

# Town of West Yellowstone

Tuesday, September 21, 2021

West Yellowstone Town Hall, 440 Yellowstone Avenue

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

**Meeting ID: 893 834 1297.**

## TOWN COUNCIL MEETING

7:00 PM

### Comment Period

- Public Comment
- Council Comments

Treasurer's and Securities Report ∞

Purchase Orders #6723 to Briggs Roofing, replace roof on Library, \$25,337.73 ∞

Claims ∞

Business License Applications

Consent Agenda: Minutes of September 7, 2021 Town Council Meeting

Town Manager & Staff Reports

Advisory Board Reports

Swearing in of Officer Davis Seaman

### NEW BUSINESS

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Resolution No. 760, Distribution of BARSAA Funds Discussion/Action ∞

Resolution No. 761, Compensation for the City Court Judge Discussion/Action ∞

Out of Town Water & Sewer Rates Task Order, Forsgren Associates Discussion/Action

Capital Improvement Projects Update Discussion ∞

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](http://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](http://www.townofwestyellowstone.com).

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# Treasurer's Report August 2021

09/07/21  
12:27:05

TOWN OF WEST YELLOWSTONE  
Cash Report  
For the Accounting Period: 8/21

Page: 1 of 4  
Report ID: L160

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
<b>1000 General Fund</b>						
101000 CASH	1,288,084.31	1,057,246.68	165.00	14,050.00	507,009.45	1,824,436.54
101100 Investments - CD's	734,536.38	2,259.14	0.00	0.00	0.00	736,795.52
101300 Investments - Money Market	14,498.32	0.83	0.00	0.00	0.00	14,499.15
101500 Investment-STIP	253,286.69	189.45	0.00	0.00	0.00	253,476.14
103000 Petty Cash	50.00	0.00	0.00	0.00	0.00	50.00
103100 Town Office	50.00	0.00	0.00	0.00	0.00	50.00
103200 Petty Cash/WY Police Dept	50.00	0.00	0.00	0.00	0.00	50.00
<b>Total Fund</b>	<b>2,290,555.70</b>	<b>1,059,696.10</b>	<b>165.00</b>	<b>14,050.00</b>	<b>507,009.45</b>	<b>2,829,357.35</b>
<b>2100 Local Option Taxation-Resort Tax</b>						
101000 CASH	469,463.83	1,444,185.52	0.00	1,430,860.56	140,592.87	342,195.92
101500 Investment-STIP	1,965,217.00	0.00	0.00	20,117.00	0.00	1,945,100.00
102215 STIP Investment-Rev Bond	161,474.30	20,132.65	0.00	0.00	0.00	181,606.95
102225 STIP Reserve Acct Town Hall 10%	134,043.84	11.55	0.00	0.00	0.00	134,055.39
<b>Total Fund</b>	<b>2,730,198.97</b>	<b>1,464,329.72</b>		<b>1,450,977.56</b>	<b>140,592.87</b>	<b>2,602,958.26</b>
<b>2101 Marketing &amp; Promotions (MAP)</b>						
101000 CASH	85,227.64	26,588.14	0.00	0.00	2,500.00	109,315.78
101300 Investments - Money Market	14,006.49	0.81	0.00	0.00	0.00	14,007.30
101500 Investment-STIP	152,510.07	13.14	0.00	0.00	0.00	152,523.21
<b>Total Fund</b>	<b>251,744.20</b>	<b>26,602.09</b>			<b>2,500.00</b>	<b>275,846.29</b>
<b>2104 Additional 1%</b>						
101000 CASH	670,518.43	354,462.51	0.00	2,355.77	0.00	1,022,625.17
101500 Investment-STIP	1,251,243.93	107.83	0.00	0.00	0.00	1,251,351.76
<b>Total Fund</b>	<b>1,921,762.36</b>	<b>354,570.34</b>		<b>2,355.77</b>		<b>2,273,976.93</b>
<b>2111 Off Street Parking</b>						
101000 CASH	53,896.67	5.00	0.00	0.00	0.00	53,901.67
101500 Investment-STIP	115,507.35	9.95	0.00	0.00	0.00	115,517.30
<b>Total Fund</b>	<b>169,404.02</b>	<b>14.95</b>				<b>169,418.97</b>
<b>2210 Parks &amp; Recreation</b>						
101000 CASH	1,650.00	850.00	0.00	0.00	350.00	2,150.00
<b>2211 Youth Program Donations</b>						
101000 CASH	3,843.15	0.36	0.00	0.00	0.00	3,843.51
<b>2212 Parks - Volleyball Court</b>						
101000 CASH	5,157.54	0.48	0.00	0.00	0.00	5,158.02
<b>2214 Rec. Program Scholarships</b>						
101000 CASH	9,124.60	0.85	0.00	0.00	0.00	9,125.45
<b>2220 Library</b>						
101000 CASH	4,420.42	14,090.44	0.00	0.00	17,052.14	1,458.72
<b>2240 Cemetery</b>						
101000 CASH	742.62	400.12	0.00	0.00	0.00	1,142.74
101500 Investment-STIP	10,691.98	0.92	0.00	0.00	0.00	10,692.90
<b>Total Fund</b>	<b>11,434.60</b>	<b>401.04</b>				<b>11,835.64</b>
<b>2392 CDBG-Local Source</b>						
101000 CASH	25,662.25	2.38	0.00	0.00	0.00	25,664.63
101500 Investment-STIP	41,240.68	3.55	0.00	0.00	0.00	41,244.23
<b>Total Fund</b>	<b>66,902.93</b>	<b>5.93</b>				<b>66,908.86</b>

TOWN OF WEST YELLOWSTONE  
Cash Report  
For the Accounting Period: 8/21

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
2701 Cemetery Perpetual Care (7050)						
101000 CASH	5,813.31	150.56	0.00	0.00	0.00	5,963.87
101500 Investment-STIP	38,511.27	3.32	0.00	0.00	0.00	38,514.59
<b>Total Fund</b>	<b>44,324.58</b>	<b>153.88</b>				<b>44,478.46</b>
2820 Gas Tax Apportionment						
101000 CASH	53,120.67	2,411.34	0.00	0.00	0.00	55,532.01
101300 Investments - Money Market	10,152.54	0.58	0.00	0.00	0.00	10,153.12
101500 Investment-STIP	133.68	0.01	0.00	0.00	0.00	133.69
<b>Total Fund</b>	<b>63,406.89</b>	<b>2,411.93</b>				<b>65,818.82</b>
2821 Gas Tax BARSAA Funds						
101000 CASH	1,796.85	0.17	0.00	0.00	0.00	1,797.02
2850 911 Emergency						
101000 CASH	56,113.21	2,536.72	0.00	0.00	21,369.89	37,280.04
101300 Investments - Money Market	175.05	0.01	0.00	0.00	0.00	175.06
101500 Investment-STIP	150,324.36	12.96	0.00	0.00	0.00	150,337.32
<b>Total Fund</b>	<b>206,612.62</b>	<b>2,549.69</b>			<b>21,369.89</b>	<b>187,792.42</b>
2917 Crime Victims Assistance						
101000 CASH	6,454.93	0.00	0.00	0.00	0.00	6,454.93
2992 ARPA Funds						
101000 CASH	175,776.11	544.97	0.00	0.00	0.00	176,321.08
3050 GO Bond						
101000 CASH	63,597.50	0.74	0.00	0.00	55,629.55	7,968.69
101500 Investment-STIP	237,064.51	20.43	0.00	0.00	0.00	237,084.94
<b>Total Fund</b>	<b>300,662.01</b>	<b>21.17</b>			<b>55,629.55</b>	<b>245,053.63</b>
4000 Capital Projects/Equipment						
101000 CASH	46,764.69	4.32	0.00	0.00	160.50	46,608.51
101300 Investments - Money Market	10,051.53	0.58	0.00	0.00	0.00	10,052.11
101500 Investment-STIP	670.76	0.06	0.00	0.00	0.00	670.82
<b>Total Fund</b>	<b>57,486.98</b>	<b>4.96</b>			<b>160.50</b>	<b>57,331.44</b>
4060 Public Works Equipment Replacement						
101000 CASH	366.14	0.03	0.00	0.00	0.00	366.17
101300 Investments - Money Market	21.07	0.00	0.00	0.00	0.00	21.07
101500 Investment-STIP	255.18	0.02	0.00	0.00	0.00	255.20
<b>Total Fund</b>	<b>642.39</b>	<b>0.05</b>				<b>642.44</b>
4070 Parkway Construction/Mtn						
101300 Investments - Money Market	0.34	0.00	0.00	0.00	0.00	0.34
101500 Investment-STIP	7,298.01	0.63	0.00	0.00	0.00	7,298.64
<b>Total Fund</b>	<b>7,298.35</b>	<b>0.63</b>				<b>7,298.98</b>
4075 Street Construction /Maintenance						
101000 CASH	27,855.84	25.87	0.00	0.00	0.00	27,881.71
101300 Investments - Money Market	20,105.45	1.16	0.00	0.00	0.00	20,106.61
101500 Investment-STIP	501,231.57	43.19	0.00	0.00	0.00	501,274.76
<b>Total Fund</b>	<b>549,192.86</b>	<b>70.22</b>				<b>549,263.08</b>
5210 Water Operating Fund						
101000 CASH	40,975.86	65,030.26	0.00	0.00	14,046.30	91,959.82
101300 Investments - Money Market	0.44	0.00	0.00	0.00	0.00	0.44

TOWN OF WEST YELLOWSTONE  
Cash Report  
For the Accounting Period: 8/21

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
101500 Investment-STIP	151,124.36	13.02	0.00	0.00	0.00	151,137.38
102245 Replacement & Depreciation Ent.	23,615.36	2.04	0.00	0.00	0.00	23,617.40
<b>Total Fund</b>	<b>215,716.02</b>	<b>65,045.32</b>			<b>14,046.30</b>	<b>266,715.04</b>
5220 Water Replacement Depreciation Fund						
101000 CASH	169,329.15	15.71	0.00	0.00	0.00	169,344.86
101500 Investment-STIP	108,492.39	9.35	0.00	0.00	0.00	108,501.74
<b>Total Fund</b>	<b>277,821.54</b>	<b>25.06</b>				<b>277,846.60</b>
5310 Sewer Operating Fund						
101000 CASH	135,169.70	78,770.02	1,079.39	0.00	24,398.08	190,621.03
101300 Investments - Money Market	63,670.27	3.67	0.00	0.00	0.00	63,673.94
101500 Investment-STIP	260,219.52	22.43	0.00	0.00	0.00	260,241.95
101510 Mad Add Construction-STIP	64,842.27	5.59	0.00	0.00	0.00	64,847.86
102245 Replacement & Depreciation Ent.	139,275.55	12.00	0.00	0.00	0.00	139,287.55
<b>Total Fund</b>	<b>663,177.31</b>	<b>78,813.71</b>	<b>1,079.39</b>		<b>24,398.08</b>	<b>718,672.33</b>
5320 Sewer Replacement Depreciation Fund						
101000 CASH	438,629.08	2,396.46	0.00	0.00	2,355.77	438,669.77
101001 Cash of Line of Credit - MVB	0.00	99,105.38	0.00	0.00	99,105.38	0.00
101300 Investments - Money Market	31,547.21	1.81	0.00	0.00	0.00	31,549.02
101500 Investment-STIP	1,169,797.16	100.81	0.00	0.00	0.00	1,169,897.97
<b>Total Fund</b>	<b>1,639,973.45</b>	<b>101,604.46</b>			<b>101,461.15</b>	<b>1,640,116.76</b>
7010 Social Services/Help Fund						
101000 CASH	90,340.66	803.84	0.00	0.00	263.56	90,880.94
101300 Investments - Money Market	10,286.63	0.59	0.00	0.00	0.00	10,287.22
101500 Investment-STIP	21,323.03	1.84	0.00	0.00	0.00	21,324.87
102130 Donations	208.69	0.02	0.00	0.00	0.00	208.71
<b>Total Fund</b>	<b>122,159.01</b>	<b>806.29</b>			<b>263.56</b>	<b>122,701.74</b>
7195 Court Collections Trust Acct						
101000 CASH	8,296.49	0.00	0.00	0.00	0.00	8,296.49
7202 TBID Agency Fund						
101000 CASH	60,903.28	52,742.30	0.00	1,582.12	59,358.74	52,704.72
7458 Court Surcharge HB176						
101000 CASH	160.00	125.00	0.00	0.00	0.00	285.00
7467 MT Law Enforcement Academy (MLEA)						
101000 CASH	180.00	120.00	0.00	0.00	0.00	300.00
7469 City Court - Judge Gibson						
101000 CASH	7,668.00	14,105.00	0.00	14,710.00	1,523.00	5,540.00
7699 Victims Assistance Program						
101000 CASH	8.00	295.00	0.00	0.00	0.00	303.00
7910 Payroll Fund						
101000 CASH	7,415.46	0.00	215,877.05	178,709.57	0.00	44,582.94
7930 Claims Fund						
101000 CASH	72,340.98	0.00	728,593.79	789,385.21	0.00	11,549.56
<b>Totals</b>	<b>11,955,672.60</b>	<b>3,240,002.11</b>	<b>945,715.23</b>	<b>2,451,770.23</b>	<b>945,715.23</b>	<b>12,743,904.48</b>

\*\*\* Transfers In and Transfers Out columns should match, with the following exceptions:

- 1) Cancelled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.
- 2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column

P.O. BOX 1570

**TOWN OF WEST YELLOWSTONE  
MONTANA**

PHONE: 406-646-7795

FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER

Date 9/17/21

Ship Via

Order No. 006723

Department PUBLIC SERVICES

TO: BRIGGS ROOFING

ADDRESS:

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
	Replace roof on Library

1000-411259-920

Authorized By


Estimated Cost \$

25,337.73

Requested By:

VENDOR COPY - White OFFICE COPY - Canary

BUDGETED  
DEPOSIT

1000-411259-920  
JS 

# INVOICE



Briggs Roofing Company  
P.O. Box 348  
Rigby, ID 83442

**Company Representative:**  
Paul Bezzant  
(208) 521-9997  
paul@briggsroofing.com

**Invoice Number:** 1557-1  
**Invoice Date:** 9/13/2021  
**Terms:** Upon Receipt

**West Yellowstone Public Library**

Jon Simms  
440 Yellowstone Avenue  
West Yellowstone, MT 59758

DESCRIPTION

PRICE

## INVOICE

<b>Deposit For: 60 mil Colored TPO membrane Roofing System</b>	<b>\$25,337.73</b>
<b>Subtotal: Invoice (1 item):</b>	<b>\$25,337.73</b>
<b>Grand Total (1 item):</b>	<b>\$25,337.73</b>

**REMIT TO:**  
P.O. Box 348  
Rigby, ID 83442

09/17/21  
16:45:40

TOWN OF WEST YELLOWSTONE  
Claim Approval List  
For the Accounting Period: 9/21

Page: 1 of 10  
Report ID: AP100

\* ... Over spent expenditure

Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
48299	266 Utilities Underground Location 1085364 08/31/21 excavation notifications	37.68 37.68			5210 430500	357	101000
48300	2421 NAPA Auto Parts 08/31/21 Napa Supplies 08/31/21 Napa Supplies 08/31/21 Napa Supplies- Purple Power 08/31/21 NAPA supplies - Oil, grease	1,216.27 48.46 89.34 14.98 1,063.49			1000 430200 1000 430200 1000 430200 1000 430200	220 361 229 231	101000 101000 101000 101000
48301	2813 Century Link 08/28/21 DSL Pub Serv Office 646-7949	49.00 49.00			1000 430200	345	101000
48302	2558 Hebgen Basin Fire District 09/01/21 September 2021 09/01/21 employee grant September 2021	55,040.00 47,580.00 7,460.00			1000 420400 1000 420471	357 140	101000 101000
48304	2575 WY Tourism Business Improvement 08/31/21 Collections in August	51,155.29 51,155.29			7202 411800	540	101000
48305	2789 WEX Bank 09/01/21 06 Dodge Durango 6-1374 09/01/21 17 Dodge Ram #1 09/01/21 17 Dodge Ram #2 09/01/21 10 Ford Expedition 6-000046 09/01/21 91 Ford 6-582 09/01/21 15 Sweeper 09/01/21 08 GMC Pickup 6-1484 09/01/21 08 CAT 938H Loader 09/01/21 15 Ford F-250 09/01/21 18 2018 Dodge Ram-PW 09/01/21 18 Dodge Ram-Police 09/01/21 19 Dodge Durango 09/01/21 19 Dodge 5500 09/01/21 20 Dodge Ram Silver	4,134.85 187.35 58.55 922.36 54.73 475.54 399.91 100.42 146.19 192.47 225.83 126.40 311.13 116.19 817.78			1000 430200 1000 420100 1000 420100 1000 450135 1000 430200 1000 430200 1000 430200 1000 430200 1000 430200 1000 430200 1000 420100 1000 420100 1000 430200 1000 420100	231 231 231 231 231 231 231 231 231 231 231 231 231 231	101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000
48306	2845 Kasting, Kauffman & Mersen, PC 09/08/21 legal services 8/1-8/31/21 09/08/21 postage/copies	2,700.75 2,698.75 2.00			1000 411100 1000 411100	352 870	101000 101000



09/17/21  
16:45:40

TOWN OF WEST YELLOWSTONE  
Claim Approval List  
For the Accounting Period: 9/21

Page: 2 of 10  
Report ID: AP100

\* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object	Proj	Account	
48310	2952 DIS Technologies	1,901.50							
8154	09/05/21 Monthly Managed IT	751.50		IT	1000 410580	355		101000	
7874	07/12/21 OptiPlex tower	1,150.00		ADMIN	1000 410210	212		101000	
48311	E 2673 First Bankcard	1,671.37							
08/03/21	Calibration for PBTs	214.99		POLICE	1000 420100	220		101000	
08/05/21	Costco-Detergent & creamer	16.38		POLICE	1000 420230	220		101000	
08/05/21	MTAPCO Registration (2)	450.00		DSPTCH	1000 420160	380		101000	
08/05/21	Center Training Officer Prgm 2	798.00		DSPTCH	1000 420160	380		101000	
08/10/21	Lodging for Training (2)	192.00		DSPTCH	1000 420160	370		101000	
48312	E 2964 CITI CARDS	10,135.65							
08/05/21	Yellowstone Imax-Sum Rec	246.00		SUMREC	1000 460449	871		101000	
08/06/21	Yellowstone Bear World SumRec	384.00		SUMREC	1000 460449	871		101000	
08/08/21	Apple IpadPro Keyboard	1,745.00*		LEGIS	1000 410100	212		101000	
08/09/21	Amazon-Liz's keyboard	34.99		ADMIN	1000 410210	220		101000	
08/10/21	Amazon- Desk calendar	53.53		ADMIN	1000 410210	220		101000	
08/11/21	2021MTAssocof PlannersConferen	295.00		ADMIN	1000 410210	380		101000	
08/12/21	Running Bear-WS food	73.82		LEGIS	1000 410100	220		101000	
08/13/21	FatCats Rexburg SumRec	884.41		SUMREC	1000 460449	871		101000	
08/12/21	Apple - Ipad pro	5,495.00*		LEGIS	1000 410100	212		101000	
08/18/21	Postage	5.96		SOCSER	1000 450135	311		101000	
08/18/21	Postage	8.55		COURT	1000 410360	311		101000	
08/19/21	Amazon-Wallplugcharger	18.76		LIBRY	2220 460100	220		101000	
08/23/21	Amazon-books	28.10		LIBRY	2220 460100	215		101000	
08/23/21	Amazon-iPhoneprotec, Androidsc	19.88		STREET	1000 430200	220		101000	
08/23/21	Amazon-Card holder	9.98		ADMIN	1000 410210	220		101000	
08/25/21	Amazon-Books	21.99		LIBRY	2220 460100	215		101000	
08/25/21	Amazon-Labeling tape	33.49		SOCSER	1000 450135	220		101000	
08/26/21	Amazon-tape dispenser	16.98		SOCSER	1000 450135	212		101000	
08/27/21	Amazon-Books	19.76		LIBRY	2220 460100	215		101000	
08/28/21	Amazon-Books	9.99		LIBRY	2220 460100	215		101000	
08/30/21	Amazon-Books	359.59		LIBRY	2220 460100	215		101000	
08/30/21	Amazon-Books	162.54		LIBRY	2220 460100	215		101000	
08/31/21	Market place-WS snacks	89.15		LEGIS	1000 410100	220		101000	
09/01/21	Postage-Extra oz stamps	4.00		FINADM	1000 410510	311		101000	
09/03/21	Amazon-pie crusts	89.70		HELP	7010 450135	711		101000	
09/03/21	Amazon-Books	25.48		LIBRY	2220 460100	215		101000	

\* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj		Account	
48316	2822 ClearBlu Business Services	5,295.00							
1286 09/09/21	Town Hall	1,000.00		TWNHLL	1000 411250	357		101000	
1286 09/09/21	Library	400.00		LIBES	1000 411259	357		101000	
1286 09/09/21	Trailhead Bldng.	260.00		TRLHED	1000 411256	350		101000	
1286 09/09/21	Povah	850.00		POVAH	1000 411255	350		101000	
1286 09/09/21	Dispatch Bldng.	585.00		POVAH	1000 411258	398		101000	
1286 09/09/21	Chamber Bldng.	1,400.00		CHAMB	1000 411257	357		101000	
1286 09/09/21	Park Bathrooms	800.00		PARKS	1000 411253	357		101000	
48317	2952 DIS Technologies	35.99							
7965 07/26/21	Webcam for JBrown	18.00		WATER	5210 430500	212		101000	
7965 07/26/21	Webcam for JBrown	17.99		SEWER	5310 430600	212		101000	
48318	2852 Blackfoot Communications	6,061.07							
09/15/21	646-5106, fax soc svc	40.53		SOCSRV	1000 450135	345		101000	
09/15/21	646-5119, police station Dispa	40.53		DISPCH	2850 420750	345		101000	
09/15/21	646-5141, sewer plant alarm	40.53		SEWER	5310 430600	345		101000	
09/15/21	646-5185, town hall alarm	40.53		TWNHAL	1000 411250	345		101000	
09/15/21	646-7311, social services	21.18		SOCSRV	1000 450135	345		101000	
09/15/21	646-7481, povah elevator	58.16		POVAH	1000 411255	345		101000	
09/15/21	646-7511, town hall fax	40.53		TWNHAL	1000 411250	345		101000	
09/15/21	646-7609, public works	76.16		PUBSVC	1000 430200	345		101000	
09/15/21	646-7650, police station fax	40.53		DISPCH	2850 420750	345		101000	
09/15/21	646-7715, povah center	24.56		POVAH	1000 411255	345		101000	
09/15/21	646-7795, town hall	253.42		TWNHAL	1000 411250	345		101000	
09/15/21	646-7845, court clerk	140.50		COURT	1000 410360	345		101000	
09/15/21	646-9017, library	43.56		LIBRAR	2220 460100	345		101000	
09/15/21	646-9027, sewer plant alarm	40.53		SEWER	5310 430600	345		101000	
09/15/21	ethernet, library	300.00		LIBRAR	2220 460100	345		101000	
09/15/21	ethernet, povah center	187.26		POVAH	1000 411255	345		101000	
09/15/21	ethernet, police station	350.00		POLICE	1000 411258	345		101000	
09/15/21	ethernet, town hall	272.00		TWNHAL	1000 411250	345		101000	
09/15/21	602-4909, town hall judge	15.03		COURT	1000 410360	345		101000	
09/15/21	602-4894 Town hall Court Clerk	1.10		COURT	1000 410360	345		101000	
09/15/21	602-4897 town hall	1.10		TWNHAL	1000 411250	345		101000	
09/15/21	602-4898 town hall	1.10		TWNHAL	1000 411250	345		101000	
09/15/21	602-4900 town hall	5.25		TWNHAL	1000 411250	345		101000	
09/15/21	602-4901 town hall	5.25		TWNHAL	1000 411250	345		101000	
09/15/21	602-4902 town hall	1.10		TWNHAL	1000 411250	345		101000	
09/15/21	602-4903 town hall	1.10		TWNHAL	1000 411250	345		101000	
09/15/21	602-4904 town hall	1.10		TWNHAL	1000 411250	345		101000	
09/15/21	602-4905 town hall	1.10		TWNHAL	1000 411250	345		101000	
09/15/21	602-4906 Library Main desk	1.10		LIBRY	2220 460100	345		101000	
09/15/21	602-4907 Library Director	1.10		LIBRY	2220 460100	345		101000	

\* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	09/15/21	602-4908	Povah Ctr	11.10		POVAH	1000 411255	345	101000
	09/15/21	602-4949	Town Hall	11.10		TWNHAL	1000 411250	345	101000
	09/15/21	6024044	Soc Ser Pantry	10.00		SOCSEK	1000 450135	345	101000
	09/15/21	TPort-Const/BuildInstall-Shop		3,738.75		ITSTRE	1000 410580	355	101000
	09/15/21	ethernet, public works		244.18		PUBSRV	1000 430200	345	101000
48319	E	2673	First Bankcard	320.00					
	04/01/21	Postage		55.00		COURT	1000 410360	311	101000
	05/10/21	Postage		55.00		FINADM	1000 410510	311	101000
	05/28/21	Postage		55.00		FINADM	1000 410510	311	101000
	08/04/21	Postage		55.00		ADMIN	1000 410210	311	101000
	08/26/21	Slippery Otter/GiftCert forLiz		100.00		LEGIS	1000 410100	220	101000
48320	E	2673	First Bankcard	4,268.86					
	08/10/21	Street Signs		877.36*		STREET	1000 430200	243	101000
	08/20/21	Inflatables for lastdaySumRec		467.00		SUMREC	1000 460449	357	101000
	08/30/21	Ace hardwareLightingsupplies		539.94		PARKS	1000 460430	220	101000
	08/30/21	HomeDepot-Overliteultra		39.76		STREET	1000 430200	220	101000
	08/30/21	MMC Inc. Repair supplies		258.80		STREET	1000 430200	369	101000
	08/31/21	Bolt.com Ice machine Povah		2,086.00		POVAH	1000 411255	366	101000
48321	E	2673	First Bankcard	1,308.32					
	08/16/21	WildWestPizza-Meetingw/Dan		63.96		POLICE	1000 420100	220	101000
	08/21/21	Amazon-AntiTheftParkingBoot		91.99		POLICE	1000 420100	212	101000
	08/20/21	Amazon-Supplies		323.02		POLICE	1000 420100	220	101000
	08/22/21	Amazon-Earmuffs/Eyewearglasses		411.78		POLICE	1000 420100	389	101000
	08/20/21	Amazon-supplies-Pens,paperclip		228.00		POLICE	1000 420100	220	101000
	08/20/21	Amazon-File Folders		27.00		POLICE	1000 420100	220	101000
	08/26/21	Amazon Credit		-6.78		POLICE	1000 420100	220	101000
	08/27/21	Amazon Credit		-10.35		POLICE	1000 420100	220	101000
	08/27/21	AXON-Body Camera Holders		179.70		POLICE	1000 420100	226	101000
48322		2	Forsgren Associates P.A.	132,140.50					
	121321	08/25/21	WWTP Project	132,140.50		SEWERD	5320 430640	951	101001
48355		2	Forsgren Associates P.A.	12,340.65					
	121112	04/25/21	Task 4-Rails to Trails	935.25		PARKS	4000 460430	930	101000
	121112	04/25/21	Task 5-SFE Calculator	0.00*		SEWER	5310 430600	354	101000
	121112	04/25/21	Task 6-Connection Fee Analysis	292.40*		SEWER	5310 430600	354	101000
	121112	04/25/21	Task 7-SRF FundingApplication	1,500.00		SEWER	5320 430640	951	101000
	121112	04/25/21	Task 8-Lagoon ClosureCostEST	4,500.00*		SEWER	5310 430600	354	101000
	121319	08/25/21	Operation Support	1,727.75		WATER	5210 430500	354	101000
	121319	08/25/21	Operation Support	1,727.75*		SEWER	5310 430600	354	101000
	121319	08/25/21	Sewer Connection Cap Review	175.00*		SEWER	5310 430600	354	101000
	121319	08/25/21	Moonrise Review	962.50		PLANNG	1000 411000	354	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
	121319	08/25/21	Updates to Rails Project desig	520.00		PLANNG	1000 411000	354	101000
48356		533 Market Place		56.01					
	08/02/21	Welcome BBQ for Walker		56.01		LEGIS	1000 410100	220	101000
48357		1146 Madison Valley Bank		2,486.16					
	09/12/21	Line of credit Interest		2,486.16		SEWER	5320 430640	951	101000
48358		2507 Silvertip Pharmacy		275.94					
	02272001	02/27/20	Voucher Scripts	65.59		HELP	7010 450135	358	101000
	06262001	06/26/20	Voucher Scripts	59.99		HELP	7010 450135	358	101000
	08072001	08/07/20	Voucher Scripts	28.70		HELP	7010 450135	358	101000
	02122001	02/12/20	Voucher Scripts	74.41		HELP	7010 450135	358	101000
	03242001	03/24/20	Voucher Scripts	33.02		HELP	7010 450135	358	101000
	07092001	07/09/20	Voucher Scripts	14.23		HELP	7010 450135	358	101000
48359		2491 MMIA		1,500.00					
	Dr1005150	08/31/21	Claim#3899Ms.Neely triponsi	1,500.00		LIABIL	1000 510330	513	101000
48360		3314 Intrinsik Architecture		3,002.15					
	2021-0345	09/05/21	Zoning for Moonrise project	3,002.15		LEGAL	1000 411100	352	101000
48361		3243 Susan Swimley		268.25					
	11351	09/02/21	Moonrise land use issues	268.25		LEGAL	1000 411100	352	101000
48362		135 Food Roundup		214.73					
	08/11/21	supplies for Sum Rec		64.61*		SUMREC	1000 460449	220	101000
	08/12/21	supplies for Sum Rec		35.96*		SUMREC	1000 460449	220	101000
	08/18/21	supplies for Sum Rec		64.16*		SUMREC	1000 460449	220	101000
	08/31/21	Gift Cert		50.00		LEGIS	1000 410100	220	101000
48363		3325 George Watson, PH.D.		1,450.00					
	0195	09/06/21	WY PD New hire Psyc Eval	1,450.00		POLICE	1000 420100	351	101000
48364		60 Westgate Station		30.00					
	09022101	09/02/21	Gas Voucher	30.00		HELP	7010 450135	231	101000
48365		3224 American Pump Co.		2,905.12					
	34816	08/20/21	Sewer pump swap&repair	2,905.12*		SEWER	5310 430600	220	101000

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Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
48366	764 General Distributing Co. 1032373 08/31/21 Welding supplies	57.66 57.66		STREET	1000 430200	220	101000
48367	2910 Montana Correctional Enterprises 628629 09/01/21 Street signs	805.26 805.26*		STREET	1000 430200	243	101000
48368	3309 AQUAPRO 21059 09/01/21 PrattAirProMaxAirValve 21057 09/01/21 Bio-sanitizerdisinfecting tabl	939.00 484.00 455.00		WATER WATER	5210 430500 5210 430500	369 220	101000 101000
48369	3241 Bridger Analytical Lab 2106579 06/29/21 Total Coliform/E.coli 2106362 06/20/21 Total Coliform/E.coli 2107554 09/03/21 Arsenic 2107435 09/03/21 Arsenic 2106244 09/03/21 Arsenic 2106243 06/20/21 Nitrate+Nitrite aN Fluoride	635.00 420.00 28.00 25.00 25.00 25.00 112.00		SEWER SEWER WATER WATER WATER WATER	5310 430600 5310 430600 5210 430500 5210 430500 5210 430500 5210 430500	357 357 357 357 357 357	101000 101000 101000 101000 101000 101000
48370	379 Energy Laboratories, Inc 420259 09/08/21 RR Well #3 waterqultyparameter 420259 09/08/21 Well #4 Analysis Parameter 420259 09/08/21 Whiskey Springs tests 421993 09/15/21 RRWell#3PWSRadionuclides 421993 09/15/21 WhiskeySpringsAnalysisParamete 421993 09/15/21 Well#4AnalysisParameter	3,807.02 940.33 940.33 865.34 353.67 353.67 353.68		WATER WATER WATER WATER WATER WATER	5210 430500 5210 430500 5210 430500 5210 430500 5210 430500 5210 430500	357 357 357 348 348 348	101000 101000 101000 101000 101000 101000
48371	999999 RANAE CALVERT 09/15/21 Povah Rental refund 09/15/21 Povah Cleaning Deposit refund	450.00 100.00 350.00		POVAH POVAH	1000 361200 2210 214001		101000 101000
48372	3226 Peggy Russell 07/02/21 Petty Cash Postage 05/25/21 Petty Cash Postage 02/16/21 Petty Cash Postage	26.15 2.80 16.90 6.45		COURT ADMIN FINADM	1000 410360 1000 410210 1000 410510	311 311 311	101000 101000 101000
48373	1372 MONTANA SUPREME COURT 09/08/21 COLJConferenceRegistrationJent	300.00 300.00		COURT	1000 410360	380	101000
48374	2740 Fly Fisherman 09/01/21 Subscription 2 yrs	48.00 48.00		LIBRY	2220 460100	215	101000

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Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
48375	2997 The New Yorker 09/01/21 Subscription 1 yr	149.99 149.99		LIBRY	2220 460100	215	101000
48376	999999 CHRIS KING 09/10/21 Summer Rec Fees Refund	80.00 80.00		SUMREC	1000 346051		101000
48377	999999 ALEXANDRIA SHELTON 09/14/21 Refund Summer Rec fees	100.00 100.00		SUMREC	1000 346051		101000
48378	999999 SARA HEAMES 09/14/21 Refund for summer Rec fees	200.00 200.00		SUMREC	1000 346051		101000
48379	999999 ANA C NASCIMENTO 09/14/21 Summer Rec refund of fees	285.00 285.00		SUMREC	1000 346051		101000
48380	999999 NATIONAL RETAIL LLC/AGORA 09/15/21 Resort Tax Bond Refund	500.00 500.00		RT	2100 214000		101000
48381	999999 SWEET HOME MONTANA/BABY BEAR 09/15/21 Resort Tax Bond Refund SHMT	500.00 500.00		RT	2100 214000		101000
48382	999999 WEST YELLOWSTONE FABRIC AND YARN 09/15/21 Resort Tax Bond RefundWYF&Y	500.00 500.00		RT	2100 214000		101000
48383	999999 YELLOWSTONE FLOWERS/DIANA COVACI 09/15/21 Resort Tax Bond Refund YellFlo	500.00 500.00		RT	2100 214000		101000
48384	999999 CMRS HOLDINGS/THE RANCH 09/15/21 Resort Tax Bond RefundCMRSApts	500.00 500.00		RT	2100 214000		101000
48385	999999 L'S BOUTIQUE/LEAH SHERMAN 09/15/21 Resort Tax Bond RefundL'sBtq	500.00 500.00		RT	2100 214000		101000
48386	999999 EXTRA HOLIDAYS, LLC/CORRIN 09/15/21 Resort Tax Bond RefundExtraHol	500.00 500.00		RT	2100 214000		101000
48387	999999 EXHALE BODY THERAPY/HUANITA KISS 09/15/21 Resort Tax BondRefund/ExhbdyTh	500.00 500.00		RT	2100 214000		101000

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Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
48388	09/15/21	999999 Iconi Yellowstone/Moshe Resort Tax Bond RefundIconiYel	999999 ICONI YELLOWSTONE/MOSHE	500.00 500.00		RT	2100 214000		101000
48389	09/15/21	999999 Louis Mavros Resort Tax Bond RefundOTRMR	999999 LOUIS MAVROS	500.00 500.00		RT	2100 214000		101000
48390	09/15/21	999999 Trailquipt/Ryan Harbach Resort Tax Bond RefundTrailqui	999999 TRAILQUIPT/RYAN HARBACH	500.00 500.00		RT	2100 214000		101000
48391	09/15/21	999999 Rustic West/Alexandra Schmier Resort Tax Bond RefundSeldomse	999999 RUSTIC WEST/ALEXANDRA SCHMIER	500.00 500.00		RT	2100 214000		101000
48392	09/15/21	999999 Ridgeline Ventures Resort Tax Bond Refund MTGS&Ga	999999 RIDGELINE VENTURES	500.00 500.00		RT	2100 214000		101000
48393	09/15/21	999999 Tidal Movements Body Works Resort Tax Bond RefundTidlmvmm	999999 TIDAL MOVEMENTS BODY WORKS	500.00 500.00		RT	2100 214000		101000
48394	09/15/21	999999 Connie Sperry/Spirit of the Event RT Bond Refund	999999 CONNIE SPERRY/SPIRIT OF THE	500.00 500.00		RT	2100 214000		101000
48395	09/16/21	3327 Larry Jent COLJ Conference mileage/meals	3327 Larry Jent	282.24 282.24		COURT	1000 410360	370	101000
48396	09/16/21	3324 Dan Walker Mileage/meals MPAC9/12-15/21	3324 Dan Walker	414.80 414.80*		ADMIN	1000 410210	370	101000
48397	821245 08/02/21	1140 Sagebrush Floral 3 Flts Cosmos Library	1140 Sagebrush Floral	61.50 61.50		LIBRY	2220 460100	220	101000
48398	62679-1 06/22/21	2537 Balco Uniform Co., Inc. Uniform supplies Trujillo	2537 Balco Uniform Co., Inc.	2,306.20 397.00		POLICE	1000 420100	226	101000
	62840-1 06/22/21	Uniform supplies Sosa		186.90		POLICE	1000 420100	226	101000
	56641 06/23/21	Uniform supplies Courtis		10.78		POLICE	1000 420100	226	101000
	62840-2 06/24/21	Uniform supplies Sosa		251.51		POLICE	1000 420100	226	101000
	62679-2 06/25/21	Uniform supplies Trujillo		207.50		POLICE	1000 420100	226	101000
	63211 06/30/21	Uniform supplies Sosa		25.15		POLICE	1000 420100	226	101000
	63166 07/23/21	Uniform supplies Courtis		32.15		POLICE	1000 420100	226	101000
	63377 08/02/21	Uniform supplies Sosa		33.61		POLICE	1000 420100	226	101000
	56758 08/04/21	Uniform supplies Sosa		109.99		POLICE	1000 420100	226	101000
	63296 08/13/21	Uniform supplies Emblems		479.57		POLICE	1000 420100	226	101000
	63679-3 08/23/21	Uniform supplies Trujillo		114.00		POLICE	1000 420100	226	101000
	62840-3 08/23/21	Uniform supplies Sosa		114.00		POLICE	1000 420100	226	101000
	63200-1 08/23/21	Uniform supplies Richardson		306.00		POLICE	1000 420100	226	101000

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Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	63876	09/01/21	Uniform supplies Richardson	38.04		POLICE	1000 420100	226	101000
48399			88 MT Dept Labor & Industry	31.00					
	28061-921	09/09/21	Boiler Safety Certificate	31.00		BLDNG	1000 420531	357	101000
48400			2561 ESRI	400.00					
	94101060	09/03/21	Desktopsingleusemaintenance	400.00		IT	5310 430600	355	101000
48401			2531 Briggs Roofing Company	25,337.73					
	1557-1	09/13/21	60milTPOMembraneRoofingSystem	25,337.73		LBRYBL	1000 411259	920	101000
48402			3261 Targhee Services	943.00					
	09/13/21	17DodgeRaml500	Tires	943.00		STREET	1000 430200	239	101000
48403			3115 Spiffy Biffy	443.75					
	09/11/21	PortaPotty for TennisCourts		443.75		PARKS	1000 460430	357	101000
		# of Claims	66	Total:	347,604.41				
		Total Electronic Claims		17,704.20	Total Non-Electronic Claims		329900.21		



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Fund/Account	Amount
1000 General Fund	
101000 CASH	\$132,545.28
2100 Local Option Taxation-Resort Tax	
101000 CASH	\$7,500.00
2210 Parks & Recreation	
101000 CASH	\$350.00
2220 Library	
101000 CASH	\$1,251.46
2850 911 Emergency	
101000 CASH	\$81.06
4000 Capital Projects/Equipment	
101000 CASH	\$935.25
5210 Water Operating Fund	
101000 CASH	\$6,716.45
5310 Sewer Operating Fund	
101000 CASH	\$10,547.32
5320 Sewer Replacement Depreciation Fund	
101000 CASH	\$3,986.16
101001 Cash of Line of Credit - MVB	\$132,140.50
7010 Social Services/Help Fund	
101000 CASH	\$395.64
7202 TBID Agency Fund	
101000 CASH	\$51,155.29
Total:	\$347,604.41

WEST YELLOWSTONE TOWN COUNCIL  
**Town Council Meeting**  
**September 7, 2021**

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

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

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

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

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

**Public Comment Period**

Fire Chief Shane Grube addresses the Council and reports that covid numbers are up, not as high as they have seen but they are increasing. He also reports that Best Practices Medicine will be in Town on October 9 to provide free vaccinations for covid-19.

**Council Comments**

Brad Schmier reports that the Health Care Services Advisory Board will meet later this month. Travis Watt reports that visitation to Yellowstone National Park was up 23% over Labor Day Weekend. Brian Benike reports that the Parks & Recreation Board met at the end of August and intends to start working on creating new parks plans. Mayor Johnson reports that Wolverine sports have started for the season. He also thanks the staff for their hard work all summer.

**WORK SESSION**

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Mayor Johnson calls the meeting to order. The first topic for the work session is a discussion of goals and visioning for the new Town Manager, Dan Walker. Walker presents a summary of the information he has gathered over the past month including priorities, upcoming projects, and needs. Mayor Johnson says that he says the major projects and priorities are obvious, but they also need to focus on staffing, supporting the Yellowstone Historic Center and historic buildings, employee morale. Council Member Schmier encourages Walker to work on building trust with the employees as well as catching up on open-ended projects, housing, review of private use of Town property, water and wastewater concerns, review of advisory boards and their role advising the Council, measure public perception of Town administration. Council Member Watt says he agrees that they need to work on employee and HR processes, getting to know all the employees, getting to know community stakeholders, work with department heads to achieve goals in their departments, reach out to other communities. Council Member Mathews says they need to standardize policies and procedures, catch up on employee evaluations, human resources management, communicating with the public, housing and the land trust proposal. Council Member Benike comments on improving employee and staffing issues and agrees with the other suggestions that have already been presented. The Council discusses with Walker what kind of information should be forwarded to the Council. Walker says that he has asked each department to narrow their reports to major points and happenings in their departments. The Council discusses how to improve employee relations and better understanding of the Personnel Policy Manual. Town Attorney Jane Mersen says that she had a conversation with Walker last week and encouraged him to move forward with updating the zoning and subdivision regulations. The Council also encourages Walker to work with Mersen and Lilia Tyrell on personnel issues. The Council also discusses advisory boards and communication preferences between the manager and the Council.

Jeff Kadlec, Yellowstone Airport Manager, introduces members of the Montana Department of Aeronautics that have joined the meeting. Kadlec explains that they are struggling with the expected fee structure that will be in place when the airport connects to the Town's wastewater

treatment plant. Kadlec says that they just need reassurance that the fee structure will be fair and reasonable so they are not surprised as the project proceeds. Deputy Director, Julie Brown, echoes Kadlec's comments and explains that they just need to be able to plan the project. Johnson responds that they have asked the Town's Engineers to develop a fee schedule for customers outside the Town limits. He explains that Town Engineer, Dave Noel, is current sick with covid-19, but the Town has requested that he develop the schedule. There is an agenda item this evening to approve the task order for this project. Kadlec clarifies that all the out-of-town users will be charge the same rates. Mersen responds that each out-of-town user will be billed according to the same rate structure, not necessarily the same amount. Johnson says that the Town also needs to know exactly what the needs of the airport will be. He says the Town will bid and build the infrastructure and then bill MDT for the cost. Brown asks about maintenance. Mersen responds that the Town would maintain the line, but bill MDT for maintenance, too. Kadlec asks if it is okay for the engineers to work together to develop the project and the Town agrees that would be beneficial. Johnson indicates that they should be able to putting together a letter of agreement or MOU within the next month. Tim Conway indicates that they will work on that and forward it to Walker.

Schmier asks the MDT representatives how the new flights that connect to Denver this summer are going. Kadlec says that it has gone remarkably well, they are just shy of 10,000 passengers for the summer and hope travel continues.

#### **ACTION TAKEN**

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- 1) Motion carried to approve Purchase Order #6696 to Watson Consoles to purchase two consoles for the dispatch center for \$47,710.00. (Watt, Benike)
- 2) Motion carried to approve Purchase Order #6720 to 3H Construction LLC to remove and relocate a fire hydrant at approximately 500 Obsidian Avenue. (Watt, Benike)
- 3) Motion carried to approve Purchase Order #6721 to 3H Construction LLC for sewer cleaning and camera work for 8000 feet of sanitary line in Parkways C and D. (Watt, Benike)
- 4) Motion carried to approve the claims, which total \$97,965.88. (Schmier, Mathews)
- 5) Motion carried to approve the Consent Agenda, which includes the minutes of the August 17, 2021 Town Council Meeting and the August 31, 2021 Town Council Work Session. (Watt, Benike)
- 6) Motion carried to approve the change of location for The Faafel Spot contingent upon appropriate approvals and inspections from the Fire Department, Gallatin County Health Department, and State Building Inspection. (Watt, Benike)
- 7) Motion carried to appoint Larry Jent to the be City Court Judge for the remaining term through December 31, 2022, effective September 7, 2021. (Watt, Benike) Mathews abstains.
- 8) Motion carried to approve Task Order #8 from Forsgren Associates, Inc. to prepare the Mammoth Room Structural Evaluation for \$8000.00. (Benike, Watt)

#### **DISCUSSION**

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- 1) Chief Richardson indicates that the new consoles should last at least seven years and possibly longer if they keep up with the maintenance.
- 2) Public Services Superintendent Jon Simms explains that the location of the hydrant is extremely close to a driveway and needs to be moved.

- 4) Schmier inquires about the electric bills for the water wells, which show increased usage for last month. Simms responds that the railroad well was used significantly last month.
- 7) Mayor Johnson reports that they recently conducted a recruitment for a new City Court Judge. He says that this was by far the most qualified group of candidates for this position that they have ever had. He also clarifies that the appointment will be for the remainder of the term through December 31, 2022. Jeff Mathews states that he missed the interviews but did review the resumes and question responses, he will abstain from the vote.

Newly appointed judge, Larry Jent, addresses the Council and reports that the court will be in session as of 10 AM on September 9, 2021 for a pre-scheduled hearing. He says they have a jury trial later this month. He thanks the Council for the opportunity and looks forward to getting to work

- A) Town Manager & Staff Reports: Town Manager Dan Walker reports that they he had a visioning session with the Council tonight. He says that it is great to have Town Clerk Liz Roos back in the office and also thanks the rest of the staff for helping out during her absence. He reports that the lease with CHP has been extended for one year. He says that they did have an insurance claim due to a safety issue on Canyon Street and they have addressed the problem. He also reports on meeting with the Historic Center, Forest Service and Chamber in order to learn more about how their organizations operate.
- B) Walker reports that they have put together a funding package for the wastewater treatment plant project. Finance Director Lanie Gospodarek explains that in the past, they typically did not qualify for grant funding due to the resort tax. ARPA has changed this and they have submitted competitive applications for multiple grants. She explains that they have put together a proposal that combines multiple funding sources and anticipate significant funding coming from the American Recovery Plan Act (ARPA) that can be combined with other grant opportunities. The current project cost is expected to be around \$27 million but they are expecting additional costs that could take the project past \$32 million. She explains that there is currently a lot of emphasis on infrastructure from grant sources so they are hoping to receive funding. She says they also have the additional 1% resort tax as well as user rates to fall back on to fully fund the project.

The meeting is adjourned. (8:15 PM)

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Mayor

ATTEST:

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Town Clerk

## Public Services Dept. Bi-weekly Report: Aug. 27th thru Sept. 17<sup>th</sup> 2021

### Work performed

CREMATION: George Hostetter on 9/02/21. Continue grading Parkways, sweeping streets, brooming aprons and add material as necessary for re-crowning. Support Labor Day music in the park event, help with stage setup. Hydrant O&M training for PW staff and Fire Department through Kennedy Valve Corporation along with Northwest Pipe and Aquapro. Fix water leak on hydrant #46. Pickup and move abandoned vehicles around town for Police Department. Haul cars out to shooting range for police live fire exercise and fire department's rescue training. Move aggregate and material storage at sewer lagoon, setup new shooting range area for PD at NW corner of property. Expose buried manhole lids and exercise shut-off valves. Install new light fixture on south utility pole at basketball courts in Madison addition. Install new photocell along Grizzly Avenue. Equipment maintenance/ scheduled PM services. Fix electric fault and relay issues on 938 payload. Replace brakes and drums on PW service truck. Service trash trailers, install new brake lights. Look over old Stewart Stevenson snow loader and out service hydraulic issues. Level off tree pits in downtown business district to resolve tripping hazards. Continue tree removal & trimming at cemetery. Remove stumps from dead trees in inner parks. Cleanup trees and debris at sewer lagoon. Fix north gate at lagoon, install new hinges along with post brackets. Daily trash route and litter collection, service refuse/ recycling receptacles throughout central business district and city parks. Haul cardboard and recycling from town stations to Two Seasons recycling facility. Begin hauling away trash container, bring back to shop to pressure wash and sanitize. Refill hand sanitizer stations around central business district and check batteries. Replace street signs, square and u- channel posts. Organize sign breakaway bases at shop. Replace flags at crosswalk station on Dunraven and Madison. Mow grass, run weed trimmers and edger along sidewalks. Replace flags on fire hydrants throughout town. Run both street sweeper and broom throughout town and cleanup, as necessary. Asphalt patch work throughout town as necessary. Remove graffiti from playground equipment and park pavilion. Install temporary volleyball net and posts at Pioneer Park. Respond to utility locates and emergency locates as they come in. Final day for seasonal laborer's Mason Burden and Ben Mouldenhauer on 8/27/21.

### Administrative

Review Department of Labor's Safety Compliance Report and make corrections to town buildings and facilities as necessary from most recent state inspection. Evaluate 2022 budgetary needs and submit weekly invoices. Meet with town manager and US forest service, bi-weekly town council meeting, CIP meeting, department head meeting, weekly WWTP design meeting, DRG meeting. Meet with Memorial Monuments at cemetery. Meet with Advanced Pump Equipment to review Smart Cover Software. Reach out to MDOT to line up street and centerline painting. Line up crack sealing with Yellowstone Pavement Solutions for week of October 11<sup>th</sup>. Determine library roof replacement for mid-late October (date TBD based on earliest material availability) Prep for winterization of town parks and facilities, blow out irrigation systems. Submit wildlife management log to Yellowstone Airport. Respond to residential and business complaints, flag raising and lowering notifications. Coordinate with Rob Cromwell and Jon

Brown to review best management practices for wastewater collection/ treatment facility and water distribution system. Take measurements for engineers at Forsgren on flow meter data at both Iris and Madison Street lift stations. Conduct weekly COVID samples as well as Tier 1, 2 and 3 Lead & Copper samples from distribution system with Jon Brown. Met with Todd Barta and Fall River Electric to go over grounding fault issues with the 5 light poles along Electric Street. See about installing demo light fixture on utility pole across from 408 Gibbon Ave. Look at options for repairing flooring at town clinic. Review city policies, procedures, collective bargaining agreement, safety protocols and codified ordinances. Interview Sam Moldenhauer and offer position for equipment operator.

# TOWN OF WEST YELLOWSTONE

**GREETINGS TO ALL FROM THE  
STATE OF MONTANA AND  
THE TOWN OF WEST YELLOWSTONE**

Be it known to all that on this date, **Davis Seaman**,  
took the following oath of office:

“I do solemnly swear (or affirm) that I will support, protect and defend the Constitution of the United States of America and the Constitution of the State of Montana, and the Charter of the Town of West Yellowstone, and that I will discharge the duties of my office with fidelity (so help me God).”

Let it be recognized to all that on this date, **Davis Seaman**,  
by taking this oath of office was duly sworn in as a Peace Officer for the  
Town of West Yellowstone and the State of Montana.

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Mayor Jerry Johnson  
Town of West Yellowstone

---

Date



# RESOLUTION NO. 760

## A RESOLUTION REQUESTING DISTRIBUTION OF BRIDGE AND ROAD SAFETY AND ACCOUNTABILITY PROGRAM FUNDS

**WHEREAS**, the Bridge and Road Safety and Accountability Account created by HB 473 requires the Montana Department of Transportation to allocate accrued funds to cities, towns, counties, and consolidated city-county governments for construction, reconstruction, maintenance, and repair of rural roads, city or town streets and alleys, bridges, or roads and streets that the city, town, county, or consolidated city-county government has the responsibility to maintain; and,

**WHEREAS**, a city, town, county, or consolidated city-county government that requests funds under the Bridge and Road Safety and Accountability Account must match each \$20 requested with \$1 of local government matching funds; and,

**WHEREAS**, a city, town, county, or consolidated city-county government requesting distribution of allocated funds may make such a request to the Department of Transportation between March 1 and November 1 of the year the funds were allocated; and,

**WHEREAS**, a description of the projects to be funded (or the money used to match federal funds) are detailed in Appendix A; and,

**WHEREAS**, the local match of \$1,675.00 for the allocated funds has been budgeted as a transfer from Resort Tax.

### THEREFORE, NOW BE IT RESOLVED THAT:

1. Town of West Yellowstone requests distribution of its share of the allocated Bridge and Road Safety and Accountability funds to be used for the projects identified in Appendix A.
2. That Dan Walker, the Town Manager of the Town of West Yellowstone is hereby empowered and authorized to execute such further documents as may be necessary to facilitate the distribution of said funds.

ADOPTED BY THE Town Council and approved by the Mayor of the Town of West Yellowstone, Montana, this \_\_\_\_ day of \_\_\_\_\_, 2021.



\_\_\_\_\_  
Jerry Johnson, Mayor

\_\_\_\_\_  
Travis Watt

\_\_\_\_\_  
Brad Schmier

\_\_\_\_\_  
Jeff Mathews

\_\_\_\_\_  
Brian Benike

**ATTEST:**

\_\_\_\_\_  
Elizabeth Roos, Town Clerk



APPENDIX A

**Yellowstone Pavement Solutions**

5150 Thorpe Road  
Belgrade, Montana 59714  
(406) 595-7471  
www.YellowstonePavementSolutions.com



**RECIPIENT:**

**Town of West Yellowstone**

440 Yellowstone Ave  
West Yellowstone, Montana 59758

**Estimate #21171**

Sent on May 21, 2021

**Total \$148,642.00**

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT COST	TOTAL
Crack Route and Seal - East/West Streets	Route existing cracks where routing is required. Clean the crack to remove dirt and moisture. Apply crack sealant to cracks.	30449	\$2.00	\$60,898.00
Crack Route and Seal - North/South Streets	Route existing cracks where routing is required. Clean the crack to remove dirt and moisture. Apply crack sealant to cracks.	28437	\$2.00	\$56,874.00
Crack Route and Seal - Grizzly Area	Route existing cracks where routing is required. Clean the crack to remove dirt and moisture. Apply crack sealant to cracks.	13435	\$2.00	\$26,870.00
Traffic Control	Daily rate.	1	\$4,000.00	\$4,000.00

**Total \$148,642.00**

This quote is valid for the next 30 days, after which values may be subject to change. Please refer to terms and conditions for detailed contract language.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# RESOLUTION NO. 761

## A RESOLUTION ADOPTED PURSUANT TO THE REQUIREMENTS OF ORDINANCE NO. 199 ESTABLISHING THE COMPENSATION RATE OF THE CITY JUDGE

**WHEREAS**, the Town Council of the Town of West Yellowstone has adopted Ordinance No. 199 which provides the Town Council the authority to set the compensation and expense entitlement of the judge by ordinance and resolution; and

**WHEREAS**, the Town Council has determined that the judge should receive consideration for salary increases at the discretion of the Council.

### NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE:

1. The Council adopts the current salary for the City Judge at \$ \_\_\_\_\_. This salary will be adjusted annually on July 1, starting July 1<sup>st</sup> 2022, by applying the Cost of Living plus 0.5%. The Cost of Living shall be determined using the formula provided by the University of Montana Bureau of Economic Research and the US Department of Labor and Bureau of Statistics CPI-U for the Annual Average.

2. The Council authorizes the Town Manager to negotiate an employment contract with the City Judge to include other benefits as deemed appropriate.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR  
THIS 21<sup>st</sup> DAY OF SEPTEMBER 2021.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

ATTEST:



\_\_\_\_\_  
Town Clerk

**2021/22 Capital Improvement Projects**  
**Project update and tentative project schedules**  
**September 21, 2021**

Item Summary #:

1. **Radio Tower.** Scheduled to begin the project on Monday September 13<sup>th</sup>.
2. **Rails to Trails.** Working with the trail group on final cost estimates. Project bid likely Spring 2022.
3. **Convection Ovens for UPDL.** Ovens have been ordered, delivery fall 2021.
4. **ADA Ramps and sidewalks.** Jon will follow up, likely a spring 2022 project.
5. **Streetlight project set aside.** Project along Electric Street from Parkway D to driveway of the Madison Apartments. Bid Project, spring 2022.
6. **Old Town sewer line improvement.** Accumulating funds for future project.
7. **80 acre set aside for sewer infrastructure.** Accumulating funds for future project.
8. **Annual Historic District Project.** In progress. Lights will be put back up fall of 2021, and the roof project will be pending the results of the Structural Report.
9. **Volleyball Court in Pioneer Park.** A temporary court was put up this summer. The final location will be determined and installed in the spring of 2022.
10. **Library Roof.** Jon is getting quotes and on target for a fall 2021 project.
11. **Sewer Line Installation on Electric Street.** Jon will be doing further investigation to see if the project is required.
12. **Dispatch Consoles x2.** This expenditure was approved by the TC on 9/7 and the consoles are being ordered.
13. **Park Improvements unspecified.** This is a set aside, no project identified.
14. **CASTING Pond repair and improvements.** Received only one bid (*DC Excavation*). The quote seemed quite high for the proposed workload. Excavation and initial grading to be completed in-house or by local contractor. Project will also be staged in phases; second phase including: piping, vaults, gate valve and final sub grading will most likely not take place until spring or fall of 2022.
15. **Repair or replace water lines on Nez Perce.** Work to begin on Sept. 17<sup>th</sup>.
16. **Restrooms with Drinking Fountain at Tennis Cts.** Spring 2022.
17. **Administrative Multipurpose Vehicle.** Liz is looking into options for minivan.
18. **Resurface Tennis and Pickleball Court.** Spring 2022.
19. **Replace 30' of Sewer by Town Hall and Parkway A.** Town Hall section is complete, Parkway A section not necessary.
20. **Crack Sealing East/West Streets.** Item to be considered at the Sept 21<sup>st</sup> Town Council Meeting and work tentatively scheduled for October 11<sup>th</sup>.
21. **Maddison Add pump installation project.** Fall 2021.
22. **Evaporator Replacement.** Set aside for unforeseen maintenance.
23. **Repave Town Streets.** Set aside for future project.
24. **80 Acre development fund.** Set aside for future project.
25. **Well #5 Project.** Ongoing project likely a spring 2022 project.

**Table 7 – Capital Improvement Plan Summary**

Summary Number	Purchase Date	Project Name	Cost	Current Fiscal Year Allocation	Funding Sources	Fund Number
1	FY 22	Radio Tower	\$250,000	\$250,000	RT Transfer 2100	2850-420750-945 911 Fund
2	FY 22	Rails to Trails Corridor – Iris to Museum Town match of total project.		\$53,400	RT Transfer 2100	4000-460430-930 Capital
3	FY22	Convection Ovens for UPDL plus installation labor	\$14,000	\$14,000	RT Transfer 2100	1000-411252-949 General Fund
4	FY 22	ADA Accessibility Ramps at Dunraven, Electric, Faithful & Hayden and Other Sidewalk Maintenance	\$1,430,000	\$200,000	RT Transfer 2100 (\$60,000) Gas Tax Fund 2820 (\$20,000)	2820-430262-365 Gas Tax
5	FY 22	Streetlight Project set-aside Was \$467,560; new Accum. balance in fund: \$650,000	TBD	\$182,440	RT Transfer 2100	4000-430263-937 Capital
6	FY 22	Old Town Sewer Line Improvements – Annual set-aside Accumulated Balance in fund 5320: \$900,000	\$10,000,000	\$100,000	Sewer Fund 5310	5310-430630-937 Sewer Operating
7	FY 22	Annual Set-aside 80-acre Sewer Infrastructure Accum. balance in fund 5320: \$1,200,000	\$10,000,000	\$300,000	Sewer Fund 5310 transfer to Sewer Capital Fund 5320	5310-521000-820 Sewer Operating
8	FY 22	Annual Historic District Projects \$200,000 UPDL Roof \$_____ Lights in Firehole Room	\$300,000	\$300,000	RT Transfer 2100	4000-460460-920 Capital

Summary Number	Purchase Date	Project Name	Cost	Current Fiscal Year Allocation	Funding Sources	Fund Number
9	FY 22	Volleyball Court in Pioneer Park	\$5,000	\$5,000	Donation	2212-460000-936 Volleyball
10	FY 22	Library Roof	\$63,000	\$63,000	RT Transfer 2100	1000-411259-930 General Fund
11	FY 22	Sewer Line Installation on Electric Street	\$50,000	\$50,000	Sewer Fund 5310	5310-430630-937 Sewer Operating
12	FY 22	Dispatch Consoles x 2 (\$24,000 each)	\$48,000	\$48,000	911 Fund 2850	2850-420750-945 911 Fund
13	FY 22	Park Improvements - unspecified	\$30,000	\$30,000	RT Transfer 2100	4000-460430-936 Capital
14	FY 22	Casting Pond Repairs & Improvements	\$170,000	\$80,000	RT Transfer 2100 Donation \$50,000	4000-460460-930 Capital
15	FY 22	Repair or Replace water lines on Nez Perce	\$15,000	\$15,000	Water Fund 5210	5210-430500-930 Water Operating
16	FY 22	Restroom w/ Drinking Fountain at Tennis Courts	\$100,000	\$100,000	RT Transfer 2100	4000-460430-920 Capital
17	FY 22	Administrative/Multipurpose Vehicle (Minivan)	\$40,000	\$40,000	RT Transfer 2100	4000-410210-944 Capital
18	FY 22	Re-surface Tennis Court & Pickle Ball Court	<del>\$40,000</del>	\$20,000	RT transfer	4000-460430-936 Capital
19	FY 22	Replace 30 ' of Sewer Line Town Hall to Povah - \$10,600 Parkway A - \$18,200	\$28,800	\$28,800	Sewer Fund 5210	5310-430630-937 Sewer Operating
20	FY22	Crack Sealing East/ West Street	\$61,000	\$61,000	RT Transfer	2821-430200-367 Gas Tax
21	FY 22	Madison Add. Pump Installation Project to include back up pumps Construction-in-progress (\$2,967 spent)	\$40,000	\$40,000	Sewer Fund 5310	5310-430630-941 Sewer

Summary Number	Purchase Date	Project Name	Cost	Current Fiscal Year Allocation	Funding Sources	Fund Number
22	FY 22	Evaporation Replacement	\$10,000	\$10,000	Sewer Fund 5310	5310-430640-459 Sewer Operating
23	FY 22	Repave Town Streets – Annual Funding: 2012 \$195K; 2013 \$125K; 2014 \$125K; 2015 \$125K; 2016 \$125K; 2017 \$125K; 2018 \$125K; 2019 \$125K; 2020 \$0; 2021 \$0; 2022 \$250K Accum. balance in fund 4075: \$1,320,000	\$4,300,000	\$250,000	RT Transfer 2100 To Street Construction 4075	2100-521020-820 Resort Tax
24	FY 22	80-Acre Development Fund		\$500,000	RT Transfer 2100 to 80-acre Dev. Fund (4030)	2100-521000-825 Resort Tax
25	FY 22	Well #5 – New well needed for full capacity		\$200,000	5220	5220 Water Capital
<del>26</del>	<del>FY 23</del>	<del>Lighted Trail from Grizzly Ave. to Yellowstone Set-aside</del>	<del>\$100,000</del>	<del>\$100,000</del>	<del>RT Transfer 2100</del>	<del>4000-460430-938 Capital</del>
<del>27</del>	<del>FY 23</del>	<del>Replace Sprinkler System on Canyon Street</del>	<del>TBD</del>	<del>\$0</del>	<del>RT Transfer 2100</del>	<del>4000-460430-930 Capital</del>
<del>28</del>	<del>FY 23</del>	<del>Police Generator Structure Project</del>	<del>TBD</del>	<del>TBD</del>	<del>General Fund</del>	<del>1000-411258-937 General</del>
<del>29</del>	<del>FY 23</del>	<del>Construct Equipment Storage Barn</del>	<del>\$70,000</del>	<del>\$0</del>	<del>RT Transfer</del>	<del>4000-430200-920 Capital</del>
<del>30</del>	<del>FY 23</del>	<del>Synthetic Surface at Playground</del>	<del>TBD</del>	<del>\$0</del>	<del>RT Transfer</del>	<del>4000-460430-936 Capital</del>
<del>31</del>	<del>FY 23</del>	<del>Additional Accessibility Ramp at UPDH</del>	<del>\$7,500</del>	<del>\$0</del>	<del>RT Transfer</del>	<del>4000-460460-920 Capital</del>
<del>32</del>	<del>FY 23</del>	<del>Engineering for Interior Park Paving Project Construction in Progress (\$4,200 spent)</del>	<del>\$20,000</del>	<del>\$0</del>	<del>RT Transfer 2100</del>	<del>2820-430243-931 Gas Tax</del>



# West Yellowstone Water Conservation Workshop

Education | Awareness | Action

Save the Date!

Please join us to learn from Trout Unlimited specialists about various water-related topics. This is a FREE event to educate community members of West Yellowstone.

## Workshop Highlights

- ▶ Water Conservation
- ▶ Responsible Fishing
- ▶ Challenges Facing our Rivers
- ▶ Ways to Get Involved

For more information, contact:

[sydney@gallatincd.org](mailto:sydney@gallatincd.org) | 406-282-4350

Tuesday, October 12

10 am- 12 pm

Povah Community Center

10 Geyser St,

West Yellowstone

To register for this workshop, scan the QR code or visit:

<http://gallatincd.org/>



THE TOWN OF  
**WEST YELLOWSTONE**  
GALLATIN COUNTY ~ MONTANA