

# Town of West Yellowstone

Tuesday, July 15, 2014

West Yellowstone Town Hall, 440 Yellowstone Avenue

6:00 PM

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## WORK SESSION AGENDA

FY 2014 Municipal Budget

Discussion

## TOWN COUNCIL MEETING AGENDA

Pledge of Allegiance

Purchase Order #6216 to Trailers Plus, dump trailer, \$5899

Treasurer's Report ∞

Claims ∞

Consent Agenda: **July 1, 2014, 2014 Town Council Meeting** ∞

**July 8, 2014 Work Session** ∞

**Securities Report, July 10, 2014** ∞

Business License Applications

Advisory Board Report(s)

Operations Manager & Department Head Reports

Assignments Report

**Council Comments**

**Public Comment Period**

**Presentation: Winter Economy, Katrina Mann**

## NEW BUSINESS

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Hebgen Basin Fire District use of Emergency Services Building (Fire Station 1) ∞

Discussion

West Yellowstone Community Aquatic Center, Intention to Proceed ∞

Discussion/Action

Marketing and Promotions Fund Award Recommendations ∞

Discussion/Action

- West Yellowstone Sled Dog Races, \$10,600

- West Yellowstone Ski Education Foundation, Rendezvous Trail Run, \$9280

Application to Maintain an Encroachment, Martel Construction, Inc. ∞

Discussion/Action

Cemetery Board Reappointments ∞

Discussion/Action

- Ken Davis

- Rocky Hermanson

- Spring Binfet

Correspondence/FYI

- Letter from US Department of the Interior, National Park Service, Acting Chief Ranger Bonnie Schwartz regarding suspension of Mutual Aid Agreement with WY Police Department ∞

- Letter from Steve Hulett in support of Chief Berger ∞

- Letter from MT Department of Administration, FY 2013 Audit ∞

Meeting Reminders



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

Public Hearing/Public Meeting

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

Oral Communication

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

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

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

General Town Council Meeting Information

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

WEST YELLOWSTONE TOWN COUNCIL

Work Session

February 18, 2014

COUNCIL MEMBERS PRESENT: Mayor Brad Schmier, Jerry Johnson, John Costello, Greg Forsythe, Cole Parker

OTHERS PRESENT: Social Services Director Jack Dittmann, Finance Director Lanie Gospodarek, Public Services Superintendent James Patterson, Chief of Police Gordon Berger, Yellowstone Historic Center Representatives Ed Geiger, Carol Leasure and Glen Loomis

The meeting is called to order by Mayor Brad Schmier at 12 Noon in the West Yellowstone Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana

Portions of the meeting are being recorded.

**Public Comment Period**

No public comment is received.

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Mayor Schmier calls the meeting to order and explains that the purpose of the meeting is to discuss the proposal from the Yellowstone Historic Center to operate the Union Pacific Dining Lodge (UPDL). Schmier asks Geiger to start the discussion by highlighting the proposal. Geiger thanks everyone that has been involved in the process thus far. He says that rather than go through the proposal point by point, he thinks they should just discuss it. Copies of the proposal were included in the packet for the work session, which was distributed last week. Glen Loomis asks the group to briefly reflect on history and how they got to where they are. The UPDL is a magnificent historical building that belongs to the Town. Restoration and maintenance of the building is a monumental task and they have been working for years towards this point, which will require significant investment by the Town. The UPDL is the closest thing they have in West Yellowstone to an events center. He says they can't tell now whether the facility can eventually support itself, but he thinks it can. Schmier asks the group if they think turning the facility over to the YHC is a good idea. Parker says that he agrees with the concept, he took the time to talk to the people at the YHC and he thinks there is good possibility of expanding convention activity to that facility. Forsythe he also agrees with the idea but does have some questions. Johnson says he does not think the YHC is ready to take over management of the UPDL. He says that is evident by the amount of assistance the YHC will require and that they essentially need the Town to pay them to operate it. Geiger says that he thinks it is highly unlikely that a non-profit entity could operate it. He says he does not think that allowing a for-profit corporation to take over is the only way it wouldn't require money from the Town. He does not think it is a good idea to turn the facility over to a commercial for-profit. Forsythe asks if there is any kind of obligation by the Town to turn ownership or operation over to the YHC. Loomis says that there is a Memorandum of Understanding between the Town and YHC that indicates they will work as partners. Parker asks if the building is listed on the National Registry of Historic Places. The entire district is listed on the registry. Guay recommends that the Council consider whether they want to maintain the building as a community asset and keep it affordable for community members to use, or do they want it to develop into something more. Schmier says that he likes the idea of removing the responsibility of operating the building from the Town, but he has concerns about the cost. He interprets a spreadsheet prepared by Finance Director Lanie Gospodarek. Operation of the building in FY 2012-2013 cost the Town approximately \$13,225. Its anticipated that if the Town continued to operate the building the cost would go up and potentially include a full-time seasonal employee. Schmier questions how much will the building cost in addition to the \$50,000 the YHC is asking for the first year. Geiger says there will be costs but they will differentiate between maintenance and equipment replacement. He says that if the Town continues to operate the building, it will continue to cost the Town money. If they turn it over to the YHC, hopefully it will eventually no longer be a cost to the Town. He agrees with Guay that the Council needs to decide what they want that building to be. Schmier asks if the general public will interpret this proposal as the Town covering all the costs and the YHC taking all the profits. Geiger says he thinks the building costs the Town more than they think it does, mostly because of man-hours that are spent on the building. Johnson says they also need to remember that previous Councils have made the conscious decision to operate the building the way they have because they wanted to keep it affordable and available to

the community. Costello says that he thinks the cost of operating it by the Town versus giving money to the YHC is essentially a wash. He thinks the idea of getting the building out from under the responsibility of the Town is worth pursuing. Schmier asks if there will be a savings to the Social Services Department or the other departments if the Town no longer operates it. Guay says they would be very minimal, responsibilities would probably be shifted but costs wouldn't necessarily go down. Forsythe says that if you look at it from a business standpoint, it is not a good business deal. They have to decide where they want to be in five years. He suggests they approve the proposal but cut the amount of funding from the Town by splitting the difference between what the YHC requested and what they think it will cost the Town, ie \$39,700 the first year and go down from there. Johnson agrees with Forsythe that this is a business proposal, but if they took it to a bank, it would not be approved. He says that if they want to turn it into a convention center, then yes-they have to turn it over to an outside party and not run it by the town. He mentions the event center feasibility study that was conducted several years ago. The results of the study were essentially that an event center in West Yellowstone would not make it. He acknowledges that the UPDL is more than an event center, but its unlikely it will make it on its own. He also thinks they should consider the wear and tear on the building and doubts that anyone really wants to see it used to its full capacity. Geiger says that they were very conservative with their income projections, but they do think there is potential for using the building more effectively. He says that the current rate structure is not comparable to other venues in the region and illustrates that there was a \$100,000 wedding there this summer that only paid \$600 for the building. He adds that if they are going to charge the comparable rates, they will have to offer more amenities such as included cleaning and more rooms. Guay points out that when the Town operates it, they can at least explain why the rates are low. Geiger says that if keeping the building affordable for locals is a priority, they are not opposed to that because they don't think that will make much of an impact. Patterson says that his concern is what it will cost to renovate the end of the building that would be used for breakout sessions. He says that will cost hundreds of thousands of dollars, they want to have that done by the second year of operation, and want the Town to pay for it. Loomis says that this is a historical building and he doesn't care who takes care of it, as long as it is taken care of. Forsythe suggests that they work out the support funding, but the renovations must be done by the YHC. He acknowledges that if the YHC pulls out, they will be left with the improved space, but that is the risk. Loomis says that they can't do anything without money, and they can't get grants without money, either. Forsythe says that if they have to spend between \$100,000 and \$250,000 to renovate, then where does that money come from? Johnson says they have a Capital Improvement Plan and says that something would have to come off or be delayed on the CIP. Guay agrees and says that they would have to decide between funding these renovations and things like purchasing the 80 acres from the Forest Service and paving streets. Geiger says that the long-term expectation is that when operation starts to be profitable, the money will go back into the buildings. Schmier says that they can either continue to operate the building the way they've been doing it or they can look at this as an opportunity that will eventually benefit both parties. Loomis says he isn't totally confident that they will succeed and there are members of the YHC Board that also have concerns, but he thinks it is a valuable endeavor. Forsythe suggests that the YHC operate the building for one year and then come back to for more funding. He asks if there is any money available in the current budget to operate it. Gospodarek explains that the administrative costs of operating the building in the past was absorbed by the Social Services budget, they did not budget separately for paper, phone, internet, etc. She says that they do expect that the YHC would also absorb some of those costs as they already operate out of an office. Guay explains that there is no money in the current budget for management but they could budget funds in the next budget, but those funds wouldn't be available until after July 1, 2014. To come up with funds this year, the Council would have to amend the budget by holding a hearing, passing a resolution, and taking money from the fund balance. The group considers possible options for gradually or temporarily turning it over to the YHC during this budget year or starting with the next. Johnson says that he agrees with Forsythe's suggestion of starting with just one year. He says he doesn't think they can agree to the five-year plan because they really don't know what the cost will be. Gospodarek questions if the YHC can scale back the proposal for the first couple years and cutdown the costs. Patterson asks if they expect to hire a new person to administer the building and Geiger answers that they do or possibly two separate part-time people. He says they think it is important to have someone on-site during an event to

monitor everything. Forsythe says they can dissect the management plan forever, but he thinks what they need is a reasonable proposal from the YHC to operate it. Costello says that he thinks all the Town is committing to with this proposal is \$50,000, then \$40,000, then \$30,000, then \$20,000 and then \$10,000 over the next five years. Everything over and above those amounts will be part of the budgeting process. Guay calls attention to the Addendum to the proposal, which indicates that they believe they will need to repurpose and renovate the office space and bathrooms before they can realize the anticipated revenues. Geiger says the intention of the addendum is to make sure the Town understands they will be asking, based on grant funding they can obtain, too. Geiger says that if the YHC is not going to take over management of the building, then they are not sure why they are in the building now.

After lengthy discussion, the group agrees that the Council is not ready to take action on this issue tonight and it should probably be tabled. Schmier suggests that the YHC goes back and take a hard look at their administrative expenses. He says he thinks they should be only for this project and they look high. Loomis explains that if the Town presents a counter proposal, they would have to take it back to their board for approval. Carol Leasure says one of the problems with a one-year or shorter term proposal is that will negatively affect their ability to get grants. Guay asks if such grants could be applied for through the Town on behalf of the building but Leasure says no. The group agrees that further discussion is necessary and they will try to accomplish that in the near future.

The meeting is adjourned. (1:55 PM)

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Mayor

ATTEST:

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Town Clerk

WEST YELLOWSTONE TOWN COUNCIL  
Town Council Meeting  
March 4, 2014

COUNCIL MEMBERS PRESENT: Mayor Brad Schmier, Jerry Johnson, John Costello, Cole Parker, Greg Forsythe

OTHERS PRESENT: Operations Manager Becky Guay, Finance Director Lanie Gospodarek, Chief of Police Gordon Berger, Public Services Superintendent James Patterson, Social Services Director Jack Dittmann, Town Attorney Jane Mersen

WY Chamber of Commerce Representatives Travis Watt, Marysue Costello, Marge Wanner, Jan Stoddard, Steve Stoddard, Cynthia Knapp, WY School District Representative Kyle Burden, WY News Editor Melea Burke, Doc Stewart, Joyce Hanna, Grace McCoy, Tom Nesbitt, Buck Taylor, Gallatin County Sheriff Brian Gootkin, Public Services Employee Kurtis Holtzen, Assistant Public Services Superintendent David Arnado, Lisa Carter, Dawn Lundigren, Brenda Martin, Sandi Pepler, Scott Clark, Tim Heideman, Fire Chief Scott Waldron, Assistant Fire Chief Shane Grube, Tom Cherhoniak, NPS Deputy Les Brunton, YHC Representative Ed Geiger, Benny McCracken, MT Highway Patrolman Marcus Cook, Mike Gavagan, Gayle Gavagan

The meeting is called to order by Mayor Brad Schmier at 7:00 PM in the Povah Community Center

Portions of the meeting are being recorded.

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

**ACTION TAKEN**

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- 1) Motion carried to approve the claims which total \$30,749.51. (Forsythe, Parker)
- 2) Motion carried to approve the Consent Agenda, which includes the minutes of the February 18, 2014 Work Session, February 18, 2014 Town Council Meeting, and the February 25, 2014 Work Session. (Forsythe, Parker)
- 3) Motion carried to approve the claim to CHP for \$75,000, as budgeted in the FY 2014 budget. (Forsythe, Johnson)
- 4) Motion carried to continue to work with the YHC on finalizing an agreement which would turn over management of the UPDL beginning in the year 2015 for a period of five years. (Johnson, Forsythe)
- 6) Motion carried to forgive the Chamber for past resort taxes that have not been paid for previous Snowmobile Expo Events as well as any tax on admissions for this year, 2014. (Johnson, Forsythe)
- 7) Motion carried to postpone consideration of amending Policy #7. (Johnson, Parker)
- 8) Motion carried to refer the school encroachment to the Planning Commission. (Parker, Forsythe)
- 10) Motion carried to approve the Snowmobile Expo Events for 2014 as requested. (Parker, Forsythe)
- 11) Motion carried to appoint Brenda Martin to the 911 Advisory Board. (Johnson, Forsythe)
- 12) Motion carried appoint Brock Kelley to the TBID Board of Trustees, as a representative of the Public At Large. (Forsythe, Parker)
- 13) Motion carried to table Policy #44. (Johnson, Forsythe)

- 14) Motion carried to approve Resolution No. 645, a resolution placing the question of a local government review before the Town Electorate on the 2014 Primary Ballot with the budget amount of \$5000. (Johnson, Parker)

#### **Council Comments**

Johnson commends Finance Director Lanie Gospodarek for the very good audit report, which is a vital part of the Town's operations.

#### **Public Comment Period**

Fire Chief Scott Waldron addresses the Council and expresses concern for public safety. He states that a local resident was recently in a car accident due to impaired driving just outside of town. This same resident was in a similar accident in town last November but has not been charged. Waldron distributes large envelopes of information that pertain to the accidents to each Council Member and the Town Attorney. He then encourages the Council to seek outside help when evaluating the investigation of the accident.

Gallatin County Sheriff Brian Gootkin addresses the Council and thanks the Town for the invitation for a Representative from the Sheriff's Office to serve on the 911 Advisory Board. He indicates that he will personally serve on that board. Gootkin also says his department and the Town are working together on the protective custody issues and that is going well. Gootkin says that he attended a Council meeting last fall and was asked by a Councilmember if the public safety for was in danger. At that time, he did not think public safety was an issue in West Yellowstone, but he thinks they are at that point now. He says he has immediate concerns about the public's safety. He says that he believes he has the authority to conduct criminal investigations in West Yellowstone and in light of recent events, intends to use that authority. He also makes the recommendation that the Town send their newest officer, Officer Brian McCoy, to the Montana POST basic training program. McCoy is not required to attend the program, but he feels that he would greatly benefit and is in need of the training.

Don Siefert, candidate for the Gallatin County Commission for District #1, introduces himself and explains that he is running for the seat this year that will represent West Yellowstone and he would greatly appreciate the support.

#### **Presentation: Community Health Partners (CHP)**

Lander Cooney and Buck Taylor of Community Health Partners address the Council. Cooney explains that CHP provides healthcare in West Yellowstone and briefly describes the services CHP provides in West Yellowstone including basic health care, screenings, breast-feeding and parenting support. She explains that the target population for their services is 200% of the federal poverty level and the 54% of their clients are at or below that target. Parker asks what the federal poverty rate is. Cooney responds that for a family of four, it is currently right around \$23,000/year, so they would double that. Parker also asks where the number \$75,000 comes from. Cooney explains that figures they have already provided show that they have experienced a loss of \$91,000 for 2013 and the \$75,000 was requested by CHP about this time last year to be included in the Town's budget. The Town agreed to a risk-share with CHP of up to \$75,000, which was included in this budget. Johnson adds that this is really a grant from the Town to support healthcare. CHP is the current provider in West Yellowstone.

#### **DISCUSSION**

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- 4) Forsythe says that he would like to make a proposal pertaining to future management of the Union Pacific Dining Lodge. He first asks Jack Dittmann if the town has made commitments on the rental price for the coming season. Dittmann indicates that is correct. All entities that have reserved the building have received the information packet, which includes the rental price. He points out that the Yellowstone Historic Center (YHC) and the Yellowstone Foundation-which have standing reservations for the same weekends every year-have not received packets but they handle those reservations differently. Forsythe clarifies some of the details regarding how the building reservations are handled. Johnson says he understands why they are at this point, but considering that

the building is essentially booked for the whole next summer, he does not think there is urgency to make a decision now. Forsythe asks how long has this issue been discussed. Ed Geiger explains that they first started talking about it approximately a year ago. Johnson adds that the Council asked YHC last fall to put together a proposal. Geiger says that they have initiated going after grant funding, and putting this off for a year will delay those funding opportunities, too. Costello asks how much of a difference would it make to delay the first year that the YHC takes over until 2015. Geiger says their original plan was to take over in 2014, but delaying until 2015 would not be too much of a problem. Johnson points out that putting it off for a year will give the Town time to budget. Costello says that having a year to plan will give the YHC the opportunity to set the rates for 2015. The Council considers when is the appropriate time to turn management over to the YHC. Johnson says he thinks all they need to do now is pass a motion indicating the Town's intent to turn over management and work out the details with the YHC by January 1, 2015. Geiger says that in order to pursue grant funding, they would need a more definitive indication that they would take over for at least five years. Johnson says that obviously, they have to work out the details. Forsythe suggests that they delay and have the Town Attorney consider the proposal. Mersen says that if they move to accept the proposal tonight, then she believes they would be entering into a binding agreement. Johnson suggests they pass a motion indicating the Town intends to work out an agreement. Mersen suggests they agree to enter into negotiations to establish an agreement. Guay questions that if the grant funding the YHC is seeking is for the building, then does it really matter who is managing the building? Geiger says that the grants are from entities that the YHC can only apply to.

- 5) The Council discusses the request from the WY Chamber of Commerce to be exempted from Resort Tax Collections. Costello explains that he would like to discuss the past, present, and future circumstances that apply to this issue. Johnson says as he motioned at the previous meeting, he thinks they should forgive the Chamber for resort taxes from previous years and this year. Costello asks for public comment. Doc Stewart, former Council Member, states that he thinks Deputy Mayor Costello should abstain from the discussion and vote on this issue based on the fact that he is married to the Executive Director of the West Yellowstone Chamber, to avoid the appearance of impropriety. Town Attorney Jane Mersen says that state law defines conflict of interest as when a council member obtains direct financial gain as a result of a vote. Costello says that he definitely does not have any opportunity for direct financial gain in this situation.
- 7) Forsythe says he thinks they should revisit the policy before November of this year, Johnson says he thinks they should hold a work session to discuss it before they get into budget work session in the next couple of months.
- 8) Kyle Burden, Maintenance Supervisor for the WY School, explains that the school is preparing to seek a bond to add on to the school. He says that they would like permission to encroach on city property by allowing traffic flow for the proposed addition from Faithful Street across the interior park of Block 3. Costello says they could discuss this from now until next week, but the real question is whether they want to allow the school to use that section of public property for a driveway. The Council asks multiple questions about the request. Burden explains that they believe this plan will make it easier for parents to drop off and pick up students. Guay suggests that the Council consider putting this request before the Planning Commission to consider and make a recommendation. Burden asks when will the Planning Commission meet again. Public Services Superintendent James Patterson indicates they are going to meet next Wednesday and Burden indicates he will attend that meeting.
- 9) Marge Wanner addresses the Council about upcoming events that will take place during the Snowmobile Expo, March 14-16, 2014. Wanner explains that their requests this year are similar to the past and include the Encroachment Application for the tent behind the Holiday Inn, the closure of Canyon Street for the motorcycle demonstration, an outside amplification permit, and assistance from the public services department.

P.O. BOX 1570

**TOWN OF WEST YELLOWSTONE  
MONTANA**

PHONE: 406-646-7795

FAX: 406-646-7511

info@townofwestyellowstone.com

**PURCHASE ORDER**

Date 7-11-14

Ship Via

Order No. 006216

Department Public Works

TO: Trailers Plus

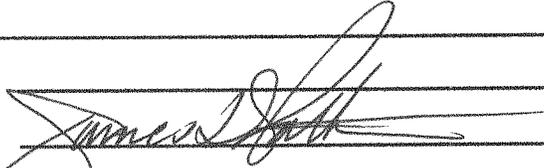
ADDRESS: Idaho Falls, Idaho

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
1	Dump trailer

Estimated Cost \$ 5899.<sup>00</sup>

Authorized By

Requested By: 

VENDOR COPY - White OFFICE COPY - Canary

07/11/14  
16:39:27

TOWN OF WEST YELLOWSTONE  
Claim Approval List  
For the Accounting Period: 7/14

Page: 1 of 8  
Report ID: AP100

\* ... Over spent expenditure

Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
40037	2546 Century Link QCC	62.58					
	06/23/14 long dist chg	40.98		FINADM	1000 410510	345	101000
	06/23/14 access fee/sm bus plan/tax	7.73		finadm	1000 410510	345	101000
	long dist (new)	11.55			1000 410510	345	101000
	taxes	2.32			1000 410510	345	101000
40038	2575 WY Tourism Business Improvement	25,806.85					
	07/01/14 June 2014 collections	25,806.85		TBID	2102 411800	540	101000
40039	2551 Thyssenkrupp Elevator Corp	376.04					
	3001179796 07/01/14 elevator maint-Povah	376.04		POVAH	1000 411255	350	101000
40041	2204 Republic Services	391.08					
	06/28/14 dumpster lease police	147.14		POLICE	1000 411258	534	101000
	06/28/14 dumpster lease/shop	243.94		PARK	1000 460430	534	101000
40042	1273 Montana Security and	61.50					
	42044 06/19/14 monitoring UPDL	61.50		UPDL	1000 411252	357	101000
40044	2558 Hebgen Basin Fire District	45,598.00					
	07/15/14 July 2014	45,598.00		FIRE	1000 420400	357	101000
40046	2088 Town West Yellowstone	1,244.61					
	07/01/14 utility chrgs, Chamber, 895	77.86		BLDGS	1000 411257	340	101000
	07/01/14 utility chrgs, UPDL, 892	53.22		BLDGS	1000 411252	340	101000
	07/01/14 utility chrgs, PS Shops, 884	23.75		BLDGS	1000 411253	340	101000
	07/01/14 utility chrgs. Povah Ctr, 887	99.94		BLDGS	1000 411255	340	101000
	07/01/14 utility chrgs, Police Dept, 886	30.44		BLDGS	1000 411258	340	101000
	07/01/14 utility chrgs, City Park, 885	818.27		BLDGS	1000 411253	340	101000
	07/01/14 utility chrgs, Library, 891	25.77		LIBRAR	2220 460120	340	101000
	07/01/14 utility chrgs, Lift #1, 903	10.15		SEWER	5310 430600	340	101000
	07/01/14 utility chrgs, Twn Hall, 921	105.21		TWNHAL	1000 411250	340	101000
40048	2716 CenturyLink	2,669.01					
	06/19/14 DSL Povah, 646-7982	49.00		POVAH	1000 411255	345	101000
	06/19/14 DSL Fire/Town Hall 646-7962	0.00		STREET	1000 411254	345	101000
	06/19/14 DSL Library, 646-7953	-16.37		LIBRAR	2220 460100	345	101000
	06/19/14 DLS Police 646-0231	64.00		POLICE	1000 420110	345	101000
	06/19/14 DSL Sod Serv 646-7951	0.00		SOCSE	1000 450135	345	101000
	06/19/14 DSL Pub Serv Office 646-7949	64.00		BLDINS	1000 430200	345	101000
	06/19/14 Sewer Treat 646-9027	37.27		STREET	5310 430600	345	101000
	06/19/14 Sewer lift 646-5141	36.63		SEWER	5310 430600	345	101000
	06/19/14 PCC Elevator 646-7481	38.15		POVAH	1000 411255	345	101000
	06/19/14 Centrex Finance - 20%	243.16		FINADM	1000 410510	345	101000
	06/19/14 Centrex, Police-20%	243.16		POLICE	1000 420110	345	101000
	06/19/14 Centrex, Soc Ser -10%	121.58		SOCSE	1000 450135	345	101000

\* ... Over spent expenditure

Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	06/19/14 Centrex, Court - 10%	121.58		COURT	1000 410360	345	101000
	06/19/14 Centrex, Bld Ins - 10%	121.58		BLDINS	1000 430200	345	101000
	06/19/14 Centrex, Street - 10%	121.58		STREET	1000 430200	345	101000
	06/19/14 Centrex, PCC - 10%	121.58		POVAH	1000 411255	345	101000
	06/19/14 Centrex, Lib	121.58		COURT	2220 460100	345	101000
	06/19/14 E911 Viper 646-5170	97.62		E911	2850 420750	345	101000
	06/19/14 E911 255-9710	996.18		E911	2850 420750	345	101000
	06/19/14 E911 255-9712	24.51		E911	2850 420750	345	101000
	06/19/14 Alarm Lines, 646-5185	62.22		TWNHAL	1000 411250	345	101000
40050	2853 Two Seasons Recycling wy 2014-26 06/30/14 monthly recycling fee	600.00 600.00		PARKS	1000 460430	534	101000
40052	95 Energy West-Montana	1,214.44					
	06/30/14 nat gas - 62211 - updh	300.01		UPDH	1000 411252	344	101000
	06/30/14 nat gas - 62017 - police sta.	24.04		POLICE	1000 411258	344	101000
	06/30/14 nat gas - 12204-pub.svcs	28.59		STREET	1000 430200	344	101000
	06/30/14 nat gas - 62214- old firehall	18.00		PARK	1000 460430	344	101000
	06/30/14 nat gas - 01603 - old bld insp	39.15		STREET	1000 430200	344	101000
	06/30/14 nat gas - 61962 - library	49.74		LIBRAR	2220 460120	344	101000
	06/30/14 nat gas - 07154 - Povah Ctr.	177.28		POVAH	1000 411255	344	101000
	06/30/14 nat gas - 62207 - pub svcs	262.82		PUBSVC	1000 430200	344	101000
	06/30/14 nat gas -17279 -Town Hall	290.77		TWNHAL	1000 411250	344	101000
	06/30/14 nat gas -17569-Sewer Lift	24.04		SEWER	5310 430600	344	101000
40053	2789 WEX Bank	3,070.43					
	07/01/14 07 Ford Expedition 6-54563A	138.66		SS	1000 450135	231	101000
	07/01/14 06 Dodge Durango 6-1374	179.34		POLICE	1000 430200	231	101000
	07/01/14 10 Ford Crown Vic 6-34157A	42.56		POLICE	1000 420100	231	101000
	07/01/14 08 Ford Crown Vic 6-1437	215.57		POLICE	1000 420100	231	101000
	07/01/14 10 Ford Expedition 6-000046	117.81		POLICE	1000 420100	231	101000
	07/01/14 11 Ford Expedition 6-21425A	288.40		POLICE	1000 420100	231	101000
	07/01/14 77 Intl Dumptruck	0.00		STREET	1000 430200	231	101000
	07/01/14 78 Chevy Dumptruck	0.00		STREET	1000 430200	231	101000
	07/01/14 78 Autocar Dumptruck	0.00		STREET	1000 430200	231	101000
	07/01/14 85 Ford Dumptruck	0.00		STREET	1000 430200	231	101000
	07/01/14 140 G Grader	0.00		STREET	1000 430200	231	101000
	07/01/14 CAT 936 Loader	0.00		STREET	1000 430200	231	101000
	07/01/14 93 Dodge	141.94		STREET	1000 430200	231	101000
	07/01/14 95 Mobile Sweeper	0.00		STREET	1000 430200	231	101000
	07/01/14 97 Athey Sweeper	88.11		STREET	1000 430200	231	101000
	07/01/14 99 SS Snowblower	0.00		STREET	1000 430200	231	101000
	07/01/14 00 Freightliner Dump 6-60700A	264.35		STREET	1000 430200	231	101000
	07/01/14 Snowmobile	0.00		STREET	1000 420100	231	101000
	07/01/14 Pickup 6-2010	161.88		STREET	1000 430200	231	101000
	07/01/14 08 Ford Pickup 6-1450	487.78		STREET	1000 430200	231	101000
	07/01/14 08 GMC Pickup 6-1484	357.60		STREET	1000 430200	231	101000

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Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object	Proj	Account	
	07/01/14 08 CAT 938H Loader	157.59		STREET	1000 430200	231		101000	
	07/01/14 08 904B MiniLoader	131.05		STREET	1000 430200	231		101000	
	07/01/14 YNP Truck #1	0.00		STREET	1000 430200	231		101000	
	07/01/14 YNP Truck #2	0.00		STREET	1000 430200	231		101000	
	07/01/14 08 Ford Escape (multi-use)	0.00		DISPAT	1000 420100	231		101000	
	07/01/14 14 Police Interceptor	297.79		POLICE	1000 420100	231		101000	
	07/01/14 08 Ford Escape	0.00		PARKS	1000 410510	370		101000	
40054	1514 Verizon Wireless	806.75							
	06/20/14 640-0512, SS Assist	35.11		SOCSER	1000 450135	345		101000	
	06/20/14 640-1103, Operator	35.11		STREET	1000 430200	345		101000	
	06/20/14 640-1438, SS Director	35.11		SOCSER	1000 450135	345		101000	
	06/20/14 640-1460, Library Dir, SP	65.11		LIBRAR	2220 460100	345		101000	
	06/20/14 640-1461, Facilities Tech, SP	65.11		STREET	1000 430200	345		101000	
	06/20/14 640-1462, Operator, SP	65.11		STREET	1000 430200	345		101000	
	06/20/14 640-1463, Deputy PSS, SP	65.11		STREET	1000 430200	345		101000	
	06/20/14 640-1472, Ops Mgr, SP	65.11		ADMIN	1000 410210	345		101000	
	06/20/14 640-1676, Rec Coord, SP	65.11		REC	1000 460440	345		101000	
	06/20/14 640-1754, COP	35.11		POLICE	1000 420110	345		101000	
	06/20/14 640-1755, Police	35.11		POLICE	1000 420110	345		101000	
	06/20/14 640-1756, Police	35.11		POLICE	1000 420110	345		101000	
	06/20/14 640-1757, Police	35.11		POLICE	1000 420110	345		101000	
	06/20/14 640-1758, Police	34.99		POLICE	1000 420110	345		101000	
	06/20/14 640-1759, Police	35.11		POLICE	1000 420110	345		101000	
	06/20/14 640-7547, Facilities Tech	35.11		PARKS	1000 460430	345		101000	
	06/20/14 640-9074, PSS, SP	65.11		BLDINS	1000 420531	345		101000	
40069	2167 Carpet Guyz	115.00							
	07/09/14 carpet cleaning UPDL	115.00		UPDL	1000 411252	366		101000	
40070	51 Greater Yellowstone Coalition	350.00							
	07/10/14 UPDL deposit refund	350.00		UPDL	2210 214000			101000	
40071	999999 CAMPUS CRUSADE	350.00							
	07/10/14 UPDL deposit refund	350.00		UPDL	2210 214000			101000	
40072	171 Montana Food Bank Network	637.81							
	39697-1 04/02/14 commodities	102.00		HELP	7010 450135	220		101000	
	39698-1 04/02/14 commodities	303.56		HELP	7010 450135	220		101000	
	40271-1 04/02/14 commodities	75.00		HELP	7010 450135	220		101000	
	40986-1 07/09/14 commodities	157.25		HELP	7010 450135	220		101000	

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Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object	Proj	Account	
40073	2743 Montana Quarterly	34.00							
	07/10/14 2 year subscription	34.00		LIB	2220 460100	215		101000	
40074	951 Barnes & Noble	499.29							
	2807288 05/13/14 books	294.87		LIB	2220 460100	215		101000	
	2807361 05/13/14 books	86.33		LIB	2220 460100	215		101000	
	2816325 05/25/14 books	118.09		LIB	2220 460100	215		101000	
40075	2869 Edward F. Heiberger	23.98							
	06/14/14 book	23.98		LIB	2220 460100	215		101000	
40076	2297 Z BEST CARPET & UPHOLSTERY	425.00							
	1626 07/06/14 carpet cleaning	425.00		LIB	2220 460100	357		101000	
40077	2201 Grizzly Internet, Inc.	195.00							
	06/15/14 2 mo service, router + install	195.00		LIB	2220 460100	398		101000	
	1292-20140615-1								
40078	333 Montana State Library	1,411.13							
	05/12/14 shared catalog FY 2015	1,411.13		LIB	2220 460100	398		101000	
40079	2673 First Bankcard	3,917.22							
	1209658221 05/30/14 WW Grainger, fan	573.12		911	2850 420750	366		101000	
	05/31/14 Falls Plumbing, supplies/pipe	96.69		PARKS	1000 460430	220		101000	
	06/03/14 Send It Home, shipping	30.87		WATER	5310 430640	357		101000	
	302522 06/04/14 BZN Brick & Tile, blocks	192.27		PARKS	1000 460430	365		101000	
	11523 06/06/14 Tri-State Equip, parts	801.57		STREET	1000 430200	369		101000	
	06/11/14 Send It Home, shipping	31.07		WATER	5210 430500	357		101000	
	61400251 06/09/14 Barco, pet litter bags	313.78		PARKS	1000 460430	220		101000	
	06/12/14 fee reversal	-39.00		FINADM	1000 410510	870		101000	
	06/24/14 Barco, pet stations	1,916.85		PARKS	1000 460430	365		101000	
40080	489 MSE ANALYTICAL LABORATORY	257.00							
	1406120 06/17/14 H2O samples	50.00		WATER	5210 430500	357		101000	
	1406104 07/01/14 H2O samples	207.00		WATER	5210 430500	357		101000	
40081	764 General Distributing Co.	40.80							
	243025 06/30/14 compressed O2	40.80		STREET	1000 430200	220		101000	
40082	2635 Jake's Automotive and Tire	24.95							
	10286 05/02/14 flat repair, 2011 Ford Exp	24.95		POLICE	1000 420100	361		101000	

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Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object	Proj	Account	
40083	29 Terrell's Office Machines Inc	167.00							
285596	07/07/14 toner	117.00		FINADM	1000 410510	220		101000	
280825	04/07/14 set up scanning function	50.00		FINADM	1000 410510	363		101000	
40084	2739 Bear Saver	6,042.00							
2308	06/20/14 6 bear-proof cans	6,042.00		PARKS	1000 460430	365		101000	
40085	379 Energy Laboratories, Inc	635.25							
340750037	07/01/14 waste-water tests	241.50		SEWER	5310 430640	357		101000	
340651920	06/30/14 waste-water tests	309.50		SEWER	5310 430640	357		101000	
340651920	07/03/14 waste-water tests	84.25		SEWER	5310 430640	357		101000	
40086	533 Market Place	281.35							
06/30/14	supplies	42.02		UPDL	1000 411252	220		101000	
06/30/14	supplies	59.43		SUMREC	1000 460449	220		101000	
06/30/14	supplies	119.90		LEGIS	1000 410100	220		101000	
06/30/14	supplies	10.00		SEWER	5310 430600	220		101000	
06/30/14	xmas gift cert	50.00		LEGIS	1000 410100	220		101000	
40087	40 Jerry's Enterprises	120.09							
06/30/14	supplies	25.98		POLICE	1000 420100	220		101000	
06/30/14	fuel	32.75		STREET	1000 430200	231		101000	
06/30/14	supplies	1.39		LEGIS	1000 410100	220		101000	
06/30/14	supplies	20.99		REC	1000 460440	216		101000	
06/30/14	supplies	38.98		BLDINS	1000 420531	220		101000	
40088	135 Food Roundup	126.70							
06/30/14	xmas gift cert	100.00		LEGIS	1000 410100	220		101000	
06/30/14	supplies	5.03		LEGIS	1000 410100	220		101000	
06/30/14	supplies	17.38		SEWER	5310 430640	354		101000	
07/01/14	supplies-Help Fund	4.29		HELP	7010 450135	220		101000	
40089	40 Jerry's Enterprises	35.00							
060214-01	06/29/14 fuel-Riverside	35.00		HELP	7010 450135	231		101000	
40090	2047 FedEx	9.32							
06/25/14	shipping	9.32		DISPAT	1000 420160	362		101000	
40091	2647 Bigfork Web Development, Inc.	720.00							
14517	07/01/14 annual hosting, website	720.00		FINADM	1000 410510	356		101000	

\* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$							Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object	Proj	Account		
40092	2214 MMCT & FOA	150.00								
	07/01/14 annual membership Gospodarek	50.00		FINADM	1000 410510	335		101000		
	07/01/14 annual membership Roos	50.00		FINADM	1000 410510	335		101000		
	07/01/14 annual membership Holtzen	50.00		FINADM	1000 410510	335		101000		
40093	2253 Gallatin County Election	401.20								
	06/03/14 ballot/election study comm	401.20		STUDY	1000 411870	220		101000		
40094	1454 Big Sky Publishing	1,042.56								
	06/30/14 clean up ads x 3	300.00		ADMIN	1000 410210	327		101000		
	1122278 06/30/14 H2O Quality Rpt	490.00		WATER	5210 430500	327		101000		
	1120201 06/27/14 prelim budget	30.00		ADMIN	1000 410210	327		101000		
	1115996 06/25/14 public hear budget	58.00		ADMIN	1000 410210	327		101000		
	1112948 06/27/14 job announcement, seas labor	164.56		ADMIN	1000 410210	327		101000		
40095	375 Black Mountain	3,212.00								
	LG-should cemetery maint come from cemetery fund?									
	18456 07/01/14 annual maint, accounting	2,180.00		FINADM	1000 410510	356		101000		
	18456 07/01/14 annual maint, cemetery	1,032.00		FINADM	1000 410510	356		101000		
40096	2307 Rossiter Electric Motor	1,383.00								
	103727 06/12/14 replace motor	1,383.00		SEWER	5310 430600	369		101000		
40097	1031 Murdoch's Ranch & Home Supply	284.96								
	05/30/14 uniform-Patterson	284.96		BLDINS	1000 420531	226		101000		
40098	2421 NAPA Auto Parts	805.71								
	06/30/14 auto supplies	805.71		STREET	1000 430200	220		101000		
40099	674 Karst Stage	675.00								
	88913 06/30/14 Sum Rec to IF	675.00		SUMREC	1000 460449	319		101000		
40100	1052 Door Tech, Inc	606.00								
	11429 07/08/14 door repair	606.00		STREET	1000 430200	366		101000		
40101	73 Westmart Building Center	4,067.33								
	06/27/14 supplies	347.20		STREET	1000 430200	220		101000		
	06/27/14 supplies	25.52		SEWER	5310 430600	220		101000		
	06/27/14 supplies	150.76		POLICE	1000 411258	366		101000		
	06/27/14 supplies	109.75		UPDL	1000 411252	220		101000		
	06/27/14 supplies	15.18		TWNHAL	1000 411250	366		101000		
	06/27/14 supplies	1,657.30		PARKS	1000 460430	365		101000		
	06/27/14 supplies	1,703.93		PARKS	1000 460430	220		101000		
	06/27/14 supplies	11.59		CEM	2240 430900	220		101000		
	06/27/14 supplies	19.51		SOCSEK	1000 450135	220		101000		
	06/27/14 supplies	26.59		GARDEN	2213 460000	220		101000		

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Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
40102		2870 All Secure, Inc.		63.00					
	140701-4	07/01/14 custody at BZN Deaconess		63.00		POLICE	1000 420100	357	101000
40103		2871 Rand Olsen Construction, LLC		35,212.32					
	1	04/14/14 UPDL window replacement		35,568.00		UPDL	4000 411240	929	101000
	1	04/14/14 1% MT contractors tax		-355.68		UPDL	4000 411240	929	101000
40104		277 DEPARTMENT OF REVENUE		355.68					
	1	04/14/14 UPDL window replacement		355.68		UPDL	4000 411240	929	101000
40105		1 First Security Bank		50.00					
		07/01/14 safe deposit box		50.00		FINADM	1000 410510	630	101000
40106		2099 Quick Print of West Yellowstone		90.25					
	5038	05/07/14 printing		90.25		LIB	2220 460100	220	101000
40107		151 Gallatin County WY TS/Compost		432.90					
		06/30/14 transfer station charges		432.90		PARKS	1000 460430	534	101000
		# of Claims	51	Total:	147,151.09				
					147,151.09				

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Fund/Account	Amount
1000 General Fund	
101000 CASH	\$76,756.87
2102 TBID (Tourism Business Improvement	
101000 CASH	\$25,806.85
2210 Parks & Recreation	
101000 CASH	\$700.00
2213 Community Garden	
101000 CASH	\$26.59
2220 Library	
101000 CASH	\$2,924.48
2240 Cemetery	
101000 CASH	\$11.59
2850 911 Emergency	
101000 CASH	\$1,691.43
4000 Capital Projects/Equipment	
101000 CASH	\$35,568.00
5210 Water Operating Fund	
101000 CASH	\$778.07
5310 Sewer Operating Fund	
101000 CASH	\$2,210.11
7010 Social Services/Help Fund	
101000 CASH	\$677.10
Total:	\$147,151.09

WEST YELLOWSTONE TOWN COUNCIL  
**Town Council Meeting**  
**July 1, 2014**

COUNCIL MEMBERS PRESENT: Mayor Brad Schmier, Jerry Johnson, John Costello, Cole Parker, Greg Forsythe

OTHERS PRESENT: Operations Manager Becky Guay, Finance Director Lanie Gospodarek, Chief of Police Gordon Berger, Public Services Superintendent James Patterson, Social Services Director Jack Dittmann

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

Portions of the meeting are being recorded.

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

**ACTION TAKEN**

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- 1) Motion carried to approve the claims which total \$18,991.66. Motion is withdrawn. Motion carried to approve the claims with the exception of Claim #40059 in the amount of \$2,655.00 to Hebgen Basin Fire District (HBFD). (Forsythe, Johnson)
- 2) Motion carried to approve the Consent Agenda, which includes the minutes of the June 17, 2014 Work Session and Town Council Meeting, June 19, 2014 Work Session and the June 24, 2014 Special Meeting and Work Session with the amendment to add Town Engineer Dick Dyer as present at the June 17, 2014 Town Council Meeting. (Johnson, Forsythe)
- 3) Motion carried to approve the business license addition of retail sales for River Dragon Designs and waive the resort tax bond based on a satisfactory payment history for the owner's other business. (Costello, Forsythe)
- 4) Motion carried to approve the new business license application for Thunder Mountain Traders to operate as a wholesale home occupation. (Parker, Johnson)
- 5) Johnson makes a motion to approve the "porch portion" of the permit one half hour before each program on the condition that the sound does not extend past the Chamber building. (Johnson, Costello) Parker and Forsythe are opposed.
- 6) Motion carried to approve the request from the Hebgen Basin Fire Department to install three cooling units in the Emergency Services Building (Fire Station 1) at 400 Yellowstone Avenue. (Costello, Parker)
- 7) Motion carried to adopt the Preliminary Budget FY 2015. (Johnson, Forsythe)

**Council Comments**

Forsythe says that Costello sent out an email with a proposal concerning the aquatic center and he would like the council to discuss it at a work session. Costello questions whether they want to discuss it at a work session or a Town Council Meeting. After discussion, Costello suggests forwarding the proposal to the Town Attorney to prepare a lease before they are ready to take action, but they also consider having a longer discussion about the proposal before taking the next step. Johnson also reports that the recent anniversary/birthday party for Cal & Jan Dunbar was very nice.

**Public Comment Period**

Johnson, and then Mayor Schmier remind those that are in attendance that this section of the meeting is for comments to the Council and not a question/answer session with the Council. The Council may not answer questions that pertain to personnel issues.

Jamie McBirnie addresses the Council on behalf of the International Association of Fire Fighters (IAFF) #4432. He says this is the second time they have addressed the Council with concerns about public safety. They strongly support Officer Conlon and encourage the Council to look into the due process that led to Conlon's termination.

Cynthia Knapp requests the Council consider addressing the speeding on Highway 20, considering the reduction in police force there is little presence along the highway. She suggests signs or placement of vehicles on the highway.

Bridger Cunningham says that he has worked with Officer Kevin Conlon for many years and has looked to him as a mentor. He encourages the Council to look carefully at the process that led to his termination.

Ramona Stubblefield chastises the Council for firing a police officer for supposedly being dishonest, but they still have a police chief facing possible criminal charges and a town manager that has been repeatedly dishonest.

Fire Chief Scott Waldron requests the dispatch logs from last week, says he has made the request in writing and it has been denied. Public records must be open to the public, names can be redacted. He says he would like to clarify the location of certain individuals during the meeting last week.

**Presentation: Edie Dooley, Department of National Resources & Conservation**

Dooley introduces herself and explains that they are traveling around the state conducting an inventory of publicly owned trees. She explains that they have already inventoried all the cities in the state that have the "Tree City USA" designation and are now working with other municipalities. She says it would be a valuable designation for West Yellowstone. She says the requirements for the designation include passing a tree ordinance, establishing a tree board, and spending \$2/per resident annually on trees. She says she will be conducting an inventory in West Yellowstone tomorrow, she makes plans to meet with Patterson/Johnson in the morning. Dooley explains that they will prepare a report that they will share with the Town later in the year. Louise Cochrane suggests they get in touch with Gus Tureman of Two Seasons Recycling. He is collecting glass and intends to use that money to purchase trees. Waldron says that the Tree City USA is a good program, but they are also looking into fire mitigation and removing trees in the interior parks. He offers to also meet with them in the morning to discuss how to work that out.

**DISCUSSION**

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- 1) Forsythe asks questions about the claim to Central Services Division for the annual membership in the Central Justice Information Network (CJIN) and then the claim to HBFD for a prisoner transport. Waldron explains that they responded to this individual three times at the PD while confined. He says they would be happy to work with the Council on the amount of this bill, it is not their intent to charge the Town more than is necessary. Waldron says he will meet with the Mayor to discuss the bill.
  
- 4) Parker asks what they are producing, Gibson responds that they make native American beadwork and sell it locally through Nymph's Emporium.

- 5) Mayor Schmier reads the application from the Yellowstone Nature Connection, commonly known as the SmokeJumper Center to use a 20 watt, low-power megaphone to advertise their programs by broadcasting to the visitors in the parking lot of the Chamber of Commerce as well as driving around Town on a motorcycle to advertise through the megaphone. Garrett Ostler suggests they place the same restrictions on this application as the rodeo car, limit to a couple times a day, make sure they don't conflict. Forsythe points out that they did receive a letter of complaint from from Tim Heideman. His concern is when does it stop, what if every business tries to draw customers in the same way. Costello asks if they are allowed to put limitations on applications like this. The Council refers to the noise ordinance and determines that they can. Parker agrees and questions when will it stop if they allow all businesses to do it. Johnson says the term they use is "hawking," and he has observed it in his mall, where businesses try to call customers over and compete with each other for business. Schmier says he wants to support their program, but he has had a couple of complaints recently about the rodeo car. He says that they suggested a couple options in the application they should consider. Forsythe says that they have set a precedent by allowing the rodeo car and questions whether denying this application is a good idea.
- 6) Schmier explains that the Interlocal Agreement with HBFD stipulates that any improvements made to Fire Station #1 in excess of \$10,000 must be approved by the Council. Waldron explains that they are requesting permission to install three cooling units in the building. They now have personnel sleeping upstairs and it gets very warm, as the Town Offices used to.
- 7) Mayor Schmier reads the Notice of Preliminary Budget for FY 2015. Gospodarek explains that this needs to happen so they have a budget to operate from until the final budget is adopted in August. She clarifies that they still have a lot of work to do before the budget is finalized.
  - A) **Advisory Board Reports:** Mayor Schmier reports on the recent meeting of the Cemetery Board. They discussed staining the entrance signs, access to corner lots, and removal of dead and dying trees on neighboring property that is leaning on the fence. PSS Patterson indicated they would take care of the signs. The board is going to discuss the access to the corner lots at a meeting in the near future.
  - B) **Operations Manager's Report:** Operations Manager Becky Guay reports that they tested the generator at dispatch center and that worked out well. They will test again on a warmer day soon. The Police Commission has conducted three interviews for police officers and there will be one more tomorrow. Patterson says that they have everything running properly at the sewer lagoon. When it was not, the nitrogen levels were too high, but all the pumps are running now. They expect to wrap up the alley project in the next couple weeks, the main contractor facing some family issues so will be gone for a while. Patterson says they started grading the alleys just to clean up holes and drop offs. They intend to grade all the alleys once the project is finished. Water supply is good but the railroad well has kicked on a couple times, he is hoping to catch up in the next couple weeks from groundwater. Gospodarek shares that Deputy Clerk Sheri Holtzen's brother in law died unexpectedly last week and she will be in the Colorado for the next week.

#### **CORRESPONDENCE/FYI**

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Forsythe says that they are low on police presence and asks if they have more help on the way. Schmier says he does not know all the details, but things are being taken care of and the Town will be covered. Kingsley Murphy, a part-time resident, writes to compare the current situation with the police department with Sun Valley, ID, where they have faced similar challenges. Dated June 23, 2014, Mayor Brad Schmier writes to Gus Byrom to indicate the Town's interest in participating in the non-competitive CDBG funding grants.

The meeting is adjourned. (8:15 PM)

July 1, 2014  
Town Council Meeting  
Minutes, Page 4

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Mayor

ATTEST:

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Town Clerk

WEST YELLOWSTONE TOWN COUNCIL

**Work Session**

**July 8, 2014**

COUNCIL MEMBERS PRESENT: Mayor Brad Schmier, Jerry Johnson, John Costello, Greg Forsythe, Cole Parker

OTHERS PRESENT: Operations Manager Becky Guay, Finance Director Lanie Gospodarek, Public Services Superintendent James Patterson, YHC Representatives Carol Leasure and Ed Geiger, WY Chamber of Commerce Executive Director Marysue Costello, Tom Cherhoniak, WY News Editor Jeremy Weber, Helene Rightenour, Chris Burke, Doug Buskirk

The meeting is called to order by Mayor Brad Schmier at 6:00 PM in the West Yellowstone Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana

**Public Comment Period**

WY Chamber Executive Director Marysue Costello thanks the Town staff for all the assistance during last week's 4<sup>th</sup> of July festivities.

Council Member Cole Parker asks questions about the Fire Department "fill the boot" fundraiser that was conducted Friday and Saturday last week on Yellowstone Avenue. He says that the activity backs up traffic considerably and affects the business on that street leading into the park. He suggests that there may be a better date to hold the fundraiser. Mayor Schmier suggests that they visit about the event next year before it happens and maybe they can work out a better approach.

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Mayor Schmier explains that the purpose of the meeting this evening is to discuss special budget requests for FY 2015 and then the Capital Improvement Plan. Schmier asks Finance Director Lanie Gospodarek to explain the special budget requests that have been received. Gospodarek explains that Community Health Partners (CHP) has requested up to offset losses to operate the medical clinic. They currently have put \$75,000 in the budget for this purpose, as was budgeted in the last fiscal year. The West Yellowstone Foundation is requesting \$600 for the Shakespeare in the Parks event and \$15,000 to support the Foundation Bus that operates between West Yellowstone and Bozeman. The West Yellowstone Chamber of Commerce is again requesting \$4000 to support the annual fireworks show on the 4<sup>th</sup> of July and in-kind support maintaining the bathrooms and grounds at the Chamber. The Yellowstone Historic Center has requested \$150,000 over the next five years to operate the Union Pacific Dining Lodge, \$50,000 of which would need to be budgeted in FY 2015. New this year, the Tourism Business Improvement District is requesting \$2014.00 to set up four free wifi hotspots in Pioneer park. The TBID board is offering to cover the monthly fees for the hotspots if the Town will pay for installation. The Council asks several questions about how special budget requests are handled and how to decide what should be included in the budget. Gospodarek explains which purchases and projects are included in the Capital Improvement Plan, what is scheduled for FY 2015, and any money for projects that were budgeted last year but not completed and is being rolled over into the current budget. She explains that with everything that is currently included in the budget, they need to cut approximately \$316,000. The Council discusses how the projects that are included in the CIP and how the priorities were determined. Schmier suggests they discuss each table in the CIP. Table 1 includes vehicles and equipment. After discussion, the Council agrees to move the replacement of the frame-mounted snow blower up to FY 16 and delay replacement of the road grader to FY 17. Public Services Superintendent James Patterson explains that if the road grader broke down, they could obtain another one during the winter with very little trouble. He says that if the Stewart Stevenson snow blower (frame-mounted snow blower) were to break down, they would have a real problem. His recommendation is to run the Stewart Stevenson for a couple more years and points out that they spent \$13,000 re-doing the head on the machine this year and he expects it will run without too much trouble for a couple years. After that, he thinks they should keep the blower as a backup and replace it with a newer machine.

The Council discusses how to approach the shortfall, how to decide on special requests, and prioritizing projects. They decide that the best approach is to include all the requests and then discuss where cuts need to be made. Once everything is totaled, the group determines that they have \$393,125 more expenditures than revenue. Gospodarek indicates that she will go through

the entire budget and send out a final draft for the Council to work from. Mayor Schmier asks the representatives of the special interest groups have any comments to add to their requests. Lander Cooney, CEO of CHP addresses the Council. She briefly shares statistics that reflect the service they are providing in West Yellowstone. She says that the \$75,000 the Town contributed as a risk-share last year was very significant. Mayor Schmier asks Cooney if the additional \$25,000 they are requesting this year will allow them to expand their services. Cooney says that the \$75,000 this past year allowed them to add a winter part-time medical assistant and full-time summer medical assistant to alleviate wait-times in the clinic.

Mayor Schmier asks Ed Geiger and Carol Leasure of the YHC if they want to address the request for support to operate the UPDL. Geiger reminds the Council that they voted a couple months ago to move forward with an agreement for the YHC to take over operation of the UPDL in January of 2015. He says that their attorney is currently working on drafting an agreement to accomplish that. Leasure reminds the Council that the \$50,000 they are requesting will be offset somewhat by the fact that the Town will no longer have to pay the utilities for the building and for the seasonal employee that was hired to run the building this season.

Council member Jerry Johnson says he can address the request from the TBID. It has been discussed for many years to provide free wifi in West Yellowstone to encourage people to stop and stay longer in West Yellowstone. The TBID approached Grizzly Internet about setting up hot spots in Pioneer Park and they think it would be a great benefit to the area.

The meeting is adjourned. (8:00 PM)

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Mayor

ATTEST:

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Town Clerk



**REPURCHASE CONFIRMATION**

Treasurer's Office  
 Town of West Yellowstone  
 P.O. Box 1570.  
 West Yellowstone, MT 59758  
 via Fax: 646-7511

*Securities Report  
 July 10, 2014*

Tax ID Number: 81-0299400

**REPURCHASE CONFIRMATION**

Agreement Number: 60722900  
 Trade Date: 7/9/2014  
 Settlement Date: 7/9/2014  
 Maturity Date: 7/10/2014

Repurchase Rate: 0.030% (The average investment rate for 91-day T-Bills, adjusted weekly.)  
 Current Balance: \$415,172.21  
 Accrued Interest: \$3.71

**SECURITIES DESCRIPTION**

Security	CUSIP	Rate	Maturity	Par	Market Value
Gallatin County, MT SD # 44	36370NBL8	3.00%	6/15/2015	\$200,000	\$205,419
Madison County, MT K-12 SD	55734RAZ0	2.00%	7/1/2017	\$375,000	\$391,702
Lake County, MT SD #30	509405BT2	2.00%	7/1/2015	\$300,000	\$307,953
					<u>\$905,074</u>

Fractional Interest in Securities\* : 46%

\*Fractional Interest = [(Current Balance)/(Market Value)] %

*This Repurchase Agreement is not a deposit and is not covered by FDIC deposit insurance or the FDIC Transaction Account Guaranty Program. In the event of a bank failure, the Town of West Yellowstone will become the owner of the Securities, or obtains a perfected security interest in these Securities.*

**Operating Account Information**

Account Number: 60722892  
 Date: 7/10/2014  
 Balance: \$1,000.00  
 Current Rate: 0.02%  
 Accrued Interest: \$0.00

**Money Market Account Information**

Account Number: 60606285  
 Date: 7/10/2014  
 Balance: \$794,246.56  
 Current Rate: 0.19%  
 Accrued Interest: \$37.20



## HEBGEN BASIN FIRE DISTRICT

P.O. Box 1508 • West Yellowstone, MT 59758

**Station 1**

10 S. Faithful

West Yellowstone, MT 59758

**Station 2**

20 Tern Lane

West Yellowstone, MT 59758

**Station 3**

10 Denny Creek Road

West Yellowstone, MT 59758

406-646-9094 • 406-646-9090 fax

July 9, 2014

Ms. Becky Guay, Operations Manager  
Town of West Yellowstone

Dear Becky:

At the direction of Hebgen Basin Fire District Board of Trustees, I want to inform you that at this time the Fire District is not interested in pursuing the purchase of the Emergency Services Building.

Sincerely,

G. Scott Waldron, Fire Chief  
Hebgen Basin Fire District

REVISED AND CONSOLIDATED INTERLOCAL AGREEMENT BETWEEN  
THE TOWN OF WEST YELLOWSTONE  
AND THE HEBGEN BASIN FIRE DISTRICT OF GALLATIN COUNTY

Dated Nov. 9, 2010

This Interlocal Agreement (“Agreement”) by and between the following participating political subdivisions of the State of Montana: Town of West Yellowstone (the Town) and Hebgen Basin Fire District (the District), both of which are in Gallatin County. This agreement supersedes all previous agreements and amended agreements between the Town of West Yellowstone and the Hebgen Basin Fire District.

1) PURPOSE: The purpose of this Interlocal agreement is to make the most efficient use of the available resources such as personnel, apparatus, equipment, real property, operation or administrative functions, and facilities in order to meet the current and future needs of the participating agencies and the communities they serve.

2) GENERALLY: The District shall be solely responsible for the provision of services set forth in Section 7-33-2105, MCA, including fire protection, fire suppression, fire prevention and emergency medical services (“Services”) within the boundaries of the District. The District shall provide a generally uniform level of service throughout the District to the extent that geographic limitations will allow, including within the boundaries of the Town, and shall in no event generally provide a lesser level of service within the Town’s boundaries than outside such boundaries. The parties understand and agree that nothing in this Agreement shall preclude the District from equipping and staffing fire stations in addition to the existing Fire Stations.

3) TERM OF AGREEMENT: The District agrees to provide Services within the boundaries of the Town for a period of ten (10) years from the date of signing. The District shall provide the Services as provided in Section 7-33-2105, MCA unless terminated sooner as provided by this section:

a. Any party may serve a Notice of Intention to terminate, either personally or by certified mail, return-receipt requested, that it will stop participating in the Agreement two years after providing notice of intent to withdraw to the other party. Notice of intent to withdraw by the Town shall also be provided to the board of county commissioners. If, upon majority vote of the governing bodies of both parties that extraordinary circumstances exists, then this Agreement may be terminated at the end of any fiscal year.

b. If this Agreement is not terminated on January 1, 2021 (ten years from the date of acceptance) or earlier as provided in Section 3 (a) then this Agreement shall automatically renew for successive ten (10) year terms.

4) ORGANIZATION: No joint board or separate legal entity is created by this agreement at this time.

5) FINANCING AND BUDGETING:

a. Each party shall annually, prior to the date of the approval of its budget, appoint one representative to a committee. The purpose of the committee is to provide communication amongst the parties regarding use and amount of funding contributed by the Town. The committee shall meet as decided by the members of the committee.

b. Payments by the Town. The Town agrees to pay the District the sum of \$450,000 per year through the end of Fiscal Year 2011 (June 30, 2011). Payments shall be made monthly. Beginning with Fiscal Year 2012, the Town's total annual payment to the District will be increased or decreased in an amount equal to the average percentage increase or decrease of the preceding five fiscal year's resort tax collections. For Fiscal Year 2012, the total annual payment will be determined by multiplying \$450,000 by the average percentage increase or decrease in resort tax collections for the preceding five fiscal years. For subsequent years, the formula for determining the total annual payment shall be: the amount of the preceding fiscal year's total annual payment multiplied by the average percentage increase or decrease in resort tax collections for the preceding five fiscal years (see Attachment One for a calculation example). The District shall use all such funds received from the Town to provide Services as required by this agreement.

6) ADMINISTRATION: The District shall hire a Fire Chief and other staff required for the proper operation of the District. The Fire Chief and other officers shall be directly responsible to the Board of Trustees of the District. The Board of the District shall have the responsibility of assuring that the Services which are specified in this Agreement or are mandated by law are fulfilled.

a. The District shall be responsible for any payments or reports of retirement system contributions pursuant to Section 19-2-506, MCA if any.

b. Indemnification. Each of the parties to this agreement shall indemnify and hold harmless the other party from any and all liability, loss or damage which a party may suffer as a result of claims, demands, costs, or judgments arising against it from the negligence or wrongful act of the other party. The party seeking indemnification under this agreement shall notify, in writing, the other party within 14 days of any claim made against the party seeking indemnification.

7) PROPERTY. Real and personal property used in these undertakings may be acquired and held by each party in proportion to their contribution to the purchase or as follows:

a. Use of Hydrants and Water. For the duration of this Agreement, the Town agrees to allow the District to utilize Town fire hydrants and water for the provision of Services and for bona fide training. The Town shall be responsible for the maintenance (including snow removal) and repair of the Town's fire hydrants. The Hebgen Basin Fire District will be responsible for annual hydrant flow testing and inspection and, time permitting, will assist with maintenance (including snow removal) and repair of the Town's fire hydrants. Hydrant flow testing and inspection records will be turned over to the Public Services Superintendent annually.

b. Title of Property. Upon execution of this Agreement, the Town will convey and transfer to the District the Town's entire interest in any and all fire, medical and other emergency apparatus, including, without limitation, all ambulances, fire engines, fire vehicles, trailers, and other fire-fighting and emergency equipment, for the cost of \$1.00. The Town will also convey and transfer to the District any and all interest in any computers, telephones, radios, and other miscellaneous items. The Town will execute any necessary documents to confirm the transfer. The District will accept the items to be conveyed under this paragraph in an "as is" condition as of the date of the transfer and the Town makes no warranties or guarantees of any kind as to the condition of the same or the fitness of the same for any particular use, intended or unintended.

c. Fire Station One (aka the Emergency Services Building). The Town grants the District an exclusive license to use Fire Station One located at 10 S. Faithful Street for the purposes of providing emergency services. The parties agree that other emergency services organizations will be allowed reasonable use of Fire Station One.

d. Repairs, Maintenance, and Improvements. The District shall assume all repair and maintenance costs for the real property located at 10 S. Faithful Street (Fire Station One). The District shall consult with and acquire written approval from the Town prior to making any substantial improvements to Fire Station One. A "substantial improvement" shall be any improvement that is valued at \$10,000 or more. Improvements valued at more than \$10,000 shall require Town Council approval; improvements valued at less than \$10,000 shall require Operations Manager approval. Nothing in this Agreement shall preclude the parties from agreeing to an alternative method of valuing the impact of improvements on ownership interest.

e. Utilities. As long as the Town occupies a portion of Fire Station One, the District will pay for 90% of the shared utilities and the Town will pay for 10% of the shared utilities. The parties will review utility bills annually on January 1 to determine their respective utility costs. If the Town vacates Fire Station One, the District will pay for all utilities including, but not limited to, sewer, water, telephone, internet, electricity, natural gas, and all cleaning and bathroom supplies.

f. Real and Personal Property License. For any property not otherwise specified herein the Town grants the District an exclusive license to use and possess the personal and real property identified in this Section until such time this Agreement is terminated.

g. Insurance. The District shall insure all personal property and apparatus identified in this section. The Town will insure Fire Station One located at 10 S. Faithful, West Yellowstone, Montana. Additionally, the District shall maintain comprehensive general liability insurance coverage, naming the Town as an additional insured, with such limits and provisions as are customary and reasonable for rural fire districts in Montana.

h. Joint Ventures. The parties agree and acknowledge that it is for the mutual benefit of the Town, the District and the public interest that they coordinate efforts in performing repairs and maintenance on real and personal property. The parties further acknowledge that such coordination may include the use of equipment, machinery, and tools owned by the other party. Any liability for damage caused to equipment, machinery, and tools owned by either party will be assumed by the owner of the equipment, machinery, or tool. The cost of routine maintenance, repair, and replacement will remain with the party that owns the piece of equipment, machinery, or tool.

8) FIRE INSPECTIONS: The District shall assume responsibility for fire inspections within the corporate boundaries of the Town as provided in Section 50-61-102, MCA, on January 1, 2011.

9) DISPATCH SERVICES: The Town shall provide dispatch services for the District.

10) METHOD OF PARTIAL OR COMPLETE TERMINATION: The permissible method for accomplishing a partial or complete termination of this agreement shall be set forth in Section 3 above.

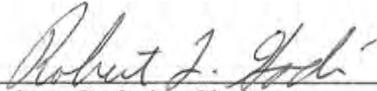
11) DISPOSAL OF PROPERTY UPON TERMINATION: The disposing of real and personal property at termination of this Agreement shall be made as follows:

a. Real and personal property owned by the Town or the District prior to annexation shall revert to its pre-annexation owner upon termination of this agreement.

b. Real and personal property purchased by the District after annexation shall be distributed, or the value of the property shall be distributed, in proportion to the contribution made by each party to the purchase of said personal property. First right of refusal will go to the party not requesting the termination.

12) CLAIMS EXISTING PRIOR TO ANNEXATION – INDEMNITY: Consistent with the terms and conditions of this Agreement the Town shall remain solely liable for all liabilities, claims, damages, demands or other expenses of any kind or nature, known or unknown, including, but not limited to, the payment of general obligation and other bonds: (a) arising out of, in connection with or stemming from the Town's ownership and usage of the assets described above, prior to annexation; or (b) arising out of, in connection with or stemming from the Town's operation of its Fire Department prior to annexation. The Town is not transferring and the District is not assuming any of the foregoing liabilities, claims, demands, damages or other expenses.

File with Secretary of State and Gallatin County Clerk and Recorder

  
\_\_\_\_\_  
Robert Godwin, Chairman  
Hebgen Basin Fire District Board of Directors

11-9-10  
Date

  
\_\_\_\_\_  
Jamie Greene, Operations Manager  
Town of West Yellowstone

10/21/10  
Date

  
\_\_\_\_\_  
Liz Roos, Town Clerk  
Town of West Yellowstone

12-1-10  
Date

## Attachment One

The example below is just that: an example. These figures are not to be used as the basis for calculating any contribution by the Town to the Fire District. Rather these figures should be used to understand how the Town's contribution to the Fire District will be calculated in the future.

### **FY 2008 (July 1, 2007 – June 30, 2008) Calculation**

FY 2003 increase/decrease: + 0.66 %  
FY 2004 increase/decrease: + 3.28 %  
FY 2005 increase/decrease: + 2.15 %  
FY 2006 increase/decrease: + 6.36 %  
FY 2007 increase/decrease: + 7.37 %

Five year average increase/decrease: + 3.97 %

FY2008 Annual Contribution Calculation:  $\$450,000 \times 1.0397 = \$467,865.00$

### **FY 2009 (July 1, 2008 – June 30, 2009) Calculation**

FY 2004 increase/decrease: + 3.28 %  
FY 2005 increase/decrease: + 2.15 %  
FY 2006 increase/decrease: + 6.36 %  
FY 2007 increase/decrease: + 7.37 %  
FY 2008 increase/decrease: + 12.66 %

Five year average increase/decrease: + 6.37 %

FY2009 Annual Contribution Calculation:  $\$467,865.00 \times 1.0637 = \$497,668.00$

### **FY 2010 (July 1, 2009 – June 30, 2010) Calculation**

FY 2005 increase/decrease: + 2.15 %  
FY 2006 increase/decrease: + 6.36 %  
FY 2007 increase/decrease: + 7.37 %  
FY 2008 increase/decrease: + 12.66 %  
FY 2009 increase/decrease: - 0.83 %

Five year average increase/decrease: + 5.55 %

FY2010 Annual Contribution Calculation:  $\$497,668.00 \times 1.0555 = \$525,289.00$

WEST YELLOWSTONE TOWN COUNCIL

Work Session

September 24, 2013

COUNCIL MEMBERS PRESENT: Mayor Jerry Johnson, John Costello, Tom Cherhoniak, Brad Schmier, Doc Stewart

OTHERS PRESENT: Operations Manager Becky Guay, Finance Director Lanie Gospodarek, Public Services Superintendent James Patterson, Town Council Candidate Cole Parker

HEBGEN BASIN RURAL FIRE DISTRICT: Fire Chief Scott Waldron, Assistant Fire Chief Shane Grube, Board of Trustees Chair Robert Godwin

The meeting was held at 6:30 PM in the Povah Community Center.

**Public Comment Period**

No public comment is received.

**DISCUSSION**

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Mayor Johnson calls the meeting to order and explains that the purpose of the meeting is to discuss with the Fire Department the future use of Fire Station One, sometimes referred to as the Emergency Services Building (ESB) and the Town Offices at 10 South Faithful Street. Johnson asks the representatives of the Fire District to elaborate on short-term and long-term plans they have for the building, considering that the Town Offices will be moving into the new Town Hall over the next couple of weeks. Godwin says that the building needs a lot of work. The roof has been patched but needs further maintenance, they have had a couple documented complaints since their offices are non ADA compliant because they are not on the ground floor. He says the building could certainly use some improvements to the façade so it will fit in better with the new buildings on the block in the historic district. They need to come to some sort of an agreement as to who is responsible for making all these improvements. He suggests that the Town consider keeping the land but selling the building to the Fire District. The new Search and Rescue Building as well as the WY Foundation Transit Facility are both built on the Town's land but owned by each organization. Johnson asks if the building is large enough to serve the needs of the Fire District for the foreseeable future. Godwin and Waldron respond that it is and even if the Town acquires the 80 acres from the Forest Service. Godwin says their biggest problem with the building is the fact that the offices are not ADA accessible to the public and the need to separate the office/training space from the living space for the paid staff. Johnson points out that it is unlikely that they would be able to put together a sale agreement for the building prior to the election and asks if a future Council only wanted to sign a long-term lease, would that affect their plans for fixing up the building. Godwin says they really have two questions, will they be allowed to move into the space when the Town Offices move out and if purchasing the building is an option. The group briefly discusses the language in the agreement that pertains to the future use of the building. Godwin says that if they are not allowed to occupy the downstairs space in the building, they will have to find another location for their office space. They know that sooner or later there will be an ADA accessibility problem or lawsuit. Stewart says he had not previously considered selling the building and questions whether they would ask the Town to finance the purchase. Godwin says they will have to consider that, but that will depend on a lot of different factors. Johnson acknowledges that the ADA argument is compelling and they have to consider that. Schmier asks what is the Town's long-term plan or future use of the building. He asks if the Town has a need for the building and they should consider that before they sign off on a sale or long-term lease. Costello says that it sounds like they need to first decide when the Town Offices will be out of the building and after that is accomplished, consider a long-term lease or sale of the building. Cherhoniak says they should still consider the needs of some of the other groups the Town has obligations to. Johnson says he believes the intention of the Council that approved the Interlocal Agreement was that the Town would turn the entire building over to the Fire Department when it moved out. Guay asks if a lease payment was ever anticipated from the Fire Department. Johnson says no and Waldron points out that is part of the problem. He says that in the absence of a lease it is somewhat unclear who is responsible for major maintenance or repairs. The Council agrees that the Interlocal Agreement makes it pretty clear that the use of the building is for the Fire Department once the Town moves out. They also agree that they should put this topic on the next Town Council Meeting agenda and formalize that

WEST YELLOWSTONE TOWN COUNCIL  
**Town Council Meeting**  
**October 1, 2013**

COUNCIL MEMBERS PRESENT: Mayor Jerry Johnson, Brad Schmier, and Doc Stewart, John Costello, and Tom Cherhoniak

OTHERS PRESENT: Town Attorney Jim McKenna, Social Services Director Jack Dittmann, Finance Director Lanie Gospodarek, Chief of Police Gordon Berger, Sheriff Brian Gootkin, Dispatcher James Longworth, Sergeant Aaron Frank, Mrs. McCoy, Kathy Hopkins, Jake Schmier, Jerry Schmier, Greg Forsythe, Ed Geiger, Gail Loomis, WY School Science Teacher Sara Randle plus six students, Willie Binfet, Assistant Fire Chief Shane Grube, Kyle Goltz Fire Chief Scott Waldron, Social Services Assistant Kathy Arnado, Assistant Superintendent of Public Services David Arnado, Kurt Holtzen, Sherie Holtzen, Sheriff Deputy Matt Stubblefield, Scott Clark, Fall River Regional Manager Randy Wakefield, Cynthia Knapp, Benny McCracken, Officer Neil Courtis, Court Clerk Joyce Hanna

The meeting is called to order by Mayor Jerry Johnson at 7:00 PM in the Povah Community Center

Portions of the meeting are being recorded.

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

**ACTION TAKEN**

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- 1) Motion carried to pay the claims, which total \$141,409.00. (Stewart, Cherhoniak) Johnson abstains from #39288.
- 2) Motion carried to approve the Consent Agenda which includes the minutes of the September 17, 2013 Town Council Meeting and September 24, 2013 Work Session. (Stewart, Cherhoniak)
- 3) Motion carried to approve the Application to Maintain an Encroachment made by Sara Randle and Jo Stevens of the West Yellowstone School to locate three geocaches on public property. (Stewart, Cherhoniak)
- 4) Motion carried to approve the use of the entire building of Fire Station 1 (10 South Faithful Street and 400 Yellowstone Avenue) by the Hebgen Basin Rural Fire District and establish a deadline of November 1, 2013 to begin negotiations on whether to sell or lease the building to the HBFD and the terms of such lease or sale. (Stewart, Schmier)
- 5) Motion carried to approve the Library Services Contract with Gallatin County for FY 2014. (Stewart, Schmier)

**Council Comments**

Mayor Jerry Johnson reports that lifelong resident Susie Whitman who has been battling cancer got a clean bill of health last week and that is great news.

**Public Comment**

No Public Comment is received.

**Presentation: Gallatin County Sheriff Brian Gootkin**

Sheriff Brian Gootkin addresses the Council and substantial crowd in attendance. He briefly introduces himself and explains that he was a deputy for several years in Big Sky before being elected as the sheriff. He says he has no time for politics and rumors and he is here to set the record straight. He says he wants to make it clear that they are not investigating the West Yellowstone Police Department. He says that if they do receive complaints about police investigations, they are obligated to follow up, and they have had multiple inquiries and complaints. He says it is not their responsibility to act as internal affairs for the police department, that is the responsibility of the Town Council. He says they are always willing to

offer assistance to the West Yellowstone Police Department. He says they did have some questions about training but understands that the Town is addressing those concerns. He also makes it clear that he will not answer any questions about the Chief of Police or any internal issues in the department. Stewart asks how many complaints have been received by the Sheriff's office. Gootkin says he cannot actually provide an accurate answer because some of the complaints have come to his lieutenants, but it does seem like there is a new call daily. Schmier asks if the Sheriff's office is stretched to cover West Yellowstone. Gootkin says no, they have a new deputy in Big Sky, which is being funded by Big Sky's resort tax. McKenna asks about concurrent jurisdiction for felonies, which traditionally has been lead by the West Yellowstone Police Department, and if that going to change. Gootkin answers that it will not. Forsythe asks about procedure for felonies. Gootkin explains that they work with the WYPD and follow up if there are any questions about an investigation. Rocky Hermanson asks for clarification about the chain of command. Gootkin says town residents are also residents of Gallatin County and therefore are under the jurisdiction of the county as well as the Town Police Department. Cynthis Knapp questions whether a new officer that has not attended the academy should be the field training officer. Gootkin says he can only respond in regard to his department, but they typically require a significant amount of training before becoming a training officer. Stewart asks Gootkin if he has any concerns about the safety of the citizens or ability of the officers to respond in West Yellowstone and he says that he does not.

#### DISCUSSION

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- 3) West Yellowstone School Science Teacher Sara Randle addresses the Town Council and explains the geocache project that she and Technology Teacher Jo Stevens are working on with 8<sup>th</sup> and 9<sup>th</sup> grade students. She explains that geocaching is an activity that has become quite popular over the last decade. Participants hide "geocaches" of information in obscure locations and other seekers use websites or smartphones and GPS coordinates to locate the cache. She explains that their purpose today is to obtain permission to hide three geocaches on public property. The actual containers are very small and often magnetic. The three proposed locations are on the Union Pacific Water Tower, Union Pacific Stagecoach Pavilion, and close to the Union Pacific Railroad Car. Cherhoniak asks why the students are learning about this. Randle explains that the project requires safe internet practices, learning to read latitude and longitude, mapping, topography, and applying technology. Randle also explains that when people find one of their geocaches, they log it on the website.
  - 4) Mayor Johnson explains that last week they held a Work Session with representatives from the Hebgen Basin Fire District concerning the future use of the office space in Fire Station One at 10 South Faithful. He says it was a beneficial meeting and there was agreement that space should be occupied by the fire department. Fire Chief Scott Waldron agrees and thanks the Council for the consideration. Cherhoniak says they also have an obligation to the YHC and perhaps they should wait until they settle that as well. Johnson says that is a good point but they have had discussion about other locations for the YHC that may work out better. Schmier also points out that when that building was constructed 20 years ago, the purpose was to house emergency services. The Town moved in "temporarily" and it turned into 20 years. Johnson also says that after reading the Interlocal Agreeent with HBFD, it is clear that the intent was to turn that space over to HBFD when the Town Offices moved out.
- A) Operations Manager/Department Head Reports: Operations Manager Becky Guay

The meeting is adjourned. (8:00 PM)

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Mayor

collect resort tax on gate admissions in previous years, but the motion fails for lack of a second. Schmier says that by law or by policy, the Chamber is obligated to collect tax on gate entrance tickets

- A) Operations Manager's Report: Operations Manager Becky Guay reports on current issues: **Police Officer Hiring Process** – The Police Commission met and approved a police officer evaluation procedure. The procedure will be submitted to the Council for approve this evening. **911 Advisory Board** – To date, three agencies have agreed to participate on the Board. **Management of UPDL** – Discussions with the YHC were held at today's work session. **HBFD Transport for Individuals in Protective Custody** – The HBFD Board of Trustees denied a request to perform "elective" transports for individuals that have been placed in protective custody. The Police Chief, Social Services Department and I will continue to work with other agencies to develop workable solutions to this issue. **2014 Montana Executive Academy** – I am planning to attend this training for Montana Mayors and City Managers sponsored by MMIA and the Local Government Center in Bozeman on March 5-7. **Clothing Bank Committee** – The Committee is meeting every Tuesday to develop recommendations for the Town Council regarding the future of the clothing bank. The Committee will review its recommendations next Tuesday before submitting them to the Town Council on March 4. **Town Hall Roof** – With the warmer weather that began last week, the roof started leading again. Leaks were observed in the east stairwell, the judge's office and the court clerk's office. Representatives from Dick Anderson Construction are working on the problem today. They are talking about doing some more temperature testing in the "attic" and will probably install some more vents. James thinks that they still might want to consider putting heat tape on the gutters to prevent the icicles from forming and causing the ice jams. Stay tuned . . . **Future Use of Emergency Services Building** – The Mayor, Deputy Mayor and I met with the Fire Chief and members of the HBFD Board of Trustees to begin discussions about the ownership of the Emergency Services Building. The building is under lease to HBFD until January of 2021, however, the Fire District may be interested in purchasing the building. HBFD will provide a non-binding proposal to the Town for discussion purposes in the fairly near future. **CAAT Meeting** – I attended a CAAT meeting last week. The group discussed the multi-group coordination meeting that occurred in January. It was determined that most of the groups represented at the meeting were all working on different areas to improve West Yellowstone. The CAAT's goals are the most similar to the Downtown Improvement District's goals.

The meeting is adjourned. (10:15 PM)

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Mayor

ATTEST:

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Town Clerk

**From:** [John H. Costello](mailto:John.H.Costello)  
**To:** ["Elizabeth Roos"](mailto:Elizabeth.Roos)  
**Subject:** FW:  
**Date:** Thursday, July 10, 2014 6:52:26 AM

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Liz - - - I sent this email to the Council to get some thoughts going so we would quit "talking around" this Aquatic Center proposal and move in one direction or another - - - It is so easy to get stuck talking about the details and not making a decision - - - Yes, I think it should be on the agenda this next Tuesday and where it goes from there, I'm not really sure but I certainly hope it goes somewhere - - - Thanks - - - John

---

**From:** John H. Costello [mailto:jcostello@wyellowstone.com]  
**Sent:** Thursday, June 19, 2014 2:35 PM  
**To:** 'Brad Schmier'; 'gforsythe@townofwestyellowstone.com'; 'cparker@townofwestyellowstone.com'; 'Jerry Johnson'; 'jcostello@townofwestyellowstone.com'  
**Subject:**

Thursday the 19th of June, 2014

Gentlemen - - - I write to you today proposing nothing other than I believe this is something that needs some thought. Scott Clark made his presentation this past Tuesday and, regardless what we individually think about what he had to say, I think we need to respond, at least to give him some direction of where he might go from here. So, what I suggest we think about is a lease of Town property and my thoughts so far look like this:

Lease Provisions

-  
TERM - starting as soon as possible and continuing for a long number of years (\*see below)  
LOCATION - (legal description) - south side of Yellowstone Avenue, east of Iris and west of Hayden (more specifically described when the exact need is determined by negotiations)  
IMPROVEMENTS - to remain the property of the Lessee  
COST OF LEASE - \$100.00 per year  
TAXES - Lessee pays all taxes levied against said improvements  
USE - The property will be used for, and only for, an Aquatic Center and its various components - If Lessee abandons, Lessor takes possession  
SUBLETTING - The Lessee cannot sublet nor assign  
ENCUMBRANCES - The Lessee shall not allow any encumbrances to be placed against the property  
INSURANCE - The Lessee will have the property fully insured at all times  
----- all of the other provisions in a normal lease would also be included

IN ADDITION - There would be some financial provisions included, and they would look like this, pending approval by someone smarter than me:

- To prove financial capability, the Lessee shall prove to the Town, by certified bank records, that on or before the third anniversary of this lease, the Lessee has in his possession funds equal to or in excess of 60% of his anticipated total investment of \$5,000,000

- In addition, prior to the commencement of construction/development or no later than five years from the original signing of this Lease, the Lessee shall prove to the Town that 100% of

the total anticipated funds are available to the Lessee proven by certified bank records

- If, on the 3rd anniversary date, or the fifth anniversary date, the Lessee does not have the funds stipulated above, this Lease is cancelled and of no further effect

Thanks - - - Your thoughts ?? - - - See you tonight - - - John

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No virus found in this message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 2014.0.4592 / Virus Database: 3972/7706 - Release Date: 06/19/14

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No virus found in this message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 2014.0.4716 / Virus Database: 3986/7826 - Release Date: 07/09/14

Town of West Yellowstone  
Marketing and Promotion Fund Advisory Board (MAPFAB)  
Recommendation to Town Council for Award Approval

Event or Project Applicant: Charlotte Mooney

Event or Project Name: W. Yell. Sled Dog Races

Date Submitted: 6.18.14

Date Approved by MAP Fund Advisory Board: 7.10.14

Requested Amount: \$10,600

Approved Amount: \$10,600

Exceptions: None

Comments: None

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

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

Comments:

Copy 1 – Town Clerk  
Copy 2 – Town Council  
Copy 3 – MAP Fund Advisory Board

# MARKETING AND PROMOTION (MAP) FUND APPLICATION COVER PAGE

## Applicant Information

Applicant Individual or Organization: West Yellowstone Sleddog Races

Event or Project Contact Person: Charlotte Mooney

Address: PO Box 1374  
West Yellowstone MT 59758

Phone: 406-646-4988 Fax:

Email: info@klondike dreams.com

Application Submission Date: 6-18-14

## Event or Project Information

Event or Project Name: West Yellowstone Sleddog Races

Rodeo Run, Fun Run, IPSSSDR, Yellowstone Special

Location of Event or Project:

West Yellowstone, Gallatin & Targhee National Forest Trails

Date(s) of Event or Project: Rodeo Run - Dec 11-13 or 18-20, <sup>2014</sup> depending on Stroll dates

Fun Run - Jan 15-17, 2015, IPSSSDR - Feb 1 or 2, 2015

Estimated Total Event or Project Cost: Yellowstone Special - March 19-22, 2015

\$27,875

MAP Fund Amount Requested: \$10,600

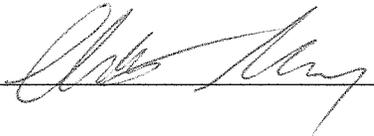
# Certification

Applicant Individual or Organization: Charlotte Mooney West Yellowstone Sled Dog

Event or Project Name: Rodeo Run, Fun Run, IPSSSDR, Yellowstone Races

On behalf of the individual or organization identified on this application, I understand that: <sup>Special</sup>

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: President Date: 6-18-14

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### For Office Use Only

This application has been approved by MAPFAB  Date: \_\_\_\_\_

This application has not been approved by MAPFAB  Date: \_\_\_\_\_

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Section 1 Proposed Event or Project Summary

West Yellowstone Sled Dog Races will hold 4 races this season:

The Rodeo Run – December 18-20, 2014. This race is scheduled to coincide with Christmas Stroll and mushers are required to participate in the Parade of Lights and a Meet the Mushers session on Canyon St. following the parade.

The Fun Run – January 15-17, 2015. This year we are adding a 6 dog class to the 2-day race to attract more regional teams to this event. 6-dog teams will run following the open class teams, stretching the races into the afternoon thus providing more viewing opportunities for spectators.

International Pedigree Stage Stop Sled Dog Race – West Yellowstone Leg, February 2<sup>nd</sup>, 2015. This is the third year West Yellowstone will host the IPSSSDR. Meet the Mushers at Wild West Pizzeria on February 1<sup>st</sup> will include the new IPSSSDR video and live music. The race will start at 9:00am on Yellowstone Avenue between Canyon and Dunraven and will finish at the Old Airport.

Yellowstone Special – March 19-22, 2015. This is a new race for WYSDR. It will be a 3-day stage race, 8 dogs max per team per day with a 10 dog pool, and a different trail each day running 27 miles on the Madison Arm Loop starting at the north end of Dunraven, 32 miles on the Two Top Trail starting at the Old Airport, and 18 miles on the South Plateau Trail starting at the south end of Electric St. This race may be adjusted to 22/27/18 miles per day depending on musher interest and preference.

Section 2 Proposed Timeline

May thru October – Fundraising, Raffle Ticket Sales, Sled Banner Sales

- Complete and turn in grant applications to MAP, TBID

- Complete and turn in 501c3 application

- Update website with video capabilities, Facebook & Twitter links

- Recruit volunteers

- Make regular Facebook updates

June/July – Pay IPSSDR 50% deposit

August – Place Sled Dog Central ad for potential participants

September – Pay IPSSDR balance due

November – Obtain Forest Service Permit/town event & amplification permits

- Obtain state road closure permit Rodeo Run

- Start advertising after Thanksgiving –print, online, posters

- Obtain insurance

- Arrange Radio Live Broadcast

- Contact WY Public Works & Trail Groomers

December, January, February – Set up trail and start areas as needed for each race

## 2014-2015 West Yellowstone Sled Dog Races

<u>Expenses</u>	<u>Budgeted</u>
Plow parking or starting areas	\$0.00
Fuel for snowmobiles to mark trail,transport	\$150.00
Portable Toilets	\$625.00
Garbage Disposal - cans, liners, and dumping	\$0.00
Insurance	\$1,250.00
Permit - Gallatin National Forest	\$70.00
- Additional Forest Service Fees	\$400.00
Town of West Yellowstone Special Event Permit	\$50.00
Snow Fence Rental	\$200.00
Misc. Administrative (copies, postage, envelopes, printing etc.)	\$100.00
Signage - Trail Markers, Directional Signs	\$200.00
Race Bibs	\$0.00
Race Banners	
Sled Banners	\$550.00
Race Brochures/Rack Cards	\$130.00
Advertising	
- KWYS Community Calendar	
- KWYS Live Broadcast	\$400.00 MAP-\$400
- Montana Public Radio - Public Service Announcement	
- Jackson Hole News	\$800.00
- West Yellowstone News - full page	\$630.00
- Bozeman Chronicle web ad	
- Helena Independent Record web ad	
- Carve, publication of Bozeman Chronicle	
- Missoula Independent web ad	
- Island Park News	
- Idaho Falls Post Register - Farm & Ranch	
- Lone Peak Lookout	\$440.00
- Belgrade News	
- Times News Twin Falls (Magic Valley) web ad	
- Rexburg Standard Journal web ad	
- Get Out Magazine, publication of Bozeman Chronicle	
- Idaho State Journal web ad	
- Montana Parent Magazine print and web ad	
- Get Out Magazine (Bozeman) print ad	
- Carve Magazine (Bozeman) print ad	
- The Madisonian (Ennis) print ad	
- Island Park Journal print ad	
- Montana Standard web ad	
- Sled Dog Central Ad	
Posters	\$200.00 -----MAP - \$200
Web Site Update	\$1,130.00
Trophies/Certificates - Juniors Only	\$50.00
Race Purse Rodeo Run	\$2,500.00
Race Purse Fun Run	\$6,000.00 -----MAP - \$4,000
Race Purse Yellowstone Special	\$6,000.00 -----MAP - \$4,000
IPSSDR	\$6,000.00 -----MAP - \$2,000
	<hr/>
<b>Total Expenses</b>	<b>\$27,875.00</b>

Income

Entry Fees Rodeo Run	\$2,500.00
Entry Fees Fun Run	\$2,000.00
Entry Fees Yellowstone Special	\$2,000.00
Donations/Sponsorships	\$4,550.00
Raffle Income	\$1,250.00
TBID Grant	\$5,000.00
MAP Funds	\$10,600.00
<b>Total Income</b>	<b><u>\$27,900.00</u></b>

Section 4      Publicity, Promotion, Marketing

Participants – An ad and a free race listing will be placed on Sled Dog Central’s race calendar. This is the most used site for race listings and information.

Residents – Posters will be placed around town in the post office, banks, and other willing private businesses. Print ads will also be placed in the WY News.

Visitors – This year we are working with the Chamber Marketing Committee to coordinate all advertising for the races. One of our goals is to create an online presence to attract followers who may eventually want to visit West Yellowstone and experience the races in person. We will improve the race website by adding video capabilities, a photo gallery, and Facebook and Twitter links. Future website updates will include geotracking where viewers can see actual race progress on a map of the race course. Clicking on each musher brings up biographical and race related info such as average speed.

The Marketing Committee has budgeted the following:

Print Ads	\$1,500
Online Ads	\$2,500
Social Media	\$1,000
E-Blast	\$750
Website	\$1,250

The Marketing Committee has allocated \$7,000 to be used for marketing and TBID has approved \$3,000 also to be used for marketing for a total advertising budget of \$10,000, double previous year’s budgets. TBID funds will be used to update the race website and to advertise locally. Marketing Committee funds will cover regional print and online ads, but not local ads, in compliance with state rules. TBID funds have been approved for website updates, therefore the \$1,250 allocated by the Marketing Committee will be redistributed to the remaining categories. The marketing committee will also provide regular Facebook and Twitter updates. We will follow all marketing recommendations made by Jan Stoddard of TBID and Wendy Swenson of the Marketing Committee.

## Section 5 Application Review Criteria

- The sled dog races provide free events for locals and to help attract potential visitors to the area. Race participants spend money at local businesses such as hotels, restaurants, gas stations, the hardware store, the mechanic shop, etc.
- The sled dog races reaches potential visitors outside West Yellowstone by placing both online and print ads in regional markets such as Utah, Idaho, Wyoming, and Montana. The races also attract television news coverage from markets such as Bozeman, Billings, and Butte.
- 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. In addition, some visitors who initially plan their visit mainly to see Yellowstone will plan their trip around the races, staying an extra day to attend, and possibly staying to participate in the free dogsled rides as part of the Kids N Snow events. Several people surveyed last season came to town specifically for the sled dog races and Kids N Snow combined weekends. Others came to town specifically to photograph the races. Others came to see Yellowstone, but planned their trips to also see the races.
- The sled dog races are combined with Kids N Snow events when possible since both tend to attract families with children looking for affordable entertainment, with the combination of events keeping people in town through the weekend. The Rodeo Run is coordinated with the West Yellowstone Christmas Stroll. All race entrants are required to participate in the Parade of Lights and a Meet the Musers session following the parade.
- This is the 7<sup>th</sup> year for the West Yellowstone Sled Dog Races. The races have grown each year to include new events within each race and to add new races to the schedule. Each year the races attract more spectators and are proving successful overall.
- The sled dog races have received MAP funding in the past.  
Rodeo Run – Funding in 2009, 2011, and 2012  
Fun Run – Funding in 2013  
IPSSDR – Funding in 2012 and 2013  
Yellowstone Special – New for 2014, No MAP funding to date  
All vendors and expenses have been paid.
- The sled dog races can proceed without MAP funds. The Rodeo Run is self-sufficient and will not use any MAP funds. The Fun Run can proceed with an “entry fee only” purse, but this may limit the number of participants at the same time I am adding events in an attempt to increase entrant numbers. The IPSSDR goes on with or without MAP funding, but the race will not travel to West Yellowstone if we do not raise the funds to pay the fee. The Yellowstone Special is a new three day race. I am unsure if I can attract entrants to this race without seed money for the purse. In summary, without MAP funds, the Rodeo Run and the Fun Run will likely continue. The IPSSDR may or may not happen depending how much money can be raised through other means, and I will likely be unable to add the Yellowstone Special as a new race on the schedule.

- MAP will be acknowledged on the race website and on all print and online ads in any way the MAP board prefers. Agata at Quickprint is in charge of designing all ads and stays up to date on all MAP, TBID and Forest Service acknowledgement requirements.

Subject: race viewing info  
From: "Kirks" <kirks@ctcweb.net>  
Date: Thu, November 14, 2013 1:02 pm  
To: info@klondikedreams.com  
Priority: Normal

---

Status: answered

Hello, We have not attended before and had a few questions on watching the races at the Fun Run in January. Is one day better than the other (Sat vs. Sun)? Where is the best place to watch? How long do the races typically last, with a 10am start? Thanks for any info! Lori

Current Folder: **Feedback**[Sign Out](#)[Compose](#) [Addresses](#) [Folders](#) [Options](#) [Search](#) [Help](#)[SquirrelMail](#)[Message List](#) | [Unread](#) | [Delete](#)[Previous](#) | [Next](#)[Forward](#) | [Forward as Attachment](#) | [Reply](#) | [Reply All](#)**Subject:** dog sled races jan 18-19**From:** "Danielle Fisher" <[pranicflow@hotmail.com](mailto:pranicflow@hotmail.com)>**Date:** Mon, January 6, 2014 6:59 pm**To:** "info@klondikedreams.com" <[info@klondikedreams.com](mailto:info@klondikedreams.com)>**Priority:** Normal**Options:** [View Full Header](#) | [View Printable Version](#) | [Download this as a file](#)

Hi there, We live in Bozeman and want to come down on the weekend of the 18th and 19th with our daughter to watch the dog sled races. When and where would be a good spot to watch? We have never been to a race before. Thank you for any helpful information you can provide.

Best,  
Danielle Fisher

**Attachments:**[untitled-\[2\].html](#)

0.5 kb

[ text/html ]

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SquirrelMail

[Message List](#) | [Unread](#) | [Delete](#)[Previous](#) | [Next](#)[Forward](#) | [Forward as Attachment](#) | [Reply](#) | [Reply All](#)**Subject:** West Yellowstone Sled Dog Races: want to take photos**From:** "Rodeo Run Sled Dog Races" <info@klondikedreams.com>**Date:** Wed, December 26, 2012 8:36 am**To:** info@klondikedreams.com**Priority:** Normal**Options:** [View Full Header](#) | [View Printable Version](#) | [Download this as a file](#)

This is an enquiry email via <http://wysleddograces.com/> from:  
Diane Erhart <[squarebutte@wildblue.net](mailto:squarebutte@wildblue.net)>

For the Sunday, Jan 13 dog sled race, two of us would like to photograph the dog race. We are both semi-pro photographers and owners of herding dogs. We are wondering if there would be opportunities to take some behind the scenes photos such as harnessing, or some interaction of mushers with their dogs, plus the typical photograph of dogs running. We would come up Saturday and leave Sunday late afternoon returning to the Billings area.

Sincerely  
Diane Erhart

Subject: West Yellowstone!  
From: "Thad McCracken" <thadm@cadence.com>  
Date: Mon, December 16, 2013 6:23 pm  
To: "info@klondikedreams.com" <info@klondikedreams.com>  
Priority: Normal  
Status: answered

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Hi Charlotte,

Thanks again for organizing this year's race. As always, it was a ton of fun.

This was our 5th year in a row to make the 800 mile drive to race at West Yellowstone, and we look forward to a sixth next year. Each year we find ourselves wanting to enjoy the area even more. Last year we stayed a couple of extra days and rented a snowmachine to tour the local area. This year we stayed an extra day to train our dogs, and enjoy some meals at local restaurants. Next year we'll have newly adopted children in-tow, and are already talking about making a 1-2 week vacation out of the race, to spend time with our kids in West Yellowstone and all the cool things that it has to offer. We really hope that the community there continues to support this race, and that we get to look forward to coming to it for years to come.

Again...thanks!

-Thad McCracken and Colleen Kaleda  
Portland, Oregon

#### Attachments

[untitled-\[2\].html](#) text/html 2.8 KiB

Subject: Rodeo Run 2014 Dates  
From: "Lindsay McCann" <lindsay@silvertree.me>  
Date: Tue, February 11, 2014 2:50 pm  
To: info@klondikedreams.com  
Priority: Normal

---

Hi there! I know it's early, but, I'm planning a trip out near West Yellowstone in December 2014 and would like to cap it off by entering our team in the race for next year. Do you know what the race dates will be in Dec 2014? Thanks so much.

Lindsay McCann  
www.cascadesleddogclub.com

#### Attachments

<a href="#">untitled-[2.1].html</a>	text/html	2.4 KiB
<a href="#">PastedGraphic-1.tiff</a>	image/tiff	306 KiB

Town of West Yellowstone  
Marketing and Promotion Fund Advisory Board (MAPFAB)  
Recommendation to Town Council for Award Approval

Event or Project Applicant: W. Yell. Ski Education Foundation

Event or Project Name: Yell. Rendezvous Trail Run

Date Submitted: 6.25.14

Date Approved by MAP Fund Advisory Board: 7.10.14

Requested Amount: \$9,280

Approved Amount: \$9,280

Exceptions: None

Comments: None

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

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

Comments:

Copy 1 – Town Clerk  
Copy 2 – Town Council  
Copy 3 – MAP Fund Advisory Board

# **MARKETING AND PROMOTION (MAP) FUND APPLICATION COVER PAGE**

## **Applicant Information**

Applicant Individual or Organization: **West Yellowstone Ski Education Foundation (WYSEF)**

Event or Project Contact Person: **Moira Dow**

Address: **P.O. Box 956, West Yellowstone, MT 59758**

Phone: **617-697-6126**

Fax:

Email: **director@rendezvouskitrails.com**

Application Submission Date: **06/25/2014**

## **Event or Project Information**

Event or Project Name: **Yellowstone Rendezvous Trail Run**

Location of Event or Project: **Rendezvous Trail System**

Date(s) of Event or Project: **September 27, 2014**

Estimated Total Event or Project Cost: **\$12,000**

MAP Fund Amount Requested: **\$9,280**

# MARKETING AND PROMOTION (MAP) FUND APPLICATION

## Preface

- Each of the following Sections, numbered 1 through 6, should be addressed separately, in order, on other pieces of paper. Be thorough, but concise. Read through the entire application before completing it.
- Attach the information to the Cover Page followed by the signed Certification Page.
- Return **8 COPIES** of your completed application to the town offices or mail them to: Marketing and Promotion Fund Advisory Board Town of West Yellowstone PO Box 1570 W. Yellowstone, MT 59758
- Applications must be submitted to the town offices by the 1st day of the month.
- The Marketing and Promotion Fund Advisory Board (MAPFAB) will review applications at their regularly scheduled monthly meeting around the 10<sup>th</sup> day of the month.
- If MAPFAB approves your application, they will forward their recommendation for final approval to the town council prior to the next regularly scheduled council meeting.
- Applications for the current fiscal year will be accepted up to two weeks prior to the end of the Town of West Yellowstone's fiscal year (June 30). Applications received after this date will be considered, but will have a lower priority and possibly funded only if excess funds are available.

## 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.
  - The Yellowstone Rendezvous Trail Run was held under the name Pine Needle Stampede for over 20 years in West Yellowstone. In 2012, the organizing committee decided to add a half-marathon distance to the options of distances and as a result, participation doubled the average.

Runners, walkers, and stroller pushers of all ages compete on almost all of the trail system of the Rendezvous Ski Trails. The distances available are 5k, 10k, and a half-marathon (13.1 miles). A free 2k is also available for anyone under 10 years old. Following the race, there will be recovery food and beverages, music, and raffle prizes located at the trail head building.

The name *Pine Needle Stampede* did not readily indicate what the event is nor where the event is held. With the success of the Yellowstone Half Marathon held in early June by Vacation Races of Provo, UT, WYSEF has made the decision to change the name of the run to capitalize on the location on the proximity to the park and being held on Rendezvous Ski Trails.

Runners in 2014 will see not only a new name for the event, but a redesigned logo, hand-crafted, locally sourced participant medals, and top-notch timing services.

## 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 to conduct your event or complete your project.
  - To increase the visibility of the race, a multifaceted advertising campaign has been designed. The use of National Public Radio to advertise in the Missoula, Helena, Bozeman, and Jackson, WY areas last year was very effective. The chosen radio stations will air sponsorship ads during August and September at high listener traffic times.
  - Four months before the race, an intensive Social Media campaign will launch. This includes creating a specialized page for the race, daily or multiple times a week postings to this page, Twitter, and Instagram.
  - For more regional advertising:
    - Obvious Ads will be placed around the Bozeman and Big Sky areas in August and September.
    - Missoula Independent will run ads at the beginning and middle of September.
    - An ad will be placed in the MSU Pocket Guide that will be distributed to all incoming and returning MSU students and faculty.
    - Advertising in Montana Parent, Outside Bozeman, and other regional quarterly or monthly publications
    - 11”x17” posters will be distributed to running and outdoor stores from Jackson, WY to Missoula, MT.
    - Press releases and invitations will be sent to all area ski and running clubs

## Section 3 Proposed Budget

- Provide a detailed budget for your event or project.
- Identify the amount of MAP funds you are requesting and the expenditures that will be paid in full or in part with MAP funds. All budget expenditures must be supported with invoices, bills and/or receipts.
- MAP funds may not be used for purchasing liquor or funding the distribution of liquor.

## Section 4 Publicity, Promotion, Marketing

- Describe how your event or project will be promoted or marketed to visitors, residents or participants.
  - One of the primary target groups is the regional destination runner. Last year, WYSEF tried advertising in national running magazines without much success. The color ¼ page ads were too high-priced for the budget and we didn't see the return in participants. This year, the focus will be on the regional destination runners – runners who live a couple hours away, but may still need to stay the evening before or after the run. These runners are typically female, with children, and are recreational or “mediocre” athletes. Our plan is to have directed marketed to these athletes on social media and through print media. Runners will take away event t-shirts and participant medals branded with “West Yellowstone, Montana” and the logos of the local sponsors.

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Local and regional residents have always made up the core base of the Pine Needle participation.

We have loyal runners and walkers who have participated since the inception. Email newsletters will be mailed to previous participants providing information about this years' race, where, when, and how to sign up, and the new events that will be included. Posters will also be hung up at numerous locations around the area from Jackson and Idaho Falls to Bozeman and Missoula.

## Section 5 Application Review Criteria

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

- 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 Yellowstone Rendezvous Trail Run coincides with the Fee Free weekend of Yellowstone National Park. It is the goal of WYSEF to get people from all over to come for the race and to stay for the weekend. The race begins mid-morning and for most people coming from any further away than Bozeman, this means coming in the night before. To further bolster this, the organizing committee will be handing out the race packets on the evening before the race and encouraging all the participants to pick their numbers up ahead of time to minimize the chaos on race morning. Bringing people here early will benefit the lodging and restaurant establishments. The race will be done by early afternoon on Saturday, therefore, leaving plenty of time for the runners to browse the stores, eat, or visit attractions. We will also be working with local businesses to offer Runner Specials and/or discounts to shoppers who show their race bib.
- How does your event or project reach potential visitors outside West Yellowstone?
  - Given the variety of advertising mediums and their specific, yet overlapping audiences, we hope to reach visitors nationally, regionally in Idaho, Utah, and Wyoming, and throughout Montana.
- How does your event or project have the potential to increase the number of visitors to West Yellowstone or to extend visitor stays?
  - Piggybacking on the attraction of free entrance to Yellowstone National Park, as well as marketing the race as a regional destination race, we hope to increase the number of participants to at least 200, with a goal of bringing 500 runners within the next three to five.

We set a goal of having 250 participants in 2013, but due to weather (it snowed), we did not see the day-of registrations that we expected. The number is still attainable, but the growth will be more gradual than originally projected. The goal for 2014 is to have 200-225 participants, 30 to 55 more than the previous years.

- How does your event or project complement or enhance existing events or projects?
  - The Yellowstone Rendezvous Trail Run is designed to be a family event that will showcase how family-friendly West Yellowstone is and to encourage these families to come back for winter events such as Kids'n'Snow. Information about the winter events will be provided to every runner in his or her racer packet. Additionally, West Yellowstone is known for the exceptional winter ski trails system that brings people from all over the region, but by holding an event like this in the fall, it is a great way to show people that our trails are great in all seasons, not just the winter. West Yellowstone is a full season recreation town.

- How does previous experience support your type of event or project as viable?
  - Through the support of the MAP Fund, participation in the 2012 Yellowstone Rendezvous Trail Run doubled the previous years. Participation in 2013 held steady, but due to foul weather, the numbers didn't grow. Through increased participation in other regional events and by acting as Race Director for the past two years, my experience allows us to cut excess or unnecessary elements while building a creative and fun race platform that is appealing to the general athlete. I believe through further funding, the event can continue to grow and become one of the most popular races in the region.
- Has your organization received MAP funding in the past?
  - Yes, funding was received in 2012 and 2013.
  - If so, how many times and for what event(s) or project(s)?
    - Funding has been received twice:
      - 2012: addition of the half marathon course
      - 2103: increased advertising
  - Have all vendors and expenses been paid associated with the event(s) or project(s)?
    - Yes
- Can your event or project proceed without MAP funds?
  - The race will be held, but will not be able to be advertised as thoroughly as desired. Nor will we be able to afford the finishers medals or the chip timing that are expected at a high caliber event.
- How will you acknowledge the receipt of MAP funds as a funding source for your event or project?
  - MAP will be acknowledged on the website list of sponsors, on the participant t-shirts, all print advertising, and through announcements at the event.

## **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.
  - Mock ups of the custom medals, new logo, and posters are currently in production and will be available at the board meeting.

## **MAP Fund Application Review**

- Though not required, you are encouraged to attend the MAPFAB meeting at which your application will be reviewed.
- You will be advised as to the date, place and time of that review and will have up to 10 minutes to address your application. The Board will then discuss and approve or not approve your application.
- If MAPFAB reviews and approves your application, they will forward their recommendation for final approval to the town council. MAP funding is subject to final approval by the town council.
- MAPFAB will notify you by email of the town council's decision within 2 days.

## Disbursement of MAP Funds

- Once an application is approved, MAPFAB will email an Applicant Award Notification to the applicant and the town Finance Dept. At that time, the approved MAP Fund amount is authorized for disbursement or reimbursement. Funds will not be disbursed or reimbursed prior to the applicant receiving the Award Notification.
- An approved event or project will be assigned to an individual MAPFAB member. The applicant will email or deliver in person an Advanced Funding Request (AFR) to the Board member contact and/or submit copies of paid vendor invoices and the checks or credit card receipts verifying payments to vendors. The applicant is responsible for paying vendors for their services. The town Finance Dept. will not pay vendor invoices. All event or project advances and/or expenses must be supported with documentation.

### Advanced Funding Request (AFR)

- Applicants who have been awarded funding of \$2500 or less may make a request to receive up to the full amount of approved funding in advance of actual expenses being incurred.
- Applicants who have been awarded funding of more than \$2500 may make a request to receive the maximum amount of \$2500 in advance of actual expenses being incurred.
- Advanced funding requests can be made by completing an Advanced Funding Request (AFR) document. The AFR can be requested by email or in person from the Board member contact. The applicant will need to complete the AFR and email it back to or deliver it in person to the Board member. The Board member will review the request and confirm an approval for the advance by email or in person. Regardless of whether a request is confirmed by email or in person, the Board member will stamp the AFR with an approval stamp. The applicant or Board member will take the copy of the AFR stamped with the approval stamp to the town Finance Dept. (See information below regarding receiving the advanced funds.)
- As event or project expenses are incurred at a later date, proof of expenses and payments will need to be submitted to the Board member contact.
- To minimize the number of reimbursement checks issued by the town Finance Dept. to applicants, we request that applicants submit expenses and proof of payments for approval to the Board member contact in increments totaling approximately \$2500, or the total amount of expenses if the applicant's event or project has been awarded less than \$2500.
- Applicants who request and are awarded more than \$2500, and request an advance of \$2500, will not be approved to receive their additional funding until they submit their expenses and proof of payments to account for spending of the \$2500 advance.
- AFRs or expense documentation should be submitted to the Board member contact in a timely manner in order to prevent a rushed review for approval. Board members need a reasonable amount of time to review documentation before it is submitted to the town for disbursement or reimbursement.
- When an AFR or expense documentation for reimbursement is approved by the Board member, it will be stamped with an approval stamp.
- The applicant or Board member will take the approved AFR or expense documentation to the town Finance Dept. for disbursement or reimbursement. The Finance Dept. does not immediately disburse or reimburse funds. The Dept. submits a claim for that disbursement or expense reimbursement to be approved by the town council at the next regularly scheduled town council meeting.  
Once the claim is approved, the Finance Dept. will disburse or reimburse funds soon afterward. Note

that this process can take up to three weeks to complete.

- If an event or project is in progress and is going to incur an expense that is not in the previously submitted budget, then the applicant must submit, in writing, the new or additional expense to the Board member contact for approval. The new or additional expense must not cause total expenses to exceed the total submitted budget amount.

### **Event or Project Completion**

- Your event or project must be completed within 12 months of the approval date of the town council. One extension may be granted for up to 6 months at the discretion of the MAP Fund Advisory Board.
- All approved MAP Fund expenditures should be expensed or paid out to your event or project within 60 days after its completion, or within the same 12 month time period, whichever is more applicable to your type of event or project.
- If approved funds remain unspent 60 days after the completion of your event or project, or shortly before the end of the 12 month time period, whichever is more applicable to your type of event or project, the MAP Fund Advisory Board will email you a Confirmation of Event or Project Completion (CEPC) Notice. The CEPC Notice asks you to confirm that your event or project is complete and that the amount of unspent funds will go back into the general MAP Fund to fund future events or projects.

### **Event or Project Outcome Report**

- Please complete and email an Outcome Report to the Board member responsible for overseeing your event or project within 60 days after its completion. This report is of your own design and should detail your event or project's successes, disappointments, impacts, outcomes and/or achieved goals as described in Section 1 or 5 of your application.
- Your MAP Fund award is an investment of West Yellowstone Resort Tax monies and local resources.
- The MAP Fund Advisory Board is responsible for reporting back to the town council on the outcomes of funded events or projects.

# Certification

Applicant Individual or Organization: West Yellowstone Ski Education Foundation

Event or Project Name: Yellowstone Rendezvous Trail Run

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: Moira Dow Name (printed): Moira Dow

Title: Program Director Date: June 25, 2014

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For Office Use Only

This application has been approved by MAPFAB  Date: \_\_\_\_\_

This application has not been approved by MAPFAB  Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Yellowstone Rendezvous Trail Run 2014

Income

Race Entry Fees	170 @ \$25 per runner	\$4,250.00
Local Sponsorship		<u>\$1,000.00</u>
	Total Projected Income:	\$5,250.00

Expenses

Timing Contractor	\$50 + \$3/runner	(\$700.00)
Medals		(\$700.00)
Event Supplies		(\$1,000.00)
Participant T-shirts	170 @ \$14/shirt	(\$2,380.00)
Prize Money		(\$950.00)
Advertising		
Print Advertising		(\$3,200.00)
Social Media		(\$1,500.00)
Radio Advertising		<u>(\$1,500.00)</u>
		(\$11,930.00)

MAP Fund Requested Funds:

Medals		(\$700.00)
Participant T-shirts	170 @ \$14/shirt	(\$2,380.00)
Advertising		
Print Advertising		(\$3,200.00)
Social Media		(\$1,500.00)
Radio Advertising		<u>(\$1,500.00)</u>
		(\$9,280.00)

APPLICATION TO MAINTAIN AN ENCROACHMENT

Town of West Yellowstone  
Gallatin County, Montana

DATE: 7-11-14  
APPLICANT: MARTEL Construction, INC.  
ADDRESS: 1203 South Church Avenue, Bozeman MT 59715-5801  
PHONE: 406-586-8585  
INTEREST IN PROPERTY: Property West of Poval

OWNER OF RECORD'S SIGNATURE: Jodd Boertzen

1. LEGAL DESCRIPTION:

Subdivision: \_\_\_\_\_  
Block: \_\_\_\_\_ Lot: \_\_\_\_\_  
Zoning District Number: \_\_\_\_\_

2. Please describe specifically the construction and size of the proposed encroachment. On the reverse of this application, please provide a sketch of the proposed encroachment. 100' x 300' on West side of Poval trailers would be staged for a period of 48 hours at longest period of time

\_\_\_\_\_  
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\_\_\_\_\_  
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\_\_\_\_\_

For Office Use Only:  
DECISION BY TOWN COUNCIL

\_\_\_\_\_  
Signature of Applicant

Approved Disapproved

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Mayor/Operations Manager

\_\_\_\_\_  
DATE





HITCH END  
4828  
L-119



HITCH END  
4828  
L1-09

GUERDON  
ARCHITECTURAL  
www.guerdon.com  
614-753-3536

WWW.GUERDON.COM

# Cemetery Board of Trustees

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Rocky Hermanson  
324B Nez Perce Ave  
P.O. Box 1092  
West Yellowstone, MT 59758  
(406) 640-1089 (cell)  
(406) 646-9056 (home)  
(406) 646-7575 (work)  
[rocky@yellowstonerealty.com](mailto:rocky@yellowstonerealty.com)

Appointed 6/12/2012

Spring Binfet  
325A Nez Perce  
P.O. Box 125  
West Yellowstone, MT 59758  
(406) 640-1008 (cell)  
[Spring\\_296@hotmail.com](mailto:Spring_296@hotmail.com)

Appointed 6/5/12

Ken Davis  
258 Koelzer Rd  
P.O. Box 927  
West Yellowstone, MT 59758  
(406) 646-7265 (home)  
(406) 646-1024 (work)  
(406) 640-1124 (cell)  
[Kdavi51@yahoo.com](mailto:Kdavi51@yahoo.com)

Appointed 5/15/12

Brad Schmier  
648 Grouse Court  
P.O. Box 1029  
West Yellowstone, MT 59758  
(406) 646-9241 (home)  
(406) 646-7735 (work)  
(406) 640-1241 (cell)  
[bschmier@townofwestyellowstone.com](mailto:bschmier@townofwestyellowstone.com)

Mayor

1 Vacancy

2 year terms



# United States Department of the Interior

## NATIONAL PARK SERVICE

PO Box 168  
Yellowstone National Park  
Wyoming 82190

IN REPLY REFER TO:

JUL 03 2014

W30(YELL)

West Yellowstone Town Council  
Town of West Yellowstone Offices  
440 Yellowstone Avenue  
P.O. Box 1570  
West Yellowstone, Montana 59758

Dear West Yellowstone Town Council Members:

On September 6, 2013, Yellowstone National Park (YNP) suspended its longstanding Mutual Aid Agreement with the West Yellowstone Police Department (WYPD) due to concerns with program standards and accountability. These concerns were widely shared by interagency emergency service and law enforcement partners, and were addressed formally by the Gallatin County Sheriff.

The issues created safety and liability issues for any law enforcement agency involved in mutual aid support to West Yellowstone. Yellowstone National Park, acting out of responsibility to protect staff and agency, suspended the Mutual Aid Agreement until the WYPD program issues were resolved to the satisfaction of the Gallatin County Sheriff. At this time, it appears that the situation remains unresolved and largely unmitigated.

To be clear, Yellowstone National Park law enforcement officers are **not** currently providing any mutual aid law enforcement assistance to the Town of West Yellowstone; nor does Yellowstone request that WYPD respond to law enforcement situations within park boundaries. The Mutual Aid Agreement will continue to remain suspended until the accountability and standards are at a level satisfactory to the Gallatin County Sheriff.

The benefits of a functioning Mutual Aid Agreement extend beyond a simple linear augmentation of capacity to respond. Mutual aid relationships provide more extensive and effective law enforcement, investigations, police protection, emergency services, search and rescue efforts, a safer working environment for officers of both agencies, enhanced protection for residents and communities and programs and criminal cases that will withstand legal challenges.

Yellowstone National Park stands ready to support and inform West Yellowstone Town Council efforts at elevating the WYPD program standards and accountability.

Sincerely,

/s/

Bonnie Schwartz  
Acting Chief Ranger

cc: West Yellowstone City Manager  
West Yellowstone PD  
Gallatin County Sheriff

The amount of publicity given to Chief Berger before we ever heard the charges concern me. It seems the sheriff took an example out of George Bush's Iraq play book. As in, make a lot of noise and maybe when you show the minute charges maybe they wont pay attention to that detail.

It seems obvious to me that most of the law enforcement folks dont like the chiefs form of peace keeping. And they want him out of the way. The chief has been here a long time and knows his job and if he turned his head from time to time i am sure there is a reason. I am just guessing but i am pretty sure none of the incendents mentioned involved a rapist or murderer. I want my police to use thier heads more than thier badge.

If we let this sheriff get away with this we deserve the "big city" police we will get.

Steve Hulett

DEPARTMENT OF ADMINISTRATION  
STATE ACCOUNTING DIVISION



STEVE BULLOCK, GOVERNOR  
JOHN E. WALSH, LIEUTENANT GOVERNOR

STATE OF MONTANA

Accounting Bureau  
Rm. 255  
PO Box 200102  
(406) 444-3092

SABHRS Finance and Budget Bureau  
Rm. 270  
PO Box 200102  
(406) 444-5700

Treasury Unit  
Rm. 261  
PO Box 200140  
Helena, MT 59620-0140  
(406) 444-2624

Local Government  
Services Bureau  
301 S. Park, Rm. 340  
PO Box 200547  
Helena, MT 59620-0547  
(406) 841-2909

June 26, 2014

Board of Commissioners  
Town of West Yellowstone  
PO Box 1570  
West Yellowstone MT 59758

Re: Response to FY 2013 Audit Report

Thank you for notifying us of the actions that have been or will be taken, regarding the audit deficiencies or recommendations contained in the management letter and/or audit report, for the Town of West Yellowstone for the fiscal year(s) ended June 30, 2013. Your auditor, Amatics, Certified Public Accountant(s), issued that report to you on May 6, 2014.

Pursuant to State law, we've reviewed your corrective action plan or response and are notifying you of our acceptance. Please note that our acceptance is based on our understanding of the audit deficiencies or recommendations and responses as written. You may wish to contact the auditor to ensure that your corrective actions address the auditor's findings satisfactorily and completely.

Please contact me at 406-841-2909 or [jryan@mt.gov](mailto:jryan@mt.gov) if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Jeannie Ryan".

JEANNIE RYAN, Administrative Assistant  
Local Government Services Bureau

Town of West Yellowstone  
MAP Fund Advisory Board Meeting Minutes  
5/8/14 at 12pm at the Povah Center

In attendance: John, Gloria, Jerry, Kay, Marysue, Barb

Agenda:

1. Public Comment
2. Approve 4/10/14 Meeting Minutes
3. Review Financials
4. Review Applications
  - 12:10PM- YHC Museum Program Signage Project \$1831
5. Discussion on the Application Document
6. Updates
7. Next proposed meeting date: Thurs. 6/12/14

Action items in red

**Start 12:05pm**

**Public Comment-** None

**Approved the 4/10/14 Meeting Minutes-** (Kay, Gloria) **John will email copy to Liz.**

**Reviewed Financials**

1. Approx. \$35,600.02 available. Financials approved. (Barb, Kay)

**Discussion on the Application Document**

1. John recapped the revisions discussed at the last meeting.
2. **We decided to retain the question, “Can your event or project proceed without MAP funds?”**
3. **Re Section 3 Budget: Ask applicant to identify projected income and expenses for all funding sources.**
4. **Marysue will work on a budget template to be referenced in Section 3 and downloaded. “Use of the budget template isn’t required. It’s provided for your convenience.”**
5. **Jerry will ask Town Clerk’s office to make sure the MAP App can be downloaded in .pdf and Word format.**
6. **Re the question, “How will you acknowledge receipt of MAP funds?”, add that the acknowledgement should state, “Supported by West Yellowstone Businesses”**
7. **John will make the final changes to the App Document and email it back out to everyone before it’s submitted to the Town Clerk.**

**Review Application: 12:40pm YHC Museum Program Signage Project \$1831**

1. Ed Geiger wasn’t at the meeting.
2. Jerry’s concerns:
  - Use of MAP funds to pay for a business sign. Does it open the door for other businesses to make a request?

- He checked on the materials to construct the large sign. They're legal. But placement of the sandwich sign can't be further than 3' from the property line.
- 3. Marysue: Attractions in town are more than just a business. If we don't approve funding, suggest to Ed that he come back to us w/ 5 of their events, and let us fund the marketing of those events.
- 4. Motioned and seconded to approve the app. (Marysue, Kay) No votes in favor of the motion. Motion failed.
- 5. John will email Ed and Liz re the app not being approved for recommendation to the town council.
- 6. Marysue will visit with Ed as to whether or not YHC has any events for which we can fund the marketing.

### **Updates**

1. Black Mountain Prod. took a \$2500 advance.

**Next meeting date: Thurs. June 12 at noon at the Povah Center**

John will email Liz and make meeting room reservation with Brandy.

Adjourned 1:00pm

**Meeting Minutes approved as submitted by John Greve, MAPFAB Secretary 7.10.14**