

Town of West Yellowstone

Tuesday, July 5, 2022

West Yellowstone Town Hall, 440 Yellowstone Avenue

The Town Council work session/meeting will be conducted in person and virtually using ZOOM, connect at zoom.us or through the Zoom Cloud Meetings mobile app.
Meeting ID: 893 834 1297.

WORK SESSION

5:00 PM

FY 2023 Budget, Enterprise Funds	Discussion ∞
Special Budget Requests	Discussion ∞
Hebgen Basin Fire District Debt Satisfaction	Discussion ∞

TOWN COUNCIL MEETING

7:00 PM

Pledge of Allegiance

Comment Period

- Public Comment
- Council Comments

Treasurer's & Securities Report, Quarterly Reports

Purchase Orders ∞ #6549 to ClearGov, \$5250.00

Claims ∞

Business License Applications

Consent Agenda: Minutes of the June 21, 2022 Town Council Meeting ∞

Town Manager & Staff Reports ∞

Advisory Board Reports

Public Hearing: Variance Request, Reduction of front yard setback, Righthenour ∞

Public Hearing: Utility Rates ∞

ACTION ITEMS

Resolution No. 778, Water Rates	Discussion/Action ∞
Resolution No. 779, Sewer Rates	Discussion/Action ∞
Resolution No. 780, Bulk Water Rates	Discussion/Action ∞
Single Family Equivalency Schedule	Discussion/Action ∞
Correspondence/FYI/Meeting Reminders	

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 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 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.O. BOX 1570

**TOWN OF WEST YELLOWSTONE
MONTANA**

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

info@townofwestyellowstone.com

PURCHASE ORDER

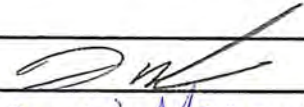
Date	Ship Via	1000-410510-3520
Order No. 006549	Department	

TO: ClearGov

ADDRESS: 2 Mill & Main Place, Ste. 1030
Maynard, MA 01754

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
1	Capital Budgeting Module as Budget Book

Estimated Cost \$ 5250.⁰⁰ Authorized By 
Requested By: Lami Gospodarek

VENDOR COPY - White OFFICE COPY - Canary

Lanie Gospodarek

From: Michael Lanza <mlanza@cleargov.com>
Sent: Thursday, May 26, 2022 10:04 AM
To: Lanie Gospodarek
Cc: Connor Ronan
Subject: ClearGov Capital Budgeting Information | West Yellowstone, MT

Lanie,

Thanks for your time today reviewing the Capital and Personnel Budgeting solutions with me. I'm thrilled to hear that you see the value in Capital and that it's something you'd like to pursue with Dan. As we discussed, this tool will be a huge improvement over the current Capital process and will really improve the way this budget and different options are presented to your town council.

I've included a pricing screenshot and video on this solution below for your and Dan's reference. I've also included some customer examples of how CB would automate the CIP section in your Digital Budget Book.

Product Video:

<https://cleargov.com/resources/videos/7-min-capital-budgeting>

Pricing:

Customer Tier	
Customer Tier	2

Setup Fees	
Gross Setup Fee	\$ 1,800.00
Bundle Discount	\$ (360.00)
Net Setup Fee	\$ 1,440.00

Current Bundle	
Operational Budgeting	
Personnel Budgeting	
Capital Budgeting	
Digital Budget Book	x
Transparency	

New Bundle	
Operational Budgeting	
Personnel Budgeting	
Capital Budgeting	x
Digital Budget Book	x
Transparency	

Current Subscription Fees	
Operational Budgeting	\$ -
Personnel Budgeting	\$ -
Capital Budgeting	\$ -
Digital Budget Book	\$ 7,000.00
Transparency	\$ -
Gross Service Fee	\$ 7,000.00
Bundle Discount	\$ -
Net Service Fee	\$ 7,000.00

New Subscription Fees	
Operational Budgeting	\$ -
Personnel Budgeting	\$ -
Capital Budgeting	\$ 8,500.00
Digital Budget Book	\$ 7,000.00
Transparency	\$ -
Gross Service Fee	\$ 15,500.00
Bundle Discount	\$ (3,250.00)
Net Service Fee	\$ 12,250.00
Incremental Service Fee	\$ 5,250.00

Please note that I can prorate the \$5,250 annual cost from whatever start date you'd like to your FYE.

Customer Examples:

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
49170			95 Energy West-Montana	1,476.32					
	06/27/22	nat gas 210361788 updl		136.69		UPDH	1000 411252	344	101000
	06/27/22	nat gas 210360293 Police		31.48		POLBLD	1000 411258	344	101000
	06/27/22	nat gas 210361746 Pub Services		301.35		STREET	1000 430200	344	101000
	06/27/22	nat gas 210361811 old firehall		76.10		PARK	1000 460430	344	101000
	06/27/22	nat gas 210363966 old bld ins		39.62		STREET	1000 430200	344	101000
	06/27/22	nat gas 210360540 library		155.15		LIBBLD	1000 411259	344	101000
	06/27/22	nat gas 210364599 Povah		367.97		POVAH	1000 411255	344	101000
	06/27/22	nat gas 210361697 Iris Lift St		43.57		PUBSVC	1000 430200	344	101000
	06/27/22	nat gas 210365425 TwN Hall		290.82		TWNHAL	1000 411250	344	101000
	06/27/22	nat gas 210361655 Mad Add Sewe		33.57		SEWER	5310 430600	344	101000
49174			2264 MORNING GLORY COFFEE & TEA	33.75					
	293607	06/27/22 Dispatch coffee		33.75		DSPTCH	1000 420160	220	101000
49177			3242 Fisher's Technology	10.95					
	1035878	06/24/22 copy fee		10.95		FINADM	1000 410510	356	101000
49180			2813 Century Link	1,553.52					
	06/19/22	E911 Viper 255-9710		985.84		E911	2850 420750	345	101000
	06/19/22	E911 Viper 255-9712		29.05		E911	2850 420750	345	101000
	06/19/22	E911 Viper 646-5170		120.54		E911	2850 420750	345	101000
	06/19/22	Alarm Lines 646-5185		99.78		TWNHLL	1000 411250	345	101000
	06/19/22	Police - 646-7600		318.31		POLICE	2850 420750	345	101000
49184			2088 Town West Yellowstone	706.19					
	06/30/22	utility chrgs, Chamber, 895		86.63		BLDGS	1000 411257	340	101000
	06/30/22	utility chrgs, UPDL, 892		92.75		BLDGS	1000 411252	340	101000
	06/30/22	utility chrgs, PS Shops, 884		42.88		BLDGS	1000 411253	340	101000
	06/30/22	utility chrgs. Povah Ctr, 887		82.90		BLDGS	1000 411255	340	101000
	06/30/22	utility chrgs, Police Dept, 886		54.83		BLDGS	1000 411258	340	101000
	06/30/22	utility chrgs, City Park, 885		144.21		BLDGS	1000 411253	340	101000
	06/30/22	utility chrgs, Library, 891		44.56		LIBBLD	1000 411259	340	101000
	06/30/22	utility chrgs, TwN Hall, 921		157.43		TWNHAL	1000 411250	340	101000
49191			42 Fall River Electric	9,311.42					
	06/20/22	PARK, old firehouse 2901001		387.81		PARK	1000 411253	341	101000
	06/20/22	povah comm ctr 4212001		223.15		POVAH	1000 411255	341	101000
	06/20/22	unmetered lights 4212004		1,451.25		STLITE	1000 430263	341	101000
	06/20/22	RR Well 4212005		51.74		WATER	5210 430500	341	101000
	06/20/22	SEWER LIFT STATION 4212006		318.14		SEWER	5310 430600	341	101000
	06/20/22	SEWER PLANT 4212007		1,417.54		SEWER	5310 430600	341	101000
	06/20/22	POLICE 4212008		245.04		POLICE	1000 411258	341	101000
	06/20/22	TOWN HALL 4212009		368.24		TWNHLA	1000 411250	341	101000

* ... Over spent expenditure

Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	06/20/22 ICE RINK 421010	51.90		PARKS	1000 411253	341	101000
	06/20/22 South Iris Street Well 4212013	742.69		WATER	5210 430500	341	101000
	06/20/22 MAD SEWER LIFT 4212014	161.77		SEWER	5310 430600	341	101000
	06/20/22 Hayden/Grouse Well 4212015	40.38		WATER	5210 430500	341	101000
	06/20/22 911 Tower 4212016	39.85		911	2850 420750	341	101000
	06/20/22 MADADD H20 Tower 4212017	53.12		WATER	5210 430500	341	101000
	06/20/22 SHOP 4212018	147.96		STREET	1000 430200	341	101000
	06/20/22 ANIMAL 4212029	92.47		ANIML	1000 440600	341	101000
	06/20/22 CLORINATOR 4212030	47.60		WATER	5210 430500	341	101000
	06/20/22 Electric Well 4212031	48.19		WATER	5210 430500	341	101000
	06/20/22 PARK 4212032	137.13		PARKS	1000 411253	341	101000
	06/20/22 UPDH 4212041	717.26		UPDH	1000 411252	341	101000
	06/20/22 SEWER TREAT SERV 4212046	2,465.47		SEWER	5310 430600	341	101000
	06/20/22 LIBRARY 23 dunraven 4212054	102.72		LIBR	1000 411259	341	101000
49192	2546 Century Link QCC	16.12					
	297456563 06/24/22 long dist chg 406-646-7600	16.12		DISPAT	1000 420160	345	101000
49193	1514 Verizon Wireless	1,015.75					
	21 Smartphones						
	5 laptops						
	06/20/22 640-0108, Police	38.85		POLICE	1000 420100	345	101000
	06/20/22 640-0121 Laptop	40.01		POLICE	1000 420100	345	101000
	06/20/22 640-0141 Street SP	38.84		STREET	1000 430200	345	101000
	06/20/22 640-0159 Street SP	38.84		STREET	1000 430200	345	101000
	06/20/22 640-0606 911 Dispatch	38.84		911	1000 420160	345	101000
	06/20/22 640-1103, Operator SP	38.84		STREET	1000 430200	345	101000
	06/20/22 640-1460, Library Dir, SP	38.84		LIBRAR	2220 460100	345	101000
	06/20/22 640-1461, S & W operator, SP	38.84		SEWER	5310 430600	345	101000
	06/20/22 640-1462, S & W Super, SP	38.84		WATER	5210 430500	345	101000
	06/20/22 640-1463, Deputy PSS, SP Sspnd	38.84		PARKS	1000 460430	345	101000
	06/20/22 640-1472, Ops Mgr, SP	38.85		ADMIN	1000 410210	345	101000
	06/20/22 640-1676, Rec Coor, SP	38.84		REC	1000 460440	345	101000
	06/20/22 640-1754, COP, SP	38.85		POLICE	1000 420100	345	101000
	06/20/22 640-1755, Police	38.85		POLICE	1000 420100	345	101000
	06/20/22 640-1756, Police	38.85		POLICE	1000 420100	345	101000
	06/20/22 640-1757, Police	38.85		POLICE	1000 420100	345	101000
	06/20/22 640-1758, Head Dispatcher	38.84		DSPTCH	1000 420160	345	101000
	06/20/22 640-1759, Police	38.84		POLICE	1000 420100	345	101000
	06/20/22 640-7547, Street SP	38.84		PARKS	1000 460430	345	101000
	06/20/22 640-9074, PSS, SP	38.84		STREET	1000 430200	345	101000
	06/20/22 640-2195 683 laptop	40.01		POLICE	1000 420100	345	101000
	06/20/22 640-2551 COP laptop	40.01		POLICE	1000 420100	345	101000
	06/20/22 641-0184 686 laptop	40.01		POLICE	1000 420100	345	101000
	06/20/22 641.0207 681 laptop	40.01		POLICE	1000 420100	345	101000

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	06/20/22	640-2354	Social Services	38.84		SOCSER	1000 450135	345	101000
	06/20/22	640-2629	City Judge	38.84		COURT	1000 410360	345	101000
49196		2189	Custom Logo	378.55					
	21080	06/20/22	Uniform shirts	378.55		SUMREC	1000 460449	226	101000
49197		474	Three Bears Lodge, Inc.	314.92					
	042522-01	04/25/22	Help fund voucher Lodging	45.24		HELP	7010 450135	370	101000
	062422-01	06/24/22	Lodging Voucher Help Fund	269.68		HELP	7010 450135	370	101000
49198		2977	Staples Credit Plan	216.10					
	3074956911	05/17/22	Dispatch supplies	78.76		DSPTCH	1000 420160	220	101000
	3074956911	05/17/22	Police supplies	39.98		POLICE	1000 420100	220	101000
	3086689901	06/09/22	Adm/Fin Supplies	97.36		FINADM	1000 410510	220	101000
49199		2195	Code Publishing Company	480.00					
	00117301	06/21/22	Annual web fees	480.00		ADMIN	1000 410210	335	101000
49200		3303	Juan Trujillo	1,840.00					
	06/16/22		Tuition ReimbursemntFall,winte	1,840.00		POLICE	1000 420100	380	101000
49201		3342	EVS, LLC	940.00					
	6	06/23/22	DockingStation stand	940.00		POLICE	1000 420100	216	101000
49202		1140	Sagebrush Floral	20.80					
	79645	06/17/22	Supplies for ChiefpoliceRecept	20.80		POLICE	1000 420100	220	101000
49203		1	First Security Bank of BZN, Div	65.00					
	06/21/22		Safe Deposit Box Rent	65.00		FINADM	1000 410510	630	101000
49204		999999	RAVALLI COUNTY JUSTICE COURT	500.00					
	06/27/22		BenchWarrantPassThruMcCauley	500.00		COURT	7469 213000		101000
49205		856	Intoximeters, Inc.	230.50					
	709950	06/16/22	Drygas	230.50		POLICE	1000 420100	212	101000
49206		2952	DIS Technologies	199.98					
	9810	06/24/22	RemovableSuperMultiDVD	199.98		POLICE	1000 420100	216	101000
49207		1454	Bozeman Chronicle/Big Sky	113.00					
	252675	06/26/22	PublicHearingVariance Request	33.00		ADMIN	1000 410210	327	101000
	246907	06/10/22	NoticeofPreliminary Budget	60.00		ADMIN	1000 410210	327	101000
	241786	06/10/22	NoticePublicHearingWater/sewer	20.00		ADMIN	1000 410210	327	101000

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
49208		06/29/22	999999 JAY HARRISON Travel/meals Reimbursement	2,493.67 2,493.67		POLICE	1000 420100	370	101000
49209		06/23/22	999999 ERNIE HAPPALA Travel/meal reimbursement	1,231.78 1,231.78		POLICE	1000 420100	370	101000
49210		06/29/22	3020 COLJ Conference Registration - Court Clerks conference8/23-25	250.00 250.00		COURT	1000 410360	380	101000
49211		10127 06/14/22	2913 Mountain Valley Construction Dustgard magnesiumchloride	13,650.00 13,650.00*		STREET	2820 430200	451	101000
49212		194211 06/20/22	1614 Idaho Traffic Safety, Inc. Painting City Streets	29,500.00 29,500.00		STREET	1000 430200	357	101000
49213		2896871 07/01/22	2854 Mountain Alarm 3 month alarm monitoring	125.55 125.55		TWNHLL	1000 411250	357	101000
49214		1501 05/31/22	2822 ClearBlu Business Services HighPressuresufacecleaningUPDL	765.00 765.00		UPDL	1000 411252	357	101000
49215		17396 06/28/22	3179 Yellowstone Point S Repairs 10 ford Expedition	428.95 428.95		STREET	1000 430200	361	101000
49216		06/16/22	3261 Targhee Services '17 Dodge1500 repair brakes	1,231.90 1,231.90		STREET	1000 430200	361	101000
49217		09/06/22	1864 Loomis Family Limited Diesel Fuel MiniLoader	46.03 46.03		STREET	1000 430200	231	101000
49218		2203112 06/20/22	3315 IAS EnviroChem Ammonia,Chloride,Phos,nitroge	2,292.00 1,122.00		SEWER	5310 430600	348	101000
		2203283 06/27/22	Ammonia,Chloride,water testin	750.00		WATER	5210 430500	348	101000
		2203155 06/22/22	Total Coliform water testing	420.00		WATER	5210 430500	348	101000
49219		22136 06/06/22	3277 Hadronex, Inc. dba SmartCover 8/1/22-7/31/23 Renewal	637.00 637.00		SEWER	5310 430600	357	101000
49220		A22-089 05/16/22	3309 AQUAPRO CastIronRing Cover	8,052.78 1,326.77		SEWER	5310 430600	220	101000
		A22-148 06/29/22	(20) Gloves Venom Steel	539.20		PARKS	1000 460430	220	101000
		A22-147 06/29/22	Trash bags	372.00		PARKS	1000 460430	220	101000
		A22-116 04/13/22	Shop Supplies	2,418.32		STREET	1000 430200	220	101000
		A22-112 12/28/21	1 1/2" Mach 10 meter	934.50		WATER	5210 430500	220	101000

07/01/22
18:25:36

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 7/22

Page: 5 of 6
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
A22-101	03/21/22	Blower Filters (2)		141.93		SEWER	5310 430600	220	101000
A22-114	04/13/22	16"Coupling, 4" two flip Coup		2,320.06		WATER	5210 430500	251	101000
49221	2729	Consumer Reports		30.00					
	06/10/22	1yr subscription		30.00		LIBRY	2220 460100	215	101000
49222	999999	MIKE ALLRED		2,500.00					
	06/30/22	Surety Bond		2,500.00		BOND	1000 214100		101000
49223	2214	MMCT & FOA		100.00					
	07/01/22	MMCT&FOA MembershipdueRoos		50.00		ADMIN	1000 410210	335	101000
	07/01/22	MMCT&FOA MembershipdueRussell		50.00		FINADM	1000 410510	335	101000
		# of Claims	36	Total:	82,757.53				

Fund/Account	Amount
1000 General Fund	
101000 CASH	\$53,620.03
2220 Library	
101000 CASH	\$68.84
2820 Gas Tax Apportionment	
101000 CASH	\$13,650.00
2850 911 Emergency	
101000 CASH	\$1,493.59
5210 Water Operating Fund	
101000 CASH	\$5,447.12
5310 Sewer Operating Fund	
101000 CASH	\$7,663.03
7010 Social Services/Help Fund	
101000 CASH	\$314.92
7469 City Court - Judge Jent	
101000 CASH	\$500.00
Total:	\$82,757.53

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
June 21, 2022

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

OTHERS PRESENT: Town Manager Dan Walker, Finance Director Lanie Gospodarek, Public Services Superintendent Jon Simms, Town Attorney Jane Mersen by Zoom, Town Engineer Dave Noel, Gay McBirnie, Jan Neish-Island Park News, Shelley Johnson, Jordan Cooper, Sarit Sela, Jonathan and Ramon Rensendiz, Fire Chief Shane Grube, USFS District Ranger Jason Brey, Garrett Ostler, Michele DesRochers, KC Tanner, Jon Brown, multiple other community members

The meeting is called to order by Mayor Travis Watt at 5:00 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 Watt calls the meeting to order and explains that the purpose of the work session is to discuss the FY 2023 Budget, General Fund. Finance Director Lanie Gospodarek explains that the general fund is the portion of the budget that covers operations and maintenance. She explains that the fund is divided into accounts and is further organized by object codes for different uses. Gospodarek explains that the first unique issue in the budget is the compensation for the members of the Town Council. Town Council members are currently paid a salary equivalent to the Town's portion of a single employee's health insurance premium. Gospodarek explains that health insurance premiums actually went down, so council salaries will go down unless the council decides to address it. The Council reviews the budget for Administration and the Town Clerk. Mathews asks why the actual money spent on salaries dropped \$100,000 in FY 21-22 but is budgeted again. Gospodarek explains that the Executive Assistant position was not filled in 21-22 but is still on the staffing plan so it is still included in the budget. The group moves on to the City/Municipal Court budget. Griffith inquires about the salary paid to the City Judge and suggests that they consider paying a judge that is a licensed attorney at a higher rate than a judge that is not. The group discusses the budget as a whole and increases linked to health insurance premiums. The council reviews the budget for Finance Administration. Gospodarek points out that the biggest increase is a planned purchase for Cleargov Budget Book software and Capital module, which will enable them to produce a better annual report and capital plan. She explains that they are in the second year of a three-year auditing contract with Amatics, and they budget for an annual audit and assistance with the annual financial report. She briefly describes the IT Services budget, which includes \$20,000 for redesigning the webpage. They have budgeted for an election this fall, which will include the medical marijuana option on the ballot. She says that under Planning and Research Services, they budgeted for architectural and engineering services from Instrinsic Architecture, Fall Creek Planning and Forsgren Associates, Inc. Legal Services are budgeted at about the same amount each year, but the service fluctuates based on the needs of that year. She says that the next several account lines are building specific and include operating costs, utilities, cleaning for the Town Hall, clinic building, UPDL/Museum, Park buildings, Povah Center, Trailhead Building, Chamber Building, Police Station, etc. The Council discusses the budget for the Police Department and considers that salaries haven't dropped very much even though they were down three officers. Gospodarek explains that the remaining officers have worked a lot of overtime, they paid severance to the last Chief, and they pay Gallatin County for coverage, too. The Council requests that those types of charges be separated out from normal salaries and wages. McBirnie suggests increasing the fuel budget based on the significant increase in fuel costs this year. The Council also reviews the budget for the Communications Center/Dispatch. Gospodarek notes that they are down two employees in this department. The Care and Custody of Prisoners budget is not complete, but should be close to what has been budgeted in the past. They review the budget for Fire

Protection and Control as well as Rescue-EMS budgets. These budgets include the payments made to Hebgen Basin Fire District for services and funding of one employee. The group considers combining these budgets into one. The Building Inspections budget covers the cost of the Building Inspector and Code Enforcement as well as operating and training costs. The council considers the Road and Streets Budget and recommends increasing the line for fuel costs and contracted snow removal. They discuss street lighting and new pole installations on Electric Street. They briefly discuss animal control services, which appears to only include utilities for the animal pound building. The Social Services budget includes additional salary funding for a Director of Social Services, which they anticipate will come with a staffing plan review. The budget for the Parks department includes grounds maintenance, transfer station fees, etc. Salaries and wages have increased substantially and Gospodarek indicates she will look up more information on that issue and report back. Regarding the Recreation Programs, there are two budgets: one for year round recreation and the other for the Summer Recreation Program. She explains that debt service for the Siegel Learning Center and some Public Works equipment is also budgeted in the General Fund. The Fund Reserve police requires that they budget for two times the average monthly general fund expenditure as described in the Fund Balance Policy. Other Unallocated Costs provides for leave payouts for the two employees with the highest vacation and sick leave balances. Comprehensive liability insurance and the risk share for Community Health Partners and the new operator of the clinic are budgeted under the Risk Share. The Interfund Operating Transfers is a transfer from the General Fund to the Library budget to offset their budget less what the Library receives from the County and State. Mathews asks what portion of the budget goes to salaries. Walker responds that it is approximately 45%. He says that considering how difficult it has been to hire employees this past year, maybe they need to address wages. The group discusses alternate ways to address wages considering the current union contracts.

The work session is adjourned at 6:40 PM, regular meeting convenes at 7:00 PM.

COUNCIL COMMENTS

Jan Neish of the Island Park News expresses concern about a discussion during the work session. She says there was discussion about putting an item on the agenda and the advice given was that two or three council members should approach the Mayor or Town Manager and express that. Neish says she is concerned that would create a quorum and suggests that they email the Mayor separately in order to avoid that.

COUNCIL COMMENTS

Council Member Lisa Griffith mentions that Four Seasons Recycling has expanded the materials they will accept to include grocery bags and glass.

Mayor Watt says that there have been a lot of community support and action over the past week following the flooding and then closure of Yellowstone National Park. He says the community has really worked together to first empty the Park of visitors and then to come up with a system to control access. As most people already know, the lower loop will open tomorrow morning.

Public Hearing: FY 2023 Preliminary Municipal Budget

Mayor Watt reads the hearing notice, the hearing was advertised in the Bozeman Daily Chonicle, posted publicly, and posted online. The preliminary budget is available now and final adoption is anticipated August 16, 2022. No public comments are received.

ACTION TAKEN

- 1) Motion carried to approve the Treasurer's, Securities, and Quarterly Reports. (McBirnle, Benike)
- 2) Motion carried to approve the claims, which total \$225,266.12. (McBirnle, Mathews)

- 3) Motion carried to approve the minutes of the June 7, 2022 to include the following changes to the Council Comments section as follows: (Griffith, Benike)

Council Comments, June 7, 2022

She says that they pay their attorney a lot of money and she needs to do a much better job at making sure documents presented to us are free of typos and address concerns raised. She says she understands that the attorney's contract was extended last year without going through the RFP process, she doesn't think that is entirely legal and would like to review the contract and requests that the Town Manager ensure we are complying with legal requirements. She cites the sewer moratorium resolution at the last meeting as an example of lack of proofreading and clarity in the attorney's work product. She says that regarding out of town septage dumping in the lagoon, she understands that our Town Attorney believes that Jason Howsell's use without permits is a permitted existing use going forward because he had a business license, but it is unclear whether new septage haulers would be permitted to discharge into the system. Griffith says that she has asked the Town Manager multiple times to let her know what items are missing from Moonrise Meadow's application in order to process it. She says she has not been provided an answer and in response to that request she was given an information request form and is expected to pay for the information. She says she would like to see everyone work together in order to minimize litigation and serve the Town.

- 4) Motion carried to repeal Ordinance 259 effective immediately. (Griffith, Benike) Griffith is in favor, Watt, McBirnie, Mathews, and Benike are opposed.
- 5) Motion carried to suspend enforcement of West Yellowstone Municipal Code, Chapter 5.30.020, Section C and Section G of until November 1, 2022. (Mathews, McBirnie) See next motion.
- 6) Secondary motion to suspend enforcement of West Yellowstone Municipal Code Chapter 5.30.020, Section C and Section G of until November 1, 2022 and also suspend enforcement of Section E as it pertains to electrical connections for MFV to connect to public or private utility systems until November 1, 2022. (Mathews, McBirnie)
- 7) Motion carried to approve the Marketing and Promotions Award Recommendation for the 2022 Yellowstone Rod Run for \$10,000. (McBirnie, Benike)
- 8) Motion carried to approve the FY 2023 Preliminary Budget. (McBirnie, Benike)
- 9) Motion carried to approve the Library Lease and Library Services Agreement and authorize the Town Manager to sign for a term of five years with the ability to extend for five more years. (McBirnie, Benike)
- 10) Motion carried to approve the Service Agreement and Memorandum of Understanding Between the Town of West Yellowstone and the West Yellowstone Board of Trustees and authorize the staff to complete clause 4A regarding funding. (McBirnie, Griffith)

DISCUSSION

- 4) Mayor Watt explains that the next item on the agenda is customer seating for mobile food vendors. He explains that the code that regulates mobile food vendors was adopted in 2016 into Chapter 5.30 of the West Yellowstone Municipal Code. Walker explains that if the Council agrees to amend or change the ordinance, the new ordinance will require two readings at a council meeting and then a waiting period of 30 days. A motion is made by Griffith, seconded by Benike, to completely repeal Ordinance No. 259, the ordinance passed in 2016 to regular mobile food vendors. Benike clarifies that repealing the ordinance would eliminate all the regulations to apply to mobile food vendors. Mathews says that they need consider the spirit of the law versus the letter of the law. He understands that seating is a necessary use and the intent is not to impact public

thoroughfares. He is concerned that if they completely repeal the ordinance, they will have a stampede of trucks. He says that he believes a brick and mortar restaurant is better for the community. He says that he believes the Council can interpret the language to mean that the purpose of restricting seating was to negate the impact of the customers on public property. Griffith says that she doesn't think the Council should review these businesses on a case by case basis. She says that the ordinance also requires that the vendor move every day and she doesn't think that is necessary. Town Attorney Jane Mersen says that a repeal at this point might be a little rash. She says that the Council does have the authority to adopt a resolution suspending the enforcement of the ordinance or a specific section in order to study the issue and impacts of a repeal. Mayor Watt says that he agrees that they probably do need to revisit this ordinance. He cautions that repealing the ordinance completely may not fit as they want it to. McBirnie agrees that they should probably lighten some of the regulations and not repeal the ordinance yet, but then review it at the end of the season. The Council debates the issue at length.

Jordan Cooper of Eagles Store speaks on behalf of the Falafal Spot, a mobile food vendor on Canyon Street. He says that he disagrees with the idea that mobile food trucks don't pay enough fees or contribute to the economy. He says that that the food that they serve is difficult to eat while walking. He says they did add standing tables, which people do use. He mentions that they battle with the ravens every day. He says that their customers have often had very long days and need to sit. He says their customers do not stay long, they eat and move on. He encourages the Council to try out suspending the regulations for the summer. He says that moving the trailer every day is also very difficult because they have oil inside that is very hard to move. Jonathan Resendiz of Resendiz Taqueria addresses the Council and says he understand the regulations. He says that they have had very long lines and it is very difficult to explain why they can't offer seating and moving the trailer every single day. They have to unload all their product in order to move the trailer every day. They have been unable to open by noon in order to serve lunch because it just takes too long to clean their motel rooms, load all the food, and get set up in time for lunch. He says they knew what they were getting into and are not complaining, but would appreciate consideration of changing the rules. Garrett Ostler says that he is on the Business Improvement Advisory Board as well as the marketing committee for the Chamber of Commerce. He says the advisory board has been discussing the need for more seating for the public, which is opposite of what they are talking about tonight. He points out that grey water discharge into their home system is no different than connecting to the system. He says that moving the trailer every day is an unnecessary requirement. Phil Jones addresses the Council and says they should consider the fuel cost and impact of moving the trailer every day. Mayor Watt reads an email from Jackie LaFever in favor of lightening the regulations on mobile food vendors. Brad Schmier, former Council member, also writes to suggest restricted seating be allowed and also recommends lifting the requirement to move the trailer every day. A new motion and secondary motion are passed, effective immediately.

- 9) Librarian Michele DesRochers explains that the new lease includes the use of the room that was previously used for Pre-K, the room in the basement that is no longer used by the Yellowstone Historic Center, the addition of the community garden, and use of the vault in the basement by the Police Department.
 - 10) Finance Director Lanie Gospodarek explains that MMIA has required that if employees of the library are considered Town employees, then they must follow the employment practices of the Town in order to qualify for Employment Practices Liability Coverage.
- A) **Town Manager & Department Head Reports:** Town Manager Dan Walker thanks staff including Finance Director Lanie Gospodarek for her effort to get the budget together, Town Clerk Liz Roos for her efforts during the Chief of Police interviews, Town Council packets, emergency flooding updates, Debbie and Dianna from Social Services for their efforts to help displaced workers and assistance during the flooding emergency, and Neil and Brenda from the Police Department during the emergency and the Chief of Police interviews. He reports that they conducted final interviews for Chief of Police last week. They did select a candidate but that candidate had to work out some things at home before accepting and has indicated that he will let them know by this Friday if he will accept the job. He reports that they were notified last week that they

were not awarded a grant from the State CDBG Program for the wastewater treatment plant. This was a big disappointment, so they will have to adjust the proposed rates in order to secure enough funding for the project. More budget meetings are to come.

- B) **Advisory Board Reports:** Benike reports that Marketing and Promotions Fund Advisory Board met and recommendation is on the agenda tonight. Mathews reports that the Business Improvement Advisory Board met last week but he wasn't able to attend due to the Police Chief interviews but will review the notes. Griffith reports that the Health Care Services Advisory Board met last week and discussed the contract with Billings Clinic for operation of the clinic. She says that the board would like to be included in drafting of the contract in order to ensure that they don't have the same problems they had with CHP. Town Manager Dan Walker responded today and indicated that the board will not be included in the contract development. She says she was disappointed by that and feels that if they work together a better work product will be produced.
- C) Town Manager Dan Walker explains that that they have been trying to come to an agreement with Montana Department of Transportation, Aeronautics Division regarding a lease agreement for the sewer lagoon property. He says that when MDT finally returned the lease document, it included multiple provisions that were unacceptable including a termination clause and unreasonable lease rate. He says they initially offered a lease rate of \$10,000 annually with a 1.5% inflator. He says that between 2016 and 2022, the lease rate has increased from \$11,000 to \$43,000 annually. Walker says they are considering making a counter offer for less than the 40 acres they currently use. The lease that was returned to the Town totaled \$4.3 million in lease payments. Town Engineer Dave Noel displays maps that show the amount of land that is currently being used at the lagoon and shows that they could downsize the operation to 10 acres when the treatment plant is complete. Noel also explains that another option is partial containment of the site for the areas that will not be part of the treatment plant. DEQ would require them to clean up this area regardless. Noel estimates that it would be just under \$2 million to clean up the lagoons that won't be used for the new facility. Mathews calculates that it will cost \$2 million to clean up the site plus approximately \$500,000 in rent, but only if a termination clause is included. Noel says that another possible option is to leave the existing lagoon for the airport system. He says that cell C is in good condition and could serve the airport property for a very long time. He says the best solution may be to construct the new plant on USFS land west of the existing site. Noel says that a wastewater treatment facility is not a permitted use on forest service property, but purchase is possible. He says that USFS will likely asks why they don't build the facility on the existing site or on the 80 acres. Noel responds that it is not ideal to build a wastewater treatment facility in a residential area and the fact that MDT won't agree to a non-termination clause. He says an environmental impact would be required, which the Town may have to commission independently. He points out that moving the facility farther from town would reduce odors and it wouldn't be that difficult to extend the lines that already exist. Lastly, it is possible to build the plant on the 80 acres. He says they would need to design more security and safety measures and more efforts to reduce odors. Noel says he thinks they can get through the application process and submit it to the Forest Service in 90 days, but it is likely the whole process would take a year. He says the cost would be around \$45,000. Noel clarifies that if they do proceed with this approach, it is likely they would miss another construction season before the plant is built. Mathews says that the 80 acres are for the community and suggests that they just use that. He says if they wait on the Forest Service to work it out, it will take too long. Mathews asks what would it cost to move to the 80 acres. Noel says he would have to do some significant redesign, mostly to move lines to the new site. The biggest cost would be the addition of the solids handling building, a mechanical dewatering facility, which substantially reduces odors. He points out that if they do that, they will be getting close to the \$4 million they are trying to save from MDT. Noel says a "middle" option would be to put the facility on the 80 acres and simultaneously apply to the USFS to put the IP Beds on purchased land. The Council discusses the options at length. Noel explains that everything is on hold until they determine the location of the plant. He says that DEQ won't do the technical review without a specific location and the funding agencies won't look at their applications, either. After lengthy discussion, the Council essentially agrees that if MDT won't negotiate on the termination clause, then they should pursue the option of

acquisition from the USFS. If they can't work that out, they'll have to move forward with moving the facility to the 80 acres. Garrett Ostler comments that he lived 30 years downwind from a treatment plant and strongly disagrees with building it in the 80 acres. Jason Brey addresses the Council and shares the timeline for the acquisition, which could take more than a year. It is possible that the site would be found to not be viable, but they would probably know that by the time they were halfway through the process.

A motion is carried to adjourn (Griffith, Benike). (10:25 PM)

Mayor

ATTEST:

Town Clerk

DRAFT

Bi-Weekly Report

06/17/22 thru 06/30/22

06/17/22: Performed rounds. Adjusted weirs at lagoons. Inspected water holding tank and Whiskey Springs. Met with Dan, Jon, Peggy, Lanie, and Dave Noel to discuss septic tank receiving form to design a new form. We will be setting up a meeting with the septic haulers for their input.

06/19/22: Performed rounds. Working on level 1 assessment from DEQ and thoroughly checking the wells, tanks, and Whiskey Springs for any anomalies. The water system looks good other than the flows out of Whiskey Springs.

06/20/22: Performed rounds. Collected BAC-T construction samples through the distribution system and source samples. These were sent to IAS Labs in Pocatello, ID for analysis. Inspected a 6-inch water tap that was installed at the new bar being constructed in the old Jake's Auto building.

06/22/22: Informed Dan and Jon that we had received the results from the BAC-T construction samples done by IAS Labs. Every sample came back absent of any total coliform bacteria.

06/23/22: Performed rounds. Received low flow water alarm from Whiskey Springs. We have been lowering the alarm from 10-inch down to 4-inches. I have been monitoring Whiskey Springs flows very closely and watching the flow trend. The flows are fluctuating between 4.8-inch and 6.8-inch in a 24-hour period. The average gallons per minute at this range is about 300 to 350 gallons per minute. The flows in the past 2 years were approximately 1200 gallons per minute but have been slowly decreasing and we are unable to obtain any more water from the spring box. We are compensating for the low flows with water from Well #4 to meet the town's needs. Looking at the Source Water Assessment Report provided by Montana DEQ in March of 2005 regarding Whiskey Springs it states when the spring collector box was installed in 1989 the average discharge from the Spring was approximately 2,570 gallons per minute. With the Smart Cover SCADA system that has been on the spring box for 3 years it allows us to watch the flow trends very closely.

06/24/22: Performed rounds. Cleaned the sonic starts and servicing the lift pump stations. Switched IP bed to #9. There has been an increase in debris coming into the lagoons, so I have been racking the debris out of B cell. This is a yucky mess.

06/26/22: Performed rounds. #2 blower building I had ventilation fan issues, so I reconfigured the ventilation fans to keep the blowers cool. Serviced #2 blowers. Removed more debris from lagoons.

06/28/22: Performed rounds. Tightened packing in Cornell sewer pump in the Madison lift pump station. Adjusted water flows in #4 Water Well. Removed debris from lagoons.

06/30/22: Performed rounds. Removed debris in lagoons. Adjusted weirs in A and B cells. Checked IP beds for flows. Adjusted water flows in #4 Water Well. Removed more debris from lagoons. Worked on paperwork in office.

If you have any questions, please feel free to contact me.

Thank you,

From: [Jon Simms](#)
To: [Dan Walker](#); [Elizabeth Roos](#)
Subject: FW: bullet points 6/29/2022
Date: Thursday, June 30, 2022 10:50:11 AM
Attachments: [Outlook-4gddzqfe.png](#)

From: Kyle Tanner <ktanner@townofwestyellowstone.com>
Sent: Thursday, June 30, 2022 10:12 AM
To: Jon Simms <jsimms@townofwestyellowstone.com>
Subject: bullet points 6/29/2022

528 gallatin Ave framing inspection
316 Lewis Ave encroachment permit contact fall river and energy west for plats and letters
Minor subdivision application redraft
sprinklers turned on
IworQ permit set up
moved stage
321 hayden st duplex final inspection and OC
612 Grouse court insulation inspection



K.C. Tanner
Town Of West Yellowstone
Deputy Public Services Superintendent
Building Codes Inspector
Code Enforcement
Townofwestyellowstone.com

Recreation Department
June 30, 2022

- Summer Rec has been very busy, our numbers are 50 plus on a daily basis
- I have been helping some of the Hispanic clients I just make time after day camp
- Translating for Social Services
- I reached out and asked for morning and afternoon snacks for the kids since this year is extremely high attendance and we had great response from the parents.

Thank you,

Vely Vazquez

Public Services Dept. Bi-weekly Report: June 16th thru June 30th, 2022

Work performed

Begin cleaning up debris throughout parkway snow storage areas and hauling away. Get sprinkler systems charged and running, fix blowouts in lines, replace heads, nozzles, set panels, etc. Flush Fire Hydrants and monitor maintenance needs. Continue cleaning out curb stop valve boxes, exercise gate valves, install foam valve inserts to block any further debris from building up inside valve housing. Weekly problem area inspections on SAS mainlines. Pressure wash raven debris from sidewalks throughout central business district as well as picnic tables at Pioneer Park. Utility locates as needed. Water meter and service valve requests. Haul tagged vehicles for the police department as requested. Cleanup graffiti at town park and respond to vandalism. Install new basketball nets. Install safety fencing for summer rec program. Asphalt and pothole repairs: Madison and Electric, chamber parking lot, Gibbon, Dunraven, Yellowstone. Continue replacing all "no parking" and "stop" signs with worn faces. Continue street sweeping. Cleanup debris blowing out of triple bin roll off containers at PW shop. Respond to water line break over at smokejumpers cabin and repair line. Mow grass, run trimmers, catchup on weed control, fertilize lawns with weed and feed at all town properties. Mark gravesite at Fir Ridge Cemetery for Memorial Monuments headstone delivery. Remove fallen tree blocking roadway at Fir Ridge Cemetery, cleanup other dead fall. Remove dead and unsightly trees off town park and tree pits. Install light updated fixture above wet well at Madison lift station. Replace bathroom hardware at clinic, town hall, museum, and city park. Haul janitorial supplies to park storage area. Solder joints and crimp copper water line in UPDL crawlspace for now to get irrigation system restored on the west end of building. Install battery kill switches on CH 49 and CH 55, replace batteries on both units. Exercise vehicles and equipment. Replace brakes and rotors on 2010 Ford Expedition. Cracked exhaust manifold and blown head gasket on 06 Durango, replace window regulator. Scheduled service on 2018 Ram 6.4L (diagnose valve body and bulkhead issues). Hydraulic ram cylinder to be replaced on FL80 at Eagle Rock Hydraulics, need to haul down next week.

Administrative

Hosted team building exercise with department heads, gave town hall staff a tour of Whiskey Springs and our water supply infrastructure. Oversee Casting Pond Project. 4th of July logistics meeting. 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 plumbing and meter updates with PJ's Plumbing. Meet with owner of Crosswinds Hotel over concerns in alleyway and pavement markings. Speak with Ken Davis over cemetery concerns. Respond to low level alarms at holding tank, adjust well #4 as needed. Coordinate repairs necessary for rotary assembly and packing on Gorman Rupp pumps. Follow up with Mark Roberts on signage order at MDOC. Coordinate with Idaho Traffic Safety on finalizing pavement markings. Coordinate live water tap with Tyson Smith at Ferguson Waterworks for 221 Canyon/ Altitude Bar, oversee pressure test on service line. Follow up with headstone deliveries and coordinate with monument companies. Meet with Tim at Swiss Precision to go over updates on trees and irrigation lines throughout town. Coordinate hydro-excavation of tree pits with 3H Construction and possible

replacements this fall. Monitor bulk water sales with DOT's contractors: Landslide Technologies, SK Geotechnical and Holt Surveyors. Speak with sales rep Neil Depooter at Parkin Tennis Courts again on getting a proposal for updating court surfaces at Madison Addition Park on Electric St. Place order for necessary operating supplies with Aquapro. Discuss upcoming projects with Dave Noel and Town Manager. Follow up with Mtn West Electric on lighting retrofit in Firehole room for scheduling. Receive proposal on replacing compressor on freezer at Povah Center, searching cheaper alternative options. Driveway bond inspection at 522 Gibbon. Coordinate door repairs with locksmith. Get back with Mountain States Lighting on Highway 20 upgrades, still waiting on proposal from them. Respond to mice issues at clinic. Respond to sewer back and flooding a museum. Meet with Police Department, Town Clerk and Town Manager. Budgetary meeting with town council. Attend meet and greet for possible police chief candidates. Follow up with potential seasonal laborer applicants. Take invert elevations for resident's new construction at 521 Campanula. Meeting with Forsgren on septage permitting process. Coordinate with Forsgren Engineering and Jon Brown to review best management practices for wastewater collection/ treatment facility and water distribution system. Investigate weir levels on cells A & B at lagoon. Coordinate monthly coliform/ bac- T samples with Jon Brown. Help Deputy Water/ WW Superintendent with additional supply source sampling for submittal to IAS Labs. 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.

Social Service Office

Highlights for June 17-30, 2022

- Still receiving donations of various items for the Food Bank and Clothing Bank
- Several Food Boxes prepared for eligible clients
- One bus voucher for a Medical appointment in Bozeman
- Motel voucher for a Domestic issue
- Motel and Bus voucher to young man needing mental help in Bozeman
- We were interviewed by a local graduate student about our options regarding housing in West Yellowstone
- Dianna is continuing training on the computer
- Our office is very close to have Mental Health assistance via the computer
- Loved our Team Building activity with month
- Office computers are being my clients
- Directing clients to possible job opportunities
- Re-organized the job board by date of listing of posted
- Assisted Summer Rec with rides from the city park for several kids that were unable to ride their bikes any further
- Our displaced clients from Mammoth have finally reached their destination.
- Young man from Turkey arrived to West but his luggage did not. Provided clothing for him
- Loaned out a wheelchair to a tourist who broke her ankle
- Volunteers from Grass Valley, CA Baptist Church organized the Clothing and Food Bank
- Dianna attended a meeting regarding the WY Foundation bus and also attended Early Childhood Collaboration meeting
- Assisted grandmother with 5 grandchildren that she now has custody
- Big Thanks to Vely for translating documents for a client

MONTHLY CLIENT ASSISTANCE 2022

MONTH	LOCAL INDIVIDUAL	NON LOCAL	UNEMPLOY	SNAP	LIEAP	SR FOOD	MEDICAID	FOOD BANK	LOBBY FOOD	STANDED/ HOMELESS	COMM HELP FUND	COPY/ FAX	JOB	COVID 19	CLOTHING	DONATION	COMPUTER	SHOWER	HOUSING	OTHER
JUNE 1	11								1		1	4	3			1	2	1	1	4
2	17								1				1			5	1	1		4
3	15			1		1		2	4						1	1	2			2
6	11			1			1									2	2			5
7	22			1									2		2	4	3	1	1	5
8	11								3					1		2	2	3		
9	13						1								1	5	2	1		4
10	17								1				1		1	4	2	3		5
13	12							1					1		3	3	2	1		3
14	12			1				2	2		1	1	1	2	2	3	1	1		
15	11					1				2						2		1		3
16	15							2	1	2		1	1			2	1	1		4
17	16							2	1		1		1			2	2	1		5
20	17																			
21	15			2				1	1				1			5	3	1		1
22	12								1		1		1		3	3	4	1		3
23	6														1		2			6
24	11							1	1	1	1	1	2				5			
27	17						1								3	2	1			9
28	26							1							1		1			18
29	8										2					3	1	1		5
30	13		0	0	0	0	1	2	3	0	4	2	4	0	4	1	17	3	0	5
30	308	0	0	6	0	2	4	14	20	5	11	9	19	3	22	50	56	21	2	91

Finance Department – Week of 6/20/2022

Still working on SAM.gov account for ARPA reporting

Provided information to Senior Center about town support

Provided updated information to MAP fund about FY 22 outlays

Provided information to Jane Mersen re: HBFD payments

Prepared documents for Special Revenue fund review

Provided information on Library revenue for required agreement for MMIA

Provided Tennis Court info to Parks and Rec Board

Followed up on outstanding revenue receipts

Attended: Council Work Session and Regular Meeting

Dept Meeting and water facility tour on 6/22/22

Septage Permit meeting with Dave Noel, Jon Brown, Jon Simms, Peggy Russel and Dan Walker

Finance Department – Week of 6/27/2022

Facilitated Health Equity flex plan set-up

Provided resolution drafts for water and sewer for review. Edited final version

Checked in with Shawna Swanz from DNRC on West Yellowstone ARPA documentation

Put out notification of Special Request meeting to previous recipients.

Discussed final mill levy requirements for GO bond with the county

Worked on Scope of Work Document for Start-up paperwork requirements for ARPA/DNRC with Camille Miller

Prepared enterprise budgets for review at July 5th work session

Reviewed Payroll

Attended: Council Work Session 6/28/22

Airport Lease meeting with Sen. Flowers, Rep. Jane Gillette, Dan Semmens, Dave Noel, Travis Watt and Dan Walker

TOWN OF WEST YELLOWSTONE

PUBLIC HEARING Variance Request Reduction of Front Yard Setbacks

NOTICE IS HEREBY GIVEN that the West Yellowstone Town Council, serving as the Board of Adjustments, will conduct a Public Hearing July 5, 2022 at the West Yellowstone Town Hall and virtually by Zoom, Meeting ID 893 834 1297. The purpose of the public hearing will be to consider a variance request from Section 17.12.050 of the West Yellowstone Municipal Code made by Helene Righenour at 316 Lewis Avenue. The property is located in the R-2, Single-Family, Medium Density, of the Madison Addition of the Town of West Yellowstone. The request is to allow a variance to the required 25-foot front yard setback to 15 feet due to an existing gas line. The lot is a corner lot and the zoning code requires two 25-foot front-yard setbacks. The other front yard will comply with the 25-foot setback requirement.

The public hearing will be held during the regular Town Council Meeting which begins at 7:00 PM. The meeting will take place in West Yellowstone, MT, at which time oral testimony will be taken from the public in person, in writing, or by Zoom. Written testimony may be submitted until 5:00 PM on the date of the hearing to the Town Clerk at the Town Hall, 440 Yellowstone Avenue, by mail to PO Box 1570, West Yellowstone, MT 59758, or by email to info@townofwestyellowstone.com. For further information contact the Town Clerk at (406) 646-7795.

Elizabeth Roos
Town Clerk



REQUEST FOR VARIANCE

Town of West Yellowstone

Gallatin County, Montana

DATE: 6/17/2022
APPLICANT: Helene Righetenour
ADDRESS: P.O. Box 246, West Yellowstone, MT 59758
PHONE: 406-646-9057 Alt: Dave 406-640-0191
INTEREST IN PROPERTY: Owner

OWNER OF RECORD'S SIGNATURE: Helene L. Righetenour

1. LEGAL DESCRIPTION:

Subdivision: Madison Addition
Block: 16 Lot: 1
Zoning District Number: R-2

2. Section, Part, and Paragraph of the Zoning Ordinance that you are applying for a variance from: 17.12.050

3. Request for Variance is related to: Yard 1
Height _____
Use _____
Parking _____
Other Utilities 16 feet onto Property

(Mark All that Apply)

4. Please state specifically the change(s) proposed and the reason(s) such changes are necessary Utilities are 16 feet onto the south side of the property. The Building permit was Approved for an 8 Foot setback. Need to Move the House 10 Feet into the 25 Foot Setback to clear the gas main line and other Utilities. Permit # 005-2022

5. Application Fee: \$75.00 Paid _____ Date _____

Helene L. Righetenour
Signature of Applicant

June 17, 2022
DATE

For Office Use Only:

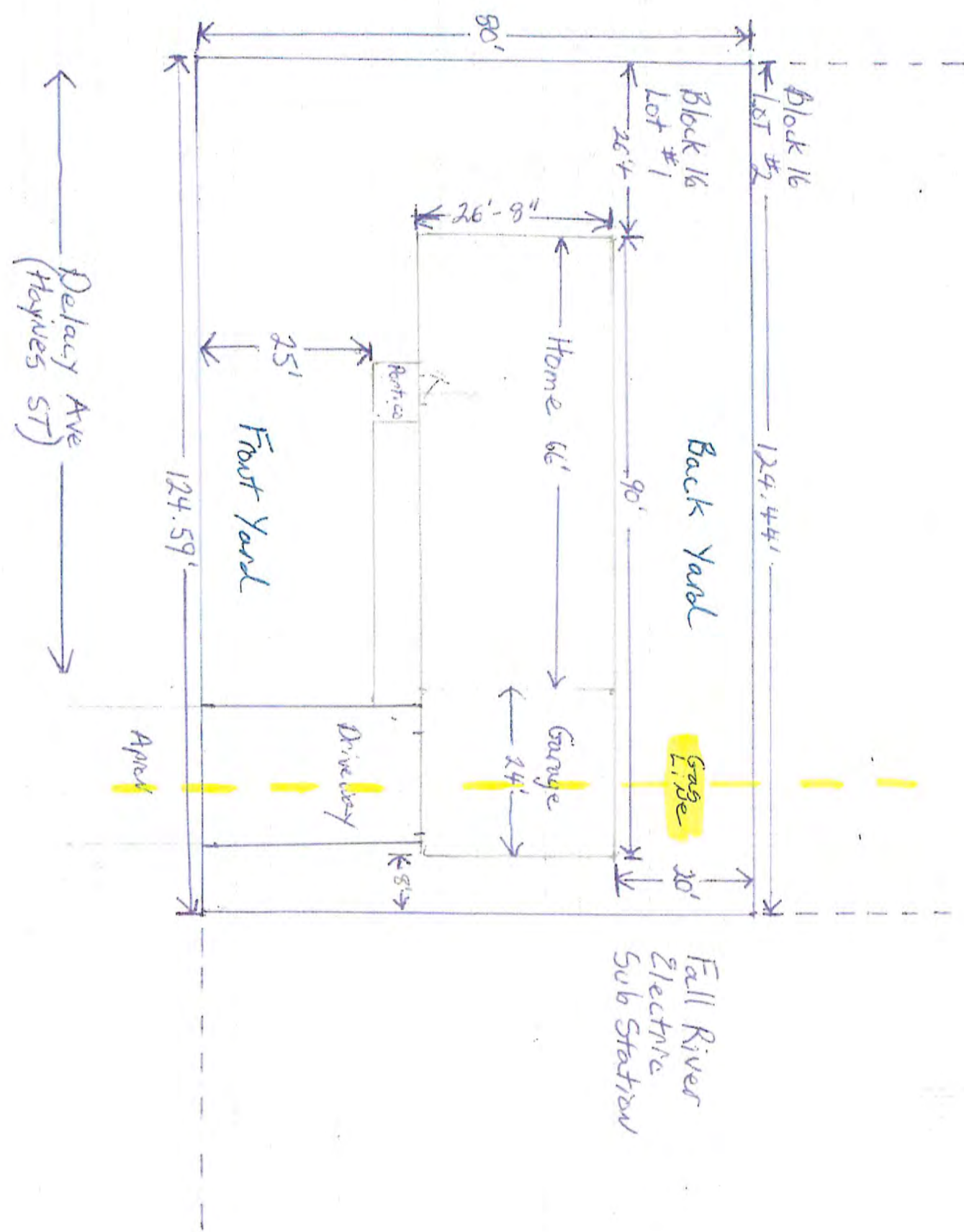
DECISION BY TOWN COUNCIL

Approved Disapproved

Mayor/Operations Manager

DATE

← Lewis Ave → ^N



Elizabeth Roos

From: Kyle Tanner
Sent: Thursday, June 30, 2022 7:46 AM
To: Elizabeth Roos
Subject: Fw: Ritenour property

From: Steve Larson <slarson@egas.net>
Sent: Thursday, June 30, 2022 7:02 AM
To: Kyle Tanner <ktanner@townofwestyellowstone.com>
Subject: Ritenour property

After reviewing the site I would like to see the structure moved north as requested to avoid conflict with the utility ROW. These lots have a different ROW structure compared to the rest of the Mad. Add. Most utility corridors are 10 feet either side of the property line but this one is 15 feet all on the north side of the property line due to the Fall River sub-station.

Please contact me if you have any more questions or concerns

Thank you

Steve



Steve Larson | District Manager
Energy West Montana, Inc.
145 Geyser Street | West Yellowstone, MT 59758
office: 406-646-4437 | fax: 406-646-4830
slarson@egas.net | www.ewst.com



*****CONFIDENTIALITY NOTICE*****

This communication, including any attachments, may contain confidential and/or proprietary information (and, in some cases, information protected by either or both doctrines of attorney-client privilege and attorney work-product), and is intended only for the individual(s) or entity or entities to whom the communication is addressed. Any review, disclosure, dissemination, or copying of this communication by anyone other than the intended recipient(s) is strictly prohibited. If you are not an intended recipient, please contact the sender by reply e-mail, and delete and destroy all copies of the original message. Unauthorized interception of this email is a violation of federal criminal law.

6-30-22

Good Afternoon,

To whom this may Concern,

City of West Yellowstone,

Fall River Rural Electric has been notified of an issue on Lot 1, Block 16, building a new home. We have an easement through this property of twenty feet from our fence at the substation. This is for all utilities and Fall River. We also have a Three Phase sector by the fence on the outside we can not have blocked. I will attach the easement paperwork. If you have any other questions, please feel free to contact me.

Thanks

A handwritten signature in black ink, appearing to read "Tim Jenkins", written in a cursive style.

Tim Jenkins

Engineering Service Representative

POWER LINE RIGHT OF WAY AND EASEMENT

Madison Addition Investments Limited Partnership, Grantor(s), of Gallatin, County, State of Montana, do hereby grant and convey to Fall River Electric Cooperative, Inc., a cooperative corporation (hereinafter called the "Cooperative") whose address is P.O. Box 830, Ashton, Idaho, 83420, its licensees, successors and assigns, Grantee, for One Dollar and other valuable considerations, receipt of which is hereby acknowledged, a right of way and easement for the construction and continued operation, maintenance, repair, alteration inspection and replacement of the electric transmission, distribution and telephone lines and circuits of the Grantee, attached to poles or other supports, together with guys, crossarms and other attachments and incidental equipment thereon, and appurtenances, with the right to permit the attachment of the wires and fixtures of other companies or parties, over, on and across the following premises, belonging to the said Grantor(s) in Gallatin County, State of Montana, in the following location, to-wit:

A strip of land 40 feet wide being 20 feet on each side of a centerline located in Tract 4A of the Amended Plat of the Madison Addition to the City of West Yellowstone, SW $\frac{1}{4}$, Section 27, T-13-S R-5-E, P.M.M., City of West Yellowstone, Gallatin County, Montana, said plat recorded on Plat J-160 in the Office of the Clerk and Recorder of Gallatin County, said centerline being more particularly described as follows:

Commencing at the Northwest Corner of said Tract 4A, said corner being at the intersection of the northerly boundary of said Tract 4A and the easterly right-of-way of Electric Street as shown on said Plat J-160; thence, South 43°14'17" West 105.00 feet along said right-of-way to the beginning of a tangent curve, concave Southeasterly and having a radius of 120 feet; thence, Southwesterly along said curve, said curve also being said easterly right-of-way of Electric Street, 51.90 feet through a central angle of 24°46'45" to a point, said point being **THE TRUE POINT OF BEGINNING**; thence, departing said right-of-way North 57°00'39" East 200.58 feet to the intersection with the said northerly line of said Tract 4A, said intersection bears North 89°45'04" East 74.56 from the Northwest Corner of said Tract 4A.

FEET
* FALL RIVER REC *

The side lines of the 40 foot strip to be shortened or lengthened to terminate at the lot lines of Tract 4A.

Together with all rights of ingress and egress necessary for the full and complete use, occupation and enjoyment of the right of way and easement hereby granted, and all rights and privileges incident thereto, including the right from time to time to cut, trim and remove trees, brush, overhanging branches and other obstructions which may injure or interfere with Grantee's use, occupation or enjoyment of this right of way and easement and the the operation, maintenance and repair of Grantee's electrical system.

Grantor reserves the right to use and enjoy said premises, provided that Grantor shall not construct or maintain the whole or any part of any structure or building on said right of way and easement or in any manner impair or interfere with the perspective exercise of any of the rights herein granted.

The provisions hereof shall enure to the benefit of and be, binding upon the parties hereto, their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, these presents are hereby signed this 27th day of AUGUST, 1996.

Subscribing Witness

John Costello - Gen. Part.

State of IL

SS:

County of _____

On this _____ day of _____, 19____, before me, _____ a Notary Public, personally appeared _____ and _____, known to me to be the person(s) who _____ executed the same freely and voluntarily for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

Notary Public, residing at _____
Commission expires _____

State of MONTANA

ss:

County of GALLATIN

On this 27th day of AUGUST, 1996, before me, SHAUNA WEAVER
a Notary Public, personally appeared JOHN COSTELLO
and

and, known to me and known to me to be the GENERAL PARTNER
and _____ of the corporation that executed the
instrument or the person who executed the instrument on behalf of
said corporation, and acknowledged to me that such corporation
executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my
official seal the day and year in this certificate first above
written.

Shauna Weaver
Notary Public, residing at W. Yellowstone
Commission expires 3/21/98



330875



State of Montana } ss
County of Gallatin }
Filed SEPTEMBER 3, 1996
at 1:45 P. M., and
Recorded in book 166 of
MISCELLANEOUS Page 1929

Shelley M. Cheney
County Clerk & Recorder
By Carrie Brancamp
Deputy

Fee \$ 18.00PD + \$3.75 CTF COPY

RT: FALL RIVER RURAL ELECTRIC
P.O. BOX 149
WEST YELLOWSTONE, MT 59758

PUBLIC HEARING

Resolutions No. 778 & 779

Water & Sewer Rates

NOTICE IS HEREBY GIVEN that the Town Council of the Town of West Yellowstone will conduct a Public Hearing July 5, 2022 on proposed resolutions No. 778 and 779.

Resolution No. 778 changes the current water usage fee of \$18.49 per month per volume ratio unit (VRU) base fee to \$20.34 per month per volume ratio unit base fee. The proposed resolution will then increase base fees 10% per year through June 2025. Resolution No. 676 changes the water use rate from \$.80 per thousand gallons to \$.85 per thousand gallons and increases the water use rate by \$.05 per year through June 2025. The water connection fee for new construction will remain at \$1,600 per volume ratio unit.

Resolution No. 779 changes the current sewer usage base fee of \$24.17 per 1.0 equivalent user to \$27.07 per 1.0 equivalent user. The proposed resolution will then increase the sewer usage base fee by 12% per year through June 2025. The connection fee for new construction will remain at \$3,000 per equivalent user.

Complete copies of proposed resolutions are available at the Town Office and on the Town's website, www.townofwestyellowstone.com. The additional funds collected by the Town will be used to improve and upgrade the current utility system and fund on-going operations and maintenance.

The hearing will be held during the Regular Town Council Meeting at 7:00 PM on July 5, 2022. The meeting will be held at the West Yellowstone Town Hall at 440 Yellowstone Avenue, West Yellowstone, Montana. Written testimony may be submitted until 5:00 PM on the date of the hearing to the Town Clerk at the Town Offices, or by mail to PO Box 1570, West Yellowstone, MT 59758, or by email to info@townofwestyellowstone.com. For further information, please contact the Town Clerk at 406-646-7795 or by email to the above address.

Elizabeth Roos
Town Clerk



Public Notice

Town of West Yellowstone Resolutions 778 & 779 will be presented for approval by the Town Council on July 5, 2022. If approved, these resolutions will increase water and sewer rates over three years to offset rising costs to operate the system and account for new capital investment. New rates for 2022-2023 fiscal year go into effect in July of 2022.

Base rate increase for single family homes:

Current Sewer Rate: \$24.17/month Proposed Rate: \$27.07 /month
Current Water Rate: \$18.49/month Proposed Rate: \$20.34/month
Current Usage Rate: \$0.80/1,000 gal. Proposed Rate: \$.85/ 1000 gal.

Commercial rates shall increase proportionately based on line size and usage for water, and number of Single-Family Equivalencies (SFE's) assigned for sewer. If you have questions or would like to know how the increase will affect your business, please call the Town Finance Office at 646-7795 or email info@townofwestyellowstone.com.

There will be a public hearing at 7:00pm at the Town Hall on July 5, 2022, located at 440 Yellowstone Ave., West Yellowstone, MT. The public may be heard through public comment at said hearing or may submit comments in writing until 5:00pm on July 5, 2022 to eroos@townofwestyellowstone.com. Comments can also be mailed to P.O. Box 1570, West Yellowstone, MT 59758.

RESOLUTION No. 778

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE CAUSING AN INCREASE IN THE UNIT CHARGE FOR WATER SERVICES AND FIXING THE RATE THEREOF AND ESTABLISHING WATER CONNECTION AND INSPECTION FEES

WHEREAS, the Town of West Yellowstone constructed its water supply system to accommodate further growth, and

WHEREAS, the Town of West Yellowstone needs to improve and upgrade the water supply system, and

WHEREAS, the Town Council desires to ensure that the Town will collect funds sufficient for ongoing operations and maintenance, together with funds to improve and upgrade the water supply system, and

WHEREAS, 69-7-101 MCA authorizes the Town to regulate, establish, and change, as it considers proper, rates, charges and classifications imposed for utility services to its inhabitants and others served by the municipal utility system that are reasonable and just; and

WHEREAS, the Town held public hearings on April 19 and July 5, 2022, after notice of the same was published on June 17, June 24 and July 1, 2022 and mailed to the persons served by the utility on June 24, 2022, and emailed to the Montana Consumer Counsel on June 29, 2022, all as required by §§69-7-111 and 7-1-4127, MCA.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of West Yellowstone, County of Gallatin, in the State of Montana that:

- 1) Effective July 1, 2022 the current water usage fees shall be increased each year from July 2022 through June 2025 as set out on the attached "Water & Sewer Rate Increase Plan
- 2) Effective July 1, 2022, each new water connection shall be assessed a connection fee of \$1600 per volume ratio unit.
- 3) The connection fee will be charged one time only.
- 4) The connection fee will be collected at the time that all other fees associated with building construction and inspection are collected.
- 5) All connection and building fees must be paid prior to commencement of construction.
- 6) Connection fees will be collected on all projects occurring within the corporate limits of the Town of West Yellowstone.
- 7) Such connection fees shall be subject to periodic review and revision at an interval deemed appropriate by the Town Council.
- 8) In such cases where a water service line size is increased to support a change in use request for the property, the Town will apply the volume ratio unit associated with that new line size. The Town will also assess a connection fee based on the difference between the original and the increased volume ratio unit.

PASSED AND ADOPTED BY THE TOWN COUNCIL AND APPROVED BY THE MAYOR
FOR THE TOWN OF WEST YELLOWSTONE THIS
5th DAY OF JULY 2022

Travis Watt
Council Member/Mayor

Jeff Mathews
Council Member

Lisa Griffith
Council Member

ATTEST:

Jeff McBirnie
Council Member

Brian Benike
Council Member

Elizabeth Roos
Town Clerk

Water & Sewer Rate Increase Plan

Water Rates	Current	FY 2022-2023	FY 2023-2024	FY 2024-2025	Change
Base	\$18.49	\$20.34	\$22.37	\$24.61	\$6.12
Per 1000 gallon usage rate	\$0.80	\$0.85	\$0.90	\$0.95	\$0.15
Projected Annual Revenues		\$467,362	\$522,061	\$551,024	
Sewer Rates					
Base	\$24.17	\$27.07	\$30.32	\$33.96	\$9.79
Projected Annual Revenues based on 2,628 SFEs		\$853,680	\$956,172	\$1,070,963	

RESOLUTION No. 779

A RESOLUTION BY THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE CAUSING AN INCREASE IN THE UNIT CHARGE FOR SEWER SERVICES AND FIXING THE RATE THEREOF CAUSING AN INCREASE IN SEPTAGE DUMP FEES AND ESTABLISHING SEWER CONNECTION AND INSPECTION FEES.

WHEREAS, the Town of West Yellowstone constructed its waste water treatment facility to accommodate further growth, and

WHEREAS, the Town of West Yellowstone needs to improve and upgrade the wastewater system, and

WHEREAS, the Town Council desires to ensure that the Town will collect funds sufficient for ongoing operations and maintenance, together with funds to improve and upgrade the wastewater system, and

WHEREAS, 69-7-101 MCA authorizes the Town to regulate, establish, and change, as it considers proper, rates, charges and classifications imposed for utility services to its inhabitants and others served by the municipal utility system that are reasonable and just; and

WHEREAS, the Town held a public hearings on April 19 and July 5, 2022, after notice of the same was published on June 17, June 24 and July 1, 2022, and mailed to the persons served by the utility on June 24, 2022, and emailed to the Montana Consumer Counsel on June 29, 2022, all as required by §§69-7-111 and 7-1-4127, MCA.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of West Yellowstone, County of Gallatin, in the State of Montana that:

- 1) Effective July 1, 2022, the current monthly equivalent use rate of \$27.07 per 1.0 equivalent user will be increased each year from July 2022 to June 2025 as set out on the attached "Water & Sewer Rate Increase Plan".
- 2) Effective July 1, 2022, each new sewer connection shall be assessed a connection fee of \$3000 per equivalent user.
- 3) The connection fee will be charged one time only.
- 4) The connection fee will be collected at the time that all other fees associated with building construction and inspection are collected.
- 5) All connection and building fees must be paid prior to commencement of construction.
- 6) Connection fees will be collected on all projects occurring within the corporate limits of the Town of West Yellowstone.
- 7) Such connection fees shall be subject to periodic review and revision at an interval deemed appropriate by the Town Council.
- 8) In such cases where a sewer connection is already in place and the Town receives a change in use request for the property, the Town will apply the equivalent user chart to the new use. If the new use results in a higher equivalent user number/greater impact on the waste water

treatment system the Town will assess a connection fee based on the difference between the original and the increased equivalent use number.

9) The septage dump fee will be increase from \$150 to \$250 per load not to exceed 1,500 gallons per load.

PASSED AND ADOPTED BY THE TOWN COUNCIL AND APPROVED BY THE MAYOR
FOR THE TOWN OF WEST YELLOWSTONE THIS
5th DAY OF JULY 2022.

Travis Watt
Council Member/Mayor

Brian Benike
Council Member

Jeff Mathews
Council Member

ATTEST:

Lisa Griffith
Council Member

Jeff McBirnie
Council Member

Elizabeth Roos
Town Clerk

Water & Sewer Rate Increase Plan

Water Rates	Current	FY 2022-2023	FY 2023-2024	FY 2024-2025	Change
Base	\$18.49	\$20.34	\$22.37	\$24.61	\$6.12
Per 1000 gallon usage rate	\$0.80	\$0.85	\$0.90	\$0.95	\$0.15
Projected Annual Revenues		\$467,362	\$522,061	\$551,024	
Sewer Rates					
Base	\$24.17	\$27.07	\$30.32	\$33.96	\$9.79
Projected Annual Revenues based on 2,628 SFEs		\$853,680	\$956,172	\$1,070,963	

RESOLUTION NO. 780

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA, TO SET FEES FOR THE SALE OF BULK WATER AND FOR THE RENTAL OF WATER METERS FOR THE PURPOSE OF SALE OF BULK WATER.

WHEREAS: The Town Council of the Town of West Yellowstone has passed Ordinance No. 260, allowing for the sale of bulk water; and

WHEREAS: The fees for the sale of water and for the rental rate for a meter to measure the amount of bulk water shall be set by resolution pursuant to the Ordinance; and

WHEREAS: The Town Council of the Town of West Yellowstone believes it is in the best interests of the citizens of the Town that the Town receive some compensation for the sale of bulk water and the for the use of the Town’s approved water meters:

NOW THEREFORE, BE IT RESOLVED:

The Town Council of the Town of West Yellowstone, Montana hereby sets the fees and rental rates for the purchase of bulk water as:

Meter Rental Fee (Short Term):	\$ 50.00 per day.
Meter Rental Fee (Long Term):	\$200.00 per month.
Meter Installation Fee: (In addition to meter rental)	\$50.00 per occurrence.
Purchase price for bulk water:	\$11.00 for the first 1000 gallons \$1.10 per 1000 gallons after the first 1000

DATED this _____ day of _____, 2022.

Mayor

Council Member

Council Member

Council Member

Council Member

Attest: Town Clerk



**TOWN OF WEST YELLOWSTONE
SEWER DEVELOPMENT FEE STRUCTURE**

CUSTOMER:
Contact:
Street Address
City, State, Zip
Phone No.

SFE SCHEDULE AND SFE CALCULATOR

USER TYPE	DESCRIPTOR	EVALUATION UNIT	NUMBER OF UNITS	EQUIVALENT UNIT Original SFE	EQUIVALENT UNIT Recommendation SFE	Recommendation Source			
						Metcal and Eddy	Montana Subsurface Rules	Flow Testing 2019	Typical Use adopted by other communities
Institutional									
Assembly Hall/ Meeting House		Base		1.000					
Assembly Hall/ Meeting House		Seat			0.010	0.010			
Assembly Hall/ Meeting House	With Kitchen	Seat			0.022		0.022		
Church	Single Congregation	Congregation		2.000					
Church	Each additional	Congregation		1.000					
Church	Sunday only meetings	Congregation		1.000					
Church		Seat			0.010	0.010			
Church	With Kitchen	Seat			0.022		0.022		
Clinic/Massage/Spa		Establishment			1.000				
Hospital or clinic				3.000					
	Additional	Bed space		0.500					
Hospital		Bed space			0.667	0.667			
Hospital	Kitchen	Bed space			0.737	0.070			
Hospital	Laundry	Bed space			0.862	0.125			
Nursing Home/ Rest Home	Base Rate			1.000					
Nursing Home/ Rest Home	Additional	Resident		0.300					
Nursing Home/ Rest Home		Bed space			0.333	0.333	0.570		
School	no Cafeteria or Gym	Student		0.020	0.049		0.049		
School	with Cafeteria only	Student		0.030	0.067		0.067		
School	with Cafeteria and Gym	Student			0.111	0.130	0.111		
Time Share	hotel w/ full kitchen & W/D	Room			0.830			0.830	
Hotel	Bedroom only	Room		0.200	0.400				
Hotel	Additive with Bathroom	Room			0.400			0.667	
Hotel	Additive With Kitchen	Room		0.200	0.400			0.500	
Boarding/Rooming House/Bed & Breakfast	With Bathroom	Room		0.200					
Boarding/Rooming House/Bed & Breakfast		Guest			0.133	0.133			
Employee		Person			0.044	0.044			
Food Service									

USER TYPE	DESCRIPTOR	EVALUATON UNIT	NUMBER OF UNITS	EQUIVALENT UNIT Original SFE	EQUIVALENT UNIT Recommendation SFE	Recommendation Source			
						Metcal and Eddy	Montana Subsurface Rules	Flow Testing 2019	Typical Use adopted by other communities
Restaurant - Seating	up to 50 seats	Seat		2.000					
	For Each additional 25 seats	Seat		1.000					
Restaurant - Seating		Seat			0.033	0.033			
Restaurant - Drive In	<20 inside seats	Seat		2.000					
	Each additional 20 inside	seat		1.000					
Restaurant - Drive In		Seat			0.033	0.033			
Service Station		Establishment		2.000	2.000				
Service Station/C-Store	no public restroom	Establishment		2.000	1.000				
Service Station/C-Store	with public restrooms	Restroom			2.000				2.000
Service Station/C-Store	with food prep facilities	Establishment/additive			1.000				1.000
Drinking Establishment		Seat		0.060	0.049	0.049			
Employee		Employee			0.044	0.044			
Commercial and Industrial									
Bowling Alley		Lane		0.200	0.196				0.196
Barber/Beauty Shop		Seat		0.200	0.331				0.331
Laundry Self Service	up to 10 washers			2.000	1.502	1.502			
Laundry Self Service		Washer		0.100	0.222			0.222	
Garage or Maintenance Shop		Bay		1.000	0.133	0.133			
Car Wash		Bay		2.000	3.541		3.541		
Car Wash	Additive	Bay			1.563		1.563		
Grocery Store		Base		2.000					
Grocery Store	additive	Bakery		1.000					
Grocery Store		Employee			0.044	0.044			
Grocery Store	Additive	Butcher Shop		1.000	2.000				2.000
Shopping Center (No food or laundry)		Parking Space			0.007	0.007			
Store or Business (up to 20 employees)		Base		1.000	0.880				
Store or Business	Additive	Employee		0.030	0.044	0.044			
Theatre - Auditorium		Seat		0.030	0.013	0.010	0.013		
Warehouse		Base		1.000					
Warehouse		Employee			0.058				0.058
Warehouse	Showers/additive	Employee			0.178				0.178
Offices	Up to 20 Employees	Base		1.000	0.880				
Offices	Additive	Employee		0.030	0.044	0.044			
Employee		Employee			0.087				
Seasonal and Recreational									
Fairground (peak day attendance)		Person			0.007	0.007			
RV Facility		Space		0.600					
RV Facility	Dump Station	Establishment		2.000					
Long Term RV Camp		Space			0.670		0.670		
Short Term RV site		Space			0.342				0.342