

**Stevensville Special Town Council Meeting**  
**Minutes for**  
**THURSDAY, SEPTEMBER 05, 2019**  
**7:00 PM**

1. Call to Order and Roll Call

Mayor Dewey called the meeting to order at 7:00 pm.

Roll Call: Mayor Dewey, Council member Holcomb, Gibson, Vick and Shourd. Staff and members of the public were present.

9. Unfinished Business

Council member Gibson asked Mayor Dewey to explain what had happened to the online agenda and packet for the scheduled, September 12th meeting. Mayor Dewey continued to explain that we are aware of the online technical issue with Municode, our software program and we have been in contact with them and their technical support. There is a glitch in the "Meetings" software, which is causing the agenda to show and not show at different times. The problem should be fixed shortly and the agenda and packet should be available for the September 12th meeting. He also verified that on that agenda, there is a New Agenda item to change the original scheduled September 26th meeting to September 24, 2019. Indeed, the administration is asking Council to reschedule the original meeting on the 26th to the 24th, as both, the Town Clerk and myself will be out of town. That meeting should be showing up on the website now, it just might not have an Agenda and Packet attached to it, depending on if it is fixed.

a. Discussion: FY2020 Preliminary Budget

Mayor Dewey said that the reason this item is on the Agenda tonight was to provide feedback to the information requests on the Preliminary Budget presented last week. Leaving the meeting last week, there was not a good sense in certain areas in which the Council wanted to address, so we are hoping to give them that opportunity tonight, so that we can spend the next week before that September 12th meeting, fine-tuning and addressing whatever comes out of the budget discussion tonight. Council member Gibson replied with, going back to the same questions he had before; If we could get the 2019 Budget and what was spent; A summary of the General Fund; As far as the request for the cars, what is the mileage on the existing care and what would it cost for new cars, including the outfit. Council member Gibson would not like to make a decision on buying cars without knowing the costs. He also asked if Mayor could provide an "across-the-board 2% raise" for everyone, after their Probationary Period, clarifying that an employee's probationary is six months. Mayor responded with readiness to provide some of that information for Council tonight.

Mayor Dewey said that we have ran a Revenue Expenditure versus Actual Report and some of these reports are still changing slightly as we are continuing to reconcile. As of June 30, 2019, the Mayor reported that we brought in \$2,375,584.00 that was actual Revenue received; \$2,198,486.00 was actually spent; The budget approved was \$3,209,319.00. Council member Gibson asked if almost 1 million less was spent, and that was correct., Spending 69% of what was appropriated. A solid portion of why we did not spend the entire portion was because we appropriated money for the water storage project and that was not spent; We plan to carry that over. We plan to have this year's revenue estimates verse expenditures; Mayor Dewey confirmed, that is in the budget. As for last year, we spent 93% of our budget, with under-spending \$47,734.00 due to large vacancies. Council member Gibson asked if someone was retiring this year and asked if it was in the budget; Mayor responded, that liability does not exist.

Council member Holcomb asked about a potential contract with the Main Street Association. She continued to ask the details on that potential contract. Mayor Dewey said any contract with Main Street Assoc. would look any way Council wishes. Council member

Holcomb stated that she looked into the Economic Development Fund and she is being told that once that money is gone, it is hard to get money back into that fund. Mayor Dewey stated, we would hope those funds toward economic development spent would boost the tax base and help the general fund; Continuing, there are not many one-time expenditures that wouldn't need constant funding out of this fund. One time, there was a large transfer, not that long ago, from the general fund, when the general fund saw a large surplus and was moved into Economic Development. That is how that fund has been sustained in recent history. Otherwise, that fund has been an expenditure fund, not a revenue fund. It is up to Council, if they choose to contract with the Main Street Assoc. to keep that fund moving and working for the town. Council member Gibson stated that he does not think it will be until next meeting Council will be making motions to approve or disapprove line items. Mayor Dewey reassured him that this meeting is really just to let Council aware, certainly Council is welcome to get bids for Economic Development purposes but this is money in the budget, set aside, more like "ear-marked" items for Council to be aware. We certainly do not have staff to drive Economic Development in the way it should be done. Council member Gibson would like to see our expenditures of 2020 not exceed our expected revenue. Mayor Dewey explained that there are funds in which we are spending down cash. Council member mentioned items in the general fund are going to be important; such as pay raises, the equipment requests; things need to be addressed, such as those four findings in the last audit. Mayor Dewey discussed the four findings. Addressing the infrastructure projects, if we cannot increase the fund balances to carry out that project, that is not how that money was designed. They continued to discuss the four findings, including reoccurring bills which did not have receipts. Council member Gibson requested an "Action Plan" on those four audit findings. Mayor Dewey explained there are 2 cards, in which are checked out, while each vehicle has a fleet card. Mayor Dewey asked for feedback from Council as far as the goals and objectives in the budget. We do understand that there is a desire for additional information. Council member Gibson again said that he would like additional information on the prices of vehicles and the price differences in raises. He would like the budget to be done by the end of September so we are not fined again for being late.

Mayor Dewey would like as much feedback to be prepared for the meeting on the twelfth of September. Council member Gibson expressed that he is not in favor a car for the building department. He would also like to know the price per vehicle for the police department. The raises are still out there as to what direction we are going to go. Mayor Dewey expressed that The Finance Officer is pulling those number's together and the police clerk is working on the police car numbers for you.

The Mayor's compensation was starting to be the topic of discussion. Mayor Dewey understands two different points of view, while one council member is focused on the budget's bottom line, another council member is focused on justifying what the Mayor does for that compensation. Council member Gibson replied with, then we have that decision as to where that money comes from. There are two different views, one the bottom line and the other is that our mayor makes more than most in the state of Montana. Council member Holcomb stated that she thinks it needs to stay where it is at, Council member Gibson expressed that he is not sure it needs to stay at \$10,000/yr but cannot stay at an hourly rate. Council member Gibson is open to that discussion next council meeting. Council member Holcomb stated that she would like to have seen what the department heads wanted. Council member Gibson requested that the department heads be present at the next budget meeting; He would like to talk to the Chief of Police and he has never met the Public Works Supervisor. These are the people that do the works and they can explain why they need a car, or whether or not public works needs a part-time or full-time employee.

Council member Shourd, in regards to compensation, at a time when we were in need, the Mayor did step up. He also feels that he has no problem increasing compensation to what other mayors in the past have made.

The Finance Officer explained that if we do not appropriate the funds in the budget, they cannot spend those funds this coming year. If the park board wants to meet and have a plan to spend that money available, that appropriation is in the budget.

Council member Gibson is not in favor of raising taxes or fees, including the water rates by 3%, if anything, we should be reducing them.

10. New Business

- a. Discussion/Decision: Approval of Mill Levies and Lighting District Assessments for FY2020  
Mayor Dewey explained the Mill Levies are not before Council this evening, although the resolution for the Lighting District Assessments for FY2020 is. Finance Officer explained the FY19-20 Light District Assessment Worksheet. There is a Lighting District Reserve and he explained the difference as to why some districts are determined by lot size and some are determined by percentage of lot square footage. Further discussion continued among Council about the 0%, 1%, 2% and 3% Increases. Mayor Dewey asked if Council would like to approve Resolution 448 or adjust the percentage.  
Mayor Dewey called for Public Comment.  
Unanimous, was interested in installing LED lights.  
Stacie Barker, 104 Winslet.  
Stacie is interested in, now that LED lights installed by NW Energy has been brought up to lower costs, can we change this in the future?  
Council member Shourd made a Motion to accept Resolution 448 with the 3% increases. The Motion was Seconded by Council member Vick.  
Council member Shourd asked the Finance manager to verify the outcome without having 25% in the Reserve Lighting Fund. Council member Shourd rescinded his motion.  
Council member Vick made a Motion to Adopt Resolution 448 Lighting Assessments with a 0% Increase. The Motion was Seconded by Council member Gibson.  
Resolution 448 will be changed to show:  
District #5 Twin Creeks \$2600 equally per lot  
District #77 Creekside \$2650 % of lot square footage  
District #80 Peterson \$1050 % of lot square footage  
Mayor Dewey called for the vote. Council member Vick "Aye," Shourd "Aye," Holcomb "Aye" and Gibson "Aye." The Motion passed 4-0.

8. Public Comments

Mayor Dewey called for Public Comment.

Nancy Lowell, 211 Church.

Nancy spoke about the investments the town is making. She was interested in the interest money the town is making on \$1,894,145. Also concerned that the Administration is in charge of investing "our money." She would like to see the town paying down the principle and interest on the water. She was wondering why "Professional Services" was overdrawn or in the red, and she was wondering why in the budget the Mayor's salary was not under "Executive," she was wondering where it was coming from.

Stacie Barker, 104 Winslet.

At the last council meeting, there was supposed to be a grant contract on the airport tonight.

Mayor Dewey clarified that he spoke with FFA and there will be a draft grant contract at the September 12 meeting. Tonight is a Special Meeting.

Jim Tadvick, 509 Mission.

Jim did research on what other mayors in similar-sized towns make and he just cannot justify the wage the Mayor is asking for.  
Mayor Dewey confirmed with Council and the public that moving the time ahead to 6:30 pm would not cause any conflicts to accommodate the lengthy agenda with the budget.

14. Adjournment

**Meeting adjourned at approximately 8:55 p.m.**

**APPROVE:**

**ATTEST:**

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Brandon E. Dewey, Mayor

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Monica Hoffman, Town Clerk