

Town of West Yellowstone

Tuesday, January 4, 2022

West Yellowstone Town Hall, 440 Yellowstone Avenue

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

Meeting ID: 893 834 1297.

TOWN COUNCIL MEETING

7:00 PM

**Oath of Office – Council Members Jeff McBirnie, Lisa Griffith and Brian Benike
Election of the Mayor and Deputy Mayor for 2022**

Comment Period

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

Treasurer's & Securities Report

Purchase Orders

Claims ∞

Business License Applications

Consent Agenda: **Minutes of the December 7, 2021 Town Council Meeting** ∞

Minutes of the December 21, 2021 Town Council Meeting ∞

Town Manager & Staff Reports ∞

Advisory Board Reports

Public Hearing: Budget Amendment, Additional 1% Resort Tax Fund

NEW BUSINESS

Marketing and Promotions Fund Appointments
(TC Representative, Chamber Representative, Non-Chamber, At-Large) Discussion/Action ∞

Resolution No. 768, Additional Expenditure of 1% Resort Tax Fund to pay off
Line of credit at Madison Valley Discussion/Action ∞

Resolution No. 769, Transfer of 1% Resort Tax to Sewer Fund Discussion/Action ∞

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



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

Public Hearing/Public Meeting

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

Oral Communication

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

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

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

General Town Council Meeting Information

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

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Town of West Yellowstone Oath of Office Town Council Member

I, _____, do solemnly swear that I will support,
protect, and defend the Constitution of the United States,
The Constitution of the State of Montana
and the Charter of the Town of West Yellowstone
and that I will discharge the duties
of my office with fidelity (So Help Me God).

January 4, 2022

Town Council Member



State of Montana
Gallatin County

Elizabeth Roos, Town Clerk & Notary Public
Residing in West Yellowstone
My Commission Expires August 9, 2023

12/30/21
15:06:22

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 1/22

Page: 1 of 3
Report ID: AP100

FSB - Operating account
* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/21) ***									
48599	E	2673 First Bankcard		209.97					
		11/04/21 (2) Sealight H11 LED Bulb		139.98		STREET	1000 430200	361	101000
		11/09/21 (1) Firehawk 2021new9005LEDbul		69.99		STREET	1000 430200	361	101000
48664		1566 Montana Security and		61.50					
		69345 12/29/21 monitoring UPDL		61.50		UPDL	1000 411252	357	101000
48676		3242 Fisher's Technology		7.02					
		975379 12/21/21 copier maintenance fee		7.02		FINADM	1000 410510	356	101000
48690		1514 Verizon Wireless		983.78					
		19 Smartphones							
		5 laptops							
		12/20/21 640-0108, Police		41.25		POLICE	1000 420100	345	101000
		12/20/21 640-0121 Laptop		40.01		POLICE	1000 420100	345	101000
		12/20/21 640-0141 Street SP		41.24		STREET	1000 430200	345	101000
		12/20/21 640-0159 Street SP		41.25		STREET	1000 430200	345	101000
		12/20/21 640-0606 911 Dispatch		41.25		911	2850 420750	345	101000
		12/20/21 640-1103, Operator SP		0.00		STREET	1000 430200	345	101000
		12/20/21 640-1460, Library Dir, SP		41.25		LIBRAR	2220 460100	345	101000
		12/20/21 640-1461, S & W operator, SP		41.25		SEWER	5310 430600	345	101000
		12/20/21 640-1462, S & W Super, SP		41.25		WATER	5210 430500	345	101000
		12/20/21 640-1463, Deputy PSS, SP Sspnd		41.25		PARKS	1000 460430	345	101000
		12/20/21 640-1472, Ops Mgr, SP		41.24		ADMIN	1000 410210	345	101000
		12/20/21 640-1676, Rec Coor, SP		41.25		REC	1000 460440	345	101000
		12/20/21 640-1754, COP, SP		41.25		POLICE	1000 420100	345	101000
		12/20/21 640-1755, Police		41.25		POLICE	1000 420100	345	101000
		12/20/21 640-1756, Police		41.25		POLICE	1000 420100	345	101000
		12/20/21 640-1757, Police		41.25		POLICE	1000 420100	345	101000
		12/20/21 640-1758, Police, SP		41.25		POLICE	1000 420100	345	101000
		12/20/21 640-1759, Police		41.25		POLICE	1000 420100	345	101000
		12/20/21 640-7547, Street SP		0.00		PARKS	1000 460430	345	101000
		12/20/21 640-9074, PSS, SP		41.25		STREET	1000 430200	345	101000
		12/20/21 640-2195 683 laptop		40.01		POLICE	1000 420100	345	101000
		12/20/21 640-2551 COP laptop		40.01		POLICE	1000 420100	345	101000
		12/20/21 641-0184 686 laptop		40.01		POLICE	1000 420100	345	101000
		12/20/21 641.0207 681 laptop		40.01		POLICE	1000 420100	345	101000
		12/20/21 640-2354 Social Services		41.25		SOCSER	1000 450135	345	101000
		12/20/21 640-2629 City Judge		41.25		COURT	1000 410360	345	101000

12/30/21
15:06:22

TOWN OF WEST YELLOWSTONE
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Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
48696			2977 Staples Credit Plan	299.97					
	2972154421	11/27/21	APC Backups Pro UPS	218.99		DSPTCH	1000 420160	212	101000
	2972154421	11/27/21	Logitech MK550 Optical (2)	80.98		DSPTCH	1000 420160	220	101000
48697			2854 Mountain Alarm	110.55					
	2637103	01/01/22	Alarm monitoring 3 months	110.55		TWNHLL	1000 411250	366	101000
48698			1387 MONTANA RURAL WATER SYSTEMS	460.00					
	724	12/17/21	2-Wastewatertreatmntfundal IBk	200.00		SEWER	5310 430600	380	101000
	724	12/17/21	2-WastewatertreatmntfundalIIBk	200.00		SEWER	5310 430600	380	101000
	724	12/17/21	WastewaterOperatorsguidebk	60.00		SEWER	5310 430600	380	101000
48699			3241 Bridger Analytical Lab	280.00					
	2112296	12/19/21	Dec 2021 BacTotalColiform/Eco	280.00		WATER	5210 430500	348	101000
48700			3315 IAS EnviroChem	1,052.00					
	2107038	12/22/21	Ntrogen,phos,chloride,Ammonia	1,052.00		SEWER	5310 430600	357	101000
48701			2958 SHI International Corp	1,080.48					
	B14482947	12/14/21	WinSrvrCore/WinsrvrCAL2022	1,080.48		911	2850 420750	948	101000
48702			1447 MMC, Inc.	451.80					
	8843	11/29/21	Cylinoid repairs GreenBlower	451.80		STREET	1000 430200	369	101000
48703			3233 Safeguard Business Systems	126.45					
	34784226	12/06/21	W-2, 1099 forms w/envelopes	126.45		ADMIN	1000 410210	220	101000
48704			1770 Melanie Gospodarek	1,255.24					
		12/13/21	Education Stipend-Fall2021	1,191.00		FINADM	1000 410510	380	101000
		12/13/21	Education books	64.24		FINADM	1000 410510	380	101000
48705			999999 FRANK UMANA	285.00					
		12/21/21	Exonerated Bond - Umana	285.00		COURT	7469 212401		101000
48706			3061 Mark Mountaintes	120.00					
		12/20/21	Equalizer Repair/Courtrecordeq	120.00		COURT	1000 410360	363	101000
48707			3066 Core & Main	232.00					
	Q077515	12/16/21	VBDebrisPlug/thickwatrprfFoam	232.00		STREET	1000 430200	361	101000
# of Claims 16				Total:	7,015.76				
Total Electronic Claims				209.97	Total Non-Electronic Claims		6805.79		

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
December 7, 2021

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

OTHERS PRESENT: Town Manager Dan Walker, Finance Director Lanie Gospodarek, Public Services Superintendent Jon Simms, Chief of Police Todd Richardson, Fire Chief Shane Grube

Greg Forsythe, Mr. Eaton, Rob Orsini, Shelley Johnson, Karrie Taggart, Sarah Hansen, Jason Brey-US Forest Service, Jeff McBirnie, Lisa Griffith, Kent Houston

The meeting is called to order by Mayor Jerry Johnson 7:00 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.

WORK SESSION

Mayor Johnson calls the meeting to order and asks everyone to recognize and reflect on Pearl Harbor Day today. The purpose of the meeting is to discuss planning for the 80 acres of property the Town has purchased from the US Forest Service. Town Manager Dan Walker delivers a presentation that summarizes the events associated with the acquisition of the land over the past five years and the current status. He describes studies and planning approaches that have already occurred and specifically notes the 80 Acre Expansion Planning Report that was prepared in 2019 by Think Tank Design Group. Walker summarizes the report, which prioritizes residential use, strengthening the local economy, and planning for the future. The plan also recommends site development strategies that allow the Town to parcel the property off into minor subdivisions to allow phased development and control of costs, establish restrictions, etc. Walker says that they need to take several steps to move forward. He lists and describes each step including adopting the 1% resort tax ordinance, adopting zoning/subdivision revisions, establishing zoning regulations for the 80 acres, wastewater treatment/water infrastructure development, partner with housing groups and develop a housing strategy, relocating Public Services functions, Rails to Trails project and other trails and green space, commercial/industrial development strategy and entryway corridor. Walker describes funding strategies for the development and incorporating the development into the Capital Improvement Plan (CIP). He says that as they move forward into the next couple of years, they need to implement the planning that has already been done. He says that they just need to put the pieces in the right order and prepare to develop the land. Mayor Johnson asks what steps can be accomplished simultaneously. He says that the Council needs to understand what needs to be done when and administration will need to push the Council to make those decisions. Mathews suggests moving the housing discussions and decisions up to earlier in 2022 to enable better planning. Kent Houston encourages the Council to focus on affordable housing, specifically that a teacher could afford. Mathews says that they are definitely planning to focus on affordable housing, which is different from low-income housing. Rob Orsini, Principal for the West Yellowstone School, asks for clarification about the process and timeline for housing. Walker responds that everything hinges on completion of the wastewater treatment plan, which is expected to be completed in 2024. Some of the development can take place simultaneously but they'll have to work through that. Jeff McBirnie asks what is the purpose of moving the public works shops. Johnson responds that the shops currently sit on historic property. McBirnie asks if they would sell that property and Johnson says he would never support that. Greg Forsythe asks if they are planning for another water well. Johnson says that they are planning for well #5, which would likely be drilled close to well #4. He says that the contaminants and infrastructure is better the closer they get to Whiskey Springs. Karrie Taggart asks if there is land already set aside for the school or teacher housing. Johnson explains that when the property was acquired, the Town agreed to provide institutional land for the community, but nothing has been designated. Schmier suggests that well #5 be drilled somewhere in the Rendezvous Ski Trail System or the

property on the north side of Highway 20. Lisa Griffith asks what contaminants are in the water. Johnson says that the only contaminant he is referring to is fluoride and explains that the fluoride levels are higher in the wells in town than they are closer to Whiskey Springs. Watt says that three years may seem like a long time to address the housing problem, but its not really that long in terms of government actions. Greg Forsythe suggests an immediate solution to the housing problem, possibly mobile units and suggests they consider other options. McBirnie suggests they look at the development the Yellowstone Club is putting in outside Four Corners to provide employee housing. The group discusses modular or RV Units and how to increase housing availability faster than three or four years.

Public Comment Period

Fire Chief Shane Grube reports that they have had three active cases of covid-19 in the community this week and last. He says they have been offering booster shot vaccinations this week and getting a good response.

Diane Konieczny addresses the Council and asks if anything can be done about the abundance of raven roosting and raven droppings around Town and who is responsible. She says there is a lot raven droppings around the museum and on the sidewalks around Town. Johnson responds that the property owners would be responsible and they will see what they can do about it.

Mayor Johnson reads an email from Randy Roberson that expresses his opinion regarding the development of the 80 acres. He suggests that it is not necessary to move the Public Works shops, suggests considering alternate modular housing solutions, encourages the Council to be patient as they move forward with the development and maintain local control. He recommends considering long-term RV sites and also put thought into safe crossing of the highway for school children.

Council Comments

Brad Schmier says that as he is reaching the end of his term, he wants to thank the staff for all their help over the years, specifically Lanie Gospodarek and Liz Roos. He thanks everyone that has helped him over the years and he is extremely grateful.

Johnson extends appreciation to John and Mary Juracek for their efforts this past year picking up trash around the community.

Public Hearing: Resolution No. 766, Budget Amendment

Mayor Johnson opens the hearing and reads Resolution No. 766, a resolution amending the FY 2022 budget to account for funds to be received from the Bridge and Road Safety Accountability Act. No public comments are received.

ACTION TAKEN

- 1) Motion carried to approve the claims, which total \$79,174.56. (Benike, Watt)
- 2) Motion carried to approve the Consent Agenda, which includes the minutes of the November 16, 2021 Town Council Meeting. (Watt, Benike)
- 3) Motion carried to approve Resolution No. 766, a budget amendment resolution. (Watt, Benike)
- 4) Motion carried to release the Request for Proposals for Health Care Services Provider in January 2022 in accordance with the timeline laid out in the document. (Schmier, Benike)
- 5) Motion carried to approve Resolution No. 767, a resolution to accept the preliminary engineering report and addendum for the AeroMod Mechanical Wastewater Treatment Plant. (Watt, Benike)

- 6) Motion carried to approve the participate as a contractor in the Low Income Home Water Assistance Program. (Watt, Benike)
- 7) Motion carried to approve the Special Event Permit, encroachment requests and Outside Amplification Permit for the Christmas Stroll event on December 18, 2021. (Watt, Benike)
- 8) Motion carried to approve the Special Event Permit for Kids n Snow series on December 18, 2021, January 8, February 5, and March 5, 2022. (Watt, Benike)
- 9) Motion carried to approve Spirit of the North Sled Dog Adventures to operate dog sled tours from the Madison Arm Loop Trailhead. (Benike, Mathews) Johnson is opposed, motion passes.

DISCUSSION

- 6) Finance Director Lanie Gospodarek explain that this program is offered through the Department of Public Health and Human Services to offer temporary assistance with residential water and sewer bills.
- 9) The Council discusses the application at length and consider parking impact, the impact on neighboring business, and use of public property. The Council encourages Walker to reach out to the applicant and discuss other options for the future.
- A) **Town Manager & Staff Reports:** Town Manager Dan Walker recognizes Lanie Gospodarek for working for the Town 20 years. He reports that the casting pond project has been let out for bid again, bids are due January 10, 2022. He reports that he and Gospodarek met with representatives of HRDC last week to discuss housing options in the community. HRDC is also anticipating moving forward with the tri-plex housing project on Washburn Circle. He reports that they did receive some questions from CDBG regarding their grant application. He says that they have agreed that their best approach is to withdraw the application and resubmit for the next round in March 2022. He says that this is a \$600,000 grant and they want to make sure they have everything correct. Walker says they received a grant award of \$15,000 for wastewater collection engineering report. He says they are still struggling with staffing issues in the Police Department and Public Services. He says the Chamber has multiple activities planned this month and they have several employee activities planned to celebrate the holiday season.
- B) Town Manager Dan Walker explains that the purpose of the next item on the agenda is to discuss marijuana laws. The Montana Legislature passed HB 701, the Montana Marijuana Regulation and Taxation Act following the I-190 affirmative vote to allow recreational marijuana. HB 701 provided how and when marijuana businesses could be regulated and by whom. Town Attorney Jane Mersen prepared a memo outlining regulation or prohibition of adult use marijuana. Mersen recommends that if the Town desires to allow marijuana businesses, it should undertake a study to determine where such businesses could be located and any restrictions. The Town Could also allow the voters to decide whether to prohibit such businesses. The Council agrees the topic should be discussed at a work session after the first of the year.

The meeting is adjourned. (8:20 PM)

December 7, 2021
Town Council Meeting
Minutes, Page 4 of 4

Mayor

ATTEST:

Town Clerk

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
December 21, 2021

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

OTHERS PRESENT: Town Manager Dan Walker, Finance Director Lanie Gospodarek, Chief of Police Todd Richardson, Council Member Elect Jeff McBirnie, Dave Noel-Town Engineer, Brenda Martin-911 Communications Center Manager, Ellen Butler and Brandi Burns – Yellowstone Historic Center, Jan Neish-Island Park News, Jane Mersen & Lillia Tyrell – Kasting, Kaufman & Mersen, Council Member Elect Lisa Griffith

The meeting is called to order by Mayor Jerry Johnson 12:00 PM in the Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.

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Public Comment Period

No public comments are received.

Council Comments

No public comments are received.

ACTION TAKEN

- 1) Motion carried to approve the claims, which total \$1,570,935.27. (Schmier, Benike)
- 2) Motion carried to approve the Mammoth Room Structural Evaluation Report and authorize Forsgren to prepare the design documents. (Benike, Watt)
- 3) Motion carried to approve Task Order 10 from Forsgren Associates, Funding Application Assistance. (Watt, Benike)

Mayor Johnson makes the finding that the individual privacy of the employee outweighs the public's right to know and closes the meeting to the public. 12:40 PM

12:45 PM The meeting reconvenes

- 4) Motion carried to accept the recommendation from the Town Manager to not extend the contract with Todd Richardson as the Chief of Police, effective immediately, in accordance with Section 3.2 of his employment contract. (Mathews, Benike)

DISCUSSION

- 1) Finance Director Lanie Gospodarek explains that the claims list includes a payoff of the line of credit at Yellowstone Basin Bank for the wastewater treatment plant in the amount of \$1,380,697.21, which explains why the total is so high.
- 2) Town Engineer Dave Noel explains that Forsgren Associates prepared a structural evaluation of the Mammoth Room in the Union Pacific Dining Lodge. Noel explains that the trusses and structural components of the room are over-stressed. He says that the building was designed to support a 70 lbs of snow per square foot, but current codes are 150 lbs per square foot. He says that seismic activity was not accounted for when the building was built and that must be factored in. He says that in the event of a significant seismic event, there is real potential for a structural collapse. He says that in order to alleviate the risk of a collapse during a seismic event or an extremely heavy snow year, structural improvements similar to the what they have already done in the Firehole Room

need to be completed. Noel says the next step would be for Forsgren to prepare a design proposal for the work that could be used to put the project out for bid. Noel estimates it will cost around \$50,000 to prepare the design but they will submit a full proposal. He says the design for the Firehole room was \$28,000. He expects the construction costs for the Mammoth room will increase proportionately. Construction on the Firehole Room was approximately \$270,000. He says they will reach out to the contractor that did the Firehole Room project before they release the cost estimate for the project. Noel expects that they will start on the design once the wastewater treatment plant design is complete and once that is complete, they will submit that to SHPO (State Historical Preservation Office). He estimates they will call for bids next fall and the construction will take place over the winter to the following spring.

- 3) Town Manager Dan Walker explains that when they started the wastewater treatment plant project, they did not anticipate that they would need to apply for funding assistance from state and federal grant programs. Since the cost of the project has increased significantly, they have submitted multiple applications with assistance from Forsgren. Walker explains that this task order caps the amount that Forsgren will bill the Town to \$15,000 and they may not spend all of that. Johnson asks how much grant funding have they applied for. Gospodarek responds that they have applied for \$1.5 million so far. Noel adds that they are working on putting together a complete funding package that will include grant funding as well as low-interest loans. This will be in addition to the 1% resort tax.
- 4) Mayor Johnson explains that the Town Manager has made the recommendation to not renew the contract with Chief Richardson effective immediately.

The meeting is adjourned. (12:50 PM)

Mayor

ATTEST:

Town Clerk

HIGHLIGHTS

WEEK OF DECEMBER 30, 2021

Assisted Public Works with plowing the Povah driveway

Assisted with stranded motorist on Highway 20. Local PD helped the man

Received a \$5000.00 donation from the Siegal Foundation for the Food Bank

Assisted a client with his Unemployment issues

Five food boxes given to clients

Many people taking advantage of the lobby food

Visited with client about reinstating Medicare coverage

Distributed 2 COVID test kits to local residents

Town Pump Grant "Be in Deed" campaign to the Food Bank

Assisted a homeless gentleman with bus and motel voucher. MHP brought in this man

We both have been busy closing up paperwork for the 2021 year.

Several donations of food products to the food bank

I want to recognize Vely Vazquez for helping me while Dianna was on vacation

Recreation Department
December 30, 2021

- Unemployment
- Help register people for vaccines at CHP for 12-29
- Breakfast with Santa was very successful, we had a little over 100 people
- Made appointments for Ilse Aguilar and helped her with some information she needed
- Helped Debbi while Dianna was on vacation
- Picked up food donations and helped put them away
- Set timer for lights in the City park
- Winter Sports registration is set up online

Vely Vazquez

Finance Operation Report –Week of December 20, 2021

- Congratulations to the Yellowstone Shortline Trail and Jason Brey and Kaitlin Johnson for their efforts and receipt of a \$78,000 grant!
- Sent out notice for Public Hearing at January 4th Town Council meeting
- Worked with Magda Nelson on the preparation of the Annual Financial Report (AFR)
- No WWTP meetings during the holidays
- Attended Town Council meeting and Christmas Party Dec. 21, 2021. Thanks Jerry and Brad for all your years of service!
- Finished up a Strategic Planning class at U of M.

Finance Operation Report –Week of December 27, 2021

- Worked on the AFR
- Worked with the county on their new receipt reports
- Worked on the AFR!
- Still working on the AFR!



NOTICE OF PUBLIC HEARING

The Town Council of the Town of West Yellowstone will hold a formal budget amendment hearing for the fiscal year 2020-2021 and 2021-2022 budgets. Said hearing will be held during the regular Town Council meeting, Tuesday, January 4th, 2022, which begins at 7:00 PM. The hearing will be held in the Town Hall located at 440 Yellowstone Avenue.

The public hearing will address changes to the Additional 1% Resort Tax Fund for Fiscal year 2021-2022. The Public is invited to attend, and any taxpayer or resident may be heard, for or against, any portion of the proposed budget changes.

The proposed budget amendment resolution is available for public review at the Town Offices, located at 440 Yellowstone Avenue, West Yellowstone, Montana. Personnel at the Town Offices can be reached at 406-646-7795

The West Yellowstone Town Council will consider adoption of the budget amendment resolution and during a regular meeting of the Town Council on January 4th 2022, held at 7:00 PM at the Town Hall, located at 440 Yellowstone Avenue, West Yellowstone, Montana. The Public is invited to attend.

RESOLUTION NO. 768

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE,
IN THE COUNTY OF GALLATIN AND STATE OF MONTANA TO AMEND THE
BUDGET FOR THE FISCAL YEAR 2021-2022**

WHEREAS the Town is required to reflect changes to the budget by resolution and,

WHEREAS the Town Council has agreed to pay down the Note balance of the Line of Credit with Madison Valley Bank and,

WHEREAS the payment would cause the fund to exceed the authorized expenditure total of the fund and,

WHEREAS there is enough of an available fund balance in the Additional 1% resort tax fund from which to make the payment to pay off the Note.

**BE IT HEREBY RESOLVED BY THE TOWN COUNCIL OF THE
TOWN OF WEST YELLOWSTONE, MONTANA:**

1. That the fiscal year 2021-2022 Additional 1% fund expenditure budget be amended to reflect a new expenditure line of 2104-490500-610 with an amount of \$1,380,700.
2. That the fiscal year 2021-2022 Additional 1% fund expenditure budget be amended to reflect a total authorized expenditure amount of \$1,427,700.

**PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF WEST
YELLOWSTONE, MONTANA, THIS 4th DAY OF JANUARY 2022 AND
APPROVED BY THE MAYOR OF THE TOWN OF WEST YELLOWSTONE.**

Council Member Travis Watt

Council Member Jeff Mathews

Council Member Brian Benike

Council Member Jeff McBirnie

Council Member Lisa Griffith

ATTEST:

Town Clerk Elizabeth Roos



RESOLUTION NO. 769

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, IN THE COUNTY OF GALLATIN AND STATE OF MONTANA TO AMEND THE BUDGET FOR THE FISCAL YEAR 2020-2021

WHEREAS the Town is required to reflect changes to the budget by resolution and,

WHEREAS the Town Council has pledged the revenues of the Additional 1% fund to the Line of Credit with Madison Valley Bank established in July 2020 and,

WHEREAS the draws of the Line of Credit have been receipted into the Additional 1% fund and then transferred to the Sewer Replacement and Depreciation fund and,

WHEREAS this transfer entry creates an appropriation that exceeds the original budget authority of the FY 2021 budget which now requires an amendment to the budget.

BE IT HEREBY RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA:

1. That the fiscal year 2020-2021 Additional 1% fund (2104) reflect the transfer in of Proceeds from a Loan in the amount of \$907,696.69 to account line 381070.
2. That the fiscal year 2020-2021 Additional 1% fund expenditure budget be amended to reflect an additional authorized expenditure amount of \$907,696.69 to be transferred out to the Sewer Replacement and Depreciation fund and reflected in account line 2104-521000-820.
3. That this amendment to the fiscal year 2020-2021 budget be effective as of June 30, 2021.

**PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF WEST
YELLOWSTONE, MONTANA, THIS 4th DAY OF JANUARY 2022 AND
APPROVED BY THE MAYOR OF THE TOWN OF WEST YELLOWSTONE.**

Council Member Travis Watt

Council Member Brian Benike

Council Member Jeff Mathews

Council Member Lisa Griffith

Council Member Jeff McBirnie

ATTEST:



Town Clerk Elizabeth Roos