

# Town of West Yellowstone

Tuesday, May 23, 2023

West Yellowstone Town Hall, 440 Yellowstone Avenue

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

Meeting ID: 893 834 1297.

## WORK SESSION

5:30 PM

Capital Improvement Plan (CIP)

Discussion

## TOWN COUNCIL MEETING

7:00 PM

Pledge of Allegiance

### Comment Period

- Public Comment
- Council Comments

Treasurer's & Securities Reports

Purchase Orders

Claims

Business License Applications:

Consent Agenda

Minutes: **May 9, 2023 Town Council Meeting**

Town Manager & Staff Reports

Advisory Board Reports

**Public Hearing: Conditional Use Application, Chainsaw Carving Business at 233 N Canyon Street**

## ACTION ITEMS

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Chainsaw Carving at 233 N Canyon Street, Ben Semler

Discussion/Action

- Conditional Use Application
- Business License

Confirmation of Police Officer Dallen Griffel

Discussion/Action

Resolution No. 788, Wastewater Moratorium

Discussion/Action

Marketing & Promotions Fund Recommendation

Discussion/Action

- Wildfire Defense Dog Sled Races 2024, \$18,500

Event Permit Applications

Discussion/Action

- Yellowstone Rod Run, August 4-5, 2023, Outside Amplification Permit  
Resolution No. 789, Open Container during Rod Run Event, August 4-5, 2023
- Buffalo Chip Chuck Fundraiser, July 4, 2023, Outside Amplification Permit

Correspondence/FYI/Meeting Reminder



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

Public Hearing/Public Meeting

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

Oral Communication

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

- No member of the public shall be heard until recognized by the presiding officer.
- Public comments related to non-agenda items will only be heard during the Public Comment portion of the meeting unless the issue is a Public Hearing. Public comments specifically related to an agenda item will be heard immediately prior to the Council taking up the item for deliberation.
- Speakers must state their name for the record.
- Any citizen requesting to speak shall limit him or herself to matters of fact regarding the issue of concern.
- Comments should be limited to three (3) minutes unless prior approval by the presiding officer.
- If a representative is elected to speak for a group, the presiding officer may approve an increased time allotment.
- If a response from the Council or Board is requested by the speaker and cannot be made verbally at the Council or Board meeting, the speaker's concerns should be addressed in writing within two weeks.
- Personal attacks made publicly toward any citizen, council member, or town employees are not allowed. Citizens are encouraged to bring their complaints regarding employee performance through the supervisory chain of command. Any member of the public interrupting Town Council proceedings, approaching the dais without permission, otherwise creating a disturbance, or failing to abide by these rules of procedure in addressing Town Council, shall be deemed to have disrupted a public meeting and, at the direction of the presiding officer, shall be removed from the meeting room by Police Department personnel or other agent designated by Town Council or Town Manager.

General Town Council Meeting Information

- Regular Town Council meetings are held at 7:00 PM on the first and third Tuesdays of each month at the West Yellowstone Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.
- Presently, informal Town Council work sessions are held prior to regular Tuesday meetings 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 (406) 646-7795 or [eroos@townofwestyellowstone.com](mailto:eroos@townofwestyellowstone.com).
- 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).



## Capital Improvement Summary Table for FY 2024-2028

ID Number	Purchase Date	Project Name	Total Project Cost	Current Fiscal Year Allocation	Committed from Cash Available	Amount still needed to fully fund	Funding Sources
<b>A</b>	FY 24	Concrete sidewalk on N. Electric St. (2820) (PkwY D. to Madison Apartments)	\$69,280	\$69,280	\$69,280	<b>\$0</b>	<b>RT transfer 2100 Gas Tax 2820</b>
<b>B</b>	FY 24	Resurface Tennis Court (4000)	\$29,870	\$20,000	\$20,000	\$9,870	RT Transfer 2100
<b>C</b>	FY 24	Police Vehicle	\$70,000	\$0	\$0	\$70,000	RT Transfer 2100
<b>D</b>	FY 24	Replace 936 Loader (4060)	\$401,090	\$401,090	\$0	\$401,090	RT Transfer 2100
<b>E</b>	FY 24	Vactor Truck	\$200,000	\$30,000	\$30,000	\$170,000	Sewer Fund 5310 Possible Bond
<b>F</b>	FY 24	Casting Pond – Phase 3 Aesthetics: Fence, Lighting (4000)	\$60,000	\$27,326	\$8,632	\$32,674	RT Transfer 2100 WY Foundation
<b>G</b>	FY 24	Sewer Line Repair Parkway A & B damaged sections (5310)	\$50,000	\$50,000	\$0	Funded FY 23 Budget	Sewer Fund 5310
<b>H</b>	FY 24	Library Building painting and repairs	\$13,250	\$13,250	\$0	Funded FY 23 Budget	RT Transfer 2100
<b>I</b>	FY 24	Basketball Court to Pickleball Court	\$40,000	\$0	\$0	\$40,000	<b>Donations RT Transfer 2100?</b>
<b>J</b>	FY 24	Sewer and Water Line Installation behind DeLacy & Tennis Court (5310, 5210)	\$100,000	\$60,000 \$40,000	\$0 \$0	Funded FY 23 Budget	Sewer Fund 5310 Water Fund 5210
<b>K</b>	FY 24	Test Asphalt Treatment to East Gibbon and Obsidian (4075)	\$13,250	\$13,250	\$0	Funded FY 23 Budget	4075 Street Construction Fund

## Capital Improvement Summary Table for FY 2024-2028

ID Number	Purchase Date	Project Name	Total Project Cost	Current Fiscal Year Allocation	Committed from Cash Available	Amount still needed to fully fund	Funding Sources
L	FY 24	Madison Add. Pump Installation Project to include back up pumps (5310)	\$38,204	\$35,000	\$0	Funded FY 23 Budget	Sewer Fund 5310 (\$3,204 funded in FY22)
M	FY 24	Snowmobile	\$6,500	\$0	\$0	\$6,500	RT Transfer 2100
N	FY 24	Grader	\$303,849	\$303,849	\$0	\$303,849	RT Transfer 2100
O	FY 24	ADA Sidewalk Aprons 10 or 2 ½ intersections (2820)	\$68,040	\$68,040	\$68,040	\$0	RT Transfer 2100 Gas Tax 2820
P	FY 24	Replace Sprinkler System on Canyon Street (4000) <b>WF Quote</b>	TBD	\$20,000 (est.)	\$0	20K Funded FY 23 Budget	RT Transfer 2100
Q	FY 24	New Railroad Well Building repairs (5210)	\$30,000	\$30,000	\$0	Funded FY 23 Budget	Water Fund 5210
R	FY 24	New Recorder/radio system update (2850)	\$30,000	\$30,000	\$0	Funded FY 23 Budget	911 Fund 2850
S	FY 24	RMS/CAD (2850)	\$120,000	\$120,000	\$0	Funded FY 23 Budget	911 Fund 2850
T	FY 24	Restroom w/ Drinking Fountain at Tennis Courts (4000)	\$100,000	\$100,000	\$100,000	\$0	RT Transfer 2100
U	FY 24	Mammoth Room Upgrade (4000) Task #11 (design for \$21,000)	\$1,000,000	\$1,000,000	\$245,300 Funded FY 23 Budget	\$699,161	RT Transfer 2100
V	FY 24	Fire Hydrant replacement in Mad Add. (x3) (5210)	\$10,000	\$18,000	\$0	Funded FY 23 Budget	Water Fund 5210
W	FY 24	New Server for Dispatch	\$18,000	\$10,000	\$0	\$8,000	911 Fund 2850

## Capital Improvement Summary Table for FY 2024-2028

ID Number	Purchase Date	Project Name	Total Project Cost	Current Fiscal Year Allocation	Committed from Cash Available	Amount still needed to fully fund	Funding Sources
X	FY 24	Mechanical Wastewater Treatment Plan	\$37,211,600				Sewer Capital Fund Bond/Grants
Y	FY 25	Police Vehicle (4000)	\$72,000	\$72,000	\$0	\$72,000	RT Transfer 2100
Z	FY 25	Well #5- Facilities Planning Study (5210)	\$125,000	\$125,000	\$0	Funded FY 23 Budget	Water Operating Fund 5210
AA	FY 25	New Chlorinator residual readers (x2) (5210)	\$11,000	\$11,000	\$0	Funded FY 23 Budget	Water Fund 5210
AB	FY 25	Rails to Trails Corridor – Iris to Museum (4000) Town match of total project.	\$6,485,000	\$52,465	\$52,465	\$6,432,535 <b>FLAP GRANT PENDING</b>	RT Transfer 2100
AC	FY 25	Construct Equipment Storage Barn	\$70,000	\$0			RT Transfer 2100
AD	FY 25	Synthetic Surface at Playground	\$75,000	\$0			RT Transfer 2100
AE	FY 25	Additional Accessibility Ramp at UPDH	\$7,500	\$0			RT Transfer 2100
AF	FY 25	Lighted Trail from Grizzly Ave. to Yellowstone Set-aside	\$100,000	\$0			RT Transfer 2100
AG	FY 25	Engineering for Interior Park Paving Project <span style="color: green;">Construction in Progress (\$4,200 spent)</span>	\$20,000	\$0			RT Transfer 2100
AH	FY 25	Replace Public Services 2008 GMC ¾ ton Pickup Truck	\$65,000	\$0			RT Transfer 2100
AI	FY 25	Lead & Copper line inventory	TBD	\$0		<b>Possible grant funding available</b>	Water Fund 5210

## Capital Improvement Summary Table for FY 2024-2028

ID Number	Purchase Date	Project Name	Total Project Cost	Current Fiscal Year Allocation	Committed from Cash Available	Amount still needed to fully fund	Funding Sources
<b>AJ</b>	FY 25	Engineering & Other Studies to Relocate Public Services Shop	\$30,000				RT Transfer 2100
<b>AK</b>	FY 25	Pioneer Park Equipment Replacement	\$75,000				RT Transfer 2100
<b>AL</b>	FY 26	Police Vehicle	\$74,000				RT Transfer 2100
<b>AM</b>	FY 26	Build an Additional Million-gallon Water Tank	\$1,500,000				Water Capital 5220 Outside Financing
<b>AN</b>	FY 26	Skateboard Park Facilities	\$35,000				RT Transfer 2100
<b>AO</b>	FY 26	Well #5 – New well needed for full capacity	\$1,000,000				Water Capital 5220
<b>AP</b>	FY 26	Police Generator Structure Project	TBD				General Fund
<b>AQ</b>	FY 26	Interior Park Parking Lot (1 <sup>st</sup> of 8) (This cost represents ½ of a full interior park)	\$95,000				Gas Tax Fund 2820
<b>AR</b>	FY 26	Dunbar Park – Pathway Improvements, Irrigation System, Grass	\$12,500				RT Transfer 2100
<b>AS</b>	FY 27	Police Vehicle	\$76,000				RT Transfer 2100
<b>AT</b>	FY 27	Sewer Lagoon Fence	\$80,000				Sewer Fund 5310
<b>AU</b>	FY 27	Interior Park Parking Lot (2 <sup>nd</sup> of 8) (This cost represents ½ of a full interior park)	\$100,000				Gas Tax Fund 2820

## Capital Improvement Summary Table for FY 2024-2028

ID Number	Purchase Date	Project Name	Total Project Cost	Current Fiscal Year Allocation	Committed from Cash Available	Amount still needed to fully fund	Funding Sources
AV	FY 27	Summer Rec. Building	\$300,000				RT Transfer 2100
AW	FY 27	Iris Street Park Project	\$50,000				RT Transfer 2100
AX	FY 28	Police Vehicle	\$78,000				RT Transfer 2100
AY	FY 28	Interior Park Parking Lot (3rd of 8) (This cost represents ½ of a full interior park)	\$110,000				Gas Tax Fund 2820
AZ	FY 28	Surface the Frontier Trail	\$400,000				RT Transfer 2100
BA	TBD	Interior Park Parking Lot (4th of 8) (This cost represents ½ of a full interior park)	\$120,000				Gas Tax Fund 2820
BB	TBD	Pave Obsidian St. between Geyser and Faithful Streets	TBD				Gas Tax Fund 2820
BC	TBD	Install Elevator in Town Hall	\$125,000				RT Transfer 2100
BD	TBD	Parkway Paving Project – Phase II	\$1,100,000				Gas Tax 2820 RT Transfer 2100
BE	TBD	Relocation of Public Services Shop					

Revised 5.19.2023

\* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
50017		2575 WY Tourism Business Improvement	3,606.46					
	05/01/23	Collections in April 2023	3,606.46		TBID	7202 411800	540	101000
50018	E	2964 CITI CARDS	1,142.54					
	04/05/23	Hanks Chop Shop TC	115.94		LEGIS	1000 410100	220	101000
	04/05/23	Custom logo-Sum Rec	113.72		SUMREC	1000 460449	226	101000
	04/24/23	FatCatsDepostSum Rec	50.00		SUMREC	1000 460449	871	101000
	04/12/23	DryErase Markers Supplies	16.98*		ADMIN	1000 410210	220	101000
	04/18/23	Wild West TC	112.16		LEGIS	1000 410100	220	101000
	04/27/23	HeritageInn Judge	323.52		COURT	1000 410360	370	101000
	04/28/23	Supplies for Rec Dept	25.57*		REC	1000 460440	220	101000
	04/28/23	Supplies for Rec dept	55.98*		REC	1000 460440	220	101000
	04/28/23	Supplies for Rec dept	163.59*		REC	1000 460440	220	101000
	05/02/23	Hampton Inn Roos	165.08*		ADMIN	1000 410210	370	101000
50020	E	2673 First Bankcard	3,255.99					
	04/03/23	Amazon-Parts	21.49		WATER	5210 430550	220	101000
	04/05/23	Amazon-Parts	52.99		WATER	5210 430550	220	101000
	04/05/23	Amazon-Parts	38.94		WATER	5210 430550	220	101000
	04/05/23	Amazon-Parts	23.87		WATER	5210 430550	220	101000
	04/06/23	Apple.com	5.99		STREET	1000 430200	345	101000
	04/08/23	Apple.com	0.99		STREET	1000 430200	345	101000
	04/14/23	Adobe	19.99		STREET	1000 430200	345	101000
	04/15/23	Apple.com	5.99		STREET	1000 430200	345	101000
	04/17/23	Amazon-Parts	165.16		WATER	5210 430550	220	101000
	04/20/23	Amazon-Parts	31.04		WATER	5210 430550	220	101000
	04/20/23	Amazon-Parts	16.97		WATER	5210 430550	220	101000
	04/20/23	Amazon-Parts	233.99		WATER	5210 430550	220	101000
	04/22/23	Apple.com	5.99		STREET	1000 430200	345	101000
	04/23/23	Amazon-Parts	261.87		WATER	5210 430550	220	101000
	04/24/23	Amazon-Parts	22.58		WATER	5210 430550	220	101000
	04/25/23	Amazon-Parts	67.45		WATER	5210 430550	220	101000
	04/25/23	Amazon-Parts	192.88		WATER	5210 430550	220	101000
	04/26/23	Kully Supply	336.04		SEWER	5310 430630	220	101000
	04/28/23	Falls Plumbing	102.96		SEWER	5310 430630	220	101000
	04/28/23	Kenyon Noble	293.13		SEWER	5310 430630	220	101000
	04/28/23	Kenyon Noble	1,129.99		SEWER	5310 430630	220	101000
	04/29/23	Apple.com	5.99		STREET	1000 430200	345	101000
	05/01/23	Kully Supply	219.70		SEWER	5310 430630	220	101000



\* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
50021	E	2673 First Bankcard	1,014.98					
		04/04/23 CountryInn-TravelObrian	330.16		DSPTCH	1000 420160	370	101000
		04/06/23 TransUnion-background checks	225.00		POLICE	1000 420100	398	101000
		04/07/23 Caster Wheels	59.85		DSPTCH	1000 420160	220	101000
		04/13/23 WCentralTXCouncil	257.00		DSPTCH	1000 420160	327	101000
		04/21/23 Costco supplies	8.98		DSPTCH	1000 420160	220	101000
		04/21/23 Costco computer supplies	39.99		DSPTCH	1000 420160	216	101000
		04/27/23 Dispatch supplies	94.00		DSPTCH	1000 420160	220	101000
50026	E	2673 First Bankcard	507.43					
		04/08/23 Supplies	38.52		FINADM	1000 410510	220	101000
		04/11/23 MunicipalClerkInstitute-Russel	415.00		FINADM	1000 410510	380	101000
		04/13/23 Office Supplies	36.83		FINADM	1000 410510	220	101000
		05/01/23 Office Supplies	17.08		FINADM	1000 410510	220	101000
50030		73 Westmart Building Center	1,139.67					
		04/27/23 Street Supplies	312.84		STREET	1000 430200	220	101000
		04/27/23 Street traffic signals	98.92*		STREET	1000 430200	243	101000
		04/27/23 Sewer Repairs	177.08		SEWER	5310 430630	369	101000
		04/27/23 Water supplies	55.08*		WATER	5210 430500	220	101000
		04/27/23 Water small Equipment	39.84		WATER	5210 430530	212	101000
		04/27/23 Library Supplies	16.59		LIBRY	2220 460100	220	101000
		04/27/23 Library buldng supplies	63.77*		LIBRY	1000 411259	220	101000
		04/27/23 Town hall supplies	211.74*		TWNHLL	1000 411250	220	101000
		04/27/23 Chamber buldng	95.82*		CHMBR	1000 411257	220	101000
		04/27/23 Povah Buldng supplies	9.47*		POVAH	1000 411255	220	101000
		04/27/23 Trail buldng supplies	14.84*		TRLHD	1000 411256	220	101000
		04/27/23 Rec supplies	43.68*		RECDPT	1000 460440	220	101000
50032		2558 Hebgen Basin Fire District	55,849.00					
		05/01/23 May 2023	48,294.00		FIRE	1000 420400	357	101000
		05/01/23 employee grant May 2023	7,555.00		FIRE	1000 420400	140	101000
50036		2952 DIS Technologies	1,575.00					
		11613 05/05/23 Monthly IT	675.00		IT	1000 420160	398	101000
		11613 05/05/23 Software Subscription	60.00		DSPTCH	1000 420160	216	101000
		11617 05/04/23 NetmotionAnnual renewal	840.00		DSPTCH	1000 420160	216	101000
50037		2421 NAPA Auto Parts	645.29					
		04/30/23 Napa repairs Supplies	645.29*		STREET	1000 430200	361	101000

\* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
50038	E	2673 First Bankcard	4,054.72					
		04/10/23 Help Fund Supplies	26.99		HELP	7010 450135	220	101000
		04/19/23 Soc Ser Training	2,350.00*		SOCSER	1000 450135	380	101000
		04/20/23 Soc Ser Supplies	23.75		SOCSER	1000 450135	220	101000
		04/21/23 Help Fund Supplies	64.96*		HELP	7010 450135	790	101000
		04/21/23 Soc Ser Supplies	9.00		SOCSER	1000 450135	220	101000
		04/22/23 Help Fund Supplies	857.92*		HELP	7010 450135	790	101000
		04/24/23 Help Fund Supplies	302.29*		HELP	7010 450135	790	101000
		04/24/23 Help Fund Supplies	63.52*		HELP	7010 450135	790	101000
		05/02/23 Soc Ser Supplies smEquipmnt	356.29		SOCSER	1000 450135	212	101000
50089		533 Market Place	6.57					
		04/10/23 coffee filters Dispatch	6.57		DSPTCH	1000 420160	220	101000
50096	E	2673 First Bankcard	152.16					
		04/19/23 Dept Head training	49.56		POLICE	1000 420100	870	101000
		04/25/23 CmonInn Police Travel	131.60		POLICE	1000 420100	370	101000
		03/17/23 Handcuffs credit	-1,104.00		POLICE	1000 420100	212	101000
		03/27/23 Training	385.00		POLICE	1000 420100	380	101000
		03/28/23 Membership	190.00		POLICE	1000 420100	335	101000
		03/28/23 SRO Training	500.00		POLICE	1000 420100	380	101000
50097		3400 Julie Brown	3,672.50					
		051123 05/11/23 Povah building	925.00*		POVAH	1000 411255	350	101000
		051123 05/11/23 Town Hall	1,100.00*		TWNHLL	1000 411250	357	101000
		051123 05/11/23 Trailhead building	40.00		TRLHD	1000 411256	350	101000
		051123 05/11/23 Dispatch	355.00		DSPTCH	1000 411258	398	101000
		051123 05/11/23 Library	112.50*		LIBRY	1000 411259	357	101000
		051823 05/18/23 Povah building	550.00*		POVAH	1000 411255	350	101000
		051823 05/18/23 Library	112.50*		LIBRY	1000 411259	357	101000
		051823 05/18/23 Town Hall	275.00*		TWNHLL	1000 411250	357	101000
		051823 05/18/23 Trailhead building	40.00		TRLHD	1000 411256	350	101000
		051823 05/18/23 Dispatch	162.50		DSPTCH	1000 411258	398	101000
50098		2822 ClearBlu Business Services	1,300.00					
		1901 05/06/23 Hydro Jet Service	550.00		SEWER	5310 430600	357	101000
		1913 05/13/23 Hydro Jet Service	750.00		SEWER	5310 430600	357	101000
50099		3324 Dan Walker	119.80					
		05/17/23 MMIA Summit Walker	119.80*		ADMIN	1000 410210	370	101000

05/19/23  
16:12:27

TOWN OF WEST YELLOWSTONE  
Claim Approval List  
For the Accounting Period: 5/23

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Report ID: AP100

\* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
50100		2099 Quick Print of West Yellowstone	482.96					
	17441	05/02/23 Supplies	262.96		WATER	5210 430500	870	101000
	17546	05/18/23 Court Supplies	220.00		COURT	1000 410360	321	101000
50101		2078 MJC&MCCA	60.00					
	05/08/23	Court Clerk Dues	60.00		COURT	1000 410360	335	101000
50102		3243 Susan Swimley	55.50					
	12532	05/04/23 Land Use issues	55.50		LEGAL	1000 411100	352	101000
50103		3245 4 Corners Recycling LLC	1,486.72					
	4950	04/28/23 Recycling fees	1,486.72		PARKS	1000 460430	534	101000
50104		764 General Distributing Co.	66.66					
	1240457	04/30/23 Welding Supplies	66.66*		STREET	1000 430200	231	101000
50105		3413 Yellowstone Towing & Repair	648.00					
	05/08/23	Towing of FordExped	648.00*		STREET	1000 430200	361	101000
50106		254 Firehole Fill Up/Economart	2,633.39					
	04/30/23	Fuel	2,633.39*		STREET	1000 430200	231	101000
50107		3241 Bridger Analytical Lab	30.00					
	2305303	05/12/23 May Well #4Testing fee	30.00		WATER	5210 430500	348	101000
50108		2481 Platt	126.21					
	3W75891	04/20/23 Equipment Repairs	117.93		SEWER	5310 430630	369	101000
	3W88257	04/21/23 Equipment Repairs	8.28		SEWER	5310 430630	369	101000
50109		497 MT Dept Environmental Quality	70.00					
	5R2301335	05/01/23 Drinking Water Renewal Fee	30.00		WATER	5210 430500	335	101000
	5R2301335	05/01/23 Wastewater Renewal Fee	40.00		SEWER	5310 430600	335	101000
50110		2507 Silvertip Pharmacy	172.61					
	031723-01	03/17/23 Pharmacy Voucher	20.38		HELP	7010 450135	358	101000
	032123-01	03/21/23 Pharmacy Voucher	18.91		HELP	7010 450135	358	101000
	033123-01	03/31/23 Pharmacy Voucher	17.90		HELP	7010 450135	351	101000
	050123-01	05/01/23 Pharmacy Voucher	71.70		HELP	7010 450135	358	101000
	012723-01	01/27/23 Pharmacy Voucher	20.38		HELP	7010 450135	351	101000
	022323-01	02/23/23 Pharmacy Voucher	23.34		HELP	7010 450135	358	101000

05/19/23  
16:12:27

TOWN OF WEST YELLOWSTONE  
Claim Approval List  
For the Accounting Period: 5/23

Page: 5 of 6  
Report ID: AP100

\* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account	
50111		3261 Targhee Services	512.10						
	05/09/23	PD 17 DodgeRamservice	79.95*		STREET	1000 430200	361	101000	
	05/09/23	PD 14FordInterceptorService	432.15*		STREET	1000 430200	361	101000	
50112		3373 Ricardo Morales	350.00						
	05/13/23	BDayParty Refund cleaning	350.00		POVAH	2210 214001		101000	
50113		1454 Bozeman Daily Chronicle/Big Sky	60.00						
	366232 05/10/23	PublicHearingMWWTF	60.00		ADMIN	1000 410210	327	101000	
50114		171 Montana Food Bank Network	1,053.61						
	AOR-30307 05/11/23	Food Bank Supplies	1,053.61		HELP	7010 450135	220	101000	
50115		3335 MLEA c/o DCI	576.00						
	21661 05/15/23	Training Griffel	576.00		POLICE	1000 420100	380	101000	
50116		3414 Mountain Mobbille	395.00						
	19874 05/18/23	PD Chief's Windshield replacem	395.00*		STREET	1000 430200	361	101000	
50117		3047 Leonel Sosa Jimenez	144.00						
	05/17/23	Training May Sosa	144.00		POLICE	1000 420100	370	101000	
50118		3415 Anna Stallings - Crosswinds Inn	262.34						
	05/18/23	Food for Cleanup Day	262.34*		PARKS	1000 460430	220	101000	
50119		2977 Staples Credit Plan	435.31						
	05/11/23	Supplies	208.82		DSPTCH	1000 420160	220	101000	
	04/29/23	Supplies	156.52*		ADMIN	1000 410210	220	101000	
	05/12/23	Supplies	69.97		FINADM	1000 410510	220	101000	
50120		3361 Debra Paisley	200.00						
	05/19/23	Budget classes X4	200.00*		HELP	7010 450135	790	101000	
# of Claims			36	Total:					87,862.52
Total Electronic Claims			10,127.82	Total Non-Electronic Claims					77734.70



WEST YELLOWSTONE TOWN COUNCIL  
**Town Council Meeting**  
**May 9, 2023**

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

OTHERS PRESENT: Town Manager Dan Walker, Finance Director Katie Thompson, Public Services Superintendent Jon Simms, Town Clerk Liz Roos, Social Services Director Dianna Hansen, Chief of Police Mike Gavagan, Kenny Jones, Town Attorney Jane Mersen, Fire Chief Shane Grube, Tommy Church, Sharon Mankey, Zach Martin, Alison Vetsch, Kayla & Brock Wilson, Assistant Public Services Superintendent-Water & Wastewater Jon Brown, Equipment Operator Shane Brown, Forsgren Engineers Dave Noel and Kevin Harris, Kallie Keller, Jan Neish-Island Park News, multiple other community members

The meeting is called to order by Mayor Travis Watt at 5:00 PM in the Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.

Portions of the meeting are being recorded, 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**

Sharon Mankey addresses the Council regarding the acoustic challenges at the Povah Community Center. Mankey has extensive education in speech, language and hearing therapy. She presents a list of signatures from community members that support re-hanging the quilts from the trusses in the room. Mayor Watt encourages Mankey to visit with Town Manager Dan Walker to see if they can come up with a solution.

Kenny Jones addresses the Council to report that the establishment of a hospital district was approved on the most recent ballot. He says the next step will be for the trustees to meet and start working on funding and planning for an emergency medical center.

**Council Comments**

Jeff Mathews comments that he would like to be presented with the options for the Povah Center at the next meeting. Mayor Watt reports that he was able to attend the Municipal Institute training in Bozeman last week and learned a lot of things. He reports that long-time resident Carole Howell passed away last week. He also mentions recent passings of Carlene Wittmer and Mike Klostrich.

**WORK SESSION**

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Mayor Travis Watt calls the meeting to order. The purpose of the meeting is to hear and evaluate presentations from the two law firms that responded to the legal services request for proposals. The first presentation is from Alanah Griffith of Griffith & Cummings, PC. Before Alanah Griffith begins, Council Member Lisa Griffith clarifies that they are of no relation. Alanah Griffith explains that she is a licensed attorney located in Big Sky. Her partner in the firm recently relocated but her firm still includes associate attorney John Kirby, an office manager and a qualified paralegal. She explains that her specialty is land development and has extensive experience with zoning laws, home owners associations, water and sewer systems, etc. She says that they do a lot of consulting for growth plans and personnel. She says that she is most interested in the development of the 80 acres. She says that she has no interest in taking Jane Mersen's position, but has a skill set that would help them with that development. She offers to collaborate with Mersen on projects where they could each maximize their skills. The Council members ask Alanah Griffith multiple questions about her experience and expertise. Alanah Griffith is clear that she intends to run for the legislature again, which if she is elected would require her to move to Helena for four months during legislative years.

Jane Mersen is a shareholder with the firm Kasting, Kaufman & Mersen, PC, a firm she has been a partner in since 2003. Prior to that, she was a Deputy County Attorney for Gallatin County. She has been the attorney for West Yellowstone for nine years and also represents the Town of Manhattan. Her firm includes John Kauffman, a shareholder with 30 years experience and specializes in civil litigation, Dennis Munson who specializes in family law for 20 years, Lilia Tyrell, who focuses on employment law for over 15 years, and John Helvie, a former associate attorney that is now a shareholder and licensed in two other states. She has been practicing law for 32 years. They have three paralegals in the office, as well. She briefly addresses the rise in fees. She explains that for the first five years she charged \$225/hour and the last four years have been at \$250/hour. The rate in the new proposal is \$300/hour, which is the same rate as proposed by Alanah Griffith. Lisa Griffith suggests that Mersen should only charge half rate for travel time and Mersen says she will consider that. Lisa Griffith also says that when Mersen attends meetings by Zoom, she thinks Mersen should participate more and comment, even when not directly called upon. Griffith asks how would they use Alanah Griffith's services in the future. Mersen explains that she has not worked with Griffith before, but has no concerns about working with her. Watt asks Mersen if she could change one thing about West Yellowstone, what would she change. Mersen says she would move West Yellowstone closer to Bozeman and really push to update the zoning code and subdivision regulations. She also recommends adopting impact fees for developers. Jan Neish of the Island Park News, clarifies that Mersen is increasing her fee by \$50/hour.

The work session is adjourned at 5:45 PM, the regular meeting beings at 7 PM.

#### **Public Meeting: Proposed Wastewater Treatment Facility**

Mayor Watt calls the meeting to order. The meeting was advertised twice in the Bozeman Daily Chronicle on April 29, 2023 and May 6, 2023, online, and a notice was physically posted at the Town Hall and Post Office. Dave Noel, Town Engineer from Forsgren Associates, presents the overview of the wastewater treatment facility project. He explains existing conditions, future conditions, deficiencies, alternatives, criteria used to establish alternatives, funding, and construction details. He shows slides and describes each step of the process to the present. The Town is currently under a moratorium of limited capacity, meaning new permits are only issued if it is determined they have enough capacity to allow additional impact. He notes that when this project was started, they did not anticipate that extending the land lease would be difficult and hopefully after tonight, it will be settled. Noel explains how the possible alternatives were carefully analyzed and a Preliminary Engineering Review was conducted, a mechanical treatment plant using the Aero-Mod standard activated sludge process was selected as the best alternative in February of 2020. Noel displays pictures of the alternatives that were considered. In January 2023, competitive bids for the equipment package were received. They are now in the funding stage of the process, which will come from a combination of the 1% resort tax, an ARPA grant, grant from Gallatin County, RRGL Grant, SRF Loan. Noel displays current user rates for wastewater. DEQ is currently reviewing the project, they hope to complete the review and funding package by this fall. Once the funding is secured, it will be released for bid and construction will hopefully begin in the spring of 2024 and the plant will be in operation by the fall of 2026. Sharon Mankey, a seasonal resident, inquires about the types of facility that were considered. No other comments are received.

#### **ACTION TAKEN**

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- 1) Motion carried to approve Purchase Order #6535 to Rod's Diesel and Generator Service, Inc. for \$5177.00 for a service call for the sewer backup generator. (McBirnie, Benike)
- 2) Motion carried to approve the claims, which total \$280,231.56. (Mathews, McBirnie)
- 3) Motion carried to approve the business license application for Bear Spray Shack, LLC at 250 S Canyon Street to operate a bear spray rental vending machine. (McBirnie, Mathews)

- 4) Motion carried to approve the business license application for Triple S Cleaning and Remodeling made by Karla Salinas at 601 Firehole Avenue to operate a business as a cleaning, maintenance and snow removal contractor. (McBirnie, Mathews)
- 5) Motion carried to approve the business license application for Snowmelt Properties, LLC to operate a business of one long-term residential rental at 317A Nez Perce Avenue by Matthew Klara and Justin Spence. (McBirnie, Benike)
- 6) Motion carried to approve the business license application for Geyser Gear Outdoor Rentals made by Zach Martin to operate a camping gear rental business from 15 Electric Street. (McBirnie, Benike)
- 7) Motion carried to approve the business license application for Burger Church, made by Tommy Church at 11 Yellowstone Avenue to operate as a mobile food vendor. (McBirnie, Benike)
- 8) Motion carried to approve the minutes of the April 18, 2023 Town Council Meeting, amended to note that Lisa Griffith was present by Zoom and Bonnie Sullivan is part of the dispatch team as referenced in the Town Manager's Report. (McBirnie, Benike) Griffith is opposed, motion passes.
- 9) Motion carried to renew and retain the services of Kasting, Kauffmann and Mersen, PC to provide legal services for the Town of West Yellowstone for two years. (Mathews, McBirnie)
- 10) Motion carried to approve Resolution No. 787, a resolution approving a 40-year lease with the Montana Department of Transportation, Aeronautics Division for a parcel of land to locate a new wastewater treatment plant. (McBirnie, Mathews)
- 11) Motion carried to approve the request to waive the resort tax bond for the West Yellowstone Community Market for 2023. (Benike, McBirnie)
- 12) Motion carried to approve the Outside Amplification Permit for the 2023 Yellowstone Half Marathon & 5K event from 5 AM until 7:30 PM on June 9-10, 2023. (Benike, McBirnie)
- 13) Motion carried to appoint Jeremy Roberson to the Tourism Business Improvement District for a term of four years to represent lodging facilities with 50 to 100 rooms. (McBirnie, Mathews)
- 14) Motion carried to appoint Jennifer Jordan to the Parks and Recreation Advisory Board for a term of four years. (Benike, Mathews)

## **DISCUSSION**

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- 2) McBirnie inquires about the claims for the 911 radio tower that show as over budget. Finance Director Katie Thompson reports that the project to move the new Gallatin County tower to the location behind the Fire Department was budgeted two years ago but the invoices didn't come in during that budget year. They neglected to rollover the funds into the next year, so they will need to approve a budget amendment, but the project will be funded this year.
- 3) Mayor Watt reminds the applicant to obtain permission for the business from the Grizzly Park Architectural Committee to conform with the covenants.



- 9) Mayor Watt reports that the weighted averages for the scoring of the two legal services presentations favored Jane Mersen of Kasting, Kauffman and Mersen, PC. Griffith comments that both attorneys were very qualified but it was apparent that Alanah Griffith would not be able to provide all the services that they need.
- 10) Town Manager Dan Walker summarizes that after extensive negotiations, they have reached terms with the Montana Department of Aeronautics to lease the land to build the wastewater treatment facility for a term of 40 years. He briefly describes the terms of the lease, including a termination clause that was finally acceptable to both sides. Mathews thanks Town Manager Dan Walker for his persistence to see this through. Griffith asks about the daily wildlife logs and if that is happening now, Public Services staff indicate that it definitely is. She also asks about the shooting range and Walker says they will be discussing it in the near future to decide whether it should remain.
- A) **Town Manager/Staff Reports:** Town Manger Dan Walker reports on the signs of spring and the observation of things that need to be repaired after a long winter. He mentions that they have had a couple utility interruptions due to digging in the alleys and interior parks and reminds everyone to call for locates and dig carefully. He reports that Steve Takata is retiring from the Library this month. Trent Redfield and Megan Mentzer have been hired to work at the Library. They met with Montana DEQ and DNRC yesterday to work through funding for the wastewater treatment plant. They had their monthly engineering recap meeting this morning and discussed multiple projects that are in process. The GiveBig Gallatin County event last week was successful and over \$46,000 was raised for local non-profit agencies.

The meeting is adjourned at 9:05 PM. (McBirnie, Benike)

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Mayor

ATTEST:

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Town Clerk

**SOCIAL SERVICE OFFICE**

**Highlights May 8-16 2023**

Helping a client with divorce paperwork

Helped a client with passport paperwork for his three children.

Received 430 pounds of food from local businesses

Assisted with SNAP interview through the Office of Public Assistance for a client.

Thank you letter for \$15,000.00 to help fund donation.

Acquired an EBT card for a client.

Assisted Disability determination center with client information.

Worked with "Cover Montana" representative to receive "Emergency Medicaid" application information.

MFBN + TEFAP food pickup in Bozeman.

Assisted with three Medicaid situations.

Vouchers – RX and Gas

Clothing donations

Emergency Food Boxes for new workers in town

One Senior food box

Flyers completed for Self-Reliance classes.

Ordering, organizing, and scheduling future self-Reliance classes.

Answering e-mails and phone messages

Lobby food is still popular

Individuals are checking the Job Board

Enjoyed the 1<sup>st</sup> of the Summer BQ

As of date, we have seen 170 individuals in the office.

Thanks to the Public Works department for their assistance. Also, a big thanks to Vely for always helping with translations

## Water/wastewater

### Weekly letter

5/12/23 Thru 5/18 23

5/12/23; Performed Water/Wastewater rounds. taking care of all of Jon Simms duties why he has been on Vacation working on street issues public building issues and everything in between, very glad that I'm able to step in and assist in helping keep the town moving forward. lagoon adjustments we are struggling with the amount of snow we received this year and the infiltration beds draining properly, trying to mitigate the flows. Working on Madison lift station upgrades and float levelers in both lift stations.

5/15/23; Performed Water/Wastewater rounds. manhole inspections thru the Madison addition for the collections FPS study. Removing all the leftover snow on the sidewalks. Public works department is in the process cleaning up streets and side walks also getting garbage cans out and cleaning up the parks.

Coronating with public works staff to start removing material in the IP cells at the wastewater facility.

5/16/23; Performed Water/Wastewater rounds. Hill and son's construction have started cleaning and CCTV inspections on the Maddison addition. This is for the FPS study also general cleaning to insure integrity of the sewer system and performance. We used hill and son with their vactor truck to remove and clean the grease build up from lift station #2 this station was extremely bad with grease.

Water well #4 is up and running we are using about 700-800 thousand gallons a day in water, that is combined with whisky springs and 600-650 thousand gallons a day in wastewater.

5/17/23; performed Water/Wastewater rounds. Working still on cleaning and CCTV the Madison addition. Working with Forsgren engineering on the new water and wastewater lines for the new public bathrooms at the tennis/ basketball court we found that the property lines were to close to the west side of the fence, we have changed the location of the bathrooms so we can provide utilities.

5/18/23; Performed Water/Wastewater rounds. still working in the Madison addition on cleaning sewer. Worked on removing the shutters on the museum and putting them away. removed an old tree stump in ally A behind the holiday in that has been there for years it was as safety hazard and also unsightly.

Hydro excavated around manholes that needed raised so they will be at street level this was performed with the help of hill and son's hydro ex this is an ongoing project.

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

Jon brown



MAY 19, 2023

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TO: Town Manager Dan Walker, Town Council

FROM: Liz Roos, Town Clerk

SUBJECT: Town Clerk Report

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- Human Resources: We have hired Trent Redfield as an assistant librarian, Steve Takata is retiring next week. Trent started work this week and second offer has been extended to fill Michele DesRocher's previous position at the library. Guy Mraz has been hired as a seasonal laborer and an interview for a second laborer is scheduled for Tuesday. (Jon Simms will be so happy when he returns!) We have received a couple applications for Recreation Counselors but are still accepting new ones. We are still recruiting for two positions in dispatch.
- Worked on FY 24 budget, met with staff to discuss utility delinquencies
- Prepared payroll for May 19, 2023
- Prepared packet & agenda for May 23, 2023





## **Week of 05.15.2023**

- ❖ Met with several Department Heads regarding their sections of the budget.
- ❖ Helped Michele, Library Director, with the budget that must be submitted to the county.
- ❖ Worked on cleaning up the delinquent water/sewer accounts.
- ❖ Reconciled bank accounts.
- ❖ Worked on the CIP to prepare for the work session, met with several Department Heads and Dan regarding this to get it ready.

# TOWN OF WEST YELLOWSTONE

## PUBLIC HEARING CONDITIONAL USE APPLICATION 233 North Canyon Street Chainsaw Carving, Light Manufacturing

NOTICE IS HEREBY GIVEN that the Town Council of West Yellowstone will conduct a **Public Hearing May 23, 2023** on a Request for Conditional Use made by Ben Semler to conduct a business of making and selling chainsaw carvings at 233 North Canyon Street. The hearing will be conducted during the Town Council Meeting, which begins at **7:00 PM**. The meeting and hearing will also be broadcast by Zoom, **Meeting ID 893 834 1297**. The property is located in the B-3 (Central Business) Zoning District. The manufacturing of light consumer goods is allowed in the B-3 Zoning District as a conditional use. Complete copies of the application and the Town of West Yellowstone's zoning code are available at the Town Offices, 440 Yellowstone Avenue, West Yellowstone, Montana. The Town's zoning code, Chapter 17 of the West Yellowstone Municipal Code, may be accessed on the Town's website: [www.townofwestyellowstone.com](http://www.townofwestyellowstone.com).

The hearing will be held during the Town Council Meeting that begins at 7:00 PM on April 19, 2022. The meeting will be held at the West Yellowstone Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana. Oral testimony may be delivered during the meeting. Written testimony may be submitted until 5:00 PM on the date of the hearing to the Town Clerk at the Town Offices, 440 Yellowstone Avenue, or by mail to PO Box 1570, West Yellowstone, MT 59758, or by email to [info@townofwestyellowstone.com](mailto:info@townofwestyellowstone.com). For further information, please contact the Town Clerk by email or phone at 406-646-7795.

Elizabeth Roos  
Town Clerk



REQUEST FOR CONDITIONAL USE

Town of West Yellowstone  
Gallatin County, Montana

DATE: 4-1-2023  
APPLICANT: Ben Semler  
ADDRESS: 14191 Sorenson Lake Rd Merrifield, MN. 56465  
PHONE: 763-286-4642  
INTEREST IN PROPERTY: 233 North Canyon Street West Yellowstone

OWNER OF RECORD'S SIGNATURE: Troy White / Rocky [Signature] mgr.

1. LEGAL DESCRIPTION:

Subdivision: \_\_\_\_\_  
Block: 14 Lot: 5-4-3  
Zoning District Number: B-3

2. Please state specifically the proposed conditional use including the construction, size, and all relevant details regarding the proposal. Permitted conditional uses are listed in Section 17.32.050 of the West Yellowstone Municipal Code.

We want to make and sell chainsaw carvings  
We will have a storage container with 2 carving  
sheds next to the container. They will be 12x17  
with wood and plexi glass sides to keep all the  
saw dust in one area. We also will use batter saws  
90% of the time so there is no noise. We will  
have some log railing for decoration.

3. Application Fee: \$150.00 Paid 150.00 Date 4-1-2023

[Signature]  
Signature of Applicant

4-1-2023  
DATE

For Office Use Only:  
DECISION BY TOWN COUNCIL

Approved Disapproved

\_\_\_\_\_  
Town Manager

\_\_\_\_\_  
DATE

CM#1203  
\$150.00 CR



## Elizabeth Roos

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**From:** Kyle Tanner  
**Sent:** Thursday, April 27, 2023 9:59 AM  
**To:** Elizabeth Roos  
**Subject:** Fw: Ben Semler

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**From:** Ben Semler <ben.semmler29@icloud.com>  
**Sent:** Thursday, April 27, 2023 9:28 AM  
**To:** Kyle Tanner <ktanner@townofwestyellowstone.com>  
**Subject:** Ben Semler

Good afternoon,

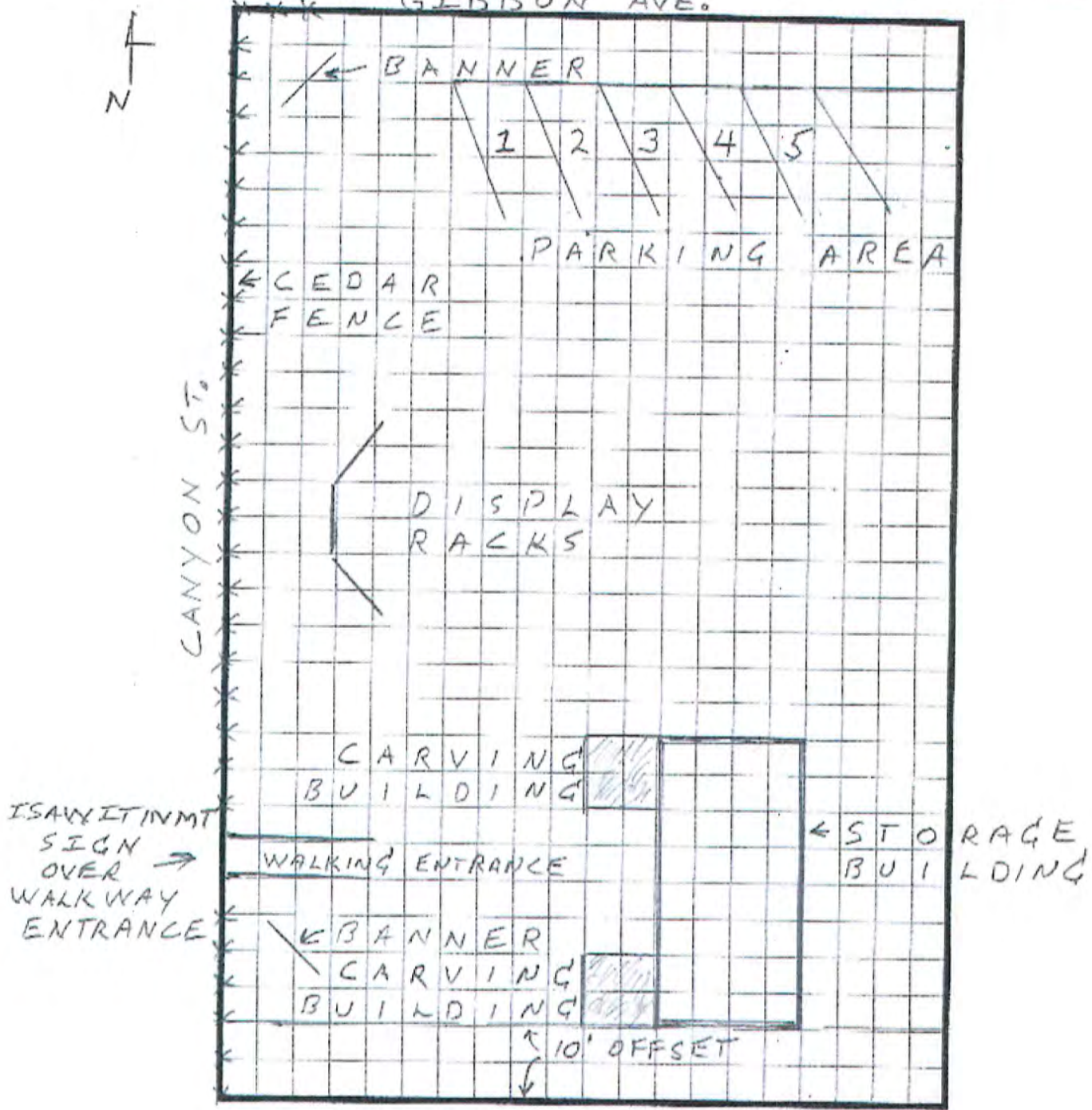
We are very excited to be a part of West Yellowstone! We will be bringing in a 40' storage container for storage. On each side we will have 9'x' carving sheds with 3' wood sides and plexiglass above. This will contain all the sawdust in 1 location and keep the lot looking amazing. We are blocking out all the carvings before we leave Minnesota so we will not have a log pile. This will allow us to use batterie saws so there will be very little noise. We will have an ultra quite generator for electricity. With all these adjustments we feel with can keep everyone happy with a clean and quiet operation. We would like to operate 7 days a week from 800am to 800pm. Please let me know your thoughts.

Thanks again for the opportunity!

Ben Semler  
763 286 4642

Sent from my iPhone

Business Name: ISAWITINMN  
Business Owner: BEN SEMLER *Ben Semler*  
Business Street Address: \_\_\_\_\_  
Block: 14 Lot: 5 Subdivision: OLD TOWN  
GIBBON AVE.



Scale: 1 inch = 20 feet    1 square = 5 feet by 5 feet  
Note: This grid represents a standard Town lot, 100 feet by 150 feet.

<b>Owner</b>	<b>Mailing</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
Altitude Properties, LLC	PO Box 1148	West Yellowstone	MT	59758
Barnes on Boundary, LLC	PO Box 1503	West Yellowstone	MT	59758
Barnes Revocable Trust	2069 Ross Ave	Ammon	ID	83406-6813
China Fun LLC	PO Box 345	West Yellowstone	MT	59758
CMRS Holdings, LLC	PO Box 1681	West Yellowstone	MT	59758
Coffin, Cam & Kristy	PO Box 1037	West Yellowstone	MT	59758
Four Seas, LLC	PO Box 1218	West Yellowstone	MT	59758
HEM LLC	PO Box 1835	West Yellowstone	MT	59758
Howell, William	PO Box 337	West Yellowstone	MT	59758
Kachur, Chris	PO Box 853	West Yellowstone	MT	59758
Kelly Midwest Ventures, LLC	3205 W Sencore Dr	Sioux Falls	SD	57107-0728
Markham, Marilee Ann	PO Box 47	West Yellowstone	MT	59758
R & J Properties, LLC	PO Box 580	West Yellowstone	MT	59758
Semler, Ben	14191 Sorenson Lake Rd	Merrifield	MN	56465
Spainhower Ronald Subtrust	PO Box 2053	West Yellowstone	MT	59758
West, William L	312 N Canyon St	West Yellowstone	MT	59758
Whispering Pines Motel	PO Box 347	West Yellowstone	MT	59758
White Heron Holdings, LLC	PO Box 1584	West Yellowstone	MT	59758
White Mountain West, LLC	PO Box 2025	West Yellowstone	MT	59758
White, Trent G & Deborah	PO Box 1007	West Yellowstone	MT	59758
YC Highland Hotel, LLC	5851 S Virginia St	Reno	NV	89502-6022
Yedat Group, LLC	PO Box 1734	West Yellowstone	MT	59758
Yellowstone Properties, LLC	2856 N Holmes Ave	Idaho Falls	ID	83401-1551
Youngwirth, William R	PO Box 356	West Yellowstone	MT	59758

## **Chapter 17.32 CONDITIONAL USES**

Sections:

**17.32.010 Intent.**

**17.32.020 Conditional use requirements.**

**17.32.030 Conditional use permit procedure.**

**17.32.040 Conditional approval.**

**17.32.050 Conditional uses.**

### **17.32.010 Intent.**

The intent of conditional use permits is to provide for specified uses, other than those specifically permitted in each district, which may be appropriate in the district under certain safeguards or conditions. (Ord. 93 §1(16.1), 1982)

### **17.32.020 Conditional use requirements.**

A. No structure or land may be used for any purpose in any district where such use is not a permitted use, unless such use is listed as a conditional use in this section and approval for that use is obtained through the proper procedure.

B. Conditional use permits shall be granted only by the town council when their findings are that:

1. The use conforms to the objectives of the master plan and the intent of this title,
2. Such use will not adversely affect nearby properties or their occupants,
3. Such use meets density, coverage, yard, height, and all other regulations of the district in which it is to be located, unless otherwise provided for in this title, and
4. Public hearings have been held, after the required legal notices have been given and the public has been given a chance to be heard upon the matter. (Ord. 93 §1 (16.2), 1982)

### **17.32.030 Conditional use permit procedure.**

A. All applications for conditional use permits shall be filed in the town office accompanied with a one hundred fifty dollar filing fee except for the following:

1. Planned unit development fees, two hundred fifty dollars plus two dollars per dwelling unit,
2. Mobile home parks, two hundred dollars plus one dollar per lot.

B. The town council shall then cause to be made such investigation of facts bearing on the application as will provide necessary information to assure that the action on each such application is consistent with the intent and purpose of this title.

C. The town council shall, after legal notice of not less than ten days, hold a public hearing on the application and take testimony from interested parties. The town council shall then either approve or deny the application. If the application is denied, reasons for denial should be given. (Amended during 4/98 supplement; Ord. 93 §1(16.3), 1982)

**17.32.040 Conditional approval.**

The town council may make the granting of a conditional use permit subject to reasonable limitations or conditions as it may deem necessary to enhance the appearance of the property, to reduce any adverse effects on nearby property or residences, to preserve the character of the area or to make it more acceptable in other ways. (Ord. 93 §1(16.4), 1982)

**17.32.050 Conditional uses.**

The following uses may be authorized as conditional uses in the districts as specified:

- A. R-1 Single-Family Residential District. Churches, schools, libraries, public and private parks and playgrounds;
- B. R-2 Single-Family Residential District--Medium Density. Same as R-1 district;
- C. R-MH Mobile Home District. Same as R-2 district and mobile home parks;
- D. R-3 Residential--Medium Density District. Conditional uses provided in the R-1 and R-2 districts that are not permitted as uses in the R-3 district, mobile home parks as provided in Chapter 17.36 of this title, efficiency units and medical offices;
- E. R-4 Residential--Medium Density Apartment District. Same as R-3 district;
- F. B-2 Community Business District. Retail uses in addition to those permitted uses listed are: amusement and recreational activities, travel trailer parks as provided in Chapter 17.38 of this title;
- G. B-3 Central Business District. Amusement and recreation activities, auction rooms, transportation and utility stations, drive-in banks, travel trailer parks, limited services campgrounds, mobile home parks and light manufacturing, which is defined as the manufacturing of light consumer goods such as electronic equipment, appliances, furniture, beverages, ice, sporting goods and such other consumable or usable goods which do not require heavy industrial activity, and as defined in Chapter 17.24 of this title;

H. M-1 Commercial--Light Manufacturing District. Open storage (if screened), retail establishments, residence for owner or caretaker, junk or salvage yards (if screened), travel trailer parks as provided in Chapter 17.38 of this title;

I. B-4 Expanded Business District. Amusement and recreation activities, auction rooms, travel trailer parks as provided in Chapter 17.38 of this title, transportation and utility stations; and

J. E-2 Entertainment District. Recreational vehicle parks as provided in Chapter 17.38; amusement and recreation activities; restaurants; candy shops; art galleries; retail sales of gifts, souvenirs, clothing and other non-consumptive goods customarily sold to tourists. (Ord. 237 §1, 2008; Ord. 163 (part), 1994; Ord. 162 §2, 1994; Ord. 147 (part), 1992; Ord. 132, 1988; Ord. 93 §1(16.5), 1982)



# Town of West Yellowstone Business License Application

Business Name: I SAW IT IN Montana  
 Applicant: Ben Semler  
 Contact Person: Ben Semler  
 Mailing Address: 14191 Sorenson Lk Rd Merrifield, MN. 56465  
 Physical Address of Business: 233 North Canyon St West Yellowstone, MT.  
 Phone Number: 763 266-4642 Fax Number: \_\_\_\_\_  
 Email Address: Ben.Semler29@gmail.com Website: ISAWITINMN.com

Signature of Property Owner of Record: \_\_\_\_\_

Subdivision: \_\_\_\_\_

Block: 14 Lot: 5

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

**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.

Chain saw carved bears and eagles, 40 storage container (2) 10x10 carving sheds & display stands and cedar fencing

Business License Fee: \$ \_\_\_\_\_  
 Resort Tax Bond: \$ \_\_\_\_\_  
 Total Amount Due: \$ \_\_\_\_\_

[Signature]  
 Signature of Applicant  
 \_\_\_\_\_  
 Signature of Applicant  
 \_\_\_\_\_  
 Date

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

# Montana Code Annotated 2021

TITLE 7. LOCAL GOVERNMENT

CHAPTER 32. LAW ENFORCEMENT

Part 41. Municipal Police Force

## Probationary Period And Confirmation Of Appointment

**7-32-4113. Probationary period and confirmation of appointment.** (1) Every applicant who has passed the examination and received the certificate referred to in **7-32-4108** must first serve for a probationary term of not more than 1 year. At any time before the end of such probationary term, the mayor, or the manager in those cities operating under the commission-manager plan, may revoke such appointment.

(2) After the end of such probationary period and within 30 days thereafter, the appointment of such applicant must be submitted to the city council or commission, and if such appointment is confirmed by the city council or commission, such applicant becomes a member of the police force and shall hold such position during good behavior unless suspended or discharged as provided by law.

**History:** En. Sec. 3, Ch. 136, L. 1907; Sec. 3306, Rev. C. 1907; amd. Sec. 1, Ch. 198, L. 1921; re-en. Sec. 5097, R.C.M. 1921; amd. Sec. 2, Ch. 119, L. 1923; re-en. Sec. 5097, R.C.M. 1935; amd. Sec. 3, Ch. 152, L. 1947; amd. Sec. 1, Ch. 160, L. 1973; R.C.M. 1947, 11-1803(part).



# RESOLUTION NO. 788

## A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA, TO ISSUE A MORATORIUM ON CONNECTIONS TO OR NEW USES OF THE TOWN'S WASTEWATER TREATMENT SYSTEM

BE IT RESOLVED by the Town Council of the Town of West Yellowstone, Montana, as follows:

**WHEREAS:** The Town has the power and authority to take emergency measures for the immediate preservation of the public peace, property, health and safety of the inhabitants of the Town of West Yellowstone in accordance with §7-3-4326, MCA; and

**WHEREAS:** On May 17, 2022, the Town Council passed Resolution No. 774, declaring a moratorium on any new connections to or uses of the Town's wastewater treatment system until such time as the Town received information that the moratorium was no longer needed, or for a period of one year, which ever occurred first; and

**WHEREAS:** The one year time period set out in Resolution No. 774 has expired; and

**WHEREAS:** The conditions which existed with the Town's wastewater treatment system which were the basis for Resolution 774 have not been resolved and the Town has received information from its Town Engineer that the Town's wastewater treatment system is in the same condition, or worse, than it was when Resolution No. 774 was passed; and

**WHEREAS:** The Town has been informed that its wastewater treatment system has no further capacity to accept any new connections to or uses of the system; and

**WHEREAS:** Allowing new connections to or uses of the Town's wastewater treatment facility could result in fines and other penalties issued to the Town by the Department of Environmental Quality; and

**WHEREAS:** The Town is in the process of upgrading its wastewater treatment facility with a projected completion date of fall of 2025 at which time there is estimated to be capacity to treat up to 1.5 million gallons of wastewater per day; and

**WHEREAS:** The Town believes it is necessary and proper to prohibit new connections or uses until such time as additional capacity is made available; and

**WHEREAS:** This Resolution came before the Town Council for discussion at a regular Town Council meeting on May 23, 2023, such meeting being duly noticed as required by law, and the Town Council provided an opportunity for the public to comment on this Resolution prior to a final decision; and

**WHEREAS:** The Town Council of the Town of West Yellowstone believes that it is necessary and proper for the Town to prohibit any new uses of or connections to the wastewater treatment system, until such time as the Town receives information that the moratorium is no longer necessary or for a period of one year, which ever shall come first; and

**WHEREAS:** The Town Council of the Town of West Yellowstone believes it is necessary to issue a moratorium on any new connections or new uses to the Town's wastewater treatment system for a period of one year, unless earlier removed.

**NOW THEREFORE, BE IT RESOLVED:**

The Town Council of the Town of West Yellowstone, Montana hereby declares a moratorium on any new connections to or uses of the Town's wastewater treatment system effective May 23, 2023 and such moratorium shall remain in place until such time as the Town receives information that the moratorium is no longer needed, or for a period of one year, which ever shall come first.

This moratorium is effective May 23, 2023.

**PASSED BY THE TOWN COUNCIL AND APPROVED BY THE MAYOR  
THIS 23<sup>rd</sup> DAY OF MAY, 2023.**

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

\_\_\_\_\_  
Council Member Jeffrey Mathews

\_\_\_\_\_  
Council Member Brian Benike

\_\_\_\_\_  
Council Member Lisa Griffith

\_\_\_\_\_  
Council Member Jeff McBirnie

ATTEST:

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



May 18, 2023

Town of West Yellowstone  
Attn: Dan Walker, Town Manager  
440 Yellowstone Ave.  
West Yellowstone, MT 59758

RE: Wastewater Moratorium Extension

Dear Mr. Walker,

This letter gives a recommendation for the wastewater moratorium extension based on the current situation regarding remaining capacity at the wastewater treatment facility. The Town submitted an Engineering Report with Plans to DEQ on March 6, 2019 and received approval from DEQ on April 15, 2019. In the Engineering Report it explained that the Town was out of discharge capacity to their IP Beds and that evaporators could be installed so that the total design flow is reduced allowing approximately 135,000 gallons per day of increased flow in order to allow new connections to the plant while the upgrades were being designed and constructed.

Since then, the Town continued to allow patrons to connect to their system as proposed in the Short-Term Upgrade plans. These connections increased flow to the treatment works by approximately 132,300 gallons per day. In March of 2022 Forsgren reached out to DEQ to request guidance for further connections to the system and was informed that Town should curb additional loading to the treatment works until such time as the new treatment facility is in operation.

In May 2022, the Council voted to place a moratorium on all new connections. The moratorium was to be lifted when the Town received information that a moratorium was no longer needed or a period of one year. The proposed treatment facility is in the DEQ review and funding phase. The treatment facility is planned to be bid this fall with completion in the fall of 2025 or the spring of 2026 depending upon the duration of the DEQ review process. Based upon these circumstances, it is my professional opinion that we extend the moratorium for another year.

If you have any questions or concerns with these comments, please feel free to contact me at (208) 356-9201.

Respectfully,



Dave Noel, P.E.  
Forsgren Associates, Inc.



THE TOWN OF

WEST YELLOWSTONE

# Marketing and Promotion Fund Advisory Board (MAPFAB)

## RECOMMENDATION TO TOWN COUNCIL (RTC) FOR AWARD APPROVAL

Event or Project Applicant: \_\_\_\_\_

Event or Project Name: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

Date Approved by MAPFAB: \_\_\_\_\_

Requested Funding Amount: \_\_\_\_\_

Approved Funding Amount: \_\_\_\_\_

Comments:

Recommendation submitted by: John M. Greve, MAPFAB Secretary

This MAP Fund Award Recommendation is approved by the Town Council

This MAP Fund Award Recommendation is not approved by the Town Council

Signature \_\_\_\_\_

*MAYOR OR APPOINTED REPRESENTATIVE*

Date \_\_\_\_\_

Comments:

Copy 1 – Town Clerk

Copy 2 – Town Council

Copy 3 – MAP Fund Advisory Board

4/20/23 RECEIVED *pr*



THE TOWN OF WEST YELLOWSTONE

# Marketing and Promotion (MAP) Fund APPLICATION COVER PAGE

## APPLICANT INFORMATION

Applicant Individual or Organization: Charlotte Mooney dba Klondike Dreams

Event or Project Contact Person: Charlotte Mooney

Address: 3901 Henrys Lake Drive

Phone: 406-646-4988 Email: klondikedreams1@gmail.com

Application Submission Date: 4/21/2023

## EVENT OR PROJECT INFORMATION

Event or Project Name: Wildfire Defense Sled Dog Races

Location of Event or Project: Madison Arm Loop, North end of Dunraven, and power substation 1 mile west of town

Date(s) of Event or Project: Fun Run = Jan. 20-21, <sup>2024</sup>~~2023~~ Yellowstone Special = February 7, 8, & 9

Estimated Total Event or Project Cost: \$71,805

MAP Fund Amount Requested: \$18,500

## SECTION 1 - PROPOSED EVENT OR PROJECT SUMMARY

Describe or explain your event or project. Provide enough detail so that those reviewing the application can comprehend or visualize the full scope of your event or project.

There will be 2 sled dog races in West Yellowstone during the winter of 2024, the Fun Run and the Yellowstone Special.

Fun Run - A professional level, 2 day (Saturday & Sunday) sled dog race on the Madison Arm Loop that attracts some of the top mushers in North America and from as far away as Germany. The race starts each day at the North end of Dunraven Street at 8am, spectators are welcome to observe at the start line. The race finishes at the power sub-station one mile west of town off of highway 20, spectators are not allowed at the finish line due to very limited parking. Spectators are always welcome to watch the race from the trail using skis, snowshoes, or snowmobile.

Yellowstone Special - A professional level, 3 day (Wednesday, Thursday, & Friday) sled dog race on the Madison Arm Loop. Same race format, start, and finish as the Fun Run.

Answer for Section 2 - Schedule of Events

2024 Fun Run Schedule of Events

Friday, January 19 - Musher Sign-In and Vet Check, 2pm-4pm at the Slippery Otter

Saturday, January 20 - Race Day 1, 8am Start at North End Dunraven Street, Finish at Power Substation

Sunday, January 21 - Race Day 2, 8am Start at North End of Dunraven Street, Finish at Power Substation  
Awards Presentation, immediately following the race finish at Power Substation

2024 Yellowstone Special Schedule of Events

Tuesday, February 6 - Musher Sign-In 2pm-4pm at the Slippery Otter  
Vet Checks - by appointment at musher lodging

Wednesday, February 7 - Race Day 1, 8am Start at North End Dunraven Street, Finish at Power Substation

Thursday, February 8 - Race Day 2, 8am Start at North End of Dunraven Street, Finish at Power Substation

Friday, February 9 - Race Day 3, 8am Start at North End of Dunraven Street, Finish at Power Substation  
Awards Presentation, immediately following the race finish at Power Substation

## SECTION 2 • PROPOSED TIMELINE

- Provide your event or project schedule that identifies timelines for actions such as planning, construction, promotion and implementation of activities necessary for your event or project.
- Provide a schedule of events/activities occurring during your event time period.

- March 2023 - Order Snowmobile from Yellowstone Adventures, 2024 Ski Doo Expedition SE
- April 2023 - Create Budget for 2024 Races  
Order "Official" Race Coats - long lead times  
Research Electronic Timing Systems  
Submit Race Plan and Budget for Approval from "Official Race Sponsor"  
Apply for MAP Grant
- May 2023 - Order custom snow fence for spectator separation at Start Area
- June 2023 - Update Race Website, Entry Forms, Rules, Etc.
- July 2023 - Order Electronic Timing Equipment, start learning to use it  
Obtain Insurance
- August 2023 - Meet with interested parties (Forest Service, Public Works, Police Chief, Fire Chief, etc)  
Turn in Forest Service Permit Application  
Turn in Town Event Permit Application
- Sept. 2023 - Early in the month, make official Announcement of Race Dates for 2024 race season  
Later in the month, open registration for both races
- October 2023 - Reserve Portable Toilets for both races
- January 2024 - Arrange plowing of power substation for finish area parking  
Order "one time use disposable" signs for trail marking  
Post warning signs at snowmobile trail heads where teams will be training  
Start Fun Run trail and start/finish line setup on January 19th  
Races on January 20 & 21, cleanup completed by end of day on January 21
- February 2024 - Start Yellowstone Special trail and start/finish line setup on February 6th  
Races on January 7, 8, & 9, cleanup completed by end of day on February 9th

See Previous Page for Schedule of Events during each Sled Dog Race

## SECTION 3 - PUBLICITY, PROMOTION, MARKETING

Describe how your event or project will be promoted or marketed to visitors, residents or participants. West Yellowstone, Montana or West Yellowstone, MT is to be listed, identified or present in all forms and methods of promotion and marketing of your event or project.

- Official Race Website
- Word of Mouth
- Facebook
- Local Calendar of Events
- Info provided to Chamber of Commerce to include races in all chamber publications

## SECTION 4 - PROPOSED BUDGET

- Provide a detailed line item budget for your event or project.
- A Budget Template can be downloaded [here](#) or requested by email or in person from the Board member contact and adapted for your event or project. Use of this fill in the blank Template isn't required, but is provided as a convenience for applicants who want to use it.
- Your budget should include projected income from all sources, including income from requested/applied for grants, awards, donations, contributions and sponsorships.
- Identify the amount of MAP funds you are requesting and the expenses that will be paid in part or in full with MAP funds.
- **Your request can't exceed 35% of your event's or project's total budget or \$40,000 maximum. It is within the Board's discretion to consider additional funds.**
- All budget expenses must be subsequently supported with invoices, bills, receipts, etc.
- It's beneficial for an applicant to contribute a percentage of entry fees, registrations, admissions etc. to an event's cash prizes/purse. MAP funds can be used to pay for cash prizes/purse. Requests for reimbursement of this type of expense must include a list of individual cash amount winnings, names and signatures of winners and their contact info. Also note: Check current state and federal tax regulations for payout amounts that require you to issue an IRS Form 1099 to individuals.
- MAP funds can be used to pay for administrative expenses. Click on this [link](#) to view Allowable Admin. Expenses.
- MAP funds may not be used for purchasing liquor or funding the distribution of liquor.
- Even though we ask you to submit a detailed line item budget, you can request disbursement or reimbursement in any amount for any approved expense, as long as the amounts requested aren't more than the approved amount of total funding.

**MAP Fund monies are generated from the collection of resort taxes. When applicable, please collect resort taxes for your event or project. If you're uncertain as to whether or not your event or project will be subject to remitting resort taxes, check with the town offices.**



## SECTION 4 - PROPOSED BUDGET

2024 Proposed Budget Expenses	Cost	
Website	\$135.00	
Logo Development	\$0.00	
Purse	\$46,000.00	MAP use, purse is 64% of budget
Parking Area Plowing	\$0.00	
Town tax 4% of entry fee	\$130.00	
Race Manager/Crew/Timer	\$8,600.00	MAP use
Race Vet	\$1,575.00	
Insurance	\$446.00	
Snowmobile Rental/Fuel	\$250.00	
Porta Potty	\$397.00	
Forest Service Permit	\$87.00	
Trail Markers/Fencing	\$2,000.00	
Disposable Trail Signage	\$250.00	
Banners	\$200.00	
Race Crew Benefits	\$500.00	
Race Bibs - \$25 per musher	\$1,265.00	
Trail Passes - \$35 per musher	\$600.00	
Promo Baseball Caps	\$750.00	
Sweatshirts	\$800.00	
Timing System Purchase	\$4,500.00	
Official Race Gear/Uniform	\$3,200.00	
CC Processing Fee (entries)	\$120.00	
<b>Total Expense</b>	<b>\$71,805.00</b>	
<b>Income</b>		
WDS Sponsorship	\$50,000.00	
MAP Grant	\$18,500.00	
Estimated Entry Fees	\$3,500.00	
<b>Total Income</b>	<b>\$72,000.00</b>	

## SECTION 5 • APPLICATION REVIEW CRITERIA

Applications will be reviewed against multiple criteria. Please provide answers to the following questions:

**1** What are the economic, cultural, social and/or aesthetic impacts and benefits of your event or project on visitors, residents, businesses, organizations or other interests in the community and surrounding area?

- The sled dog races provide free events for locals.
- Races are specifically scheduled on weekends that are historically slower than average to help support the local economy.
- Race participants spend money at local businesses such as hotels, restaurants, gas stations, the hardware store, the mechanic shop, etc.
- The sled dog races compliment and add to the diversity of existing winter events in West Yellowstone.
- The sled dog races can attract potential visitors to the area by providing a free event that is normally associated with Alaska. If you live in the lower 48, you don't have to go all the way to Alaska to experience sled dog racing

## SECTION 5 - APPLICATION REVIEW CRITERIA

- 2 If not answered in the previous question, then please list the methods and estimates by which you'll determine or measure the success of your event or project, i.e. increased, additional, new or different attendance, admissions, registrations, hotel stays, marketing, website hits, partnerships and sponsorships, fund raising, aesthetic appeal etc.

Entries to all races are limited due to parking constraints. One measure of success is having all entry spots filled with a waiting list, ensuring that there is always a full field of competitors.

This race is intended to be a professional level race to attract the best mushers from all over North America and even Europe. A second measure of success will be attracting the best of the best to create an exciting, competitive race.

The races will be considered a success when more and more visitors come to town specifically to watch the races. I have organized the sled dog races many times in the past. The highlight was when I got a phone call from a lady looking for recommendations on a snowmobile rental company and she stated:

"We're coming to town to watch the sled dog races and want to go snowmobiling while we're there. Do you have any recommendations?"

**3** Has your organization received MAP funding in the past? If so, how many times and for what event(s) or project(s)?  
Have all vendors and expenses been paid associated with the event(s) or project(s)?

- The sled dog races have received MAP funding in the past.  
Rodeo Run – Funding in 2009, 2011, and 2012  
Fun Run – Funding in 2013, 2014, and 2015  
IPSSDR – Funding in 2012, 2013, and 2014  
Yellowstone Special – Funding in 2014 and 2015

All vendors and expenses have been paid.

**4** Can your event or project proceed without MAP funds?

Yes. The sled dog races have a main sponsor that is currently providing \$50,000 each year.

**5** If your event or project is approved for funding, how will you acknowledge the receipt of MAP funds as a funding source? The MAP Fund consists of Resort Tax funds paid by town businesses. Once an award is approved, marketing methods need to indicate, "Supported by West Yellowstone Businesses"

MAP will be acknowledged on the race website and on all print and online ads, including any and all advertising, using the appropriate logo and the phrase "Supported by West Yellowstone Businesses"

## SECTION 6 · APPLICATION SUPPORTING DOCUMENTATION

Provide any supporting documents, plans, pictures etc. that might be helpful to MAPFAB in reviewing and understanding your event or project. If this is a reoccurring event or project that received MAP funding last year, then please provide a copy of last year's Outcome Report.

visit the website  
[www.wdssleddogseries.godaddysites.com](http://www.wdssleddogseries.godaddysites.com)

# Certification

Applicant Individual or Organization: Klondike Dreams

Event or Project Contact Person: Charlotte Mooney

On behalf of the individual or organization identified on this application, I understand that:

1. The submitted application meets the eligibility requirements for MAP funds.
2. MAP funds will not be awarded to this event or project without written notification of approval by MAPFAB and the town council.
3. MAP funded events or projects must comply with all federal, state and community licenses, permits, ordinances, laws and regulations.
4. To the best of my knowledge and belief the information in this application is true and correct and the governing body of the applicant has authorized the documentation.

Signature



Name (printed) Charlotte Mooney

Title Race Organizer

Date 4/21/23

## FOR OFFICE USE ONLY

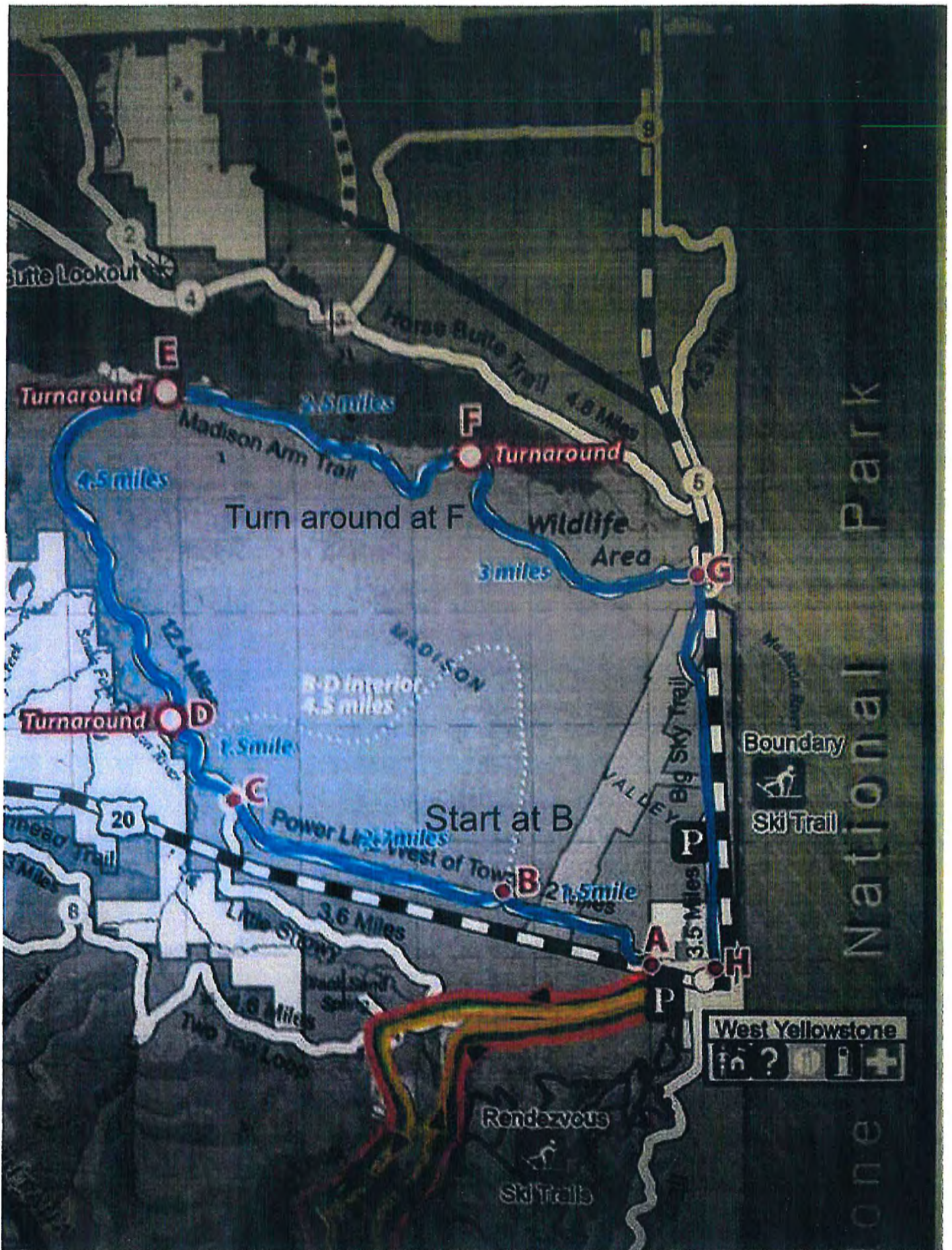
Application approved by MAPFAB for total requested amount of \_\_\_\_\_ Date \_\_\_\_\_

Application approved by MAPFAB for only \_\_\_\_\_ of total requested amount Date \_\_\_\_\_

Application not approved by MAPFAB Date \_\_\_\_\_

Reason:

_____	_____	_____
_____	_____	_____
_____	_____	_____



Point H = start  
 Point B = finish      one way trail, 18 miles



## Outside Amplification Permit Application Town of West Yellowstone

Event: Yellowstone Rod Run

Contact Person: Travis Watt

Mailing Address: P.O. Box 1646, West Yellowstone, MT 59758

Email Address: yellowstonerodrun@gmail.com

Phone Number: 406-646-9759

Signature of Property Owner of Record: \_\_\_\_\_

Date(s) of Event: August 4-5, 2023

Location: City Park

Amplification between the hours of: 8am and 6pm

Description of Event: The Yellowstone Rod Run would like to play music and have an MC for awards and announcements during the days of our event. We would like to use the town's stage and speakers during this time. The Music in the Park will take place on the same stage Friday night and during the day Saturday as well. This should be a great weekend!

A handwritten signature in black ink, appearing to read "Travis Watt".

Signature of Applicant

April 21, 2023

Date

### FOR OFFICE USE ONLY

Decision by Town Council:

Approved

Disapproved

Conditions: \_\_\_\_\_

Signature of Mayor/Town Manager: \_\_\_\_\_

\_\_\_\_\_ Date

April 21, 2023

To the Town of West Yellowstone, Honorable Mayor, and Town Council:

We are asking for your permission and a resolution to lift the open container ordinance as a variance for Friday and Saturday, August 4-5, 2023 on the City Park during the Yellowstone Rod Run for the hours of 10:30am –10:00pm.

With the permission and blessing of the Rod Run Committee, it is our intent to have a Beer Garden on the City Park property adjacent to the food booth that will be operated by a local non-for-profit.

We will supply you with the necessary paperwork as requested, including proof of insurance with additionally insured to include the Town of West Yellowstone and the Yellowstone Rod Run.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink that reads "Sydney Delaney". The signature is written in a cursive style with a large, prominent "S" at the beginning.

Sydney Delaney,

Buffalo Bar



Friday – August 4th

## Events for 2023 Rod Run

### REGISTRATION:

- Registration will be open Friday August 4th from 9am to 5pm
- Participant Registration ([Click here to register early online](#)) and Check-In is located at the Town Park, Dunraven Street.

### POKER RIDE:

- The Poker Ride will be Friday At 11am.
- Check in is Friday at 10am at the Town Park.
- Participation is limited to the first 100 participants to register. ([Click here to register early online](#))
- The Participation Fee is \$18 per person and includes a stop for lunch.
- The Poker Ride will leave town from the Town Park.
- The cut off date for Registration for the Poker Run will be July 15th. Be sure to register BEFORE July 15th if you would like to participate.

### BBQ DINNER:

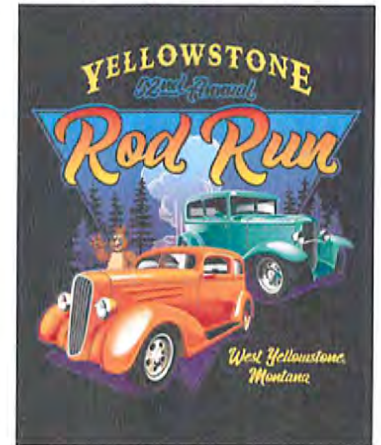
- The BBQ Dinner is Friday Night, August 4th.
- The location this year is still being determined.
- Space is limited so be sure to sign up early ([Click here to register early online](#))

### LIVE BAND:

- There will be a Live Band in the Town Park performing from 7pm-9pm.
- Free of charge

Don't miss out on this great opportunity to socialize with great people!

*Disclaimer: Events subject to change.*



[Load More](#)

West Yellow...  
[View larger map](#)



## Saturday – August 5th

### ALL DAY - Music, Vendors, Food and Fun for all - TOWN PARK

#### 8:00am - Noon:

- Participant Registration ([Click here to register early online](#)) and Check-In at the Town Park, Dunraven Street

#### 10:00am:

- Start of Show-N-Shine in Town Park

#### 11:00am - 1:00pm:

- Participant Poker Walk - One Poker Card per Registered Car
- Extra cards can be purchased for additional \$\$ - Winners awarded at Award Ceremony

#### 3:00pm:

- Participants Award Ceremony - TOWN PARK (Weather permitting)

#### Raffle open from 10:00am to 1:00pm:

- We will have a participants raffle until 1pm on Saturday.
- The winners will be announced at the Participants Awards Ceremony at 3pm on Saturday!

If so inclined, Enjoy more Live Music Saturday night at 7 pm



Event made possible by grants from the Town of West Yellowstone MAP Fund and TBID



# Resolution No. 789

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA TO EXEMPT PIONEER PARK FROM SECTION 9.12.020 OF THE WEST YELLOWSTONE MUNICIPAL CODE, PUBLIC DRINKING PROHIBITED, AUGUST 4-5, 2023 DURING THE YELLOWSTONE ROD RUN**

**WHEREAS**, the Town Council of the Town of West Yellowstone desires to support and encourage events that bring visitors to the Town; and

**WHEREAS**, the Yellowstone Rod Run is an annual special event held in Pioneer Park in the Town of West Yellowstone; and

**WHEREAS**, the Buffalo Bar, desires to sell and allow the consumption of alcoholic beverages in Pioneer Park on August 4 and 5, 2023 between the hours of 10:30 AM and 10 PM; and

**WHEREAS**, in accordance with Section 9.12.020, Part B of the West Yellowstone Municipal Code, the Town Council may exempt by resolution a specific area of a public place where an event or activity will be held from the prohibition of public display or public drinking of alcoholic beverages;

**NOW THEREFORE BE IT RESOLVED THAT** the Town Council of the Town of West Yellowstone, County of Gallatin, State of Montana, grants an exemption to the Buffalo Bar and the participants at the Yellowstone Rod Run from the Public Drinking Prohibition in Pioneer Park, effective only August 4 and 5, 2023 between the hours of 10:30 AM and 10:00 PM.

**PASSED AND ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF WEST YELLOWSTONE THIS 23rd DAY OF MAY 2023.**

\_\_\_\_\_  
Mayor

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

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

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

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

ATTEST:



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



Outside Amplification Permit Application  
Town of West Yellowstone

Event: Buffalo Chip Chuck fundraiser

Contact Person: Julie Hannaford, WYPLF Chair

Mailing Address: POB 1179; West Yellowstone, MT 59758

Email Address: JAHannaford8@gmail.com

Phone Number: 406-640-4116

Signature of Property Owner of Record: \_\_\_\_\_

Date(s) of Event: Tuesday July 4, 2023

Location: Town Park baseball diamond

Amplification between the hours of: 3:00pm and 5:15pm

Description of Event: Event description attached. Amplification will be an electronic, single-speaker microphone to announce each participant.

*Julie Hannaford*  
Signature of Applicant  
05/04/23  
Date

FOR OFFICE USE ONLY		
Decision by Town Council:	Approved	Disapproved
Conditions:	_____	
_____		
Signature of Mayor/Town Manager: _____		
_____		
Date		

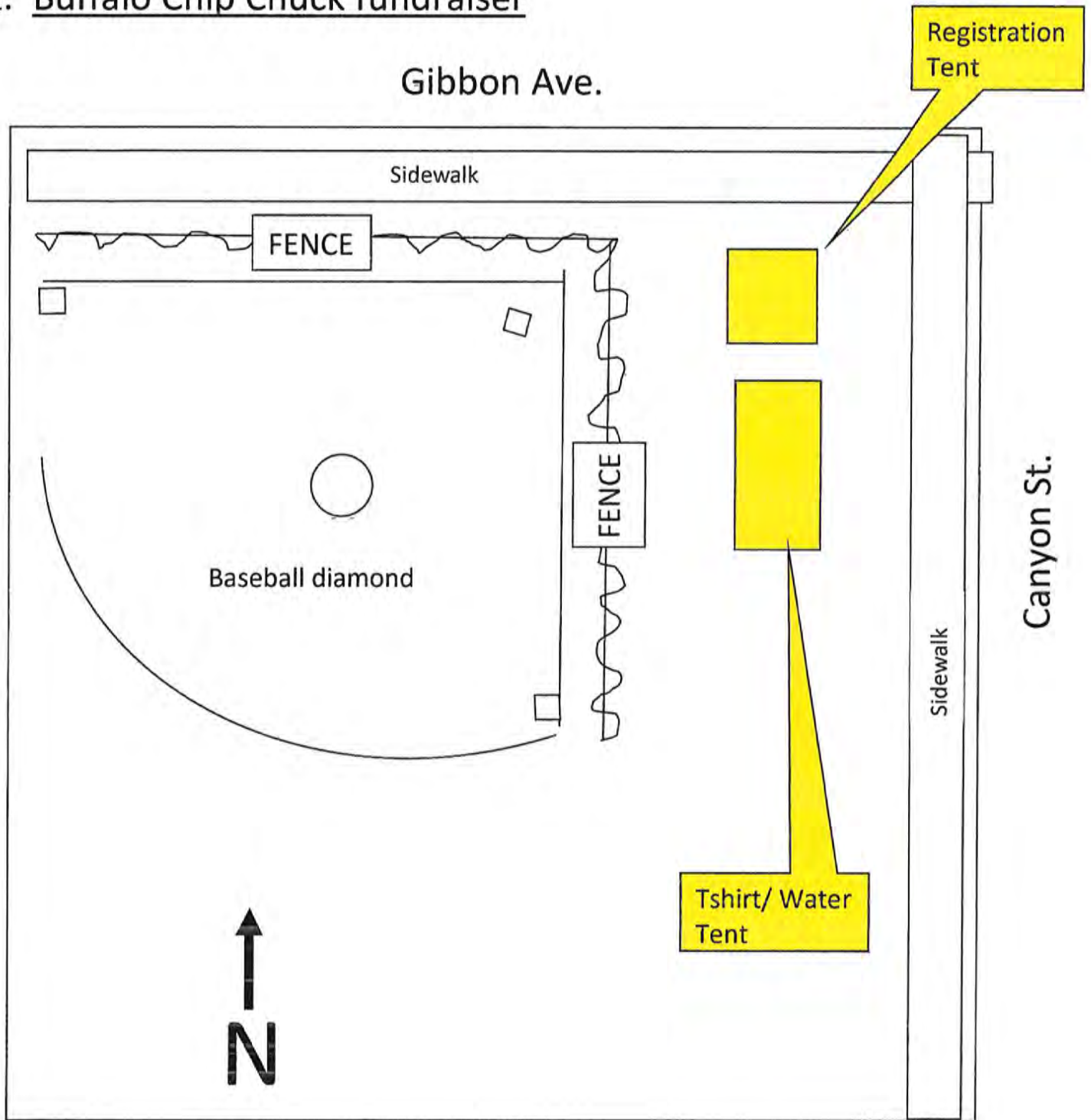
The Buffalo Chip Chuck is an annual event (in its 10<sup>th</sup> year) to raise money for the West Yellowstone Public Library. The event is sponsored by the non-profit West Yellowstone Library Foundation. The event generally takes place from 3pm -5pm with set-up from 1pm-3pm and take-down from 5pm-6pm.

This event takes place at the City Park baseball diamond. Participants donate \$5 to choose 3 dried bison patties (buffalo chips) and toss them, one at a time, from the home plate into the outfield. The person with the farthest toss is the winner. There are multiple categories of participants, based on gender and age. We choose a winner from each category and the winners each receive a prize of some type. The winners are announced and prizes distributed at the end of the event.

During the event, we will be using an electronic, single-speaker microphone to announce each participant to the crowd of on-lookers. There will be 2 tables with awnings set up outside of the baseball diamond – 1 table for participant registration and 1 table for distribution of Buffalo Chip Chuck tshirts and bottled water. For a donation, people can have a tshirt and/or water. We will hang a few banners advertising the West Yellowstone Library Foundation. We will also hang a variety of posters with bison pictures and bison facts to entertain people standing in line, waiting for their turn to throw.

# SITE PLAN

Event: Buffalo Chip Chuck fundraiser





## Outside Amplification Permit Application Town of West Yellowstone

Event: Buffalo Chip Chuck fundraiser

Contact Person: Julie Hannaford

Mailing Address: POB 1179; West Yellowstone, MT 59758

Email Address: JAHannaford8@gmail.com

Phone Number: 406-640-4116

Signature of Property Owner of Record: \_\_\_\_\_

Date(s) of Event: July 4, 2022

Location: Town Park baseball diamond

Amplification between the hours of: 3:00pm and 5:15pm

Description of Event: See attached sheet.

Amplification will be a single speaker microphone system for announcing participants in the event.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

A handwritten signature in blue ink, appearing to read "Julie Hannaford", written over a horizontal line.

Signature of Applicant

05/30/22

Date

### FOR OFFICE USE ONLY

Decision by Town Council:                      Approved                      Disapproved

Conditions: \_\_\_\_\_

\_\_\_\_\_

Signature of Mayor/Town Manager: \_\_\_\_\_

\_\_\_\_\_

Date