

Town of West Yellowstone

Tuesday, July 7, 2020

West Yellowstone Town Hall, 440 Yellowstone Avenue

The Town Council work session/meeting will be conducted virtually using ZOOM. The public may participate by connecting to zoom.us on the internet or through the Zoom Cloud Meetings app on a mobile device. Meeting ID: 893 834 1297. The meeting will open at 5:45 PM. Members of the public will be muted during the meeting but may comments using the “Chat” function or when called upon.

WORK SESSION

6:00 PM

FY 2021 Municipal Budget

- CIP

Discussion ∞

TOWN COUNCIL MEETING

7:00 PM

Pledge of Allegiance

Comment Period

- Public Comment
- Council Comments
- Matt Kelley, Gallatin County Health Officer

Claims ∞

Consent Agenda: **Minutes of the June 16, 2020 Town Council Meeting** ∞

New Business License Applications ∞

- TrailQuipt
- Drew Barney LLC, residential rentals

Town Manager & Department Head Reports

Presentation: WY Chamber of Commerce COVID-19 Recovery Marketing Campaign Update

NEW BUSINESS

UPDL Structural Issue

- Purchase Order for Tasks 1 and 3

Discussion/Action ∞

COVID-19 Response

Discussion

Rescue Task Force Agency Participation Agreement

Discussion/Action ∞

911 Mill Levy

Discussion

Planning Board Appointments

Discussion/Action ∞

Correspondence/Meeting Reminders/FYI

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



Policy No. 16 (Abbreviated)

Policy on Public Hearings and Conduct at Public Meetings

Public Hearing/Public Meeting

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

Oral Communication

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

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

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

General Town Council Meeting Information

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

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PROJECTED GENERAL FUND REVENUES
Fiscal Year 2021

Property Taxes	
Real Property Tax	\$275,000
Personal Property Tax	\$5,000
Penalties & Interest	\$800
Local Option Tax	\$60,000
Total Property Taxes	\$340,800
Licenses and Permits	
Motor Vehicle Plate	\$8,000
Business Licenses	\$30,000
Special Event & Expo	\$300
Building Permits	\$7,000
Moving Permits	-
Animal Licenses	\$150
Total Licenses & Permits	\$45,450
Intergovernmental Revenues	
Live Card Game Table	\$150
Gambling Machine Permits	\$7,000
HB 124 Entitlement	\$308,150
Total Intergovernmental	\$315,300
Charges for Services	
Planning & Zoning Fees	\$1,500
Fees for Dispatch - USFS	\$1,200
Fees for Dispatch - Hwy. Patrol	\$1,500
Catering Fee	\$150
Hwy Street Light-MDOH	\$5,926
Recreation Fees	\$1,100
Summer Recreation Fees	\$35,000
Total Charges for Services	\$46,376
Fines & Forfeitures	
City Court	\$50,000
Misdemeanor Fees	\$4,000
Court Costs	\$50
Total Fines & Forfeitures	\$54,050
Miscellaneous Revenues	
Rents/Leases	\$1,700
Reimbursement Utilities UPDH	\$3,700
Povah Center Rent	\$3,000
Refunds & Reimbursement	\$10,000
COVID-19 Reimbursements	\$300,000
Spec. Assessments - TBID	\$2,500
Total Miscellaneous Revenues	\$320,900
Interest	
Investment Earnings - CD	\$8,000
Investment Earnings - MMA	-
Investment Earnings - Repo	\$4,000
Investment Earning - STIP	\$7,500
Total Investment Earnings	\$19,500
Other Finance Sources	
5% Property Tax Relief	\$207,948
Transfer in from Resort Tax	\$2,201,474
Total Other Finance Sources	\$2,409,422
Total General Fund Revenues	\$3,551,798

Project/Equipment	Amount Allocated	Amount Spent YTD	To Be Spent/Reserved	Amount of Reallocation	End Balance Amount	Progress Report on Project	Budget FY
#1 ADA Accessibility Ramps	\$57,636	\$0	\$57,636	\$0	\$0	Will continue the project.	FY21
	(Gas)		(Gas)				
PC: \$1.5 Million							

#2 Streetlight Project	\$467,559	\$0	\$0	\$467,559	\$0	Move \$467,559 to General Fund	FY21/22
	*			(RT)			
PC: TBD							

* Carryover \$467,559

#3 Old Town Sewerline	\$300,000	\$0	\$0		\$300,000	These funds will be combined	FY23
	(SF)					with 1% RT Funds to reline	
	*					the sewers.	
PC: \$10 Million							

* Carryover of \$300,000

#4 Annual Set-Aside 80 Acre	\$600,000	\$0	\$0		\$600,000	Sewer Lines for 80 Acre	FY25
	(SF)					Future Development	
	*						
PC: \$10 Million							

* Carryover of \$600,000

#5 Lighted Trail Griz to Yellowstone Ave	\$70,000	\$0	\$70,000		\$70,000	Part of Casting Pond Project.	FY21/22
	(CF)					Continue if Casting Pond	
	*					moves forward.	
PC: \$150,000							

* Carryover of \$70,000

#6 Annual Historic District Projects	\$178,526	\$0	\$178,526	\$0	\$0	Emergency Repairs on	FY21
	(CF)					Dining needed ASAP. Might	
	*					need more funds than this!	
PC: \$5 Million						Engineering Study and Bid Docs	

Project/Equipment	Amount Allocated	Amount Spent YTD	To Be Spent/Reserved	Amount of Reallocation	End Balance Amount	Progress Report on Project	Budget FY
#7 Volleyball Court Improvements	\$5,111	\$5,111	\$0	\$5,111	\$0	Move forward project	FY21
	*			(Donor)			
PC: \$5,000							

* \$5,000 plus \$111.00 in Interest

#8 Install Four Light Poles at Pioneer Park	\$31,160	\$20,979	\$0	\$0	\$0	Completed	
	(RT)			(RT)			
PC: \$31,160							

#9 Well & Building and Waterline	\$141,711	\$309,023	NA	\$0	\$0	Completed	
	(WCF)						
PC: \$650,000							

#10 Sewer Line Installation on Electric Street	\$50,000	\$0	\$0	\$0	\$50,000	Not going to be completed this year.	FY23
	(SF)						
PC: \$50,000							

#11 Replace Public Services 2008 Ford 3/4 Ton Truck	\$55,000	\$48,020	\$0	\$0	\$0	Completed	
	(SF)						
PC: \$55,000							

Project/Equipment	Amount Allocated	Amount Spent YTD	To Be Spent/Reserved	Amount of Reallocation	End Balance Amount	Progress Report on Project	Budget FY
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#12 Pioneer Park	\$30,000	\$0	\$0	\$30,000	\$0	Move \$30,000 to General Fund	FY21/22
Improvements	(RT)			(RT)			
	*						
PC: \$55,000							

* \$30,000 Carryover

#13 Povah Center	\$8,000	\$7,000	\$1,000	\$0	\$0	Will be closed out this Year.	FY21
Improvements	(RT & Donor)					Repairs to restrooms and	
	*					kitchen area. Fix siding and	
PC: \$8,000						shingles.	

* \$1,000 Carryover

#14 Multi-Purpose Surface	\$70,000	\$0	\$0	\$70,000	\$0	Move \$70,000 to General Fund	FY24
Concrete	(RT)			(RT)			
PC: \$70,000							

* \$70,000 Carryover

#15 New Radio System	\$58,000	\$0	\$58,000	\$0	\$0	Need to purchase to save 40%	FY21
	(RT)					by August	
PC: \$58,000							

#16 Casting Pond	\$2,093	\$0	\$2,093	\$0	\$0	Finish engineering and	FY21
Construction	(RT)					drawings. Add CDBG Funds	
	*					to Move Project Forward?	
PC: \$120,000							

* \$2,093 Carryover

Project/Equipment	Amount Allocated	Amount Spent YTD	To Be Spent/Reserved	Amount of Reallocation	End Balance Amount	Progress Report on Project	Budget FY
#17 Irrigation System	\$9,736	\$0	\$0	\$0	\$0	Used to Off-set overages	
Pioneer Park	(RT)					from last year.	
PC: \$16,000						Completed	
#18 Police/Dispatch Center	\$4,570	\$207	\$0	\$0	\$0	Used to off-set overages	
Improvements	(GF)					from last year.	
	*					Completed	
PC: \$20,000							
#19 Remodel Town Hall	\$5,000	\$6,651	\$0	\$0	\$0	Completed	
for Executive Assistant	(RT)						
PC: \$10,000							
#20 Two Aerators	\$20,000	\$0	\$0	\$20,000	\$0	Not Needed - Remove from	Deleted
for Sewer Lagoon	(SF)			(SF)		CIP	
PC: \$20,000							
#21 Short Term Sewer	\$83,765	\$0	\$83,765	\$0	\$0	This project addressed	FY21
Project	(SCF)					large deficiencies in the repair	
	*					and maintenance of the	
PC: \$547,000						Town's Sewer Lagoon System.	

* Carryover of \$83,765

Project/Equipment	Amount Allocated	Amount Spent YTD	To Be Spent/Reserved	Amount of Reallocation	End Balance Amount	Progress Report on Project	Budget FY
#22 Police Vehicle	\$55,000	\$0	\$55,000	\$0	\$0	A Dodge Ram 1500 has been	FY21
Replace 2011 Expedition	(RT)					delivered but we have not	
	*					been billed.	
PC: \$55,000						Need police accessories.	

* \$55,000 Carryover

#23 Plow Attachment	\$14,000	\$13,990	\$0	\$0	\$0	Completed	
Loader/Skid Steer	(CF)			(CF)			
PC: \$23,500							

#24 Restroom with Drinking	\$75,000	\$0	\$0	\$75,000	\$0	Move \$75,000 to General Fund	FY23/24
Fountain	(RT)						
PC: \$75,000							

* Carryover of \$75,000

#25 New Lighting for Town	\$100,000	\$103,339	\$0	\$0	\$0	Completed	
Buildings	(RT)						
PC: \$100,000							

#26 Air Conditioners/Heater	\$33,000					Completed	
A. Squad Room (\$10,000)	(GF)	\$9,750	\$0	\$0	\$0		
B. Museum (\$13,000)	(GF)	\$12,250	\$0	\$0	\$0		
C. Generator Room (\$10,000)	(911 Fund)	\$8,875	\$0	\$0	\$0		
PC: \$33,000							

Project/Equipment	Amount Allocated	Amount Spent YTD	To Be Spent/Reserved	Amount of Reallocation	End Balance Amount	Progress Report on Project	Budget FY
#27 Police Generator	\$6,000	\$0	\$0	\$0	\$0	Wait to do until FY22.	FY22
Cover	(GF)						
	*						
PC: \$6,000							
#28 Ice Rink Boards	\$77,000	\$0	\$0	\$77,000	\$0	Move \$77,000 to General Fund	FY24
for Entire Rink	(RT)						
PC: \$77,000							
* Carryover of \$77,000							
#29 Hydrant by Well	\$12,000	\$8,221	\$0	\$3,779	\$0	Completed	
	(WF)			(WF)			
PC: \$12,000							
#30 Replace or Service	\$40,000	\$0	\$40,000	\$0	\$0	Replace electric blowers	FY21
Existing Equipment (Sewer)	(SF)					and motors. Rebuild pumps.	
PC: \$40,000							
#44 Street & Repaving Fund	\$1,070,000	\$0	\$0	\$581,000	\$489,000	Move \$581,000 to General Fund	FY22
						Need to Refund in the Future	
PC: \$5 Million	(GF)						
#45 Surface the Frontier Trail	\$60,000	\$0	\$60,000	\$0	\$0	Part of the Casting Pond Project	FY21/22
PC: \$300,000	(GF)						
Emergency Spring Plan (New)	\$40,000	\$0	\$40,000	\$0	\$0	Security Measures	FY21
PC: \$40,000	(WF)						

GF = General Fund

SF = Sewer Fund

WF = Water Fund

RT = Resort Tax

SCF = Sewer Capital Fund

CF = Capital Fund

WCF = Water Capital Fund

Gas = Gas Tax Fund

 Stopped Project

 Completed Project

 Project will Continue

 Water or Sewer Project - Not General Funds

DRAFT

THE BOTTOM LINE ON THE GENERAL FUND

Total General Fund Expenditures	\$5,126,104
Total General Fund Revenues	\$3,551,798
<u>Cash on Hand/Accounts Receivables</u>	<u>\$275,000 (Estimated)</u>
Budget Shortfall	\$1,299,306 (Estimated)
Re-allocated Funds to Close the Budget Shortfall from Above:	\$1,300,559

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TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 7/20

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* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Line \$	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
47075		1089 Gallatin County Treasurer		1,022.00					
	Jun 2020	06/30/20 Tech surcharge		260.00		COURT	7458 212200		101000
	Jun 2020	06/30/20 MLEA		325.00		COURT	7467 212200		101000
	Jun 2020	06/30/20 Public Defender		0.00		COURT	7468 212200		101000
	Jun 2020	06/30/20 Victims Assistance		437.00		COURT	7699 212200		101000
47076		2088 Town West Yellowstone		667.58					
	06/30/20	utility chrgs, Chamber, 895		60.59		BLDGS	1000 411257	340	101000
	06/30/20	utility chrgs, UPDL, 892		77.20		BLDGS	1000 411252	340	101000
	06/30/20	utility chrgs, PS Shops, 884		35.36		BLDGS	1000 411253	340	101000
	06/30/20	utility chrgs. Povah Ctr, 887		128.97		BLDGS	1000 411255	340	101000
	06/30/20	utility chrgs, Police Dept, 886		45.32		BLDGS	1000 411258	340	101000
	06/30/20	utility chrgs, City Park, 885		114.87		BLDGS	1000 411253	340	101000
	06/30/20	utility chrgs, Library, 891		47.78		LIBBLD	1000 411259	340	101000
	06/30/20	utility chrgs, Lift #1, 903		15.28		SEWER	5310 430600	340	101000
	06/30/20	utility chrgs, TwN Hall, 921		142.21		TWNHAL	1000 411250	340	101000
47079		2546 Century Link QCC		11.15					
	06/23/20	long dist chg 406-646-7600		11.15*		DISPAT	1000 420160	345	101000
47080		266 Utilities Underground Location		31.40					
	65354	06/30/20 excavation notifications		15.70		WATER	5210 430500	357	101000
	65354	06/30/20 excavation notifications		15.70		SEWER	5310 430600	357	101000
47081		2822 ClearBlu Cleaning Services		3,450.00					
	07/01/20	June 2020 - Town Hall		1,000.00		TWNHLL	1000 411250	357	101000
	07/01/20	June 2020 - Library		400.00		LIBES	1000 411259	357	101000
	07/01/20	June 2020 - Trailhead Bldng.		0.00		TRLHED	1000 411256	350	101000
	07/01/20	June 2020 - Povah		450.00		POVAH	1000 411255	350	101000
	07/01/20	June 2020 Povah addendum		0.00		POVAH	1000 411255	350	101000
	07/01/20	June 2020 - Chamber Bldng.		1,100.00		CHAMB	1000 411257	357	101000
	07/01/20	June 2020 - Park Bathrooms		500.00		PARKS	1000 411253	357	101000
	07/01/20	June 2020-Dispatch Center		0.00		POLICE	1000 411258	398	101000
47084		2852 Blackfoot Communications		2,122.19					
	06/15/20	646-5106, fax soc svc		40.53		SOCSR	1000 450135	345	101000
	06/15/20	646-5119, police station		40.53*		POLICE	1000 420160	345	101000
	06/15/20	646-5141, sewer plant alarm		40.53		SEWER	5310 430600	345	101000
	06/15/20	646-5185, town hall alarm		40.53		TWNHAL	1000 411250	345	101000
	06/15/20	646-7311, social services		69.68		SOCSR	1000 450135	345	101000
	06/15/20	646-7481, povah elevator		40.53		POVAH	1000 411255	345	101000
	06/15/20	646-7511, town hall fax		40.53		TWNHAL	1000 411250	345	101000
	06/15/20	646-7609, public works		47.84		PUBSVC	1000 430200	345	101000
	06/15/20	646-7650, police station fax		40.53*		POLICE	1000 420160	345	101000

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	06/15/20	646-7715, povah center	35.18		POVAH	1000 411255	345	101000
	06/15/20	646-7795, town hall	262.16		TWNHAL	1000 411250	345	101000
	06/15/20	646-7845, court clerk	57.17		COURT	1000 410360	345	101000
	06/15/20	646-9017, library	45.18		LIBRAR	2220 460100	345	101000
	06/15/20	646-9027, sewer plant alarm	40.53		SEWER	5310 430600	345	101000
	06/15/20	ethernet, library	300.00		LIBRAR	2220 460100	345	101000
	06/15/20	ethernet, povah center	310.00		POVAH	1000 411255	345	101000
	06/15/20	ethernet, police station	350.00		POLICE	1000 411258	345	101000
	06/15/20	ethernet, town hall	272.00		TWNHAL	1000 411250	345	101000
	06/15/20	602-4909, town hall judge	13.14		COURT	1000 410360	345	101000
	06/15/20	602-4894 Town hall Court Clerk	1.10		COURT	1000 410360	345	101000
	06/15/20	602-4897 town hall	1.10		TWNHAL	1000 411250	345	101000
	06/15/20	602-4898 town hall	1.10		TWNHAL	1000 411250	345	101000
	06/15/20	602-4900 town hall	6.75		TWNHAL	1000 411250	345	101000
	06/15/20	602-4901 town hall	6.75		TWNHAL	1000 411250	345	101000
	06/15/20	602-4902 town hall	1.10		TWNHAL	1000 411250	345	101000
	06/15/20	602-4903 town hall	1.10		TWNHAL	1000 411250	345	101000
	06/15/20	602-4904 town hall	1.10		TWNHAL	1000 411250	345	101000
	06/15/20	602-4905 town hall	1.10		TWNHAL	1000 411250	345	101000
	06/15/20	602-4906 Library Main desk	1.10		LIBRY	2220 460100	345	101000
	06/15/20	602-4907 Library Director	1.10		LIBRY	2220 460100	345	101000
	06/15/20	602-4908 Povah Ctr	1.10		POVAH	1000 411255	345	101000
	06/15/20	602-4949 Town Hall	11.10		TWNHAL	1000 411250	345	101000
47087		2264 MORNING GLORY COFFEE & TEA	33.75					
	169082	06/23/20 Dispatch coffee	33.75		DISP	1000 420160	220	101000
47088		2575 WY Tourism Business Improvement	2,902.44					
	07/01/20	Collections for June 2020	2,902.44		TBID	7202 411800	540	101000
47091		2813 Century Link	1,531.72					
	06/19/20	E911 Viper 255-9710	999.34		E911	2850 420750	345	101000
	06/19/20	E911 Viper 255-9712	25.03		E911	2850 420750	345	101000
	06/19/20	E911 Viper 646-5170	102.92		E911	2850 420750	345	101000
	06/19/20	Alarm Lines 646-5185	82.16		TWNHLL	1000 411250	345	101000
	06/19/20	Police - 646-7600	322.27*		POLICE	1000 420160	345	101000
47092		42 Fall River Electric	8,173.05					
	06/22/20	PARK, old firehouse 2901001	47.01		PARK	1000 411253	341	101000
	06/22/20	povah comm ctr 4212001	207.18		POVAH	1000 411255	341	101000
	06/22/20	unmetered lights 4212004	1,451.25		STLITE	1000 430263	341	101000
	06/22/20	RR Well 4212005	193.39		WATER	5210 430500	341	101000
	06/22/20	SEWER LIFT STATION 4212006	207.91		SEWER	5310 430600	341	101000
	06/22/20	SEWER PLANT 4212007	1,480.76		SEWER	5310 430600	341	101000
	06/22/20	POLICE 4212008	176.91		POLICE	1000 411258	341	101000

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	06/22/20	TOWN HALL 4212009	427.89		TWNHLA	1000 411250	341	101000
	06/22/20	ICE RINK 421010	41.19		PARKS	1000 411253	341	101000
	06/22/20	South Iris Street Well 4212013	65.00		WATER	5210 430500	341	101000
	06/22/20	MAD SEWER LIFT 4212014	104.56		SEWER	5310 430600	341	101000
	06/22/20	Hayden/Grouse Well 4212015	40.38		WATER	5210 430500	341	101000
	06/22/20	MADADD H2O Tower 4212017	54.51		WATER	5210 430500	341	101000
	06/22/20	SHOP 4212018	80.86		STREET	1000 430200	341	101000
	06/22/20	ANIMAL 4212029	78.96		ANIML	1000 440600	341	101000
	06/22/20	CLORINATOR 4212030	54.34		WATER	5210 430500	341	101000
	06/22/20	Electric Well 4212031	40.50		WATER	5210 430500	341	101000
	06/22/20	PARK 4212032	70.94		PARKS	1000 411253	341	101000
	06/22/20	UPDH 4212041	520.44		UPDH	1000 411252	341	101000
	06/22/20	SEWER TREAT SERV 4212046	2,720.88		SEWER	5310 430600	341	101000
	06/22/20	LIBRARY 23 dunraven 4212054	108.19		LIBR	1000 411259	341	101000
47094		3242 Fisher's Technology	30.60					
	814105	06/25/20 copier maintenance fee	30.60		FINADM	1000 410510	356	101000
47095		1514 Verizon Wireless	1,090.10					
		21 Smartphones						
		1 regular phonel						
5 laptops								
	06/20/20	640-0108, Police	44.40		POLICE	1000 420100	345	101000
	06/20/20	640-0121 Laptop	40.01		STREET	1000 420100	345	101000
	06/20/20	640-0141 Street SP	44.40		STREET	1000 430200	345	101000
	06/20/20	640-0159 Street SP	44.40		STREET	1000 430200	345	101000
	06/20/20	640-0606 911 Dispatch	44.40		911	2850 420750	345	101000
	06/20/20	640-1103, Operator SP	44.40		STREET	1000 430200	345	101000
	06/20/20	640-1438, SS Director	2.05		SOCSEK	1000 450135	345	101000
	06/20/20	640-1460, Library Dir, SP	44.40		LIBRAR	2220 460100	345	101000
	06/20/20	640-1461, S & W, SP	44.40		WATER	5210 430500	345	101000
	06/20/20	640-1462, Operator, SP	44.40		WATER	5210 430500	345	101000
	06/20/20	640-1463, Deputy PSS, SP Sspnd	0.00		PARKS	1000 460430	345	101000
	06/20/20	640-1472, Ops Mgr, SP	44.40		ADMIN	1000 410210	345	101000
	06/20/20	640-1676, Rec Coor, SP	44.40		REC	1000 460440	345	101000
	06/20/20	640-1754, COP, SP	44.40		POLICE	1000 420100	345	101000
	06/20/20	640-1755, Police	44.40		POLICE	1000 420100	345	101000
	06/20/20	640-1756, Police	44.40		POLICE	1000 420100	345	101000
	06/20/20	640-1757, Police	44.40		POLICE	1000 420100	345	101000
	06/20/20	640-1758, Police, SP	44.40		POLICE	1000 420100	345	101000
	06/20/20	640-1759, Police	44.40		POLICE	1000 420100	345	101000
	06/20/20	640-7547, Street SP	44.40		PARKS	1000 460430	345	101000
	06/20/20	640-9074, PSS, SP	44.40		SEWER	1000 430200	345	101000
	06/20/20	640-2195 683 laptop	40.01		POLICE	1000 420100	345	101000
	06/20/20	640-2551 COP laptop	40.01		POLICE	1000 420100	345	101000

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Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Line \$	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	06/20/20	641-0184	686 laptop	40.01		POLICE	1000 420100	345	101000
	06/20/20	641.0207	681 laptop	40.01		POLICE	1000 420100	345	101000
	06/20/20	640-2354	Exec Assist	44.40		ADMIN	1000 410210	345	101000
	06/20/20	640-2629	City Judge	44.40		COURT	1000 410360	345	101000
47096		3247	Auditel, Inc.	269.45					
	05282020	07/28/20	Fee on Monthly savings Polic	107.78		POLICE	1000 420100	345	101000
	05282020	07/28/20	Fee on Monthly savings PW	40.42		STREET	1000 430200	345	101000
	05282020	07/28/20	Fee on Monthly savings Rec D	13.48		RECDEP	1000 460440	345	101000
	05282020	07/28/20	Fee on Monthly savings Parks	8.09		PARKS	1000 460430	345	101000
	05282020	07/28/20	Fee on Monthly savings SocSe	13.48		SOCSE	1000 450135	345	101000
	05282020	07/28/20	Fee on Monthly savings Libra	13.48		LIBRY	2220 460100	345	101000
	05282020	07/28/20	Fee on Monthly savings Admin	24.24		ADMIN	1000 410210	345	101000
	05282020	07/28/20	Fee on Monthly savings Water	24.24		WATER	5210 430500	345	101000
	05282020	07/28/20	Fee on Monthly savings Sewer	24.24		SEWER	5310 430600	345	101000
47100		2403	Way West Services	349.12					
	23874	06/29/20	Temp Control & probe	349.12		SOCSE	1000 450135	363	101000
47101		999999	MICHAEL DINGMAN	350.00					
	06/27/20		refund of Cleaning deposit	350.00		POVAH	2210 214001		101000
47102		2952	DIS Technologies	1,758.90					
	5867	06/19/20	Business Security Renewal	169.90		DISPTC	1000 420160	216	101000
	5850	06/15/20	Domain registration	105.00		DISPTC	1000 420160	216	101000
	5849	06/15/20	SonicWall 1 yr Library	424.00*		LIBRY	2220 460100	216	101000
	5886	06/23/20	OptiPlex Computer Library	1,060.00*		LIBRY	2220 460100	216	101000
47103		975	Underground Utilites Location	38.00					
	300363	06/27/20	Locates 7/1/18-6/30/19	38.00		WATER	5210 430500	357	101000
47104		1454	Bozeman Chronicle/Big Sky	624.77					
	2017562	06/15/20	Prelim Municipal budget	72.00		ADMIN	1000 410210	327	101000
	1210058	06/22/20	Soc Serv Job announcement	480.77		ADMIN	1000 410210	327	101000
	1210058	06/22/20	Prelim Municipal budget	72.00		ADMIN	1000 410210	327	101000
47105		999999	BRON HANSEN	90.00					
	06/29/20		Refund for ovrpymnt on H2O Met	90.00		WATER	5210 343024		101000
47106		999999	ERIC TIPS, BEARTOOTH BARBECUE	600.00					
	07/01/20		Refnd for ovrpymnt bus lic	600.00		BUSLIC	1000 322020		101000

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Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
47107	2977 Staples Credit Plan	468.29					
	2544610871 06/02/20 Supplies for Library	22.99		LIBRY	2220 460100	220	101000
	2547192521 06/04/20 Supplies for Library	7.29		LIBRY	2220 460100	220	101000
	2545700901 06/03/20 Printer paper Admin	127.03		ADMIN	1000 410210	220	101000
	2548493551 06/05/20 batteries admin	13.29		ADMIN	1000 410210	220	101000
	2548804721 06/06/20 Laminating sheets admin	38.40		ADMIN	1000 410210	220	101000
	2550434151 06/09/20 paper for Finance	59.98		FINANC	1000 410510	220	101000
	2550434151 06/09/20 Supplies for Admin	68.80		ADMIN	1000 410210	220	101000
	2552829591 06/11/20 Dispatch Supplies	130.51		DISPCH	1000 420230	220	101000
47108	379 Energy Laboratories, Inc	661.00					
	322149 06/23/20 Analysis Parameters	129.00		WATER	5210 430500	357	101000
	322944 06/25/20 WW Influent	176.50		SEWER	5310 430600	357	101000
	320744 06/16/20 WW Influent and Effluent	355.50		SEWER	5310 430600	357	101000
47109	999999 CHROMSLUME CREATIVE	193.33					
	06/17/20 Spanish Vers of Rights Advi Vi	193.33		COURT	1000 410360	350	101000
47110	999999 HILARY CASEY MCCRAY	1,915.00					
	06/18/20 Exonerated Bond- McBean	1,915.00		COURT	7469 212401		101000
47111	3134 Coppermine Fire Suppression	1,170.00					
	7119069 06/22/20 Povah inspections	592.00		POVAH	1000 411255	350	101000
	7122353 06/22/20 UPDL inspections	578.00		UPDL	1000 411252	357	101000
47112	3219 First Security Bank	65.00					
	06/18/20 Annual Rent Safety deposit box	65.00		FINANC	1000 410510	630	101000
47113	86 Hach Company	116.24					
	12001567 06/17/20 Test kit - chlorine f&t	116.24		WATER	5210 430500	212	101000
47114	2854 Kenco Security and Technology	100.50					
	2117538 07/01/20 3 months of Monitoring alarm	100.50		TWNHL	1000 411250	357	101000
47115	3271 Montana Law Enforcement	1,545.00					
	20152 06/18/20 Attendance 4/8-6/24/20 Sosa-Ji	1,545.00		POLICE	1000 420100	380	101000
47116	999999 VICKI HUFFORD	350.00					
	06/20/20 Cleaning deposit refund	350.00		POVAH	2210 214001		101000

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47117		237 MT Dept. of Justice		2,182.75					
	2021-05-11	07/01/20 License & transaction fees		2,182.75*		DISPCH	1000 420160	398	101000
47118		2586 Waxie Sanitary Supply		78.94					
	79236438	06/12/20 Lysol, purell		78.94*		COVID	1000 510301	366	101000
47119		2195 Code Publishing Company		480.00					
	66972	06/09/20 Municipal Code web hosting fee		480.00		FINANC	1000 410510	390	101000
47120		999999 JASON RANDALL		70.00					
		06/16/20 Pavilion rental refund		70.00		POVAH	1000 361200		101000
47121		791 J.J. Keller & Assoc.		119.12					
	9105054237	06/08/20 vehicle safety inspec book		119.12		STREET	1000 430200	229	101000
47122		3013 IntelliChoice, Inc. / EForce		12,000.00					
	1229973	03/01/20 2nd year Annual license&supfe		12,000.00		911	2850 420750	398	101000
47123		3191 Miller Law, PLLC		1,310.50					
	1122	06/26/20 Legal Services		1,310.50		WATER	5210 430500	354	101000
47125		2099 Quick Print of West Yellowstone		45.98					
	13313	05/18/20 labels Library		45.98		LIBRY	2220 460100	220	101000
47126		75 Montana League Cities/Towns		509.12					
	20200630	06/03/20 20/21 Membership dues		509.12		LEGIS	1000 410100	335	101000
47127		471 Northwest Pipe Fittings, Inc.		424.37					
	5345515	06/26/20 Watts Air gap, bckflow prenen		424.37		WATER	5210 430500	251	101000
47128		3272 Never Thirst Water Service		3,458.00					
	20-0626	06/26/20 Provide Potable water		3,458.00*		WATER	5210 430550	220	101000
47129		73 Westmart Building Center		3,180.01					
		06/28/20 Street buildings		20.87		STREET	1000 430200	366	101000
		06/28/20 Street supplies		293.02		STREET	1000 430200	220	101000
		06/28/20 Sewer supplies		396.76		SEWER	5310 430600	220	101000
		06/28/20 Water supplies		311.48		WATER	5210 430500	220	101000
		06/28/20 UPDL Supplies		71.72		UPDL	1000 411252	220	101000
		06/28/20 Town Hall		128.72		TWNHL	1000 411250	366	101000
		06/28/20 Povah		3.78		POVAH	1000 411255	220	101000
		06/28/20 Parks Grounds		972.73*		PARKS	1000 460430	365	101000
		06/28/20 Parks supplies		92.81		PARKS	1000 460430	220	101000
		06/28/20 Parks Sm Equip		28.50		PARKS	1000 460430	212	101000

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Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	06/28/20	Parks Buildings		89.46		PARKS	1000 411253	366	101000
	06/28/20	Cemetary		263.44		CEMETE	2240 430900	220	101000
	06/28/20	CHP		14.24		CLINIC	1000 411251	366	101000
	06/28/20	Sum Rec		36.00		SUMREC	1000 460449	220	101000
	06/28/20	COVID		456.48*		COVID	1000 510301	366	101000
		# of Claims	42	Total:	55,589.37				

Fund/Account	Amount
1000 General Fund	
101000 CASH	\$21,615.68
2210 Parks & Recreation	
101000 CASH	\$700.00
2220 Library	
101000 CASH	\$1,965.52
2240 Cemetery	
101000 CASH	\$263.44
2850 911 Emergency	
101000 CASH	\$13,171.69
5210 Water Operating Fund	
101000 CASH	\$6,454.45
5310 Sewer Operating Fund	
101000 CASH	\$5,579.15
7202 TBID Agency Fund	
101000 CASH	\$2,902.44
7458 Court Surcharge HB176	
101000 CASH	\$260.00
7467 MT Law Enforcement Academy (MLEA)	
101000 CASH	\$325.00
7468 Public Defender Fee	
101000 CASH	\$0.00
7469 City Court - Judge Gibson	
101000 CASH	\$1,915.00
7699 Victims Assistance Program	
101000 CASH	\$437.00
Total:	\$55,589.37

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting & Work Session
June 16, 2020

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

OTHERS PRESENT: Town Manager Daniel Sabolsky, Public Services Superintendent James Patterson, Finance Director Lanie Gospodarek, Chief of Police Scott Newell, Water & Waste Water Superintendent Greg Johnson, Dave Noel and Kevin Harris of Forsgren Associates, Inc., Denice Sabolsky, USFS Ranger Jason Brey, Pam Mitic, Fire Chief Shane Newell, Caitlyn Johnson, Doug Barton, Dr. Jane Gillette, Dwayne Konrade, Dick Dyer, Ellen Butler, Heather Johnson, Jan Neish-Island Park News, Janna Turner, Pierre Martineau, Lisa Johnson, Rob Yeakey, Shelley Johnson, Teri Gibson, Toni Brey

The meeting is called to order by Mayor Jerry Johnson 6:30 PM in the Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana. The meeting is also being broadcast on the internet using a program called Zoom.

The meeting is being recorded.

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

WORK SESSION

Mayor Johnson calls the meeting to order and invites public comment. No comments are received. The first topic of discussion is the design of the new wastewater treatment facility. Town Engineer, Dave Noel, explains they have completed the first draft of the facility planning study. Noel explains that they do believe that they need to allow some more time to collect samples to design the specific components of the treatment plant meet their needs. Noel displays a chart that show influent flow characteristics and explains the data points. Noel says he would like to collect as much data as they can or for as long as they can tolerate waiting. They discuss how much longer they should collect data before finalizing the design and they consider gathering data through the summer season, until October. They consider the possibility of delaying the entire project for one year and the ramifications of that decision. Noel says that he thinks they can get authorization from DEQ that would allow them to delay for a year, but he cannot address how that affects the community. The Council asks Noel multiple questions about the process to design and engineer the facility. Sabolsky asks if there is anything else they can do to expand their capacity in the short-term. Noel says that they are limited by what they can get rid of through the IP beds and the evaporators. He says that there is room for one more evaporator, which would cost about \$50,000 plus approximately \$20,000 in other upgrades. Noel says that he thinks DEQ will be reasonable, but when they did the short-term improvements, DEQ was concerned that short-term improvements would turn into long-term improvements. Sabolsky asks if the cost is worth it. Noel says that he is willing to look at those numbers to help them make that decision. Schmier suggests that they gather data through October to get the solid numbers and then they move forward as fast as they can. Noel also clarifies that the reason they lack this data is not because anyone did not do their job, they just did not have a permit in the past and were not required to collect the data.

The work session is adjourned at 7:05 PM and the regular meeting convenes at 7:15 PM.

Public Comment Period: Kelley Bryan, a nursing student at MSU, introduces herself through the chat function and explains that she is part of a student project focusing on West Yellowstone.

Shane Brown, a local resident, addresses the Council. Brown states that he has applied for the position of Equipment Operator last December, was interviewed, but has not been offered a position and demands answers.

Council Comments: Council Members Watt and Schmier thank the staff for their efforts to handle the water crises they had this past weekend.

Mayor Johnson mentions that today is Kelly Burden's 50th birthday. He also mentions that Rich Lloyd passed away about a week ago and he was an admirable member of the community.

ACTION TAKEN

- 1) Motion carried to approve Purchase Order #6914 to multiple vendors to expend up to \$40,000 to implement security measures at the Whiskey Springs collection box and road leading to the collection site. (Forsythe, Watt)
- 2) Motion carried to approve the claims, which total \$101,957.58. (Schmier, Forsythe)
- 3) Motion carried to approve the minutes of the June 2, 2020 Town Council Meeting & Work Session. (Schmier, Mathews)
- 4) Motion carried to approve the business license transfer for the Horseshoe Gift Shop and waiver of the resort tax bond. (Watt, Mathews) Johnson abstains.
- 5) Motion carried to approve the business license transfer for the Yellowstone Outlet and waive the resort tax bond. (Forsythe, Mathews)
- 6) Motion carried to approve the business license application for Kyle Watt to offer lawn mowing services. (Forsythe, Mathews)
- 7) Motion carried to approve the business license application for Montana Claudia Olivares to operate a cleaning service. (Watt, Forsythe)
- 8) Motion carried to approve the business license application for Tim Whitman to operate long-term residential rentals. (Watt, Forsythe)
- 9) Motion carried to authorize Forsgren Associates, Inc. to continue to collect wastewater influent data through October 2020 before finalizing the design of the facility. (Watt, Schmier)
- 10) Motion carried to adopt the preliminary budget for FY 2020-2021. (Forsythe, Watt)
- 11) Motion carried to appoint Jeff McBirnie to the Planning Board for a term of two-years. (Forsythe, Watt)
- 12) Motion carried to approve the Event Permit for the 2020 West Yellowstone Farmers Market to be located on the lawn in front of the Yellowstone Historic Center Museum and waive the resort tax bond, contingent upon naming the Town as additionally insured on the insurance policy. (Watt, Mathews) Johnson is opposed.
- 13) Motion carried to approve Resolution No. 744, a resolution to pledge 1% resort tax for wastewater treatment facility financing for up to \$2.5 million dollars. (Watt, Schmier)
- 14) Motion carried to approve the Declaration regarding utility late fees in response to the COVID-19 pandemic effective until lifted by the Town Manager, Daniel Sabolsky. (Watt, Forsythe)
- 15) Motion carried to approve the amended staffing plan, noting the correction that the Recreation Coordinator is not a Department Head. (Watt, Forsythe)

Presentation: Custer Gallatin District Ranger Jason Brey addresses the Council to report on the **Yellowstone Shortline Trail Project**. Brey explains that the project is led by a group of locals working together to establish a world-class trail following the historic route of the Oregon Short Line Railroad from the Montana-Idaho state line into the heart of West Yellowstone. They have set a goal of raising \$1.25 million to revitalize the historic railroad bed and have already gained tremendous support including the Dumke Foundation that has pledged a 2-to-1 challenge enabling the first \$375,000 to be tripled. Melissa Alder explains that they hope to eventually connect the trail to the existing Frontier Trail and the historic district in West Yellowstone. She says that they have already raised approximately \$250,000 of the \$375,000 they need to raise and hope to complete that by October of this year. Alder says that they would like to work with the Parks & Rec Board to move forward with this project.

Public Hearing - Preliminary Budget, FY 2021

Mayor Johnson reads the hearing notice. The hearing was advertised in the Bozeman Daily Chronicle on June 6 and 13, 2020. No public comments are received.

DISCUSSION

- 1) Town Manager Dan Sabolsky explains that following the events of the weekend, they would like to install multiple more security measures at Whiskey Springs to prevent any future unauthorized access to the water collection site. He says they will install an additional gate, cameras, an alarm system with flashing lights and an updated source water protection plan. The Council inquires what kind of cameras will they install? Sabolsky says they will put cameras in specific locations and they think one quality camera in the right location would be very useful. Sabolsky and Water & Wastewater Superintendent Greg Johnson explain further details about the measures they will take. The Council briefly discusses other steps that could be taken to ensure this kind of access to the water source does not happen again.

- 2) Forsythe abstains from #46996. Forsythe inquires about claims #47041 to A & E Architects for \$20,000. Sabolsky explains this claim is to fund a study to assess which projects in the historic district need to be completed first. He explains that this will help them strategically allocate funds and prioritize. Schmier abstains from #47056 to Jerry's Enterprises to purchase fuel. Schmier asks about the claims to Westgate Station for \$2100 for storage of the stage for the winter months. He points out that is \$300/month and that seems high. Sabolsky says next winter they shop around for additional proposals. Schmier asks why the bill to Two Seasons Recycling is only \$150 rather than \$500. Johnson says he also asked that question and the answer is the Gus Tureman gave them a discount for May since no recycling bins were put out during the month. Mathews asks about the bill to Kasting Kauffman & Mersen for \$3100. Sabolsky explains that is the month legal bill, which includes expenses for court.

- 9) **Water & Wastewater** Superintendent Greg Johnson reports that the last five days have been pretty crazy. He explains that they got some good advice and assistance on Friday evening that enabled them to handle the water situation in 24 hours rather than the expected three or four days. He says that Montana DEQ will be on-site tomorrow and they will be working on a Tier II assessment plan. Mathews asks how often do they do routine inspections. Johnson says they have been doing it at least weekly but now he thinks they need to do it more often than that. Johnson also explains the sequence of events that occurred the previous weekend from the failed water samples, discovery of unauthorized access at the spring, communication with Montana DEQ and the ultimate issue of the Do Not Consume order by DEQ. He explains that when they learned the samples were contaminated, DEQ advised sanitizing the water holding tank on Friday morning. Once that was completed they discovered that the spring box at the source of the spring had been accessed by an unauthorized person, which set off concerns from DEQ and law enforcement. DEQ ultimately issued the Do Not Consume order and the Gallatin County Health Department ordered that all the restaurants close. He also

explains that with multiple agencies involved, there was a lot of information to work through and it took some time to gather all the facts.

- 10) Johnson clarifies that adoption of the preliminary budget really just allows the Town to continue to operate and pay its obligations. Sabolsky says that so far, they have cut \$715,000 from the budget already and anticipate they will need to cut another \$1.5 million from the budget. They have applied for \$125,000 from the Federal CARES act that they hope to receive. He says that it is going to be a painful process this year, but they are working hard at it.
- 12) Pamala Mitic explains that last year the market was held in the city park on Thursdays. This year, they were invited to try it out in front of the Musuem. She explains that although they didn't make a lot of money last year, all the vendors paid their tax and vendor fees. Johnson says that due to some things that happened in the past, he does not support having the market on Yellowstone Avenue.
- 15) Town Manager Dan Sabolsky describes the revised staffing plan. He points out changes in the Social Services department and Recreation. The Council discusses the staffing plan at length.
- A) **Town Manager & Department Head Reports:** Town Manager Dan Sabolsky reports that he has signed the final version of the water rights application and it has been submitted to DNRC. Social Services Director Kathi Arnado has completed her employment and has come in a couple times to assist with finishing some grant applications. He says Dianna Hansen is doing well running the office and they are considering another food giveaway event in July. He says they have advertised for a part-time position to assist Hansen as they do not intend to fill the director position. Sabolsky says that Chief of Police Scott Newell is resigning effective June 24, 2020. He says that they have started the process to review and post the position. He mentions the water crises they experienced last weekend and specifically thanks Fire Chief Shane Grube, Town Engineer Dave Noel, law enforcement, multiple council members, employees, and their families for all their efforts to get through the situation. He reports that Summer Recreation Program has started and participation is growing every day.

Public Services Superintendent James Patterson reports that they have done some significant clean up at the cemetery this week and it is looking great. They are going to put magnesium chloride down in the alleys next Tuesday, prepare for street striping, and the crack sealing will begin in three to four weeks. Patterson also reports that Forsgren Associates, Inc. has done a study on the Union Pacific Dining Lodge to evaluate and make repairs in three phases. The project will include structural repairs and roof repairs.

Finance Director Lanie Gospodarek reports that the preliminary budget is ready for adoption tonight for FY 2021. She is still working on settling the audit contract with Anderson Zuemuerhlen. The Sportsman Software they purchased for Summer Rec is working well and people can register their kids online. Gospodarek also mentions that business license collections are about 80% and they have a few weeks to go. Gospodarek answers Johnson's question about TBID collections for May. In 2019, they collected over \$5000 for TBID but in 2020 it was only \$356, a decrease of approximately 93% due to the COVID-19 pandemic.

Chief of **Police** Scott Newell reports that he has tendered his resignation and will be leaving June 24. He says he has enjoyed serving as their chief for five years but he and his family are moving to Billings. He says that he hopes to meet with the Town Manager before he leaves and ensure there is continuity in leadership after he leaves.

- B) Town Manager Dan Sabolsky asks the Council for feedback on the letter they received from Choice Aviation. Choice Aviation has been working with Montana Aeronautics and the Federal Aviation Administration to expand the Yellowstone Airport to year-round. Choice Aviation serves private aircraft. The Council encourages Sabolsky to write a letter of support that simply supports the endeavor.

The meeting is adjourned. (10:50 PM)

Mayor

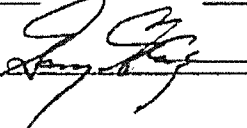
ATTEST:

Town Clerk



Town of West Yellowstone Business License Application

Business Name: TrailQuipt
 Applicant: TrailQuipt LLC
 Contact Person: Ryan Harbach
 Mailing Address: 400 Sharron Ln , Billings, MT, 59105
 Physical Address of Business: 121 Madison Avenue
 Phone Number: (406) 224-2322 Fax Number: none
 Email Address: ryan@trailquipt.com Website: trailquipt.com

Signature of Property Owner of Record: 

Subdivision: West Yellowstone Original Plat
 Block: 16 Lot: 11-13

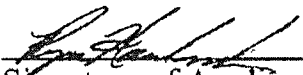
Zoning District, please mark one:

- B-3 Central Business District (Old Town)
- B-4 Expanded Business District (Grizzly Park)
- E-2 Entertainment District (Grizzly Park)
- PUD Planned Unit Development (Grizzly Park)
- Residential Districts, Home Occupations Only (Mad Add)
- New Business
- Change of Location
- Transfer of Ownership
- Name Change

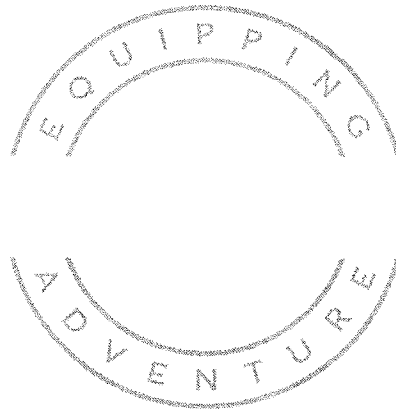
- Is this business licensed by the State of Montana? Yes No
- Appropriate Town/County/Health Dept approvals (if applicable) Yes No (please attach)
- If this business is located in Grizzly Park, has the business been approved by the Grizzly Park Architectural Committee (GPAC)? Yes No N/A

Type of Business Please explain in detail the following: number of units, seating capacity, etc. Contractors should list trailers and equipment and where these items will be stored.
Bear spray rental via wall-mounted vending machine.

Business License Fee: \$ 50
 Resort Tax Bond: \$ 500
 Total Amount Due: \$ 550


 Signature of Applicant
 Signature of Applicant
06/05/2020
 Date

FOR OFFICE USE ONLY			
Date Approved: _____	<input type="checkbox"/> Town Council	<input type="checkbox"/> Administration	_____
Date <u>6/12/20</u>	Check # <u>Cash</u>	Amount \$ <u>550⁰⁰</u>	License # _____
SCN _____	BLP _____	STX _____	RDX _____



BEAR SPRAY RENTALS

Coming Summer 2020

Get your bear spray at one of these convenient TrailQuipt locations:

*Madison Crossing
121 Madison Avenue
West Yellowstone, MT*

*Big Rock Inn
902 Scott Street West
Gardiner, MT*

Ryan



(<https://www.facebook.com/trailquipt>)



(<https://www.instagram.com/trailquipt/>)

Ph: (406) 848-4064 (tel:406-848-4064)



Town of West Yellowstone Business License Application

Business Name: Drew Barney LLC
 Applicant: J Drew Barney
 Contact Person: _____
 Mailing Address: P.O. Box 104
 Physical Address of Business: _____
 Phone Number: 406-640-1347 Fax Number: _____
 Email Address: drewbarney@ymail.com Website: _____

Signature of Property Owner of Record: J Drew Barney

Subdivision: Madison Addition 512+514 Campanula Ave
 Block: _____ Lot: _____

Zoning District, please mark one:

- B-3 Central Business District (Old Town)
- B-4 Expanded Business District (Grizzly Park)
- E-2 Entertainment District (Grizzly Park)
- PUD Planned Unit Development (Grizzly Park)
- Residential Districts, Home Occupations Only (Mad Add)
- New Business
- Transfer of Ownership
- Change of Location
- Name Change

- Is this business licensed by the State of Montana? Yes No
- Appropriate Town/County/Health Dept approvals (if applicable) Yes No (please attach)
- If this business is located in Grizzly Park, has the business been approved by the Grizzly Park Architectural Committee (GPAC)? Yes No

Type of Business Please explain in detail the following: number of units, seating capacity, etc. Contractors should list trailers and equipment and where these items will be stored.

2 Unit Duplex monthly renta

Business License Fee: \$ 50⁰⁰ + 6⁰⁰ = 56.00
 Resort Tax Bond: \$ _____

J Drew Barney
 Signature of Applicant

Total Amount Due: \$ 56⁰⁰

Signature of Applicant
06-10-2020
 Date

FOR OFFICE USE ONLY			
Date Approved: _____	<input type="checkbox"/> Town Council	<input type="checkbox"/> Administration	_____
Date <u>6/10/20</u>	Check # <u>5779</u> 5022	Amount \$ <u>50.00</u>	License # <u>809</u>
SCN <input checked="" type="checkbox"/>	BLP _____	STX <input checked="" type="checkbox"/>	RDX _____

James Patterson

From: Dave Noel <dnoel@forsgren.com>
Sent: Monday, June 1, 2020 4:48 PM
To: James Patterson
Cc: Daniel Sabolsky; Kyle Dana
Subject: RE: Dining Lodge engineering proposal

James, sorry for the delay I was out all last week with a family emergency. Please see the fee proposal below for the tasks out lined in the UPDL structural report. I have arranged the engineering tasks by project. I recommend tasks 1 and 3 be completed prior to tasks 2 and 4 as the existing structure will be highly overloaded if an insulated roof system is placed on the vertical support structure.

Tasks 1 and 3 provide design for vertical repairs to the existing structure.

Phase 1 design:

- Design vertical repairs/retrofits to the Firehole lounge area. The design will include the replacement and/or addition of wood and metal support structures to be installed from the inside of the Firehole lounge area. This design is independent of the roof replacement effort.
- Design effort will also include an engineer's opinion of probable cost for the specified repairs.

Phase 3 construction:

- One site visit from engineer to observe construction efforts

Subtotal of Task 1 and 3: \$25,175.00

Tasks 2 and 4 provide lateral design and a new roof design with the SIPS panels.

Phase 2 design:

- Design lateral structural repairs and roof replacement with SIPS panels over the Firehole lounge area. The design will include replacement, repair, and/or addition of wood and metal support structural to be installed during the SIPS panel installation efforts. Additionally the design will include instruction for sealing up areas where gaps and thermal leaks are apparent in the roof, and roof wall connection areas.
- Design Trim work include siding and flashing around windows and doors
- Design for R-34 roof.
- Design effort will also include an engineer's opinion of probable cost for the specified repairs.

Phase 4 construction:

- One site visit from engineer to observe construction efforts

Subtotal of Task 2 and 4: \$21,280.00

From: James Patterson, jpatterson@townofmccullochvt.com

P.O. BOX 1570

**TOWN OF WEST YELLOWSTONE
MONTANA**

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

info@townofwestyellowstone.com

PURCHASE ORDER *4800-460460-920*

Date *6-17-20*

Ship Via

Order No. **006915**

Department *Public Services*

TO: *Forsgren & Associates*

ADDRESS: *Reynolds, Id*

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
<i>1</i>	<i>TASK 1 & 3 design for vertical repairs</i>

Authorized By _____

Estimated Cost \$ *25,175⁰⁰*

Requested By: *[Signature]*

VENDOR COPY - White OFFICE COPY - Canary

Rescue Task Force Agency Participation Agreement

January 28, 2020

Emergency services agencies recognize that the likelihood of an active killer event occurring locally is statistically low, but that if one does occur the best outcome for the victims will result from the use of the Rescue Task Force concept. In order to be prepared to respond to the unique requirements of this type of incident, Gallatin County has established a countywide procedure and training standards on the use of Rescue Task Forces. Additionally, ballistic personal protective equipment has been provided for participating agencies.

Due to the nature of an active killer situation, tactics and equipment utilized are significantly different than typically employed in fire departments. This necessitates specific training on the tactics and equipment utilized in Rescue Task Forces. Proficiency in these areas is critical to safe operations and trust among responders.

Agencies participating in the Rescue Task Force program who receive ballistic personal protective equipment must agree to the following terms:

- Gallatin County is providing ballistic carriers and helmets as a one time offer through grant funding. Gallatin County is acting as a pass through entity and equipment provided to agencies will immediately become property of that agency.
- The agency receiving the equipment is responsible for care and maintenance of the equipment according to manufacturers specifications. Gallatin County is not responsible for care, maintenance, or repair of issued equipment. Gallatin County is not responsible for additional equipment needs in the future. While the County cannot guarantee future support, the County will work with the participating agencies on sustainment of the equipment.
- Participating Agency is responsible for security and storage of equipment on primary apparatus.
- Participating Agency is responsible for ensuring that convicted felons do not have access to ballistic PPE.
- Participating Agency is responsible to ensure their agency policies are in compliance with the Gallatin County Active Killer Guidelines.
- Participating Agency is responsible to ensure all their personnel are trained on their issued ballistic PPE.
- Participating Agency is responsible to ensure all their personnel receive initial training for operating in a Rescue Task Force (both tactically and medically) in accordance with the Gallatin County Active Killer Guidelines.
- Participating Agency is responsible for ensuring all their personnel receive ongoing continuing education on Rescue Task Force operations in accordance with the Gallatin County Active Killer Guidelines.
- If these terms can no longer be met, at any point, Participating Agency agrees they will take their equipment out of service and remove themselves as a Participating Agency for operating in Rescue Task Forces.

By signing this agreement, _____ is identifying itself as a Participating Agency in Gallatin County's Rescue Task Force Program and agreeing to the terms listed above.

By signing this agreement, _____ recognizes that this fire jurisdiction is committing to becoming a Participating Agency in the Rescue Task Force program. As the law enforcement agency for their service area, we support this commitment. We also commit to joint training to ensure maintenance of proficiency in Rescue Task Forces.

Participating Agency Name

Law Enforcement Agency

Participating Agency Chief's Name

Law Enforcement Chief/ Sheriff Name

Participating Agency Chief's Signature

Law Enforcement Chief/Sheriff Signature

Participating Agency Governing Chair Name

Law Enforcement Agency

Participating Agency Governing Chair Signature

Law Enforcement Chief/ Sheriff Name

Gallatin County Emergency Management
Patrick Lonergan

Law Enforcement Chief/Sheriff Signature

West Yellowstone Planning Board

NAME	DATE APPOINTED	TERM EXPIRES
1. Jeff McBirnie PO Box 1716 C: (360) 850-3466 bt3vex@gmail.com	6/16/20	6/15/22
2. Rob Klatt PO Box 215, 518 Carnelian Court C: (406) 580-2002 W: (406) 646-9523 wbroker@gmail.com	9/5/18 7/2/19	6/1/19 7/1/21
3. John Costello PO Box 548, 617 Apollinaris Avenue H: (406) 646-7844 C: (406) 640-1413 jcostello@wyellowstone.com	5/14/18	6/1/20
4. Teri Gibson PO Box 8, 508 Cascade H: (406) 646-1139 C: (530) 906-2174 teri.gibson@syix.com	6/7/16 5/14/18	6/7/18 6/1/20
5. County Designee Chipper Smith 175 Grayling Canyon Road West Yellowstone, MT 59758 C: (406) 220-7778 GCRCHIP@Yahoo.com	5/20/14 6/7/16 6/5/18 6/2/2020	5/20/16 6/7/18 6/20/20 6/2/2022
6. James Patterson, PW Supt PO Box 1570 O: (406) 646-7609 C: (406) 640-9074 jpatterson@townofwestyellowstone.com		Concurrent with Employment and Council Appointment
7. Jeff Mathews, Town Council Member PO Box 809 C: (805) 207-5270 jmathews@townofwestyellowstone.com		Concurrent with TC Term Appointed 6/7/20



APPLICATION FOR BOARDS AND COMMITTEES

Name Teri Gibson Date 6-24-2020

Address PO Box 8 508 Cascade Ave

City West Yellowstone State MT Zip 59758

Phone (Home): (Work): (Cell/Other): 530-906-2174

E-Mail Address: teri.gibson@syix.com

Are you a resident of West Yellowstone? yes Length of residency in West Yellowstone: 9+ years

Board or Committee you are applying for: Planning

Occupation: Bookkeeper

Employer: Westmart Building Center INC

Have you previously served on a County or City board? yes

If so, which board, and for how long? Planning 2016-current

Past Memberships and Associations: DBA, OTBA

Current Memberships and Associations: WYSSA, WY Foundation, Planning

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: current Planning Board

What are your primary objectives for serving on this board? to better the Town of West Yellowstone for all.

References (Individual or Organization):

Phone:

Phone:

Phone:

Signature: Teri M. Gibson Date: 6-24-2020

Please return this application to the Town Offices at 440 Yellowstone Avenue, PO Box 1570, West Yellowstone, MT, 59758, or by email to: info@townofwestyellowstone.com. Thank you in advance for your interest.



APPLICATION FOR BOARDS AND COMMITTEES

Name John H. Costello Date 6/17/2020

Address 617 Apollinaris Ave - Box 548

City West Yellowstone State MT Zip 59758

Phone (Home): N/A (Work): 646-7575 (Cell/Other): 640-1413

E-Mail Address: jcostello@wyellowstone.com

Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 45 years

Board or Committee you are applying for: Planning Board

Occupation: Self Employed Real Estate Broker

Employer: self

Have you previously served on a County or City board? yes

If so, which board, and for how long? GCSAR(15 years) WY Town Council(8 years) Planning (years)

Past Memberships and Associations: _____

Current Memberships and Associations: Planning Board

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: On Planning Board: Attend all meetings, do my homework, speak my mind, and lend my years of experience

What are your primary objectives for serving on this board? Do what's best for the Town regardless of who the interested parties are

References (Individual or Organization):

Greg Forsythe Phone: 640-1555

Jerry Johnson Phone: 640-7000

Brad Schmier Phone: 640-1241

Signature: *John H. Costello* Date: 6/17/2020

Please return this application to the Town Offices at 440 Yellowstone Avenue, PO Box 1570, West Yellowstone, MT, 59758, or by email to: info@townofwestyellowstone.com. Thank you in advance for your interest.