

Town of West Yellowstone

Tuesday, October 3, 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.

5:00 PM – Dedication of the Bob Jacklin Casting Pond

The public is invited to attend. Please join us at the casting pond, directly south of the Union Pacific Dining Lodge, 220 Yellowstone Avenue.

TOWN COUNCIL MEETING

7:00 PM

Pledge of Allegiance

Comment Period

- **Public Comment**
Bob Lindstrom, Wildlife Crossing
- **Council Comments**

Treasurer's & Securities Reports

Purchase Orders: #5959 to RDO Equipment, attachment swap to new grader, \$5656.55
#6587 to RDO Equipment, thumb for backhoe, \$5772.50
#6593 to SWS Equipment, loader mounted snow blower, \$222,795.00
#6601 to Waxie, janitorial supplies, \$5795.50

Claims

Business License Applications:

Consent Agenda

Minutes: **September 19, 2023 Town Council Meeting**

Town Manager & Staff Reports

Advisory Board Reports

Naming Proclamation: Bob Jacklin Casting Pond

Public Hearing: Ordinance No. 275, Adopt 2021 International Fire Codes

ACTION ITEMS

Ordinance No. 275, Adopt 2021 International Fire Codes, 2nd Reading	Discussion/Action
Connection Fee Appeal, Arrowhead II, 305 N Hayden, Chipper & Amber Smith	Discussion/Action
Western Transportation Institute proposal, traffic calming measures	Discussion/Action
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. Questions about the agenda may be directed to the Town Clerk at (406) 646-7795 or 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.





Bob Jacklin Casting Pond

TUESDAY, OCTOBER 3RD, 2023

5 PM | DEDICATION CEREMONY
at the Casting Pond

7 PM | NAMING PROCLAMATION
at Town Council Chambers
(during council meeting)

This project made possible by:

West Yellowstone Foundation, Town of West Yellowstone, Museum of the Yellowstone, Blue Ribbon Flies, Big Sky Anglers, Jacklin's Fly Shop, Bob and Sharyn Jacklin and many individuals who have donated to the project.

P.O. BOX 1570

**TOWN OF WEST YELLOWSTONE
MONTANA**

PHONE: 406-646-7795

FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER

1000-430200-369

Date 9-28-23

Ship Via

KT

Order No. 005359

Department

Public works

TO: RDO Equipment

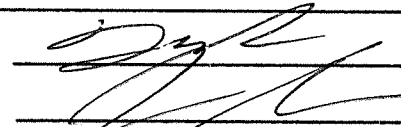
ADDRESS:

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

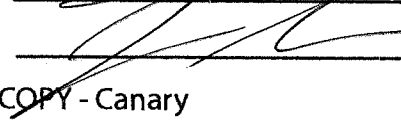
Quantity	Description
	Equipment 3 attachment swap from old grader to new
	Install new snow gate

Estimated Cost \$ 5,636.⁵⁵

Authorized By



Requested By:



VENDOR COPY - White OFFICE COPY - Canary



RDO Equipment Co.
 257 Laura Louise Lane
 Bozeman, MT 59718
 406-551-2141
 Fax: 406-551-2147

For Billing Inquiries or to
 receive invoices via E-mail or
 MyDealer website, please contact
 RDOAR@rdoequipment.com

Ship to: N/A

Branch
 BOZEMAN, MT

Date	Time	Page
09/26/23	21:15:35 (B)	15
Account No.	Phone No.	Invoice No.
9074003	4066467609	W1509216

Ship Via Purchase Order

Tax Exemption Number Federal ID Number

Salesperson
 J8R

Invoice to: TOWN OF WEST YELLOWSTONE
 PO BOX 579
 WEST YELLOWSTONE MT 59758

SERVICE INVOICE

STK#/FLEET#	HRS	PIN/EIN	WARRANTY DATE	HRS
X880019 772G MOTOR GRADER	2	1DW772GXLPF718243	09/22/24	
081142 772G		E RG6090U148119		
valve functions were operating correctly.				
AT78527	PLUG		2 Internal	Internal
X1JC43-6-6	HOSE FITTI		3 Internal	Internal
X1JS43-6-6	HOSE FITTI		1 Internal	Internal
X487TC-6-RL	Bulk Hose		12 Internal	Internal
			PARTS	Internal
			LABOR	Internal
24001016			SEGMENT TOTAL==>	Internal

***** WORK ORDER TOTALS *****		
	INTERNAL	CUSTOMER
PARTS	Internal	1316.55
LABOR	Internal	4320.00
INTERNAL TOTAL	Internal	
TOTAL DUE RDO		5636.55

-----+
 | Payments are due on your RDO account 30 days from the invoice date |
 +-----+

 PLEASE REMIT TO: RDO EQUIPMENT CO.
 P.O. BOX 7160
 FARGO, ND 58106-7160

Thank you for your business

P.O. BOX 1570

**TOWN OF WEST YELLOWSTONE
MONTANA**

PHONE: 406-646-7795

FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER

1000 - 430200 - 369

Date 9-29-23

Ship Via

KT

Order No. 006587

Department Public Works

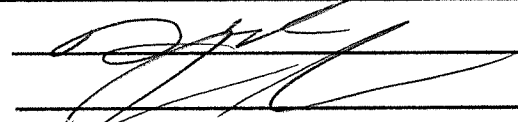
TO: R00 Equipment

ADDRESS:

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
	Thumb for Backhoe

Authorized By



Estimated Cost \$

5,772.50

Requested By:



VENDOR COPY - White OFFICE COPY - Canary



Retail Purchase Order

RDO Equipment Co.
 257 Laura Louise Lane
 Bozeman MT, 59715
 Phone: (406) 551-2141 - Fax: (406) 551-2147

Bill To:
 TOWN OF WEST YELLOWSTONE
 PO BOX 579
 WEST YELLOWSTONE, MT, 59758
 (406) 646-7609

Purchase Order Date: 8/11/2023
Purchase Order #: 1686029
Purchaser Account #: 9074003

Customer Purchaser Type: Governmental - City/Town/Village
Customer Market Use: Other - Light Duty Main
Location of First Working Use: WEST YELLOWSTONE, MT, 59758
Sales Professional: Austin Sickles
Phone: (406) 920-3751
Fax:
Email: asickles@rdoequipment.com

Equipment Information

Quantity	Serial Number Stock Number	Hours (approx.)	Status / Year / Make / Model Additional Items	Cash Price
1	TBD TBD	0	New 2023 JOHN DEERE thumb kit	\$5,772.50
Freight in ETA 2-3 weeks				
Equipment Subtotal:				\$5,772.50

Purchase Order Totals

Balance:	\$5,772.50
Total Taxable Amount:	\$0.00
MT STATE TAX:	\$0.00
Sales Tax Total:	\$0.00
Sub Total:	\$5,772.50
Cash with Order:	\$0.00
Balance Due:	\$5,772.50

Legal Information

For the Construction Product(s)

ACKNOWLEDGMENTS - Purchaser offers to sell, transfer, and convey the item(s) listed as "Trade In" to the Dealer at or prior to the time of delivery of the above Product(s), as a "trade-in" to be applied against the cash price. Purchaser represents that each "trade-in" item shall be free and clear of all security interests, liens, and encumbrances at the time of transfer to the Dealer except to the extent shown below. The price to be allowed for each "trade-in" item is listed on this document. The Purchaser promises to pay the balance due shown hereon in cash, or to execute a Time Sale Agreement (Retail Installment Contract), or a Loan Agreement for the purchase price of the Product(s), plus additional charges shown thereon, or to execute a Lease Agreement, on or before delivery of the Product(s) ordered herein. Despite delivery of the Product(s) to the Purchaser, title shall remain with the Seller until one of the foregoing is accomplished. Except as provided herein and as necessary to protect RDO Equipment from the claims or a bankruptcy trustee or a buyer in the ordinary course or business, the Purchaser and the Dealer agree that this Purchase Order is not a security agreement and that delivery of the Product(s) to the Purchaser pursuant to this Purchase Order will not constitute possession of the Product(s) by the Purchaser, as a debtor, for the purposes of the purchase money security provisions in any statutes relating to personal property security or its equivalent. Purchaser understands that its rights in connection with this purchase are limited as set forth in this Purchase Order. I (we) hereby grant a security interest to RDO Equipment in the Product.

DISCLOSURE OF REGULATION APPLICABILITY - When operated in California, any off-road diesel vehicle may be subject to the California Air Resources Board In-Use Off-Road Diesel Vehicle Regulation. It therefore could be subject to retrofit or accelerated turnover requirements to reduce emissions of air pollutants. More information is available on the California Air Resources Board website at <http://www.arb.ca.gov/msprog/ordiesel/ordiesel.htm>.

IMPORTANT WARRANTY NOTICE - The Standard Warranty for new John Deere construction and forestry products is set forth in a separate document provided by the dealer. Please read the Standard Warranty carefully before signing. No express warranty is made unless specified in the Warranty Statement. PURCHASER'S RIGHTS AND REMEDIES PERTAINING TO THIS PURCHASE ARE LIMITED AS INDICATED IN THE STANDARD WARRANTY AND PURCHASE ORDER, WHERE PERMITTED BY LAW, NO IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS IS MADE.

Telematics: Orders of telematic devices include only the hardware. Where available, telematics software, including JDLink™ connectivity service, may be enabled from your local John Deere Operations Center or JDLink website. Please see your authorized John Deere dealer for assistance.

The undersigned purchaser(s) (the "Purchaser") hereby orders the product (the "Product") described above from the Dealer. The Dealer shall not be liable for failure to provide the Product or for any delay in delivery if such failure or delay is due to the Dealer's inability to obtain such Product from the manufacturer or supplier or other cause beyond the Dealer's control. The cash price shown above is subject to the Dealer receiving the Product from the manufacturer or supplier prior to any change in price by the manufacturer or supplier and is also subject to any new or increased taxes being imposed upon the sale of the Product after the date of this Purchase Order.

Upon signature of delivery acknowledgment, customer is accepting the equipment, including attachments, in "AS IS" condition, agreeing to notify RDO Equipment Co. within 24 hours of any damages or discrepancies found upon receipt of equipment.

P.O. BOX 1570

TOWN OF WEST YELLOWSTONE

PHONE: 406-646-7795

MONTANA (BUDGET ITEM)

FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER 1000-430200-369

KA

Date 9-13-23 Ship Via

Order No. 006593 Department PUBLIC WORKS

TO: SWS Equipment

ADDRESS:

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
(1)	Large D55 snow blower

Estimated Cost \$ 222,795.⁰⁰ Authorized By 

Requested By: 

VENDOR COPY - White OFFICE COPY - Canary



SWS Equipment, LLC.

6515 E Nixon Ave Spokane WA 99212
All Correspondence remit to: P.O. Box 13040, Spokane, WA 99213

509-533-9000 1-800-892-7831 F 509-533-1050
www.SWSequipment.com

QUOTE

Quote #:	ROCBQ9053-01
Date:	08/29/23
Sales Rep:	Roger Beatty
FOB:	West Yellowstone, MT
Ship Via:	Bestway
Est. Ship Date:	
Terms:	Net 30

Quote To:	Ship To:
City of West Yellowstone John Simms 440 Yellowstone Ave West MT 59758	City of West Yellowstone John Simms 440 Yellowstone Ave West Yellowstone MT 59758

We are pleased to propose the following for your consideration

Qty	Description	Unit Price	Ext. Price
1.0	Sourcewell Member #		
1.0	City of West Yellowstone Sourcewell #		
1.0	Larue D55 Loader Mounted Two-Stage Snow Blower. Conveyor Ribbon 36in, 310 hp Cummins B6.7 Stage V, 2.5 cu yd min. loader size. Standard Options: Hardox 500 directional spot casting chute with 2-section deflector. Wired joystick control. 4.3in LCD screen. 3 engine performance modes. 2 frame-mounted LED lights. 2 chute-mounted LED lights. Maintenance-free wet-type multi-disc clutch. Conveyor chain in oil bath. Hardox 550 drum. Tungsten carbide skid shoes. High strength steel scraper blade. Emergency stop buttons. Level indicator on the spot casting chute. Ground level fuel fill. Mechanical components enclosed. Block heater. Shovel. 92 US gallons fuel tank. 40in impeller. 114in working width minimum.	\$176,300.00	\$176,300.00
1.0	Wireless control system - Bluetooth	\$4,100.00	\$4,100.00
1.0	Electronically controlled engine cooling fan for B6.7 engine	\$2,600.00	\$2,600.00
1.0	Raised spot casting chute *Must come with: Shotgun	\$7,300.00	\$7,300.00
1.0	Drum liner - Chromium carbide	\$4,000.00	\$4,000.00
1.0	Shotgun (drum outlet extension)	\$1,700.00	\$1,700.00
1.0	Drum - 150 degree rotation by worm gear	\$2,100.00	\$2,100.00
1.0	Reverse function - Conveyor & Impeller	\$900.00	\$900.00
1.0	Steering vane (right side)	\$5,000.00	\$5,000.00
1.0	LED lights - Hood	\$1,200.00	\$1,200.00
1.0	Radiator protection grill	\$600.00	\$600.00
1.0	Radiator Cover	\$500.00	\$500.00
1.0	Hydraulic oil heater - Immersion	\$1,800.00	\$1,800.00

Qty	Description	Unit Price	Ext. Price
1.0	Quick coupler - Pricing TBD - Model: _____		
1.0	J.A. Larue Inc. new equipment a (one) 1 year unlimited working hours warranty. This warranty covers parts and labor		
1.0	Sourcewell Discount 5%	-\$10,405.00	-\$10,405.00
	SubTotal		\$197,695.00
1.0	Freight to West Yellowstone,MT	\$11,000.00	\$11,000.00
1.0	PDI by SWS tech in West Yellowstone, MT	\$4,500.00	\$4,500.00
1.0	Project managed by Roger Beatty		
		Order Total	\$213,195.00

Please contact me if I can be of further assistance.

QUOTE VALID FOR 10 DAYS

**PRICING IS SUBJECT TO CHANGE BASED ON CURRENT MATERIALS AND AVAILABILITY
 APPLICABLE SALES TAX NOT INCLUDED UNLESS OTHERWISE NOTATED - AMOUNT BASED ON FINAL INVOICE DATE
 ANY IMPLIED WARRANTY AS PER MANUFACTURER'S STANDARD WRITTEN WARRANTY
 PAYMENT DUE UPON COMPLETION OF WORK OR AS SPECIFIED ABOVE**

Due to a high level of uncertainty with regards to pricing changes from our vendors and the freight industry, the price and freight charges on this document may be adjusted prior to shipping.

Signature: _____ Printed Name: _____ Date: _____

Jon Simms

From: Roger Beatty <rogerb@swsequipment.com>
Sent: Tuesday, August 29, 2023 4:48 PM
To: Jon Simms
Subject: Quote with options ROCBQ9053-01
Attachments: Quote with options ROCBQ9053-01.pdf

Good afternoon, Jon Please review your New Sourcewell Quote with some options that we recommend. \$ 9,600.00 in options that would enhance the function and wear of your new snowblower.

1	Drum & chute chromium carbide liner	\$ 4,000.00
2	worm gear for drum movement	\$ 2,100.00
3	Reverse on transmission (fan & ribbon)	\$ 900.00
4	Electronic control engine cooling fan on-demand	\$ 2,600.00

Please sign and send back if in agreement.

Thanks
Roger
SWS Equipment
406-560-3100

SRM-Kodiak

When Mother Nature is a bear, you need a Kodiak™



307 S Warm Springs Way
Heyburn, ID 83336
Phone: 208-215-7445

DATE 9/13/2023
Quotation # 214
Customer ID NA

Quotation For:

Quotation valid until: 10/13/2023

Town of West Yellowstone
Jon Simms

Prepared by: Shane Pierce
Email: spierce@srm-mfg.com
Phone: 208-931-1498

Comments or Special Instructions: Shipping will be determined at time of delivery. Customer or dealer responsible for mounting of controls in loader.

SALESPERSON	P.O. NUMBER	SHIP DATE	SHIP VIA	F.O.B. POINT	TERMS
Shane Pierce	NA	220 Days ARO	NA	Heyburn, ID	Net 30 Days

QUANTITY	DESCRIPTION	UNIT PRICE	TAXABLE?	AMOUNT
1	Kodiak LMSC 3644	\$ 230,850.00		\$ 230,850.00
1	Cummins 6.7L B - 326 HP	Included		Included
1	Wireless Controller	\$ 3,450.00		
1	JD Quick Connect Hitch	\$ 4,800.00		\$ 4,800.00
1	Truck Loading Chute	\$ 13,200.00		
1	Cutter Bars	\$ 2,800.00		
1	Light Upgrade Package	\$ 5,800.00		

SUBTOTAL	\$ 235,650.00
Shipping	\$ -
Tax (6%)	\$ -
TOTAL	\$ 235,650.00

If you have any questions concerning this quotation, please contact the sales representative above.

THANK YOU FOR YOUR BUSINESS!

P.O. BOX 1570

**TOWN OF WEST YELLOWSTONE
MONTANA**

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

info@townofwestyellowstone.com

PURCHASE ORDER 1000-460430-220 *KT*

Date 9-28-23

Ship Via

Order No. 006601

Department Public Works

TO: WAXIE

ADDRESS:

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
	Janitorial supplies

Estimated Cost \$ 5,795.⁵⁰

Authorized By *[Signature]*

Requested By: *[Signature]*

VENDOR COPY - White OFFICE COPY - Canary



The Most Trusted Name In Clean. Since 1945.

R WAXIE SANITARY SUPPLY
 E P.O. Box 748802
 M Los Angeles, CA 90074-8802
 I (858) 292-8111
 T O

INVOICE NUMBER
 81995341

INVOICE

CUSTOMER NUMBER
 22643 0
 INVOICE DATE
 09/22/23
 PURCHASE ORDER NO.
 JON
 ORDER NO.
 UZ8ZU/00

Page: 1

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TOWN OF WEST YELLOWSTONE
 PO BOX 1570
 WEST YELLOWSTON, MT 59758-1570

S TOWN OF WEST YELLOWSTONE
 H 440 YELLOWSTONE
 I WEST YELLOWSTON, MT 59758-1570
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ITEM NUMBER	DESCRIPTION	QUANTITY				UNIT PRICE	EXTENDED AMOUNT
		ORDERED	SHIPPED	U/M	BACKORDR		
709173	WAXIE 38X58 4 MIL BLACK LINER 50 liners per case. 60 gallon capacity.	20	20	CS		73.660T	1473.20
387409	KLEENLINE MANUAL GREEN	20	20	CS		90.310T	1806.20
851308	WAXIE 1985 KLEENLINE 2-PLY 9 IN	10	10	CS		47.100T	471.00
850560	89460 ENMOTION 10IN WHITE Pack:6/800'	8	8	CS		112.060T	896.48
320007	WAXIE-GREEN SOLSTA 243 NEUTRAL Pack:4/3L	6	6	CS		139.550T	837.30
321055	WAXIE SOLSTA NEXGEN DISPENSER 804.08 Waived for above item	2	2	EA		.000T	.00
380154	WAXIE SUPERIOR HAND SOAP GL Transportation Surcharge	3	3	CS		44.240T	132.72 9.80
** Payment Terms: NET 30 DAYS							

DATE DUE 10/22/23

T 1 1/2% PER MONTH (18%A.P.R.) SERVICE CHARGE MAY BE APPLIED ON ALL PAST DUE BALANCES. IF
 E PAYMENT IS NOT MADE ON THE DUE DATE, BUYER AGREES BY SIGNING THIS INVOICE OR TAKING
 R DELIVERY OF THE MERCHANDISE DESCRIBED ABOVE TO PAY SERVICE CHARGES, ATTORNEYS' FEES
 M AND ALL OTHER COSTS INCURRED IN THE COLLECTION OR ENFORCEMENT OF THE AMOUNT DUE.
 S CUSTOM ORDERS CANNOT BE ACCEPTED FOR RETURN WITHOUT AUTHORIZATION. RETURNS MUST
 BE RETURNED IN ORIGINAL CONTAINER AND IN RESALABLE CONDITION. ALL ORDERS MAY BE
 SUBJECT TO A RESTOCKING CHARGE, PLUS ANY FREIGHT CHARGES INCURRED.

SUB TOTAL	5,626.70
SALES TAX	
SHIPPING	
MINIMUM ORDER FEE	
TOTAL INVOICE	5,626.70
AMOUNT TENDERED	

CUSTOMER NUMBER
 22643

INVOICE DATE
 09/22/23

INVOICE NUMBER
 81995341

TOTAL DUE BY 10/22/23
 5,626.70

TOTAL DUE AFTER 10/22/23
 5,795.50

TOWN OF WEST YELLOWSTONE
 PO BOX 1570
 WEST YELLOWSTON, MT 59758-1570

REMIT TO ADDRESS BELOW

WAXIE SANITARY SUPPLY
 P.O. Box 748802
 Los Angeles, CA 90074-8802
 (858) 292-8111

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
50507		2088 Town West Yellowstone	884.63					
	10/01/23	utility chrgs, Chamber, 895	106.25		BLDGS	1000 411257	340	101000
	10/01/23	utility chrgs, UPDL, 892	116.03		BLDGS	1000 411252	340	101000
	10/01/23	utility chrgs, PS Shops, 884	52.82		BLDGS	1000 411253	340	101000
	10/01/23	utility chrgs. Povah Ctr, 887	98.31		BLDGS	1000 411255	340	101000
	10/01/23	utility chrgs, Police Dept, 886	67.10		BLDGS	1000 411258	340	101000
	10/01/23	utility chrgs, City Park, 885	184.12		BLDGS	1000 411253	340	101000
	10/01/23	utility chrgs, Library, 891	54.77		LIBBLD	1000 411259	340	101000
	10/01/23	utility chrgs, Twn Hall, 921	205.23		TWNHAL	1000 411250	340	101000
50514		3242 Fisher's Technology	26.70					
	1227130	09/25/23 copy fee	26.70		FINADM	1000 410510	356	101000
50515		42 Fall River Electric	7,261.01					
	09/20/23	PARK, old firehouse 2901001	42.35		PARK	1000 411253	341	101000
	09/20/23	povah comm ctr 4212001	238.39		POVAH	1000 411255	341	101000
	09/20/23	unmetered lights 4212004	1,451.25		STLITE	1000 430263	341	101000
	09/20/23	RR Well 4212005	39.00		WATER	5210 430500	341	101000
	09/20/23	SEWER LIFT STATION 4212006	296.95		SEWER	5310 430600	341	101000
	09/20/23	SEWER PLANT 4212007	1,420.17		SEWER	5310 430600	341	101000
	09/20/23	POLICE 4212008	160.61		POLICE	1000 411258	341	101000
	09/20/23	TOWN HALL 4212009	417.46		TWNHLA	1000 411250	341	101000
	09/20/23	ICE RINK 421010	61.41		PARKS	1000 411253	341	101000
	09/20/23	S Canyon XmasTree Light 421011	0.00		STLITE	1000 430263	341	101000
	09/20/23	South Iris Street Well 4212013	503.43		WATER	5210 430500	341	101000
	09/20/23	MAD SEWER LIFT 4212014	120.99		SEWER	5310 430600	341	101000
	09/20/23	Hayden/Grouse Well 4212015	39.00		WATER	5210 430500	341	101000
	09/20/23	911 Tower 4212016	107.87		911	2850 420750	341	101000
	09/20/23	MADADD H2O Tower 4212017	54.08		WATER	5210 430500	341	101000
	09/20/23	SHOP 4212018	64.93		STREET	1000 430200	341	101000
	09/20/23	ANIMAL 4212029	52.06		ANIML	1000 440600	341	101000
	09/20/23	CLORINATOR 4212030	41.23		WATER	5210 430500	341	101000
	09/20/23	Electric Well 4212031	39.80		WATER	5210 430500	341	101000
	09/20/23	PARK 4212032	79.41		PARKS	1000 411253	341	101000
	09/20/23	UPDH 4212041	380.28		UPDH	1000 411252	341	101000
	09/20/23	SEWER TREAT SERV 4212046	1,475.24		SEWER	5310 430600	341	101000
	09/20/23	LIBRARY 23 dunraven 4212054	175.10		LIBR	1000 411259	341	101000
50516		95 Energy West-Montana	964.97					
	10/01/23	nat gas 210361788 updl	226.24		UPDH	1000 411252	344	101000
	10/01/23	nat gas 210360293 Police	30.24		POLBLD	1000 411258	344	101000
	10/01/23	nat gas 210361746 Pub Services	85.60		STREET	1000 430200	344	101000
	10/01/23	nat gas 210361811 old firehall	32.05		PARK	1000 460430	344	101000
	10/01/23	nat gas 210363966 old bld ins	23.01		STREET	1000 430200	344	101000

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	10/01/23	nat gas 210360540 library	33.84		LIBBLD	1000 411259	344	101000
	10/01/23	nat gas 210364599 Povah	288.52		POVAH	1000 411255	344	101000
	10/01/23	nat gas 210361697 Iris Lift St	48.13		SEWER	5310 430600	344	101000
	10/01/23	nat gas 210365425 Twn Hall	168.92		TWNHAL	1000 411250	344	101000
	10/01/23	nat gas 210361655 Mad Add Sewe	28.42		SEWER	5310 430600	344	101000
50522		3400 Julie Brown	2,985.00					
	092923	09/29/23 Dispatch Building	517.50		DSPTCH	1000 411258	398	101000
	092923	09/29/23 Library	562.50		LIBRY	1000 411259	357	101000
	092923	09/29/23 Rendezvous Ski building	80.00		TRLHD	1000 411256	350	101000
	092923	09/29/23 Town Hall	1,375.00		TWNHLL	1000 411250	357	101000
	092923	09/29/23 Povah Building	450.00		POVAH	1000 411255	350	101000
50524		1514 Verizon Wireless	1,061.13					
		21 Smartphones						
		5 laptops						
	09/20/23	640-0108, Police	41.00		POLICE	1000 420100	345	101000
	09/20/23	640-0121 Laptop	40.01		POLICE	1000 420100	345	101000
	09/20/23	640-0141 Street SP	41.00		STREET	1000 430200	345	101000
	09/20/23	640-0159 Street SP	41.00		STREET	1000 430200	345	101000
	09/20/23	640-0606 911 Dispatch	41.00		911	1000 420160	345	101000
	09/20/23	640-1103, Operator SP	41.00		STREET	1000 430200	345	101000
	09/20/23	640-1460, Library Dir, SP	41.00		LIBRAR	2220 460100	345	101000
	09/20/23	640-1461, S & W operator, SP	41.00		SEWER	5310 430600	345	101000
	09/20/23	640-1462, S & W Super, SP	41.00		WATER	5210 430500	345	101000
	09/20/23	640-1463, Deputy PSS, SP Sspnd	41.00		PARKS	1000 460430	345	101000
	09/20/23	640-1472, Ops Mgr, SP	41.00		ADMIN	1000 410210	345	101000
	09/20/23	640-1676, Rec Coord, SP	41.00		REC	1000 460440	345	101000
	09/20/23	640-1754, COP, SP	41.00		POLICE	1000 420100	345	101000
	09/20/23	640-1755, Police	41.00		POLICE	1000 420100	345	101000
	09/20/23	640-1756, Police	41.08		POLICE	1000 420100	345	101000
	09/20/23	640-1757, Police	41.00		POLICE	1000 420100	345	101000
	09/20/23	640-1758, Head Dispatcher	41.00		DSPTCH	1000 420160	345	101000
	09/20/23	640-1759, Police	41.00		POLICE	1000 420100	345	101000
	09/20/23	640-7547, WS Super	41.00		SEWER	5310 430600	345	101000
	09/20/23	640-9074, PSS, SP	41.00		STREET	1000 430200	345	101000
	09/20/23	640-2195 683 laptop	40.01		POLICE	1000 420100	345	101000
	09/20/23	640-2551 COP laptop	40.01		POLICE	1000 420100	345	101000
	09/20/23	641-0184 686 laptop	40.01		POLICE	1000 420100	345	101000
	09/20/23	641.0207 681 laptop	40.01		POLICE	1000 420100	345	101000
	09/20/23	640-2354 Social Services	41.00		SOCSER	1000 450135	345	101000
	09/20/23	640-2629 City Judge	41.00		COURT	1000 410360	345	101000

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50528		3324 Dan Walker	534.08					
	09/22/23	MAP Conference Walker	534.08		ADMIN	1000 410210	370	101000
50529		2099 Quick Print of West Yellowstone	86.00					
	18253 09/18/23	Police Printing forms	41.00		POLICE	1000 420100	321	101000
	18274 09/25/23	Business Cards Simms	45.00		STREET	1000 430200	220	101000
50530		1140 Sagebrush Floral	150.50					
	95448 09/10/23	Floral Arrangement Ken Davis	150.50		LEGIS	1000 410100	220	101000
50531		1454 Bozeman Daily Chronicle/Big Sky	57.00					
	416562 09/19/23	AmendedBudgetPubHearnotice	40.00		ADMIN	1000 410210	327	101000
	425257 09/20/23	PubHearingOrd#27521Intrn/fire	60.00		ADMIN	1000 410210	327	101000
	08/31/23	Credit from Previous overpymnt	-43.00		ADMIN	1000 410210	327	101000
50532		1061 Lane and Associates	462.23					
	9871 09/18/23	Random Drug/Breath Tests	327.63		ADMIN	1000 410210	327	101000
	9895 09/25/23	Random Drug/Breath Tests	134.60		ADMIN	1000 410210	327	101000
50533		999999 JOSEPH ARENDFORS	2,205.00					
	09/21/23	Exonerated Bond-Richardson	2,205.00		COURT	7469 212401		101000
50534		999999 BETTY THIEL	300.00					
	09/21/23	Exonerated Bond-Nygaard	300.00		COURT	7469 212401		101000
50535		999999 SHELLY THEIMER	1,085.00					
	09/21/23	Exonerated Bond-Lazaro	1,085.00		COURT	7469 212401		101000
50536		3409 Big Sky Photography & Design	360.00					
	98 09/25/23	Website Images	360.00		IT	1000 410580	355	101000
50537		3233 Safeguard Business Systems	1,425.65					
	9002576117 09/23/23	BMSUtilityPostcards	712.83*		WATER	5210 430570	220	101000
	9002576117 09/23/23	BMSUtilityPostcards	712.82*		SEWER	5310 430670	220	101000
50538		3422 Sprinter Heating & Air LLC	1,200.00					
	20317 09/25/23	ServiceallSystemsPolice	1,200.00		POLICE	1000 411258	398	101000
50539		3432 JED Enterprises	4,568.84					
	SC202301 09/25/23	Security camerasSewer	240.99		SEWER	5310 430600	398	101000
	SC202301 09/25/23	Security camerasShop	1,391.95		STREET	1000 430200	398	101000
	SC202301 09/25/23	Security camerasParks	1,509.95		PARKS	1000 460430	357	101000
	SC202301 09/25/23	Security camerasSocServ	1,425.95		TWNHLL	1000 411250	357	101000

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50540		3350 Mid-American Research Chemical	1,010.85					
	0800013	09/08/23 Sewer supplies	1,010.85		SEWER	5310 430600	220	101000
50541		3433 National Barricade & Sign Co.	829.00					
	216769	09/06/23 Signs	829.00*		STREET	1000 430200	243	101000
50542		2561 ESRI	440.00					
	94562497	09/13/23 ArcGIS DesktopMaintenance fe	440.00*		IT	5210 430500	355	101000
50543		2854 Mountain Alarm	125.55					
	3904956	10/01/23 Alarm Monitoring	125.55		TWNHLL	1000 411250	357	101000
50544		65 T & E	1,902.23					
	0818624	09/08/23 Equipment Repairs supplies	1,902.23		STREET	1000 430200	369	101000
50545		3315 IAS EnviroChem	1,180.00					
	2305861	09/22/23 SewerTesting fees	1,130.00		SEWER	5310 430600	348	101000
	2305750	09/19/23 Sewer Testing fees	50.00		SEWER	5310 430600	348	101000
50546		3261 Targhee Services	442.30					
	918231	09/18/23 Police Vehicle repairs	99.95		POLICE	1000 430200	361	101000
	918232	09/18/23 Police Vehicle repairs	129.95		POLICE	1000 430200	361	101000
	918233	09/18/23 Police Vehicle repairs	212.40		POLICE	1000 430200	361	101000
50547		2937 CINTAS First Aid & Safety	505.43					
	5176894300	09/27/23 FirstAide Supplies	305.08		STREET	1000 430200	220	101000
	5161444061	09/12/23 FirstAide Supplies	200.35		STREET	1000 430200	220	101000
50548		3115 Spiffy Biffy	375.00					
	1854	09/19/23 Rental rate for July&Aug	375.00		PARKS	1000 460430	357	101000
50549		3365 Joe Johnson Equipment	113.00					
	P01004-A	07/12/23 Repairs supplies	113.00		STREET	1000 430200	220	101000
50550		2762 Mission Communications, LLC	3,680.40					
	1080386	09/20/23 SCADA System contractedservic	3,680.40		WATER	5210 430500	357	101000
50551		3396 Hotsy of Western Montana	3,327.23					
	6460	08/04/23 Repairsto pressurewasherShop	3,327.23		STREET	1000 430200	361	101000

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50552		2586 Waxie Sanitary Supply	5,795.50					
	81995341	09/22/23 Cleaning supplies	5,795.50		PARKS	1000 460430	220	101000
50553		2800 RDO Equipment Co.	5,636.55					
	W1509216	09/26/23 EquipSwapfromOldtoNew	5,636.55		STREET	1000 430200	369	101000
50554		3320 Bonnie Sullivan	62.00					
	09/22/23	911TrainingMealsBozmanSullivan	62.00		DSPTCH	1000 420160	370	101000
50555		1934 Brenda Martin	199.55					
	09/27/23	911TrainingBozemanMartin	199.55		DSPTCH	1000 420160	370	101000
50556		3434 Jose Canales	200.00					
	09/29/23	Uniform reimbursement	200.00		STREET	1000 430200	226	101000
50557		2910 Montana Correctional Enterprises	4,171.25					
	87624	09/20/23 Street Signs	4,171.25*		STREET	1000 430200	243	101000
50558		3425 Bridger Built, LLC	24,200.00					
	Ennis-3321	09/28/23 RoofingFinalPayment	24,200.00		THROOF	1000 411250	920	101000
		# of Claims 37	Total: 79,813.58					

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
September 19, 2023

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

OTHERS PRESENT: Town Manager Dan Walker by Zoom, Finance Director Katie Thompson, Public Services Superintendent Jon Simms, Chief of Police Mike Gavagan, Town Clerk Liz Roos, Town Attorney Jane Mersen by Zoom

The meeting is called to order by Mayor Travis Watt at 7:00 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

Jim Kitchen of the Yellowstone Nature Connection addresses the Town Council. Kitchen reports that they are required by the lease to provide an annual report to the Town Council. The organization leases the historic Madison Ranger Station buildings that were moved to Town property at the west end of Yellowstone Avenue. Kitchen introduces his daughter, Karina, a recent graduate of MSU that majored in history and studied the history of the ranger station. Karina explains some history of the rangers that worked at the station. Kitchen summarizes the volunteer efforts of the organization and grant funding, maintain IRS documentation, insurance, and a current business license. Kitchen also shares program and participant statistics. He also reports that this year they replaced all the physical fitness training area implements. Kitchen shares a short story about the smokejumpers at the local base and thanks the Town for its support.

Council Comments

Mathews shares that he received positive feedback from two different individuals that utilized Billings Clinic. Watt reminds everyone that fall high school sports have started and there are a lot of volleyball and football games to attend. He also mentions the recent fundraising event for the West Yellowstone Foundation, the Happening, and that it was very successful this year.

ACTION TAKEN

- 1) Motion carried to approve purchase order #6602 to HK Contractors to implement a paved pathway along Electric Street from Parkway D to the Madison Apartments. (Benike, Mathews)
- 2) Motion carried to approve the claims, which total \$204, 241.70. (Mathews, Benike)
- 3) Motion carried to approve the change of location for Yellowstone ATV to 15 North Electric Street. (Mathews, Benike)
- 4) Motion carried to approve the minutes of the September 5, 2023 Town Council Meeting. (Benike, Mathews) Griffith is opposed, motion passes.
- 5) Motion carried to adopt Resolution No. 797, a resolution amending the FY 2023 municipal budget. (Griffith, Benike)
- 6) Motion carried to approve the first reading of Ordinance No. 275, an ordinance adopting the FY 2021 Fire Codes. (Benike, Mathews)

Public Hearing: FY 2023 Amended Budget Hearing

Mayor Travis Watt reads the hearing notice. The hearing was advertised in the Bozeman Daily Chronicle, publicly, and online. Mayor Watt explains that the purpose of the hearing is to take public comment on the budget amendment for the 911 Emergency Fund since more money was expended for the radio tower than was budgeted. No other comments are received.

- 5) Finance Director Katie Thompson explains that although it appears that the new tower caused the fund to go over budget, the project wasn't completed in FY 2022 and the funding wasn't rolled over into FY 2023 as it should have. The project cost actually came in well under budget as it was expected to cost \$250,000 but total cost was only \$142,000. They are passing the budget resolution now so the funding is straightened out prior to submitting the annual financial report for FY 2023.
- 6) Fire Chief Shane Grube explains that the 2021 code includes some new regulations that are not included in the 2012 code.
- A) **Town Manager & Staff Reports:** Town Manager Dan Walker reports to the meeting from the Planning Conference he is attending in Butte. He reports on the monthly call with Forsgren and the progress they are making with Montana DEQ for final approval of the design of the wastewater treatment plant. He reports on the Gallatin County Housing Coalition meeting, structural inspection of the Town Hall by Forsgren, work on replacing the roof on the Town Hall will start Monday. He mentions that they would like to plan a dedication event for the fly casting pond and the group discusses a date for the event and tentatively agree on planning it prior to the meeting on October 3, 2023.
- B) **Advisory Board Reports:** Griffith reports that the **Health Care Services Advisory Board** met on September 8, 2023. She reports that Billings Clinic has hired a full-time nurse practitioner that started the end of August. They have also hired a full-time medical doctor who will start in January 2024. They are currently recruiting for help in the registration area and offer employment benefits. Kenny Jones reported that two of the five members of the Hospital District Board have resigned leaving only Doug Schmier, Kenny Jones, and Dr. Roy Davis. They are trying to determine if they need all three members to constitute a quorum. Council Member Mathews reports that the **Business Improvement District** is working on submitting a letter to the Western Transportation Institute regarding traffic calming measures. Benike reports that the Marketing and Promotions Fund Advisory Board met to discuss the big event funding they are planning for and working with Finance Director Katie Thompson on that issue.

The meeting is adjourned at 8:00 PM. (McBirnle, Benike)

Mayor

ATTEST:

Town Clerk

Police Department - Department Head(s) Report September 21 – September 28, 2023

- 121 calls for service
 - 8 citations issued
 - 35 Warnings
 - 3 Cases Generated
 - 0 Arrests
 - 20 Public Assists
 - 3 Agency Assists
 - Calls included Traffic Stops, School Resource Officer calls, Illegal Camping, Animal Complaints, Vehicle Crashes, Welfare Checks, 911 calls, Lost/Found articles, Parking, Suspicious Persons/Activity, Citizen Assists, Agency Assists, Reckless Driving, Domestic disturbance, Parking, Subject Stops, Disabled Vehicle, Lock Out, VIN Inspection, Suicide Threat, Panhandling, Garbage/Trash, Reckless Driving, Mental Health, Missing Person, Hit & Run and other fun stuff.
 - Worked with Gallatin County Detectives on a potential crime against a minor case.
 - Purchased and issued soft leg restraints for all the officers to have in their patrol vehicles.
 - Officer Griffel and I spent time at the range sighting in new optics for the patrol pistols.
 - Last week Bonnie and Brenda were able to attend the Public Safety Forum in Bozeman. This was an amazing three-day conference with great information as well as an opportunity to make connections within the state on where 911 is moving and the current 5 year plan the state has for a statewide NG-911 system. While in Bozeman I was also able to meet with Gallatin County and work on the new Radio console as well as some programming for Central Square
 - Pily started a 3-week vacation, awaiting the arrival of her very first grandbaby.
 - Mickelle has returned to covering 2 shifts again as part time.
 - Brenda is also covering a few shifts, during vacations for the next 2 months.
 - We had issues with the printer again this week, but Bonnie has finished her annual printing project so hopefully some of those issues subside with the lighter printing load.
 - We are supposed to start the new radio install the week of October 9th (this was supposed to be completed last year so we are not holding our breath until we see people here.
 - John Hinkle from Gallatin 911 will be coming to spend the week in West Yellowstone next week to work with Brenda and Chief Grube on finishing some more testing and programming for the new CAD system.
 - We have been working through the training manual updates. Brenda has registered to participate in a APCO Training Program Certification class this winter. This will be a class/project that will last for about 6 months and she will submit our entire training program to a national committee to become a certified call center for our training standards. All of our training must meet national standards to accomplish this. Brenda will be enlisting help from all dispatchers, as it will be something for the entire agency to be proud of.
 - Brenda assisted DIS with installation of the MHP crash reporting program on 2 more of the officer's computers. She also worked with MHP to get our agency set up in the new program.
 - We received another application for the current opening in Dispatch
 - We also received another police patrol application.
- Until next week, Mike & Brenda

Public Services Dept. Bi-Weekly Report: Sept 15th through Sept 28th, 2023

Work Performed

Begin winterizing sprinkler systems. Get ice rink installed before it starts snowing so we don't have a repeat from last year. Grading: ongoing (new grader is onsite). Continue running York Rake throughout the town snow parks and old airport to clean everything up. Repair sidewalk in front of The Slippery Otter. Install new soccer nets at town park. Vehicle and equipment maintenance: ongoing, our fleet is old and it's a constant battle to keep things running. HVAC building upgrades: ongoing. Replace elbow fittings on the three gas ranges at the dining hall. Manhole inspections for the facilities planning study: ongoing. Respond to sanitary sewer backup at the visitor center. Continue filling in low spots within each snow storage area. Work on casting pond: ongoing. Street sweeping, brooming aprons in alleyways and sidewalks: ongoing. Signage updates and pole repairs: ongoing. Performed water samples and WW samples. Rake off surface debris from Cell B at sewage lagoon, redirect flows within IP cells. Replace flush sensors, hand dryers, door handles, closers, doorway thresholds, wax rings on toilets, stall door hardware, light fixtures, and cadets in facilities as needed. Water and SAS inspections: ongoing. Continue installing utility locate whiskers in all parkways. Exercise service and gate valves to be able to isolate town in case of major supply break (in many locations these valves were never turned or exercised in 40 years, so they'll need to be replaced, we'd recommend budgeting to replace 4-5 per year). Install risers and replace castings on SAS and STS manholes. Reset manhole castings to proper grade. Add material to berms at intersections where washouts have occurred. Continue mowing lawns, trimming, and spraying weeds. Pothole repairs. Restock supplies at public works shop and reorganize our stock at town park. Continue to adjust and tighten hardware on all playground equipment, door closer and lavatory fixtures. Sightline hazards and tree work. Continue to fill in potholes along town streets, alleyways and parking lots. Utility locate requests: as needed. Respond to flag lowering notifications and replace as needed. Cleanup graffiti and respond to vandalism: ongoing. Cleaned up debris blowing out of triple bin roll off containers and Abitibi's at PW shop. Adjust/ tighten face plates on all light poles in central business district. Disconnect and remove streetlight poles that continue to fall down along the highway (these poles are likely 40+ years old and have been crumbling for decades). Continue cleaning up loose tree limbs, brush and debris around town. Working on intersection sightline hazards. Remove jagged fence posts along streets and alley ROW's. Pickup roadkill: as needed. Continue to fill in tree pits throughout central business area to help mitigate tripping hazards. Crews continue to study and practice pre-trips for CDL examination. Trash route and litter collection: ongoing. Begin removing some of the trash stations for the season, pressure wash, disinfect units and lube all the hardware and hinge points. Move bleachers from the town park over to the high school for their football season.

Administrative

Continue lining up projects and going over scheduling with contractors. Spoke with vendors on equipment upgrades and repairs. Line up burial services at cemetery and schedule headstone deliveries with monument companies. Coordinated the town tall roofing repairs with Bridger Built (town hall should remain dry now going into the winter). Scheduled closed cell insulation for attic at town hall with American Insulation and Materials in the coming weeks. Get the cleaning scheduled for Whiskey Springs Holding Tank with Midco Marine & Diving, mid-October. Coordinate HVAC services with Sprinter heating and cooling, inspections, and repairs, set up duct cleaning. Continuing to look for a good dumping

location for spoils from the street sweeper and from other miscellaneous work detail debris. The former 20 acres we had at the WW plant was our old spot, now we're having a hard time finding a new location for spoils. If anyone has solutions or good ideas, please contact me. Meetings with State Building Official, DEQ, Engineers, Department Heads and Utility Providers. Coordinate with Behm Electric to look over miscellaneous updates in town, eliminate power supply to more of the streetlights along Highway 20 that are crumbling and falling down. Met with Ed Geiger regarding security camera installations in town buildings, critical infrastructure locations and public spaces. Discuss option for Wi-Fi access at key locations for the new security cameras with Chad Shanks at Anthem Broadband. Met with contractor regarding sewer and water upgrades. Schedule walkthrough with Dillon at Liberty Lawn and Landscape about weed control in town. Met with Kenco Security for panel updates at town hall. Speak with Steve Rowley at ARK Security on proposing an access control system and software upgrade for town hall and the community center. Continue coordinating the light pole replacement project with Rocky Mountain Electric, getting things moving along (we'll be staging S&M at campvince). Coordinate with Shane Glon at HK Contractors on scheduling asphalt pathway on the westside of electric street (no guarantee it will be this fall due to how busy they are insider the park). Met with Reed Hill at 3H construction regarding rough plumbing for restroom project at tennis courts (continuing our \$300 monthly service agreement with spiffy biffy instead of the \$200k we'll spend on new restrooms would be the most responsible option for the town). Met with Montana Drain regarding sewer backups and grease interceptor enforcement. Met with Wagon Wheel Hotel regarding property issues. Discuss townwide concerns regarding sidewalk issues with residents. Setup meeting with KM Construction on sidewalk repairs, I've yet to hear back from James. Coordinating the updates to strobes and radios on our fleet vehicles with our vendor, Jeff Gurr. Fill in shifts on equipment, trash route, litter collection and skimming suspended sewage from cells at the lagoon. Continued SAS line, field verification and manhole inspections for Forsgren Engineering. Dealt with staff issues, forwarded paperwork to the town attorney regarding personnel problems. Discuss equipment selections/ pros and cons, and recommendations with roadway superintendents from municipalities across the state. Setup computer updates with DIS. Interviewed potential candidate for employment within public works. Line up painting of the Library with Yellowstone Log Chinking, waiting to hear back on their scheduling. Continue to put out building cleaning and trash route rotation schedule for public works crew. Let our part-time/ seasonal employees know that their last day for the year will be October 6th. Discuss utility locating call-out procedural issues with our local providers. Coordinate hauling abandoned vehicles for the Police Department, as needed. Continue to explore options for a used vactor truck, once again when the town has a major backup in any SAS mainline/ lift station and contractor is not available, or their equipment is down the town will run into problems (town staff continues to open problem areas on a weekly basis at intersecting SAS manholes where sanitary debris has potential of accumulating). Go over importance of water service requests, access dates for turning on & off curb stops with Jon Brown. Discussed encroachment issues with town residents and staff. Continue looking for utility locator training opportunities for public works crew. Continue meeting with public works staff to discuss ongoing laundry list items within the department and how we can work more effectively and improve our operations for next year. Discuss easement and setback requirements with business owners and residents, clarify municipal codes. Schedule parts orders and updates to town's fleet. Place orders for necessary O&M supplies, follow up with vendors on supply chain issues. Coordinate with staff at Forsgren and Jon Brown to review best management practices for wastewater collection/ treatment facility and water distribution system. Investigate weir levels on cells A & B at lagoon and adjust as needed. Coordinate monthly coliform/ bac-T samples with Jon Brown. Adjust water well pump outputs, accordingly, keep the distribution systems

pressure regulated remotely. Follow up on proposals for CIP projects. Review city policies, procedures, collective bargaining agreement, safety protocols and codified ordinances. Review city policies, procedures, collective bargaining agreement, safety protocols and codified ordinances. Evaluate 2024 budgetary needs, review purchase orders and submit weekly invoices. Enter timesheets and payroll for crew. Respond to WY pump status reports and dispatch to town as necessary. Ticket entry for 811's new "positive response" reporting software.

Water/Wastewater report

9/22 /23; Water/Wastewater rounds. started taking weekly BOD [biochemical oxygen demand] reading the BOD lab results are extremely high this is above what we normally test for. Normal readings should be in the range of 150-300 MG/L and we have had readings in 900 MG/L this can cause real problems with the current wastewater system and the new future facility. This is caused by extremely high organic loading also septic conditions. The Wastewater flows are starting to decrease this week they were about 565.000 GPD.

9/25/23; Water/Wastewater rounds. starting Winterization on public water systems bathrooms features and water wells, servicing heaters and draining pipes.

Repaired toilets in public bathrooms. Lagoon I/P adjustments and blower maintenance.

Manhole inspections, getting more information gathered up for Forsgren Engineering for collection FPS Study.

9/26/23; Water/Wastewater rounds. working on moving the evaporators at the wastewater facility to better suited locations and repairing and replacing and running new wire and pumps two each evaporator, the existing pumps have all stopped working and in need of replacement, working on a much better long-term solution for the evaporators.

9/28/23: Water/Wastewater rounds Attended meeting with spencer with Forsgren Engineering to go over some of the collection system deficiencies and what approach and category to put them in Maintenance or capital projects.

Lift station Madison /Iris station Maintenance. Getting bids on used snowmobiles for Kattie.

Water/ Sewer inventory.

If you have any Questions please contact me.

Jon Brown

Have had some vacation days this week and a few last week hunting.



SEPTEMBER 29, 2023

TO: Town Manager Dan Walker, Town Council

FROM: Liz Roos, Town Clerk

SUBJECT: Town Clerk Report

- Responded to public records request regarding Kelly Inn Annex connection fees
- Attended Self Care Fair at the Holiday Inn, I won a pizza cutter
- Attended webinar for the new State of Montana Unemployment Insurance online system
- Facilitated the bid opening at the Town Hall for the School Housing Project
- Prepared agenda and packet for 10.3.23 Town Council Meeting





Week of 09.25.2023

- Prepared for the 10.03.2023 Town Council meeting.
- Attended the West Yellowstone Project call regarding the Facility Planning Study.
- Met with Dan Semmens and Tricia Elpel regarding bonds for WWTP.
- Worked on Annual Financial Report.
- Met with MAP committee regarding their “Big Event.”
- Completed the Montana Final Budget Document
- Met with Dan to give updates on projects.
- Met with Dan and Jon Simms to go over our game plan for snow removal this year regarding finances.



Proclamation Naming the Bob Jacklin Casting Pond

Whereas, the Town of West Yellowstone has rich historical roots in the evolution of fly fishing as a sport and the technology associated with it. Since the inception of Yellowstone National Park, fly fishing has played a large role in the economy and culture of our community.

Whereas, in 1967, Bob Jacklin arrived in West Yellowstone and soon started an educational program that is still very active today. The first casting pond was created in 1982. Every Sunday through the summers, Bob and a number of volunteers would work with anglers of all ages and talent levels to improve their casting skills.

Whereas, after forty years of harsh winters and sunny summers, the original casting pond fell into a state of disrepair and the facility was all but forgotten by many locals and long-time visitors.

Whereas, this new casting facility will function as not only a great amenity for town, our visitors, and our businesses, but also serve as a cultural hub where the fly fishing community can gather. We also envision the new pond and park as a monument to honor our rich fly fishing heritage in West Yellowstone.

Now, therefore, the Town of West Yellowstone has decided to name the new facility after Bob Jacklin, to honor his decades of contributions to fly fishing and our community. We urge community members and visitors alike to celebrate this rich history and enjoy the facility.

Mayor Travis Watt

Council Member Jeff Mathews

Council Member Brian Benike

Council Member Jeff McBirnie

Council Member Lisa Griffith

TOWN OF WEST YELLOWSTONE

PUBLIC HEARING

Ordinance No. 275 2021 International Fire Codes

NOTICE IS HEREBY GIVEN that the Town Council of the Town of West Yellowstone will conduct a Public Hearing on October 3, 2023 regarding Ordinance 275. Ordinance No. 275 amends Chapters 5.04.130 of the West Yellowstone Municipal Code by adopting the 2021 edition of the International Fire code with certain appendices. The Town Council intends to adopt the 2021 International Fire Code, along with Appendix B-Fire Flows, Appendix C-Hydrants, Appendix D-Access Roads Sections D101-D105.3 and Appendix I- Fire Protection Systems Non-Compliant Conditions.

Complete copies of the ordinance is available at the Town Hall, 440 Yellowstone Avenue, West Yellowstone, MT or by email at eroos@townofwestyellowstone.com. The proposed ordinance is also posted on the Town's website: www.townofwestyellowstone.com. The public meeting will be held during the regular Town Council Meeting which begins at **7:00 PM** on **October 3, 2023**. The meeting will take place in the Town Hall, 440 Yellowstone Avenue in West Yellowstone, MT, at which time oral testimony will be taken from the public. The meeting will also be broadcast on the internet through zoom.us, meeting ID: 893 834 1297. Written testimony may be submitted until 5:00 PM on the date of the hearing to the Town Clerk at the Town Hall, by mail to P.O. Box 1570, West Yellowstone, MT 59758, or by email to eroos@townofwestyellowstone.com. For further information contact the Town Offices, 646-7795.

Elizabeth Roos
Town Clerk



ORDINANCE No. 275

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE AMENDING THE WEST YELLOWSTONE MUNICIPAL CODE TO ADOPT THE 2021 EDITION OF THE INTERNATIONAL FIRE CODE WITH CERTAIN APPENDICES, AMENDING SECTION 15.04.130.

WHEREAS, the Town Council of the Town of West Yellowstone believes that regulating development, businesses and the construction of buildings to comply with the most recent version of the International Fire Code is in the best interests of the health, safety and welfare of the citizens of West Yellowstone; and

WHEREAS, the Montana Department of Justice, through A.R.M 23.12.601, adopted the 2021 Edition of the International Fire Code with certain appendices which the Town should also adopt; and

WHEREAS, the Town Council of the Town of West Yellowstone, at a duly noticed meeting on September 19, 2023, read this Ordinance and on October 3, 2023 held a duly noticed public hearing for the second reading of this Ordinance at which time it allowed for public comment on the Ordinance; and

WHEREAS, upon second reading, the Town Council determined that adoption of the most current version of the International Fire Code was in the best interests of the citizens of the Town.

NOW THEREFORE, BE IT ORDAINED by the Town Council of the Town of West Yellowstone that Section 15.04.130 be amended to adopt the 2021 International Fire Code, along with Appendix B-Fire Flows, Appendix C-Hydrants, Appendix D-Access Roads Sections D101-D105.3 and Appendix I- Fire Protection Systems Non-Compliant Conditions.

REPEALER: All ordinances and parts of ordinances in conflict with provisions of this ordinance, except as provided above, are hereby amended or repealed.

EFFECTIVE DATE: This ordinance shall be in full force and effect thirty (30) days after final adoption by the Town Council of the Town of West Yellowstone.

SEVERABILITY: If any portion of this ordinance or the application therefore to any person or circumstance is held invalid, such invalidity shall not affect other provisions of this ordinance which may be given effect without the invalid provisions or application and, to this end, the provisions of this ordinance are declared to be severable.

PASSED BY the Town Council and approved by the Mayor of the Town of West Yellowstone, Montana, this ____ day of _____, 2023.

Mayor Travis Watt

Council Member Jeff Mathews

Council Member Brian Benike

Council Member Jeff McBirnie


Council Member Lisa Griffith

ATTEST:

Town Clerk Elizabeth Roos



TOWN OF WEST YELLOWSTONE

TO: All Town Employees
FROM: Liz, Town Clerk
SUBJECT: Connection fees for Arrowhead Rentals
DATE: 9/14/23 

The site plan and connection fees for Arrowhead Rentals II was approved by the Town Council in 2019. The project includes four new nightly rental units and one laundry room to serve both buildings. Arrowhead I was built in 2009. The property owners were invoiced 6/25/19 for the water and sewer connection fees for the new building a total of \$18,640. After extensive consultation with the Smiths, staff and the Town Engineer, the invoice was revised in 2021 to account for the fact that the new building replaced a single dwelling unit that had one sewer connection and a 3/4" water line connection. The revised invoice reduced the 1.5" water line connection fee to 3/4" water line connection and included two sewer connection fees for the laundry room and one sewer connection fee for the additional rental units.

The revised invoice reduced the total connection fees to \$11,240.

In September 2022, the Town adopted the a new fee structure for sewer connections. Under the new fee structure, the total connection fees for the new building would come to \$15,540.

In June of 2023, the property owners paid the water connection fee of \$2240 and for one sewer connection fee of \$3000 for a total of \$5240. The outstanding balance is \$6000, the equivalent of two sewer connection fees.

TOWN OF WEST YELLOWSTONE

Invoice

Bill to: Arrowhead Lodge
Invoice: 1002
Date: 06/27/2023
Due Date: Immediately

Sewer connection fees	\$6,000.00
Total	\$6,000.00

Notes: Invoice dated 01/21/2021 has received payment of \$5,240.00 on 06/14/2023. This is for the remainder of the invoice dated 01/21/2021.

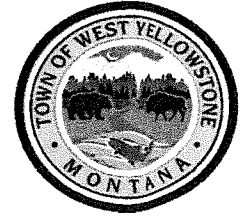
Thank you!



Katie Thompson
Finance Director



**TOWN OF WEST YELLOWSTONE
WATER AND SEWER HOOKUP/USAGE FEES**



Date:	1/21/21 (Revised Invoice)		
Project:	Arrowhead Rentals		
Feature:	(4) new nightly rental units + laundry facility		

WATER

Existing 3/4" meter replaced with 1.5" meter

Volume Ratio Unit (VRU) factor for 3/4" meter = 1
 Volumer Ratio Unit (VRU) factor for 1.5" memter = 2.4
 Base Water Connection Fee = \$1600

$2.4 - 1 = 1.4$
 $1.4 \times \$1600 = \2240

WATER CONNECTION FEE \$2240.00

Amber came in with a check for \$ 5,240.00 on 6/14/23 which pays the water connection fees of \$2,240.00 and pays for the base sewer connection fee of \$3,000

SEWER

Existing apartment replaced with nightly housing complex with four units and laundry.

1 apartment = 1 Single Family Equivalency (SFE)
 4 nightly rental units = 2 SFE
 Laundry facility = 2 SFE
 Base sewer connection fee = \$3000

$4 - 1 = 3$
 $3 \times \$3000 = \9000

SEWER CONNECTION FEE: \$9000.00

but still over for the 2 SFEs for the Laundry = \$6,000 6/15/23 PR

TOTAL \$11,240.00

Subject: Support for Collaborating with Western Transportation Institute for Safer Pedestrian Crosswalks and Creative Traffic Calming

Dear Members of the West Yellowstone Town Council,

The Business Improvement Advisory Board wishes to propose collaboration between the Town of West Yellowstone and the Western Transportation Institute (WTI). We believe that this collaboration offers a remarkable opportunity to enhance pedestrian safety and instill a sense of community through creative traffic calming methods, specifically by integrating art and placemaking into our town's infrastructure. In addition to traditional traffic calming measures, we would like to emphasize the potential of incorporating art and placemaking as effective tools to create safer, more inviting pedestrian environments.

WTI is a leader in research on the concerns of today's transportation networks. With a focus on rural problems and an interest in sustainable road systems, they work with federal agencies, state DOTs, private-sector companies, and nonprofits to deliver real-world solutions. WTI is a National University Transportation Center at Montana State University. They work across the country and internationally to raise the bar in transportation research and projects. A particularly important aspect of this collaboration would be their direct contact with the Montana Department of Transportation (MDT). This would allow us to potentially address issues with the traffic control on the two primary access highways in a productive, positive manner that would take the burden off the town offices.

Placemaking, which involves shaping public spaces to promote a sense of community ownership and identity, goes hand in hand with art installations. By designing crosswalks and intersections as engaging and vibrant spaces, we foster a stronger connection between people and their surroundings. This approach not only enhances safety but also strengthens the overall social fabric of our town, creating an environment where people feel welcomed, valued, and connected. We are confident that a collaboration with the WTI will yield valuable insights and expertise to guide us in effectively implementing these creative traffic calming measures. By embracing art and placemaking as integral components of our traffic calming strategy, we can redefine our streets as safer, more enjoyable spaces that align with our town's unique spirit.

We hope that the West Yellowstone Town Council will embrace this innovative approach to pedestrian safety and community building. Allocating resources for the evaluation and implementation of art-infused traffic calming projects demonstrates a commitment to both safety, and the cultural enrichment of our town.

Collaboration would typically include: A MOU with the town and WTI, as determined by the Town Manager and WTI. WTI typically provides and funds: planning, research, community engagement, data collection and project plans. Any materials, supplies and travel costs need to be provided by our community. **We request that the council direct the Town Manager to consider an MOU and engage in collaboration with the Western Transportation Institute with support from the Business Improvement Advisory Board to address pedestrian safety and community building.**

Thank you for your consideration. We are excited about the potential positive impact this collaboration could have on West Yellowstone, and we look forward to contributing to the realization of this vision.

Sincerely,

The Business Improvement Advisory Board

City of West Yellowstone
**Proposed Technical Support to Install Traffic Calming to Increase
Safety in West Yellowstone, MT**

September 1st, 2023

Submitted by:

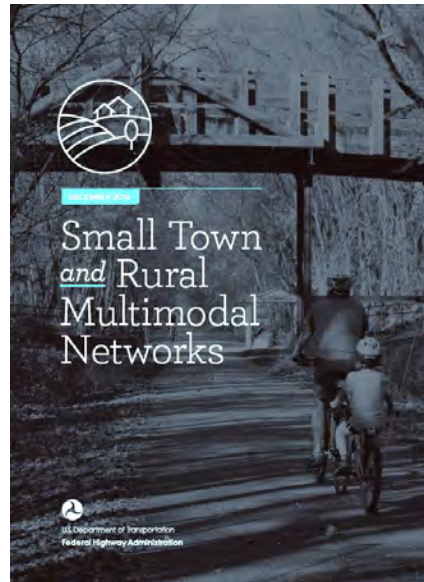
The Western Transportation Institute
At Montana State University

2327 University Way
P.O. Box 174250
Bozeman, MT 59717

Contacts:

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Research Engineer
Rebecca.gleason1@montana.edu
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Research Associate II
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Office Phone: 406-994-2461



Cover photos from left to right: pop-up curb extension in Bozeman; WTI was part of team that created Small Town and Rural Multimodal Network Guide; community walk audit in Hamilton, MT.

Introduction

The Western Transportation Institute (WTI) is pleased to propose technical support to plan and implement interim traffic calming projects through our Small Urban, Rural and Tribal Center on Mobility (SURTCOM). This proposal outlines technical support activities based on conversation with the City of West Yellowstone along with estimated cost and a draft schedule. SURTCOM funds require a 2:1 match from non-federal sources, which may be provided through cash or in-kind support.

Goals

- Advise the City of West Yellowstone staff and community partners on the process for interim traffic calming installations through low-cost improvements to existing road and transportation infrastructure.
- Engage and partner with the Montana Department of Transportation (MDT) on the traffic calming projects that are along State Highways

Background/Scope of Services

Streets designed with a focus on cars and vehicular travel result in higher traffic volume and speeds. WTI works to implement “pop-up” style traffic calming to demonstrate the effectiveness of different installation types on slowing vehicle travel and increasing pedestrian and bicyclist safety, consistent with MDT Vision Zero goals. These projects engage locals and incorporate placemaking elements, such as flower filled planters, which help develop a community focused sense of place. This project seeks to build a partnership between WTI, the State of Montana’s Main Streets Program, the City of West Yellowstone, the West Yellowstone Community Foundation, and MDT. WTI will provide technical assistance to the City of West Yellowstone to work through the “pop-up” traffic calming process including engagement, planning, implementation, and evaluation. Proposed tasks in this project include:

Task 1: Getting to Know the Community and Key Stakeholders

1. Conduct a site visit of existing roadways/ facilities with the City of West Yellowstone staff to understand locations of concern. Possibly the 1st week of October.
2. Engage with MDT to find out the feasibility of traffic calming along State right-of-way as well as how many projects are realistic.
3. Review previous community engagement processes and stakeholder input to understand West Yellowstone’s priorities for temporary and/or permanent bike/pedestrian/traffic calming improvements.
4. Attend a city council meeting to meet city leaders, community members, and talk through the pop-up traffic calming/placemaking process.

Task 2: Pop-up Traffic Calming Technical Assistance

Provide technical assistance for City of West Yellowstone staff and partners around the engagement, procurement, installation, and evaluation process for curb extensions or appropriate traffic calming treatment at 5 possible locations.

1. Organize up to 5 pop-up traffic calming and place making projects along Hwy 20, 191, and other local streets as identified by the stakeholders and community engagement processes. This process will engage local leaders and residents and provide resources for conducting data collection, walk audits and pop-up projects. A goal of this task is to empower West Yellowstone stakeholders to lead walk audits and pop-up demonstration projects in the future.
 - a. Conduct walk audits as necessary with local representatives
 - b. Engage with MDT as necessary for the project
 - c. Propose traffic calming designs and seek feedback for preferred options
 - d. Assist with materials & supplies procurement
 - e. Guide local leaders/stakeholders to implement preferred option
 - f. Evaluate changes in traffic volume/speed, roadway use, and public perception through radar data and a community survey
 - g. All project materials and installations will be MUTCD compliant.

Task 3: Final Report & Community Based Final Presentation

1. Create a report summarizing pop up process, results, and recommendations
2. WTI to put together content and conduct a community presentation to provide overview of pop-up projects and next steps.

Deliverables

1. Technical assistance to include recommended material &, supply list, permitting, and cost estimates for the installation of up to 5 traffic calming installations in West Yellowstone
2. Planning, installation, and evaluation of up to 5 community pop-up traffic calming and place making installations. .
 - a. Utilization of durable, high visibility, and visually appealing materials
3. Summary report & final presentation: process, results, and recommended next steps

Timeline

Task	2023/2024											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Project Management/coordination												
1. Getting to know the community and key stakeholders												
2. Traffic calming technical assistance, prep & installation												
3. Final Community Presentation, report & next steps.												

Budget Estimate

WTI Personnel

Tasks	Hours	Subtotal	IDC (at 45%)	Total
Project Management	63	\$3,530.64	\$1,588.79	\$5,084.12
Task #1	45	\$2,549.79	\$1,147.41	\$3,697.20
Task #2	200	\$9,131.08	\$4,108.99	\$13,240.07
Task #3	70	\$2,991.44	\$1,346.15	\$3,815.59
Total Personnel	378	\$18,202.95	\$8,191.33	\$26,394.28

*For specific and detailed budget breakdown, see budget spreadsheet

Travel

Task	Travel	Cost	Total + IDC (at 6%)
Task #1	Community meeting & walk audit	\$350.00	\$371.00
Task #2	Evaluation & installation	\$350.00	\$371.00
Total Travel	-----	\$700.00	\$742.00

Materials & Supplies

Task	Materials/Supplies	Total
Task #2 & #3	Delineators, Planters, Road Paint, Other* (estimate)	\$10,000.00

Total Budget

Budget Item	Description	Total
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Personnel	Staff time for all tasks, travel and project close out	\$23,184.69
Travel	Two trips to and from West Yellowstone – Task 1 & Task 3	\$742.00
Materials & Supplies	All materials for traffic calming and project completion	\$10,000.00
Total Budget	-----	\$33,926.69

Budget Breakdown

Budget Item	Description	Total
WTI Contribution	Staff time for all tasks	\$23,184.69
Town of West Yellowstone Contribution	Materials & Supplies*, travel for WTI staff	\$10,742.00

* estimate and total cost will depend on approved designs and needed materials but will not exceed this amount

Western Transportation Institute Project Team Experience and Qualifications

The Mobility and Public Transportation program area at WTI provides a comprehensive approach to solving transportation issues facing rural communities, federal lands, and tribal agencies through research, outreach, and education/training. It does this through facilitating transportation coordination among transportation providers, including human service, tourist industries, and other organizations, and increasing mobility for individuals of all ages and abilities by using innovative solutions that include bicycle, pedestrian, and all other modes of transportation.

This program expanded in 2004 from a focus specifically on public transportation (transit) to include bicycling and pedestrian travel. The program considers how various modes interact, and how individual and public mobility can be improved by linking the various modes. Today, the Mobility and Public Transportation Program focuses on how to improve mobility in rural and frontier areas by coordinating resources so that even basic public transportation services can be provided. This is a challenge in rural and frontier areas due to a scattered population or seasonal visitors (tourists), who must travel great distances to reach medical and other life-line services (educational campuses, business centers, airports), and recreational sites.

Project Team:

Rebecca Gleason, PE, MS has worked for 15 years as a research engineer in WTI’s Mobility and Public Transportation Program Area. Her work is focused on reducing car dependency in small urban and rural communities by creating bicycle, pedestrian and transit transportation networks that enable people to get where they need to go. Ms. Gleason has managed

numerous research projects at WTI since 2006 and has worked as part of a team to create The Small Town and Rural Multimodal Networks Guide and the MSU Bicycle Master Plan.

Matthew Madsen, MPH, CHES manages the Pop-up Traffic Calming Projects and GoGallatin programs and works on Safe Routes to Schools and Safe Routes to Parks programs with community partners. Matt has over 10 years of experience in the field of Community Health working on projects ranging from Safe Routes to School, to Active Living Coalition coordinating, Health Education, Affordable Housing Program Development, and project management of Traffic Calming Projects.

Student Involvement: Part of WTI's mission is working with MSU students to help prepare them for careers in transportation. WTI may include students as part of the team to assist with items such as data collection and analysis, walk audit participation, pop-up project assistance.

