

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, 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

- 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 Motion is withdrawn.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.

July 1, 2014

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

- 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

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

Mayor

ATTEST:

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 4th 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.

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 \$100,000 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 4th 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 July 8, 2014

Town Council Work Session
Minutes, Page 2

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)

Mayor

ATTEST:

Town Clerk

WEST YELLOWSTONE TOWN COUNCIL
Work Session & Town Council Meeting
July 15, 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, Randy Wakefield, Scott Clark, Li Zhang, Jeremy Weber, Doug Buskirk, Joyce Berger, Karrie Taggart, Carol Leasure, Ed Geiger, Bill Howell, Travis & Katrina Mann, Shane Grube, Chris Burke, Helene Rightenour, Louise Cochrane, Tom Cherhoniak, Doc Stewart, Brenda Martin, Sandi Peppler, Kristy Coffin, Marge Wanner, Marysue Costello, Jan Stoddard, Kurtis Holtzen, David Arnado, Matt Stubblefield, Duston Portmann, Deborah Clark

The meeting is called to order by Deputy Mayor John Costello at 6:15 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.

WORK SESSION

Deputy Mayor John Costello calls the meeting to order and asks Finance Director Lanie Gospodarek for direction to proceed through the FY 2015 budget. After brief discussion, they agree to work through the budget page by page and answer questions as they go. They discuss reducing the small items of equipment in the Legislative budget to replace the iPads that are used by the Council and Department Heads. The Council asks several questions about the payroll and employer contributions. Parker says that he does not want to fund the TBID request to establish hot spots in Pioneer Park (\$2102). He also does not want to fund the \$600 for Shakespeare in the Park. Johnson and Costello say they favor funding all the special request projects in the Legislative Fund including the hot spots and Shakespeare in the Park. They discuss the \$40,000 for the Yellowbook appraisal of the 80 acres of Forest Service Land and question whether it is accurate, but ultimately decide not to change it. Johnson notes that they have increased the Legal Services budget by \$20,000 and in light of recent events questions whether that is enough. Guay says that if they do see increased lawsuit activity this year, they expect most of it will be covered through their Employer Practices Liability Coverage through MMIA (Montana Municipal Interlocal Authority). They have added \$50,000 to replace/repair the steps at the Union Pacific Dining Lodge. The Council discusses the proposal to add two new police officers to the staffing plan. Costello says he does not favor adding the two officers. Guay explains that the purpose behind that was to be able to schedule two officers on duty at all times, in response to suggestions from other agencies. Johnson says that they will be training three new officers this year and he doesn't think they would be able to hire two more in addition. Forsythe and Parker agree. Mayor Schmier joins the meeting. The Council discusses repainting the 2008 Ford Crown Victoria, currently budgeted at \$5000. Patterson says the paint on that car is defective and is peeling. He says the bid from Westgate Auto is around \$3900 to repaint the car. He says that the Chief expects to drive that car another three years. Guay says that car will be the next police vehicle to be replaced, but not until FY 2017. Gospodarek explains that she caught an error in the calculation of overtime in the Dispatch budget and after that correction is made it will reduce the salaries by approximately \$20,000. They briefly discuss eliminating the plow attachment for the backhoe but Patterson indicates that they need the plow and it is left in the budget for now.

ACTION TAKEN

- 1) Motion carried to approve Purchase Order #6216 to Trailers Plus to purchase a dump trailer for \$5899. (Forsythe, Parker)
- 2) Motion carried to approve the claims which total \$148,044.07. (Johnson, Parker) Schmier abstains from #40087 and #40089, Forsythe abstains from #40101.

- 3) Motion carried to approve the Consent Agenda, which includes the minutes of the July 1, 2014 Town Council Meeting, July 8, 2014 Town Council Work Session, and the July 10, 2014 Securities Report. (Forsythe, Johnson)
- 4) Motion carried to direct staff to prepare a resolution to indicate the Town's intention to lease public property for the construction and use of the West Yellowstone Community Aquatic Center. (Costello, Parker) Johnson is opposed.
- 5) Motion carried to approve the recommendations from the Marketing and Promotions Advisory Board to award \$10,600 to the West Yellowstone Sled Dog Races (2014-2015 season) and \$9280 for the 2014 Yellowstone Rendezvous Trail Run. (Forsythe, Costello)
- 6) Motion carried to approve the Application to Maintain an Encroachment made by Martel Construction to temporarily park/stage manufactured housing units in the open area south of Yellowstone Avenue and west of the Povah Center. (Johnson, Forsythe) Parker is opposed.
- 7) Motion carried to reappoint Ken Davis, Rocky Hermanson, and Spring Binfet to the Cemetery Board of Trustees for two-year terms. (Johnson, Forsythe)

Council Comments

Council Member Forsythe reads a comment he prepared. He says that for the last six months the Council has heard criticisms and concerns about the status of the police department and management of the Town. He says it appears that the Town has done very little to address these concerns. However, he says that the Town is represented by Jane Mersen, and he has full confidence that she has the best interest of the Town in focus and is doing an excellent job guiding them through this. He says that considering the fact that three employees have solicited legal representation for themselves from another law firm, the Town must proceed carefully

Public Comment Period

Ramona Stubblefield says that the Town Manager said on TV that she did not know what is going on in the Police Department, yet they have been struggling with problems since last September, nearly a year. Mayor Schmier responds that the subject has not been avoided but it is very complex. He says that personnel issues are not public record and reassures them they are working on it.

Winter Economy Presentation, Katrina Mann

Katrina Mann of the Hibernation Station addresses the Town Council. She explains that her family owns and operates the Hibernation Station. She says that the winter economy has decreased significantly over the last several years and they need to create a winter economy that is not dependent on the federal government. She suggests a new event in West Yellowstone, for lack of a better term, "Sturgis on Snow." She suggests the first year it be a two-day event, but that they plan to expand the event by one day every year. She describes several new activities including a snowmobile rodeo, a poker run, vintage snowmobile hill climbs, concerts, etc. She shares several ideas for attracting people to West Yellowstone for the event. She estimates that the first year would cost approximately \$330,000. She estimates the event would bring 2500 people to Town and shares several revenue estimates, too. Her revenue estimates come to \$331,000. She says she has already contacted several vendors and is confident that she has already secured \$50,000 in sponsorship. Mann says she intends to proceed with this project, but affirms that one person cannot do it alone. She says they need a committee to work on the event and the support of the Town to move forward. Forsythe asks Mann what is she asking from the Town. Mann responds that they need support, use of public property, etc. Johnson says they can offer that kind of support and in-kind services such as moving snow. Parker asks if they envision the entire event taking place in West Yellowstone and Mann answers that she does.

DISCUSSION

- 4) Mayor Schmier says that they ran out of time at the work session that was scheduled to discuss the West Yellowstone Community Aquatic Center. He says that they feel like they need to revisit the issue and give Scott Clark, the presenter, a better answer. Council Member Costello sent out an email that shared several ideas about the project. The

Council asks Clark if he saw that email and how he felt about those ideas. Clark says he thought they were very fair. Costello says that the reason he sent out that email was for the Council to consider whether it wants to proceed with this project or not. The Council agrees they do not need to consider square footage or parking spaces at this time, but just decide whether they are willing to proceed. Schmier says that this situation seems very similar to the Resolution that is in place for the Yellowstone West Medical Center.

Doc Stewart says that if they do approve building the center on parkland, they need to hold public meetings before they use that land for something else. Kerrie Taggart says the aquatic center would be a huge benefit for a lot of people and says they would be crazy not to support it. Jan Stoddard says that from a tourism standpoint, it would be a very good asset for the community. Kristy Coffin says Clark has done a lot of work and put his own time into this project. She thinks they need to let him move forward and see it through. Doc Stewart says he also thinks it would be a great asset for the community, but what they really need to consider is whether the Town can afford to take it over should it fail. Marysue Costello asks for a step by step process of what would have to happen for the Town to provide the land. Schmier says that it sounds like Clark just needs assurance that the Town will provide the land so he can proceed. Guay says that the process to decertify the parkland can be done concurrent with the fund-raising and lease preparation.

Motion carried that the Town Council will agree with a Resolution to allow the Aquatic Center to move forward and the Town will commit to a specific piece of land...Forsythe withdraws second, Costello tries again.

Johnson says that he agrees that a swimming hole would be great for this town, but the feasibility study said it wouldn't make it. He says it would be great for the tourists and great for the locals, and it would be an economic boost for the town. He says the ropes course is, too, but they didn't come and ask for free land. He says there is only so much land and he questions whether approving this leaves enough space for the proposed medical center. He says that he cannot vote to support preparing the resolution or leasing the land.

- 6) Schmier explains that they have received an Application to Maintain an Encroachment from Martel Construction to use the property west of the Povah Center as a staging area for manufactured housing. Patterson says that these units are expected to arrive on four to six semi-trucks at a time. They will arrive in Town around 4 PM or 5 PM in the afternoon and then they will transport them into the park at 10 PM that evening. Patterson says that they only expect to use the Town property if something goes wrong. They expect to just park the trucks along Iris and Yellowstone Avenue. This project is expected to take 27 days and expect that no trailer would be parked longer than 48 hours. Jan Stoddard asks if the trucks will be running or idling while they are parked. Patterson says they will not.
- 7) Town Clerk Liz Roos mentions that they still have a vacancy on the Cemetery Board of Trustees.
- A) **Advisory Board Reports:** Public Services Superintendent James Patterson explains that the Planning Board met last week. They did not discuss the Growth Policy because they want to invite the people that worked on it in 2006 to meet with them and share their insights before they start dissecting it. They did discuss the proposed Geyser Inn that is planned to be built on South Electric.
- B) **Operations Manager and Department Head Reports: Recruitments - Police Officer** – The police commission interviewed four candidates and recommended three to proceed forward in the hiring process. One candidate pulled his application because he accepted a promotion from his current employer. The Sheriff's office is doing background checks on the two remaining candidates. We have also forwarded their information to Dr. Watson to begin psychological testing. I intend to place another add in newspapers beginning this week to see if we can attract additional POST-Certified applicants. **911 Advisory Committee** – The Committee will meet tomorrow, July 15 at 2:00 p.m. here at the Town Hall. **Campfires in Town/Burn Permits** – Chief Waldron postponed the

meeting we had scheduled for June 19. The meeting has not been rescheduled to date.

Dispatch Center Power Outage and Generator – We conducted a test of the new fan at the dispatch center on June 19. The generator was operated for more than two hours, and the temperature inside the generator building remained within acceptable limits. We plan to test the system again, now that our air temperatures are routinely reaching 80° F.

Request to Release Confidential Criminal Justice Information – The Town Attorney released a summary of the Department of Criminal Investigation’s report on the Police Chief on July 2. **Public Services Department** – New steps and sidewalks have been poured in the back of the Union Pacific Dining Lodge (UPDL.) Public Services will be installing a railing down the steps for pedestrian safety. Montana Underground has nearly completed all parkway drainage improvements and Public Services will begin final grading sometime next week. James reports that the sewage treatment plant is operating up to standards now that the work on the aerators is complete and two of the three new aeration pumps are operating efficiently. **80 acres** – Anna Callahan from the Forest Service is looking into the possibility of the FS paying for the Phase I environmental assessment of the property. She is attending training for the next three weeks but will get back with me when she returns.

Johnson asks Patterson about the \$190,000 they have budgeted to study expansion of Whiskey Spring to the next spring. He questions whether they are on schedule for that. Patterson says they are and does not think they should delay it. Town Engineer Dick Dyer will be here on Thursday and they plan to discuss it.

- C) Mayor Schmier reads a letter from Fire Chief Scott Waldron. Costello says they were working toward a purchase option, but he does not recall discussion about a lease. Guay says that she did get some feedback from legal counsel. Mersen said that the Interlocal Agreement with HBFD does not appear to prohibit leasing the building but it does not appear to permit it either. Mersen asked for more time to look into the matter. Mayor Schmier reads a motion from the October 1, 2013 Town Council Meeting where a motion was made to enter into discussions with HBFD to regarding the sale or lease of Fire Station 1. Forsythe asks if there is any reason they couldn’t enter into negotiations with the District in good faith. The Council agrees that they should wait until they get more direction from Mersen but then should schedule a work session with the Board to discuss the issue.

CORRESPONDENCE

Dated July 3, 2014, YNP Acting Chief Ranger Bonnie Schwartz writes to clarify that YNP law enforcement officers are not currently providing mutual aid law enforcement to the Town of West Yellowstone nor does it request that the WYPD respond to law enforcement situations within park boundaries. Received July 11, 2014, Steve Hulett writes in support of Chief of Police Gordon Berger. Dated June 26, 2014, the Montana Department of Administration, State Accounting Division writes to notify the Town of its acceptance of Town’s FY 2013 Audit Report.

The meeting is adjourned. (8:30 PM)

Mayor

ATTEST:

Town Clerk

WEST YELLOWSTONE TOWN COUNCIL
Special Meeting & Work Session
July 22, 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, Assistant Public Services Superintendent David Arnado, Ed Geiger (YHC), Shane Grube (HBFD), Marge Wanner, Rod Sainsbury (Buffalo Bar Owner), Marysue Costello (WY Chamber), Carol Leasure (YHC)

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

Council Comments

Mayor Schmier reports that he and Council Member Costello attended the fundraiser dinner for the Yellowstone Historic Center last week and it was a very nice event. James Patterson mentions that he also attended and agrees with Schmier's assessment.

Public Comment Period

No public comment is received.

Special Meeting

- 1) Motion carried to approve Resolution No. 653, as amended, a resolution to exempt Pioneer Park from Section 9.12.020 of the West Yellowstone Municipal Code, Public Drinking Prohibited, on August 2, 2014 during the Yellowstone Rod Run. (Johnson, Costello)

- 1) Mayor Schmier explains that they have received a request to lift the open container law in the city park during the Yellowstone Rod Run Show n Shine on August 2, 2014. Operations Manager Becky Guay explains that they need to change the wording in the resolution to reflect that the beer sales will be handled by the Buffalo Bar under its catering license and insurance, not by the Chamber of Commerce Winter Events Committee. Rod Sainsbury, owner of the Buffalo Bar, emphasizes that all the proceeds from the sales will be donated to the Winter Events Committee but the booth will be run by his staff who are trained to identify and "card" individuals who appear to be too young to drink alcohol. The Council discusses the fact that they have allowed such sales in the past in the city park during certain events and details of the request. Sainsbury explains that they will actually use a trailer with taps from Cardinal Distributing and the beer will be served in cups rather than bottles and cans, which should cut down on garbage. Guay reads the amended language of the resolution to the Council.

WORK SESSION

Mayor Schmier explains the purpose of the work session this evening is to discuss the FY 2015 Budget. Guay draws attention to a tally sheet that summarizes the recent changes that have been made including correction of some errors, spreading the cost of liability insurance between funds, and removing two new police officers. The current shortfall is just over \$164,000. The Council discusses the proposed backhoe plow attachment for public services. Patterson encourages the Council to leave the attachment in the budget. They also discuss the \$25,000 they have budgeted for sidewalk repair. Patterson says he has got a price to hydraulically lift the sidewalks, but he thinks they first need to address the corners and make sure they all comply with the American Disabilities Act (ADA). Patterson estimates that it will cost approximately \$1000/corner. He estimates that \$25,000 will be enough to get them started on that project this year. They also discuss what needs to be allocated to replace the bulbs in the streetlights and switching over to LED lights. Town Clerk Liz Roos briefly explains the Town's obligations for the Montana League of Cities and Towns conference which will be held in West Yellowstone in October. Mayor Schmier asks Patterson if they can delay the purchase of a new utility pickup truck for the Parks Department for another year. Patterson says they can but he wants assurance it will be budgeted next year. ☺ Johnson says he thinks that \$7200 for recycling is pretty steep

and they should consider doing it themselves. Patterson says he has talked to Gus Tureman of Two Seasons Recycling about reducing that cost but Tureman has not got back to him on that yet. The discussion moves on to the request for \$50,000 from the Yellowstone Historic Center (YHC) to operate and manage the Union Pacific Dining Lodge. Johnson asks how much is it costing the Town to employ a part-time facilities technician to assist with management of the building this summer. Gospodarek says that will cost the Town about \$8600. Johnson asks about the agreement the YHC is putting together to take over management of the UPDL. The agreement will be for \$50,000 the first year and then decrease by \$10,000 per year for the length of the five-year agreement. Costello says that he doesn't think the Town should be in the convention-center business. He says he doesn't think the Town does a very good job of managing the building and they actually want to take on the responsibility. He also points out the Town incurs a significant cost running and maintaining the building. The Council considers what it costs to actually manage the building. Gospodarek summarizes the utility costs and employee cost which is offset by revenue and estimates that it costs the Town around \$12,000 a year to operate the building as it does currently. Forsythe says he would like to see the YHC take over the building and run it like a business, he doesn't think they should have to pay for the marketing, and would support allocating \$30,000 in this years budget. He says he really wants to see the YHC take it over. Johnson agrees with Forsythe and says he has talked to a couple other event centers and got estimates that it should cost \$25,000 to \$30,000 to run it four months a year. Schmier suggests that for the time being, they reduce the allocation to the YHC to take over operation of the UPDL to \$30,000 for FY 2015. Forsythe suggests they reduce the utility pickup truck to \$20,000. They also consider the \$4000 for gymnastics equipment for the basement of the Povah Center as well as a new floor. The group discusses the \$75,000 to cover vacation and sick leave payouts for three possible terminations of long-term employees. Gospodarek explains that she has calculated the cost for the three employees that are carrying the most hours. Johnson points out the risk-share for Community Health Partners. The request was for up to \$100,000 but he thinks they will be okay with \$75,000 as they were given this year. He suggests that they also make the allocation a grant to provide healthcare, considering the multiple providers that they have had in West Yellowstone. They also briefly discuss the interfund transfer for the Library but Gospodarek indicates she will have to research further to determine why that transfer has increased nearly \$30,000.

Guay directs the group to the Capital Improvement Plan, specifically Table 6-which outlines all the capital projects that are scheduled for FY 2015. The Council discusses the projects and capital purchases that are on the current list. There is considerable discussion about the concrete pad for the ice skating rink in the city park. Patterson says he would be willing to give up the utility pickup and backhoe plow attachment to ensure that they keep moving forward on the ice skating rink. The Council makes several suggestions as to how to reduce the shortfall. Gospodarek indicates she will make the changes that were discussed and send out a new summary prior to the work session next week.

The meeting is adjourned. (8:45 PM)

Mayor

ATTEST:

Town Clerk

WEST YELLOWSTONE TOWN COUNCIL

Work Session

July 29, 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

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

No public comment is received.

Mayor Schmier calls the meeting the order. The purpose of the meeting is to discuss the FY 2015 budget. Schmier asks Operations Manager Becky Guay and Finance Director to describe the current financial status of the budget. Guay explains that since the last meeting they determined that they still had a storage barn at the sewer lagoon in this year's budget, but they had decided to delay that project until FY 2016, estimated to cost \$50,000. They also were able to reduce the amount that was budgeted to replace the steps at the Union Pacific Dining Lodge by \$25,000. They have not heard back from MMIA about insurance coverage for replacing the roof at the water tower so that project is still budgeted in full. Public Services Superintendent James Patterson says they have also reduced the budget for recycling. He explains that what is being put into the recycling bins in the downtown area is mostly garbage and requires a significant amount of sorting to recycle. The only materials they can actually recycle come from the Town Offices and they didn't feel like the cost of the service was worth the results. Two Seasons Recycling is not willing to reduce its fee so they will not be recycling what is collected. Patterson says they are leaving \$3500 in that line item in case they can work something out with Two Seasons for a reduced cost. The Council discusses the Library budget. Gospodarek explains that last year that fund had nearly a \$20,000 fund balance, so the Town contribution was significantly less. In addition, the Library Board has indicated that they want to increase the salaries for the Library Director and Assistant Director by 6% and in the event the Library Director retires they have budgeted for family insurance coverage. Gospodarek explains that after making all the changes discussed last week, they have approximately \$27,000 more in revenue than expenditures. That money could be budgeted for another project or save that money as part of the fund balance. Forsythe asks if they ever set money aside for anticipated purchases that are a few years down the road, such as a new snowblower. Johnson answers that they often do that, like the money they set aside for the alley project that is being completed this year. Guay suggests that they set that \$27,000 aside as part of the fund balance in case there is an unanticipated expenditure part-way through the year, then they could amend the budget. Gospodarek explains that their approach is typically to budget revenue very conservatively and expenditures more generously to ensure that they do not wind up with a shortfall in any area of the budget. Schmier clarifies that they have budgeted \$30,000 for the Yellowstone Historic Center to operate the UPDL, but they also budgeted the utilities for the building for the entire year but did not budget any rental revenue. The Council also discusses the concrete pad for the ice rink in the northwest corner of Pioneer Park, estimated to cost \$63,000 including lighting. Johnson says he thinks the Council should host some public meetings and adopt the plan for Pioneer Park before moving ahead with any of the proposed improvements in the park. They briefly discuss how the concrete pad could be used during the summer months as a splash park or skate park. The Council also discusses the \$30,000 that was allocated for the YHC to operate the UPDL. Guay says that they have put that \$30,000 in the budget so if an agreement is reached with the YHC, there is money available. Ed Geiger says they have received the first draft of the agreement back from the YHC's lawyer, but his board hasn't been able to review it yet. Johnson says that he has heard several comments about the condition of the bear statue in Grizzly Park. Patterson says that he was contacted by the Grizzly & Wolf Discovery Center in May and they indicated that they were going to take responsibility for the statue and landscaping around it this year, but obviously that has not happened. He says he will make sure his staff goes up there this week and addresses the weeds and "wildflowers." Forsythe says he has questions about

employee benefits and accounting for time worked, mostly because he deals with it regularly in his business. He clarifies that employees have the option whether to participate in the health insurance plan. Gospodarek says that is correct. The Council discusses implementing the use of time clocks and more accurate accounting for time worked. The Council asks the staff to look into what it would cost and the details for setting up a time clock. Schmier says that considering that they are about to enter into union negotiations, it has been suggested that they contract with a professional negotiator. Guay says she supports the idea and knows several professional negotiators in the state. She estimates it would cost the town up to \$10,000. Costello questions whether they need to consider that option yet, negotiations could go very smoothly. Guay says that in lieu of a professional negotiator, they would probably rely heavily on the Town's attorney, which could easily cost just as much. She also says that the professional negotiator will probably work on an hourly basis, so they will only pay for how much work they do. The Council discusses the union negotiation process.

The meeting is adjourned. (7:30 PM)

Mayor

ATTEST:

Town Clerk