

Town of West Yellowstone

Tuesday, April 16, 2019

West Yellowstone Town Hall, 440 Yellowstone Avenue

TOWN COUNCIL MEETING

7:00 PM

Pledge of Allegiance

Purchase Orders

Treasurer's Report & Securities Report

Claims ∞

Consent Agenda: **Minutes of April 4, 2019 Town Council Meeting** ∞

Business License Applications ∞

Advisory Board Report(s)

Town Manager & Department Head Reports

Comment Period

- **Green Up West Yellowstone Recycling Presentation**
- **Public Comment**
- **Council Comments**

Public Hearing: Variance Request, Hideaway RV Park/Delaware North – spacing between RVs

Variance Request, Hideaway RV Park/Delaware North – spacing between RVs

Discussion/Action ∞

UNFINISHED BUSINESS

Encroachment Application, Hamilton Construction Company (Tabled 3/19/19 & 4/4/19)

Discussion/Action ∞

NEW BUSINESS

Memorandum of Understanding, Hebgen Basin Fire District

Discussion/Action ∞

Custodial Services Contract

Discussion/Action ∞

Advisory Board Appointments

Discussion/Action ∞

- Parks & Recreation Advisory Board, Jennifer Jordan
- Tourism Business District Board of Trustees, Jeremy Roberson & John Stallings
- Health Care Services Advisory Board, Jennifer Jordan and Kyle Goltz

Ordinance No. 268, Curfew – 1st Reading

Discussion/Action ∞

Wastewater Update

Discussion

Correspondence/FYI/Meeting Reminders

- CHP Patient Satisfaction Survey-April 2019



If viewing the agenda electronically, click the "∞" symbol to link to the associated documentation in the Town Council Packet.

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.

04/12/19
12:27:02

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 4/19

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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
	04/01/19	2010 JD 772 Grader		1,779.28		POLICE	1000 420100	231	101000
	04/01/19	02 Freightliner Dump 6-54564A		484.39*		STREET	1000 430200	231	101000
	04/01/19	08 Ford Pickup 6-1450		0.00*		STREET	1000 430200	231	101000
	04/01/19	08 GMC Pickup 6-1484		70.02*		STREET	1000 430200	231	101000
	04/01/19	08 CAT 938H Loader		957.15*		STREET	1000 430200	231	101000
	04/01/19	08 904B MiniLoader		108.37*		STREET	1000 430200	231	101000
	04/01/19	01 Freightliner		523.54*		STREET	1000 430200	231	101000
	04/01/19	01 Freightliner		832.37*		STREET	1000 430200	231	101000
	04/01/19	08 Ford Escape (multi-use)		0.00		DISPAT	1000 420160	370	101000
	04/01/19	14 Police Interceptor		159.55		POLICE	1000 420100	231	101000
	04/01/19	15 Ford F-250		73.23*		STREET	1000 430200	231	101000
	04/01/19	18 Dodge Ram-PW		96.97*		STREET	1000 430200	231	101000
	04/01/19	18 Dodge Ram-Police		237.64			1000 420100	231	101000
45502		2952 DIS Technologies		704.00					
	34395 04/05/19	Email accounts		160.00		IT	1000 410580	355	101000
	34395 04/05/19	email consulting account-Jhnsn		2.00		WATER	5210 430500	354	101000
	34395 04/05/19	email consulting account-Jhnsn		2.00		SEWER	5310 430600	354	101000
	34395 04/05/19	Monthly Managed Services - May		540.00			1000 410580	355	101000
45541		2654 Community Health Partners		29.00					
	304621060 04/11/19	employee drug testing		29.00		ADMIN	1000 410210	356	101000
45542	E	2673 First Bankcard		860.27					
	1521914 01/01/19	Kenco town hall monitor Jan-1		85.50		TWNHLL	1000 411250	357	101000
	1542014 04/01/19	Kenco town hall monitor Apr-1		85.50		TWNHLL	1000 411250	357	101000
	5875412 04/01/19	Amazon - k-cups for keurig		22.27		STREET	1000 430200	220	101000
	3104564683 03/27/19	Home Depot - vacuums (2)		667.00		PARKS	1000 460430	220	101000
45543	E	2673 First Bankcard		458.87					
	27147983 03/22/19	Pryor Career Track		249.00		FINADM	1000 410510	380	101000
	79533 03/22/19	Fairfield Inn, Pocatello		106.22		SOCSRV	1000 450135	370	101000
	51585 03/28/19	The Lark motel		103.65		FINADM	1000 410510	370	101000
45544		1031 Murdoch's Ranch & Home Supply		319.94					
	12111 03/25/19	employee coveralls		319.94		STREET	1000 430200	226	101000
45545		2947 WSFP Missoula/Api Systems		283.00					
	R66579 04/02/19	Fire monitoring Town Hall		283.00		TWNHAL	1000 411250	357	101000

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45546		2099 Quick Print of West Yellowstone		313.56					
	11554	04/09/19 booklets		156.78		WATER	5210 430500	220	101000
	11554	04/09/19 booklets		156.78		SEWER	5310 430600	220	101000
45547		42 Fall River Electric		700.00					
		04/09/19 TK-110-2019-29 restitution dis		700.00		COURT	7469 212401		101000
45548		1454 Bozeman Chronicle/Big Sky		96.00					
	1878951	04/03/19 aerator bid request		96.00		ADMIN	1000 410210	327	101000
45549		2537 Balco Uniform Co., Inc.		141.19					
	53591	04/09/19 Officer uniform equipment		141.19		POLICE	1000 420100	226	101000
45550		135 Food Roundup		66.72					
		03/04/19 supplies		16.72		JAIL	1000 420230	220	101000
		03/04/19 Gift Certificate Roos		50.00		LEGIS	1000 410100	220	101000
45551		3085 Buffalo Services, LLC		3,000.00					
	32019	04/09/19 monthly contract payment		1,500.00		WATER	5210 430500	354	101000
	32019	04/09/19 monthly contract payment		1,500.00		SEWER	5310 430600	354	101000
45552		1061 Lane and Associates		90.00					
	6878	04/01/19 2 random alcohol tests		90.00		ADMIN	1000 410210	356	101000
45553		2751 Gallatin County Justice Court		70.00					
		04/08/19 Schumann pass through		70.00		COURT	7469 213000		101000
45554		160 Utility Specialties Inc		1,359.60					
	7034	04/03/19 Confined Space Monitor		1,225.00		SEWER	5310 430600	220	101000
	7030	04/03/19 Dissolved oxygen test kit		134.60		SEWER	5310 430600	220	101000
45555		3203 Snow Machines, Inc.		80,640.00					
	69726	04/08/19 down payment, evaporators		80,640.00		SEWER	5320 430640	934	101000
45556		3192 Floyd's Truck Center		93.92					
	1125510	02/28/19 alternator		195.63		STREET	1000 430200	220	101000
	1126626	03/27/19 credit C001126626:01/49/112		-101.71		STREET	1000 430200	220	101000
45557		3199 406 Fire Training llc		350.00					
	0140	03/26/19 confined spaces training		350.00*		STREET	1000 430200	380	101000

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45558	254 Firehole Fill Up/Economart 174265 03/08/19 diesel fuel	58.11 58.11*		STREET	1000 430200	231	101000
45559	764 General Distributing Co. 740450 03/31/19 cylinder rental	53.94 53.94		STREET	1000 430200	220	101000
45560	2551 Thyssenkrupp Elevator Corp 43570 04/01/19 elevator maintenance	443.20 443.20		POVAH	1000 411255	350	101000
45561	547 WY Chamber of Commerce EXPO2019 03/28/19 MAP 2019 Expo	6,108.36 6,108.36		MAP	2101 410130	398	101000
45562	1386 MONTANA AERONAUTICS DIVISION 154 04/05/19 Lagoon lease 2019	35,000.00 35,000.00		SEWER	5310 430600	532	101000
45563	2751 Gallatin County Justice Court 04/01/19 passthru pymt Gavin Riser	135.00 135.00		COURT	7469 213000		101000
45564	3107 MarCom, LLC 1903075 03/21/19 water testing 1903002 03/22/19 wastewater testing	449.00 264.00 185.00		WATER SEWER	5210 430500 5310 430600	357 357	101000 101000
45565	3143 Century Link 03/28/19 Pub Works DSL, March	70.00 70.00		STREET	1000 430200	345	101000
45566	2845 Kasting, Kauffman & Mersen, PC 04/05/19 legal services 04/05/19 postage/copies 04/05/19 phone/fax 04/05/19 travel	6,475.02 6,215.00 71.06 0.00 188.96		LEGAL LEGAL LEGAL LEGAL	1000 411100 1000 411100 1000 411100 1000 411100	352 870 345 373	101000 101000 101000 101000
45567	1928 Michele DesRochers 03/28/19 travel reimbursement	163.50 163.50		LIBRAR	2220 460100	370	101000
45568	2099 Quick Print of West Yellowstone 11537 04/01/19 printing/binding 11488 03/14/19 flash drive 11478 03/11/19 ink/flash drives 6487 03/13/19 shipping 6520 03/19/19 shipping	229.83 104.31 12.99 46.97 38.50 27.06		WATER ADMIN REC SEWER WATER	5210 430500 1000 410210 1000 460440 5310 430600 5210 430500	220 220 220 357 357	101000 101000 101000 101000 101000

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45569	1331 West Yellowstone Foundation 03/29/19 bus vouchers	90.00 90.00		SOCSRV	7010 450135	231	101000
45570	2927 Price Rite Drug 031519/01 03/15/19 Rx 1222118 - John Greever	40.00 40.00		HELP	7010 450135	358	101000
45571	2991 West Yellowstone Star 2019ci-174 04/10/19 wastewater short term upgr 2018ci-130 help want dispatch police pub	275.90 184.00 91.90		SEWER ADMIN	1000 410210 1000 410210	327 327	101000 101000
45572	2507 Silvertip Pharmacy 030819/02 03/08/19 Rx 032119/01 03/21/19 Rx 040219/01 04/02/19 Rx	195.64 21.63 42.50 131.51		HELP HELP HELP	7010 450135 7010 450135 7010 450135	358 358 358	101000 101000 101000
45573	40 Jerry's Enterprises 03/25/19 Public Works Fuel 03/24/19 Police Fuel 03/25/19 Fuel Discount	839.94 822.08* 35.00 -17.14*		STREET POLICE STREET	1000 430200 1000 420100 1000 430200	231 231 231	101000 101000 101000
45574	E 2964 CITI CARDS 03/08/19 CDW-G Govt, license 03/08/19 CDW-G Govt, 2 chromebooks 03/08/19 MT Library, conf regis Desroch 03/14/19 Marketplace, employee lunch 03/14/19 Gov Conf tourism, C Burke 03/15/19 USPS, postage 03/16/19 Amazon, basketballs 03/16/19 McAfee-disputed 03/20/19 Amazon, supplies 03/21/19 Finlen, Butte, Judge training 03/22/19 Apple, iPad for TC 04/02/19 USPS, postage 04/03/19 Amazon, book	1,634.73 47.88 480.68 235.00 59.15 219.00 12.60 84.95 39.99 15.90 79.18 329.00 6.30 25.10		LIB LIB LIB LEGIS LEGIS FINADM REC LIB REC COURT LEGIS FINADM ADMIN	2220 460100 2220 460100 2220 460100 1000 410100 1000 410100 1000 410510 1000 460440 2220 460100 1000 460440 1000 410360 1000 410100 1000 410510 1000 410210	216 216 380 220 370 311 220 216 220 370 212 311 220	101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000 101000
45575	2421 NAPA Auto Parts 251927 04/01/19 vehicle parts and accessories	4,452.58 4,452.58		STREET	1000 430200	220	101000
45576	3205 Peak Software Systems, Inc. 020373 03/22/19 sportsman cloud implementation	965.00 965.00		REC	1000 460440	216	101000

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45577		2635 Jake's Automotive and Tire		300.00					
	22451	03/27/19 3 tows, police request		225.00		POLICE	1000 420100	317	101000
	22146	02/03/19 1 tow, police request		75.00		POLICE	1000 420100	317	101000
45578		2616 David Arnado		264.00					
	04/11/19	building training		264.00		BLDG	1000 420531	370	101000
45579		3003 Kyle Tanner		264.00					
	04/11/19	building training		264.00		BLDG	1000 420531	370	101000
45580	E	2673 First Bankcard		104.34					
	03/07/19	National Sail Supply-disputed		65.35		POLICE	1000 420100	220	101000
	03/14/19	Buff Wild Wings, travel		16.00		POLICE	1000 420100	370	101000
	03/16/19	Amazon, dispatch supplies		22.99		DISPAT	1000 420160	220	101000
45581		2546 Century Link QCC		10.89					
	03/23/19	telephone 646-7600		10.89		DISPAT	1000 420160	345	101000
45582		2800 RDO Equipment Co.		1,153.89					
	P37970	08/20/18 Parts		58.52		STREET	1000 430200	220	101000
	P38959	11/05/18 Parts		86.25		STREET	1000 430200	220	101000
	P40531	02/27/19 Parts		1,672.40		STREET	1000 430200	220	101000
	P40479	02/22/19 Parts		893.67		STREET	1000 430200	220	101000
	P40449	02/20/19 Parts		27.80		STREET	1000 430200	220	101000
	P40173	01/29/19 Credit for Parts		-664.84		STREET	1000 430200	220	101000
	P40593	03/05/19 Credit for Parts		-931.35		STREET	1000 430200	220	101000
	LATECH	03/31/19 Late Charges		10.71		STREET	1000 430200	220	101000
	LATECH	12/31/18 Late Charges		0.73		STREET	1000 430200	220	101000
		# of Claims	49	Total:	216,496.74				
		Total Electronic Claims			3,058.21	Total Non-Electronic Claims			213438.53

WEST YELLOWSTONE TOWN COUNCIL
Town Council Work Session
April 4, 2019

COUNCIL MEMBERS PRESENT: Jerry Johnson, Brad Schmier, Chris Burke, Greg Forsythe

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

Town Engineer Dave Noel, Patty Peterson, Teri Gibson, Chris Daniels, Helene Rightenour, 911 Communications Manager Brenda Martin, Fire Chief Shane Grube, Gus Tureman, Mike & Gayle Gavagan, Joe Rogers, Officers Anthony Kearney, Sabrah Van Leeuwen, Juan Trujillo, Brian Maehrer, and Neil Courtis. Randy Wakefield-Fall River Electric, Shelley Johnson, Bill Howell, Julie Hannaford, Ken Davis, West Yellowstone Star Editor, Benny McCracken, Jonathon Heams, Christine Couch

The meeting is called to order by Mayor Brad Schmier 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 \$56,169.43. (Forsythe, Burke)
Forsythe abstains from #45532 to the Westmart Building Center for \$1006.51, Burke abstains from #45508 to Morning Glory Coffee & Tea for \$33.75.
- 2) Motion carried to approve the Consent Agenda, which includes the minutes of March 19, 2019 Town Council Meeting, noting that James Patterson was actually not present. (Johnson, Forsythe)
- 3) Motion carried to approve the new business license application for Legacy West to manage a nightly rental at 230 Gibbon Avenue. (Johnson, Burke) Schmier is opposed.
- 4) Motion carried to approve the 80 Acre Expansion Planning Report and Conceptual Plan. (Johnson, Burke)
- 5) Motion carried to table the Application to Maintain an Encroachment made by Hamilton Construction Company to store construction materials on Town property. (Johnson, Burke)
- 6) Motion carried to approve the Proclamation declaring the week of April 7-13, 2019 as the Week of the Young Child. (Schmier, Forsythe)
- 7) Motion carried to approve the Proclamation declaring April 22 as Earth Day for the Town of West Yellowstone into perpetuity. (Forsythe, Burke)
- 8) Motion carried to approve Task Order 3-Base Agreement with Forsgren Associates, Inc. for on call engineering support. (Forsythe, Johnson)
- 9) Motion carried to award the bid for four evaporators for the short-term wastewater treatment plant upgrades project to Snow Machine Inc. (SMI) Evaporative Solutions for \$201,600. (Johnson, Forsythe)
- 10) Motion carried to approve the ordering and purchase of four evaporators from Snow Machines Inc. (SMI) Evaporative Solutions. (Forsythe, Burke)

- 11) Motion carried to approve Resolution No. 725, a resolution revising the FY 2019 budget for the purpose of expending \$547,000 from the sewer replacement and depreciation fund. (Johnson, Burke)
- 12) Motion carried to approve Resolution No. 726, a resolution setting reservation fees for the Pioneer Park Pavilion. (Forsythe, Burke)

Public Comment Period

No comments are received.

Council Comments

Council Member Jerry Johnson reports that White & White Veterinary has sold their practice. The new vet will be coming to town two days a week as the Whites did. He says that on May 9, 2019 he and Connie Cusick are hosting a luncheon and meet and greet at Bullwinkles for the community to stop by and say hello to the Whites. Johnson also asks the Council to observe the sidewalks around town and think about what they should do to clear the sidewalks in the winter in the future and who should be responsible for that.

DISCUSSION

- 4) Erik Nelson of Think Tank Design Group addresses the Council and explains that they have been working on conceptual planning for the new 80 acres for the last year and a half. He explains that they have solicited public comments and input and made several presentations as part of the presentation. He presents a summary of the plan amendment requests that came out of the January 15th meeting including a reduction of M1 and increasing R4, conditional approvals for M1 if attached to retail, conditional approval for trailer homes in R4, strategies to encourage infill development, retaining all options for relocation of city shops, add consideration of future school needs, recommend partnerships for affordable housing developments and an emphasis on creating a place for all. He describes possible development strategies to encourage public private partnerships and redevelopment strategies. He explains that from the beginning he has encouraged the Town to look at this opportunity as a way to guide development in the town in the places that they want it and not just an expansion. Mayor Schmier thanks Nelson for his efforts and comments that the project is almost overwhelming, but a great opportunity. He says they have done an excellent job listening to the community and presenting all the ideas. Burke agrees with Schmier's comments. Forsythe also agrees and points out that nothing that is set in stone and can be changed as they move forward. Johnson says the plan is a great start that they can use to move forward and encourage growth. Nelson says that this plan is conceptual and as the technical details unfold they will make adaptations. Mayor Schmier asks the public for comments. Bill Howell asks if there are any plans to provide interior parks for snow storage in the new acreage. Nelson says that the plans are conceptual but he did discuss that idea as well as storage for snow on the west side of the developments.
- 5) Sabolsky reports that he did talk to a representative from Hamilton Construction Company who has requested permission to stage and store construction materials on Town property this summer, between Yellowstone and Obsidian Avenues. Sabolsky says they want to store timbers and beams and large construction items for the renovation of Fishing Bridge in Yellowstone National Park. Sabolsky says they discussed alternate locations and they did call back last week when he was out of the office, but Sabolsky will follow up before the next meeting.
- 6) Patty Peterson addresses the Council and explains that she works for Community Health Partners and facilitates the Parents as Teachers programs. She presents a proclamation for adoption by the Council to designate the week of April 7-13, 2019 as the Week of the Young Child. Social Services Director Kathi Arnado adds that the development from birth to the age of 5 is vitally important and needs to be recognized. Peterson reports that they are starting a "Diaper Depot" program to provide diapers to anyone in the

community that needs them for their children and they have also been to facilitate the acceptance of WIC (Women, Infants & Children) payments at the Food Roundup.

- 7) Gus Tureman addresses the Council and explains that back in 2011, the Town passed a proclamation in honor of Earth Day. He says that he has talked with some members of the community and noted changes in recycling and sustainability and presents a updated proclamation to encourage a cleaner and more efficient West Yellowstone and note April 22 as Earth Day every year from now on.
- 8) Dave Noel of Forsgren & Associates addresses the Council. He reports that they submitted the plans for the short-term wastewater treatment plant upgrades project approximately two weeks ago. He says that he has talked to the reviewer at Montana DEQ and the preliminary discussions were positive. He says that they have not received approval yet, but was told that they would not be breaking any rules if they were to go ahead and order the evaporators for the lagoon.
- 9-10) Noel explains that they received two bids for evaporators at the lagoon, specifically to purchase and deliver the evaporator equipment. He explains that the engineer's estimate was \$195,000 plus a 20% contingency. He says they received one bid from SMI (Snow Machines Inc.) for \$201,600 and a second bid from ?? for \$1... Noel explains that the lower bid followed their design precisely. The higher bids from NWI is an alternative way to accomplish the same thing but in a way they believe would work better. Following the award of the bid, Sabolsky asks the Council if they want him to go ahead and order the evaporator equipment, noting that Montana DEQ has not granted final approval for the project. Noel explains that the lead time on the equipment is 8 to 12 weeks. Noel says that he believes they will get approval, but he cannot guarantee that. He says the technology has been tested and is being used just over the hill in Island Park, but has not been used in Montana. The Council recommends finding out what the cancellation procedure is with this company in the event the project does not get approval.
- 12) The Council discusses the proposed reservation application and permit for the Pioneer Park pavilion. Johnson requests an update in November from the staff to report on how the summer goes and if the processes work.
- A) **Town Manager & Department Head Reports:** Town Manager Dan Sabolsky reports that he enjoyed a vacation with his family last week and visited the Grand Canyon, Bryce and Zions National Park. He took the opportunity to observe and try out their mass transit systems and noted benches, light poles, etc. He also reports that he spent the last two days in Helena and testified before the House Taxation committee and the resort tax bill did pass the committee by a vote of 17 to 1. He also thanks the Police and Fire Departments to handling the hazardous incident that took place while they were out of town, as well as their staffs.

Chief of **Police** Scott Newell reports that they did have a hazardous incident investigation in town last week and appreciated all the support from other agencies. **Social Services** Director Kathi Arnado reports on client interactions in the Social Services department. She also reports that their department received two awards last week from the Montana Food Bank Network in recognition of efforts to fight against hunger in the state. The awards will be presented next week at a ceremony at Carroll College to the Social Services Department and Director Kathi Arnado. **Finance** Director Lanie Gospodarek reports that the auditors are still working on the audit report for FY 2018, they have completed monthly balancing, starting on the FY 2019 budget, installing new software for collecting recreation fees, and leadership training she attended last week. **Public Services** Superintendent James Patterson reports that they have started sweeping the streets between spring storms, cleared more snow from the roof at the Union Pacific Dining Lodge. He reports that the Yellowstone Historic Center got a grant to repair and replace the last windows in the Firehole Room at the UPDL. He thanks his staff for their

hard work this winter, it was a busy one. He says the skijoring event went pretty well and they are now starting to prepare for the summer season.

Mayor Schmier administers the Oath of Office for new police officer Brian Maehrer. Maehrer introduces himself as he recently relocated from Allentown, Pennsylvania.

- B) The Council discusses the proposed curfew ordinance, which would establish a mandatory curfew for individuals under the age of 16 between the hours of 12 AM and 5 AM. Schmier says that he resists heavy-handed government, but feels this gives law enforcement a way to interact with individuals that they don't have at this time. Chief Scott Newell says that in his experience, addressing minor crime prevents major crimes. The Council discusses scheduling the first reading for the next meeting and anticipated effectiveness by mid-June. Sabolsky says they will work on putting the content into ordinance format for the next meeting.

CORRESPONDENCE

Dated March 1, 2019, Cemetery Board Chair Ken Davis writes to encourage the Council to make the recommended changes from the board in the cemetery ordinance. Dated March 28, 2019, Lews S. Robinson, III of Robinson Interests of Montana, Inc. wrote the West Yellowstone Star regarding the proposed Moonrise Meadows development.

The meeting is adjourned. (9:15 PM)

Mayor

ATTEST:

Town Clerk

greenup

WEST YELLOWSTONE

To:
West Yellowstone City Council

West Yellowstone, April 11, 2019

Dear Sirs,

GreenUp West Yellowstone members are seeking your support in bringing back recycling solutions to the Town of West Yellowstone. During the February 21st Solid Waste District Board meeting we presented an the idea of placing a recycle bin within the city limits in order to make it more accessible and convenient to locals and visitors alike. We have received a letter of support from the Solid Waste Board (please see attached) with the conditional commitment based on the future support for this project coming from the Town of West Yellowstone.

During the meeting the SWD Board members entertained the idea of running a 1 year pilot program in order to determine the actual costs and benefits of such endeavor.

GreenUp would like to propose the following cost sharing solution between the Town and the District: Based on the data from the Transfer Station the District now sees an average of 9 pulls per annum at the approximate cost of \$475.00 a pull. We would suggest adding a new triple bin in West Yellowstone (in addition to the ones currently located at the Transfer station) and having the District cover the cost of the first 9 pulls at both locations combined. The Town of West Yellowstone would commit to covering the cost of the remaining pulls at both locations. The Town would also cover the cost of renting the triple bin at \$300.00/month and provide a secure location for the bin. This scenario is just one possible solution, and regardless of the specifics, the project's success rests on cooperation between the Town of West Yellowstone and the Solid Waste District. In their letter, the SWBD board members suggest a meeting with the Town of West Yellowstone representatives. We would appreciate the presence of the West Yellowstone Town Council representatives at the next SWBD meeting scheduled for Thursday, ~~March 21~~ ^{April 18} at 1:30 pm at the Povah Center. For your convenience we have included Town representatives on the SWBD agenda.

In closing we would like to thank you for the support and encouragement we have received so far from the Town Council members, managers and employees and we look forward to working together in the future to the benefit of all. We see a wide range of benefits to this endeavor - from promoting sustainability and protecting resources, to educating the public and cultivating stewardship of our planet.

Sincerely,
Members of GreenUp West Yellowstone

greenup

WEST YELLOWSTONE

West Yellowstone, Feb. 16, 2019

To:
Hebgen Basin Solid Waste District Board

Dear Sirs,

This letter is on behalf of Green Up West Yellowstone, a local grass-roots organization which is currently forming around the idea of supporting and spearheading sustainable or so called "green" solutions for our town.

One of our initial goals is bringing recycling back to our West Yellowstone community. We would like to see the same kind of recycling bins, that are currently at the local transfer station, made available to the public within our city limits. We are asking for your support and suggestions as far as covering the cost of bin rental and pick-ups or finding possible alternative solutions. We hope to work together with the Town of West Yellowstone in designating an appropriate location for the bins, that is both accessible and secure.

We believe a recycling center in our town would be a great benefit to the local community and the visitors alike. Our goal is to not only to reduce garbage and educate the public but also to promote and to lead by example the stewardship of this beautiful place we all call home.

Sincerely,
Members of Green Up West Yellowstone



Gallatin County
West Yellowstone Compost Facility/Transfer Station
PO Box 226 • West Yellowstone • MT • 59758
(406) 646-9298 • f (406) 646-9301
john.burns@gallatin.mt.gov



Town of West Yellowstone
P.O. Box 1570
West Yellowstone, MT 59758

Re: Green-Up West Yellowstone Recycling Organization

Dear Sirs,

At the February 21, 2019 meeting of the West Yellowstone/Hebgen Basin Solid Waste District, Green Up West Yellowstone introduced their organization and its goals to the Board. Green Up West Yellowstone is a local grass-roots non-profit which is formed around the idea of supporting and spearheading sustainable or so-called green solutions for the Town of West Yellowstone.

One of their initial goals is to bring recycling back to the West Yellowstone community. Their plan is to place a 44yd. recycling bin, similar to the one located at the West Yellowstone Transfer Station, at a designated site within the Town of West Yellowstone. The residents of town would be the primary users of the bin.

The group is asking for the Solid Waste District's financial support in this endeavor. The Board would like to meet with representatives from the Town of West Yellowstone to further discuss the logistics and possibilities of the inception of this program.

The Board's next meeting is scheduled for Thursday, March 21st 1:30 pm at the Povah Center meeting room and these discussions could be added to that agenda. You can also contact John Burns, Solid Waste District Manager, at 646-9298 or john.burns@gallatin.mt.gov to schedule a meeting with the Solid Waste Board at another time.

Thank you for your time,

Sincerely,

A handwritten signature in black ink that reads "Doug Edgerton".

Doug Edgerton
Board Chairman
West Yellowstone/Hebgen Basin Solid Waste District

TOWN OF WEST YELLOWSTONE

PUBLIC HEARING Variance Request, Limited Services Campground Delaware North/Hideaway RV Park

NOTICE IS HEREBY GIVEN that the West Yellowstone Town Council, serving as the Board of Adjustments, will conduct a Public Hearing **April 16, 2019** in the West Yellowstone Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana. The purpose of the public hearing will be to consider a variance request from Section 17.39 of the West Yellowstone Municipal Code made by Delaware Nore – Hideaway RV Park at 320 Electric Street. The property is located in the B-3, Central Business District, of the original townsite for the Town of West Yellowstone. The request is to allow a variance to the required spacing and setbacks from private property for four RV sites at the northwest corner of the parcel.

The public hearing will be held during the regular Town Council Meeting which begins at 7:00 PM. The meeting will take place in the West Yellowstone Town Hall, in West Yellowstone, MT, at which time oral testimony will be taken from the public. Written testimony may be submitted until 5:00 PM on the date of the hearing to the Town Clerk at the Town Offices, 440 Yellowstone Avenue, by mail to PO Box 1570, West Yellowstone, MT 59758, or by email to info@townofwestyellowstone.com. For further information contact the Town Offices, 646-7795.

Elizabeth Roos
Town Clerk



REQUEST FOR VARIANCE

Town of West Yellowstone
Gallatin County, Montana

RECEIVED
MAR 21 2019

DATE: 3.21.19

APPLICANT: Delaware North - Hideaway RV Park

ADDRESS: 320 Electric St. West Yellowstone, MT 59758

PHONE: 406-586-7593

INTEREST IN PROPERTY: _____

OWNER OF RECORD'S SIGNATURE: _____

1. LEGAL DESCRIPTION:

Subdivision: Block 4 of Original Townsite of West Yellowstone

Block: 4

Lot: Lot 1 and N 1/2 of Lot 7

Zoning District Number: _____

2. Section, Part, and Paragraph of the Zoning Ordinance that you are applying for a variance from: Chapter 17.39 Limited Services Campgrounds

3. Request for Variance is related to:

Yard _____

Height _____

Use _____

Parking _____

Other RV Spacing and distance off private property

RV Spacing and distance off private property

(Mark All that Apply)

4. Please state specifically the change(s) proposed and the reason(s) such changes are necessary See attached page and map.

See attached page and map.

5. Application Fee: \$75.00

Paid

75⁰⁰ - CC

Date

3/21/19

Signature of Applicant

3.21.19

DATE

For Office Use Only:

DECISION BY TOWN COUNCIL

Approved Disapproved

Mayor/Operations Manager

DATE

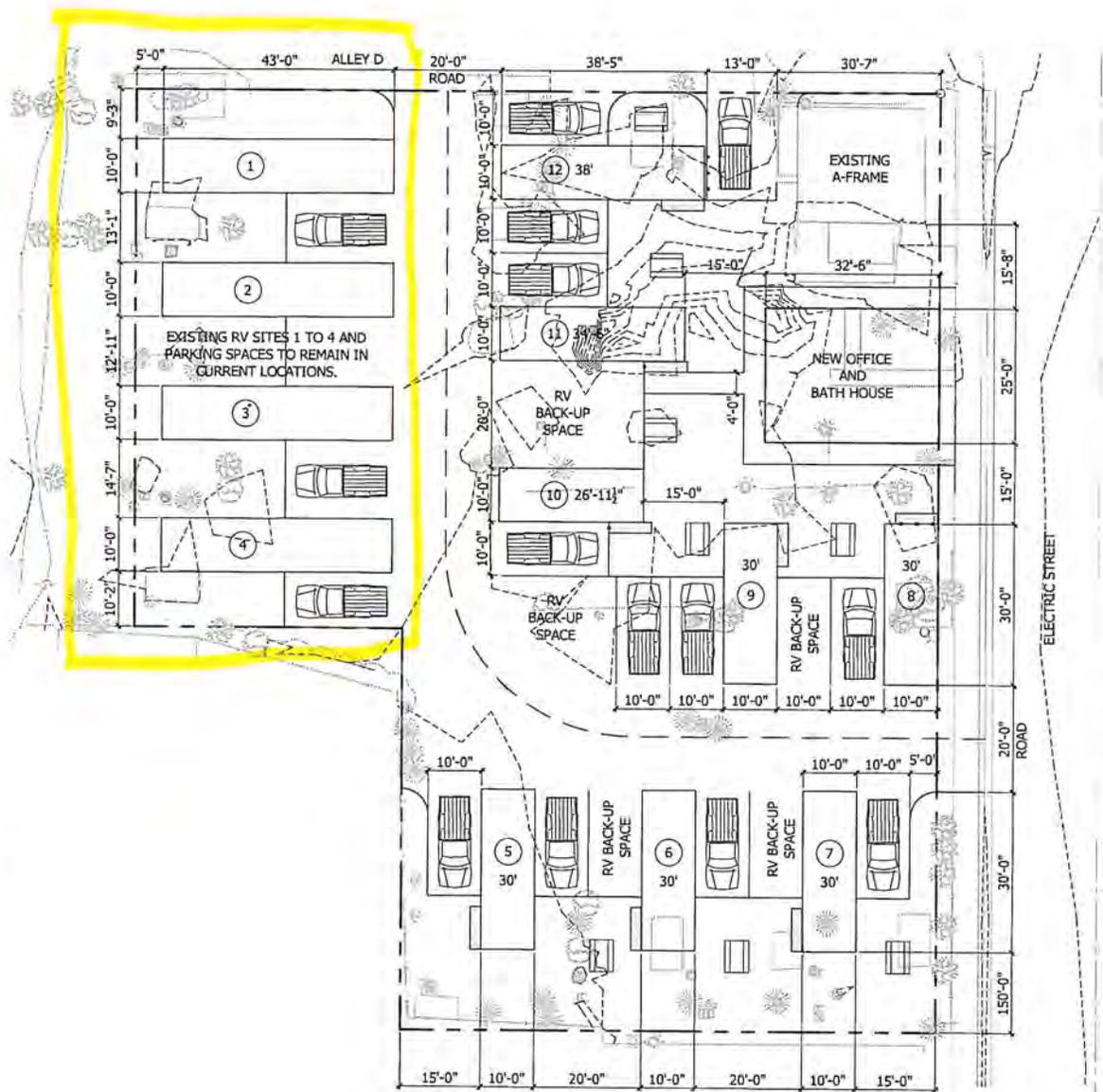
Request for Variance
Delaware North
Submitted 3/21/19

Question 4: Please state specifically the changes proposed and the reasons such changes are necessary:

We are requesting to have the 4 RV sites (1-4) and their associated parking space at the NW Corner of the lot (that back to the City Park) be left in their current and historic locations with zero modifications. This layout can be seen in the attached map at sites 1, 2, 3, 4. This variance is requesting the following specifics: that site 4 remain 10'2" off the private property to the south; the distance between site 4 and 3 remains 14'7"; the distance between site 3 and 2 remains 12'11"; and the distance between site 2 and 1 remains 13'1". This hardship is caused due to an irregular shaped lot. All other sites on the property will be 100% compliant. The historic layout of this site was not fire code compliant and included 15 RV sites, 2 tent sites, 3 apartments, and a bathhouse. The proposed new layout with less density includes 12 RV sites, 1 apartment, 1 bathhouse. The new layout will be aesthetically pleasing, emergency accessible, and provide a reduction in water and sewer of over 350 gal/day. By leaving these 4 historical sites as they currently exist we will also be able to leave many of the full-grown trees within the lot. Operating 12 RV sites is the minimum required to make this property a viable business.

JC
3/21/19

SC
3/21/19



Hideaway Site Plan
January 2, 2019





March 22, 2019

Town of West Yellowstone
Attn: Dan Sabolsky, Town Manager
440 Yellowstone Ave.
West Yellowstone, MT 59758

RE: Hideaway RV Park

Dear Mr. Sabolsky,

This letter summarizes findings from our review of the Hideaway RV Submittal. The proposed application is for 12 RV sites on Lot 1 and N2 Lot 7, Block 4 in the B3 District within the Town of West Yellowstone. For this review the following items were received: Hideaway Site Plan dated January 2, 2019, Hideaway RV Plan Set (6 sheets), Hideaway RV Park Office/Restroom Building Plan Set (6 sheets), and Request for Variance. The proposed use appears to be in accordance with the current B3 District. The submittal was reviewed in accordance with the Town of West Yellowstone Ordinances.

The following is a list of items for which insufficient information was provided or that were found to be in non-compliance with Chapter 17 ZONING ORDINANCE and are of significant impact to the overall preliminary plat.

Chapter 17.39 Limited Services Campground

Street and yard lights are not provided as per Paragraph 17.39.120.H

Request for Variance

It is unclear which width is being requested in the variance. In the Request for Variance documentation it states that there is 16'8" width for the parking spaces. However, in the Hideaway RV Plan Set, Sheet C.20 the parking space length varies from 10.3' to 14.59'. It should be noted that Paragraph 17.42.140 states that "variances may be considered by the board of adjustments when compliance to the intent of this chapter will create a hardship due to lot shape."

Utilities

Stormwater, Water, and Sewer sizing calculations were not provided so it is unclear if the proposed utilities are of sufficient size for the proposed development. Paragraph 13.12.150 of the Storm Sewer Facilities Ordinance which requires the minimum pipe diameter to be 12", the proposed system has 8" perforated storm drain pipe. Paragraph 13.04.340 of the Water Supply Systems Ordinance requires the minimum water main size to be 6", the proposed system has 4" water mains.

Thank you for the opportunity to review this submittal. If you have any questions or concerns with these comments please feel free to contact me at 208-356-9201.

Respectfully,

Dave Noel, P.E.
Forsgren Associates, Inc.

APPLICATION TO MAINTAIN AN ENCROACHMENT

Town of West Yellowstone
Gallatin County, Montana

DATE: 3/13/19

APPLICANT: Hamilton Construction Company Lance Kilbride

ADDRESS: PO 659 Springfield, Oregon 97477

PHONE: 541-510-3197

INTEREST IN PROPERTY: Corner of S Iris St & Yellowstone Ave

OWNER OF RECORD'S SIGNATURE: _____

1. LEGAL DESCRIPTION:

Subdivision: West Yellowstone Original Plat

Block: 32 Lot: _____

Zoning District Number: West Yellowstone Original Plat, S34, T13 S, R05

2. Please describe specifically the construction and size of the proposed encroachment. On the reverse of this application, please provide a sketch of the proposed encroachment.

Hamilton is proposing to use the corner lot at S Iris St between Yellowstone Ave & Obsidian Ave as a staging area. We will be working in the National Park and would like to use this area to stage trailers and materials. We are only allowed to go in and out of the park at certain times of the day and would like to have a area that we are able to stage equipment and materials before entering the park. The plan would be to only park loaded trailers on the lot and not have to unload and reload trailers. At any one time there would be around five 53' trailers parked there. We would need about 3000ft² of area. We don't need to use the whole lot just need to use a small area of it. Our time frame would be from mid-May to October.



Signature of Applicant

3/13/19

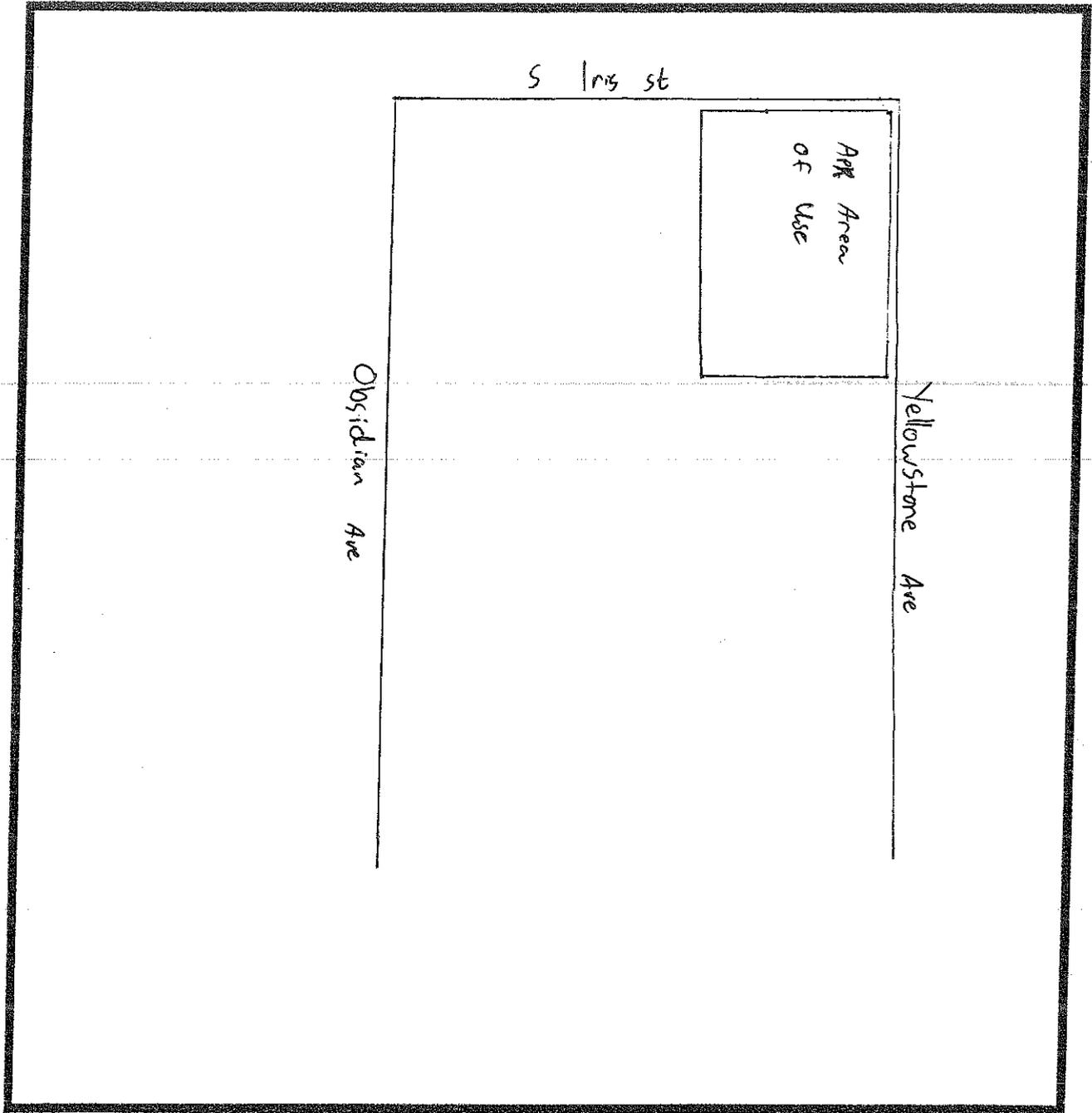
DATE

For Office Use Only:
DECISION BY TOWN COUNCIL

Approved Disapproved

Mayor/Operations Manager

DATE



PLEASE INDICATE DIRECTION

Memorandum of Understanding and Agreement

This Memorandum of Understanding and Agreement is made and entered into this 16th day of April 2019, by and between the Hebgen Basin Fire District (hereinafter referred to as the “District”) and the Town of West Yellowstone (hereinafter referred to as the “Town”).

WHEREAS, the District and Town entered into an Updated Interlocal Agreement for the period of November 3, 2015 through November 3, 2035 and agreed to a new scale for additional funding of 1.5 % annually as long as the annual resort tax increases by a minimum of 1.5%.

WHEREAS, the District came to the Town in the spring of 2017 and requested additional funding in the amount of (\$88,000) dollars for FY Ending June 30, 2018 for the purpose of funding an additional staff member, which was granted by the Town.

WHEREAS, the District again came to the Town in the Spring of 2018 and requested additional funding in the amount of (\$88,000) dollars for FY Ending June 30, 2019 for the purpose of maintaining the additional staff member, which was granted by the Town.

WHEREAS, the District requests that the Town add additional funding in the amount of (\$88,000) dollars into the base starting in the FY Ending on June 30 2020, with the potential for an additional 1.5% annually as prescribed in the November 3, 2015 Interlocal Agreement, for the purpose of maintaining the additional staff member.

NOW THEREFORE, BE IT RESOLVED:

The total payment from the Town to the District for services provided is set out below:

Payments by the Town to the District W/1.5% annual Increase					
Fiscal	2020	\$650,522.00			
Fiscal	2021	\$660,279.83			
Fiscal	2022	\$670,184.03			
Fiscal	2023	\$680,236.79			
Fiscal	2024	\$690,440.34			
Fiscal	2025	\$700,796.94			
Fiscal	2026	\$711,308.90			
Fiscal	2027	\$721,978.53			
Fiscal	2028	\$732,808.21			
Fiscal	2029	\$743,800.33			
Fiscal	2030	\$754,957.34			
Fiscal	2031	\$766,281.70			
Fiscal	2032	\$777,775.92			
Fiscal	2033	\$789,442.56			
Fiscal	2034	\$801,284.20			
Fiscal	2035	\$813,303.46			

Signed _____
Kyle Goltz, Chairman
Hebgen Basin Fire District Board of Trustees

Date

Signed _____
Daniel Sabolsky, Town Manager
Town of West Yellowstone, MT

Date

183,216.00 / yr.



Brandi Kadlec
West Yellowstone, MT

Brandi@squeakycleanmontana.com
406.640.0243

Schedule your next appointment at:
squeakycleanmontana.com

Squeaky Clean
MONTANA
406-640-0243

**CLEANING
COMPANY**

Multi-Site Cleaning Bid Request

Objective

To provide a thorough cleaning of the West Yellowstone Town Hall offices, the Povah Community Center, the Visitor's Center public bathrooms, the Pioneer Park bathrooms and the Town of West Yellowstone Public Library.

Project Outline

Review the following outline for an approximation of the services we are requesting from your business. Provide your bid for these services in the spaces below. Hand your bid in to Lisa at the Town Hall Offices by **February 15, 2019**. If you have any questions or would like to request a walk-through of these sites, you may schedule a time to do so at the Town Hall Offices.

Cleaning Proposal by Site

Town Hall Building.

- Plan.
 - Weekly Services.
 - Tuesday/Thursday Cleaning.
 - Sweep and mop all hard floors, vacuum all carpeted floors.
 - Clean/sanitize all workspace surfaces, remove all trash.
 - Tuesday/Thursday/Saturday Cleaning.
 - Thorough clean/disinfect of all bathrooms.
 - Restocking of bathroom supplies as needed.
 - Removal of trash in bathrooms and offices.
 - Annual Services.
 - Clean windows inside and out twice per year.

-
- Clean hard flooring using orbital floor machine and appropriate cleaning pad once per year.
 - Replace batteries in touch-less bathroom fixtures every spring and as needed afterward.
 - Replace broken or worn bathroom fixtures as needed (Batteries and fixtures to be provided by the City of West Yellowstone).
- Your Proposed Cleaning Rate. \$ 3,456 /month.

Povah Community Center Building.

- Plan.
 - Weekly Services.
 - Monday/Wednesday/Friday Cleaning
 - Thorough clean/sanitization of all bathrooms. Restocking of bathroom supplies as needed.
 - Monday clean up after weekend events, spot-clean as needed.
 - Wednesday/Friday Cleaning
 - Vacuum, sweep and mop all floors.
 - Clean/disinfect all workspace surfaces, remove all trash.
 - Coordinate cleaning after special events with Brandy Holland as needed.
 - Annual Services.
 - Clean windows inside and out twice per year.
 - Clean hard flooring using orbital floor machine and appropriate cleaning pad once per year.
 - Replace batteries in touch-less bathroom fixtures every spring and as needed afterward.
 - Replace broken or worn bathroom fixtures as needed (Batteries and fixtures to be provided by the City of West Yellowstone).
- Your Proposed Cleaning Rate. \$ 2,532 /month.

Chamber of Commerce Public Bathrooms.

- Plan.
 - Weekly Services.
 - Daily clean/disinfect of all toilets, urinals, sinks and common touch points (door handles, soap dispensers, sanitary receptacles, trash cans, etc).

-
- Daily clean/disinfect of hard flooring.
 - Daily spot clean bathroom partitions and walls as needed.
 - Daily restocking of toilet paper, hand towels soaps and air fresheners where provided as needed (Toilet paper, hand towels, hand soap and air fresheners to be provided by the City of West Yellowstone).
 - Monthly Services.
 - Thorough clean/disinfect of all other surfaces such as stall dividers and walls.
 - Annual Services.
 - Clean hard flooring using orbital floor machine and appropriate cleaning pad once per year.
 - Replace batteries in touch-less bathroom fixtures every spring and as needed afterward.
 - Replace broken or worn bathroom fixtures as needed (Batteries and fixtures to be provided by the City of West Yellowstone).
 - Your Proposed Cleaning Rate. \$ 4,240/month.

Pioneer Park Bathrooms.

- Plan
 - Daily clean/disinfect of all toilets, urinals, sinks and common touch points (door handles, soap dispensers, sanitary receptacles, trash cans, etc).
 - Daily clean/disinfect of hard floors.
 - Daily spot clean bathroom partitions and walls as needed.
 - Daily restocking of toilet paper, hand towels soaps and air fresheners where provided as needed (Toilet paper, hand towels, hand soap and air fresheners to be provided by the City of West Yellowstone).
- Monthly Services.
 - Thorough clean/disinfect of all other surfaces such as stall dividers and walls.
- Annual Services.
 - Clean hard flooring using orbital floor machine and appropriate cleaning pad once per year.
 - Replace batteries in touch-less bathroom fixtures every spring and as needed afterward.
 - Replace broken or worn bathroom fixtures as needed (Batteries and fixtures to be provided by the City of West Yellowstone).

• Your Proposed Cleaning Rate. \$ 3,920 /month.

West Yellowstone Public Library Building.

• Plan.

• Twice Weekly Services.

• Tuesday/Thursday Cleaning.

• Thorough clean/sanitization of all bathrooms. Restocking of bathroom supplies as needed.

• Vacuum, sweep and mop all floors.

• Clean/disinfect all workspace surfaces.

• Coordinate additional cleaning/sanitizing with Bruce McPherson as needed.

• Bruce has requested that the bathrooms be cleaned daily during the summer season.

• Annual Services.

• Clean windows inside and out twice per year.

• Dust all stacks on a two year cleaning cycle.

• Your Proposed Cleaning Rate. \$ 1,120 /month.

Proposed Monthly Cleaning Cost Per Building.

• Town Hall Building:	\$ <u>3,456</u>
• Povah Community Center Building:	\$ <u>2,532</u>
• Chamber of Commerce Public Bathrooms:	\$ <u>4,240</u>
• Pioneer Park Bathrooms:	\$ <u>3,920</u>
• West Yellowstone Public Library Building:	\$ <u>1,120</u>

Total Proposed Monthly Cleaning Cost.

\$ 15,268

11 Egret Dr.
P.O. Box 435
West Yellowstone, MT 59758

City of West Yellowstone Multi-Site Cleaning Proposal.

Prepared by: Blu Kropp, Owner/Operator/Contracting Officer ClearBlu Business Services
Wednesday, January 9, 2019

Objective

To provide a thorough cleaning of the West Yellowstone Town Hall offices, the Povah Community Center, the Visitor's Center public bathrooms, the Pioneer Park bathrooms and the Town of West Yellowstone Public Library.

Goal

ClearBlu Business Services specializes in cleaning in institutional settings. ClearBlu Business Services strives to provide a high-quality level of cleaning and sanitizing in every public or semipublic building and office it cleans. To accomplish this for the City of West Yellowstone, ClearBlu Business Services will coordinate closely with Superintendent of Public Services James Paterson to establish the most effective cleaning regimen for the sites concerned.

On the following pages is a tentative cleaning proposal and cost estimate for each building based on conversations held with James Patterson.

Cleaning Proposal by Site.

Town Hall Building.

- Plan.
 - Weekly Cleaning.
 - Tuesday/Thursday Cleaning.
 - Sweep and mop all hard floors, vacuum all carpeted floors.
 - Clean/sanitize all workspace surfaces, remove all trash.
 - Tuesday/Thursday/Saturday Cleaning.
 - Thorough clean/disinfect of all bathrooms.
 - Restocking of bathroom supplies as needed.
 - Removal of trash in bathrooms and offices.
 - Annual Services.
 - Clean windows inside and out twice per year.
 - Clean carpeting using water extraction method once per year.
 - Clean hard flooring using auto-scrubber and machine extraction once per year.
 - Replace batteries in touch-less bathroom fixtures every spring and as needed afterward.
 - Replace broken or worn bathroom fixtures as needed (Batteries and fixtures to be provided by the City of West Yellowstone).
- Proposed Cleaning Rate. \$1000.00/month.

Povah Community Center Building.

- Plan.
 - Weekly Cleaning.
 - Monday/Wednesday/Friday Cleaning
 - Thorough clean/sanitization of all bathrooms. Restocking of bathroom supplies as needed.
 - Monday clean up after weekend events, spot-clean as needed.
 - Wednesday/Friday Cleaning
 - Vacuum, sweep and mop all floors.
 - Clean/disinfect all workspace surfaces, remove all trash.
 - Coordinate cleaning after special events with Brandy Holland as needed.
 - Annual Services.
 - Clean windows inside and out twice per year.
 - Clean carpeting using water extraction method once per year.
 - Clean hard flooring using auto-scrubber once per year.
 - Replace batteries in touch-less bathroom fixtures every spring and as needed afterward.
 - Replace broken or worn bathroom fixtures as needed (Batteries and fixtures to be provided by the City of West Yellowstone).
- Proposed Cleaning Rate. **\$500.00/month.**

Chamber of Commerce Public Bathrooms.

- Plan.
 - Weekly Cleaning.
 - Daily clean/disinfect of all toilets, urinals, sinks and common touch points (door handles, soap dispensers, sanitary receptacles, trash cans, etc).
 - Daily clean/disinfect of hard floors using machine application/extraction method.
 - Daily spot clean bathroom partitions and walls as needed.
 - Daily restocking of toilet paper, hand towels soaps and air fresheners where provided as needed (Toilet paper, hand towels, hand soap and air fresheners to be provided by the City of West Yellowstone).
 - Monthly Cleaning.
 - Thorough clean/disinfect of all other surfaces such as door handles, stall dividers, etc.
 - Annual Services.
 - Clean floors using auto-scrubber and machine extraction method.
 - Replace batteries in touch-less bathroom fixtures every spring and as needed afterward.
 - Replace broken or worn bathroom fixtures as needed (Batteries and fixtures to be provided by the City of West Yellowstone).
- Proposed Cleaning Rate. \$1,100/month.

Pioneer Park Bathrooms.

- Plan
 - Daily clean/disinfect of all toilets, urinals, sinks and common touch points (door handles, soap dispensers, sanitary receptacles, trash cans, etc).
 - Daily clean/disinfect of hard floors using machine application/extraction method.
 - Daily spot clean bathroom partitions and walls as needed.
 - Daily restocking of toilet paper, hand towels soaps and air fresheners where provided as needed (Toilet paper, hand towels, hand soap and air fresheners to be provided by the City of West Yellowstone).
- Monthly Cleaning.
 - Thorough clean/disinfect of all other surfaces such as door handles, stall dividers, etc.
- Annual Services.
 - Clean floors using auto-scrubber and machine extraction method.
 - Replace batteries in touch-less bathroom fixtures every spring and as needed afterward.
 - Replace broken or worn bathroom fixtures as needed (Batteries and fixtures to be provided by the City of West Yellowstone).
- Proposed Cleaning Rate. \$500.00/month.

West Yellowstone Public Library Building.

- Plan.
 - Twice Weekly Cleaning.
 - Tuesday/Thursday Cleaning.
 - Thorough clean/sanitization of all bathrooms. Restocking of bathroom supplies as needed.
 - Vacuum, sweep and mop all floors.
 - Clean/disinfect all workspace surfaces.
 - Coordinate additional cleaning/sanitizing with Bruce McPherson as needed.
 - Bruce has requested that the bathrooms be cleaned daily during the summer season.
 - Annual Service.
 - Clean windows inside and out twice per year.
 - Clean carpeting using water extraction method once per year.
 - Dust all stacks on a two year cleaning cycle.
- Proposed Cleaning Rate. **\$400.00/month.**

11 Egret Dr.
P.O. Box 435
West Yellowstone, MT 59758

Proposed Monthly Cleaning Cost Per Building.

- Town Hall Building: \$1000.00
- Povah Community Center Building: \$ 450.00
- Chamber of Commerce Public Bathrooms: \$1100.00
- Pioneer Park Bathrooms: \$ 500.00
- West Yellowstone Public Library Building: \$ 400.00

Total Proposed Monthly Cleaning Cost.

\$3450.00

TOWN OF WEST YELLOWSTONE

PUBLIC NOTICE ADVISORY BOARD VACANCIES

Parks & Recreation Advisory Board TBID Board of Trustees Healthcare Services Advisory Board Building Construction Board of Appeals

The West Yellowstone Town Council is seeking interested individuals to serve on the West Yellowstone **Parks & Recreation Advisory Board**. This board advises and makes recommendations to the Town Council regarding park and recreation policies, programs, facilities, maintenance, development, funding, and other related needs of the community. Board members are appointed by the Town Council for a term of four years.

The West Yellowstone Town Council is seeking interested individuals to serve on the **Tourism Business District (TBID) Board of Trustees** in accordance with 7-12-1121 of the Montana Code Annotated. Board members shall be appointed by the Town Council to serve a term of four years. The board in administering the district has all powers necessary to carry out the functions of the district for the purpose of promoting tourism.

The West Yellowstone Town Council is seeking applicants to fill a vacancy on the **Healthcare Services Advisory Board**. The Healthcare Services Advisory Board is charged with the following mission: To identify and advise the West Yellowstone Town Council on healthcare needs and services for the community of West Yellowstone and to recommend appropriate actions by the Council to address identified needs and services. Board Members are appointed by the Mayor, subject to the consent of the Town Council, for a term of four years.

The **Board of Appeals for Building Construction** is charged with determining the suitability of alternate materials and methods of construction and making reasonable interpretations of the building code. This board has been inactive for several years but is being revitalized in accordance with state law. There are five vacancies on this board.

Interested individuals should complete and return the 'Application for Boards and Committees' which is available from the Town Offices, 440 Yellowstone Avenue, West Yellowstone, MT or on the Town website: www.townofwestyellowstone.com. Priority consideration will be given to applications received prior to **April 12, 2019**. For more information please contact the Town Offices at 646-7795 or by email to: info@townofwestyellowstone.com.

440 Yellowstone Avenue * PO Box 1570 * West Yellowstone, MT 59758 * (406) 646-7795
www.townofwestyellowstone.com





Received
3/13/19
AR

APPLICATION FOR BOARDS AND COMMITTEES

Name Jennifer Jordan Date 3/13/19

Address 455 CHOKECUTERRY LN.

City W. Yellowstone State MT Zip 59758

Phone (Home): 303 908 4196 (Work): 406 646 7068 (Cell/Other):

E-Mail Address: parksidept@outlook.com

Are you a resident of West Yellowstone? Y Length of residency in West Yellowstone: 6 yrs.

Board or Committee you are applying for: Parks + Rec

Occupation: PHYSICAL THERAPIST

Employer: Self-employed

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

If so, which board, and for how long? Health Services x 3 yrs., Parks + Rec 3 yrs.

Past Memberships and Associations:

Current Memberships and Associations:

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: Currently serving on Parks + Rec Board, Health Services board and a board member of WYSEF.

What are your primary objectives for serving on this board? To continue to work on improving the park, rec program, etc.

References (Individual or Organization):

Kelli Hart Phone: 640-5713

Lindsey Charlton Phone: 931 551 1520

Jerry Johnson Phone: 640-7000

Signature: Jennifer Jordan Date: 3/13/19

Please return this application to the Town Offices at 440 Yellowstone Avenue, PO Box 1570, West Yellowstone, MT, 59758, or by email to: info@townofwestyellowstone.com. Thank you in advance for your interest.



Received
3/15/19
GR

APPLICATION FOR BOARDS AND COMMITTEES

Name JEREMIAH ROBERSON Date 3-06-19
 Address 201 CANYON STREET
 City WEST YELLOWSTONE State MT Zip 59758
 Phone (Home): _____ (Work): 406-646-9411 (Cell/Other): 801-414-5058
 Are you a resident of West Yellowstone? YES Length of residency in West Yellowstone: 10+yrs
 Board or Committee you are applying for: Representative for MIDSIZE HOTELS 50-100
 Occupation: GENERAL MANAGER / OWNER
 Employer: BRANDIN' IRON INN + PONY EXPRESS MOTEL
 Have you previously served on a County or City board? YES
 If so, which board, and for how long? TBID
 Past Memberships and Associations: _____

Current Memberships and Associations: _____

List any relevant qualifications and/or related experience? Attach any additional information or a resumé, if you prefer: 6 years on TBID Board
20+ YEARS HOTEL EXPERIENCE

What are your primary objectives for serving on this board? TO FURTHER MARKET THE EFFORTS OF TBID

References (Individual or Organization):
TIM HEIDEMAN (406) Phone: 539-7111
JOHN McLaughlin Phone: 580-9158
TERRY BETH Phone: 208-590-8308

Signature:  Date: 3-06-19

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.



APPLICATION FOR BOARDS AND COMMITTEES

Name John Stallings Date 3/12/2019

Address 201 Firehole Ave PO Box 1490

City WYS State MT Zip 59758

Phone (Home): - (Work): 646 9557 (Cell/Other): 570-3705

Are you a resident of West Yellowstone? Yes Length of residency in West Yellowstone: 13 years

Board or Committee you are applying for: TBID

Occupation: General Manager

Employer: Crosswinds Inn

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

If so, which board, and for how long? TBID

Past Memberships and Associations: Chamber, AHLA, TBID

Current Memberships and Associations: Chamber Commerce
TBID, AHLA

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

have been on TBID Board since inception

What are your primary objectives for serving on this board? to continue to represent

lodging facilities to the best of my ability

References (Individual or Organization):

Phone: _____

Phone: _____

Phone: _____

Signature: [Handwritten Signature] Date: 3/12/19

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.

Elizabeth Roos

From: Jennifer Jordan <parksidept@outlook.com>
Sent: Monday, January 14, 2019 9:42 AM
To: Elizabeth Roos; 'Norma Salinas'; 'Kyle Goltz'
Subject: RE: Health Care Services Advisory Board

I would like to be considered for re-appointment to the Health Services Advisory board.

Jenny

From: Elizabeth Roos <eroos@townofwestyellowstone.com>
Sent: Friday, January 11, 2019 1:15 PM
To: Jennifer Jordan <parksidept@outlook.com>; 'Norma Salinas' <normasalinas@westyellowstone.k12.mt.us>; 'Kyle Goltz' <kgoltz@hotmail.com>
Subject: Health Care Services Advisory Board

Hello Board Members,

1

We just reviewed the terms for the Health Care Advisory Board and noted that the terms for all three of you have expired. If you would like to be considered for reappointment, please respond to this email and indicate that. Although your terms have expired, we will still consider you to be members of the board until you are either reappointed or successors are appointed.

Don't forget the board meeting on Monday, January 14, 2019 at 12 Noon, here at the Town Hall.

Thank You,

Elizabeth Roos, Town Clerk
Town of West Yellowstone
PO Box 1570
440 Yellowstone Avenue
West Yellowstone, MT 59758
www.townofwestyellowstone.com

2

Elizabeth Roos

From: Kyle Goltz <kgoltz@hotmail.com>
Sent: Friday, January 11, 2019 3:38 PM
To: Elizabeth Roos
Subject: Re: Health Care Services Advisory Board

Liz,

I would do another term on the board.

Thanks,
Kyle

From: Elizabeth Roos <eroos@townofwestyellowstone.com>
Sent: Friday, January 11, 2019 1:14 PM
To: Jennifer Jordan; 'Norma Salinas'; 'Kyle Goltz'
Subject: Health Care Services Advisory Board

Hello Board Members,

1

We just reviewed the terms for the Health Care Advisory Board and noted that the terms for all three of you have expired. If you would like to be considered for reappointment, please respond to this email and indicate that. Although your terms have expired, we will still consider you to be members of the board until you are either reappointed or successors are appointed.

Don't forget the board meeting on Monday, January 14, 2019 at 12 Noon, here at the Town Hall.

Thank You,

Elizabeth Roos, Town Clerk
Town of West Yellowstone
PO Box 1570
440 Yellowstone Avenue
West Yellowstone, MT 59758
www.townofwestyellowstone.com

ORDINANCE No. 268

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE AMENDING THE WEST YELLOWSTONE MUNICIPAL CODE TO ALLOW THE TOWN COUNCIL TO ENACT A CURFEW BY CREATING CHAPTER 8, SECTION 18.

WHEREAS, the Town Council of the Town of West Yellowstone believes that enacting a curfew ordinance for the Town that is in the best interests of the health, safety, and welfare of the residents and visitors of West Yellowstone; and

WHEREAS, the WYMC does not currently include a curfew ordinance; and

WHEREAS, the purpose of a curfew is to protect the health and welfare of minors and reduce criminal activity committed by and against minors; and

WHEREAS, the Town Council believes it is in the best interests of the Town to allow for a law enforcement officer to make legal contact with an unaccompanied minor to determine the reason the minor is away from home at a late hour and address any safety issues as necessary; and

NOW THEREFORE, BE IT ORDAINED by the Town Council of the Town of West Yellowstone that the following amendment be made to the WYMC of the Town of West Yellowstone, creating Chapter 8.18 as follows:

Section 1:

- A. The Town Council shall establish a curfew prohibiting persons under the age of sixteen (16) years from loitering, idling, wandering, strolling, or playing while unaccompanied by a person over the age eighteen (18) years
- B. This curfew shall apply to all areas within the corporate limits of the Town, to include the public streets, highways, roads, alleys, parks, playgrounds or other public grounds, public places, public buildings, places of amusement and of entertainment, vacant lots or other unsupervised places or premises and be effective between the hours of 12:00 a.m. (midnight) and 5:00 a.m. of any day.
- C. This curfew includes limited exceptions for those minors engaged in legitimate business in the Town to include employment, errands as directed by a parent or legal guardian, participation in a school function, or emergency.

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 _____, 2018.

Brad Schmier, Mayor

Greg Forsythe, Council Member

Jerry Johnson, Council Member

Pierre Martineau, Council Member

Chris Burke, Council Member

ATTEST:

Town Clerk



Ordinance #268

Section One:

No minor under the age of sixteen (16) years shall loiter, idle, wander, stroll, or play in or upon the public streets, highways, roads, alleys, parks, playgrounds or other public grounds, public places, public buildings, places of amusement and of entertainment, vacant lots or other unsupervised places or premises, between the hours of 12:00 a.m. (midnight) and 5:00 a.m. of any day, within the corporate limits of the Town. The provisions of this Section shall not apply to any such minor who is involved in any of the activities set out in Section Two. Each and every violation of the provisions of this Section shall constitute separate municipal infractions and may be punishable as such.

Section Two:

The following activities shall be exempt from the curfew requirements of this Section where the minor is:

1. Accompanied by their parent, guardian, or any other person eighteen (18) years of age or older who is authorized by the parent or guardian as the caretaker for the minor;
2. On an errand, without any detour or stop, at the direction of the parent, guardian or caretaker;
3. In a vehicle traveling through or around Town without a substantial detour or stop;
4. Engaged in a certain employment activity, or going to or from employment, without any detour or stop;
5. Involved in an emergency;
6. In attendance at an official school, religious, or other recreational activity sponsored by the Town, school, civic organization, or another similar entity that takes responsibility for the minor and is supervised by adults, or going to or from such an activity, without any detour or stop.

Section Three:

It shall be deemed a violation for any parent, guardian, or other adult person having the care, custody, or control of a minor under the age of sixteen (16) years to allow or permit such minor, either expressly or by neglect, to loiter, idle, wander, stroll, or play in or upon the public streets, highways, roads, alleys, parks, playgrounds or other public grounds, public places and public buildings, places of amusement and entertainment, vacant lots, or other unsupervised places, between the hours of 12:00 a.m. (midnight) and 5:00 a.m. of any day, except as provided in Section Two. In any prosecution under this Section, it shall not constitute a defense thereto that the parent, guardian or other adult person having the care, custody, or control of any such minor did not have knowledge that such minor did loiter, idle, wander, stroll, or play in or upon any of the places specified in this Section at any time between the hours herein specified.

Section Four:

Any minor violating the provisions of Section One shall be dealt with in accordance with and pursuant to the provisions of MCA 41-5-101 et seq., and the Interstate Compact on Juveniles (MCA 41-6-101 et seq.).

Any parent, guardian or other adult person having the care, custody or control of a minor violating any of the provisions of Section One shall be deemed guilty of a municipal infraction, and upon conviction thereof in the city court, may be fined as subject to the provisions of MCA 7-1-4150 through 7-1-4152.

CHP Patient Satisfaction Surveys – April, 2019

	Jul-16	May-17	Oct-17	Jun-18	Apr-19
Number of responses	36	17	21	35	39
Number of patients	59	66	52	54	60
% of surveys returned	61.02%	25.76%	40.38%	64.81%	58.33%
Ease of getting an appointment by phone	89.23	98.57	93.91	98.82	95.76
Ability to get in within a reasonable amount of time	89.67	95.79	95.00	94.29	95.14
Convenience of CHP's clinic hours	88.47	96.67	95.00	92.90	86.43
The front desk staff's friendliness and ability to help you	97.33	98.95	95.71	98.79	98.23
The caring concern of RN/MA and ability to help you	98.98	98.95	95.71	99.38	99.43
Your phone calls answered promptly	91.58	98.57	93.04	98.95	92.63
Getting advice or help when needed during office hours	96.09	98.75	94.40	98.18	95.33
Your test/lab results reported in a reasonable amount of time	96.55	97.50	94.67	98.82	94.07
Your ability to contact us after hours	89.23	97.14	94.00	100.00	93.75
Your ability to get your rx refilled within 3 business days	93.60	98.00	94.12	100.00	91.54
Willingness to listen carefully to you	98.31	98.95	95.00	100.00	98.33
Taking time to answer your questions	98.60	98.89	95.00	100.00	98.33
Explaining things in a way you could understand	98.95	98.95	95.71	100.00	98.14
Providing ass't and support for making changes in health	96.92	98.46	94.40	100.00	96.67
Your overall satisfaction with your care	96.79	96.84	95.56	100.00	97.63

Is there anything you'd like to tell us? (What you liked about your visit? How it could have been improved?)

- All good!
- I was 100% satisfied with my last visit. It was the first time a provider had really take n time to explain things to me so I could understand. Also, Ronnie was amazing and helped me get the assistance I needed and answer my questions
- Erin is always available and has a great professional relationship w/ my family. We trust her.
- 1. Hopefully weekend hours will become available as the town gets more residents. 2. Filling prescriptions can be delayed or forgotten sometimes
- Erin's awesome
- Staff is so accommodating and concerned – really appreciate them... and they're pretty
- There were many years that I didn't come to this clinic due to the unsatisfactory care that I received. Since the change in providers (Erin), I am so glad to be able to seek care in town.
- Love the team here ☺
- Becky does an amazing job – we would be lost without her
- Becky is great! We love having her @ the clinic

Next meeting
Sept 13th