

Town of West Yellowstone

Tuesday, June 16, 2020

West Yellowstone Town Hall, 440 Yellowstone Avenue

The Town Council work session/meeting will be conducted virtually using ZOOM. The public may participate by connecting to zoom.us on the internet or through the Zoom Cloud Meetings app on a mobile device. Meeting ID: 893 834 1297. The meeting will open at 6:15 PM. Members of the public will be muted during the meeting but may comments using the “Chat” function or when called upon.

WORK SESSION

6:30 PM

Waste Water Treatment Plant Update, Dave Noel-Forsgren Associates, Inc.

Discussion

TOWN COUNCIL MEETING

7:00 PM

Pledge of Allegiance

Comment Period,

- Public Comment
- Council Comments

Purchase Orders

Claims ∞

Consent Agenda: Minutes of the June 2, 2020 Town Council Meeting ∞

New Business License Applications ∞

- Horseshoe Gift Shop, Transfer of Ownership, Request to waive resort tax bond
- Yellowstone Outlet, Transfer of Ownership, Request to waive resort tax bond
- Kyle Watt Lawn Care
- Montana Cleaning Solutions
- Tim Whitman Rentals

Town Manager & Department Head Reports

Presentation: Yellowstone Shortline Trail Project

Public Hearing: Preliminary Budget, FY 2020-2021

NEW BUSINESS

Adopt Preliminary Budget, FY 2020-2021

Discussion/Action ∞

Planning Board Appointment, Jeff McBirnie

Discussion/Action ∞

Operation of the Yellowstone Airport year-round

Discussion ∞

West Yellowstone Farmers Market Event Permit, resort tax bond waiver request

Discussion/Action ∞

Resolution No. 744, Pledge 1% resort tax for wastewater treatment facility financing

Discussion/Action ∞

Utility Fees Declaration in response to COVID-19 Pandemic

Discussion/Action ∞

Staffing Plan

Discussion/Action ∞

Correspondence/Meeting Reminders/FYI

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.

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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	
46985	1089 Gallatin County Treasurer	685.00							
May 2020	05/31/20 Tech surcharge	220.00		COURT	7458 212200			101000	
May 2020	05/31/20 MLEA	220.00		COURT	7467 212200			101000	
May 2020	05/31/20 Public Defender	0.00		COURT	7468 212200			101000	
May 2020	05/31/20 Victims Assistance	245.00		COURT	7699 212200			101000	
46986	2088 Town West Yellowstone	562.71							
05/29/20	utility chrgs, Chamber, 895	44.98		BLDGS	1000 411257	340		101000	
05/29/20	utility chrgs, UPDL, 892	76.68*		BLDGS	1000 411252	340		101000	
05/29/20	utility chrgs, PS Shops, 884	35.40		BLDGS	1000 411253	340		101000	
05/29/20	utility chrgs, Povah Ctr, 887	67.95*		BLDGS	1000 411255	340		101000	
05/29/20	utility chrgs, Police Dept, 886	45.18		BLDGS	1000 411258	340		101000	
05/29/20	utility chrgs, City Park, 885	110.39		BLDGS	1000 411253	340		101000	
05/29/20	utility chrgs, Library, 891	35.77		LI BBLD	1000 411259	340		101000	
05/29/20	utility chrgs, Lift #1, 903	15.28*		SEWER	5310 430600	340		101000	
05/29/20	utility chrgs, Twn Hall, 921	131.08*		TWNHAL	1000 411250	340		101000	
46987	95 Energy West-Montana	1,410.27							
05/28/20	nat gas 210361788 updl	223.17*		UPDH	1000 411252	344		101000	
05/28/20	nat gas 210360293 Police	31.93		POLBLD	1000 411258	344		101000	
05/28/20	nat gas 210361746 Pub Services	211.28		STREET	1000 430200	344		101000	
05/28/20	nat gas 210361811 old firehall	26.38		PARK	1000 460430	344		101000	
05/28/20	nat gas 210363966 old bld ins	38.88		STREET	1000 430200	344		101000	
05/28/20	nat gas 210360540 library	147.32*		LI BBLD	1000 411259	344		101000	
05/28/20	nat gas 210364599 Povah	372.01*		POVAH	1000 411255	344		101000	
05/28/20	nat gas 210361697 Iris Lift St	36.13		PUBSVC	1000 430200	344		101000	
05/28/20	nat gas 210365425 Twn Hall	302.38		TWNHAL	1000 411250	344		101000	
05/28/20	nat gas 210361655 Mad Add Sewe	20.79*		SEWER	5310 430600	344		101000	
46988	2853 Two Seasons Recycling	150.00							
2020894	05/31/20 monthly recycling	150.00		PARKS	1000 460430	534		101000	
46989	2546 Century Link QCC	10.31							
05/23/20	long dist chg 406-646-7600	10.31		DI SPAT	1000 420160	345		101000	
46990	266 Utilities Underground Location	31.40							
55354	05/31/20 excavation notifications	31.40		WATER	5210 430550	357		101000	
05/31/20	excavation notifications	0.00		SEWER	5310 430600	357		101000	

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Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object	Proj	Account	
46991	2822 ClearBlu Cleaning Services	2,225.00							
05/31/20	May 2020 - Town Hall	1,000.00		TWNHLL	1000 411250	357		101000	
05/31/20	May 2020 - Library	400.00*		LIBES	1000 411259	357		101000	
05/31/20	May 2020 - Trailhead Bldg.	0.00		TRLHED	1000 411256	350		101000	
05/31/20	May 2020 - Povah	450.00*		POVAH	1000 411255	350		101000	
05/31/20	May 2020 Povah addendum	0.00*		POVAH	1000 411255	350		101000	
05/31/20	May 2020 - Chamber Bldg.	250.00		CHAMB	1000 411257	357		101000	
05/31/20	May 2020 - Park Bathrooms	125.00		PARKS	1000 411253	357		101000	
05/31/20	May 2020-Dispatch Center	0.00		POLICE	1000 411258	398		101000	
46992	2421 NAPA Auto Parts	795.96							
05/30/20	Napa Supplies	660.59*		STREET	1000 430200	220		101000	
05/30/20	NAPA supplies -Hydraulic Filte	130.58		SEWER	5310 430600	220		101000	
05/30/20	NAPA supplies - Lock pins squa	4.79		SEWER	5310 430630	220		101000	
46993	2813 Century Link	62.00							
05/28/20	DSL Pub Serv Office 646-7949	62.00		ROAD	1000 430200	345		101000	
46996	73 Westmart Building Center	4,055.90							
05/27/20	Street Buildings	0.00		BULDNG	1000 430200	366		101000	
05/27/20	Street Supplies	109.36*		STREET	1000 430200	220		101000	
05/27/20	Stage Maint.	0.00*		PARKS	1000 460430	369		101000	
05/27/20	Sewer Supplies	18.24		SEWER	5310 430600	220		101000	
05/27/20	Water Supplies	128.02		WATER	5210 430500	220		101000	
05/27/20	Police Building Supplies	4.49*		POLICE	1000 411258	366		101000	
05/27/20	Police Supplies	0.00		POLICE	1000 420100	220		101000	
05/27/20	Court Supplies	0.00*		COURT	1000 410360	220		101000	
05/27/20	UPDL	0.00		UPDL	1000 411252	220		101000	
05/27/20	Library Supplies	9.00*		LIBES	2220 460100	220		101000	
05/27/20	Town Hall Bldng Supplies	13.29*		TWNHAL	1000 411250	366		101000	
05/27/20	Town Hall Supplies	0.00		TWNHAL	1000 411250	220		101000	
05/27/20	Blding Dept. supplies	0.00*		BLDINS	1000 420531	220		101000	
05/27/20	Povah Ctr. Suuplies	0.00*		POVAH	1000 411255	220		101000	
05/27/20	Parks Grounds	2,037.77		PARKS	1000 460430	365		101000	
05/27/20	Parks Supplies	669.14		PARKS	1000 460430	220		101000	
05/27/20	Parks Sm. Equip.	0.00		PARKS	1000 460430	212		101000	
05/27/20	Parks Buildings	69.15*		PARKS	1000 460430	366		101000	
05/27/20	Cemetery Supplies	0.00		CEM	2240 430900	220		101000	
05/27/20	Clinic Supplies	0.00		CLINIC	1000 411251	366		101000	
05/27/20	Social Services Supplies	16.14*		SOCSSRV	1000 450135	220		101000	
05/27/20	Comm. Garden	0.00		CMGARD	2213 460000	220		101000	
05/27/20	Sum Rec Supplies	0.00*		SUMREC	1000 460449	220		101000	
05/27/20	Rec. Dept Supplies	0.00*		REC	1000 460440	220		101000	
05/27/20	Safety Supplies	0.00		SAFETY	1000 430200	229		101000	

TOWN OF WEST YELLOWSTONE
Claim Approval List
For the Accounting Period: 6/20

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
	05/27/20	Learning Ctr Supplies		0.00*		SI EGEL	1000		411254	220		101000
	05/27/20	Recycling		0.00		PARKS	1000		460430	534		101000
	05/27/20	COVID19		981.30*		COVI D	1000		510301	366		101000
46999		2575 WY Tourism Business Improvement		345.32								
	05/31/20	Collections in May 2020		345.32		TBI D	7202		411800	540		101000
47000		2789 WEX Bank		1,993.34								
	06/01/20	07 Ford Expedition 6-54563A		23.30*		WATER	5210		430500	231		101000
	06/01/20	07 Ford Expedition 6-54563A		23.29*		SEWER	5310		430600	231		101000
	06/01/20	06 Dodge Durango 6-1374		22.25		PUBSER	1000		430200	231		101000
	06/01/20	17 Dodge Ram #1		73.24		POLI CE	1000		420100	231		101000
	06/01/20	17 Dodge Ram #2		119.61		POLI CE	1000		420100	231		101000
	06/01/20	10 Ford Expedition 6-000046		64.18		SOC SER	1000		450135	231		101000
	06/01/20	11 Ford Expedition 6-21425A		0.00		POLI CE	1000		420100	231		101000
	06/01/20	10 JD Backhoe 310SJ		19.80*		WATER	5210		430500	231		101000
	06/01/20	10 JD Backhoe 310SJ		19.81*		SEWER	5310		430600	231		101000
	06/01/20	77 Int'l Dumptruck		0.00		STREET	1000		430200	231		101000
	06/01/20	Snow Blower		0.00		STREET	1000		430200	231		101000
	06/01/20	02 Freightliner		0.00		STREET	1000		430200	231		101000
	06/01/20	140 G Grader		0.00		STREET	1000		430200	231		101000
	06/01/20	CAT 936 Loader		18.51*		STREET	5210		430500	231		101000
	06/01/20	CAT 936 Loader		18.52*			5310		430600	231		101000
	06/01/20	91 Ford 6-582		63.09		STREET	1000		430200	231		101000
	06/01/20	15 Sweeper		79.30		STREET	1000		430200	231		101000
	06/01/20	SS Snow Blower Green		0.00		STREET	1000		430200	231		101000
	06/01/20	14 Water Truck		0.00		STREET	1000		430200	231		101000
	06/01/20	00 Freightliner Dump 6-60700A		42.48		STREET	1000		430200	231		101000
	06/01/20	2010 JD 772 Grader		102.37		POLI CE	1000		420100	231		101000
	06/01/20	02 Freightliner Dump 6-54564A		39.94		STREET	1000		430200	231		101000
	06/01/20	08 Ford Pickup 6-1450		13.96*		WATER	5210		430500	231		101000
	06/01/20	08 Ford Pickup 6-1450		13.95*		SEWER	5310		430600	231		101000
	06/01/20	08 GMC Pickup 6-1484		133.64		STREET	1000		430200	231		101000
	06/01/20	08 CAT 938H Loader		63.61		STREET	1000		430200	231		101000
	06/01/20	08 904B Mini Loader		58.60		WATER	1000		430200	231		101000
	06/01/20	01 Freightliner truck 1		0.00		STREET	1000		430200	231		101000
	06/01/20	01 Freightliner truck 2		87.49		STREET	1000		430200	231		101000
	06/01/20	08 Ford Escape (multi-use)		33.99*		WATER	5210		430500	231		101000
	06/01/20	08 Ford Escape (multi-use)		33.99*		SEWER	5310		430600	231		101000
	06/01/20	14 Police Interceptor		131.43		POLI CE	1000		420100	231		101000
	06/01/20	15 Ford F-250		63.47		STREET	1000		430200	231		101000
	06/01/20	18 Dodge Ram-PW		135.35		STREET	1000		430200	231		101000
	06/01/20	18 Dodge Ram-Police		200.81		POLI CE	1000		420100	231		101000
	06/01/20	19 Dodge Durango		115.28		POLI CE	1000		420100	231		101000
	06/01/20	Tractor		0.00		STREET	1000		430200	231		101000

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	06/01/20	19 Dodge 5500		178.08		STREET	1000 430200	231	101000
47002		2813 Century Link		1,531.46					
	05/19/20	E911 Viper 255-9710		999.34		E911	2850 420750	345	101000
	05/19/20	E911 Viper 255-9712		24.77		E911	2850 420750	345	101000
	05/19/20	E911 Viper 646-5170		102.92		E911	2850 420750	345	101000
	05/19/20	Alarm Lines 646-5185		82.16		TWNHLL	1000 411250	345	101000
	05/19/20	Police - 646-7600		322.27		POLICE	1000 420160	345	101000
47030		2952 DIS Technologies		753.97					
	5745 06/05/20	Monthly Managed IT		753.97		IT	1000 410580	355	101000
47032		2647 Flathead Beacon Productions		35.00					
	26122 05/31/20	Domain registration		35.00		IT	1000 410580	355	101000
47034		999999 LEHRKIND'S INC. ATTN: RAE		20.00					
	06/10/20	Exonerated Bond overpayment		20.00		COURT	7469 212401		101000
47035		999999 TARA JORGENSEN		47.00					
	06/10/20	Refund for overpayment Bus Lic		47.00		BUSLIC	1000 322020		101000
47036		1454 Bozeman Chronicle/Big Sky		144.00					
	2013537 05/18/20	Public hearing ord-fi reworks		72.00		ADMIN	1000 410210	327	101000
	2012649 05/08/20	Notice of Pub hearing		72.00		ADMIN	1000 410210	327	101000
47037		2952 DIS Technologies		660.00					
	5796 06/01/20	Vault Online Backup Yearly TH		330.00		IT	1000 410580	355	101000
	5795 06/01/20	Vault Online Backup Yearly DP		330.00		DI SPTC	1000 420160	398	101000
47038		3243 Susan Swimley		185.00					
	10389 06/04/20	Review Fed Filings		185.00		LEGAL	1000 411100	352	101000
47039		1331 West Yellowstone Foundation		80.00					
	012220-01 01/22/20	Voucher for WYF Bus		10.00		HELP	7010 450135	370	101000
	123119-01 12/31/19	Voucher for WYF Bus		10.00		HELP	7010 450135	370	101000
	123119-02 12/31/19	Voucher for WYF Bus		10.00		HELP	7010 450135	370	101000
	010720-01 01/07/20	Voucher for WYF Bus		10.00		HELP	7010 450135	370	101000
	020720-03 02/07/20	Voucher for WYF Bus		10.00		HELP	7010 450135	370	101000
	020720-02 02/07/20	Voucher for WYF Bus		10.00		HELP	7010 450135	370	101000
	012720-02 01/27/20	Voucher for WYF Bus		10.00		HELP	7010 450135	370	101000
	012720-01 01/27/20	Voucher for WYF Bus		10.00		HELP	7010 450135	370	101000

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Check	Invoice #/Inv Date/Description	Line \$						Account
47040	379 Energy Laboratories, Inc	237.00						
318257	06/05/20 WW Influent testing	237.00		SEWER	5310	430600	357	101000
47041	3270 A&E Architects	20,000.00						
1903801	11/25/19 Oregon Shortline Assessment	9,000.00*		UPDL	1000	411252	357	101000
1903801	11/25/19 Oregon Shortline Assessment	10,000.00		UPDL	1000	410210	356	101000
1903801	11/25/19 Oregon Shortline Assessment	1,000.00		UPDL	1000	411252	366	101000
47043	2586 Waxie Sanitary Supply	561.94						
79216760	06/05/20 Masks	241.50*		COVI D	1000	510301	366	101000
79200798	05/29/20 hand santi zer, Lysol	78.94*		COVI D	1000	510301	366	101000
79200800	05/29/20 masks	241.50*		COVI D	1000	510301	366	101000
47045	2808 Parker's Sand & Gravel, Inc.	80.00						
26148	05/14/20 Playground Sand	80.00		PARKS	1000	460430	220	101000
47046	2800 RDO Equipment Co.	257.97						
P4687716	06/05/20 310 Backhoe parts	299.72		STREET	1000	430200	369	101000
P41883	06/08/20 credit from Inv P4655316	-41.75		STREET	1000	430200	369	101000
47047	2845 Kastig, Kauffman & Mersen, PC	3,136.75						
06/01/20	Legal Services	3,136.75		LEGAL	1000	411100	352	101000
47048	171 Montana Food Bank Network	341.89						
A0R-19863-	05/14/20 Food Bank - Food	341.89		HELP	7010	450135	220	101000
47049	999999 MONTANA MAGI STRATES ASSOC. ATTN:	200.00						
06/04/20	MMA Annual Dues-Judge Gibson	200.00		COURT	1000	410360	333	101000
47050	764 General Distributing Co.	55.18						
879283	05/31/20 Wel ding Suppl ies	55.18*		STREET	1000	430200	220	101000
47051	533 Market Place	13.85						
05/19/20	Snacks for TC meeting	13.85*		LEGI SL	1000	410100	220	101000
47052	60 Westgate Station	2,100.00						
06/04/20	Montly storage Nov-May - Stage	2,100.00*		PARKS	1000	460430	369	101000
47053	2854 Kenco Securi ty and Technology	100.50						
2037237	04/01/20 Al arm Moni toring-Quarterly	100.50*		TWNHL	1000	411250	366	101000

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Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
47054		06/04/20 Refund for Winter Rec Program	999999 GINNY LAYSHOCK	20.00 20.00		RECREA	1000		346050			101000
47055		05/31/20 2011 Ford Expedition Repairs	3261 Targhee Services	1,577.89		ROAD	1000		430200	361		101000
		05/31/20 2016 Dodge Ram 1500 repairs		229.25		ROAD	1000		430200	361		101000
47056		05/15/20 Fuel	40 Jerry's Enterprises	15.52 15.52		STREET	1000		430200	231		101000
47057		06/01/20 Background check-PD	2898 TransUnion Risk and Alternative	50.00 50.00		POLICE	1000		420100	398		101000
47058		06/01/20 Garbage waste	151 Gallatin County WY TS/Compost	1,084.90 1,084.90		PARKS	1000		460430	534		101000
47059		06/01/20 Sum Rec Activity credit	999999 SARAH HANSON	30.00 30.00		SUMREC	1000		346051			101000
47060		20 05/25/20 Year's Consortium fee	1061 Lane and Associates	225.00 225.00		ADMIN	1000		410210	356		101000
47061		6079487/1 05/28/20 2014 Ford PD Inter Maintena	2922 Woody Smith Ford, Inc.	1,878.09 1,878.09		ROAD	1000		430200	361		101000
47062		308420990 06/04/20 Drug screen	2654 Community Health Partners	34.00 34.00		STREET	1000		430200	351		101000
47063		5775 06/05/20 Monthly Service IT Police	2952 DIS Technologies	625.00 625.00		DISPCH	1000		420160	398		101000
47064	E	05/15/20 Stamps-Police	2673 First Bankcard	700.00 27.50		POLICE	1000		420100	311		101000
		05/15/20 Stamps-Admin		27.50*		ADMIN	1000		410210	311		101000
		05/15/20 Stamps-Admin		55.00*		ADMIN	1000		410210	311		101000
		05/15/20 Stamps-Court		55.00		COURT	1000		410360	311		101000
		05/15/20 Stamps-Finance		55.00		FINANC	1000		410510	311		101000
		05/28/20 Stamps - Court		330.00		COURT	1000		410360	311		101000
		05/20/20 Municipal Clerks Online Instit		150.00		FINANC	1000		410510	380		101000

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
47065	E	2673 First Bankcard		430.56					
		05/06/20 Training Ammunition fro summer		415.73		POLICE	1000 420100	389	101000
		05/21/20 Notary books		44.97		DISPCH	1000 420160	220	101000
		06/03/20 Postage		3.85		POLICE	1000 420100	311	101000
		05/05/20 Finance charge credit		-33.99*		FINANC	1000 410510	631	101000
47066	E	2673 First Bankcard		1,188.09					
		06/04/20 Public works supplies		1,188.09		STREET	1000 460430	220	101000
47067	E	2964 CITI CARDS		845.57					
		1114436147 05/01/20 Amazon - trash can		31.94*		LIBES	2220 460100	220	101000
		1941053 05/01/20 Amazon - trash can (2)		59.98*		LIBES	2220 460100	220	101000
		021399966 05/16/20 marketplace-drinks for volu		25.96		ADMIN	1000 410210	327	101000
		08090150 06/02/20 corner cenex		16.42*		LEGIS	1000 410100	220	101000
		06/02/20 Running Bear		78.94*		LEGIS	1000 410100	220	101000
		05/16/20 Wild West Pizzeria		141.96		ADMIN	1000 410210	327	101000
		05/19/20 Pete's Pizza		89.56*		LEGIS	1000 410100	220	101000
		SAF352028 05/15/20 My Safety Sign		215.55		STREET	1000 430200	243	101000
		23621086 05/31/20 ZOOM		14.99*		LEGIS	1000 410100	220	101000
		B590081151 05/21/20 Bulk Apparel		123.90		ADMIN	1000 410210	327	101000
		5066602 06/01/20 Amazon - sidewalk chalk		62.09*		SUMREC	1000 460449	220	101000
		05/20/20 Custom Logo		92.00		ADMIN	1000 410210	327	101000
		05/10/20 Big Sky Drug & Alcohol Symposi		-107.72		COURT	1000 410360	380	101000
47068		547 WY Chamber of Commerce		7,500.00					
		06/12/20 COVID-19 recovery campaign AFR		7,500.00		MAP	2101 410130	398	101000
47069		2952 DIS Technologies		4,155.99					
		5816 06/05/20 2 computers + software		4,155.99		911	2850 420750	945	101000
47070		2 Forsgren Associates P.A.		37,157.00					
		12012 05/25/20 Develop Fireworks Map		350.00*		PLAN	1000 411000	354	101000
		120176 05/25/20 Wastewater Treatment Plant Con		36,807.00		SEWER	5320 430640	951	101000
		# of Claims	50	Total:	100,615.58				
		Total Electronic Claims			3,164.22	Total Non-Electronic Claims			97451.36

WEST YELLOWSTONE TOWN COUNCIL
Town Council Meeting
June 2, 2020

COUNCIL MEMBERS PRESENT: Jerry Johnson, Brad Schmier, Greg Forsythe, Travis Watt and Jeff Mathews

OTHERS PRESENT: Town Manager Daniel Sabolsky, Public Services Superintendent James Patterson, Finance Director Lanie Gospodarek, Chief of Police Scott Newell, Water & Waste Water Superintendent Greg Johnson

Brea Bauer and Jordan Wilson of Andersen Zurmuehlen & Co. P.C., Beth Serniak, Denice Sabolsky, Dwayne Konrade, Dick Dyer-The Dyer Group, Jan Neish-Island Park News, Pierre Martineau, Rob Yeakey, Lewis Robinson III, Lisa Johnson-Executive Assistant, Marysue Costello, Randy Roberson, Teri Gibson, Ellen Butler, Kaitlin Johnson, Janna Turner, Katrina Wiese,

The meeting is called to order by Mayor Jerry Johnson 5:30 PM in the Town Hall, 440 Yellowstone Avenue, West Yellowstone, Montana. Due to the COVID-19 pandemic, only the Council Members and necessary staff are at the Town Hall, everyone else is connected to the meeting via the internet using a program called Zoom. The meeting is being recorded.

The Treasurer's Report with corresponding banking transactions is on file at the Town Offices for public review during regular business hours.

WORK SESSION

Mayor Johnson calls the work session to order. The first item on the agenda is an audit review conference, conducted by Brea Bauer of Andersen Zurmuehlen & Co. P.C. Bauer briefly describes the process the firm followed to audit the Town for fiscal year 2019 and the current government accounting standards that were used to conduct the audit. Bauer reviews the financial statements, noting that there is a repeat finding concerning excess vacation leave accruals that are not in accordance with Montana Code Annotated (MCA). The completion of the audit was postponed due to delays in receiving schedules and information requested in performing and completing the audit. The audit did identify several areas where processes could be improved including IT security/changing passwords policy, conflict of interest forms for Council Members, and a whistleblower policy. Forsythe asks if the delays completing the audit could be attributed to the pandemic and time constraints for both the Town and the auditors. Bauer agrees with Forsythe. Sabolsky asks Bauer if they have sample conflict of interest forms and a whistleblower policy they could look at it prepare our own forms. Bauer says that they do. Bauer also explains that they went over their contract amount of \$12,500 by almost \$25,000. She says that she has discussed with Town Manager Dan Sabolsky splitting that overage. The Council asks if they notified the Town of the overage and Bauer says that she mentioned it, but didn't expect to be that much. The Council briefly discusses the vacation leave policy and whistleblower policy, Sabolsky says he thought their grievance policy covered that but he will look into it. The Council discusses with Finance Director, Lanie Gospodarek, what caused the delays. Mayor Johnson asks Gospodarek if she feels like they answered their questions in a timely manner and Gospodarek says that she does. She explains that they send nearly everything by email and they were very responsive. She says that she does question the additional charges and points out that their contract was to complete the audit by the end of March and that did not happen. She points out that that the auditors did have a staffing change and they did not work with the same lead individual as they did the first year with this company. Sabolsky says that he and Gospodarek will look at all the correspondence between the Town and the auditors and then have a frank conversation with them.

The next item of discussion is the outstanding engineering bills to the Town's previous engineer, The Dyer Group. Town Manager Dan Sabolsky explains that they have outstanding invoices from Dyer that total \$28,989.00 from early 2019. He says that a check was issued in February for \$6380.00 but the check is still being held by the Town. Dyer has refused to release the letter to Montana DEQ approving the well as a public water source until the bills are paid. Sabolsky wrote the Town Council a memo explaining that there was a breakdown in communication with Dyer and a lack of documentation that made it very difficult to determine what they were being

billed for. The Council discusses a \$500 discrepancy on the invoices for the engineering for the water production well. They also discuss the cost of using Hydro Solutions as the hydrologist on the project. The Council discusses with Dyer how the project went and why there were so many struggles with communication. Watt asks Dyer if they approve payment of \$22,609 plus the check for \$6380.00 that has already been issued, will they be square? Dyer answers that they will and he is willing to forego the accrued interest if they can just settle it and go their separate ways. They agree to scan copies of the check to Dyer and Dyer will send the Engineer's Certificate of Completion to Montana DEQ.

The work session adjourns at 7 PM, the regular meeting convenes at 7:15 PM.

Public Comment Period

Hebgen Basin Fire District Chief Shane Grube requests that the Council support his effort to get PILT (Payments in Lieu of Taxes) from Gallatin County. He says has gathered copies of existing interlocal agreements in the County and strongly believes that they are due a portion of the PILT money.

Council Comments

Council Member Watt thanks the Town and specifically James Patterson for the support for the High School Graduation last Saturday. The event was impressive and held outdoors on the Town's stage. Mathews agrees and says the amount of scholarship money that is given out in this community is impressive.

Forsythe says that he has noted three new homes underway in the Madison Addition and they do not have a building inspector. Sabolsky says they do have a building inspector, KC Tanner will perform the inspections for these homes. He says they are working through some issues with the union, but he will do the inspections.

Schmier thanks everyone that participated in the Town Clean Up, even though it was done differently this year-it made a big difference. Johnson agrees and thanks the Public Works staff for their efforts.

ACTION TAKEN

- 1) Motion carried to approve Purchase Order #6913 to Rand Olsen Construction to restore nine window panes at the Union Pacific Dining Lodge for \$9000.00 to match a grant and funds from the Yellowstone Historic Center, total project cost of \$45,360.00. (Schmier, Watt)
- 2) Motion carried to approve Purchase Order #6691 to IntelliChoice for the annual CAD/RMS support of the E-Force program for the Police Department for \$12,000. (Watt, Schmier)
- 3) Motion carried to approve the Claims, which total \$229,056.24. (Watt, Mathews)
- 4) Motion carried to approve the Consent Agenda, which includes the minutes of the May 19, 2020 Town Council meeting. (Watt, Mathews)
- 5) Motion carried to approve Ordinance No. 271, on second reading, an ordinance amending Chapter 8.08 of the West Yellowstone Municipal Code regarding fireworks. (Watt, Forsythe)
- 6) Motion carried to approve the site plan for Forever West II. (Watt, Mathews) See next motion.

- 7) Secondary motion carried to approve the site plan for Forever West II contingent upon the purchase of four parking spaces and agreement by the owner to be responsible for any necessary snow removal to maintain access to parking and authorize staff to enter into an agreement with the owner stating such. (Watt, Mathews)
- 8) Motion carried to approve Resolution No. 743, a resolution to request distribution of funds from the Bridge and Road Safety and Accountability (BARSAA) Program and approve Purchase Order #6900 to Klingler Asphalt Maintenance for crack sealing in the Madison Addition for \$37,800. (Forsythe, Mathews)
- 9) Motion carried to approve payment of \$22,609 to The Dyer Group along with the check the Town has already cut for \$6380.00 in exchange for the Engineer's Certificate of Completion for Montana DEQ. (Watt, Mathews) Forsythe is opposed.
- 10) Motion carried to approve the Line of Credit proposal from Madison Valley Bank to cover engineering and construction management fees for the waste water treatment facility for up to 36 months, interest only, secured by the new 1% resort tax. (Forsythe, Mathews)

DISCUSSION

- 5-6) Teri Gibson reports that the Planning Board approved the site plan pending the purchase of the appropriate number of parking spaces. The Council discusses whether it is the responsibility of the property owner to keep the parking spaces accessible from the alley. Lisa Johnson reports that the Development Review Group recommended that the property owner submit a letter stating that if required, they will remove snow to grant access to the parking spaces. Watt asks about a room in the interior of the building that has no egress. Fire Chief Shane Grube says the entire building will have sprinklers and the interior room can only be used as storage.
- 10) Town Manager Daniel Sabolsky explains that they have contacted both local banks and received proposals for a 36 month line of credit, interest only, for the waste water treatment facility project. The line of credit will be secured by the 1% resort tax. Sabolsky says that the closing costs for both proposals and the interest rates were very close, but he recommends accepting the lower interest rate proposal from Madison Valley Bank.
- A) **Town Manager/Department Head Reports:** Town Manager Dan Sabolsky reports that the Montana DEQ is satisfied that the short-term wastewater improvements are installed and operating. He says he is in dialogue with representatives from the Yellowstone Airport and have tentatively agreed to splitting the cost of an appraisal. He mentions that the last appraisal that was conducted used the word "hypothetical" multiple times. He says they are discussing multiple other issues including lease rates, whether the land under the lagoon can be sold, and development at the airport. Sabolsky reports that there are two cases of COVID-19 in West Yellowstone and they put out a press release today. Sabolsky says that they have started accepting registrations for Summer Rec. Registrations have been slow and they have been working on how to alter the procedures for the camp to keep everyone safe. Resort tax collections for April are down significantly, almost 60%, but there are some businesses that have not paid. They are hoping for better collections for June. Johnson mentions the casting pond project and reminds everyone that they hope to get the project done this year. Sabolsky explains that the engineering drawings are done save the artist rendition they will use for fundraising. **Water & Wastewater** Superintendent Greg Johnson reports on fire hydrants maintenance, influent and effluent sampling, maintenance on the spring box and water tank. He also notes that flow numbers went up nearly 20% overnight, coinciding with the opening of the Park. Chief of **Police** says that he is deeply saddened by the violent events across the country due to the death of George Floyd in Minneapolis. He says he is working with other police chiefs and intends to put out a press release to assure the

community of their dedication to training and mental health of officers. He also reports that Leonel Sosa is doing very well at the academy in Helena, he is over halfway through and his scores are great. **Public Services** Superintendent James Patterson reports that Town clean up has been going well, they've picked up a lot of trash. Patterson also reports on the bids he collected for the upcoming crack seal project, which they recommend awarding to Klinger Asphalt. **Finance** Director Lanie Gospodarek reports that Summer Rec starts next Monday and they are implementing a new online registration and payment process. She reports on time she spent finishing up with the auditors and budget entry to payroll. She reports that they are working on offering paperless billing and mentions that Finance Clerk Peggy Russell is attending clerks training online.

- B) Fire Chief Shane Grube reports that Community Health Partners has requested an additional wall in the clinic to provide separation between patients that are seeking evaluation for COVID-19 testing and regular patients. He says they put the wall up over the weekend using volunteer labor. Grube also reports that the Federal Emergency Management Agency has accepted their proposal to get reimbursement for quarantine expenses related to COVID-19. Grube describes the procedures they have in place to test and contact trace anyone that may be exposed. Forsythe says they need to express their appreciation to CHP, Grube, and those that volunteered to build the wall in the clinic.

The meeting is adjourned. (9:15 PM)

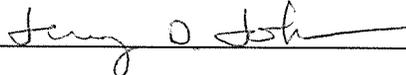
Mayor

ATTEST:

Town Clerk

Town of West Yellowstone Business License Application

Business Name: HORSESHOE GIFT SHOP
 Applicant: MARK DEIFT
 Contact Person: Maerk Deift
 Mailing Address: 851 W Sunrise Blvd # 100, Plantation, FL 33313
 Physical Address of Business: 110 Canyon st west yellowstone Mt 59758
 Phone Number: 954-4489413 Fax Number: _____
 Email Address: Mark@deift.net Website: _____

Signature of Property Owner of Record: 

Subdivision: Old Town
 Block: 16 Lot: 8

Zoning District, please mark one:

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

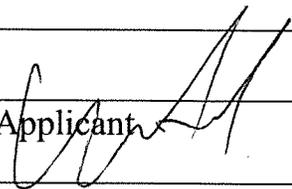
- New Business Transfer of Ownership
- Change of Location Name Change

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

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

GIFT SHOP

Business License Fee: \$ 50
 Resort Tax Bond: \$ _____
 Total Amount Due: \$ _____

Signature of Applicant: 
 Signature of Applicant: _____
 Date: 5-29-2020

FOR OFFICE USE ONLY				
Date Approved by Town Council: _____				
Date _____	Check # _____	Amount \$ _____	License # _____	
SCN _____	BLP _____	STX _____	BLC _____	RDX _____

Peggy Russell

From: Mark Deift <Mark@deift.net>
Sent: Friday, May 29, 2020 2:59 PM
To: Peggy Russell
Subject: RE: resort tax bond for 110 Canyon St

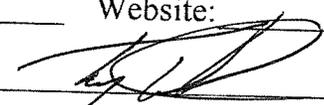
Dear Town Council Members,

I am writing to request a waiver of the \$500 resort tax bond for 110 Canyon Street. As you can see, I have had an exemplary payment history. I really appreciate your consideration.

Thank you very much!
Mark Deift
954-448-9413

Town of West Yellowstone Business License Application

Business Name: YELLOWSTONE OUTLET
 Applicant: MARK DEIFT
 Contact Person: MARK DEIFT
 Mailing Address: 6851 W Sunrise Blvd # 100, Plantation, FL 33313
 Physical Address of Business: 22 CANYON ST WEST YELLOWSTONE MT 59758
 Phone Number: 954-448-9413 Fax Number: _____
 Email Address: mark@deift.net Website: _____

Signature of Property Owner of Record: 

Subdivision: Old Town
 Block: 27 Lot: 7

Zoning District, please mark one:

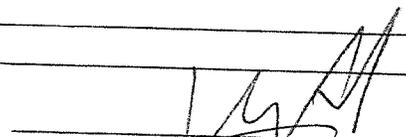
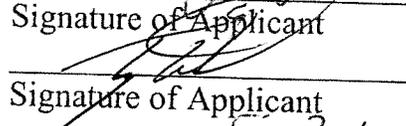
- B-3 Central Business District (Old Town)
- B-4 Expanded Business District (Grizzly Park)
- E-2 Entertainment District (Grizzly Park)
- PUD Planned Unit Development (Grizzly Park)
- Residential Districts, Home Occupations Only (Mad Add)
- New Business
- Change of Location
- Transfer of Ownership
- Name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

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

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

gift shop

Business License Fee: \$ 50
 Resort Tax Bond: \$ _____
 Total Amount Due: \$ _____


 Signature of Applicant

 Signature of Applicant
5-29-2020
 Date

FOR OFFICE USE ONLY				
Date Approved by Town Council: _____				
Date _____	Check # _____	Amount \$ _____	License # _____	
SCN _____	BLP _____	STX _____	BLC _____	RDX _____

Peggy Russell

From: Mark Deift <Mark@deift.net>
Sent: Friday, May 29, 2020 3:00 PM
To: Peggy Russell
Subject: 22 Canyon St waiver of resort tax bond request

Dear Town Council Members,

I am writing to request a waiver of the \$500 resort tax bond for 22 Canyon Street-Yellowstone Outlet. As you can see, I have had an exemplary payment history. I really appreciate your consideration.

Thank you very much!
Mark Deift
954-448-9413



Town of West Yellowstone Business License Application

Business Name: _____
 Applicant: Kyle Watt
 Contact Person: Kyle Watt
 Mailing Address: P.O. Box 1545
 Physical Address of Business: 540 Obsidian Ave
 Phone Number: (406)-640-1965 Fax Number: _____
 Email Address: guswatt2001@hotmail.com Website: _____

Signature of Property Owner of Record: Kyle Watt

Subdivision: Old Town
 Block: 32 Lot: 2

Zoning District, please mark one:

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

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

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

Providing lawn-mowing and trimming services in and around the West Yellowstone area. Small trailer for hauling equipment. All equipment will be stored on private property.

Business License Fee: \$ 50
 Resort Tax Bond: \$ -

Kyle Watt
 Signature of Applicant

Total Amount Due: \$ 50

Signature of Applicant
6/3/2020
 Date

FOR OFFICE USE ONLY			
Date Approved: _____	<input type="checkbox"/> Town Council	<input type="checkbox"/> Administration	_____
Date _____	Check # <u>Cash</u>	Amount \$ <u>50.00</u>	License # _____
SCN _____	BLP _____	STX _____	RDX _____

Town of West Yellowstone Business License Application

Business Name: Montana Cleaning Solutions
 Applicant: Claudia Olivares
 Contact Person: Claudia Olivares
 Mailing Address: PO BOX 1501 West Yellowstone MT
 Physical Address of Business: 312 Boundary St Apt 1 West Yellowstone
 Phone Number: 772-584-5078 Fax Number: _____
 Email Address: claudiaolivares@hotmail.com Website: _____

Signature of Property Owner of Record: Tom Jantush

Subdivision: Old Town
 Block: _____ Lot: _____

Zoning District, please mark one:

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

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

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

Professional cleaning service with no permanent real estate location of the business. All business is carried out mobile and conducted at the contractors address. All cleaning equipment is kept and stored in personal home and vehicle located at the property listed above.

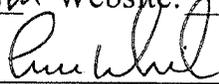
Business License Fee: \$ 50
 Resort Tax Bond: \$ _____
 Total Amount Due: \$ 50

Claudia Olivares
 Signature of Applicant
Claudia Olivares
 Signature of Applicant
6/5/20
 Date

FOR OFFICE USE ONLY				
Date Approved by Town Council: _____				
Date _____	Check # _____	Amount \$ _____	License # _____	
SCN _____	BLP _____	STX _____	BLC _____	RDX _____

Town of West Yellowstone Business License Application

Business Name: Tim Whitman
 Applicant: Tim Whitman
 Contact Person: Tim Whitman
 Mailing Address: Box 841
 Physical Address of Business: 315 Gibbon Ave
 Phone Number: 646-7843 Fax Number: Same
 Email Address: Twhitman63@msn.com Website: None

Signature of Property Owner of Record: 

Subdivision: Old Town
 Block: 4 Lot: 5 & 6

Zoning District, please mark one:

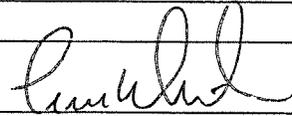
- B-3 Central Business District (Old Town)
- B-4 Expanded Business District (Grizzly Park)
- E-2 Entertainment District (Grizzly Park)
- PUD Planned Unit Development (Grizzly Park)
- Residential Districts, Home Occupations Only (Mad Add)
- New Business
- Change of Location
- Transfer of Ownership
- Name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

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

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

Long Term Rental

Business License Fee: \$ 62⁰⁰
 Resort Tax Bond: \$ _____
 Total Amount Due: \$ 62⁰⁰


 Signature of Applicant

 Signature of Applicant
5-29-20
 Date

FOR OFFICE USE ONLY				
Date Approved by Town Council: _____				
Date _____	Check # _____	Amount \$ _____	License # _____	
SCN _____	BLP _____	STX _____	BLC _____	RDX _____

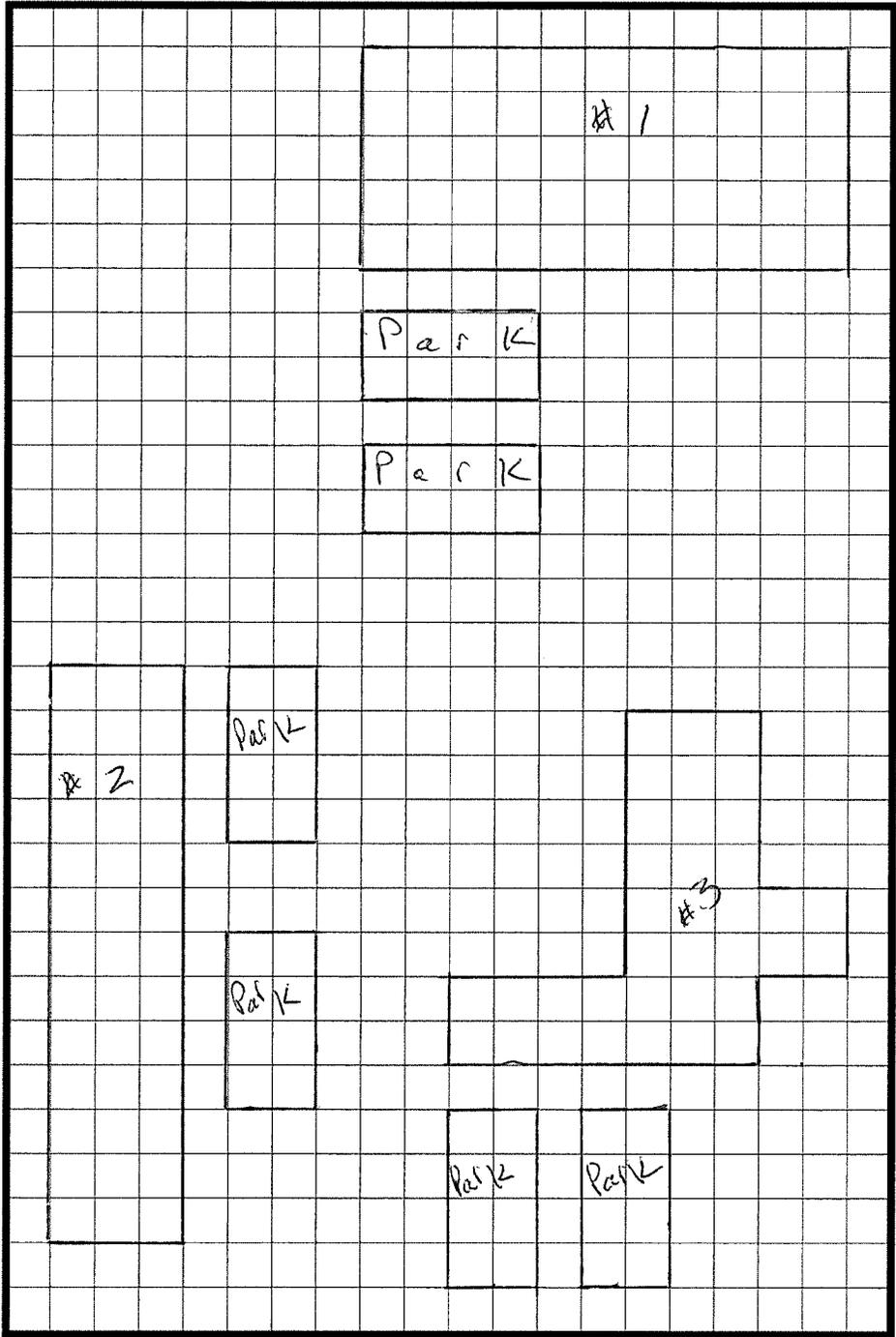
Site Plan

Business Name: Tim Whitman

Business Owner: Same

Business Street Address: 315 Gibbon

Block: 4 Lot: 5 Subdivision: Old Town



Alley
↑

Gibbon

Scale: 1 inch = 20 feet

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

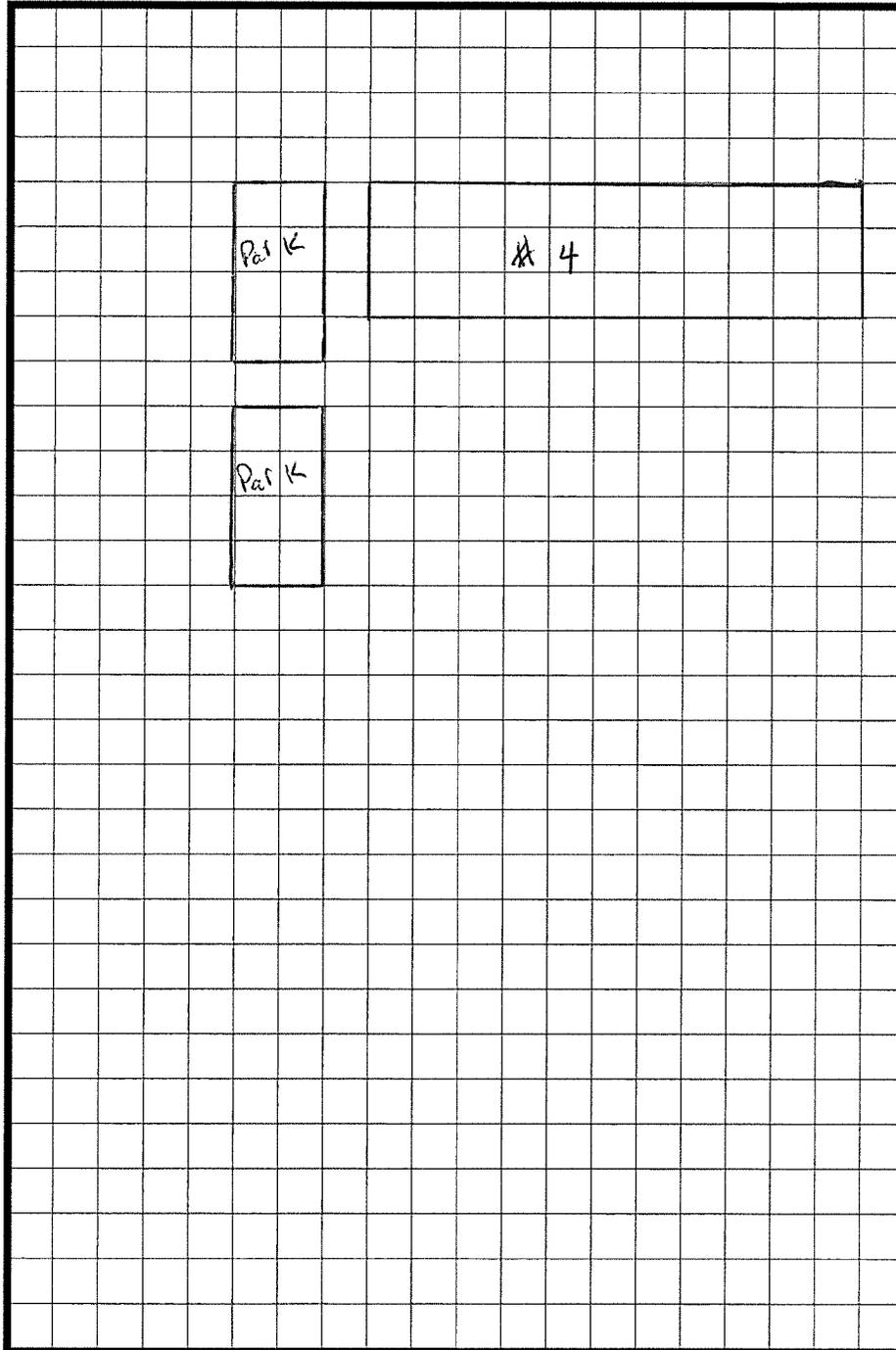
Site Plan

Business Name: Tim Whitman

Business Owner: Same

Business Street Address: 311 Gibbon Ave

Block: 4 Lot: 6 Subdivision: Old Town



Alley
↑

Gibbon

Scale: 1 inch = 20 feet

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

MONTANA



West Yellowstone

Custer Gallatin National Forest

MT-1

OUR MISSION

The Yellowstone Shortline Trail Project is led by a group of locals who have joined together for the purpose of providing West Yellowstone's residents and visitors with a sustainable, healthy, and authentic way to experience the region's unique environment and history through the establishment of a world-class trail following the historic route of the Oregon Short Line Railroad from the Montana-Idaho state line into the heart of West Yellowstone, Montana.

PROJECT PARTNERS

Dr. Ezekiel R. and Edna Wattis

DUMKE FOUNDATION



Mike & Andrea Manship

BRIDGER DISTRICT

NORTHERN ROCKY MOUNTAIN ECONOMIC DEVELOPMENT DISTRICT



M2O GROUP Ventures West Inc.



CONTACT US

explore@yellowstoneshortlinetrail.org
www.yellowstoneshortlinetrail.org
1-406-646-7461
PO Box 1299
West Yellowstone, MT 59758

YELLOWSTONE SHORTLINE TRAIL

Creating a Path to Explore Together



REASONS TO SUPPORT THIS PROJECT

- Explore the outdoors in a healthy and exciting way
- Discover the area's unique history
- Experience breathtaking views along the South Fork of the Madison River
- View wildlife in the Custer Gallatin National Forest
- Provide residents with improved access to recreation
- Connect the community with the Greater Yellowstone and Continental Divide Trails
- Attract visitors to the area
- Highlight all West Yellowstone has to offer
- Generate economic opportunities for residents

BE A PART OF BRINGING THIS PATH TO LIFE AGAIN

DONATE

Online via PayPal:
yellowstoneshortlinetrail.org/donate

By Check:
 Yellowstone Shortline Trail
 PO Box 1299
 West Yellowstone, MT 59758

By Credit Card:
 Either visit the YHC offices at
 220 Yellowstone Ave,
 West Yellowstone, MT
 or call 1-406-646-7461 to pay over phone

TRIPLE YOUR DONATION

All donations to the Yellowstone Shortline Trail will be matched 2:1 by a generous grant secured through the Dumke Foundation. A \$1,000 donation secures \$3,000 for the trail.



SHORTLINE SUPPORTERS

Golden Spike Supporter - \$100,000
 Sole nameplate on one of three bridges

Depot Supporter - \$50,000
 Sole nameplate on one of three pavilions along the trail

Great Outdoor Supporter - \$15,000
 Sole nameplate on one interpretive sign along the trail

Two-Wheeler Supporter - \$10,000
 Sole nameplate on one of the trail's bike repair stations

First-Class Cabin Supporter - \$5,000
 Sole nameplate on a bench along the trail

Caboose Supporter \$2,500
 Custom brick paver at trailhead with business logo

Rider - \$1,000 Custom 8" by 8" brick paver at trailhead with up to 80 characters	Jogger - \$500 Custom 8" by 4" brick paver at trailhead with up to 48 characters
--	---

Trekker - \$250 One of 600 nameplates on trail bridge	Walker - \$100 Name listed on donor board at trailhead
--	---



The Yellowstone Historic Center (YHC) is the fiscal sponsor for the Yellowstone Shortline Trail Project. The YHC is a 501(c)3 not-for-profit organization, so all or part of your cash or in-kind donation may be tax deductible.

About the Yellowstone Shortline Trail Project

Our Mission

The Yellowstone Shortline Trail Project is led by a group of local individuals who have joined together for the interest and purpose of providing West Yellowstone's residents and visitors with a sustainable, healthy, and authentic way to experience the region's unique environment and history through the establishment of a world-class trail following the historic route of the Oregon Short Line Railroad from the Montana-Idaho state line into the heart of West Yellowstone, Montana.

Our Goal

The Yellowstone Shortline Trail Project consists of several dedicated individuals and the Yellowstone Historic Center serving as the fiscal sponsor of the Project. Together, our goal is to convert a 9-mile section of abandoned railroad bed into a world-class hiking-biking trail. The Yellowstone Shortline Trail will follow the historic route of the Oregon Short Line Railroad from the Montana-Idaho border at Reas Pass to the west boundary of Yellowstone National Park in West Yellowstone, MT. The trail will be a 10-foot wide path with a compact gravel surface and several bridges covering approximately 9 miles and will include amenities such as pavilions, benches, and interpretive signage focused on the history of the area. Once completed, visitors and residents will be able to experience the historic route of the railroad in a way that promotes local tourism and businesses, strengthens public health, improves quality of life, and encourages learning about the past.

STEP 1.

Fundraise! We need your support to help make this trail a reality. Please see the [Donate](#) page for more information about how funds will be used.

STEP 2.

Design and Plan! The Project will work with engineering and design professionals to map out every detail of the Yellowstone Shortline Trail.

STEP 3.

Build! Clearing brush, installing bridges, grading the trail, laying gravel, and more.

STEP 4.

Explore! Once everything is complete, the Yellowstone Shortline Trail will officially be open to explorers. We cannot wait to see you on the trail!

Be a part of this historic trail!

We are humbled by your support during a difficult time which has caused a great deal of uncertainty for all.

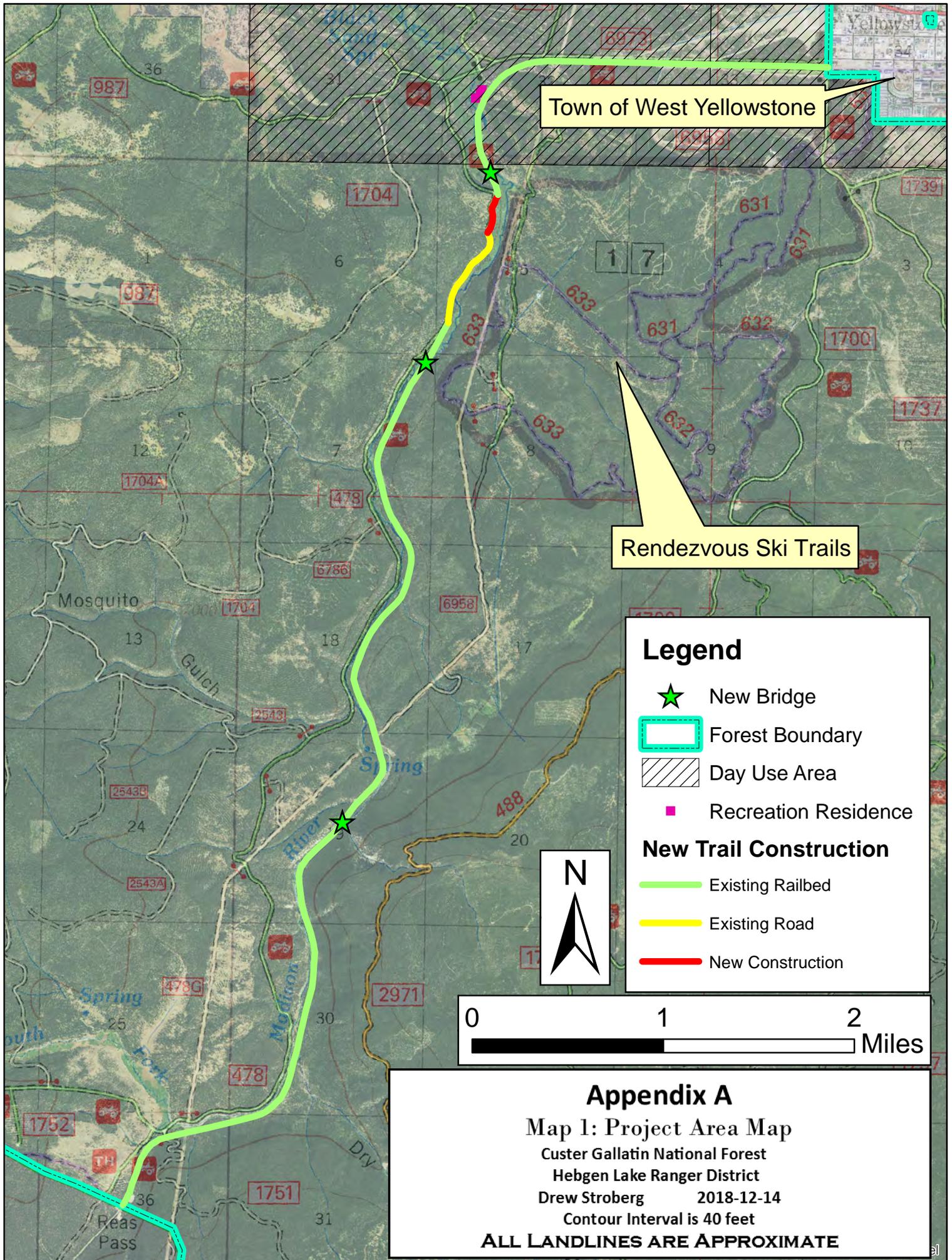
The Yellowstone Shortline Trail begins with you. Each donation, large or small, contributes to the trail in a meaningful way. The trail will revive the historic railroad route which follows the South Fork of the Madison River, winding through Custer Gallatin National Forest, offering breathtaking views of landscape. The trail will provide the community with an authentic, sustainable, and healthy way to experience the region's unique environment and history and will provide opportunities to boost the economy and increase the quality of life for residents and visitors. The benefits are immeasurable.



Help us triple your donation!

Thanks to a challenge grant from the Dumke Foundation, the first \$375,000 raised for the Yellowstone Shortline Trail will be matched 2-to-1. A \$1,000 donation from you means \$3,000 for the trail. Help us reach \$375,000 in donations by November 2020 to secure the full match.





Yellowstone Shortline Trail
YST Committee
1-406-646-7461
explore@yellowstoneshortlinetrail.org

Yellowstone Shortline Trail Continues to Gain Steam with Announcement of Fiscal Sponsor and Large Matching Donation

For Immediate Release: Tuesday, June 9th, 2020

The Yellowstone Shortline Trail (YST) Committee is excited to announce a fiscal sponsorship with the Yellowstone Historic Center (YHC), a local nonprofit serving the West Yellowstone community through its dedication to and efforts towards preserving and interpreting the area's history and cultural heritage. The YST Committee is composed of community-oriented individuals joined together with the goal of raising \$1.25 million to revitalize the historic railroad bed for the purpose of providing West Yellowstone's residents and visitors with a with a sustainable, healthy, and authentic way to experience the region's unique environment and history.

What was once Union Pacific Railroad's right-of-way stretching from West Yellowstone, MT to the Montana-Idaho border was abandoned decades ago, leaving behind a path with a great deal of potential for outdoor recreational opportunities. For years, residents of West Yellowstone have discussed ways to revitalize the area. In 2019, a group of determined locals came together with a shared interest in finally seeing the project come to life. Their goal is to convert the 9-mile section of railroad bed into a world-class, hiking-biking trail following the historic route of the Oregon Short Line Railroad through Custer Gallatin National Forest. The trail will be a 10-foot wide graded path with several bridges and will include amenities such as pavilions, benches, and interpretive signage. Once finished, residents and visitors will be able to experience the historic route of the railroad in a way that promotes local tourism and businesses, strengthens public health, improves quality of life, and encourages learning about the past.

The Yellowstone Shortline Trail is fortunate to have gained a tremendous amount of support for the project. The Yellowstone Historic Center, as fiscal sponsor, will be able to accept tax-deductible donations on behalf of the YST, providing an avenue for fundraising. These donations will support the construction of the trail. The staff of the YHC is also excited to offer staff support, especially in interpretive signage to create an "outdoor museum." The committee has been working closely with Jason Brey of Custer Gallatin National Forest, who is managing the project for the USFS.

The Dr. Ezekiel R. and Edna Wattis Dumke Foundation has pledged a 2-to-1 challenge grant, enabling the first \$375,000 in donations for the trail to be tripled. "The Foundation is thrilled to be a partner on the Yellowstone Shortline Trail," says Claire Ryberg, granddaughter of Ezekiel and Edna. "We were drawn to the project because of the connection to railroad transportation, which played an integral role in shaping the community of West Yellowstone. Three generations of our family rode the train when travelling to and from summer homes starting with our grandparents in the 1930s. This is a terrific way to honor our grandparents' legacy and give back to a community that has given us so much throughout the years. The trail will offer a new way for residents and visitors to experience what the area has to offer."

Additionally, the project has received support from the Town of West Yellowstone, West Yellowstone Tourism Business Improvement District, the West Yellowstone Chamber of Commerce Bike Committee, Freeheel & Wheel, Northern Rocky Mountain Economic Development - Bridger District, Mike & Andrea Manship, M2O Group, Gallatin County Resource Advisory Committee, the Cross Charitable Fund, and the Greater Yellowstone Trail.

"The Yellowstone Historic Center is extremely excited about partnering with and serving as the fiscal sponsor for the Yellowstone Shortline Trail," says Executive Director Kaitlin Johnson. "When first approached about participating, I was overwhelmed by the enthusiasm for the trail as well as the strong connection to YHC's mission to understand, preserve, and interpret the heritage of the area. It has been a pleasure working with the many great partners involved. This project has and will continue to bring many unique organizations and individuals together. We are particularly encouraged by and appreciative of support during this sensitive, unprecedented time. We hope this project serves as a positive goal our community and visitors can look forward to."

To learn more about the Yellowstone Shortline Trail and make a contribution, visit: www.yellowstoneshortlinetrail.org. All donations at or above \$100 will receive recognition along the trail through the Shortline Supporters program. The Yellowstone Historic Center is a 501(c)3 not-for-profit organization, so all or part of your donation may be tax deductible.

NOTICE OF PRELIMINARY MUNICIPAL BUDGET

The Town of West Yellowstone municipal preliminary budget for the fiscal year 2020-2021 will be submitted to the governing body on June 16, 2020 at the Town Council meeting. The public is invited to attend and any citizen or interested party may appear at the meeting to be heard for or against any part of the proposed budget. After the June 16, 2020 public submittal, the preliminary budget will be available for public inspection at the Town offices, located at 440 Yellowstone Avenue, Monday through Friday 8AM to 5PM.

The fiscal year 2020-2021 budget addresses revenue sources, maintenance, operation, the capital improvement plan, debt payments, and equipment purchases for the general fund, special revenue funds, debt service funds, capital project funds, and enterprise funds.

The Town Council will hold budget work sessions to make further revisions to the Fiscal year 2020-2021 preliminary budget starting June 23, 2020 in the council chambers of the Town Hall, located at 440 Yellowstone Avenue. Citizens are invited to attend and any resident or interested party may appear at the meetings and be heard for or against any part of the proposed budget. Final adoption of the 2020-2021 fiscal year budget is anticipated on August 18, 2020.

Received 5/29/20
ER



APPLICATION FOR BOARDS AND COMMITTEES

Name Jeff McBirnie Date 5/29/20

Address Box 1716

City W. Yellowstone State MT Zip 59758

Phone (Home): 360-850-3466 (Work): _____ (Cell/Other): _____

E-Mail Address: BT3VEX @ GMAIL.COM

Are you a resident of West Yellowstone? yes Length of residency in West Yellowstone: 40 years

Board or Committee you are applying for: Planning Board

Occupation: owner of Petes Pizzas

Employer: self

Have you previously served on a County or City board? NO

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

Past Memberships and Associations: Montana Band Masters Association - Treasurer

Olympic Music Educators - President

Current Memberships and Associations: None

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

B.A. in education , M.A. in Music Education

15 years as a teacher

What are your primary objectives for serving on this board? Making our town better

for everyone

References (Individual or Organization):

Michael Woods Phone: 509-434-4227

Russ Kellogg Phone: 406-791-5459

Phone: _____

Signature: [Handwritten Signature] Date: 5/29/20

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.

Begin forwarded message:

From: Troy Hunter <thunter@choiceaviation.com>

Date: June 5, 2020 at 7:07:40 PM MDT

Subject: Letter of Support Yellowstone Airport

As many of you may know, Choice Aviation has been working along with the Yellowstone Airport, Montana Aeronautics, and the Federal Aviation Administration to expand the Yellowstone Airport to year-round. In our third year in West, we have listened to your request and are willing to drive this project, but we need your support by way of a letter. We believe that expanding airport operations to year-round would be a huge economic benefit to the town of West Yellowstone and the greater area. Every flight into the airport brings tourists, homeowners, and business owners into the community to eat in restaurants, shop in local stores, stay in lodging facilities, recreate, and rent vehicles. This not only goes for the passengers but many times, the flight crews as well. In addition, being open year-round allows fixed-wing air ambulance flights to operate which is absolutely essential. The expansion to year-round operations is a time-intensive project with many pieces to work out, but we believe the benefit will far outweigh any logistical complications.

We are looking to obtain several letters of support from local businesses, citizens, local city or government organizations, and emergency service/ first responders. These letters should be addressed "To whom it may concern" and can be emailed to me, mailed, or dropped off at our FBO; 607 Airport Road in West Yellowstone, MT 59740. Please include your contact information in the letter. We would like to have these letters in hand by the 20th of June. Please feel free to reach out to me with any questions or concerns.

Thank you for your interest in assisting with this endeavor!

--

Troy Hunter

Line Operations Manager | EKS Airport Manager | Flight Instructor

[406.682.7502](tel:406.682.7502)

thunter@choiceaviation.com



EXPOSITION LICENSE & SPECIAL EVENT PERMIT APPLICATION

Town of West Yellowstone, Montana



Event: ~~yellowstone rod run~~ WEST YELLOWSTONE FARMERS MARKET
 Sponsor Organization: PAMANA MITIC
 Sponsor Address: 218 FAITHFUL STREET PO Box 2242
 Contact Person: PAMANA MITIC
 Contact Phone: 727-744-5629 Fax: _____
 E-mail Address: pammitic@gmail.com
 Date(s) of Event: June 18th - September 10th (THURSDAY'S ONLY) + July 4th
 Location of Event: MUSEUM OF THE YELLOWSTONE - LAWN

- 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). The sponsor and vendors must collect 3% on all resort tax applicable sales and remit to the Town by the 20th 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: \$ 25⁰⁰ 9/11/2020
 Resort Tax Bond: \$ _____
 Vendor(s) Fee: \$ _____
 Total Due: \$ _____

Pamela Mitic
 Signature of Applicant
05/23/2020
 Date

Date Received by the Town: 5/29/20

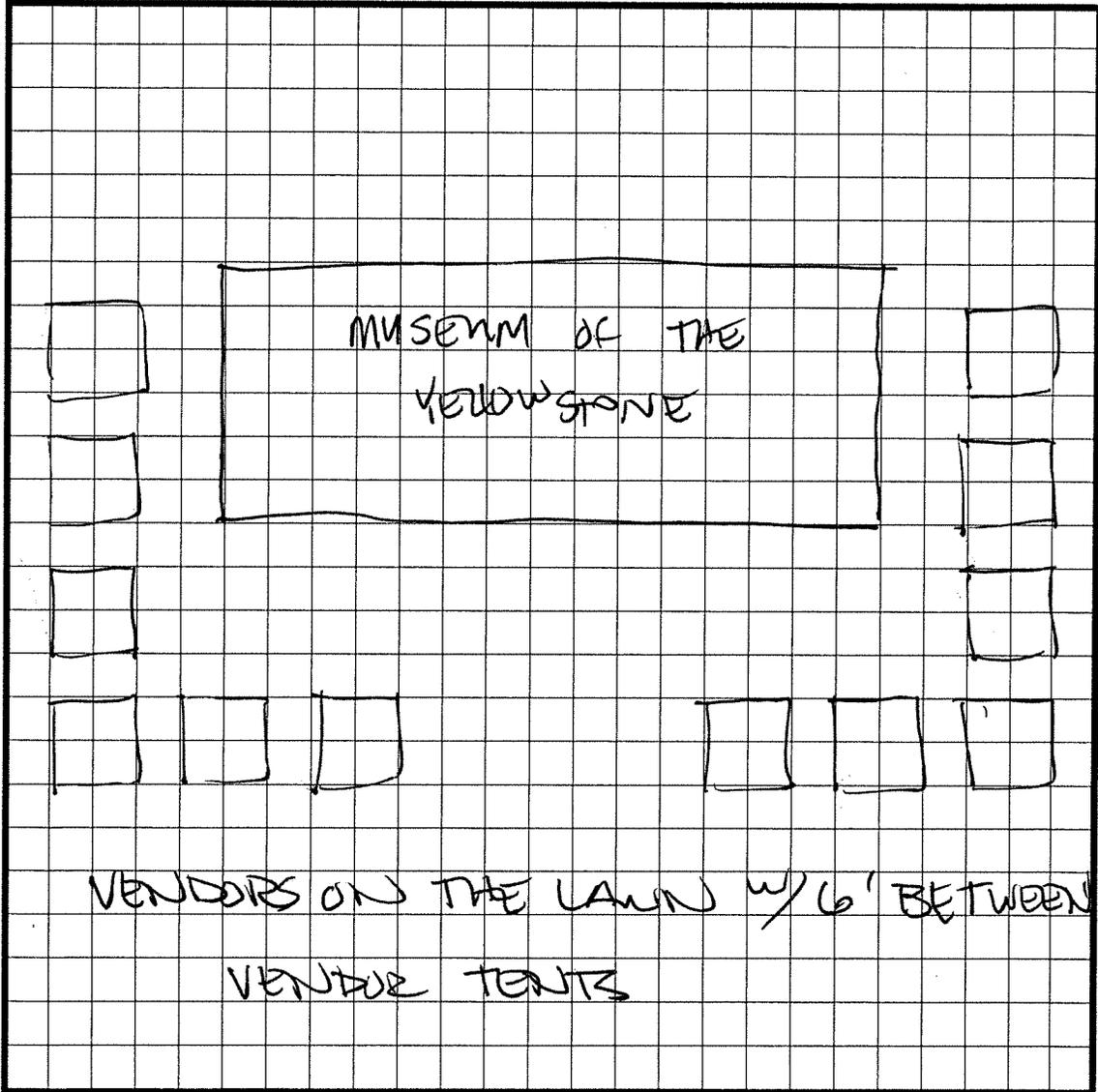
Event Detail

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).

WEST YELLOWSTONE FARMERS MARKET TO SALE LOCAL
ART & CRAFTS & LOCAL FARMERS PRODUCT (HOPEFULLY),
VENDORS WILL HAVE THEIR OWN TENTS. AMOUNT OF
VENDORS & SPECTATORS ARE TBD. PARKING IS AVAILABLE
ON THE STREET & VISITOR CENTER. NO ALCOHOL OR
AMPLIFIED SOUND.

SITE PLAN

Event: WEST YELLOWSTONE FARMERS MARKET



Please indicate direction

VENDING AND SALES

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

Event: WEST YELLOWSTONE FARMERS MARKET Date(s) June 18 - Sept 10th
(THURSDAY) + JULY 4th

Attach additional sheets as necessary.

Primary Sponsor: TWO TOP POTTERS
Contact Person: PAMALA MITIC
Address: 218 FAITHFUL ST.

Phone: 707-744-5629
Type of sales: APRONS, POTTERY, SCARVES.
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	<i>DS</i>	6/11/20	
Fire	<i>DS</i>	6/11/20	
Police	<i>DS</i>	6/11/20	
Finance	<i>DS</i>	6/11/20	
Administration	<i>DS</i>	6/11/20	
Notes/Conditions: <i>Due to provisions in our lease with YHC, this needs to go before Council. DS</i>			
Approved		Denied	
		Town Clerk	
		Date	

ATTACHMENTS

Liability Insurance	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Waived
Outside Amplification Permit	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> NA
Encroachment Application	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> NA
Open Container Resolution	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> NA
Resort Tax Bond	<input type="checkbox"/> Paid	<input type="checkbox"/> Surety	<input type="checkbox"/> NA



Mailing: P.O. Box 1570
West Yellowstone, MT 59758
Phone: (406) 542-1371
Email: info@yellowstonehistoriccenter.org
Website: www.museumoftheyellowstone.org

June 3, 2020

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

To whom it may concern:

I am writing to give my permission on behalf of the Yellowstone Historic Center for the Farmer's Market to be hosted on the lawns north of the Museum of the Yellowstone for the duration of the summer of 2020.

Sincerely,

A handwritten signature in black ink that reads "Kaitlin Johnson". The signature is written in a cursive, flowing style.

Kaitlin Johnson
Executive Director

05/23/2020

To Town Council Members,

My name is Pamala Mitic and I'm a year-round resident of West Yellowstone since 2011. I started the West Yellowstone Farmers Market in our town last year. I know Corvid-19 has changed the face of things for our town and many others. The financial hardship has been felt by all.

I'm writing this to request that the \$1500 bond be waived for the West Yellowstone Farmers Market. In leu of the \$1500 bond, the sponsor will collect the 4% resort tax from the vendors and will remit the funds prior to the due date. Last year I was under the West Yellowstone Event Association. I didn't think I can be under them this year with all of their events being cancelled. The Farmers Market is still new and I don't have \$1500 for the bond. I'm a trustworthy, diligent and reliable individual that has shown the town with last year's market that they will get all the required taxes for products sold.

Thank You,

A handwritten signature in cursive script that reads "Pamala Mitic".

Pamala Mitic

Nationwide Brokerage Solutions®

In California, NBS Insurance Agency, Inc. does business as Triple I Insurance Agency of Ohio.

1100 Locust Street, Dept. 2002
Des Moines, IA 50391

Phone: 888-364-3434
Fax: 866-433-4331

Indication #: 83403-1882

Customer #: 1589814

Page 1 of 12

Insured: West Yellowstone Farmers Market
PO Box 2242
West Yellowstone, MT, 59758

Agent: The Falls Insurance Center
885 S Holmes Ave / PO Box 1882
Idaho Falls, ID, 83403-1882

COVERAGE HAS BEEN BOUND AS FOLLOWS:

Policy is effective from 12:01 AM 07/26/2019 to 12:01 AM 07/26/2020

Company: Scottsdale Insurance Company

Assigned Policy #: CPS3249242

Line of Business: General Liability

Operation: Flea Market

General Liability Limits:

General Aggregate (Other than Products/Completed Ops):	\$2,000,000
Products/Completed Operations Aggregate:	\$Excluded
Personal & Advertising Injury:	\$1,000,000
Each Occurrence:	\$1,000,000
Damage to Premises Rented to You:	\$100,000
Medical Expense:	\$5,000

General Liability Rating Basis:

Gross annual sales: \$2,400

Terms and Conditions:

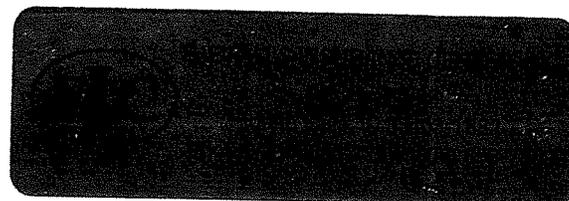
- The premium is subject to audit.
- The premium is 25% minimum earned – no flat cancellations.
- All fees are 100% fully earned
- Any premium generated by an Additional Insured form is 100% fully earned
- Any premium generated by a Special Event having already occurred is 100% fully earned
- The premium is minimum and deposit
- Terrorism coverage is available for an additional \$37 plus state tax. If the Terrorism Form is not returned along with the additional premium, you will have no terrorism coverage under this policy.
- In the event of any material change in underwriting information, including losses, before coverage is bound, terms may be modified or withdrawn.

Schedule of Forms:

Common Policy Forms

UTS-COVPG Cover Page
OPS-D-1 Common Policy Declarations
UTS-SP-2 Schedule of Forms and Endorsements
UTS-SP-3 Schedule of Locations

Liability Forms



RESOLUTION NO. 744

TOWN OF WEST YELLOWSTONE

MONTANA

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA, PROVIDING FOR THE AUTHORITY TO PLEDGE THE REVENUE FROM THE COLLECTION OF TOWN'S ADDITIONAL 1% RESORT TAX FOR THE PAYMENT OF INTEREST ONLY ON A LINE OF CREDIT IN THE AMOUNT OF \$2,500,000 FROM MADISON VALLEY BANK TO PROVIDE FUNDS TO PAY THE COSTS OF ENGINEERING AND CONSTRUCTION MANAGEMENT FEES RELATED TO THE WASTEWATER TREATMENT FACILITY PROJECT.

WHEREAS, at an election held in the Town of West Yellowstone, Montana (the "Town"), on November 5, 1985, the number and proportion of the qualified electors of the Town required by law for the adoption thereof voted in favor of imposing a resort tax on the retail value of all luxury goods and services sold within the Town (the "Resort Tax"); and

WHEREAS, the Resort Tax was renewed by the qualified electors of the Town at an election held on November 5, 2019; and

WHEREAS, the Resort Tax was increased by an additional one percent, (the "Additional 1% Tax") by the qualified electors of the Town at an election held on November 5, 2019; and

WHEREAS, pursuant to §7-6-1506, MCA, the Town Council (the "Council") may pledge funds derived from the Additional 1% Resort Tax for any activity, undertaking, or administrative services that the municipality is authorized by law to perform, which includes providing for upgrades to the Town's wastewater treatment facilities; and

WHEREAS, the Town Council has approved the Aero-Mod wastewater treatment facility option to be built to accommodate 1.25 million gallons per day (the “Project”) at the February 5th, 2020 Town Council meeting; and

WHEREAS, the Town Council has approved the contract for Design and Construction Management of the Project with Forsgren Associates, Inc. at the February 5th, 2020 Town Council meeting; and

WHEREAS, the Town Council has approved the terms offered by Madison Valley Bank for a Line of Credit which will be used to pay for engineering design and construction management services for the Project; and

WHEREAS, the terms of the Line of Credit are that for up to 36 months, the Town will pay interest only on amounts disbursed, on a monthly basis. The Line of Credit will be secured by the Pledge set out herein and paid from the revenue from the Additional 1% Resort Tax. These terms were approved by the Town Council at the June 2nd, 2020 Town Council meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WEST YELLOWSTONE, MONTANA, as follows:

1. Line of Credit Fund; Funding and Pledge of Resort Tax Revenue. As long as the Line of Credit remains outstanding, the Town hereby irrevocably obligates and binds itself to set aside and pay from Additional 1% Resort Tax all interest payments due to the Line of Credit Fund. The amounts so pledged to be paid into the Line of Credit Fund are hereby declared to be a lien and charge upon the Additional 1% Resort Tax Revenue.

The Line of Credit may not be accelerated for maturity for any reason prior to its Maturity Date. Interest owed on the Line of Credit is payable solely from the Additional 1% Resort Tax Revenue and is not a general obligation of the Town. No other funds of the Town (other than the

funds provided by the Town to the Bank for payment of the Line of Credit), may be used by the Bank or offset by the Bank for the payment of the Note.

The Town hereby authorizes the Town Manager to execute all necessary documents to secure the Line of Credit, which terms shall not be inconsistent with the terms in this Resolution.

Form of Line of Credit. The Line of Credit shall be in substantially the form attached to this resolution as Exhibit A.

To the extent that any terms of the Line of Credit are inconsistent with the terms of this resolution, the terms of this resolution shall control.

Effective Date. This Resolution shall become effective immediately upon its adoption.

Term: The Line of Credit shall be 36 months from the date of execution of the bank loan documentation.

PASSED by the Town Council at a regular meeting held this 16th day of June, 2020.

TOWN OF WEST YELLOWSTONE, MONTANA

Mayor Jerry Johnson

Council Member Brad Schmier

Council Member Jeffrey Matthews

Council Member Greg Forsythe

Council Member Travis Watt

ATTEST:



Town Clerk

CERTIFICATE OF TOWN CLERK

I DO HEREBY CERTIFY that I am the duly chosen, qualified and acting Town Clerk of the Town of West Yellowstone, Montana (the “Town”), and keeper of the records of the Town; and

I HEREBY CERTIFY:

1. That the attached Resolution is a true and correct copy of Resolution No. 744 of the Town (the “Resolution”), as finally passed at a meeting of the Town Council held on the 16th day of June, 2020, and duly recorded in my office.

2. That said meeting was duly convened and held in all respects in accordance with law, and to the extent required by law, due and proper notice of such meeting was given; that a quorum was present throughout the meeting and a legally sufficient number of members of the Town Council voted in the proper manner for the passage of the Resolution; that all other requirements and proceedings incident to the proper passage of the Resolution have been duly fulfilled, carried out and otherwise observed, and that I am authorized to execute this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this 16th day of June, 2020.

Town Clerk Elizabeth Roos





Madison Valley BANK

May 27, 2020

Town of West Yellowstone
PO Box 1570
440 Yellowstone Avenue
West Yellowstone, MT 59758

Re: Line of Credit loan request

To Daniel Sabolsky, Town Manager & Council Members:

I am pleased to inform you that we have approved your loan request for a Line of Credit in the amount of \$2,500,000. As we discussed, the loan is for three years with interest monthly on the amount advanced from the loan. Collateral on the loan will be the 1% Resort Tax. Thank you for considering Madison Valley Bank. Please call if you have any questions.

Best Regards,

Amanda Newell
Assistant Branch Manager / Loan Officer NMLS# 1885011

Ennis
213 East Main Street
Ennis, MT 59729
406.682.4215

Boulder
109 West Second
Boulder, MT 59632
406.225.3351

Bozeman
200 South 23rd Avenue, Unit E5
Bozeman, MT 59718
406.602.4600

Montana City
9 Bankers Lane
Montana City, MT 59634
406.443.0497

West Yellowstone
216 Grizzly Avenue
West Yellowstone, MT 59758
406.646.4000

TOWN OF WEST YELLOWSTONE

DECLARATION RE: UTILITY FEES

Pursuant to the March 30, 2020 Directive Implementing Executive Orders 2-2020 and 3-2020 from Governor Steve Bullock, and upon approval from the Town Council of the Town of West Yellowstone, the Town Manager of the Town of West Yellowstone hereby declares as follows:

1. Until further notice, and effective _____, 2020, the Town of West Yellowstone hereby suspends its policies and procedures regarding non-payment of utility bills. This includes suspending water service shut-offs. In addition, the Town suspends the application of late fees associated with the non-payment of utilities.
2. The Town Manager may terminate this Declaration without notice thus reinstating the imposition of late fees and shut offs.
3. Nothing herein shall be construed as a wavier of the Town's authority to charge late fees or to cancel services for non-payment.
4. The contents of this Declaration will be posted on the Town's website.
5. This Declaration only applies for the time during which this Declaration is in effect and does not cancel or in any way modify late charges realized prior to the date of this declaration.

Dated this ____ day of June, 2020.

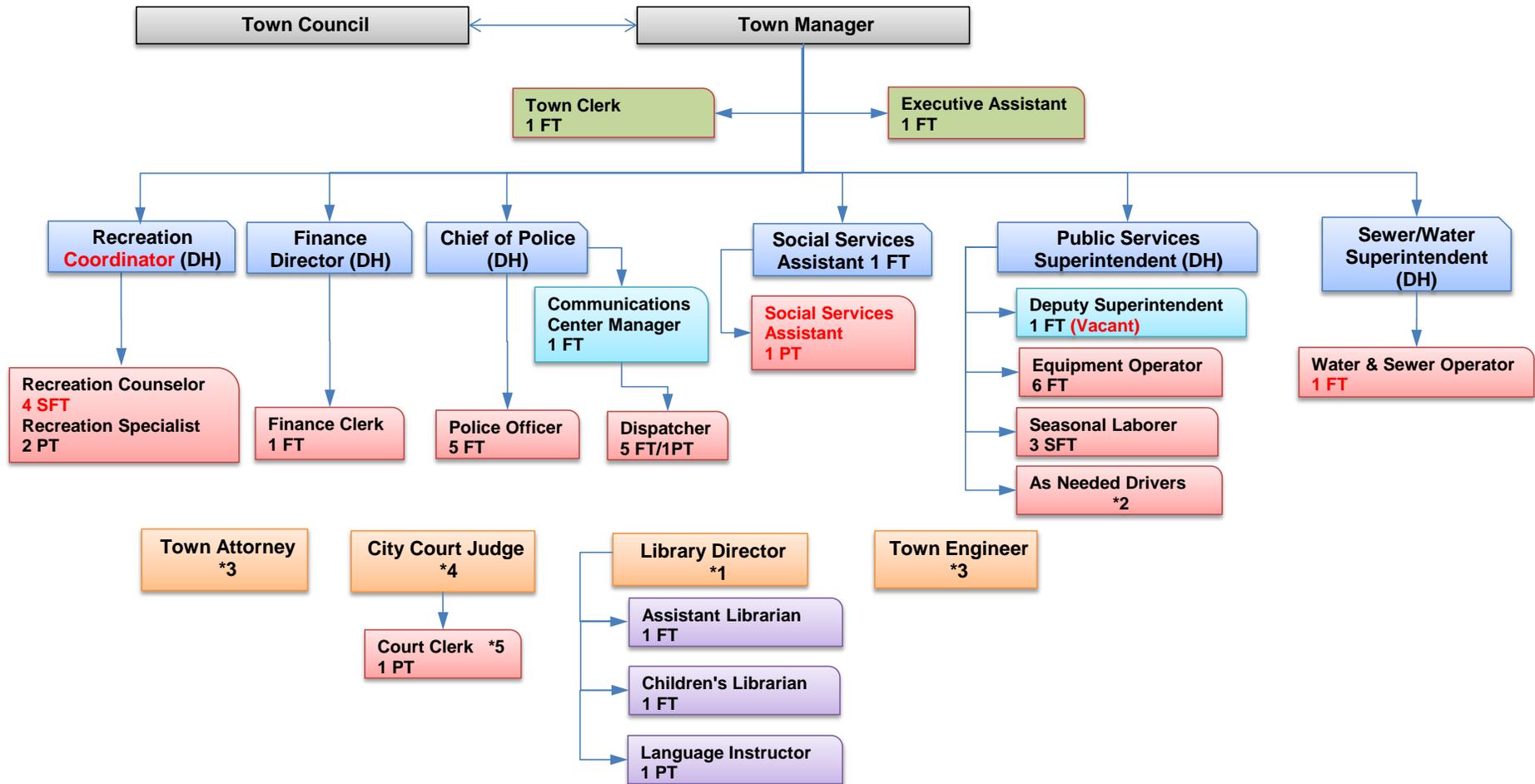
Daniel Sabolsky
Town Manager

ATTEST:

Elizabeth Roos
Town Clerk



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