34					
		12/31/20	Ice for Sewer Samples	8.58		SEWER	5310 430600	357	101000
		12/11/20	Fuel Police	28.50		POLICE	1000 420100	231	101000
		12/31/20	Credit taken on Ice receipt	-0.74		SEWER	5310 430600	357	101000
47683			3176 Magda Nelson - Local Government	1,340.00					
	146	01/02/21	Consulting Services	1,340.00		FINANC	1000 410530	353	101000
47684			1146 Madison Valley Bank	302.89					
		01/03/21	Line of Credit Interest	302.89		SEWER	5320 430640	951	101000
47685			3200 Yellowstone Log Chinking	1,050.00					
	2	01/07/21	UPDL Snow Removal	1,050.00*		TWNHL	1000 411250	357	101000
47686			1796 Barta Electric, Inc.	340.70					
	5784	12/27/20	Xmas Tree/Park bathroom work	340.70		PARKS	1000 460430	369	101000
47687			3249 Associated Employers	675.00					
		01/01/21	Annual Member Dues 2/21-1/22	675.00		ADMIN	1000 410210	335	101000
47688			3261 Targhee Services	323.80					
		12/26/20	Repair on 17 Dodge Ram	323.80		STREET	1000 430200	361	101000
47689			1061 Lane and Associates	67.30					
	8320	01/04/21	Drug Test (1)	67.30		ADMIN	1000 410210	356	101000
47690			856 Intoximeters, Inc.	218.50					
	670973	01/04/21	Breath testers	218.50		POLICE	1000 420100	220	101000
47691			1331 West Yellowstone Foundation	10.00					
	110220-1	11/02/20	Bus Voucher (1)	10.00		HELP	7010 450135	370	101000

01/15/21
16:48:12

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 1/21

Page: 6 of 8
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
47692	254 Firehole Fill Up/Economart 122320-1 12/23/20 Help Fund Gas Voucher	32.00 32.00		HELP	7010 450135	231	101000
47693	171 Montana Food Bank Network AOR22102-1 01/07/21 Food Bank Supplies	552.55 552.55		HELP	7010 450135	220	101000
47694	151 Gallatin County WY TS/Compost 12/31/20 Garbage Household waste	220.40 220.40		PARKS	1000 460430	534	101000
47695	323 Kamp Implement Co W059038 12/23/20 Water Truck Repair	264.70 264.70		STREET	1000 430200	361	101000
47696	533 Market Place 12/31/20 Gift Certificates&Cards 12/22/20 Snack for TC Meeting	2,450.35 2,430.00 20.35		LEGIS LEGIS	1000 410100 1000 410100	220 220	101000 101000
47697	2788 Sabrah Kearney 01/04/21 Coffee Creamer - PD	7.99 7.99		DSPTCH	1000 420160	220	101000
47698	2311 Post Register 60276 01/05/21 PW Superintendent Job Ad	90.05 90.05		ADMIN	1000 410210	327	101000
47699	3298 Dallen Griffel 01/03/21 Work Boots Griffel	209.87 209.87*		STREET	1000 430200	226	101000
47700	2654 Community Health Partners 12/29/20 Drug Test (1)	34.00 34.00		ADMIN	1000 410210	356	101000
47701	2143 Crimestar Corporation 10339 01/01/21 Records ManageSystem Support(3 10339 01/01/21 RMS-LaptopAnnual Support (2)	1,500.00 900.00* 600.00*		911 911	2850 420750 2850 420750	398 398	101000 101000
47702	474 Three Bears Lodge, Inc. 01/07/21 Lodging for WYPD Chief intervi	223.52 223.52		LESGIS	1000 410100	870	101000
47703	764 General Distributing Co. 949244 12/31/20 Welding Supplies	55.18 55.18		STREET	1000 430200	212	101000
47704	E 2673 First Bankcard 12/08/20 Walmart-D&P Holdiay Grant 12/10/20 MarketPlace-D&PHolidayGrant 12/10/20 Walmart-D&P Holiday grant 12/10/20 Wlmrt-D&P Holiday grant 12/15/20 Northern Tool MemberCredit	25,492.03 373.96 48.29 138.00 435.66 -39.99		HELP HELP HELP HELP STREET	7010 450135 7010 450135 7010 450135 7010 450135 1000 430200	220 220 220 220 335	101000 101000 101000 101000 101000

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	111692	12/30/20	Oliver-Space Saver SrCtrGrant	126.69		CARES	1000 510301	212	101000
	90803	12/17/20	OliverProducts SrCtrGrant	4,825.13		CARES	1000 510301	212	101000
	90802	12/17/20	OliverHeatSealconterSrCtrGrant	1,840.00		CARES	1000 510301	212	101000
	1070497	12/17/20	ProvonDispenser/Handfoam	279.92		POVAH	1000 411255	212	101000
	145471811	12/17/20	QuillHandsanitizerSrCtrGrant	89.95		CARES	1000 510301	220	101000
	111233467	12/22/20	Insulated FreezerSrCtrGrant	6,404.81		CARES	1000 510301	212	101000
		12/21/20	Broulims-Food trays	165.33		LEGIS	1000 410100	220	101000
	661346	12/28/20	Face Masks-Sr Ctr Grant	970.01		CARES	1000 510301	212	101000
	20203649	12/30/20	Freezer Food Bank Grant	3,541.54		HELP	7010 510301	212	101000
		12/31/20	PeggyLaytonCredit	-304.45		HELP	7010 510301	212	101000
		12/31/20	PeggyLayton Food Bank Grant	3,737.99		HELP	7010 510301	212	101000
		12/31/20	MarketPlace-Gift cards FBGrant	2,000.00		HELP	7010 510301	220	101000
		12/30/20	Cabelas Food Bank Grant	374.99		HELP	7010 510301	212	101000
		12/31/20	Displays2go-Food Bank Grant	484.20		HELP	7010 510301	212	101000
47705			135 Food Roundup	1,002.62					
		12/02/20	Books/magazines Dispatch	26.94		DSPTCH	1000 420160	220	101000
		12/17/20	Gift Certificates (24)	760.00		LEGIS	1000 410100	220	101000
		12/31/20	Rec Dept Supplies	215.68		RECREA	1000 460440	220	101000
47706			999999 TYLER REED	100.00					
		01/12/21	Exonerated Bond	100.00		COURT	7469 212401		101000
47707			3254 USDA Forest Service	566.12					
	BF011107AB	01/08/21	Specialuse - Water Trans P	428.62		WATER	5210 430500	335	101000
	BF011107AB	01/08/21	Specialuse - Sewer Trans P	137.50		SEWER	5310 430600	335	101000
47708			1454 Bozeman Chronicle/Big Sky	60.00					
	60270	12/28/20	Superintendent Job Ads	60.00		ADMIN	1000 410210	327	101000
47709			2551 Thyssenkrupp Elevator Corp	472.75					
	3005693120	01/01/21	Oil&grease Povah elevator	472.75		POVAH	1000 411255	350	101000
47710			3243 Susan Swimley	370.00					
	10846	01/08/21	Land Use Issues	370.00		LEGAL	1000 411100	352	101000
47711			2491 MMIA	1,500.00					
	DR1005052	01/06/21	Sewer Backup D&R Montana	1,500.00		INSURA	1000 510330	513	101000
			# of Claims	51	Total:				263,238.04
			Total Electronic Claims	35,503.56	Total Non-Electronic Claims				227734.48

Fund/Account	Amount
1000 General Fund	
101000 CASH	\$106,780.50
2101 Marketing & Promotions (MAP)	
101000 CASH	\$10,000.00
2220 Library	
101000 CASH	\$518.57
2850 911 Emergency	
101000 CASH	\$3,659.34
5210 Water Operating Fund	
101000 CASH	\$1,464.52
5310 Sewer Operating Fund	
101000 CASH	\$811.66
5320 Sewer Replacement Depreciation Fund	
101000 CASH	\$302.89
101001 Cash of Line of Credit - MVB	\$123,919.50
7010 Social Services/Help Fund	
101000 CASH	\$11,873.35
7202 TBID Agency Fund	
101000 CASH	\$3,048.71
7458 Court Surcharge HB176	
101000 CASH	\$350.00
7467 MT Law Enforcement Academy (MLEA)	
101000 CASH	\$360.00
7469 City Court - Judge Gibson	
101000 CASH	\$100.00
7699 Victims Assistance Program	
101000 CASH	\$49.00
Total:	\$263,238.04

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
January 5, 2021

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

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

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

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

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

Public Comment Period

Clyde Seely addresses the Town Council regarding his current project to subdivide and sell the southern half of Block 11, Lot 8. He explains that it was his stated intent to complete this project by the end of the year for tax purposes. He started the project in the early fall and pushed hard to complete the project on this timeline. He expresses frustration about the delays and the amount of time it has taken to address the project. He was notified this morning that the project has been stricken from the agenda as they are still waiting for a response from the Town Attorney. Seely requests a special council meeting to resolve this matter so they can move forward and complete the sale. The Council encourages the Town Manager to contact the attorney they are waiting to respond and determine when a meeting can be held.

Dr. Jane Gillette, House District Representative 64, addresses the Council and reports that today is the second day of the Montana Legislative session. She says they have over 3500 bills to consider in this session. She requests that the Town Manager or Mayor let her know which bills they are most interested in and she will be happy to advocate for the Town.

Council Comments

Council Member Schmier expresses appreciation to Sheriff Brian Gootkin for his service to Gallatin County. He has accepted an appointment to take over the Department of Corrections for the State of Montana. He also asks that everyone reflect back on 2020 and remember all the positive things that happened. He thanks the staff for their efforts to cover shortages in their departments and again encourages the Mayor and Town Manager to work together. Mayor Johnson expresses support for Jeff Mathews' daughter, who is struggling with some health issues. Clyde Seely reports on Bill Howell, who is in the hospital struggling to recover from a valve replacement and cardiac arrest.

ACTION TAKEN

- 1) Motion carried to appoint Jerry Johnson as the Mayor and Travis Watt as the Deputy Mayor for the year 2021. (Schmier, Mathews)
- 2) Motion carried to approve Purchase Order #6922 to DIS Technologies to purchase six laptops and car mounts for the police department for \$17,022.00. (Watt, Forsythe)
- 3) Motion carried to approve the Consent Agenda, which includes the minutes of the November 17, 2020 Town Council Meeting, December 8, 2020 Town Council Meeting and December 22, 2020 Town Council Meeting. (Watt, Schmier)
- 4) Motion carried to approve the claims, which total \$39,316.15. (Watt, Mathews)
Forsythe abstains from Claim #47646 to the Westmart Building Center for \$1020.44.
- 5) Motion carried to approve the updated purchasing policy, Town Policy #8 (Watt, Forsythe)

- 6) Motion carried to appoint Steve Larson and Wendy Swenson for three-year terms to the Marketing and Promotions Fund Advisory Board. (Watt, Forsythe)
- 7) Motion carried to approve the lot aggregation for Block 8, Lots 6 & 7 of the Madison Addition for Larry McClean. (Watt, Forsythe)
- 8) Motion carried to approve the McCray Investments mixed use development at Block 14, Lot 2 of the Original Townsite. (Watt, Forsythe)
- 9) Motion carried to approve the business license update and parking for The Ranch Apartments of Block 14, Lot 2 of the Original Townsite. (Watt, Forsythe)
- 10) Motion carried to approve the employee housing project for the Grizzly & Wolf Discovery Center, Grizzly Park Block 3, Lot 2. (Watt, Mathews)
- 11) Motion carried to approve the employee housing project for McBirnie/Whitman to install a mobile home at Block 6, Lot 2 of the Original Townsite. (Forsythe, Watt)

DISCUSSION

- 1) Schmier comments that as they move forward, he hopes that the Mayor and Town Manager can communicate and work together better. He says that 2020 was a very challenging year and they need to move forward. Town Clerk Liz Roos administers the oaths of office for Watt and Johnson.
- 2) Officer Sabrah Kearney addresses the Council regarding the need to replace the six officer laptops. She explains that the computers that they are using are out of compliance and out of date. She has researched the issue by consulting Gallatin County and DIS Information Technologies. Sabolsky explains that the adopted budget was very slim. He says that they are short \$5000 to complete the sale of \$17,022. He says they will need to do a budget amendment but there are savings in other areas that can be used to cover the shortage. Mathews asks if Head Dispatcher Brenda Martin has reviewed the proposed purchase. Sabolsky says Martin has been out, but Kearney did consult with Gallatin County 911 to determine exactly what they need to be compatible
- 5) The Council briefly discusses the policy and accepts the proposed changes. Sabolsky clarifies that the term “administrative staff” includes the Finance Director or other Department Heads as appropriate.
- 6) Johnson thanks Gloria Evans for serving on this board and how much he appreciated her perspective on this board. He says she is doing well but is avoiding people in order to maintain her health.
- 11) Sabolsky points out that Jeff McBirnie is a member of the Planning Board and he abstained from voting on his project.
- A) **Town Manager & Staff Reports:** Town Manager Dan Sabolsky reports that the appraiser has walked through the wastewater treatment facility property in order to understand the limitations of the property. The cost of the appraisal is \$7000 and the Town is responsible for half of the cost of the appraisal. He reports that Town Engineer Dave Noel has met a couple times with the engineer for the airport. He also mentions the need to do an impact study review and the possibility of charging impact fees for new developments and updating the SFE (single family equivalency) chart. He says they may need to contract with another engineering firm to complete this. He says Noel is also working on the Frontier Trail project, specifically the street crossings. He says that to date, the Town has received over \$500,000 from the federal CARES Act and they expect to submit one more draw. They also received over \$27,000 in grant money for the Social Services Department. Sabolsky reports on fundraising for the casting pond project and

plans. Phase I of the project will cost about \$100,000 and they have commitments for \$30,000 but the Public Works Department may be able to do some of the labor. Sabolsky says that the lease for the Groomer Shed has expired but can be extended after they receive a letter from the Chamber. Sabolsky reports that they are still waiting for the results of the background checks on the police chief candidates, but Detective Peterson is working on it this week. He mentions that they have received two applicants for the Public Services Superintendent and are expecting a couple more. He says that participation in the youth Christmas Camp was down this year and they are evaluating doing it again next year. He mentions upcoming Serv Safe class opportunities and that both collective bargaining agreements will expire this year. Sabolsky also explains that Vision West is a company that works with police and dispatch departments to identify and solve problems. He says that they met with each member of the department and has identified some issues. They will meet with the department and provide training. The police department members are in line to receive the Covid-19 vaccine soon. He says they have had some staffing challenges related to Covid-19 and another wave may be coming. He thanks all the staff members that have stepped up and covered shifts for people that have been out sick. Schmier asks to see the final modification and plan for the casting pond. Johnson says that there are no signs on the state highways to notifying visitors that they cannot ride snowmobiles on the highways. Sabolsky says new signs have been ordered and then determines that the new signs were put up today. Watt mentions that the front area of the snow storage on the old airport has been misinterpreted as a parking area and several people got stuck out there this weekend. Greg Johnson says that they cleared that out that area today and will direct parking to the back of the area. Brad Schmier briefly reports on the recent Health Care Services Advisory Board meeting. Most of the discussion focused on covid-19 vaccine distribution and testing.

The meeting is adjourned. (9:00 PM)

Mayor

ATTEST:

Town Clerk

Resolution No. 751

RESOLUTION APPROVING GALLATIN COUNTY HAZARD MITIGATION AND COMMUNITY WILDFIRE PROTECTION PLAN FOR TOWN OF WEST YELLOWSTONE, MONTANA

This Resolution was introduced by Patrick Lonergan, Emergency Manager, moved by _____, and seconded by _____. The Resolution was adopted by a vote of _____.

WHEREAS, all citizens and property within the Town of West Yellowstone are at risk from a wide range of hazards such as, but not limited to, aviation accidents, bioterrorism, civil unrest, communicable disease, drought, earthquake, extended cold, flooding, ground transportation accidents, hazardous materials release, railroad accidents, severe thunderstorms, terrorism, tornadoes, utility outage, violence, volcano, wildfire, wind, and winter storms;

WHEREAS, the Town of West Yellowstone, pursuant to Section 322, Mitigation Planning, of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, enacted by Section 104 of the Disaster Mitigation Act of 2000 (P.L. 106-390) and the Interim Final Rule published in the Federal Registry on February 26, 2002 at 44 CFR Part 201, is required to have an approved Hazard Mitigation Plan in order to receive future federal disaster mitigation funds; and

WHEREAS, a Hazard Mitigation Plan will guide the Town of West Yellowstone in making decisions for pre-disaster and post-disaster mitigation projects.

WHEREAS, the Town of West Yellowstone, pursuant to the Healthy Forest Restoration Act of 2003 is encouraged to develop a Community Wildfire Protection Plan to help reduce the risk to wildfire loss and create healthy ecosystems.

WHEREAS, a Community Wildfire Protection Plan will guide Town of West Yellowstone in making decisions for wildfire response and mitigation projects.

NOW, THEREFORE, it is hereby resolved that the Town Council for the Town of West Yellowstone does hereby adopt the Gallatin County Hazard Mitigation and Community Wildfire Protection Plan dated November 2020 and attached hereto as Exhibit A pending approval from the Federal Emergency Management Agency,

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF WEST
YELLOWSTONE, MONTANA, THIS 29th DAY OF JANUARY 2021 AND APPROVED BY THE
MAYOR OF THE TOWN OF WEST YELLOWSTONE.

Mayor Jerry Johnson

Council Member Greg Forsythe

Council Member Brad Schmier

Council Member Travis Watt

Council Member Jeff Matthews

ATTEST:



Town Clerk Elizabeth Roos