

Town of West Yellowstone

Tuesday, February 7, 2017

West Yellowstone Town Hall, 440 Yellowstone Avenue

TOWN COUNCIL WORK SESSION

6:00 PM

State Resort Tax Legislation

Discussion

Little Rangers Learning Center

Discussion

TOWN COUNCIL MEETING

7:15 PM

Pledge of Allegiance

Purchase Orders

Treasurer's Report & Securities Report

Claims ∞

Consent Agenda: **January 17, 2017 Town Council Meeting** ∞

Business License Applications ∞

- Buffalo Jump Apartments, one nightly rental
- Barnes on Boundary

Advisory Board Report(s)

Town Manager & Department Head Reports

Comment Period

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

UNFINISHED BUSINESS

State Resort Tax Legislation

Discussion/Action ∞

NEW BUSINESS

Library Board of Trustees Appointment, Yessika Vega

Discussion/Action ∞

Police Commission Appointment, Richard Gibson

Discussion/Action ∞

Resolution No. 693, Building Moratorium Amendment

Discussion/Action ∞

Creation of Safety Committee (Internal Employee Committee)

Discussion/Action ∞

Police Officer Arrest Jurisdiction

Discussion/Action ∞

Computer Aided Dispatch/Records Management System (CAD/RMS)

Discussion/Action ∞

Correspondence/FYI/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 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.

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As of: January 27, 2017 (11:56am)

LC0743

**** Bill No. ****

Introduced By *****

By Request of the *****

A Bill for an Act entitled: "An Act allowing an additional resort tax of up to 1% to be designated for workforce housing and related needs or community development; requiring the additional resort tax to be approved by the qualified electors; amending sections 7-6-1501, 7-6-1503, 7-6-1504, 7-6-1541, and 7-6-1542, MCA; and providing an immediate effective date."

Be it enacted by the Legislature of the State of Montana:

Section 1. Section 7-6-1501, MCA, is amended to read:

"7-6-1501. Definitions. As used in this part, the following definitions apply:

(1) "Board of directors" means the board of directors of the resort area district.

(2) "Luxuries" means any gift item, luxury item, or other item normally sold to the public or to transient visitors or tourists. The term does not include food purchased unprepared or unserved, medicine, medical supplies and services, appliances, hardware supplies and tools, or any necessities of life.

(3) "Medical supplies" means items that are sold to be used for curative, prosthetic, or medical maintenance purposes, whether or not prescribed by a physician.

(4) "Medicine" means substances sold for curative or

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LC0743

remedial properties, including both physician prescribed and over-the-counter medications.

(5) "Qualified elector" means a person who is qualified to vote under 13-1-111 and is a resident of a resort community, resort area, or proposed or established resort area district.

(6) "Resort area" means an area that:

(a) is an unincorporated area and is a defined contiguous geographic area;

(b) has a population of less than 2,500 according to the most recent federal census;

(c) derives the major portion of its economic well-being from businesses catering to the recreational and personal needs of persons traveling to or through the area for purposes not related to their income production; and

(d) has been designated by the department of commerce as a resort area prior to its establishment by the county commissioners as provided in 7-6-1508.

(7) "Resort area district" means a district created under 7-6-1532 through 7-6-1536, 7-6-1539 through 7-6-1544, 7-6-1546 through 7-6-1548, and 7-6-1550 that has been established as a resort area under 7-6-1508.

(8) "Resort community" means a community that:

(a) is an incorporated municipality;

(b) has a population of less than 5,500 according to the most recent federal census;

(c) derives the primary portion of its economic well-being related to current employment from businesses catering to the

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LC0743

recreational and personal needs of persons traveling to or through the municipality for purposes not related to their income production; and

(d) has been designated by the department of commerce as a resort community.

(9) "Workforce housing and related needs" means housing and related needs for households with earned income that is insufficient to secure affordable and quality housing within the boundaries of a resort area, resort area district, or resort community."

{Internal References to 7-6-1501:

7-6-1502 *2x 7-6-1551 2x 7-6-4461x 7-7-4424 *x
15-65-101x 16-4-420x}

Section 2. Section 7-6-1503, MCA, is amended to read:

"7-6-1503. Limit on resort tax rate -- goods and services subject to tax. (1) The (a) Except as provided in subsection (1)(b), the rate of the resort tax must be established by the election petition or resolution provided for in 7-6-1504, but the rate may not exceed 3%.

(b) An election petition or resolution may provide for an additional resort tax at a rate of up to 1%. The revenue from the additional 1% resort tax must be used for the purpose of providing workforce housing and related needs or community development.

(2) (a) The resort tax is a tax on the retail value of all goods and services sold, except for goods and services sold for resale, within the resort community or area by the following

establishments:

(i) hotels, motels, and other lodging or camping facilities;

(ii) restaurants, fast food stores, and other food service establishments;

(iii) taverns, bars, night clubs, lounges, and other public establishments that serve beer, wine, liquor, or other alcoholic beverages by the drink; and

(iv) destination ski resorts and other destination recreational facilities.

(b) Establishments that sell luxuries shall collect a tax on such luxuries."

{Internal References to 7-6-1503:

7-6-1502 *2x 7-6-1505x 7-6-4463x 7-7-4424 *x}

Section 3. Section 7-6-1504, MCA, is amended to read:

"7-6-1504. Resort tax -- election required -- amendment procedure -- notice. (1) A resort community or resort area may not impose or, except as provided in 7-6-1505, amend or repeal a resort tax unless the resort tax question has been approved by a majority of the qualified electors voting on the question.

(2) The resort tax question may be presented to the qualified electors of:

(a) a resort community by a petition of the electors as provided by 7-5-131, 7-5-132, 7-5-134, 7-5-135, and 7-5-137 or by a resolution of the governing body of the resort community; or

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LC0743

(b) a resort area by a resolution of the board of county commissioners, following receipt of a petition of electors as provided in 7-6-1508.

(3) If a resort area is in more than one county, the resort tax question must be presented to and approved by the qualified electors in the resort area of each county.

(4) The petition or resolution referring the taxing question must state:

(a) the rate of the resort tax;

(b) the duration of the resort tax;

(c) the date when the tax becomes effective, which date may not be earlier than 35 days after the election; and

(d) the purposes that may be funded by the resort tax revenue. If the petition or resolution presented to the qualified electors designates up to 1% of resort tax revenue for workforce housing and related needs or community development, as provided in 7-6-1503(1)(b), the revenue raised must be appropriated and expended only to provide for or assist in the provision of workforce housing and related needs or community development.

(5) On receipt of an adequate petition, the governing body shall hold an election in accordance with Title 13, chapter 1, part 5.

(6) Notice of the election must be accomplished as provided in 13-1-108 and include the information listed in subsection (4) of this section.

(7) The question of the imposition of a resort tax may not be placed before the qualified electors more than once in any

fiscal year.

(8) A resort community, resort area, or resort area district may amend the rate of a resort tax to designate up to an additional 1% over what was previously approved by the qualified electors by submitting the question of the additional resort tax directly to the qualified electors in an election conducted in accordance with 13-1-501 through 13-1-505. The revenue raised from the additional resort tax may only be used to provide for or assist in the provision of workforce housing and related needs or community development."

{Internal References to 7-6-1504:

7-6-1502 *2x 7-6-1503x 7-6-1506x 7-6-1508 2x
7-6-1509x 7-6-1541x 7-6-4464x 7-7-4424 *x}

Section 4. Section 7-6-1541, MCA, is amended to read:

"7-6-1541. General powers of resort area district. (1) A resort area district may:

- (a) have perpetual succession;
- (b) sue and be sued in any court of competent jurisdiction;
- (c) acquire by any legal means real and personal property necessary to the full exercise of its powers;
- (d) make contracts, employ labor, and do all acts necessary for the full exercise of its powers; and
- (e) issue and repay bonds as provided in 7-6-1542.

(2) (a) Subject to subsection (2)(b), ~~the~~ a board of directors ~~for a resort area district~~ that does not have perpetual succession may submit the question of extension of the term of the resort area district directly to the qualified electors in an

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As of: January 27, 2017 (11:56am)

LC0743

election conducted in accordance with Title 13, chapter 1, part 5. If the electorate extends the term of the resort area district, the provisions of this part continue to apply.

(b) The board of directors may not submit a question to the qualified electors to extend the term of a resort area district until the expiration of at least one-half of the existing term of the resort tax, as provided for in 7-6-1504. If a vote to extend the term fails, successive votes to extend the term may be taken no more than once each year.

(3) The board of directors shall exercise the powers described in 7-6-1533 through 7-6-1536, 7-6-1539 through 7-6-1544, 7-6-1546 through 7-6-1548, and 7-6-1550.

(4) The board of directors may amend the rate of the resort tax to designate up to an additional 1% over what was previously approved by the qualified electors, by submitting the question of the additional resort tax directly to the qualified electors in an election conducted in accordance with 13-1-501 through 13-1-505. The revenue raised from the additional resort tax may only be used to provide for or assist in the provision of workforce housing and related needs or community development. If the qualified electors approve the additional resort tax, the provisions of this part continue to apply."

{*Internal References to 7-6-1541:*

7-6-1501 *x 7-6-1532 *x 7-6-1535 *x 7-6-1536 *x }

Section 5. Section 7-6-1542, MCA, is amended to read:

"7-6-1542. Resort area district board powers related to

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As of: January 27, 2017 (11:56am)

LC0743

resort tax revenue -- bonds -- election -- restrictions. (1) The board of directors ~~of a resort area district~~ may:

(a) appropriate and expend revenue from a resort tax for any activity, undertaking, or administrative service authorized in the resolution creating a resort area and adopting a resort tax;

(b) adopt administrative ordinances necessary to aid in the collection or reporting of resort taxes and in the expenditure of resort tax revenue; and

(c) except as provided in subsection (2), if approved by four of the five board members, issue bonds to provide, install, or construct any of the public facilities, improvements, or capital projects authorized as provided in subsection (1)(a) and pledge for repayment of the bonds the revenue derived from the resort tax;

(d) amend the rate of the resort tax to designate up to an additional 1% over what was previously approved by the qualified electors, by submitting the question of the additional resort tax directly to the qualified electors in an election conducted in accordance with 13-1-501 through 13-1-505. The revenue raised from the additional resort tax may only be used to provide for or assist in the provision of workforce housing and related needs or community development.

(2) Except for bonds pledging proceeds of resort tax revenue raised from up to an additional 1% resort tax designated for workforce housing and related needs or community development as provided in 7-6-1503(1)(b), a resort area district may not

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As of: January 27, 2017 (11:56am)

LC0743

issue bonds to construct any single-purpose public facility, improvement, or capital project in an amount exceeding \$500,000 without the approval of a majority of the qualified electors voting at an election conducted in accordance with Title 13, chapter 1, part 5.

(3) The provisions of 7-6-1506(3) apply to the issuance of bonds by a resort area district, and the board of directors shall conclude that the projected useful life of the public facilities, improvements, or capital projects will be greater than the term of the bonds that were issued to construct the public facilities, improvements, or capital projects.

(4) Resort tax revenue that is pledged by a resort area district to the repayment of bonds must be sufficient to pay the principal and interest on the bonds in each year when the principal and interest is due. Bonds do not constitute debt for the purpose of any statutory debt limitation. Except for bonds pledging proceeds of resort tax revenue raised from up to an additional 1% resort tax designated for workforce housing and related needs or community development as provided in 7-6-1503(1)(b), a resort area district may not issue bonds pledging proceeds of the resort tax for repayment unless the board of directors in the resolution authorizing issuance of the bonds determines that the annual principal and interest payment on the bonds issued will not cumulatively exceed 25% of the average of resort tax revenue received by the district during the preceding 5 years. Bonds may not be issued for a term longer than the remaining duration of the resort area district.

Unofficial Draft Copy

As of: January 27, 2017 (11:56am)

LC0743

(5) A resort area district may not commit cumulative annual debt service payments to exceed 70% of the revenue raised from up to an additional 1% resort tax designated for workforce housing and related needs or community development. Debt service payments do not constitute debt for the purpose of any statutory debt limit.

(6) Debt service payments may not be issued for a term longer than the remaining duration of the resort area district."

{Internal References to 7-6-1542:

7-6-1501 *x 7-6-1532 *x 7-6-1535 *x 7-6-1536 *x
7-6-1541 2x}

NEW SECTION. Section 6. {standard} Effective date. [This act] is effective on passage and approval.

- END -

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02/03/17
15:11:13

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 2/17

Page: 1 of 7
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Line \$	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
42801		2575 WY Tourism Business Improvement		7,174.12					
	02/01/17	January 2017 collections		7,174.12		TBID	2102 411800	540	101000
42804		2845 Kastang, Kauffman & Mersen, PC		10,923.39					
	02/05/17	legal services		10,705.00		LEGAL	1000 411100	352	101000
	02/05/17	postage/copies		16.47		LEGAL	1000 411100	870	101000
	02/05/17	phone/fax		0.32		LEGAL	1000 411100	345	101000
	02/05/17	travel		201.60		LEGAL	1000 411100	373	101000
42808		42 Fall River Electric		9,004.87					
	02/22/17	UPDH 4212041 elec service		837.09		UPDH	1000 411252	341	101000
	02/22/17	POLICE 4212008 elec service		523.03		POLICE	1000 411258	341	101000
	02/22/17	shop 4212018 elec service		367.19		STREET	1000 430200	341	101000
	02/22/17	ANIMAL 4212029 elec serv		246.79		ANIMAL	1000 440600	341	101000
	02/22/17	PARK 4212032 Elec ser		408.37		PARK	1000 411253	341	101000
	02/22/17	PARK 2901001 elec serv		255.35		PARK	1000 411253	341	101000
	02/22/17	CLORINATOR 4212030 elec serv		73.87*		WATER	5210 430500	341	101000
	02/22/17	MAD ADD WATER 4212017		48.25*		WATER	5210 430500	341	101000
	02/22/17	PUMP 4212005 elec serv		79.93*		WATER	5210 430500	341	101000
	02/22/17	SEWER LIFT STATION 4212006		248.87		SEWER	5310 430600	341	101000
	02/22/17	SEWER PLANT 4212007 elec ser		468.26		SEWER	5310 430600	341	101000
	02/22/17	MAD SEWER LIFT 4212014 elec		222.47		SEWER	5310 430600	341	101000
	02/22/17	SEWER TREAT SERV 4212046 ele		2,630.57		SEWER	5310 430600	341	101000
	02/22/17	library 23 dunraven 4212054		157.75		LIBRY	1000 411259	341	101000
	02/22/17	povah comm ctr 4212001		228.34		POVAH	1000 411255	341	101000
	02/22/17	unmetered lights 4212004		1,451.25		STLITE	1000 430263	341	101000
	02/22/17	Town Hall 4212009		615.48		TWNHAL	1000 411250	341	101000
	02/22/17	Ice Rink 421010		54.36		PARKS	1000 411253	341	101000
	02/22/17	Hayden/Grouse well 4212015		43.94*		WATER	5210 430500	341	101000
	02/22/17	Electric Substa 4212031		43.71*		WATER	5210 430500	341	101000
42810		2088 Town West Yellowstone		651.58					
	02/01/17	utility chrgs, Chamber, 895		40.46		BLDGS	1000 411257	340	101000
	02/01/17	utility chrgs, UPDL, 892		57.55		BLDGS	1000 411252	340	101000
	02/01/17	utility chrgs, PS Shops, 884		26.53		BLDGS	1000 411253	340	101000
	02/01/17	utility chrgs. Povah Ctr, 887		53.39		BLDGS	1000 411255	340	101000
	02/01/17	utility chrgs, Police Dept, 886		34.41		BLDGS	1000 411258	340	101000
	02/01/17	utility chrgs, City Park, 885		302.62		BLDGS	1000 411253	340	101000
	02/01/17	utility chrgs, Library, 891		27.02		LIBBLD	1000 411259	340	101000
	02/01/17	utility chrgs, Lift #1, 903		11.48		SEWER	5310 430600	340	101000
	02/01/17	utility chrgs, Twn Hall, 921		98.12		TWNHAL	1000 411250	340	101000

02/03/17
15:11:13

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 2/17

Page: 2 of 7
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Line \$	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
42811		2789 WEX Bank		7,177.27					
	02/01/17 07	Ford Expedition 6-54563A		26.65		SS	1000 450135	231	101000
	02/01/17 06	Dodge Durango 6-1374		225.22		PUBSER	1000 430200	231	101000
	02/01/17 10	Ford Crown Vic 6-34157A		24.87		POLICE	1000 420100	231	101000
	02/01/17 08	Ford Crown Vic 6-1437		10.71		POLICE	1000 420100	231	101000
	02/01/17 10	Ford Expedition 6-000046		351.15		POLICE	1000 420100	231	101000
	02/01/17 11	Ford Expedition 6-21425A		266.24		POLICE	1000 420100	231	101000
	02/01/17 10	JD Backhoe		0.00		STREET	1000 430200	231	101000
	02/01/17 77	Int'l Dumptruck		387.01		STREET	1000 430200	231	101000
	02/01/17	Snow Blower		542.91		STREET	1000 430200	231	101000
	02/01/17 85	Ford Dumptruck		449.85		STREET	1000 430200	231	101000
	02/01/17 140	G Grader		93.35		STREET	1000 430200	231	101000
	02/01/17	CAT 936 Loader		729.20		STREET	1000 430200	231	101000
	02/01/17 91	Ford 6-582		36.25		STREET	1000 430200	231	101000
	02/01/17 95	Mobile Sweeper		0.00		STREET	1000 430200	231	101000
	02/01/17 97	Athey Sweeper		0.00		STREET	1000 430200	231	101000
	02/01/17 14	Water Truck		0.00		STREET	1000 430200	231	101000
	02/01/17 00	Freightliner Dump 6-60700A		390.50		STREET	1000 430200	231	101000
	02/01/17	Snowmobile		0.00		POLICE	1000 420100	231	101000
	02/01/17 02	Freightliner Dump 6-54564A		373.20		STREET	1000 430200	231	101000
	02/01/17 08	Ford Pickup 6-1450		117.26		STREET	1000 430200	231	101000
	02/01/17 08	GMC Pickup 6-1484		124.20		STREET	1000 430200	231	101000
	02/01/17 08	CAT 938H Loader		1,281.02		STREET	1000 430200	231	101000
	02/01/17 08	904B MiniLoader		35.95		STREET	1000 430200	231	101000
	02/01/17 93	Dodge 6-2010		0.00		STREET	1000 430200	231	101000
	02/01/17	YNP Truck #2		405.76		STREET	1000 430200	231	101000
	02/01/17 08	Ford Escape (multi-use)		0.00		DISPAT	1000 420160	370	101000
	02/01/17 14	Police Interceptor		346.92		POLICE	1000 420100	231	101000
	02/01/17 15	Ford F-250		198.13		STREET	1000 430200	231	101000
	02/01/17 10	JD 772 Grader		760.92		STREET	1000 430200	231	101000
42813		2558 Hebgen Basin Fire District		40,079.17					
	02/15/17	2017 February		40,079.17		FIRE	1000 420400	357	101000
42814		1514 Verizon Wireless		1,879.82					
		13 Smartphones							
		6 regular phones							
		3 laptops							
	02/20/17	640-0108, Police		32.15		SOCSE	1000 420100	345	101000
	02/20/17	640-1103, Operator SP		64.28		STREET	1000 430200	345	101000
	02/20/17	640-1438, SS Director		32.15		SOCSE	1000 450135	345	101000
	02/20/17	640-1460, Library Dir, SP		64.28		LIBRAR	2220 460100	345	101000
	02/20/17	640-1461, Facilities Tech, SP		64.28		WATER	5210 430500	345	101000
	02/20/17	640-1462, Operator, SP		64.28		WATER	5210 430500	345	101000
	02/20/17	640-1463, Deputy PSS, SP		64.28		SEWER	5310 430600	345	101000
	02/20/17	640-1472, Ops Mgr, SP		64.28		ADMIN	1000 410210	345	101000

02/03/17
15:11:13

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For the Accounting Period: 2/17

Page: 3 of 7
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
	02/20/17 640-1676, Rec Coord, SP	64.28		REC	1000 460440	345	101000
	02/20/17 640-1754, COP, SP	64.28		POLICE	1000 420100	345	101000
	02/20/17 640-1755, Police	32.15		POLICE	1000 420100	345	101000
	02/20/17 640-1756, Police	32.15		POLICE	1000 420100	345	101000
	02/20/17 640-1757, Police	32.15		POLICE	1000 420100	345	101000
	02/20/17 640-1758, Police, SP	64.28		POLICE	1000 420100	345	101000
	02/20/17 640-1759, Police	32.15		POLICE	1000 420100	345	101000
	02/20/17 640-7547, Facilities Tech SP	64.28		PARKS	1000 460430	345	101000
	02/20/17 640-9074, PSS, SP	64.28		SEWER	5310 430600	345	101000
	02/20/17 COP laptop	42.07		POLICE	1000 420100	345	101000
	02/20/17 683 laptop	42.07		POLICE	1000 420100	345	101000
	02/20/17 Officer laptop	42.07		POLICE	1000 420100	345	101000
	02/20/17 640-0141, Operator SP	64.28		WATER	5210 430500	345	101000
	02/20/17 640-0159, Operator SP	64.28		SEWER	5310 430600	345	101000
	02/20/17 new equipment	199.99		POLICE	1000 420100	212	101000
	02/20/17 new equipment	525.08		STREET	1000 430200	220	101000
42817	1 First Security Bank	870.16					
	02/15/17 loader loan #61600096	870.16		STREET	4060 490520	620	101000
42818	1 First Security Bank	55,629.55					
	02/15/17 go bond loan 6160087 interest	5,256.72		BOND	3050 490100	620	101000
	02/15/17 go bond loan 6160087 principal	50,372.83*		BOND	3050 490100	610	101000
42819	1 First Security Bank	81,230.83					
	02/15/17 parcel loan 61600020 principal	65,985.46		80ACRE	2100 490200	610	101000
	02/15/17 parcel loan 61600020 interest	15,245.37		80ACRE	2100 490200	620	101000
42820	313 Mike Coffin	100.00					
	171770 01/20/17 mike coffin DOT reimburse	100.00		STREET	1000 430200	351	101000
		0.00			1000 430200	351	101000
42821	3003 Kyle Tanner	100.00					
	171771 01/27/17 Kyle Tanner DOT physical reimb	100.00		STREET	1000 430200	351	101000
42822	162 House of Clean	286.16					
	178760-00 01/18/17 sterile gloves	286.16		WATER	1000 460430	220	101000
42823	1674 Madison Crossing	800.00					
	141 01/25/17 fitness club memberships	800.00		POLICE	1000 420100	130	101000
42824	1031 Murdoch's Ranch & Home Supply	34.99					
	5790 01/07/17 employee clothing	34.99*		STREET	1000 430200	226	101000

02/03/17
15:11:13

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 2/17

Page: 4 of 7
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
42825	2562 West Yellowstone School District howell 01/16/17 water main reimbursement	68,640.00 68,640.00			5210 430500	930	101000
42826	62 MLEA 10144 01/12/17 Palmer training	1,545.00 1,545.00			1000 420100	380	101000
42827	54 Bozeman Daily Chronicle 1566674 01/07/17 public hearing announcement	22.00 22.00			1000 410210	327	101000
42828	1311 Teton Communications 6722 01/20/17 2017 yearly logmein service	250.00 250.00			1000 420160	398	101000
42829	542 MT Department of Transportation 01/17/17 2015 air quality equip purchas	153.32 153.32			1000 430200	870	101000
42831	73 Westmart Building Center 01/27/17 street buildings supplies 01/27/17 street supplies 01/27/17 police building supplies 01/27/17 police supplies 01/27/17 UPDL supplies 01/27/17 library supplies 01/27/17 town hall supplies	648.73 270.33 124.57 24.00 18.03 61.73 13.30* 136.77			1000 430200 1000 430200 1000 411258 1000 420100 1000 411252 2220 460100 1000 411250	366 220 366 220 220 220 366	101000 101000 101000 101000 101000 101000 101000
42832	3004 Partsmaster 23103169 01/10/17 tools and supplies 23107245 01/20/17 tools 23103171 01/10/17 bolts	1,054.17 645.65 303.65 104.87			1000 430200 1000 430200 1000 430200	220 220 220	101000 101000 101000
42833	2800 RDO Equipment Co. 027102 01/18/17 floodlamp 027152 01/20/17 towel disp 027150 01/20/17 vehicle filters 027190 01/24/17 vehicle supplies 027222 01/26/17 floodlamp 027227 01/26/17 fuel filters/kit	1,004.00 64.02 35.94 524.84 60.94 180.32 137.94			1000 430200 1000 430200 1000 430200 1000 430200 1000 430200 1000 430200	369 369 369 369 369 369	101000 101000 101000 101000 101000 101000
42834	29 Terrell's Office Machines Inc 331246 01/13/17 waste toner box 330952 01/06/17 copy machine troubleshooting	280.17 14.00* 266.17			2220 460100 1000 450135	220 357	101000 101000

02/03/17
15:11:13

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 2/17

Page: 5 of 7
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
42835	171 Montana Food Bank Network	297.87					
	AOR-6916-1 11/10/16 food bank food	285.37		SOCSVC	7010 450135	220	101000
	AOR-6915-1 11/10/16 food bank food	12.50		SOCSVC	7010 450135	220	101000
42836	2968 International Institute of	100.00					
	12/12/16 Annual fee	100.00		ADMIN	1000 410510	335	101000
42837	2991 West Yellowstone Star	22.00					
	1168 01/13/17 public hearing ad	22.00		ADMIN	1000 410210	327	101000
42838	1796 Barta Electric, Inc.	60.68					
	5757932 12/19/16 ballast/electrical work	60.68		LIBRAR	2220 460100	357	101000
42839	2357 US Bank	89,116.45					
	02/15/17 town hall interest payment	8,648.50		TWNHAL	2100 490200	620	101000
	02/15/17 town hall principal payment	58,445.00		TWNHAL	2100 490200	610	101000
	02/15/17 911 center interest payment	661.13		911	2850 490530	620	101000
	02/15/17 911 center principal payment	13,905.25		911	2850 490530	610	101000
	02/15/17 loader interest payment	289.83		STREET	1000 490520	620	101000
	02/15/17 loader principal payment	7,166.74		STREET	1000 490520	610	101000
42840	2421 NAPA Auto Parts	3,655.51					
	202289 01/30/17 vehicle supply/parts	3,655.51		STREET	1000 430200	220	101000
42841	2635 Jake's Automotive and Tire	372.28					
	14349 02/01/17 vehicle parts and repair	372.28*		POLICE	1000 420100	361	101000
42842	2099 Quick Print of West Yellowstone	29.87					
	9694 12/30/16 card stock	4.00*		LIBRAR	2220 460100	220	101000
	9675 12/14/16 card stock, office supplies	22.59*		LIBRAR	2220 460100	220	101000
	9665 12/09/16 paper	1.28*		LIBRAR	2220 460100	220	101000
	9659 12/09/16 fax	2.00*		LIBRAR	2220 460100	220	101000
42843	2977 Staples Credit Plan	139.86					
	1716067841 12/15/16 trash can	52.49		DISPAT	1000 420160	220	101000
	1716671401 12/16/16 ink, copy paper	87.37		JAIL	1000 420230	220	101000
42844	2455 Tri State Excavating, LLC	930.75					
	4705 01/12/17 snow removal, 12/16 12/17/16	930.75		STREET	1000 430200	398	101000
42845	2268 Myslik, Inc.	162.61					
	012717B 01/27/17 rubber for shovels	162.61		STREET	1000 430200	369	101000

02/03/17
15:11:13

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 2/17

Page: 6 of 7
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
42846	3001 Montana Law Enforcement Testing 01/29/17 Annual membership fee	6.00 6.00		POLICE	1000 420100	220	101000
42847	2369 River Dragon Designs/Rose 01/17/17 vehicle decals w/new logo	1,258.00 1,258.00		STREET	1000 430200	220	101000
42848	2601 Chemnet Consortium, Inc. 90936 01/10/17 annual random select fee	125.00 125.00		ADMIN	1000 410210	351	101000
42849	3005 Bray & Associates 97220 01/23/17 RADAR TRAILER	1,295.00 1,295.00		POLICE	1000 420100	220	101000
42850	379 Energy Laboratories, Inc 38934 11/01/16 INFLUENT TESTING 38934 11/01/16 EFFLUENT TESTING	492.00 145.00 347.00		SEWER SEWER	5310 430640 5310 430640	357 357	101000 101000
42851	3006 KARLA SALINAS 01/15/17 POVAH CLEANING DEPOSIT REF	350.00 350.00		POVAH	2210 214001		101000
42852	2955 SAFELINK Internet Services 20170127-1 01/27/17 INTERNET SERVICE	90.00 90.00		LIBRAR	2220 460100	398	101000
42853	2946 Ferguson Waterworks 0643226.1 09/22/16 14 MKC 153 ACCY PK W/GLND	155.94 155.94		WATER	5210 430550	369	101000
42854	2992 Lisa Johnson 02/02/17 reimburse petty cash 02/02/17 reimburse petty cash 02/02/17 reimburse petty cash 02/02/17 reimburse petty cash 02/02/17 reimburse petty cash	40.80 1.78* 20.63 3.06 2.62 12.71		PUBWKS COURT SOCSVC POLICE ADMIN	1000 430200 1000 410360 1000 450135 1000 420100 1000 410510	311 311 311 311 311	101000 101000 101000 101000 101000
42855	65 Machinery Power & Equipment Co blwo017322 01/11/17 cat repair, parts and labo	1,643.93 1,643.93		STREET	1000 430200	369	101000
42857	471 Northwest Pipe Fittings, Inc. 5757932 01/27/17 meters and meter parts	3,754.46 3,754.46		WATER	5210 430590	251	101000
42861	2260 Think One 1612B-03 01/13/17 design fees, restrooms	203.00 203.00*		BUILDN	1000 460430	920	101000

02/03/17
15:11:13

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 2/17

Page: 7 of 7
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
42862	2558 Hebgen Basin Fire District 033 12/21/16 CPR training, employees	51.80 51.80					
				TRAIN	1000 410800	380	101000
42863	3007 Tim Heideman 01/31/17 bond refund, 308 Shoshone 01/31/17 bond refund, 320 Boundary	700.00 350.00 350.00					
				BOND	1000 214100		101000
				BOND	1000 214100		101000
42865	2852 Blackfoot Communications two months' bills combined	4,313.53					
	01/15/17 602-4908, povah center	11.48		POVAH	1000 411255	345	101000
	01/15/17 646-5106, fax soc svc	89.44		SOCSRV	1000 450135	345	101000
	01/15/17 646-5119, police station	89.44		POLICE	1000 420100	345	101000
	01/15/17 646-5141, sewer plant alarm	89.44		SEWER	5310 430600	345	101000
	01/15/17 646-5185, town hall alarm	89.44		TWNHAL	1000 411250	345	101000
	01/15/17 646-7311, social services	66.18		SOCSRV	1000 450135	345	101000
	01/15/17 646-7481, povah elevator	74.98		POVAH	1000 411255	345	101000
	01/15/17 646-7511, town hall fax	89.44		TWNHAL	1000 411250	345	101000
	01/15/17 646-7609, public works	50.89		SEWER	5310 430600	345	101000
	01/15/17 646-7650, police station fax	89.44		POLICE	1000 420100	345	101000
	01/15/17 646-7715, povah center	71.08		POVAH	1000 411255	345	101000
	01/15/17 646-7795, town hall	509.80		TWNHAL	1000 411250	345	101000
	01/15/17 646-7845, court clerk	21.20		COURT	1000 410360	345	101000
	01/15/17 646-9017, library	94.04		LIBRAR	2220 460100	345	101000
	01/15/17 646-9027, sewer plant alarm	89.44		SEWER	5310 430600	345	101000
	01/15/17 ethernet, library	749.68		LIBRAR	2220 460100	345	101000
	01/15/17 ethernet, povah center	711.73		POVAH	1000 411255	345	101000
	01/15/17 ethernet, police station	803.56		POLICE	1000 420100	345	101000
	01/15/17 ethernet, town hall	522.83		TWNHAL	1000 411250	345	101000
42866	3008 Liz Roos 02/03/17 coffee purchase, reimburse	39.99 39.99					
				TWNHAL	1000 411250	220	101000
	# of Claims 51	Total: 398,946.63					

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
January 17, 2017

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 Mayor Jerry Johnson 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 \$39,520.76. (Martineau, Forsythe) Forsythe abstains from #42781, Schmier abstains from #42780 and #42797, Parker abstains from #42792.
- 2) Motion carried to approve the Consent Agenda, which includes the minutes of the January 4, 2017 Town Council meeting and January 11, 2017 Town Council Work Session. (Martineau, Forsythe)
- 3) Motion carried to approve Ordinance No. 263, Golf Cart Regulations, on the second reading. (Parker, Forsythe)
- 4) Motion carried to approve Ordinance No. 264, Resort tax, on the second reading. (Parker, Martineau)
- 5) Motion carried to table the State Resort Tax Legislation. (Parker, Martineau)
- 6) Motion carried to approve the Marketing and Promotions Fund Award Recommendations from the MAP Fund Board to award \$7500 to the 2018 Snow Shoot (Held in 2017) and \$16,000 for the West Yellowstone Snowmobile Expo 2017, Power Sports, Race Event. (Parker, Martineau)

Public Comment Period

No public comment is received.

Council Comments

No council comments.

Public Hearing: Ordinance No. 263, Golf Cart Regulations, Ordinance No. 264, Resort Tax

Mayor Johnson calls the hearing to order. The hearing was advertised in the January 13, 2017 edition of the West Yellowstone Star and the January 7, 2017 edition of the Bozeman Daily Chronicle. Mayor Johnson reads the hearing notice and asks if there are any comments on Ordinance No. 263, golf cart regulations. No comments are received. Mayor Johnson asks if there are any comments on Ordinance No. 264, resort tax. No comments are received.

DISCUSSION

- 3) The Council discusses the ordinance. Schmier says he was asked if golf carts that are operated on the streets are required to have liability insurance, which he determined is required by the ordinance. The Council also briefly discusses whether golf carts are allowed on the highways that pass through town and it is determined that they are not. Joe Rodger, Operations Manager for the Yellowstone Explorer Cabins, says that the golf carts they use for housekeeping meet all the requirements save turn signals. He asks if hand signals are sufficient for providing turn signals. The Council says that the ordinance does require turn signals but there are kits available to retrofit a golf cart with turn signals that are fairly inexpensive.
 - 4) The Council discusses the resort tax ordinance. Forsythe asks for clarification about the appeals section. Finance Director Lanie Gospodarek explains that section refers just to appealing assessed penalties. Sabolsky points out that there is another section that specifically addresses which entities/events are subject to the tax and the right to appeal a decision made by the Town Manager.
 - 5) Town Manager Dan Sabolsky says that he has had multiple conversations with Kevin Jermaine of the Big Sky Resort Tax District about the language to put into the proposed legislation to present to the state legislature. The language presented by Big Sky would allow local voters to decide whether to increase the resort tax by 1% for “workforce housing and related needs and community development.” Jermaine called Sabolsky this evening and says that he has contacted Cooke City, St. Regis, Whitefish, Craig/Wolf Point, Virginia City and Red Lodge. He says that Whitefish, Craig, and Virginia City are willing to support the bill and he got positive responses from the other districts but are still waiting to hear from Red Lodge. The Council considers the issue and recommends that Sabolsky himself call each community and gauge their support for the proposal. The Council discusses the proposed language at length and whether it would meet the needs of the Town. They also question whether the legislature will even consider passing it as similar legislation failed two years ago. The senators from Gallatin County have indicated they will not support it unless both West Yellowstone and Big Sky support it.
- A) **Advisory Board Reports:** Town Manager Dan Sabolsky says that they have made an effort to get a Parks and Recreation Board Meeting scheduled for February 8, 2017 as well as a Planning Board meeting that same day.
 - B) **Town Manager & Department Head Reports:** Town Manager Dan Sabolsky reports that he has initiated working on and updating the Employee Personnel Manual with assistance from Social Services Assistant Leah Sherman and Officer Anthony Kearney. He reports that they are also working on updating the Drug and Alcohol testing policy. He says that he has started reviewing the rental agreement with the YHC for the UPDL. He says they are also working on updating the Memorandum of Understanding with the Police Unit of MPEA to correct language referring to holiday pay. He says they are moving forward with the business license ordinance revisions. He says the Finance Department is preparing for the annual financial audit that will take place next week. Public Services Superintendent James Patterson says that they are focusing on widening the snow on the streets and blowing the snow back to improve visibility. They are also going to start clearing roofs on the Town buildings and maintaining the snow removal equipment. Finance Director Lanie Gospodarek says they are well prepared for the audit. The Annual Finance Report (AFR) has been submitted and accepted and she is working on a couple other required reports for the state. She also recognizes the employees in her department for their assistance and hard work. Social Services Director Kathi Arnado reports that they have received a lot of donations and food deliveries and appreciates the assistance from Recreation Coordinator Brandy Holland. She has also been working with the family that lost their home due to a gas explosion and they are trying to find them a permanent place to live. Martineau asks about the mental health counselors that have been coming to Town and Arnado indicates that is working out well. Chief of Police

Scott Newell reports that the police department just responded to call #100 for the new year. New officer Dan Palmer has made it for his first week at the police academy and is doing well. Officer Kearney is still on light duty but has a MRI scheduled for later this week to determine whether he needs surgery on his shoulder.

- C) Council Member Pierre Martineau says that affordable housing is still a big issue in this community. He says most recently, there has been concern about losing the Physicians Assistant at the health clinic because the house she was living in sold. He says that he thinks they should proceed with building some duplexes in one of the interior parks along Alley D using labor through Habitat for Humanity. The Council discusses the proposal at length. Johnson says that if they were going to build housing, he feels strongly that it should be built in residential areas and there are duplex zoned lots available in the Madison Addition. Martineau says the Town should budget \$450,000 to build them and not pass up the opportunity to complete the project with free land and free labor. Dave Magistrelli says that Habitat would be able to offer the labor, but the Town would have to provide space for the “caravaners” to camp or park while working on the project. Magistrelli suggests forming an advisory board to address the housing issue. He also offers to meet with Sabolsky and other interested parties to come up with possible solutions. Sabolsky says that Land Solutions LLC, through the process of working on the growth policy, will present such recommendations as part of their project. Richard Gibson recommends moving forward with some of these suggestions to improve housing. Schmier says that he would like to know what lots are available for purchase that are zoned appropriately. The Council directs Sabolsky to do some more research and report back.

The meeting is adjourned. (9:07 PM)

Mayor

ATTEST:

Town Clerk

Town of West Yellowstone Business License Application

Business Name: Buffalo Jump Apartments
Applicant: Ventures West Inc.
Contact Person: Neal Pringle
Mailing Address: PO Box 710, West Yellowstone, MT 59758
Physical Address of Business: 402 Madison Ave, West Yellowstone, MT 59758
Phone Number: 406-646-4113 Fax Number: 406-646-9576
Email Address: tpond@ventureswestinc.com Website: www.ventureswestinc.com

Signature of Property Owner of Record: _____

Subdivision: West Yellowstone Original Plat
Block: 24 Lot: 1

Zoning District, please mark one:

- B-3 Central Business District (Old Town) PUD Planned Unit Development (Grizzly Park)
 B-4 Expanded Business District (Grizzly Park) Residential Districts, Home Occupations Only (Mad Add)
 E-2 Entertainment District (Grizzly Park)
- New Business Transfer of Ownership
 Change of Location Name Change

- Is this business licensed by the State of Montana? Yes No
- Appropriate City/County/Health Dept approvals (if applicable) Yes No (please attach)
- If this business is located in Grizzly Park, has the business been approved by the Grizzly Park Architectural Committee (GPAC)? Yes No

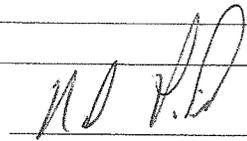
Application has been submitted

Type of Business Please explain in detail the following: number of units, seating capacity, etc. Contractors should list trailers and equipment and where these items will be stored.

One apartment in the Buffalo Jump Apartment Complex used for nightly rental.

Business License Fee: \$ 25 x 3yrs

Resort Tax Bond: \$ _____



Signature of Applicant

Total Amount Due: \$ 75.00

Signature of Applicant

Date

FOR OFFICE USE ONLY

Date Approved by Town Council: _____

Date _____ Check # _____ Amount \$ _____ License # _____

SCN _____ BLP _____ STX _____ BLC _____ RDX _____

Site Plan

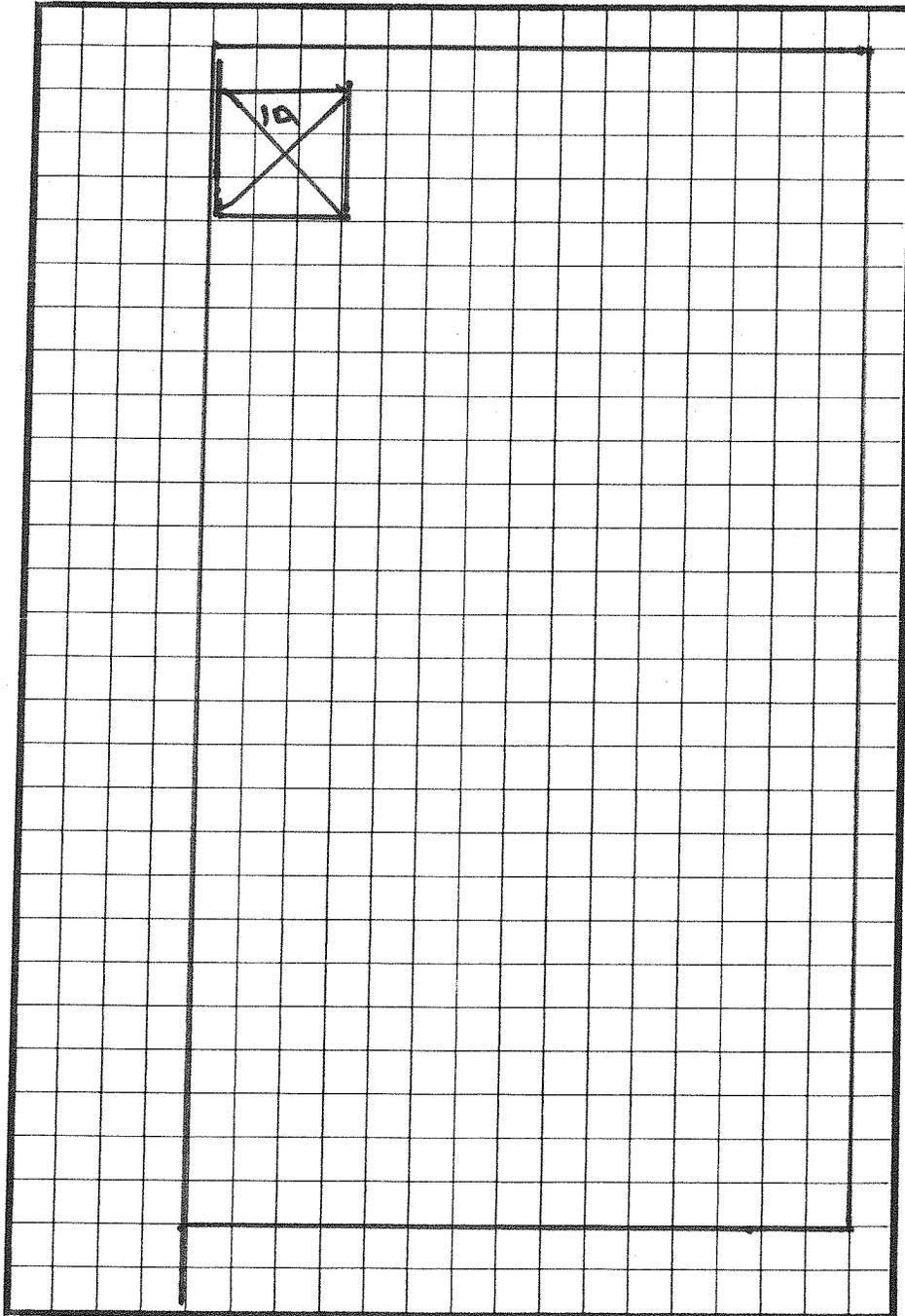
Business Name: **BUFFALO JUMP APARTMENTS**

Business Owner: **VENTURES WEST LLC.**

Business Street Address: **402 MADISON AVE.**

Block: **24** Lot: **1** Subdivision: **OLD TOWN**

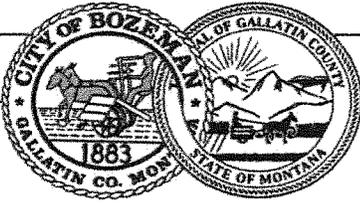
MADISON AVE.



HARTSUL STREET

Scale: 1 inch = 20 feet

Note: This grid represents a standard Town lot, 100 feet by 150 feet.



www.healthygallatin.org

Gallatin City-County Health Department

Human Services
215 W. Mendenhall, Rm 117
Bozeman, MT 59715-3478
(406) 582-3100 • Fax (406) 582-3112

Environmental Health Services
215 W. Mendenhall, Rm 108
Bozeman, MT 59715-3478
406-582-3120 • Fax: 406-582-3128

August 18th 2016

Buffalo Jump Apartments
PO Box 710
West Yellowstone, MT 59758

RE: Plan Review for the Buffalo Jump Apartments Unit 1A located at 402 Madison Ave. West Yellowstone, Montana.

The plans appear to be in conformance with Title 37, Chapter 111, Subchapter 1, Administrative Rules of Montana for Hotels, Motels, Tourist Homes, Retirement Homes, Rooming houses and Boarding Houses and are thus approved.

Please send the license fee of \$40.00 made out to (MDPHHS) to GCCHD at the above address By September 18th 2016. Once received GCCHD will approve the application and the facility is authorized to operate. An inspection will be scheduled during the next inspection cycle to verify that facility is operating within requirements.

Approval of these plans and specifications by the GCCHD does not indicate compliance with any other federal, state, or local code, law or regulation that may be required. Enclosed find a list of building and fire codes that you are required to adhere to. Please note any deviations to the plan approved herein must be approved by the GCCHD.

If I may be of assistance or should you have any questions, please contact me at 582-3120.

Dustin Schreiner R.S.
Environmental Health Specialist
GCCHD

C: File



Public Accommodation License Application

Montana Department of Public Health & Human Services
Food & Consumer Safety Section

License Fees 1 – 10 rooms - \$40 11 – 25 rooms - \$80 26 or more rooms - \$160

**Make check payable to – Montana Department of Public Health & Human Services (MDPHHS)

Please Print

Licensee Name (Business Owner) Ventures West Inc.

Establishment Name Buffalo Jump Apartments

Establishment Location Address 402 Madison Avenue, Unit 1A

City West Yellowstone Zip Code 59758 County Gallatin

Mailing Address (If different from above) PO Box 710

City West Yellowstone State MT Zip Code 59758

Establishment Telephone (406) 646-4113 Owner/Corporate Telephone (406) 646-9576

Establishment Fax _____ E-mail address lpugh@ventureswestinc.com

I hereby certify that the information I have supplied above is true and correct.

Licensee Signature _____ Date 9/2/16

**Regulatory authority must submit applications with fees to DPHHS/FCSS
DPHHS will not accept license applications directly from applicants**

This section is to be completed and signed by the Regulatory Authority Only!

Type of Establishment (Check one or more – fee is determined by the total number of guest rooms available)

- Hotel/Motel # of rooms _____ Bed & Breakfast # of rooms _____
 Boarding House/Rooming House/Hostel # of rooms _____ Tourist Home / Vacation Home # of rooms 1

Water Supply

Sewage Treatment

- Public, PWSID # MT0003136 Public City of West Yellowstone
 Private, Test Results Satisfactory? Yes No Private, Permit # _____

Previously Licensed Yes No Former Name of Establishment _____

Previous License Number _____ Last Calendar Year Licensed _____

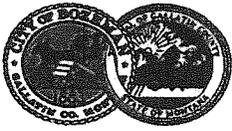
License Limitations and Restrictions _____

(The above statement will appear on the printed license identifying restriction with this license)

Signature of Regulatory Authority
(Signature verifies compliance with applicable statutes and rules for this establishment)

Printed Name of Regulatory Authority Dustin Schreiner R.S. Date 9/2/16

Please do NOT staple check or money order to license application



"Committed to the protection and promotion of public health"
Gallatin City-County Health Department
 Environmental Health Services
 215 W. Mendenhall, Rm 108 Bozeman, MT 59715
 (406) 582-3120



Montana
 Department of
 Public Health and
 Human Services
 Food and Consumer Safety Section
 PO Box 202951
 Helena, MT 59620-2951
 (406) 444-2951

Public Accommodation Inspection Report

Reference ARM Title 37, Chapter 111, Subchapter 1 and 3

License H Pending	Establishment Name Buffalo Jump Apartments	Date 9/2/2016
Address 402 Madison Avenue, Unit 1A		City West Yellowstone, MT
Owner Ventures West Inc.		Water
Endorsements		Wastewater
		Units

Type of Inspection Other	Risk Category 1
Time In 1:00 PM	# of Repeat Violations 0
Time Out 2:00 PM	
Total Time (Min) 60	

Public Accommodation Violations	
Food Service Critical Violations	# of Criticals 0
Food Service Non Critical Violations	

Temperature Log

Comments
 -Licensing completed today, a compliance inspection will be completed during next cycle to ensure all rules are met. \$40.00 license fee accepted.

Inspector Dustin Schreiner, R.S. Owner/Manager _____

Town of West Yellowstone Business License Application

Business Name: Barnes on Boundary
Applicant: Trish (Patricia) Barnes
Contact Person: Trish Barnes
Mailing Address: P.O. Box 1503, West Yellowstone MT 59758
Physical Address of Business: 320 Boundary Unit A
Phone Number: 206 794 3901 Fax Number: _____
Email Address: cabinwoman55@gmail.com Website: _____

Signature of Property Owner of Record: Patricia Ann Barnes

Subdivision: Old Town
Block: 1 Lot: 4C

Zoning District, please mark one:

- B-3 Central Business District (Old Town) PUD Planned Unit Development (Grizzly Park)
 B-4 Expanded Business District (Grizzly Park) Residential Districts, Home Occupations Only (Mad Add)
 E-2 Entertainment District (Grizzly Park)
 New Business Transfer of Ownership
 Change of Location Name Change

- Is this business licensed by the State of Montana? Yes No
- Appropriate City/County/Health Dept approvals (if applicable) Yes No (please attach)
- If this business is located in Grizzly Park, has the business been approved by the Grizzly Park Architectural Committee (GPAC)? Yes No

Type of Business Please explain in detail the following: number of units, seating capacity, etc. Contractors should list trailers and equipment and where these items will be stored.

Vacation Rental by owner: one 3 bedroom unit

Business License Fee: \$ 53.00
Resort Tax Bond: \$ 500.00

Patricia A. Barnes
Signature of Applicant

Total Amount Due: \$ 553.00

Signature of Applicant

2/3/17
Date

FOR OFFICE USE ONLY

Date Approved by Town Council: _____

Date 2/3/17 Check # 247 Amount \$ 553.00 License # _____

SCN _____ BLP _____ STX _____ BLC _____ RDX _____

Site Plan

Business Name:

Barnes on Boundary

Business Owner:

Patricia Barnes

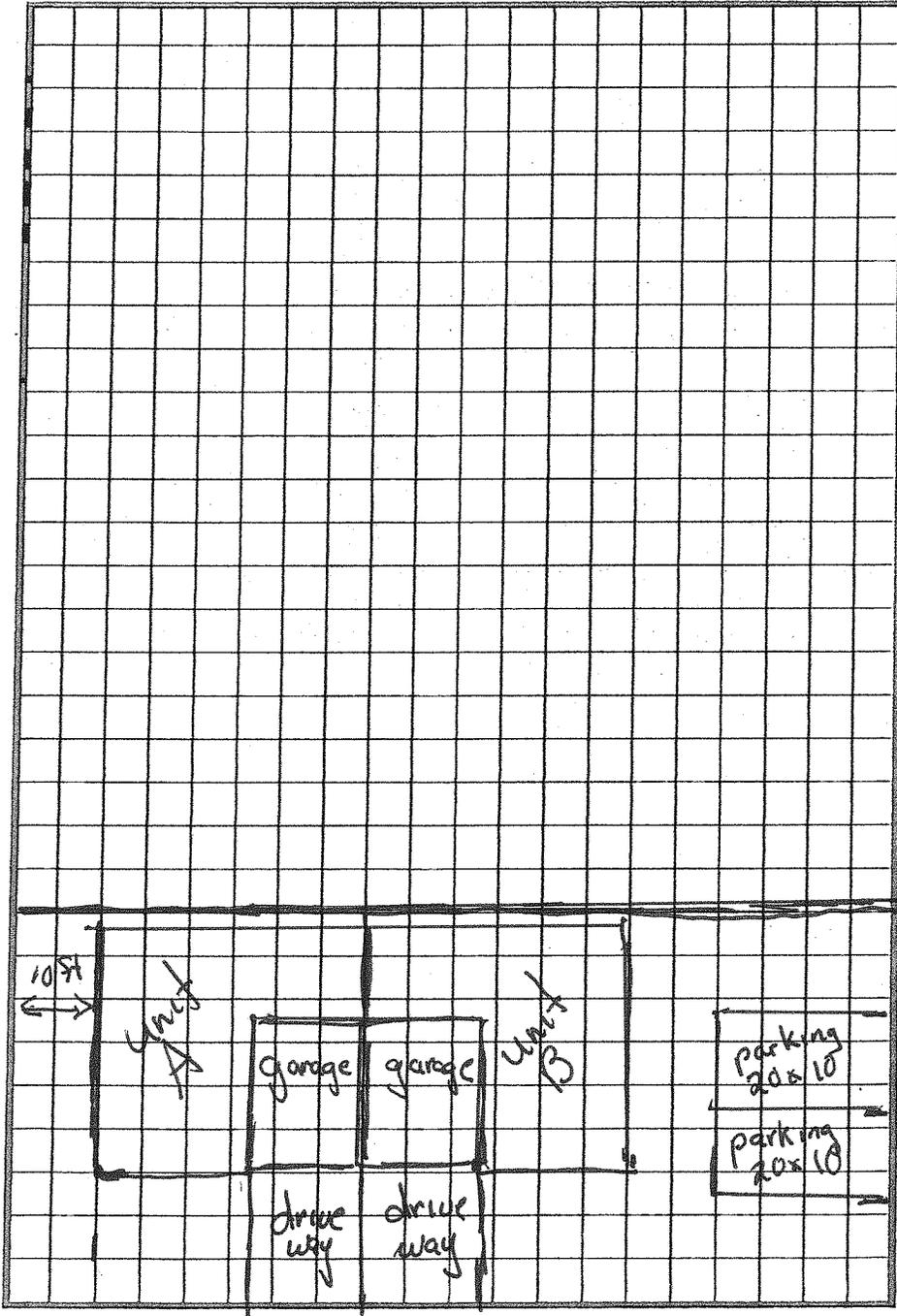
Business Street Address:

320 Boundary Unit A Vacation Rental

Block: 1

Lot: 4C Subdivision:

Unit B Owner's Home



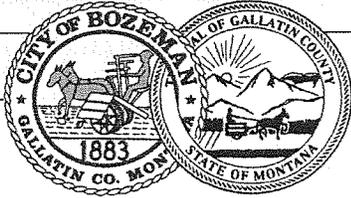
2
garages
10' x 18'

2
driveways
10' x 15'

2
parking
spaces
10' x 20'

Scale: 1 inch = 20 feet

Note: This grid represents a standard Town lot, 100 feet by 150 feet.



www.healthygallatin.org

Gallatin City-County Health Department

Environmental Health Services
215 W. Mendenhall, Rm 108
Bozeman, MT 59715-3478
406-582-3120 • Fax: 406-582-3128

January 30, 2017

Barnes on Boundary
C/O: Patricia Barnes
PO Box 1503
West Yellowstone, MT 59758

This document is **not a license**.
Please contact GCCHD to schedule
an inspection and formal licensure.

RE: Plan Review of Barnes on Boundary, Located at 320 Boundary Street, Unit A, West Yellowstone

The Gallatin City-County Health Department (GCCHD) has reviewed the plans for the above referenced establishment. The plans appear to be in conformance with Title 37, Chapter 111, Subchapter 1, Administrative Rules of Montana and GCCHD Health Code Chapter 4, and are thus approved.

This approval does not constitute endorsement or acceptance of the completed establishment (structure or equipment). Any deviations to the plans approved must be approved by the GCCHD. **Please notify this office when the establishment has been completed in order to schedule a pre-operational inspection.**

Approval of these plans and specifications by the GCCHD does not indicate compliance with any other federal, state, or local code, law or regulation that may be required. The local building and fire authority must approve plans and specifications prior to licensing.

In accordance with GCCHD Health Code Chapter 4, construction of approved plans must commence within 24 months of approval. If construction has not begun after 24 months, the approval is void and all plans and fees must be resubmitted.

If I may be of assistance or should you have any questions, please contact me at 582-3120.

Alfredo Caron R.S.
Environmental Health Specialist
Gallatin City-County Health Department

c. File

HEBGEN BASIN FIRE DISTRICT FIRE INSPECTION REPORT



Inspection No:	012617-01
Inspection Date:	01/26/2017
Inspection Time:	0.26
Inspected By:	Jessop, James

Inspection and Compliance Orders

Facility:	Barnes on Boundary Unit-A	Address:	320 Boundary Street		
Phone:	206-794-3901	City:	West Yellowstone		
Fax:		State:	MT	Postal Code:	59758
Email:	cabinwoman55@gmail.com				

Primary Contact

Contact:		Work:	
Email:		Cell:	

Inspection Type: Life Safety Inspection

Violation Code	Days to Correct*	Violation	Notes	Location
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Inspection Notes:

New Construction Everything looks good! Owner will need to add CO detector upstairs. Main floor bedroom exterior egress access from exterior door, must be kept clear and accessible at all times during periods of use.

Inspector :

Owner/Rep. :

* Number of days to correct from date inspected.

A variance procedure is available. Please contact the inspector named for further assistance with this or any other matter.

February 3, 2016

Town Council,

As you are aware, my term on the West Yellowstone Public Library Board of Trustees is set to expire this month.

I would like to request to be re-instated for an additional term on this board.

Thank you,

A handwritten signature in cursive script that reads "Yessika Vega". The signature is written in black ink and is positioned above the printed name.

Yessika Vega



Received
1-4-17 ER

APPLICATION FOR BOARDS AND COMMITTEES

Name RICHARD L GIBSON Date 01-04-2017

Address 308 CASCADE AVE

City W. YELLOWSTONE State MT Zip 59758

Phone (Home): 646-1139 (Work): Ø (Cell/Other): 530-906-8856

E-Mail Address: PAHASAP1@SYIX.COM

Are you a resident of West Yellowstone? YES Length of residency in West Yellowstone: 6 YRS

Board or Committee you are applying for: POLICE COMMISSION

Occupation: RETIRED

Employer: _____

Have you previously served on a County or City board? YES

If so, which board, and for how long? POLICE COMM. 3[?] / GOVT. STUDY COMM 4 YR

Past Memberships and Associations: AUBURN POLICE OFC. ASSOC.

CALIF NARCOTIC OFFICERS ASSOC.

Current Memberships and Associations: POLICE COMMISSION

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: 3 YRS ? POLICE COMMISSION

26 YRS POLICE OFFICER

What are your primary objectives for serving on this board? PUBLIC SERVICE

References (Individual or Organization):

ON FILE (PREVIOUS APPLICATION) Phone: _____

Phone: _____

Phone: _____

Signature:  Date: 01-04-2017

Please return this application to the Town Offices at 10 S Faithful, West Yellowstone, Montana. An interview may be required if deemed necessary. Thank you in advance for your interest.

RESOLUTION NO. 693

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA, TO AMEND THE MORATORIUM ON CONNECTIONS TO THE TOWN'S FRESH WATER SUPPLY SYSTEM THAT WAS ADOPTED BY THE TOWN ON JULY 5, 2016.

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

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

WHEREAS: The Town has received information from its Town Manager, the Town Public Works Superintendent and the Town Engineer, that the current fresh water supply for the Town's Water Supply System, as defined in 13.04.010(31) WYTC, has been substantially reduced; and

WHEREAS: The Town is currently undertaking a water supply study in order to make an informed decision on how to recover, repair or replace its water supply however the report has not yet been completed; and

WHEREAS: The Town does not yet have sufficient information as to the cause of the reduction in the fresh water supply and does not yet have sufficient information on the length of time or expense that would be necessary to increase or replace the current water supply; and

WHEREAS: The original Resolution came before the Town Council for discussion at a regular Town Council meeting on June 21, 2016, and at a special meeting on June 28, 2016, and another regular meeting on the Town Council on the 5th day of July, 2016 all duly noticed as required and the Town Council provided an opportunity for the public to comment on this Resolution at each meeting prior to a final decision; and

WHEREAS: The Town council has realized that the Resolution passed on July 5, 2016 may have allowed for a loop hole, which was not intended by the Council in that the July 5, 2016 Resolution appeared to apply to only new "connections" and not new "uses" and

WHEREAS: in order to fairly administer the spirit and intent of the July 5, 2016 Resolution, the Town Council believes it necessary to amend the July 5, 2016 Moratorium to provide that the moratorium applies not only to new connections but also applies to any new use or change in use if the change is going to use more water than the current amount of water being used or capable of being used, regardless if the size of the line is not going to change. New connections for fire suppression systems or Town-related projects are exempt from this moratorium; and

WHEREAS: The Town Council of the Town of West Yellowstone believes that it is necessary and proper for the Town to amend the July 5, 2016 Moratorium on any new connections or new uses, or changes in use, to the Town's fresh water system until such time as the Town receives the necessary information to move forward in obtaining, repairing or replacing its water supply, in order to preserve the public health, property and safety of the inhabitants of

the Town.

NOW THEREFORE, BE IT RESOLVED:

The Town Council of the Town of West Yellowstone, Montana hereby amends the July 5, 2016, Moratorium to apply to any new connections, new uses, or changes in use to the Town's water supply system until the Town receives the necessary information to move forward with a plan to repair, replace or obtain additional water supply for the Town.

This Amended Moratorium shall remain in effect until such time as the Town Council of the Town of West Yellowstone finds that the current water supply is sufficient to meet the needs of the inhabitants of the Town or until it adopts a plan to recover or replace the previously existing supply.

This moratorium is effective immediately.

DATED this _____ day of _____, 2017.

Mayor

Council Member

Council Member

Council Member

Council Member

ATTEST:

Town Clerk

Town of West Yellowstone Safety Committee

The Town of West Yellowstone is currently out of compliance with the Montana Safety Culture Act. Enacted in 1993 by the Montana State Legislature, the **Safety Culture Act** encourages workers and employers to come together to create and implement a workplace safety philosophy. It is the intent of the act to raise workplace safety to a preeminent position in the minds of all Montana's workers and employers.

The Montana Safety Culture Act requires the Town, as an employer, to develop a Safety Committee.

Safety Committees:

Requirements:

The employer and employees must meet together for the purpose of creating a safety culture in Montana workplaces and reducing on-the-job injuries and illnesses, in the hope that by improving occupational safety, workers' compensation insurance rates for all industries in Montana will be reduced. Therefore, all employers with more than five employees are required to have an active Safety Committee.

Every Safety Committee Shall:

- Be composed of employee and employer representatives.
- Hold regularly scheduled meetings, at least once every four months.
- Be of sufficient size and number to provide for effective representation of the workforce.
- Have more than one safety committee for employers with multiple sites.
- Include in its employee membership volunteers or members elected by their peers.
- Include safety committee activities that assist the employer in fact finding.
- Document its activities and act as a fact-finding body and report to the employer regarding:
 1. Assessing and controlling hazards.
 2. Assessing safety training and awareness topics.
 3. Communicating with employees regarding safety committee activities.
 4. Developing safety rules, policies and procedures.
 5. Educating employees on safety related topics.
 6. Evaluating the safety program on a regular basis.
 7. Inspecting the workplace.
 8. Keeping job specific training current.
 9. Motivating employees to create a safety culture in the workplace.
 10. Reviewing incidents of workplace accidents, injuries and illnesses.

It is Staff's recommendation that the Town of West Yellowstone's Safety Committee is comprised of seven people with the following representatives:

Office Employees – Lisa Johnson
Public Works – KC Tanner
Public Works/Union Steward – David Arnado
Parks & Recreation – Brandy Holland
Department Head – James Patterson
Dispatch/Police/Union Steward – Anthony Kearney
Safety Coordinator – Leah Sherman

Staff Involved with the Committee: Daniel Sabolsky, Town Manager, and Jane Mersen, Town Attorney.

ORDINANCE No. _____

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE AMENDING THE WEST YELLOWSTONE TOWN CODE TO AUTHORIZE POLICE DEPARTMENT AND TO PROVIDE FOR EXTENDED JURISDICTION OF THE POLICE DEPARTMENT

WHEREAS, the Town Council of the Town of West Yellowstone believes that the authorization of police jurisdiction is in the best interests of the health, safety, and welfare of the citizens of West Yellowstone; and

WHEREAS, The Town Council believes it is in the best interests of the citizens of the Town of West Yellowstone to afford the police department extended jurisdiction outside the boundaries of the Town in accordance with Section 7-32-4301, MCA;

NOW THEREFORE, BE IT ORDAINED by the Town Council of the Town of West Yellowstone that the following amendments be made to the municipal code of the Town of West Yellowstone, effectively amending Sections 2 and 9 as follows:

Section 1:

There shall be a police department which shall be called the West Yellowstone Police Department governed by the municipal law of this state, as set forth in sections §7-32-4104 to 4164, MCA.

The police department shall have jurisdiction to make arrests and investigate such actives occurring within the corporate limits of the town, within five (5) miles of the town limits thereof, and along the water supply line of the Town, in accordance with §7-32-4301 MCA.

The chief of police and all the police officers of the town shall serve as peace officers; to prevent intoxication, fights, riots, loud noises, disorderly conduct, obscenity and the acts or conduct which is calculated to disturb the public peace or which is offensive to the public morals, within the town and within three (3) miles of the limits thereof.

Section 2: REPEALER: All ordinances and parts of ordinances in conflict with provisions of this ordinance, except as provided above, are hereby amended or repealed.

Section 3: EFFECTIVE DATE: This ordinance shall be in full force and effect thirty (30) days after final adoption by the Town Council of the Town of West Yellowstone.

Section 4: SEVERABILITY: If any portion of this ordinance or the application therefore to any person or circumstance is held invalid, such invalidity shall not affect other provisions of this ordinance which may be given effect without the invalid provisions or application and, to this end, the provisions of this ordinance are declared to be severable.

PASSED BY the Town Council and approved by the Mayor of the Town of West
Yellowstone, Montana, this ____ day of _____, 20____.

Mayor

ATTEST:

Town Clerk/Treasurer

DRAFT

TOWN OF WEST YELLOWSTONE
MONTANA
naturally inviting!

January 19, 2017

Beth Shumate, Trails Grant Coordinator
Parks Division
Helena, MT 59620

Dear Ms. Shumate:

The Town of West Yellowstone supports the West Yellowstone Chamber of Commerce Snowmobile Trail Grooming Committee's grant request to help fund the snowmobile trail grooming program in the West Yellowstone area.

Snowmobiling plays a vital role in West Yellowstone's winter economy. The trail system in this area is known to snowmobilers far and wide as one of the best maintained systems in the United States and Canada, bringing thousands of winter recreationists to the area. We trust that you will consider fully funding the Chamber of Commerce Trail Grooming Committee's grant request.

Please don't hesitate to contact me by telephone at 406-646-7795 or by email at dsabolsky@townofwestyellowstone.com if we may provide additional information.

Sincerely,



Dan Sabolsky
Town Manager

