

# Town of West Yellowstone

Tuesday, June 18, 2019

West Yellowstone Town Hall, 440 Yellowstone Avenue

**TOWN COUNCIL WORK SESSION**

**6:00 PM**

FY 2020 Municipal Budget – General Fund

Discussion ∞

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Pledge of Allegiance

Purchase Orders ∞ #6807 to H&K Contractors, Inc., 3” asphalt for UPDL/Clinic lot, \$42,176.25  
#6808 to Tri-State Excavating, gravel for UPDL/Clinic lot, \$12,000  
#6809 to Rand Olsen Construction, LLC, windows at UPDL, \$6854.00  
#6810 to Yellowstone Log Chinking, paint Povah Center exterior, \$7000.00

Treasurer’s Report & Securities Report ∞

Claims ∞

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

Business License Applications ∞

- KW Corporation, Residential Rental, 408 Gibbon-Tabled 5/21/19 and 6/4/19

Advisory Board Report(s)

Town Manager & Department Head Reports

**Comment Period**

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

**Presentation: SafeLink – Fiber Optic Install Project in West Yellowstone, Chad Shanks**

## **NEW & UNFINISHED BUSINESS**

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Planning Board Appointment, Town Representative, David Arnado (Tabled 6/4/19) Discussion/Action ∞

Outside Amplification Permit, 5<sup>th</sup> Annual Ambassador BBQ, June 22, 2019 Discussion/Action ∞

Outside Amplification Permit, Rocky’s Nuthouse, 4<sup>th</sup> of July Discussion/Action ∞

49<sup>th</sup> Annual West Yellowstone Rod Run Discussion/Action ∞

- Outside Amplification Permit
- Resolution No. 730, Lift Open Container Ordinance during event

Town Departments Ordinance, 1<sup>st</sup> Reading Discussion/Action ∞

Resolution No. 731, FY 2020 Preliminary Budget Discussion/Action ∞

Town Manager Compensation, (Tabled 5/21/19 and 6/4/19) Discussion/Action ∞

Possible Executive Session-Closed to the Public

Correspondence/FYI/Meeting Reminders

*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](http://www.townofwestyellowstone.com). Questions about the agenda may be directed to the Town Clerk at 646-7795.
- Official minutes of Town Council meetings are prepared and kept by the Town Clerk and are reviewed and approved by the Town Council. Copies of approved minutes are available at the Town Clerk's office or on the Town's website: [www.townofwestyellowstone.com](http://www.townofwestyellowstone.com).

P.O. BOX 1570

# TOWN OF WEST YELLOWSTONE MONTANA

PHONE: 406-646-7795

FAX: 406-646-7511

info@townofwestyellowstone.com

## PURCHASE ORDER

Date 6-11-19

Ship Via 4000-460460-920

Order No. 006807

Department Public Services

TO: H&K Contractors, Inc

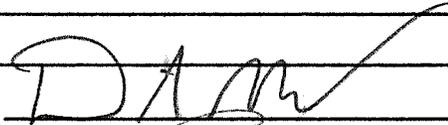
ADDRESS: 6350 So Yellowstone Hwy  
Idaho Falls, Id 83405

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

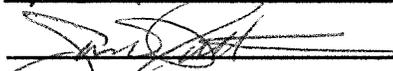
Quantity	Description
1	23,200 SP of 3" Asphalt Pavement
	Parking Area by CHP + Dining Lodge

Estimated Cost \$ 42,176.<sup>25</sup>

Authorized By



Requested By:



VENDOR COPY - White OFFICE COPY - Canary

P.O. BOX 1570

# TOWN OF WEST YELLOWSTONE MONTANA

PHONE: 406-646-7795  
FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER *4000-460460-920*

Date *6-11-19*

Ship Via

Order No. **006808**

Department *Public Services*

TO: *Tri State*

ADDRESS:

*West Yellowstone*

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
<i>1</i>	<i>23,200 sf of 6" gravel</i>

Estimated Cost \$ *12,000<sup>00</sup>*

Authorized By *[Signature]*

Requested By *[Signature]*



A CRH COMPANY

# HK CONTRACTORS, INC.

The Preferred Source

6350 S Yellowstone Hwy • P.O. Box 51450 • Idaho Falls, ID 83405  
Phone 208-523-6600 • Fax 208-524-1426

Sand & Rock Products • Asphalt • Paving • Construction • Earthwork • Hauling

<b>To:</b> Town Of West Yellowstone	<b>Contact:</b> David
<b>Address:</b> P.O. Box 1570 West Yellowstone, MT 59758	<b>Phone:</b> (406) 646-7609
<b>Project Name:</b> Bus Lot	<b>Bid Number:</b> SHG19122
<b>Project Location:</b> Yellowstone & S Electric St., West Yellowstone, MT	<b>Bid Date:</b> 6/3/2019

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
10	<b>Op-A Main Lot 3" Paving:</b> Place Weed Sterilant Down. Place 3" Of Hot Asphalt Mix.	345.00	TON	\$122.25	\$42,176.25
12	<b>Op-A Main Lot 4" Paving:</b> Place Weed Sterilant Down. Place 4" Of Hot Asphalt Mix.	450.00	TON	\$119.00	\$53,550.00
14	<b>Op-B Grass Area 3" Paving:</b> Weed Sterilant Down. Place 3" Of Hot Asphalt Mix.	200.00	TON	\$122.25	\$24,450.00
15	<b>Op-B Grass Area 4" Paving:</b> Place Weed Sterilant Down. Place 4" Of Hot Asphalt Mix.	264.00	TON	\$119.00	\$31,416.00
20	<b>Mobilization</b>	1.00	EACH	\$1,950.00	\$1,950.00

**Notes:**

- The above Op-A estimate is based on 17,870 SF.  
The above Op-B estimate is based on 10,410 SF  
PRICES GOOD FOR 30 DAYS WITH WORK PERFORMED DURING THE SEASON QUOTED.
- 1-HK does not guarantee water drainage on slopes less than 2%.
- 2-Owner, GM, and or Engineer to verify grade is ready to pave.
- 3-This bid is for the above mentioned items only.

OWNER / PRIME CONTRACTOR contracts with H-K to perform the work on the terms and conditions herein set forth and agree to pay H-K for faithful performance of the work.

Work to be paid by unit price. The total of the unit prices determined by multiplying the quoted unit prices by the total units utilized in the project.

Payment Terms: Unless otherwise specified, Owner shall pay contract price on the completion of the project or if the project takes more than one month, then upon invoice for work completed during the prior billing period. A late fee of 1.5% per month will be paid on any balance remaining unpaid for more than 30 days from the date of the invoice. In addition to all other charges, Owner agrees to pay all attorneys' fees and court costs incurred in collecting and account placed with an attorney for collection, whether or not suit is filed.

Special Provisions: AS PER ITEMS STATED ABOVE. ALL ENGINEERING, STAKING, TESTING, FEES, PERMITS BY OWNER / PRIME CONTRACTOR. ANY OTHER ITEM NOT SPECIFICALLY MENTIONED ABOVE IS NOT PART OF THIS PROPOSAL.

Special Terms: This estimate shall become a contract only after it is accepted and signed by a duly authorized agent of H-K and thereafter may be modified only by written agreement signed by duly authorized agents of both parties.

<p><b>ACCEPTED:</b> The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b> <b>HK Contractors, Inc.</b></p> <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> Shane Glon 208-523-6600 shane.glon@hkcontractors.com</p>
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P:\West Yellowstone\01-19-0046 West Yellowstone Engineering\300-0007 Casting Pond Design\CAD\Sheets\03\Civil\300-0007 C101 SITE PLAN.dwg - 6/5/2019 10:39 AM



**CONSTRUCTION NOTES**

- # KEYED NOTES:
1. CONTRACTOR TO INSTALL CONCRETE DRIVEWAY APPROACH PER MDT STANDARD DRAWING 608-05.
  2. CONTRACTOR TO REMOVE EXISTING ASPHALT, SIDEWALK AND WALKING PATH.
  3. PROTECT EXISTING LANDSCAPING AND IRRIGATION PIPING IN-PLACE. IF LANDSCAPING AND/OR IRRIGATION NEEDS DISTURBED CONTRACTOR TO REPLACE IN-KIND.
  4. CONTRACTOR TO REMOVE 1 FOOT OF EXISTING EDGE OF ASPHALT.
  5. PROTECT EXISTING LIGHT AND POWER POLES IN-PLACE.

NO.	REVISIONS	BY	DATE

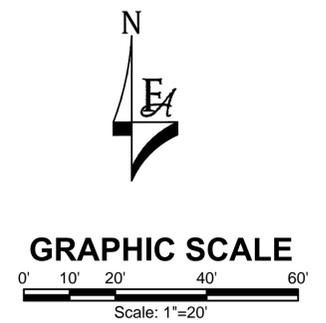
**FORSGREN Associates Inc.**  
 350 NORTH 2ND EAST, REXBURG, ID 83440  
 PH: 208.356.9201 FAX: 208.356.0206  
This document or any part thereof in detail or design is the property of Forsgren Associates Inc. and shall not be copied, reproduced, distributed, or otherwise used without the written authorization of Forsgren Associates Inc.

PROJECT NO. 01190006
DRAWN SJACOBSON
DESIGNED BY
APPROVED BY
QA/QC QA BY

CITY OF WEST  
 YELLOWSTONE  
 MONTANA

**WEST YELLOWSTONE  
 COMMUNITY HEALTH BLDG  
 SITE PLAN**

SHEET NO. <b>C101</b>
DATE: 04/05/2019
PAGE NO. 1 OF 1



**ATTENTION**  
 LINE IS 2 INCHES  
 AT FULL SIZE  
 (IF NOT 2" SCALE ACCORDINGLY)

**PRELIMINARY**

P.O. BOX 1570

**TOWN OF WEST YELLOWSTONE  
MONTANA**

PHONE: 406-646-7795  
FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER *4000-460460-920*

Date *6-12-19*

Ship Via

Order No. *006809*

Department *Public Services*

TO: *Rand Olsen Construction, LLC*

ADDRESS: *P.O. Box 1505  
Idaho Falls, ID 83403*

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description		
<i>1</i>	<i>Redo windows</i>	<i>1,814.<sup>00</sup></i>	
<i>1</i>	<i>Fix windows that got broken from snow</i>		<i>5,040.<sup>00</sup></i>

Estimated Cost \$ *6,854.<sup>00</sup>*

Authorized By \_\_\_\_\_

Requested By: *[Signature]*

VENDOR COPY - White OFFICE COPY - Canary

Rand Olsen Construction, LLC

PO Box 1505  
Idaho Falls, ID 83403

# Invoice

Date	Invoice #
5/21/2019	239

<b>Bill To</b>
Town of West Yellowstone 10 South Faithful West Yellowstone, MT 59758

P.O. No.	Terms	Project
UPDL Windows	Due on receipt	UPDL

Description	Est Amt	Prior Amt	Prior %	Qty	Rate	Curr %	Total %	Amount
Clear Story: 48 panes					31,105.00			31,105.00
South Lobby Entry: 48 panes					19,209.00			19,209.00
								50,314.00
Mobilization	\$2,515.70							
Fall Protection	\$1,509.42							
Labor	\$19,622.46							
Material	\$15,094.20							
Painting	\$6,540.82							
Travel	\$1,509.42							
Admin	\$3,521.98							
<b>Total</b>	<b>\$50,314</b>							
Payment received from Yellowstone Historic Center \$48,500					-48,500.00			-48,500.00
**Balance due from Town of West Yellowstone is \$1,814								

4000-460460-920  
DA [Signature]

<b>Total</b>	\$1,814.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$1,814.00

Rand Olsen Construction, LLC

PO Box 1505  
Idaho Falls, ID 83403

# Invoice

Date	Invoice #
6/5/2019	240

Bill To
Town of West Yellowstone 10 South Faithful West Yellowstone, MT 59758

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
UPDL	Due on receipt		6/5/2019			
Quantity	Item Code	Description			Price Each	Amount
12	13 Windows & Trim	Broken kitchen window replacement 12 Restored Panes 1 full window Restored and Replaced 4 broken mutins (Divided lights) \$1000 cost, but no charge as per Rand <i>4000-460460-920 JRS</i>			420.00	5,040.00
<b>Total</b>						\$5,040.00

P.O. BOX 1570

# TOWN OF WEST YELLOWSTONE MONTANA

PHONE: 406-646-7795

FAX: 406-646-7511

info@townofwestyellowstone.com

PURCHASE ORDER *1000-411255-366*

Date *6-12-19*

Ship Via

Order No. **006810**

Department *Public Services*

TO: *Yellowstone Log Chinking*

ADDRESS: *W. Yellowstone*

PLEASE FURNISH THE TOWN OF WEST YELLOWSTONE WITH:

Quantity	Description
1	<i>Paint outside of building (POVAN)</i>

Estimated Cost \$

*7,000<sup>00</sup>*

Authorized By

Requested By:

VENDOR COPY - White OFFICE COPY - Canary

Glacier Bancorp, Inc.  
49 Commons Loop  
Kalispell, MT 59901  
(406) 756-4200

**REPURCHASE AGREEMENT CONFIRMATION**

June 4, 2019

TOWN OF WEST YELLOWSTONE  
PO BOX 1570  
WEST YELLOWSTONE MT 59758

As principal, we confirm the following balance under your master repurchase agreement on file. This confirmation supersedes all prior dated confirmations. If this confirmation is not in accordance with your records, please contact your account officer immediately.

Customer Number	Trade Number	Settlement Date	Principal Balance	Maturity Date	Current Rate
xxxxxxxxxxx2900	684	06/04/2019	699,426.22	06/05/2019	1.5700%

The following security is sold under agreement to repurchase:

Security Description	CUSIP Number	Coupon Rate	Maturity Date	Par Value	Market Value	% Of Security
FHLMC REMIC 4773 E	3137F4C75	3.500%	09/15/2040	887,000	720,654.29	5.870%

*Funds held pursuant to the repurchase agreement are not deposits and are not insured by the FDIC*

TOWN OF WEST YELLOWSTONE  
Cash Report  
For the Accounting Period: 5/19

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
1000 General Fund						
101000 CASH	2,937.40	140,408.30	195.35	19,577.78	318,588.92	-194,625.65
101100 Investments - CD's	733,998.77	0.00	0.00	0.00	0.00	733,998.77
101300 Investments - Money Market Accou	14,448.41	0.00	0.00	0.00	0.00	14,448.41
101500 Investment-STIP	850,710.70	0.00	0.00	100,000.00	0.00	750,710.70
103000 Petty Cash	50.00	0.00	0.00	0.00	0.00	50.00
103100 Town Office	50.00	0.00	0.00	0.00	0.00	50.00
103200 Petty Cash/WY Police Dept	50.00	0.00	0.00	0.00	0.00	50.00
103400 Petty Cash-Recreation	150.00	0.00	0.00	0.00	0.00	150.00
Total Fund	1,602,395.28	140,408.30	195.35	119,577.78	318,588.92	1,304,832.23
2100 Local Option Taxation-Resort Tax						
101000 CASH	7,239.86	80,361.22	0.00	65.63	500.00	87,035.45
101300 Investments - Money Market Accou	16,121.40	0.00	0.00	0.00	0.00	16,121.40
101500 Investment-STIP	706,244.32	0.00	0.00	198,826.00	0.00	507,418.32
102215 STIP Investment-Rev Bond current	25,213.38	0.00	0.00	0.00	0.00	25,213.38
102225 STIP Reserve Acct Town Hall 10%	145,732.91	0.00	0.00	0.00	0.00	145,732.91
Total Fund	900,551.87	80,361.22		198,891.63	500.00	781,521.46
2101 Marketing & Promotions (MAP)						
101000 CASH	19,703.65	10,000.00	0.00	0.00	25,442.00	4,261.65
101300 Investments - Money Market Accou	13,960.51	0.00	0.00	0.00	0.00	13,960.51
101500 Investment-STIP	159,088.45	0.00	0.00	10,000.00	0.00	149,088.45
Total Fund	192,752.61	10,000.00		10,000.00	25,442.00	167,310.61
2102 TBID (Tourism Business Improvement District)						
101000 CASH	13,371.16	5,819.00	0.00	0.00	13,660.51	5,529.65
2111 Off Street Parking						
101000 CASH	15,998.94	0.00	0.00	0.00	0.00	15,998.94
101500 Investment-STIP	112,931.35	0.00	0.00	0.00	0.00	112,931.35
Total Fund	128,930.29					128,930.29
2210 Parks & Recreation						
101000 CASH	1,500.00	1,050.00	0.00	0.00	1,350.00	1,200.00
2211 Parks/Rec Donations - Teen Center						
101000 CASH	1,578.40	0.00	0.00	0.00	0.00	1,578.40
2212 Parks - Volleyball Court						
101000 CASH	5,116.76	0.00	0.00	0.00	0.00	5,116.76
2213 Community Garden						
101000 CASH	484.89	120.00	0.00	0.00	0.00	604.89
2214 Rec. Program Scholarships						
101000 CASH	2,632.85	9,494.78	0.00	0.00	0.00	12,127.63
2220 Library						
101000 CASH	3,364.81	10,200.00	15.99	0.00	18,147.51	-4,566.71
102130 Donations for Extension Svcs Lib	670.01	0.00	0.00	0.00	0.00	670.01
Total Fund	4,034.82	10,200.00	15.99		18,147.51	-3,896.70
2240 Cemetery						
101000 CASH	3,274.20	5.00	0.00	0.00	0.00	3,279.20
101500 Investment-STIP	10,453.54	0.00	0.00	0.00	0.00	10,453.54
Total Fund	13,727.74	5.00				13,732.74

TOWN OF WEST YELLOWSTONE  
Cash Report  
For the Accounting Period: 5/19

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
2390 Drug Forfeiture						
101000 CASH	0.36	0.00	0.00	0.00	0.00	0.36
2392 CDBG-Local Source						
101000 CASH	10,144.21	0.00	0.00	0.00	0.00	10,144.21
101300 Investments - Money Market Accou	40,263.76	0.00	0.00	0.00	0.00	40,263.76
101500 Investment-STIP	40,330.37	0.00	0.00	0.00	0.00	40,330.37
Total Fund	90,738.34					90,738.34
2701 Cemetery Perpetual Care (7050)						
101000 CASH	5,220.37	0.00	0.00	0.00	0.00	5,220.37
101500 Investment-STIP	37,652.42	0.00	0.00	0.00	0.00	37,652.42
Total Fund	42,872.79					42,872.79
2820 Gas Tax Apportionment						
101000 CASH	7,156.26	2,457.67	0.00	0.00	0.00	9,613.93
101300 Investments - Money Market Accou	10,119.26	0.00	0.00	0.00	0.00	10,119.26
101500 Investment-STIP	130.68	0.00	0.00	0.00	0.00	130.68
Total Fund	17,406.20	2,457.67				19,863.87
2821 Gas Tax BARSAA Funds						
101000 CASH	-21,580.21	23,432.27	0.00	0.00	0.00	1,852.06
2850 911 Emergency						
101000 CASH	22,326.03	2,621.28	0.00	0.00	10,217.51	14,729.80
101300 Investments - Money Market Accou	174.48	0.00	0.00	0.00	0.00	174.48
101500 Investment-STIP	35.32	0.00	0.00	0.00	0.00	35.32
Total Fund	22,535.83	2,621.28			10,217.51	14,939.60
2917 Crime Victims Assistance						
101000 CASH	6,454.93	0.00	0.00	0.00	0.00	6,454.93
3050 GO Bond						
101000 CASH	24,532.04	0.00	0.00	0.00	0.00	24,532.04
101300 Investments - Money Market Accou	25,288.01	0.00	0.00	0.00	0.00	25,288.01
101500 Investment-STIP	153,554.56	0.00	0.00	0.00	0.00	153,554.56
Total Fund	203,374.61					203,374.61
4000 Capital Projects/Equipment						
101000 CASH	43,652.32	0.00	0.00	0.00	3,683.00	39,969.32
101300 Investments - Money Market Accou	10,018.52	0.00	0.00	0.00	0.00	10,018.52
101500 Investment-STIP	432,814.48	73,826.00	0.00	0.00	0.00	506,640.48
Total Fund	486,485.32	73,826.00			3,683.00	556,628.32
4060 Public Works Equipment Replacement						
101000 CASH	363.23	0.00	0.00	0.00	0.00	363.23
101300 Investments - Money Market Accou	21.04	0.00	0.00	0.00	0.00	21.04
101500 Investment-STIP	249.51	0.00	0.00	0.00	0.00	249.51
Total Fund	633.78					633.78
4070 Parkway Construction/Mtn						
101300 Investments - Money Market Accou	0.34	0.00	0.00	0.00	0.00	0.34
101500 Investment-STIP	7,135.27	0.00	0.00	0.00	0.00	7,135.27
Total Fund	7,135.61					7,135.61
4075 Street Construction /Maintenance						
101000 CASH	30,617.59	0.00	0.00	0.00	0.00	30,617.59

TOWN OF WEST YELLOWSTONE  
Cash Report  
For the Accounting Period: 5/19

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
101300 Investments - Money Market Accou	20,039.44	0.00	0.00	0.00	0.00	20,039.44
101500 Investment-STIP	931,490.88	125,000.00	0.00	0.00	0.00	1,056,490.88
Total Fund	982,147.91	125,000.00				1,107,147.91
5210 Water Operating Fund						
101000 CASH	79,293.84	35,625.79	0.00	0.00	20,037.33	94,882.30
101300 Investments - Money Market Accou	0.38	0.00	0.00	0.00	0.00	0.38
102245 Replacement & Depreciation Ent.	142,519.14	0.00	0.00	0.00	0.00	142,519.14
Total Fund	221,813.36	35,625.79			20,037.33	237,401.82
5220 Water Replacement Depreciation Fund						
101000 CASH	117,522.49	0.00	0.00	0.00	4,056.70	113,465.79
101300 Investments - Money Market Accou	271.70	0.00	0.00	0.00	0.00	271.70
101500 Investment-STIP	91,323.81	0.00	0.00	0.00	0.00	91,323.81
Total Fund	209,118.00				4,056.70	205,061.30
5310 Sewer Operating Fund						
101000 CASH	88,123.65	117,209.82	0.00	0.00	9,226.15	196,107.32
101300 Investments - Money Market Accou	23,203.05	0.00	0.00	0.00	0.00	23,203.05
101500 Investment-STIP	318,333.22	0.00	0.00	0.00	0.00	318,333.22
101510 Mad Add Construction-STIP	63,396.18	0.00	0.00	0.00	0.00	63,396.18
102245 Replacement & Depreciation Ent.	136,169.49	0.00	0.00	0.00	0.00	136,169.49
Total Fund	629,225.59	117,209.82			9,226.15	737,209.26
5320 Sewer Replacement Depreciation Fund						
101000 CASH	148.46	150,000.00	0.00	0.00	36,433.25	113,715.21
101300 Investments - Money Market Accou	31,443.65	0.00	0.00	0.00	0.00	31,443.65
101500 Investment-STIP	1,114,639.96	0.00	0.00	150,000.00	0.00	964,639.96
Total Fund	1,146,232.07	150,000.00		150,000.00	36,433.25	1,109,798.82
7010 Social Services/Help Fund						
101000 CASH	34,254.99	185.85	0.00	0.00	764.23	33,676.61
101300 Investments - Money Market Accou	10,252.86	0.00	0.00	0.00	0.00	10,252.86
101500 Investment-STIP	20,847.48	0.00	0.00	0.00	0.00	20,847.48
Total Fund	65,355.33	185.85			764.23	64,776.95
7195 Court Collections Trust Acct						
101000 CASH	8,296.49	0.00	0.00	0.00	0.00	8,296.49
7458 Court Surcharge HBL76						
101000 CASH	515.00	0.00	0.00	0.00	515.00	0.00
7467 MT Law Enforcement Academy (MLEA)						
101000 CASH	595.00	0.00	0.00	0.00	595.00	0.00
7468 Public Defender Fee						
101000 CASH	244.00	0.00	0.00	0.00	244.00	0.00
7469 City Court - Judge Gibson						
101000 CASH	15,590.00	9,330.00	0.00	0.00	6,150.00	18,770.00
7699 Victims Assistance Program						
101000 CASH	269.00	0.00	0.00	0.00	269.00	0.00
7910 Payroll Fund						
101000 CASH	852.74	0.00	179,526.58	132,852.22	0.00	47,527.10
7930 Claims Fund						
101000 CASH	6,069.95	0.00	290,142.19	13,201.24	0.00	283,010.90
Totals	7,009,458.67	797,146.98	469,880.11	624,522.87	469,880.11	7,182,082.78

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

TOWN OF WEST YELLOWSTONE  
Claim Approval List  
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\* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj		Account	
45694	2575 WY Tourism Business Improvement	5,644.43							
	06/01/19 May 2019 collections	5,644.43		TBI D	2102 411800	540		101000	
45698	2088 Town West Yellowstone	891.92							
	06/01/19 utility chrgs, Chamber, 895	57.80*		BLDGS	1000 411257	340		101000	
	06/01/19 utility chrgs, UPDL, 892	69.70		BLDGS	1000 411252	340		101000	
	06/01/19 utility chrgs, PS Shops, 884	32.19*		BLDGS	1000 411253	340		101000	
	06/01/19 utility chrgs. Povah Ctr, 887	60.86*		BLDGS	1000 411255	340		101000	
	06/01/19 utility chrgs, Police Dept, 886	41.52		BLDGS	1000 411258	340		101000	
	06/01/19 utility chrgs, City Park, 885	464.05*		BLDGS	1000 411253	340		101000	
	06/01/19 utility chrgs, Library, 891	32.79		LI BBLD	1000 411259	340		101000	
	06/01/19 utility chrgs, Lift #1, 903	13.90*		SEWER	5310 430600	340		101000	
	06/01/19 utility chrgs, Tw n Hall, 921	119.11		TWNHAL	1000 411250	340		101000	
45699	95 Energy West-Montana	1,778.16							
	05/29/19 nat gas 210361788 updl	298.74		UPDH	1000 411252	344		101000	
	05/29/19 nat gas 210360293 Police	28.56		POLBLD	1000 411258	344		101000	
	05/29/19 nat gas 210361746 Pub Services	276.42*		STREET	1000 430200	344		101000	
	05/29/19 nat gas 210361811 old firehall	127.42*		PARK	1000 460430	344		101000	
	05/29/19 nat gas 210363966 old bld ins	55.81*		STREET	1000 430200	344		101000	
	05/29/19 nat gas 210360540 library	136.01*		LI BBLD	1000 411259	344		101000	
	05/29/19 nat gas 210364599 Povah	407.49		POVAH	1000 411255	344		101000	
	05/29/19 nat gas 210361697 Iris Lift St	31.43*		PUBSVC	1000 430200	344		101000	
	05/29/19 nat gas 210365425 Tw n Hall	386.26		TWNHAL	1000 411250	344		101000	
	05/29/19 nat gas 210361655 Mad Add Sewe	30.02*		SEWER	5310 430600	344		101000	
45701	2853 Two Seasons Recycling	500.00							
	2019477 05/31/19 monthly recycling	500.00		PARKS	1000 460430	534		101000	
45703	2546 Century Link QCC	15.43							
	1469108371 05/23/19 long dist chg 406-646-7600	15.43		DI SPAT	1000 420160	345		101000	
45705	2558 Hebgen Basin Fire District	53,517.41							
	06/01/19 June 2019	46,184.08		FIRE	1000 420400	357		101000	
	06/01/19 employee grant June 2019	7,333.33		FIRE	1000 420471	140		101000	
45707	2789 WEX Bank	3,851.55							
	06/01/19 07 Ford Expedition 6-54563A	93.68		SS	1000 450135	231		101000	
	06/01/19 06 Dodge Durango 6-1374	277.38*		PUBSER	1000 430200	231		101000	
	06/01/19 17 Dodge Ram #1	314.92		POLICE	1000 420100	231		101000	
	06/01/19 17 Dodge Ram #2	457.72		POLICE	1000 420100	231		101000	
	06/01/19 19 Dodge Durango	148.43		POLICE	1000 420100	231		101000	
	06/01/19 11 Ford Expedition 6-21425A	153.77		POLICE	1000 420100	231		101000	
	06/01/19 10 JD Backhoe	163.27*		STREET	1000 430200	231		101000	

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Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund	Org	Acct	Object	Proj	Account
	06/01/19 77 Int'l Dumptruck	172.63*		STREET	1000		430200	231		101000
	06/01/19 Snow Blower	0.00*		STREET	1000		430200	231		101000
	06/01/19 02 Freightliner	0.00*		STREET	1000		430200	231		101000
	06/01/19 140 G Grader	0.00*		STREET	1000		430200	231		101000
	06/01/19 CAT 936 Loader	0.00*		STREET	1000		430200	231		101000
	06/01/19 91 Ford 6-582	0.00*		STREET	1000		430200	231		101000
	06/01/19 15 Sweeper	142.99*		STREET	1000		430200	231		101000
	06/01/19 SS Snow Blower Green	0.00*		STREET	1000		430200	231		101000
	06/01/19 14 Water Truck	0.00*		STREET	1000		430200	231		101000
	06/01/19 00 Freightliner Dump 6-60700A	0.00*		STREET	1000		430200	231		101000
	06/01/19 2010 JD 772 Grader	71.19		POLICE	1000		420100	231		101000
	06/01/19 02 Freightliner Dump 6-54564A	0.00*		STREET	1000		430200	231		101000
	06/01/19 08 Ford Pickup 6-1450	174.46*		STREET	1000		430200	231		101000
	06/01/19 08 GMC Pickup 6-1484	107.18*		STREET	1000		430200	231		101000
	06/01/19 08 CAT 938H Loader	546.92*		STREET	1000		430200	231		101000
	06/01/19 08 904B Mini Loader	84.73*		STREET	1000		430200	231		101000
	06/01/19 01 Freightliner	0.00*		STREET	1000		430200	231		101000
	06/01/19 01 Freightliner	0.00*		STREET	1000		430200	231		101000
	06/01/19 08 Ford Escape (multi-use)	67.70		DI SPAT	1000		420160	370		101000
	06/01/19 14 Police Interceptor	129.69		POLICE	1000		420100	231		101000
	06/01/19 15 Ford F-250	212.56*		STREET	1000		430200	231		101000
	06/01/19 18 Dodge Ram-PW	178.22*		STREET	1000		430200	231		101000
	06/01/19 18 Dodge Ram-Police	260.89		POLICE	1000		420100	231		101000
	06/01/19 Tractor	93.22*		STREET	1000		430200	231		101000
45708	2952 DIS Technologies	2,449.08								
	34636 06/05/19 Monthly Managed Svcs-Dspatch	707.67*		DI SPCH	1000		420160	398		101000
	4577 06/06/19 Monthly Managed Svcs-IT	660.00		IT	1000		410580	355		101000
	34626 06/05/19 Monthly Managed Svcs-Dspatch	595.00*		DI SPCH	1000		420160	398		101000
	4560 05/31/19 Warranty Renewal	358.98		DI SPCH	1000		420160	216		101000
	4573 06/06/19 Worry-Free Bus. Security	127.43		DI SPCH	1000		420160	216		101000
45709	2952 DIS Technologies	707.67								
	34636 06/05/19 Email accounts/managed IT	707.67		IT	1000		410580	355		101000
45747	3004 Partsmaster	271.49								
	23425628 06/03/19 Supplies-fuses	271.49		STREET	1000		430200	220		101000
45748	3202 Pilar Collins	105.00								
	06/11/19 Interpretation Services	105.00		COURT	1000		410360	394		101000

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Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund	Org Acct	Object	Proj	Cash Account
45749		999999 JULIO IVAN RUIZ-GALVAN 06/11/19 Bond Refund TK-110-2018-611		485.00 485.00		COURT	7469	212401			101000
45750		2140 MMI A MONTANA 519015 06/07/19 Deductible Recovery Brandis		808.50 808.50		INS	1000	510330	513		101000
45751		2558 Hebgen Basin Fire District 120718 05/29/19 CPR First Aid 5 employee part 120718A 06/05/19 CPR First Aid 5 employee part		139.50 69.75 69.75		ADMIN ADMIN	1000 1000	410800 410800	380 380		101000 101000
45752	E	2673 First Bankcard 13037718 05/03/19 QuarterMaster lockout set 05/22/19 Market Place Meeting Supplies 05/22/19 Firehole BBQ CO. Meeting Suppl 18403831 05/25/19 Cheaper Than Dirt Ammunition 113-579273 05/26/19 Amazon Supplies		1,855.12 192.98 31.59 172.70 1,011.95 445.90		POLICE POLICE POLICE POLICE	1000 1000 1000 1000	420100 420100 420100 420100	220 327 327 389 220		101000 101000 101000 101000 101000
45753		2928 Safe Restraints, Inc. CH05262019 05/28/19 Wrap Restraints		2,624.24 2,624.24		POLICE	1000	420230	220		101000
45754	E	2673 First Bankcard 328514 05/03/19 J&V Rest. Kitchen Supplies 327622 05/07/19 J&V Rest. Freezer 05/23/19 Costco Batteries 05/23/19 Home Depot Utilitybrush 05/23/19 Home Depot Rug		5,466.38 206.70 4,999.00 33.98 41.70 185.00		STREET STREET STREET STREET STREET	1000 1000 1000 1000 1000	411255 450135 460430 430200 411255	220 212 220 220 366		101000 101000 101000 101000 101000
45755		2871 Rand Olsen Construction, LLC 239 05/21/19 UPDL windows 240 06/05/19 UPDL windows & trim		6,854.00 1,814.00 5,040.00		UPDL UPDL	4000 4000	460460 460460	920 920		101000 101000
45756		2908 Frontline Ag Solutions, LLC 640254 05/23/19 Filter Element, Oil, Oil filte		68.72 68.72		STREET	1000	460430	220		101000
45757		266 Utilities Underground Location 9055329 05/31/19 Excavation Notifications		32.97 32.97		STREET	5210	430500	357		101000
45758		3214 Axon Enterprise, Inc. SI-1594961 06/06/19 Axon Camera Assembly SI-1594961 06/06/19 Axon Camera Assembly		4,893.00 3,000.00 1,893.00		POLICE POLICE	1000 1000	420100 420100	212 220		101000 101000

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Check	Invoice #/Inv Date/Description	Line \$						Account
45759	2507 Silvertip Pharmacy	531.40						
15794	05/30/19 RX	138.00		HELP	7010	450135	358	101000
15413	05/22/19 RX	18.00		HELP	7010	450135	358	101000
15784	05/30/19 RX	83.00		HELP	7010	450135	358	101000
14323	04/22/19 RX	15.45		HELP	7010	450135	358	101000
14712	05/03/19 RX	22.38		HELP	7010	450135	358	101000
14976	05/10/19 RX	200.00		HELP	7010	450135	358	101000
15220	05/17/19 RX	54.57		HELP	7010	450135	358	101000
45760	2099 Quick Print of West Yellowstone	72.84						
6818	05/07/19 Water samples	30.65		WATER	5210	430500	357	101000
6997	05/28/19 Water samples	30.65		SEWER	5310	430600	357	101000
6794	05/02/19 Antenna Return	11.54		WATER	5210	430500	311	101000
45761	999999 DOMINICK CARAVELLA	80.00						
06/03/19	TK-110-2019-230 Bond Rfnd	80.00		COURT	7469	212401		101000
45762	1085 JD Specialty Services	250.00						
3335	06/06/19 Modify Grader Wing mount	250.00*		STREET	1000	430200	369	101000
45763	3085 Buffalo Services, LLC	3,000.00						
52019	06/10/19 Monthly chrg for Water systm	1,500.00		WATER	5210	430500	354	101000
52019	06/10/19 Monthly chrg for Water systm	1,500.00		SEWER	5310	430600	354	101000
45764	151 Gallatin County WY TS/Compost	655.50						
05/31/19	Transfer Station Fee	655.50		PARKS	1000	460430	534	101000
45765	2908 Frontline Ag Solutions, LLC	14,000.00						
5752682	05/23/19 Lawn Mower	14,000.00		STREET	4000	460430	943	101000
45766	3134 Coppermine Fire Suppression	450.00						
4972398	05/30/19 Fire Extinguishers	120.00*		SEWER	5310	430600	220	101000
4961015	05/30/19 Fire Extinguishers	135.00		POLICE	1000	411258	366	101000
4972397	05/30/19 Fire Extinguishers	195.00		STREET	1000	430200	220	101000
45767	3116 R & R Lock and Key, LLC	130.00						
06/01/19	Library replacement	130.00		LIB	1000	411259	366	101000
45768	764 General Distributing Co.	53.94						
760965	05/31/19 Compressed O2	53.94		STREET	1000	430200	220	101000

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45769		2586 Waxie Sanitary Supply		889.53								
	78314162	05/31/19 Custodial		578.45		PARKS	1000		460430	220		101000
	78331817	06/07/19 Custodial		311.08		PARKS	1000		460430	220		101000
45770		3004 Partsmaster		242.96								
	23423098	05/28/19 Maintenance Supplies		242.96		STREET	1000		430200	220		101000
45771		999999 MONTANA MAGISTRATES ASSOCIATION		200.00								
	06/07/19	MMA Member Dues - Gibson		200.00		COURT	1000		410360	335		101000
45772		2922 Woody Smith Ford, Inc.		1,967.74								
	6071901	05/31/19 Maintenance 2014 Ford		1,967.74		POLICE	1000		430200	361		101000
45773		3216 Safariland Group		235.00								
	118-086282	08/21/18 Training		235.00		POLICE	1000		420100	370		101000
45774		2537 Balco Uniform Co., Inc.		1,520.95								
	53549-2	05/16/19 Armor Pkg Uniform supplies		856.00		POLICE	1000		420100	226		101000
	54206	05/28/19 Uniforms Supplies		610.00		POLICE	1000		420100	226		101000
	54315	06/06/19 Uniforms Supplies		54.95		POLICE	1000		420100	226		101000
45775		3179 Yellowstone Point S		391.61								
	10819	06/04/19 Vehicle Maintenance		391.61		STREET	1000		430200	361		101000
45776		2357 US Bank		13,202.12								
	08/15/19	Bond payment		12,985.12		911	2850		490530	610		101000
	08/15/19	Bond payment		217.00*		911	2850		490530	620		101000
45777		2264 MORNING GLORY COFFEE & TEA		33.75								
	626291	06/03/19 Supplies		33.75		DISPCH	1000		420160	220		101000
45778		2887 Century Link - Maintenance		31,044.80								
	T042400024	04/24/19 911 System		31,044.80		911	2850		420750	945		101000
45779		1311 Teton Communications		486.00								
	12695	05/23/19 Radio Maintenance		486.00		POLICE	2850		420750	362		101000
45780		2898 TransUnion Risk and Alternative		50.00								
	06/01/19	Contracted Services		50.00		POLICE	1000		420100	398		101000

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Check	Invoice #/Inv Date/Description	Line \$						Account
45783	999999 HECTOR GUERRERO	300.00						
	05/25/19 Deposit Refund	300.00		POVAH	2210	214001		101000
45784	547 WY Chamber of Commerce	6,000.00						
	19-01 06/06/19 Fireworks Donation	6,000.00		LEGIS	1000	410100	870	101000
45785	2813 Century Link	62.00						
	05/28/19 DSL Pub Serv Office 646-7949	62.00		BLDINS	1000	430200	345	101000
45786	2991 West Yellowstone Star	186.20						
	2019ci -211 06/06/19 Classi fi eds Seasonal Labor	76.70		PARKS	1000	410210	327	101000
	2019ci -211 06/06/19 Classi fi eds Equip Operator	63.60		STREET	1000	410210	327	101000
	2019ci -211 06/06/19 Classi fi eds Di spatch	45.90		DSPTCH	1000	410210	327	101000
45787	2863 Envi ronmental Dynami cs	54,460.72						
	57147 05/30/19 Aeration Works Install	54,460.72		SEWER	5320	430640	934	101000
45788	533 Market Place	241.50						
	xmas gi ft certi fi cate	50.00		LEGIS	1000	410100	220	101000
	05/31/19 suppl ies	76.73		DI SPAT	1000	420230	220	101000
	05/31/19 suppl ies	114.77		LEGIS	1000	410100	220	101000
45789	E 2673 First Bankcard	6,965.94						
	2027212124 05/02/19 FredPryor Seminars Trainin	149.00		ADMI N	1000	410210	380	101000
	117775 05/02/19 Uni ted Vol leyball Suppl y	2,224.03		PARKS	4000	460430	936	101000
	05/02/19 Net World Sports	3,899.98		PARKS	4000	460430	936	101000
	369538 05/07/19 FatCats of Rexburg	100.00		PARKS	1000	460449	871	101000
	9494627 05/03/19 Amazon Sum Rec Suppl ies	42.93*		PARKS	1000	460449	220	101000
	05/16/19 USPS Postage	385.00		COURT	1000	410360	311	101000
	05/16/19 USPS Postage	110.00		FI NANC	1000	410510	311	101000
	05/16/19 USPS Postage	55.00		SOCSER	1000	450135	311	101000
45790	E 2964 CITI CARDS	10,763.44						
	05/09/19 Di scout Mugs	1,300.00		PARKS	1000	460440	212	101000
	05/09/19 Di scout Mugs	379.00		PARKS	1000	460440	220	101000
	05/09/19 Hampton Inn Pierre	103.65		LEGIS	1000	410100	370	101000
	3375405 05/09/19 Amazon - camping wagon/cart	254.98		PARKS	1000	410210	212	101000
	7485856 05/11/19 Amazon-Book	26.99		LIB	2220	460100	215	101000
	3751454 05/10/19 Amazon-Basketball game	201.78		PARKS	1000	460440	220	101000
	7597847 05/10/19 Amazon - Green Book	14.96		LIB	2220	460100	215	101000
	05/12/19 Amazon - 5 books	288.60		LIB	2220	460100	215	101000
	R211493126 05/20/19 Reservations.com Mike Coff	126.24		ADMI N	1000	410210	370	101000
	2027223184 05/12/19 FredPryor Seminar - Mike C	149.00		ADMI N	1000	410210	380	101000
	7983426 05/13/19 Amazon - Progress Princ book	30.91		ADMI N	1000	410210	220	101000

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Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	2585810	05/14/19	Amazon - Ink cartridges	Canon	402.32*		BULDNG 1000 420531	220	101000
	2404206	05/16/19	Amazon - 2 books		32.95		LIB 2220 460100	215	101000
	6714605	05/21/19	Amazon - Mannequin heads, 3 b		51.81		LIB 2220 460100	215	101000
	5624260	05/17/19	Amazon - T-shirts		149.94		ADMIN 1000 410210	327	101000
		05/22/19	USPS - Police postage		23.79		POLICE 1000 420100	311	101000
	8440215	05/22/19	Amazon - Wi fi router		59.99		LIB 2220 460100	216	101000
	0989839	06/03/19	Amazon - Playground supplies		307.57*		PARKS 1000 460449	220	101000
	5295446	05/29/19	Amazon - Firstaid kits, totes		136.99*		PARKS 1000 460449	220	101000
	3214657	06/04/19	Amazon-waterproofcase for pho		55.63		COURT 1000 410360	220	101000
	8441860	06/03/19	Amazon-BB Hoop		64.99*		PARKS 1000 460449	220	101000
	QU0179019	05/07/19	Freenotes Flowers		6,601.35		PARKS 4000 460430	936	101000
45791		547	WY Chamber of Commerce		1,410.70				
			Ice Fishing Tournament 2019 - balance						
	IF 19-14	05/07/19	Ice Fishing 2019, Total expe		3,910.70		MAP 2101 410130	398	101000
	IF 19-14	05/07/19	Ice Fishing 2019, advance		-2,500.00		MAP 2101 410130	398	101000
45792		135	Food Roundup		10.80				
	02-450437	05/21/19	Phone charger		10.80*		LIB 2220 460100	220	101000
45793		2743	Montana Quarterly		21.00				
	06/14/19		One year Subscription		21.00		LIB 2220 460100	215	101000
45794		333	Montana State Library		1,807.50				
	05/31/19		Montana Shared Catalog		1,807.50		LIB 2220 460100	398	101000
		# of Claims	55	Total:	244,677.51				
		Total Electronic Claims			25,050.88	Total Non-Electronic Claims			219626.63

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Fund/Account	Amount
1000 General Fund	
101000 CASH	\$97,868.65
2101 Marketing & Promotions (MAP)	
101000 CASH	\$1,410.70
2102 TBID (Tourism Business Improvement)	
101000 CASH	\$5,644.43
2210 Parks & Recreation	
101000 CASH	\$300.00
2220 Library	
101000 CASH	\$2,314.60
2850 911 Emergency	
101000 CASH	\$44,732.92
4000 Capital Projects/Equipment	
101000 CASH	\$33,579.36
5210 Water Operating Fund	
101000 CASH	\$1,575.16
5310 Sewer Operating Fund	
101000 CASH	\$1,694.57
5320 Sewer Replacement Depreciation Fund	
101000 CASH	\$54,460.72
7010 Social Services/Help Fund	
101000 CASH	\$531.40
7469 City Court - Judge Gibson	
101000 CASH	\$565.00
Total :	\$244,677.51

WEST YELLOWSTONE TOWN COUNCIL  
**Town Council Meeting**  
**June 4, 2019**

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

OTHERS PRESENT: Town Manager Daniel Sabolsky, Finance Director Lanie Gospodarek, Social Services Director Kathi Arnado, Chief of Police Scott Newell, Richard & Teri Gibson, Helene Rightenour, Marysue Costello, Liz Watt, Shelley Johnson, Trish Barnes, Bob Patzke, Randy Wakefield, Bill Howell, Sabrah Van Leeuwen

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**

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- 1) Motion carried to approve Purchase Order #6803 to Bear Saver to purchase six bear-proof trash containers for recycling purposes. (Martineau, Burke)
- 2) Motion carried to approve the claims, which total \$67,725.50. (Burke, Martineau) Schmier abstains from claim #45712 and #45736 to Jerry's Enterprises. Forsythe abstains from #45739 to Westmart Building Center.
- 3) Motion carried to approve the Consent Agenda, which includes the minutes of the May 21, 2019 Town Council Meeting. (Martineau, Forsythe)
- 4) Motion carried to table the business license application for KW Corporation for one residential rental. (Forsythe, Martineau)
- 5) Motion carried to approve the business license application for Westmart Building Center residential rentals at 500 Campanula A & B and 372 Washburn Circle. (Martineau, Burke) Forsythe abstains.
- 6) Motion carried to approve the new business license application for A' Rise Footzone, made by Stephanie Borash to operate at 303 N Canyon Street. (Johnson, Martineau)
- 7) Motion carried to approve the waiver of the \$500 resort tax bond for A' Rise Footzone. (Martineau, Burke)
- 8) Motion carried to approve the new business license application for Mike's Mobile Auto and Diesel Repair. (Johnson, Forsythe)
- 9) Motion carried to approve the new business license application for Gallatin Mountain Creative. (Martineau, Forsythe)
- 10) Motion carried to approve the Outside Amplification Permit for the Music in the Park Concert Series 2019 for the dates of July 4, July 20, August 2, and August 17, 2019 between the hours of 10 AM and 10 PM. (Forsythe, Martineau)
- 11) Motion carried to approve Resolution No. 729, a resolution lifting the open container law in the concert area of Pioneer Park during the 2019 Music in the Park events. (Forsythe, Burke)
- 12) Motion carried to approve the aggregation of Lots 15 and 16 of Block 20 in the Madison Addition, owned by Terry Oksa. (Forsythe, Johnson)

- 13) Motion carried to table the appointment of the Town Representative to the Planning Board. (Burke, Martineau)
- 14) Motion carried to appoint Sabrah Van Leeuwen to the Parks & Recreation Advisory Board for a 4-year term. (Burke, Martineau)
- 15) Motion carried to table the Town Manager compensation. (Burke, Martineau)

#### **Public Comment Period**

No public comment is received.

#### **Council Comments**

Pierre Martineau reports on an unpleasant encounter health department at the Povah Center while preparing for senior lunch last Friday. Martineau says that fortunately, David Arnado showed up and was able to answer many of the questions that came up and was able to turn a difficult situation around. Forsythe thanks the school for their efforts cleaning up the Town last week. Johnson asks everyone to remember Scott Lanterman, who had brain surgery yesterday. He also reports that he and Mayor Schmier attended the wedding for Mindie Morris and Chris Daniels over the weekend at the Union Pacific Dining Lodge and it was a great event, the building looked very nice. Johnson encourages Sabolsky to work with Betty Richie to work out the community garden issues. He thanks Sabolsky for responding to his questions about the lot subdivision approved at the last meeting. Johnson says that they have had a discussion about the request from CHP for an employee to stay in their RV for a few weeks this summer. He has reached out to the employee and her spouse and offered them a private solution. Johnson says they have also been talking about the RV spots at the Yellowstone Nature Connection (YNC) and says he has serious concerns about public property competing with private property. He says that the intent of the dormitory and two RV spots on that property was specifically for volunteers at the YNC and not to be rented to the public. Chris Burke says that he toured the sewer lagoon last week with Greg Johnson and says it appears to him that they have made significant progress and although there was some odor, he can't imagine it won't improve. Burke says that there will be two seats on the Town Council up for election later this year. He says he has serious concerns about the public trust and disparaging comments about people that work for the town from other employees or elected officials. Forsythe says that he grew up in Greeley, CO, a place that is the home of about 100,000 cows and the smell was terrible. He says he hopes his store never smells that way! Schmier thanks the staff and employees for all their hard work.

#### **Audit Presentation: Healthier Walstad of Anderson Surmuehlen & Co., FY 2018 Audit**

Healthier Walstad appears at the meeting via video conferencing. She explains that she has a couple things to go over with the Town in order to finish up the independent audit her firm has completed. She explains that she has provided a Letter of Governance and an Independent Auditors Report for their review. Walstad explains that they are required to cover new and existing government auditing standards and review practices and procedures of the Town. She reports that they did not encounter any significant difficulties conducting the audit or disagreements with management. Walstad does recommend establishing a policy to change computer and software passwords on a regular basis, improving the frequency and policy use of purchase orders, fixed asset inventory, establishing a conflict of interest policy, establishing a whistleblower policy, and additional internal controls in payroll. Walstad reports on only two significant finds: removal of excess vacation accruals and financial reporting. Walstad the audit went well and they have already received responses from management to correct the findings. She encourages the Council and staff to reach out if they have any questions and they will submit the final document to the State.

#### **DISCUSSION**

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- 10) The Council discusses the event permit for the 2019 Music in the Park series and notes that there will be some setup required by the applicants the day before the events.

- 11) The Council discusses the actual start times for the concert and agrees that for clarification for the police department, the open container ordinance shall be lifted from 6 PM until 11 PM on the dates of the concert, noting that the concerts will start at 7 PM.
  - 12) It is explained that the owner wishes to build a garage on the second lot and therefore is required to aggregate the lots.
  - 13) Schmier explains that James Patterson currently sits on the Town Planning Board as the Town Representative. Town Manager Dan Sabolsky explains that the Planning Board has requested the attendance of David Arnado at the meetings. Sabolsky says that in the interest of efficiency and employee time management, they consider replacing Patterson on the board with Arnado as the Town representative. Sabolsky says that at a recent meeting, there was significant confusion and poor communication about multiple projects. He believes that these issues would be corrected if Arnado was on the board as he is the employee that handles code enforcement. The Council discusses the proposal and issues that have come up at the meetings. Johnson expresses concerns about removing the Public Works Superintendent from the board. Teri Gibson and Martineau express concerns about how the meetings are being run.
  - 15) The Council discusses the compensation for the Town Manager. Schmier says that he did some independent research on contracts for other town managers in the region. He says that one approach he came across was to award a bonus based on the results of the performance review. Martineau says he found most cities grant a cost of living bonus and one that gave a bonus of 4%. Johnson says that most of the cities in Montana that have city managers have much larger populations. Martineau says they should also take into account the projects Sabolsky has accomplished including getting the resort tax increased passed and building the daycare. Forsythe says that he would like to hear what Sabolsky thinks and possibly address it in executive session. Sabolsky says that he will put together a proposal for the Council to consider.
- A) **Advisory Board Reports:** Teri Gibson reports that the Planning Board is meeting this Thursday, June 6, 2019 at 12 Noon to discuss what the roles and responsibilities are of the Planning Board.
- B) **Town Manager & Department Head Reports:** Town Manager Dan Sabolsky reports that the Summer Recreation Program will start next week. Staff has been hired and they have 20-25 kids registered. The improvements to the wastewater plant are progressing, the algae eaters have been installed and the evaporators are expected to be installed soon. They have set up temporary sewer flow meters around town to measure real time data for usage. They had a meeting last week to discuss the Moonrise Project and working through some of the issues with the project. However, he received an email from the owner of Moonrise last night to rescind their subdivision application and submit an amended plat application. He says the staff and consultants will meet later this week to discuss the new application and review. He says they have began working on revising rental applications for the public buildings that the Town rents to the public. He says the Gallatin County Health Department showed up to inspect the Povah Community Center and specifically the Senior Lunch events. They need to make some improvements at the center and get additional training for staff. Sabolsky reports that they had a meeting last week with Dave Noel and Justin Spence to work on the plan and design for the casting pond behind the Union Pacific Dining Lodge. The structural design of the pond has been completed. They had a meeting at Pioneer Park last week to discuss the extension of the ice skating rink, skateboarding ramps, and the volleyball court. They held interviews today for the Social Services Assistant position and hope to extend an offer of employment shortly. They will interview for the vacancies in Public Works later this week. Johnson asks about the aroma from the sewer lagoon and says that he gets asked about it frequently. Sabolsky says that the lagoon is running very clean and he really can't smell anything. Johnson says he disagrees and gets asked about it frequently. He also asks if they have measured the water line going into the Madison Addition to

determine whether that line is actually a 6" line or 10" line. Sabolsky answers that they have not and he will ask their consultants to do that. Forsythe mentions that he would like to have a hard copy of the budget to review as well as the capital plan. He also requests that the Manager's Report be distributed by in written form prior to the meeting.

Chief of Police Scott Newell reports that last Thursday, he was returning from Big Sky with his kids in the car when another car crossed lanes and hit the back of his private vehicle. The occupants of the vehicle fled and were apprehended the following day in Belgrade in possession of methamphetamine, over \$9000 in cash and a loaded hand gun. The driver was arrested for driving with a revoked license, illegal plates and various other violations. He says the joke in the police department is that he doesn't have to find crime, it finds him. Social Services Director Kathi Arnado reports on a shortage of summer help in town. They have lots of available jobs posted. She reports that kids from the school volunteered last week in her office and were very helpful. Finance Director Lanie Gospodarek reports that they have almost finished entering the budget. Peggy Russell started work yesterday as the Finance Clerk. Business license renewals are in full swing. Gospodarek also reports that they are preparing to move her office across the hall and wrap up the fiscal year.

The meeting is adjourned. (9:30 PM)

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Mayor

ATTEST:

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Town Clerk

# West Yellowstone Planning Board

NAME	DATE APPOINTED	TERM EXPIRES
1. Randy Wakefield PO Box 1762, 516 Grouse Avenue C: (406) 640-1208 W: (208) 652-7112 <a href="mailto:randy.wakefield@fallriverelectric.com">randy.wakefield@fallriverelectric.com</a>	5/14/18	6/1/19
2. Rob Klatt PO Box 215, 518 Carnelian Court C: (406) 580-2002 W: (406) 646-9523 <a href="mailto:wbroker@gmail.com">wbroker@gmail.com</a>	9/5/18	6/1/19
3. John Costello PO Box 548, 617 Apollinaris Avenue H: (406) 646-7844 C: (406) 640-1413 <a href="mailto:jcostello@wyellowstone.com">jcostello@wyellowstone.com</a>	5/14/18	6/1/20
4. Teri Gibson PO Box 8, 508 Cascade H: (406) 646-1139 C: (530) 906-2174 <a href="mailto:teri.gibson@syix.com">teri.gibson@syix.com</a>	5/14/18	6/1/20
5. County Designee Chipper Smith 175 Grayling Canyon Road West Yellowstone, MT 59758 C: (406) 220-7778 <a href="mailto:GCRCHIP@Yahoo.com">GCRCHIP@Yahoo.com</a>	6/5/18 6/7/16 5/20/14	6/20/20 6/7/18 5/20/16
6. James Patterson, PW Supt PO Box 1570 O: (406) 646-7609 C: (406) 640-9074 <a href="mailto:jpatterson@townofwestyellowstone.com">jpatterson@townofwestyellowstone.com</a>		Concurrent with Employment and Council Appointment
7. Chris Burke, Town Council Member PO Box 1506 C: (406) 646-7061 <a href="mailto:cburke@townofwestyellowstone.com">cburke@townofwestyellowstone.com</a>		Concurrent with TC Term Appointed 1/2/18

# Montana Code Annotated 2015

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**76-1-221. Membership of city planning board.** (1) A city planning board shall consist of not less than seven members to be appointed as follows:

- (a) one member to be appointed by the city council from its membership;
- (b) one member to be appointed by the city council, who may in the discretion of the city council be an employee or hold public office in the city or county in which the city is located;
- (c) one member to be appointed by the mayor upon the designation by the county commissioners of the county in which the city is located;

(d) four citizen members to be appointed by the mayor, two of whom shall be resident freeholders within the urban area, if any, outside of the city limits over which the planning board has jurisdiction under this chapter and two of whom shall be resident freeholders within the city limits.

(2) The clerk of the city council shall certify members appointed by its body. The certificates shall be sent to and become a part of the records of the planning board. The mayor shall make similar certification for the appointment of citizen members.

**History:** (1)En. Sec. 4, Ch. 246, L. 1957; amd. Sec. 1, Ch. 271, L. 1959; Sec. 11-3804, R.C.M. 1947; (2)En. Sec. 7, Ch. 246, L. 1957; Sec. 11-3807, R.C.M. 1947; R.C.M. 1947, 11-3804(part), 11-3807.

*Provided by Montana Legislative Services*

Application for Outside Amplification Permit  
Town of West Yellowstone  
Gallatin County, Montana

Event: 5<sup>th</sup> Annual AMBASSADOR BBQ

Contact Person: Mikel Schoeneman

Address of Contact Person: 407 GIBBON AVE. #217  
AMBASSADOR APTS.

Phone Number: 406-548-1916

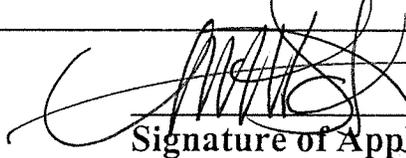
Signature of Property Owner of Record:  (Mikel Schoeneman (Apt. Mng.))  
MARK WAIKUP (GM. D.N.R.)

Date(s) of Event: Saturday June 22<sup>nd</sup>

Location: AMBASSADOR APT. PARTY LOT

Amplification between the hours of: 5<sup>PM</sup> and 9<sup>PM</sup>

Description of Event: Employee Appreciation / Welcome  
to West Yellowstone Summer Season Workers  
BBQ - Acoustic Music - Live Band (Amplified)



Signature of Applicant

6-13-19  
Date

<b>FOR OFFICE USE ONLY</b>		
Decision by Town Council:	Approved	Disapproved
Conditions:	_____	
	_____	
Signature of Mayor/Operations Manager:	_____	
	_____	
	Date	

Application for Outside Amplification Permit  
Town of West Yellowstone  
Gallatin County, Montana

Event: Fourth of July Celebration

Contact Person: Jackie Laferer

Address of Contact Person: PO Box 1670, W Yellowstone, MT  
59758

Phone Number: 406 646 7630

Signature of Property Owner of Record: Jacqueline R Laferer

Date(s) of Event: 7/4/19

Location: 629 Madison, W. Yellowstone

Amplification between the hours of: 4 AM/PM and 10 AM/PM

Description of Event: Fourth of July Celebration at Rocky's  
with live music, outdoor games, and patio seating.

Jacqueline R Laferer  
Signature of Applicant

6/12/19  
Date

FOR OFFICE USE ONLY

Decision by Town Council:                      Approved                      Disapproved

Conditions: \_\_\_\_\_

Signature of Mayor/Operations Manager: \_\_\_\_\_

\_\_\_\_\_ Date

# EXPOSITION LICENSE & SPECIAL EVENT PERMIT APPLICATION

Town of West Yellowstone, Montana



Event: Fourth of July Celebration  
 Sponsor Organization: Rocky's Nuthouse  
 Sponsor Address: 629 Madison  
 Contact Person: Jackie LaFever  
 Contact Phone: (406) 646-7630 Fax: \_\_\_\_\_  
 E-mail Address: lafeyer7@aol.com, cc guide.nika@gmail.com  
 Date(s) of Event: 7/4/19  
 Location of Event: 629 Madison

- A. **Event Detail:** Use the attached sheet to describe the event in detail and any special accommodations required from the Town.
- B. **Site Plan:** Detail the physical layout of the event on the attached site plan and return with the application. Provide as much detail and measurements as possible.
- C. **Liability Insurance:** If the event is taking place on public property, please provide a copy of the event's liability insurance naming the Town of West Yellowstone as additionally insured. Liability insurance coverage shall be in the minimum amounts of \$750,000 per claimant/\$1,500,000 per occurrence and include alcohol liability, if applicable. The Town Manager may grant exception to these limits based on general public health, safety and welfare associated with the request for exception, as well as the liability risk and the applicant's ability to pay.
- D. **Vendor List:** If the event includes vendors, provide a list of the names and addresses of all participating vendors 14 calendar days in advance.
- E. **Fees:** The basic fee for an event is \$25. Events that include vendors shall also pay \$25 per vendor for every vendor that does not already hold a business license in the Town of West Yellowstone.
- F. **Resort Tax:** The sponsor of exposition events must post a \$1500 bond in accordance with Chapter 3.12 of the West Yellowstone Municipal Code ([www.codepublishing/MT/WestYellowstone.html](http://www.codepublishing/MT/WestYellowstone.html)). The sponsor and vendors must collect 3% on all resort tax applicable sales and remit to the Town by the 20<sup>th</sup> of the month after the month of the event. All sales, including entrance and participation fees, are subject to resort tax. Please review Chapter 3.12 of the WYMC for further information, including possible exemptions. The bond will be returned within 90 calendar days of remittance of the resort tax.
- G. **Alcohol Consumption:** Public drinking and public display of alcoholic beverages must conform with Section 9.12.020 of the West Yellowstone Municipal Code. The public place where the event will be held must be exempted by resolution of the Town Council before alcoholic beverages may be allowed. Please attach a separate letter addressed to the West Yellowstone Town Council making this request.
- H. **Sound:** Amplified sound may be allowed by obtaining an additional non-fee special permit from the Town Council, in accordance with Section 8.16.020 of the West Yellowstone Municipal Code. If applicable, please attach the Outside Amplification Permit Application.

Event Fee: \$ 25<sup>00</sup>  
 Resort Tax Bond: \$ n/a  
 Vendor(s) Fee: \$ n/a  
 Total Due: \$ 25<sup>00</sup>

*Jaqueline R. LaFever*  
 Signature of Applicant  
 Date 6/12/19

Date Received by the Town: 6/13/19 ER

## Event Detail

Please use this sheet to describe your event in detail including expected sales, type of sales, layout, show tents, canopies, fencing, cars, security, toilets, seating, stage, etc. and any special accommodations you are requesting from the Town. Please also address parking, trash collection and disposal, expected number of participants and spectators, signs, alcohol use, and amplified sound (if applicable).

This event will take place on private property already leased by Rocky's bar and casino. The outdoor area will be fenced off and alcohol will remain in the building or fenced area. There will be picnic tables, patio chairs, and outdoor games in the fenced area. There will be a flat bed trailer with a live band.

Alcohol sales will fall under Rocky's liquor license, ~~as follows~~.

Rocky's is already insured so we request exception by the town manager for additional insurance.

Per Police Chief Scott Newell, we are requesting an open container exemption within 100 ft of the building.

~~\_\_\_\_\_~~

~~\_\_\_\_\_~~

~~\_\_\_\_\_~~

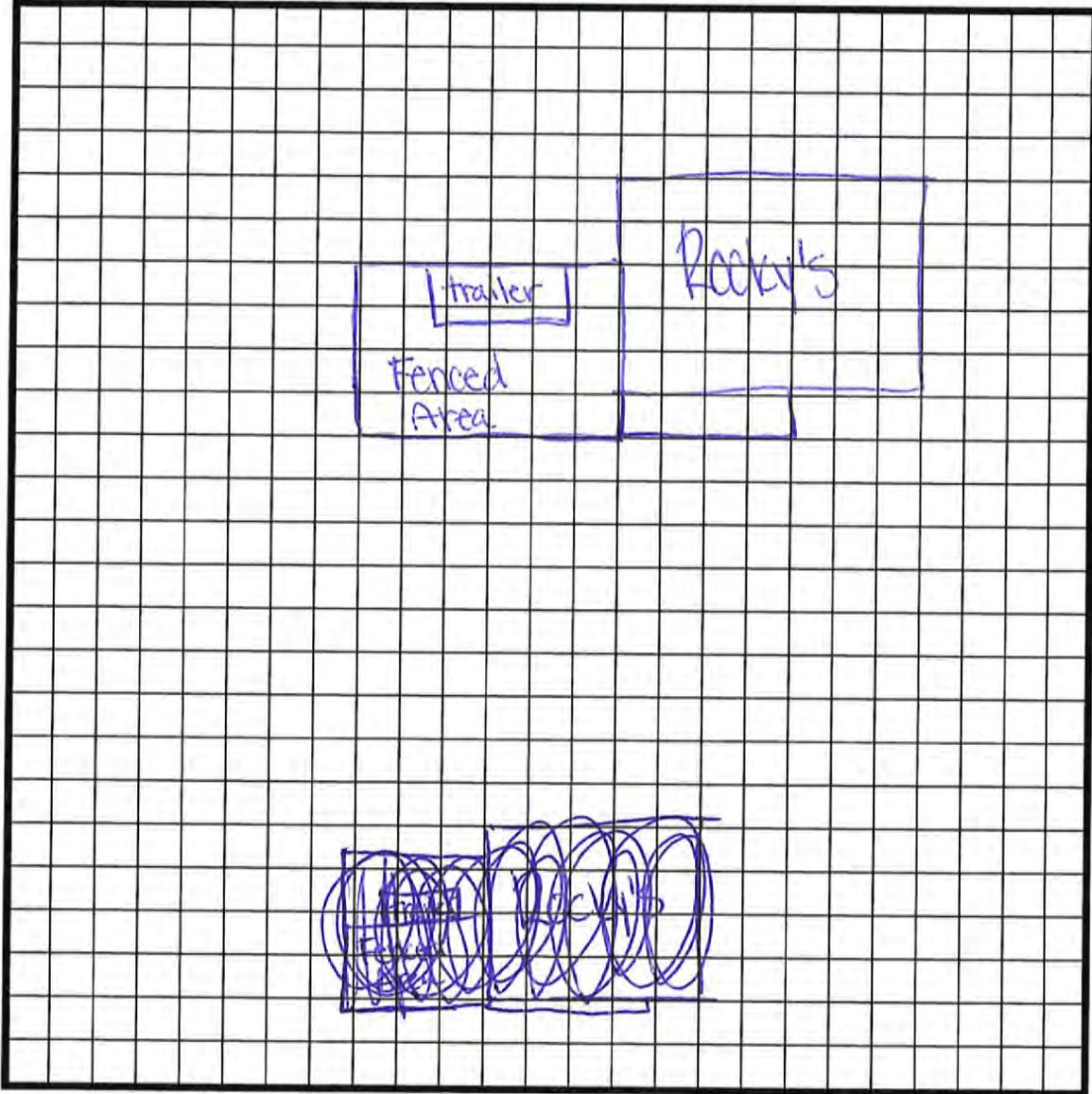
~~\_\_\_\_\_~~

~~\_\_\_\_\_~~

Rocky's already pays resort tax on all sales, so a bond should not be necessary.

# SITE PLAN

Event: Fourth of July Celebration



Please indicate direction

# VENDING AND SALES

Complete this section if the event includes sales of any kind.

Event: Fourth of July Celebration Date(s) ~~7/1/19~~ 7/4/19

Attach additional sheets as necessary.

Primary Sponsor: Rocky's  
Contact Person: Jackie LaFever  
Address: 629 Madison  
West Yellowstone, MT 59758  
Phone: 406 646 7630  
Type of sales: normal business bar sales  
Resort Tax applicable: YES NO

Vendor Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Type of sales: \_\_\_\_\_  
Resort Tax applicable: YES NO

Vendor Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Type of sales: \_\_\_\_\_  
Resort Tax applicable: YES NO

Vendor Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Type of sales: \_\_\_\_\_  
Resort Tax applicable: YES NO

Vendor Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Type of sales: \_\_\_\_\_  
Resort Tax applicable: YES NO

Vendor Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Type of sales: \_\_\_\_\_  
Resort Tax applicable: YES NO

Vendor Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Type of sales: \_\_\_\_\_  
Resort Tax applicable: YES NO

Vendor Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Type of sales: \_\_\_\_\_  
Resort Tax applicable: YES NO

**FOR OFFICE USE ONLY**

Department	Initials	Date	Comments
Pub Services			
Fire			
Police			
Finance			
Administration			
Notes/Conditions: _____			
_____			
_____			
Approved	Denied	_____	Town Clerk
			Date

**ATTACHMENTS**

Liability Insurance	_____ Yes	_____ No	_____ Waived
Outside Amplification Permit	_____ Yes	_____ No	_____ NA
Encroachment Application	_____ Yes	_____ No	_____ NA
Open Container Resolution	_____ Yes	_____ No	_____ NA
Resort Tax Bond	_____ Paid	_____ Surety	_____ NA



## Outside Amplification Permit Application Town of West Yellowstone

Event: 49th Annual West Yellowstone Rod Run

Contact Person: Travis watt

Mailing Address: P.O. Box 1646, West Yellowstone, MT 59758

Email Address: travis@threebearlodge.com

Phone Number: 406-640-0393

Signature of Property Owner of Record: \_\_\_\_\_

Date(s) of Event: August 2 - 3, 2019

Location: Town of West Yellowstone City Park

Amplification between the hours of: 10am and 10:30pm

Description of Event: The West Yellowstone Events Association is pleased to announce the longest running event in West Yellowstone, the 49th Annual West Yellowstone Rod Run! We have again tied in with 'Music in the Park' for our friday night entertainment. We will have registration all day Friday with a Poker Ride at 10am and dinner at the park at 6pm with ice cream throughout the evening. Saturday will be our Parade beginning at 10am with the 'Show 'n' Shine from 10:30am to 3pm.

A handwritten signature in black ink, appearing to read "Travis Watt", written over a horizontal line.

Signature of Applicant

June 13, 2019

Date

### FOR OFFICE USE ONLY

Decision by Town Council:

Approved

Disapproved

Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Mayor/Town Manager: \_\_\_\_\_

\_\_\_\_\_  
Date

# Resolution No. 730

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA TO EXEMPT PIONEER PARK FROM SECTION 9.12.020 OF THE WEST YELLOWSTONE MUNICIPAL CODE, PUBLIC DRINKING PROHIBITED, AUGUST 2-3, 2019 DURING THE YELLOWSTONE ROD RUN**

**WHEREAS**, the Town Council of the Town of West Yellowstone desires to support and encourage events that bring visitors to the Town; and

**WHEREAS**, the Yellowstone Rod Run is an annual special event held in Pioneer Park in the Town of West Yellowstone; and

**WHEREAS**, Rodney Sainsbury, Owner of the Buffalo Bar, desires to sell and allow the consumption of alcoholic beverages in Pioneer Park on August 2 and 3, 2019 between the hours of 10:30 AM and 10 PM; and

**WHEREAS**, in accordance with Section 9.12.020, Part B of the West Yellowstone Municipal Code, the Town Council may exempt a specific area of a public place where an event or activity will be held from the prohibition of public display or public drinking of alcoholic beverages;

**NOW THEREFORE BE IT RESOLVED THAT** the Town Council of the Town of West Yellowstone, County of Gallatin, State of Montana, grants an exemption to Rodney Sainsbury, owner of the Buffalo Bar, and the participants at the Yellowstone Rod Run from the Public Drinking Prohibition in Pioneer Park, effective only August 2 and 3, 2019 between the hours of 10:30 AM and 10:00 PM.

**PASSED AND ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF WEST YELLOWSTONE THIS 18th DAY OF JUNE 2019.**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

ATTEST:

\_\_\_\_\_  
Town Clerk



June 13, 2019

To the Town of West Yellowstone, Honorable Mayor, and Town Council:

We are asking for your permission to lift the open container ordinance as a variance for Friday and Saturday August 2 - 3, 2019 on the City Park during the Yellowstone Rod Run for the hours of 10:30am –10:00pm.

With the permission and blessing of the Rod Run Committee, it is our intent to have a Beer Garden on the City Park property adjacent to the food booth that will be operated by the Rod Run Committee and will run through the Rod Run event and the Friday night Music in the Park.

We will supply you with the necessary paperwork as requested, including proof of insurance with additionally insured to include the Town of West Yellowstone, Yellowstone Rod Run, and the West Yellowstone Chamber of Commerce.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in cursive script that reads "Sydney Delaney". The signature is written in black ink and is positioned below the word "Sincerely,".

Sydney Delaney, for Rod Sainsbury

Owner, Buffalo Bar

# EXPOSITION LICENSE & SPECIAL EVENT PERMIT APPLICATION

## Town of West Yellowstone, Montana



Event: 49th Annual West Yellowstone Rod Run  
 Sponsor Organization: West Yellowstone Events Association  
 Sponsor Address: P.O. Box 1646, West Yellowstone, MT 59758  
 Contact Person: Travis Watt  
 Contact Phone: 406-640-0393 Fax: 406-646-4567  
 E-mail Address: travis@threebearlodge.com  
 Date(s) of Event: August 2-3, 2019 with August 1 set up.  
 Location of Event: West Yellowstone City Park

- A. **Event Detail:** Use the attached sheet to describe the event in detail and any special accommodations required from the Town.
- B. **Site Plan:** Detail the physical layout of the event on the attached site plan and return with the application. Provide as much detail and measurements as possible.
- C. **Liability Insurance:** If the event is taking place on public property, please provide a copy of the event's liability insurance naming the Town of West Yellowstone as additionally insured. Liability insurance coverage shall be in the minimum amounts of \$750,000 per claimant/\$1,500,000 per occurrence and include alcohol liability, if applicable. The Town Manager may grant exception to these limits based on general public health, safety and welfare associated with the request for exception, as well as the liability risk and the applicant's ability to pay.
- D. **Vendor List:** If the event includes vendors, provide a list of the names and addresses of all participating vendors 14 calendar days in advance.
- E. **Fees:** The basic fee for an event is \$25. Events that include vendors shall also pay \$25 per vendor for every vendor that does not already hold a business license in the Town of West Yellowstone.
- F. **Resort Tax:** The sponsor of exposition events must post a \$1500 bond in accordance with Chapter 3.12 of the West Yellowstone Municipal Code ([www.codepublishing/MT/WestYellowstone.html](http://www.codepublishing/MT/WestYellowstone.html)). The sponsor and vendors must collect 3% on all resort tax applicable sales and remit to the Town by the 20<sup>th</sup> of the month after the month of the event. All sales, including entrance and participation fees, are subject to resort tax. Please review Chapter 3.12 of the WYMC for further information, including possible exemptions. The bond will be returned within 90 calendar days of remittance of the resort tax.
- G. **Alcohol Consumption:** Public drinking and public display of alcoholic beverages must conform with Section 9.12.020 of the West Yellowstone Municipal Code. The public place where the event will be held must be exempted by resolution of the Town Council before alcoholic beverages may be allowed. Please attach a separate letter addressed to the West Yellowstone Town Council making this request.
- H. **Sound:** Amplified sound may be allowed by obtaining an additional non-fee special permit from the Town Council, in accordance with Section 8.16.020 of the West Yellowstone Municipal Code. If applicable, please attach the Outside Amplification Permit Application.

Event Fee:	\$25	<u>Travis Watt</u>
Resort Tax Bond:	\$WYED \$1500 ch#2612	Signature of Applicant
Vendor(s) Fee:	\$250	June 13, 2019
Total Due:	\$275 ch#1148	Date

Date Received by the Town: 6-13-19 ER

## Event Detail

Please use this sheet to describe your event in detail including expected sales, type of sales, layout, show tents, canopies, fencing, cars, security, toilets, seating, stage, etc. and any special accommodations you are requesting from the Town. Please also address parking, trash collection and disposal, expected number of participants and spectators, signs, alcohol use, and amplified sound (if applicable).

The 49th Annual West Yellowstone Rod Run will take place this summer on August 2-3, 2019 in the City Park. We will have registration and a Poker Ride on Friday with a dinner in the park at 6pm. We have tied in Friday's activities with "Music in the Park". We will have food and a beer garden by the Buffalo Bar. Friday will also include the West Yellowstone Farmer's Market!

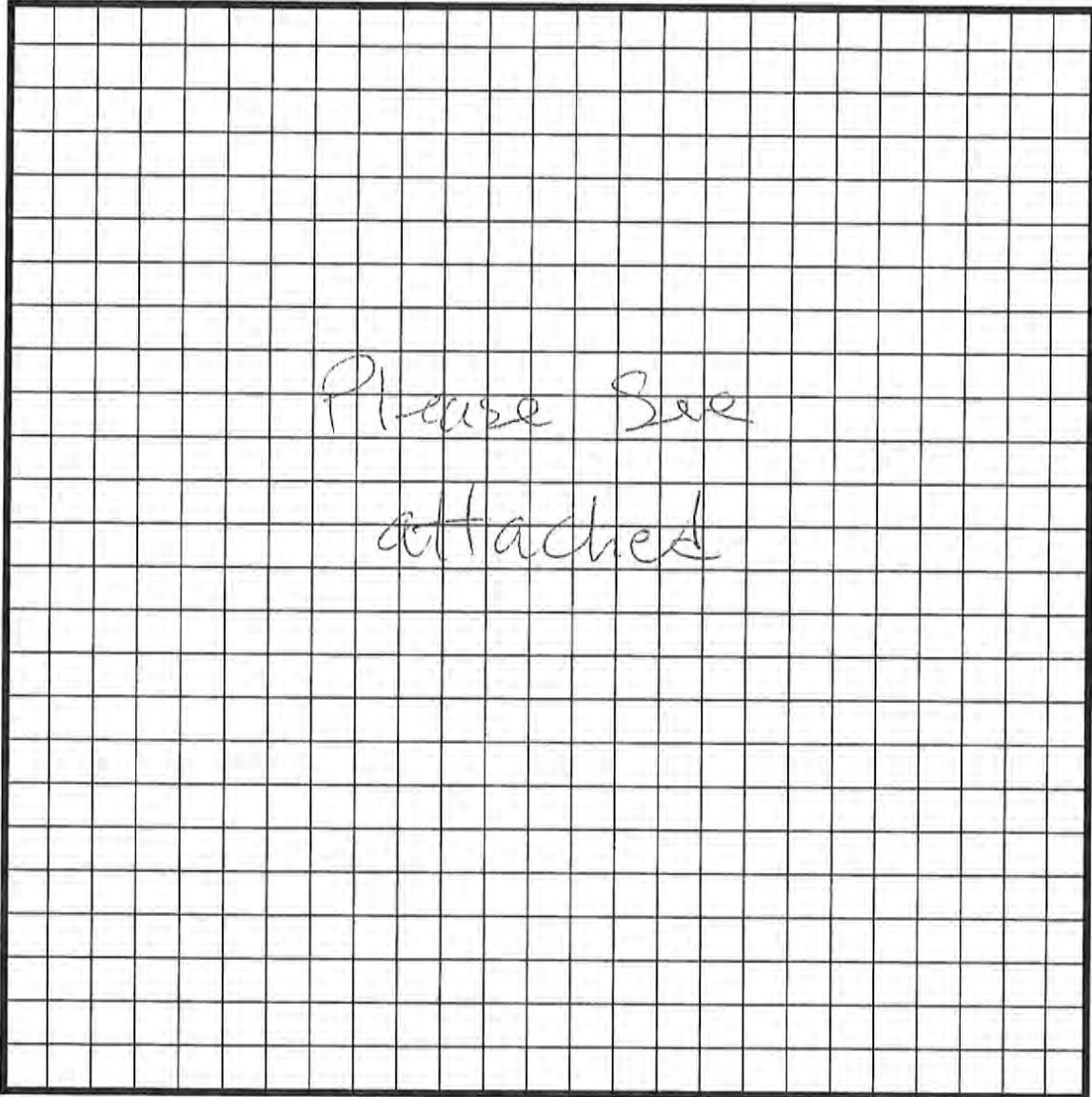
Saturday will be the annual Parade starting at 10am (see parade route map) with the FREE Show 'n' Shine from 10:30am to 3pm. We have applied to WYED for the resort tax bond payment and will collect the resort taxes from all vendors in a timely manner. We would ask for the town's trash trailer to be on site to assist with trash collection. We would also ask for a strong law enforcement presence and assistance during the parade, just as in year's past.

We have also made an application for Outside Amplification and the Buffalo Bar has asked for a resolution to lift the open container ordinance during the event.

We are expecting 250 - 300 cars this year and up to 1,000 participants and visitors to the city park during these two days. Mark your calendars for the 50th Anniversary in 2020!

# SITE PLAN

Event: West Yellowstone Rod Run



Please indicate direction

# VENDING AND SALES

Complete this section if the event includes sales of any kind.

Event: West Yellowstone Rod Run

Date(s) August 2-3, 2019

Attach additional sheets as necessary.

Primary Sponsor: Buffalo Bar

Contact Person: Sydney Sainsbury

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Type of sales: food/beer/alcohol

Resort Tax applicable: YES  NO

Vendor Name: Lemonade Station

Contact Person: Tiffany Togstad

Address: \_\_\_\_\_

Phone: 503 329 3186

Type of sales: food

Resort Tax applicable: YES  NO

Vendor Name: Photo Rodz

Contact Person: Kathleen Benoer

Address: P.O. box 1184

Sandpoint, ID 83864

Phone: 208-255-8074

Type of sales: photos/magazine covers

Resort Tax applicable: YES  NO

Vendor Name: The Streetrods.com

Contact Person: Kelly Robison

Address: 1019 N 4000 W

Rexburg, ID 83440

Phone: 208-359-8649

Type of sales: diecast cars/hotwheels

Resort Tax applicable: YES  NO

Vendor Name: Mountain Air Sports

Contact Person: Terry kinne

Address: 711 W. Park Street

Livingston, MT 59047

Phone: 406-222-0882

Type of sales: clothing

Resort Tax applicable: YES  NO

Vendor Name: \$5 Jewelry

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Type of sales: jewelry

Resort Tax applicable: YES  NO

Vendor Name: Bob Brockman

Contact Person: Bob Brockman

Address: 23316 Montana Hwy 35

Bigfork, MT 59911

Phone: 406-982-3137

Type of sales: flathead cherries

Resort Tax applicable: YES  NO

Vendor Name: Montana Kettlecorn

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Type of sales: Kettle Corn

Resort Tax applicable: YES  NO

**FOR OFFICE USE ONLY**

Department	Initials	Date	Comments
Pub Services			
Fire			
Police			
Finance			
Administration			

Notes/Conditions: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Approved

Denied

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Date

**ATTACHMENTS**

Liability Insurance	_____ Yes	_____ No	_____ Waived
Outside Amplification Permit	_____ Yes	_____ No	_____ NA
Encroachment Application	_____ Yes	_____ No	_____ NA
Open Container Resolution	_____ Yes	_____ No	_____ NA
Resort Tax Bond	_____ Paid	_____ Surety	_____ NA

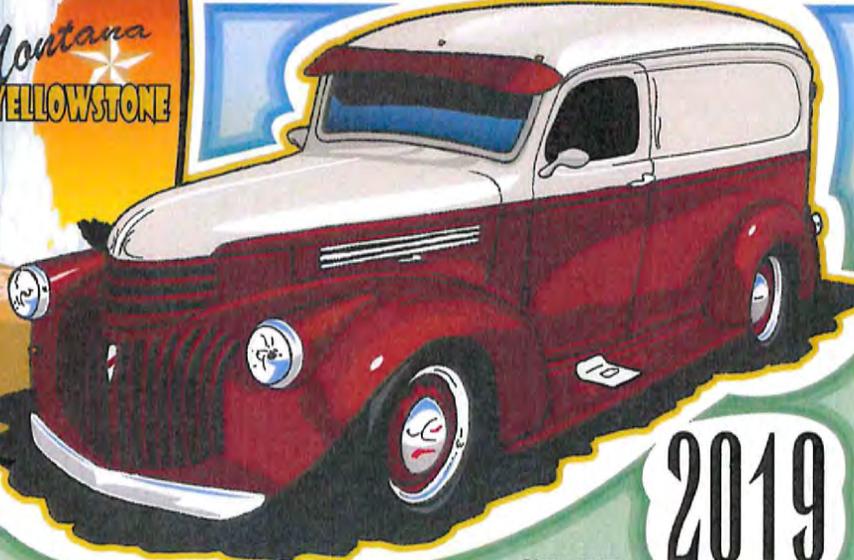
49th annual



# YELLOWSTONE

## ROD RUN

Montana  
WEST YELLOWSTONE

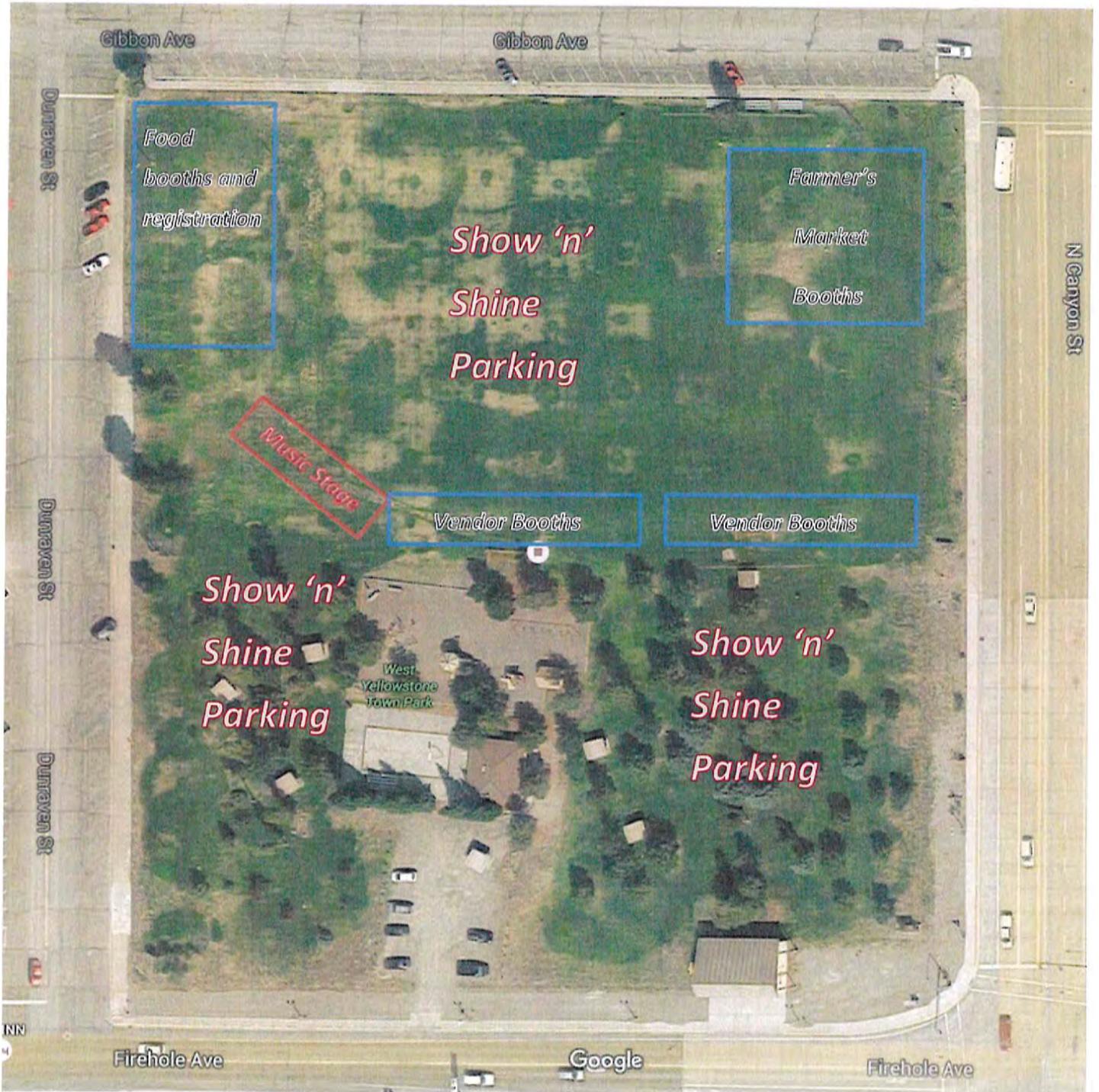


2019

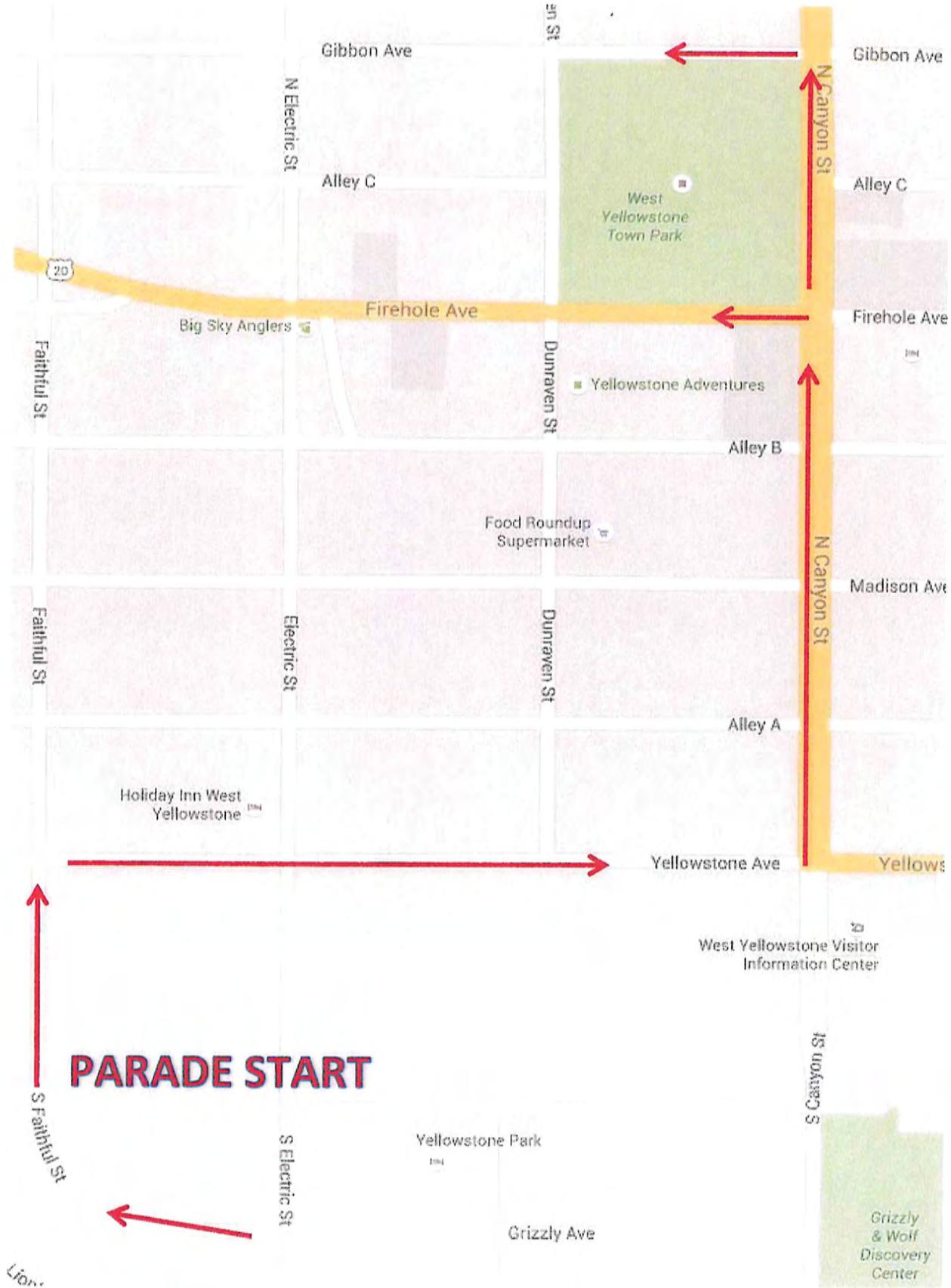
© ELDON AMERO 2019  
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YELLOWSTONE ROD RUN 2019

CITY PARK LAYOUT



# YELLOWSTONE ROD RUN 2019 PARADE ROUTE



# **ORDINANCE No. 269**

## **AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE AUTHORIZING THE ESTABLISHMENT OF DEPARTMENTS WITHIN THE TOWN OF WEST YELLOWSTONE, AMENDING TITLE 2 OF THE WEST YELLOWSTONE MUNICIPAL CODE.**

WHEREAS, the Town Council of the Town of West Yellowstone believes that creating a specific department within the Town to address all issues with the Town is in the best interests of the health, safety and welfare of the citizens of West Yellowstone; and

WHEREAS, Section 3.07 of the Charter for the Town of West Yellowstone, adopted by the electorate on November 3, 2015, provides that the Town Council shall establish by ordinance any department necessary to perform the duties and obligations imposed upon the Town by law or by the Charter; and

WHEREAS, the current West Yellowstone Municipal Code does not contain reference to the different departments that currently exist and operate within the Town, nor does it make provision for new departments; and

WHEREAS, on May 7, 2019, the Town Manager of the Town of West Yellowstone, recommended to the Town and the Council approved the “Town of West Yellowstone Staffing Plan” which includes five separate departments as follows:

- Finance
- Police
- Social Services
- Public Services
- Sewer/Water

NOW THEREFORE, BE IT ORDAINED by the Town Council of the Town of West Yellowstone that the town departments identified above shall be established and shall be supervised by the Town Manager, in accordance with the Charter, the West Yellowstone Municipal Code and the Town of West Yellowstone Personal Policy.

**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

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

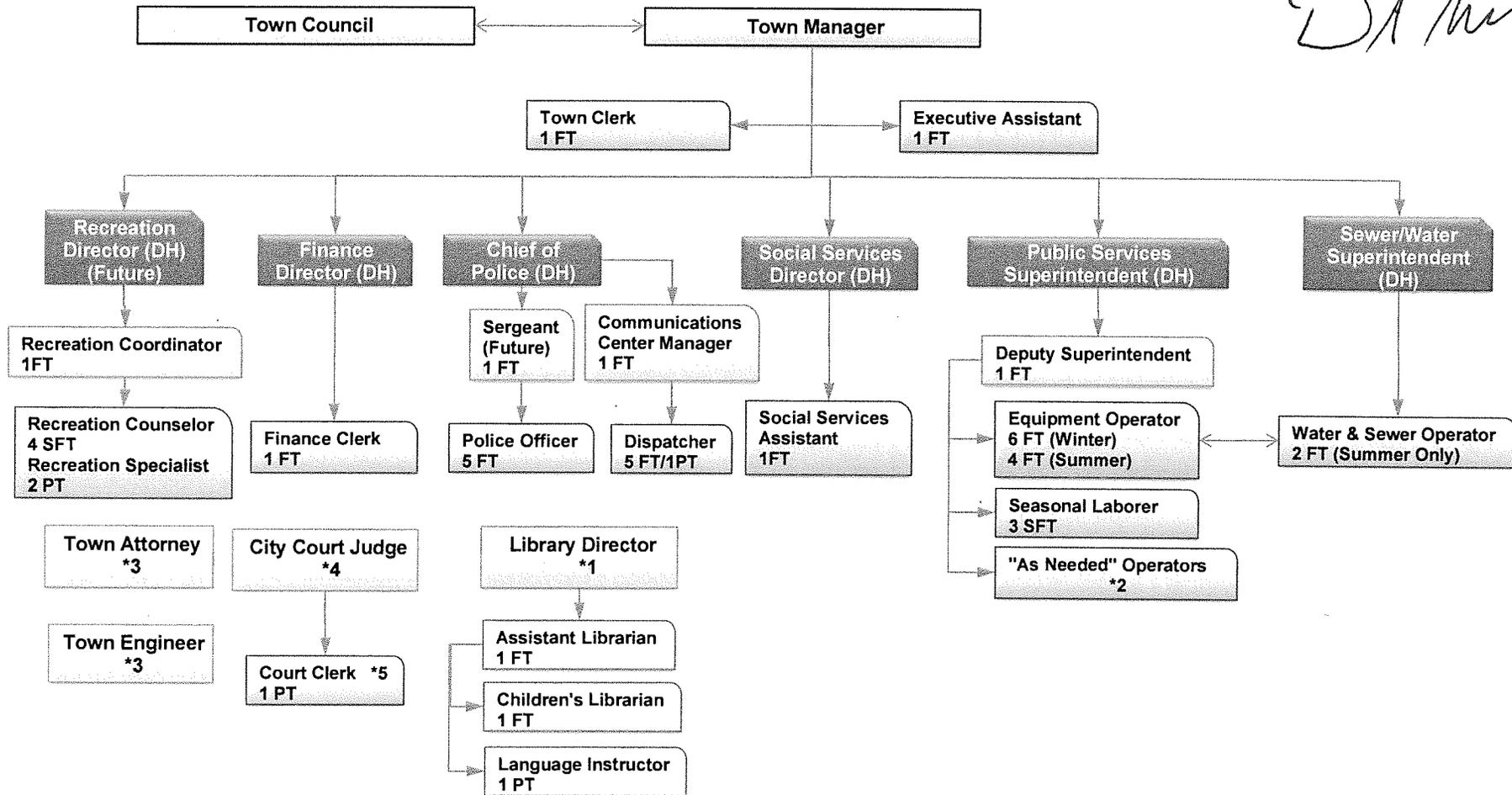
ATTEST:



\_\_\_\_\_  
Town Clerk

TC Approval  
 May 7, 2019  
*AK*  
*DAW*

# Town of West Yellowstone Staffing Plan



\*1: Library functions are governed by State Law and Agreements; Director is appointed by the Library Board and directs staff.  
 \*2: List of people with CDLs will be maintained to call as needed.  
 \*3: Employed under contract  
 \*4: Appointed by Council  
 \*5: Under supervision of the Town Manager

FT= Full-Time Status Permanent  
 PT= Part-Time Status Permanent  
 SFT= Full Time Status Limited Term

SPT= Part-Time Status Limited Term  
 STS= Short-Term Status  
 DH= Department Head

# RESOLUTION NO. 731

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE,  
IN THE COUNTY OF GALLATIN AND STATE OF MONTANA TO ADOPT A  
PRELIMINARY BUDGET FOR THE FISCAL YEAR 2019-2020.

BE IT HEREBY RESOLVED BY THE TOWN COUNCIL OF THE  
TOWN OF WEST YELLOWSTONE, MONTANA:

1. That we adopt a preliminary General Fund revenue budget in a total amount of \$4,460,588 and a preliminary General Fund expenditure budget in a total amount of \$6,029,309. The Town Court Judge wages are reflected in the general fund budget.
2. That we fully fund an Unassigned Fund Balance in the General Fund that is equal to twice the average monthly General Fund expenditure for the previous fiscal year. The estimated average monthly expenditure is \$739,080.
3. That we adopt preliminary Special Revenue funds, revenue budget in the amount of \$5,329,880 and preliminary Special Revenue funds expenditure budget in the amount of \$5,996,037.
4. That we adopt a preliminary Debt Service funds revenue budget in the amount of \$157,500 and a preliminary Debt Service funds expenditure budget in the amount of \$311,259.
5. That we adopt a preliminary Capital Improvement funds preliminary expenditure budget in the amount of \$500,000. The Capital Improvement Program funds are to be used for street and building maintenance and replacement and acquisition of equipment for the town, and for construction and remodeling of town buildings.
6. That we adopt preliminary Water and Sewer Enterprise revenue budgets in the amount of \$1,341,960 and preliminary Water and Sewer Enterprise expenditure budgets in the amount of \$1,000,139.
7. That we adopt a preliminary Trust/Agency fund revenue budget in the amount of \$18,350 and preliminary Trust/Agency fund expenditure budget in the amount of \$31,075
8. That a copy of said preliminary budget is attached hereto and by this reference made a part of the Resolution # 731.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA, THIS 18th DAY OF JUNE, 2019 AND APPROVED BY THE MAYOR OF THE TOWN OF WEST YELLOWSTONE.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

ATTEST:



\_\_\_\_\_  
Town Clerk