

Town of West Yellowstone

Tuesday, November 15, 2016

West Yellowstone Town Hall, 440 Yellowstone Avenue

TOWN COUNCIL MEETING

7:00 PM

Pledge of Allegiance

Purchase Orders

Treasurer's Report & Securities Report, Dated 11/4/16 ∞

Claims ∞

Consent Agenda: **November 1, 2016 Town Council Meeting** ∞

Business License Applications ∞

Advisory Board Report(s)

Town Manager & Department Head Reports

Comment Period

- **Public Comment**
- **Council Comments**

NEW BUSINESS

Draft Golf Cart Ordinance

Discussion ∞

Correspondence/FYI/Meeting Reminders

- Thanksgiving Dinner Baskets Program ∞
- Snow Removal & Storage Information Meeting, November 30, 2016 ∞



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

Public Hearing/Public Meeting

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

Oral Communication

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

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

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

General Town Council Meeting Information

- Regular Town Council meetings are held at 7:00 PM on the first and third Tuesdays of each month at the West Yellowstone Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana.
- Presently, informal Town Council work sessions are held at 12 Noon on Tuesdays and occasionally on other mornings and evenings. Work sessions also take place at the Town Hall located at 440 Yellowstone Avenue.
- The schedule for Town Council meetings and work sessions is detailed on an agenda. The agenda is a list of business items to be considered at a meeting. Copies of agendas are available at the entrance to the meeting room.
- Agendas are published at least 48 hours prior to Town Council meetings and work sessions. Agendas are posted at the Town Offices and at the Post Office. In addition, agendas and packets are available online at the Town's website: www.townofwestyellowstone.com. 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.



Agreement Number: 60722900
 Tax ID Number: 81-0299400
 Expiration Date: 5/31/2017

REPURCHASE CONFIRMATION

Treasurer's Office
 Town of West Yellowstone
 P O Box 1570
 West Yellowstone MT 59758

Trade Date: 11/4/2016
 Settlement Date: 11/4/2016
 Maturity Date: 11/7/2016

Repurchase Rate: The Federal Fund rate as posted by the Federal Reserve Bank of New York, adjusted weekly.

Current Balance: \$688,485.64
 Repurchase Maximum Balance: \$750,000.00
 Current Rate: 0.410%

SECURITY DESCRIPTION

Security	CUSIP	Rate	Maturity	Par	Market Value
Sourdough MT Rural Fire Dist	836172AN6	3.500%	7/1/2026	\$375,000	\$392,699
Gallatin County MT SD #44	36370NCF0	2.000%	6/1/2017	\$500,000	\$507,152
				\$875,000	Total: \$899,851

Fractional Interest in Security* : 76.51%

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

This Repurchase Agreement is not a deposit and is not covered by FDIC deposit insurance. 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.

The following are Bank holidays

- Monday, September 05, 2016
- Monday, October 10, 2016
- Friday, November 11, 2016
- Thursday, November 24, 2016
- Monday, December 26, 2016
- Monday, January 02, 2017
- Monday, January 16, 2017
- Monday, February 20, 2017
- Monday, May 29, 2017

Treasurer's Report 10/2016

11/07/16
16:31:06

TOWN OF WEST YELLOWSTONE
Cash Report
For the Accounting Period: 10/16

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Report ID: L160

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
1000 General Fund						
101000 CASH	2,189.00	378,079.03	0.00	15,000.00	284,139.22	81,128.81
101100 Investments - CD's	222,367.05	40.81	0.00	0.00	0.00	222,407.86
101300 Investments - Money Market Accou	183,895.99	33.39	0.00	0.00	0.00	183,929.38
101500 Investment-STIP	1,682,566.04	1,341.59	0.00	0.00	0.00	1,683,907.63
103000 Petty Cash	50.00	0.00	0.00	0.00	0.00	50.00
103100 Town Office	50.00	0.00	0.00	0.00	0.00	50.00
103200 Petty Cash/WY Police Dept	50.00	0.00	0.00	0.00	0.00	50.00
103400 Petty Cash-Recreation	150.00	0.00	0.00	0.00	0.00	150.00
Total Fund	2,091,318.08	379,494.82		15,000.00	284,139.22	2,171,673.68
2100 Local Option Taxation-Resort Tax						
101000 CASH	9,935.39	1,102,015.69	0.00	1,076,585.86	0.00	35,365.22
101300 Investments - Money Market Accou	251,543.61	310,810.68	0.00	24,925.68	0.00	537,428.61
101500 Investment-STIP	413,916.74	153,000.00	0.00	524,469.63	0.00	42,447.11
102215 STIP Investment-Rev Bond current	1,476,319.87	25,359.84	0.00	0.00	0.00	1,501,679.71
102225 STIP Reserve Acct Town Hall 10%	134,761.83	81.26	0.00	0.00	0.00	134,843.09
Total Fund	2,286,477.44	1,591,267.47		1,625,981.17		2,251,763.74
2101 Marketing & Promotions (MAP)						
101000 CASH	69,692.37	10,500.00	0.00	44,539.49	0.00	35,652.88
101300 Investments - Money Market Accou	27,070.71	44,544.41	0.00	0.00	0.00	71,615.12
101500 Investment-STIP	65,900.00	0.00	0.00	0.00	0.00	65,900.00
Total Fund	162,663.08	55,044.41		44,539.49		173,168.00
2102 TBID (Tourism Business Improvement District)						
101000 CASH	61,845.51	53,376.00	0.00	0.00	60,824.82	54,396.69
2111 Off Street Parking						
101000 CASH	3,028.53	0.63	0.00	0.00	0.00	3,029.16
101500 Investment-STIP	69,175.80	41.71	0.00	0.00	0.00	69,217.51
Total Fund	72,204.33	42.34				72,246.67
2210 Parks & Recreation						
101000 CASH	2,925.00	0.00	0.00	0.00	500.00	2,425.00
2211 Parks/Rec Donations - Teen Center						
101000 CASH	1,546.61	0.32	0.00	0.00	0.00	1,546.93
2212 Parks - Volleyball Court						
101000 CASH	5,013.73	1.05	0.00	0.00	0.00	5,014.78
2213 Community Garden						
101000 CASH	1,084.25	0.23	0.00	0.00	0.00	1,084.48
2214 Recreation Program Scholarships						
101000 CASH	2,566.70	0.54	0.00	0.00	0.00	2,567.24
2220 Library						
101000 CASH	-2,489.69	19,984.79	0.00	500.00	14,979.67	2,015.43
102130 Donations for Extension Svcs Lib	4,983.92	500.14	0.00	4,827.41	0.00	656.65
103000 Petty Cash	50.00	0.00	0.00	0.00	0.00	50.00
Total Fund	2,544.23	20,484.93		5,327.41	14,979.67	2,722.08
2240 Cemetery						
101000 CASH	5,510.22	1.15	0.00	0.00	0.00	5,511.37
101500 Investment-STIP	7,231.15	0.00	0.00	0.00	0.00	7,231.15
Total Fund	12,741.37	1.15				12,742.52
2390 Drug Forfeiture						

TOWN OF WEST YELLOWSTONE
Cash Report
For the Accounting Period: 10/16

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
101000 CASH	6,454.90	0.00	0.00	0.00	0.00	6,454.90
101500 Investment-STIP	16,458.85	0.00	0.00	0.00	0.00	16,458.85
Total Fund	22,913.75					22,913.75
2392 CDEG-Local Source						
101000 CASH	35,197.42	182.39	0.00	0.00	0.00	35,379.81
101500 Investment-STIP	38,822.72	0.00	0.00	0.00	0.00	38,822.72
Total Fund	74,020.14	182.39				74,202.53
2701 Cemetery Perpetual Care (7050)						
101000 CASH	2,873.02	0.60	0.00	0.00	0.00	2,873.62
101500 Investment-STIP	36,155.00	21.80	0.00	0.00	0.00	36,176.80
Total Fund	39,028.02	22.40				39,050.42
2820 Gas Tax Apportionment						
101000 CASH	19,880.03	2,464.08	0.00	7,383.00	0.00	14,961.11
101300 Investments - Money Market Accou	2,043.53	0.37	0.00	0.00	0.00	2,043.90
101500 Investment-STIP	15.95	0.01	0.00	0.00	0.00	15.96
Total Fund	21,939.51	2,464.46		7,383.00		17,020.97
2850 911 Emergency						
101000 CASH	22,026.46	4.36	0.00	0.00	1,121.73	20,909.09
101300 Investments - Money Market Accou	167,245.57	30.37	0.00	0.00	0.00	167,275.94
101500 Investment-STIP	15,000.84	9.05	0.00	0.00	0.00	15,009.89
Total Fund	204,272.87	43.78			1,121.73	203,194.92
2917 Crime Victims Assistance						
101000 CASH	6,454.93	0.00	0.00	0.00	0.00	6,454.93
3050 GO Bond						
101000 CASH	6,232.20	164,416.31	0.00	165,672.25	0.00	4,976.26
101300 Investments - Money Market Accou	51,867.09	9.42	0.00	10,765.00	0.00	41,111.51
101500 Investment-STIP	153,498.39	92.56	0.00	153,000.00	0.00	590.95
Total Fund	211,597.68	164,518.29		329,437.25		46,678.72
4000 Capital Projects/Equipment						
101000 CASH	277.56	250,021.01	0.00	130,000.00	19,629.00	100,669.57
101300 Investments - Money Market Accou	510.97	130,000.09	0.00	0.00	0.00	130,511.06
101500 Investment-STIP	333,691.74	201.21	0.00	0.00	0.00	333,892.95
Total Fund	334,480.27	380,222.31		130,000.00	19,629.00	565,073.58
4060 Public Works Equipment Replacement						
101000 CASH	66,581.43	147,383.00	0.00	24,925.68	188,679.00	359.75
101300 Investments - Money Market Accou	115,074.32	24,946.58	0.00	140,000.00	0.00	20.90
101500 Investment-STIP	239.57	0.15	0.00	0.00	0.00	239.72
Total Fund	181,895.32	172,329.73		164,925.68	188,679.00	620.37
4070 Parkway Construction/Mtn						
101300 Investments - Money Market Accou	2,769.81	0.50	0.00	0.00	0.00	2,770.31
101500 Investment-STIP	4,084.30	2.46	0.00	0.00	0.00	4,086.76
Total Fund	6,854.11	2.96				6,857.07
4075 Street Construction /Maintenance						
101000 CASH	110,116.14	0.02	0.00	110,000.00	0.00	116.16
101300 Investments - Money Market Accou	49.01	110,000.01	0.00	0.00	0.00	110,049.02
101500 Investment-STIP	488,694.37	294.68	0.00	0.00	0.00	488,989.05
Total Fund	598,859.52	110,294.71		110,000.00		599,154.23
5210 Water Operating Fund						

TOWN OF WEST YELLOWSTONE
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For the Accounting Period: 10/16

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
101000 CASH	24,279.41	27,815.96	0.00	0.00	27,481.75	24,613.62
101300 Investments - Money Market Accou	3,080.60	0.56	0.00	0.00	0.00	3,081.16
101500 Investment-STIP	183,360.75	110.57	0.00	0.00	0.00	183,471.32
102245 Replacement & Depreciation Ent.	149,656.55	90.24	0.00	0.00	0.00	149,746.79
Total Fund	360,377.31	28,017.33			27,481.75	360,912.89
5220 Water Replacement Depreciation Fund						
101000 CASH	66,219.63	13.83	0.00	0.00	0.00	66,233.46
101500 Investment-STIP	283,620.48	171.02	0.00	0.00	0.00	283,791.50
Total Fund	349,840.11	184.85				350,024.96
5310 Sewer Operating Fund						
101000 CASH	58,556.85	38,680.44	908.40	0.00	19,875.49	78,270.20
101300 Investments - Money Market Accou	14,222.70	2.58	0.00	0.00	0.00	14,225.28
101500 Investment-STIP	629,524.78	379.60	0.00	0.00	0.00	629,904.38
101510 Mad Add Construction-STIP	60,874.95	36.71	0.00	0.00	0.00	60,911.66
102245 Replacement & Depreciation Ent.	130,754.13	78.84	0.00	0.00	0.00	130,832.97
Total Fund	893,933.41	39,178.17	908.40		19,875.49	914,144.49
5320 Sewer Replacement Depreciation Fund						
101000 CASH	8,501.38	1.77	0.00	0.00	0.00	8,503.15
101500 Investment-STIP	422,314.59	254.65	0.00	0.00	0.00	422,569.24
Total Fund	430,815.97	256.42				431,072.39
7010 Social Services/Help Fund						
101000 CASH	12,366.37	2.38	0.00	0.00	966.63	11,402.12
101300 Investments - Money Market Accou	20,037.23	3.64	0.00	0.00	0.00	20,040.87
Total Fund	32,403.60	6.02			966.63	31,442.99
7195 Court Collections Trust Acct						
101000 CASH	8,296.49	0.00	0.00	0.00	0.00	8,296.49
7458 Court Surcharge HB176						
101000 CASH	450.00	275.00	0.00	0.00	450.00	275.00
7467 MT Law Enforcement Academy (MLEA)						
101000 CASH	475.00	295.00	0.00	0.00	475.00	295.00
7468 Public Defender Fee						
101000 CASH	124.00	80.00	0.00	0.00	124.00	80.00
7469 City Court - Judge Brandis						
101000 CASH	9,926.50	10,130.00	0.00	6,197.50	1,290.00	12,569.00
7699 Victims Assistance Program						
101000 CASH	451.00	147.00	0.00	0.00	451.00	147.00
7910 Payroll Fund						
101000 CASH	14,842.54	0.00	167,602.11	150,798.01	3,299.88	28,346.76
7930 Claims Fund						
101000 CASH	11,927.40	0.00	461,137.56	396,673.74	0.00	76,391.22
Totals	8,519,109.78	3,008,364.08	629,648.07	2,986,263.25	624,287.19	8,546,571.49

*** Transfers In and Transfers Out columns should match. There are a couple exceptions to this: 1) Canceled Electronic Checks and 2) Payroll Journal Vouchers that include local deductions set up with receipt accounting. Please see cash reconciliation procedure in manual or call for more details.

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13:41:43

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/16

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* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Line \$	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	11/01/16	08 904B MiniLoader		39.59		STREET	1000 430200	231	101000
	11/01/16	93 Dodge 6-2010		0.00		STREET	1000 430200	231	101000
	11/01/16	YNP Truck #2		0.00		STREET	1000 430200	231	101000
	11/01/16	08 Ford Escape (multi-use)		39.91		DISPAT	2220 460100	370	101000
	11/01/16	14 Police Interceptor		242.22		POLICE	1000 420100	231	101000
	11/01/16	15 Ford F-250		114.53		STREET	1000 430200	231	101000
42523		2853 Two Seasons Recycling		1,000.00					
		should be coded to 398							
	10/31/16	monthly recycling Sept-Oct 16		1,000.00		PARKS	1000 460430	398	101000
42524		2558 Hebgen Basin Fire District		40,079.17					
	11/15/16	November 2016		40,079.17		FIRE	1000 420400	357	101000
42525		2813 Century Link		2,605.16					
	10/19/16	DSL Povah, 646-7982		47.00		POVAH	1000 411255	345	101000
	10/19/16	DLS Police 646-0231		62.00		POLICE	1000 420100	345	101000
	10/19/16	DSL Pub Serv Office 646-7949		62.00		BLDINS	1000 430200	345	101000
	10/19/16	Sewer Treat 646-9027		36.56		STREET	5310 430600	345	101000
	10/19/16	Sewer lift 646-5141		36.64		SEWER	5310 430600	345	101000
	10/19/16	PCC Elevator 646-7481		36.56		POVAH	1000 411255	345	101000
	10/19/16	Centrex Finance - 20%		225.96		FINADM	1000 410510	345	101000
	10/19/16	Centrex, Police-20%		225.96		POLICE	1000 420100	345	101000
	10/19/16	Centrex, Soc Ser -10%		112.98		SOCSEK	1000 450135	345	101000
	10/19/16	Centrex, Court - 10%		112.98		COURT	1000 410360	345	101000
	10/19/16	Centrex, Public Services - 20%		225.96		STREET	1000 430200	345	101000
	10/19/16	Centrex, PCC - 10%		112.98		POVAH	1000 411255	345	101000
	10/19/16	Centrex, Lib		112.97		LIB	2220 460100	345	101000
	10/19/16	E911 Viper 646-5170		98.20		E911	2850 420750	345	101000
	10/19/16	E911 255-9710		998.78		E911	2850 420750	345	101000
	10/19/16	E911 255-9712		24.51		E911	2850 420750	345	101000
	10/19/16	Alarm Lines, 646-5185		73.12		TWNHAL	1000 411250	345	101000
42526		1514 Verizon Wireless		938.94					
		9 Smartphones							
		8 regular phones							
		3 laptops							
	10/20/16	640-0108, Police		31.92		SOCSEK	1000 420100	345	101000
	10/20/16	640-1103, Operator		31.92		STREET	1000 430200	345	101000
	10/20/16	640-1438, SS Director		31.92		SOCSEK	1000 450135	345	101000
	10/20/16	640-1460, Library Dir, SP		61.92		LIBRAR	2220 460100	345	101000
	10/20/16	640-1461, Facilities Tech, SP		61.92		WATER	5210 430500	345	101000
	10/20/16	640-1462, Operator, SP		61.92		WATER	5210 430500	345	101000
	10/20/16	640-1463, Deputy PSS, SP		61.92		SEWER	5310 430600	345	101000
	10/20/16	640-1472, Ops Mgr, SP		61.92		ADMIN	1000 410210	345	101000
	10/20/16	640-1676, Rec Coord, SP		61.92		REC	1000 460440	345	101000
	10/20/16	640-1754, COP, SP		61.92		POLICE	1000 420100	345	101000

11/11/16
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TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/16

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Report ID: AP100

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	10/20/16	640-1755, Police		31.92		POLICE	1000 420100	345	101000
	10/20/16	640-1756, Police		31.92		POLICE	1000 420100	345	101000
	10/20/16	640-1757, Police		31.92		POLICE	1000 420100	345	101000
	10/20/16	640-1758, Police, SP		61.92		POLICE	1000 420100	345	101000
	10/20/16	640-1759, Police		31.92		POLICE	1000 420100	345	101000
	10/20/16	640-7547, Facilities Tech		31.92		PARKS	1000 460430	345	101000
	10/20/16	640-9074, PSS, SP		61.97		SEWER	5310 430600	345	101000
	10/20/16	COP laptop		46.23		POLICE	1000 420100	345	101000
	10/20/16	683 laptop		40.01		POLICE	1000 420100	345	101000
	10/20/16	Officer laptop		40.01			1000 420100	345	101000
42527		95 Energy West-Montana		1,517.28					
	10/31/16	nat gas 210361788 updl		274.81		UPDH	1000 411252	344	101000
	10/31/16	nat gas 210360293 Police		22.80		POLBLD	1000 411258	344	101000
	10/31/16	nat gas 210361746 Pub Services		314.79		STREET	1000 430200	344	101000
	10/31/16	nat gas 210361811 old firehall		51.52		PARK	1000 460430	344	101000
	10/31/16	nat gas 210363966 old bld ins		57.49		STREET	1000 430200	344	101000
	10/31/16	nat gas 210360540 library		93.40		LIBBLD	1000 411259	344	101000
	10/31/16	nat gas 210364599 Povah		272.80		POVAH	1000 411255	344	101000
	10/31/16	nat gas 210361697 Iris Lift St		29.97		PUBSVC	1000 430200	344	101000
	10/31/16	nat gas 210365425 Twm Hall		373.32		TWNHAL	1000 411250	344	101000
	10/31/16	nat gas 210361655 Mad Add Sewe		26.38		SEWER	5310 430600	344	101000
42547		2990 Charles Faught		229.97					
	11/02/16	reimb uniform/work clothes		229.97		STREET	1000 430200	226	101000
42548		1031 Murdoch's Ranch & Home Supply		439.83					
	08/29/16	supplies		167.88		CEM	2240 430900	220	101000
	09/29/16	swivel jack, lock pin		61.97		STREET	1000 430200	369	101000
	10/17/16	uniform, Hansen		209.98		STREET	1000 430200	226	101000
42549		151 Gallatin County WY TS/Compost		374.30					
	10/31/16	transfer station charges		374.30		PARKS	1000 460430	534	101000
42550		65 Machinery Power & Equipment Co		168.75					
	10/13/16	parts		168.75		STREET	1000 430200	369	101000
42CS0424766									
42551		764 General Distributing Co.		48.98					
	482873 10/31/16	compressed O2		48.98		STREET	1000 430200	220	101000
42552		2777 Dick Anderson Construction, Inc.		21,916.00					
	6340-1 11/02/16	Town Hall, fans & relocate duc		21,916.00		TWNHAL	1000 411250	366	101000

11/11/16
13:41:43

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/16

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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
42553	471 Northwest Pipe Fittings, Inc. 5720371 10/27/16 1" meter + attachments	1,190.08 1,190.08			5210 430590	251	101000
42554	2991 West Yellowstone Star 1015 10/31/16 Deputy Clerk ad 1015 10/31/16 Equip Operator ad	105.00 52.50 52.50			1000 410210 1000 410210	327 327	101000 101000
42555	1751 Fiscal-Health Programs 11/01/16 Povah Center Retail Food Licen	115.00 115.00			1000 411255	366	101000
42556	2800 RDO Equipment Co. P29513 10/31/16 jump starter	450.00 450.00			1000 430200	369	101000
42557	2898 TransUnion Risk and Alternative 11/01/16 background checks-Acct 1856110	34.00 34.00			1000 420100	220	101000
42558	2537 Balco Uniform Co., Inc. 44442 10/26/16 uniform accessories, gold plat	156.00 156.00			1000 420100	226	101000
42559	1085 JD Speciality Services 3240 10/24/16 repairs 00 Freightliner FL112 3241 10/24/16 spreader sane maint + sand	5,351.27 4,771.27 580.00			1000 430200 1000 430200	369 369	101000 101000
42560	2866 Blue Heron Enterprises 10/28/16 tool shed	534.00 534.00			2213 460000	220	101000
42561	2507 Silvertip Pharmacy 092116/011 09/21/16 Rx 101716/01 10/17/16 Rx	65.00 15.00 50.00			7010 450135 7010 450135	358 358	101000 101000
42562	2673 First Bankcard 09/29/16 3M Co-supplies 09/30/16 Amazon-batteries 09/29/16 JC Billion-mirror 10/20/16 Auto Customs LLC-parts	1,176.84 308.20 134.74 197.90 536.00			1000 460430 1000 430200 1000 430200 1000 430200	220 220 369 369	101000 101000 101000 101000
42563	2964 CITI CARDS 10/07/16 LaQuinta, MLCT Martineau 10/07/16 LaQuinta, MLCT Sabolsky 10/07/16 LaQuinta, MLCT Roos 10/07/16 LaQuinta, MLCT Patterson 10/20/16 USPS, postage 10/20/16 USPS, envelopes 11/03/16 USPS, postage, 80 acres check	2,295.60 203.30 304.95 304.95 304.95 940.00 214.50 22.95			1000 410100 1000 410210 1000 410510 1000 420531 1000 410510 1000 410510 1000 410510	370 370 370 370 311 220 311	101000 101000 101000 101000 101000 101000 101000

11/11/16
13:41:43

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/16

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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
42564	2977 Staples Credit Plan	1,437.40					
	10/12/16 office supplies	59.96		SOCSER	1000 450135	220	101000
	10/12/16 office supplies	59.13		DISPAT	1000 420160	220	101000
	10/12/16 office supplies	119.94		JAIL	1000 420230	220	101000
	10/12/16 office supplies	868.42		LIB	2220 460100	220	101000
	10/12/16 office supplies	329.95		COURT	1000 410360	220	101000
42565	2673 First Bankcard	258.74					
	10/04/16 USPS, postage	5.14		FINADM	1000 410510	311	101000
	10/05/16 Send it Home, shipping	33.36		WATER	5210 430500	311	101000
	10/11/16 Send it Home, shipping	32.24		WATER	5210 430500	311	101000
	10/19/16 USPS, stamps	94.00		FINADM	1000 410510	311	101000
	10/19/16 USPS, stamps	47.00		POLICE	1000 420100	311	101000
	10/19/16 USPS, stamps	47.00		COURT	1000 410360	311	101000
42566	146 Morrison-Maierle, Inc	65.00					
	25359 11/04/16 Off-Site Backup	65.00		FINADM	1000 410510	356	101000
42567	2099 Quick Print of West Yellowstone	78.66					
	9296 09/12/16 supplies	9.97		STREET	1000 430200	220	101000
	9252 09/13/16 supplies	9.60		LIB	2220 460100	220	101000
	9331 10/04/16 supplies	51.50		COURT	1000 410360	321	101000
	9383 10/17/16 supplies	3.50		POLICE	1000 420100	220	101000
	9448 10/31/16 supplies	4.09		STREET	1000 430200	220	101000
42568	307 Fire Suppression Systems Inc	380.00					
	82224 11/01/16 lease, service kitchen hood	380.00		POVAH	1000 411255	350	101000
42569	2500 Black Mountain Productions	13,628.89					
Awarded \$15,900							
	11/10/16 Band expenses	11,465.00		MAP	2101 410130	398	101000
	11/10/16 Advertising	2,163.89		MAP	2101 410130	398	101000
42570	2658 Delfino Salinas	30.00					
	11/19/16 court interpretation	30.00		COURT	1000 410360	394	101000
42571	2764 HD Supply Waterworks, Ltd.	865.26					
	g298652 11/01/16 uniforms/specialized work gea	865.26		WATER	1000 430200	226	101000
42572	1235 Yellowstone Rental & Sports	252.00					
	24070 10/21/16 concrete blanket	252.00		SDWLKS	1000 430262	365	101000

11/11/16
13:41:43

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 11/16

Page: 7 of 9
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account		
42583	2813 Century Link	55.83							
	10/28/16 SS Fax line	55.83		SOCSEER	1000 450135	345	101000		
	# of Claims	47	Total:				168,652.80		

11/11/16
13:41:43

TOWN OF WEST YELLOWSTONE
Claim from Another Period Cancelled in this Period
For the Accounting Period: 11/16

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Report ID: AP100

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		*** Cancelled in 11/16 ****		*** Claim from another period (10/16) ****					
42493		2099 Quick Print of West Yellowstone		146.32					
	00009331	10/04/16 Office Supplies		42.75		COURT	1000 410360	321	101000
	00009331	10/04/16 office supplies		51.50		COURT	1000 410360	321	101000
	00008202	03/10/16 Office Supplies		32.50		LIBRAR	2220 460100	220	101000
	00009252	09/13/16 Office Supplies		9.60		LIBRAR	2220 460100	220	101000
	00009296	09/12/16 Office Supplies		9.97		STREET	1000 430200	220	101000
		# of Claims	47	Total:	146.32				

Fund/Account	Amount
1000 General Fund	
101000 CASH	\$94,954.79
2101 Marketing & Promotions (MAP)	
101000 CASH	\$13,628.89
2102 TBID (Tourism Business Improvement	
101000 CASH	\$51,780.63
2213 Community Garden	
101000 CASH	\$534.00
2220 Library	
101000 CASH	\$2,637.57
2240 Cemetery	
101000 CASH	\$173.18
2850 911 Emergency	
101000 CASH	\$1,121.49
5210 Water Operating Fund	
101000 CASH	\$1,389.50
5310 Sewer Operating Fund	
101000 CASH	\$339.43
7010 Social Services/Help Fund	
101000 CASH	\$65.00
7458 Court Surcharge HB176	
101000 CASH	\$275.00
7467 MT Law Enforcement Academy (MLEA)	
101000 CASH	\$295.00
7468 Public Defender Fee	
101000 CASH	\$80.00
7469 City Court - Judge Brandis	
101000 CASH	\$1,085.00
7699 Victims Assistance Program	
101000 CASH	\$147.00
Total:	\$168,506.48

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
November 1, 2016

COUNCIL MEMBERS PRESENT: Mayor Jerry Johnson, Brad Schmier, Pierre Martineau, Cole Parker, Greg Forsythe

OTHERS PRESENT: Town Manager Daniel Sabolsky, Finance Director Lanie Gospodarek, Public Services Superintendent James Patterson, Chief of Police Scott Newell, Social Services Director Kathi Arnado

The meeting is called to order by Deputy Mayor Brad Schmier at 7:00 PM in the 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 \$1,460,924.89 (Forsythe, Martineau)
- 2) Motion carried to approve the Consent Agenda, which includes the minutes of the October 18, 2016 Town Council Meeting. (Martineau, Forsythe)
- 3) Motion carried to approve the request to reduce the application fee to \$50 for the Mistletoe Magic-Holiday Bazaar, made by Stacey Schmier, Roxy White, and Diana Morris for an Exposition License for December 2-3, 2016. (Martineau, Forsythe)
- 4) Motion carried to waive the Resort Tax Bond for the Mistletoe Magic-Holiday Bazaar Exposition License for 2016. (Martineau, Parker)
- 5) Motion carried to approve Resolution No. 691, a resolution authorizing the Town Manager to sign and execute documents necessary to complete the purchase of the 80 acres. (Martineau, Forsythe)
- 6) Motion carried to approve the recommendation from the Marketing and Promotions (MAP) Advisory board to award \$5000 to the WY Chamber of Commerce Marketing Committee for the 2016-2017 Kids N Snow series of events. (Forsythe, Martineau)
- 7) Motion carried to accept the return of \$25,000 from the Marketing and Promotions Fund Advisory Board to the resort tax fund. (Martineau, Forsythe)
- 8) Motion carried to approve the amendment to the Staffing Plan contingent upon approval by the union. (Forsythe, Martineau)
- 9) Motion carried to appoint Rob Klatt to the Revolving Loan Fund Review Committee (Business Representative) and Larry Ott (Community Representative). (Forsythe, Martineau)

Public Comment Period

No public comment is received.

Council Comments

Council Member Parker says that it is his opinion that they do not have a housing problem but a zoning problem. He says that the zoning of the original townsite allows both commercial and residential use, which means people can convert housing units into nightly rentals. He says that he believes the problem lays with the developers that must find housing for their employees. He suggests they look at tightening up the zoning or take advantage of the opportunity to develop the 80 acres appropriately. Parker says that in reference to the bathrooms, he is in favor of bathrooms but asks who is going to clean them? He says they have one guy that has cleaned the

public bathrooms every day save two for the last six months. He says that the people that want bathrooms should pitch in and help clean them.

Council Member Martineau says that they had technician from KXLF in Butte working on the TV repeater today on Horse Butte. The technician was able to get all the stations to work, but they could not pick up the signal from Direct TV, which provides the signal. They are wondering if there is a payment due that hasn't been made by the TV district but they are still working that out. He says that as of January 1, 2017 they are required to switch to a digital signal anyway.

DISCUSSION

- 1) Schmier explains that the reason the total is so high is because of the purchase of the 80 acres for \$1,425,000.

- 7) John Greve, Secretary for the MAP Fund Advisory Board, explains that the board has voted to return the \$25,000 of seed money to the Town. The seed money was provided by the town when the fund was created in 2008. The board also recommends that the Council consider using the \$25,000 for a purpose that encourages the establishment or continued growth of a project that brings future and reoccurring economic benefit to the town. After discussion, the Council agrees to consider at a later date how that money will be expended.

- 8) Town Manager Dan Sabolsky explains the proposed changes to the staffing plan. He says that they first want to eliminate the two Facilities Technician positions that are on the current plan. They want to convert one of those Facilities Tech positions to an Equipment Operator and then convert one Seasonal Laborer to a full-time Equipment Operator. Finance Director Lanie Gospodarek explains that the cost of these changes for this budget year will be almost a wash, but going forward will be at a slight increase. Schmier asks Sabolsky to ensure that these changes are acceptable to the union. Sabolsky says that he will check with the union once it has been approved by the Council.

- A) **Town Manager Report:** Town Manager Dan Sabolsky reports that today they had the first segment of the employee relations training through the Montana State University Local Government Center. Tomorrow the Department Heads and managers will participate in leadership training. He explains that the staff has started sharing information with Land Solutions, LLC, the company they have contracted to work on the growth policy, subdivision regulations, zoning, and planning for the 80 acres. The GIS process has started by Stahly Engineering and it is progressing faster than expected. He also mentions that they have identified finalists for the Public Services positions and Deputy Town Clerk.

Social Services Director reports on higher numbers for the food bank and unemployment filings. They are preparing for the turkey basket distribution program and then Christmas Star program. Finance Director Lanie Gospodarek reports that they have completed the refunding process for the General Obligation bond. She says they saved the taxpayers \$77,000 by completing this project. She says they interviewed for the Deputy Clerk position today and had three well-qualified applicants. Public Services Superintendent James Patterson reports that he is planning to schedule a snow meeting in the near future. He says he has been invited by DEQ to attending some meetings regarding sewer lagoons and new regulations that are going into effect. They have poured concrete around the bear statue in Grizzly Park and will pick up the rest of the garbage cans around town for the winter. He says the water tank is working very well at this time, although usage is down.

CORRESPONDENCE

Dated November 1, 2016, Liz & Mike Bryers write to express support for restoring the TV signal from the tower on Horse Butte.

The meeting is adjourned. (8:45 PM)

Mayor

ATTEST:

Town Clerk

Section 1: Definitions.

- A) Golf Cart: "Golf Cart" means a motor vehicle that is designed for the use on a golf course to carry a person or persons and golf equipment and that has an average speed of less than fifteen (15) per hour.
- B) Person: "Person" means an individual, corporation, partnership, association, firm, or other legal entity.

Section 2: Golf Carts Generally Prohibited.

Pursuant to MCA 61-8-391, a person may not operate a golf cart on a public street or highway open to the public unless the operation is specifically authorized by the West Yellowstone Town Council pursuant to the process and procedure established in this Chapter.

Section 3: Golf Carts Permitted by Exemption:

Golf carts may be specifically authorized in limited areas on public streets within the Town limits under the following terms and conditions:

- A) Operating Requirements:
 - 1. A person operating a golf cart on a public street shall have a valid driver's license or valid low speed restricted driver's license.
 - 2. A golf cart may not be operated on a public street unless it is equipped with:
 - a. Two headlamps, but no more than two headlamps;
 - b. Two tail lamps, but no more than two headlamps;
 - c. At least one reflector;
 - d. Stop lamps;
 - e. Seatbelts for all passengers;
 - f. A horn; and
 - g. A mirror that reflects to the driver a view of the roadway.
 - 3. Prior to operation on a public street, the golf cart must be appropriately registered with the Montana Motor Vehicle Division per MCA 61-3-321. The registration decal must be displayed visibly on the golf cart at all times of operation.
 - 4. The owner of a golf cart that is registered and operated on a public street by the owner or with the owner's permission shall continuously provide insurance against loss resulting from liability imposed by law for bodily injury or death or damage to property suffered by a person caused by maintenance or use of a golf cart in amount not less than required by MCA 61-6-103.
- B) Time and Place of Operation:
 - 1. No golf cart may be driven, operated, or controlled on public streets or highways:
 - a. Between sunset and sunrise;
 - b. Without the use of lights as equipped;
 - c. Contrary to any traffic law of the Town or the State of Montana;
 - d. With more people than seats and seat belts within the vehicle;
 - e. On any Federal Highways within the Town limits;

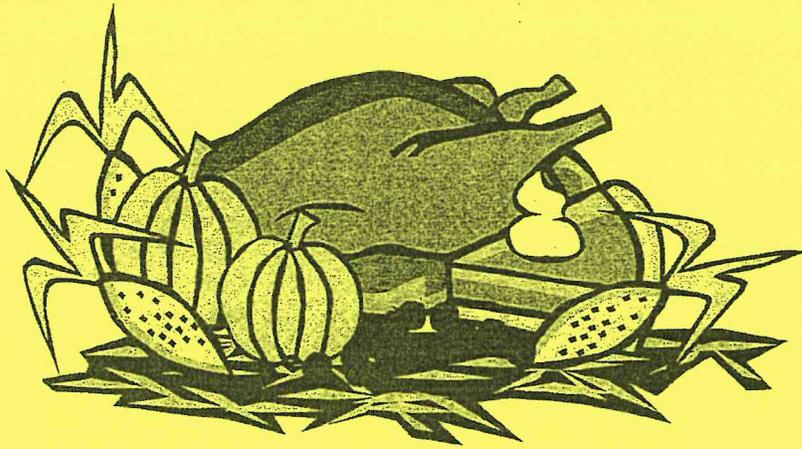
- f. In any area where motor vehicle traffic is prohibited, blockaded or presents hazardous travel, including but limited to non-motorized multi-use paths or sidewalks.
2. Golf carts are specifically prohibited from operating on public streets for which the posted speed limit exceeds twenty-five (25) miles per hour.

Section 4: Violation – Penalty:

Violation of this Chapter shall be considered a misdemeanor and shall be punished by a fine of not more than five hundred dollars (\$500). Incarceration shall not be a penalty for violating this Chapter.

Section 5: Effective Date:

This ordinance shall be effective thirty (30) days after adoption and passage.



**HELP A FAMILY IN OUR
COMMUNITY HAVE A MUCH
NEEDED THANKSGIVING DINNER**

Donate Thanksgiving Foods list:

Turkey	Potatoes (real or instant)	Chicken Broth
Turkey gravy	cranberries or sauce	Jell-O
Fruit cocktail	canned milk	Cool Whip
	Canned Vegetables	

Pie: frozen pumpkin, mincemeat, apple, est., or

Canned pie mix and Pie Crust, whipped topping

Deliver the food on or before November 18, 4:00 pm to the

City Hall /Job & Social Service

440 Yellowstone Ave.

If you have a question, Call Leah or Kathi at 406-646-7311

Town of West Yellowstone Snow Removal & Storage Information Meeting

Wednesday, November 30, 2016

6:00 PM

Town Hall

440 Yellowstone Avenue, West Yellowstone, MT

**Anyone that moves snow should attend this meeting!
All snow removal contractors and operators-both
commercial and private, and property owners are
invited and encouraged to attend this meeting.**

Topics of discussion will include:

- Town of West Yellowstone snow plowing policies, procedures, and scheduling
- Snow storage issues-stacking and storing snow
- Clarification of Town right-of-ways
- Residential snow removal issues
- Snow dispute resolution

Holders of Snow Encroachment Permits are REQUIRED to attend this meeting prior to being issued a permit for this season.

For more information, please contact the Town Offices at (406) 646-7795 or the Public Services Department at (406) 646-7609 or jpatterson@townofwestyellowstone.com

