

Stevensville Town Council Meeting
Minutes for
THURSDAY, JANUARY 23, 2020
7:00 PM

1. Call to Order and Roll Call

Roll Call: Mayor Dewey, Councilmembers Holcomb, Vick and Michalson. Councilmember Devlin has an excused absence. Staff and members of the community were also present.

2. Pledge of Allegiance

3. Approval of Minutes

a. January 9, 2020

Councilmember Holcomb made the Motion to approve the Minutes for January 9, 2020.

Councilmember Vick seconded the Motion. Mayor Dewey then called for Public Comment and the Vote, starting with Councilmember Michalson, Vick & Holcomb; Motion passes, 3-0.

4. Approval of Bi-Weekly Claims

a. Claims #15660-15739

Councilmember Vick made the Motion to separate out Claims # 15661, 15731 and 15732, due to personal involvement. Councilmember Holcomb seconded that Motion. Mayor Dewey called for Council discussion, and the vote to separate the claims at this time; Michalson, Vick and Holcomb, 3-0. Motion passes to separate the claims.

Councilmember Holcomb made the Motion to approve the Claims except for # 15661, 15731 and 15732. The Motion was Seconded by Councilmember Vick.

Discussion on Claim #15729, Michalson discussed talking with the Finance Officer about the claim being budgeted for in December.

Mayor Dewey called for the Vote on all claims, excluding the three previous claims mentioned; Motion Passes 3-0.

Councilmember Holcomb made the Motion to approve Claims # 15661, 15731 and 15732, then Seconded by Councilmember Michalson. Mayor Dewey called for Public Comment, then the Vote; Michalson "Aye," Holcomb "Aye," and Vick "Abstain," 2-0, with one Abstained vote.

5. Administrative Reports

6. Guests

7. Correspondence

a. Letter to Mayor regarding the January 9, 2020 Town Council Meeting

Mayor Dewey read the correspondence letter addressed to Mayor Dewey, which has been attached in the Council Packet.

Mayor Dewey then read the second piece of Correspondence, addressed to John Kellogg and the Council.

8. Public Comments

Mayor Dewey called for Public Comment; None at this time.

9. Unfinished Business

- a. Discussion/Decision: Resolution 458, A Resolution creating an ad hoc Climate Action Advisory Board

Councilmember Vick made a Motion to amend Res 458 to include a citizen from the town, making the board with a total of five members; One Councilmember, a business owner, a member of the school board member, a medical provider, and a local citizen. The Motion was then seconded by Councilmember Holcomb.

Councilmember Holcomb asked if those board members and their duties will be reflected in the updated resolution; Mayor Dewey clarified that those peoples' names will not be in the Resolution itself, but they will be on a roster, like every other board, such as the park board.

Mayor Dewey called for Public Comment, then the Vote on amending the Resolution; Motion passes with a 3-0 vote.

Mayor Dewey then called the vote on Adopting Resolution 458, after Councilmember Michalson made the Motion, a Resolution Creating a Climate Action Advisory Board. The Motion was then Seconded by Councilmember Vick. Mayor Dewey called for the Vote, and the Motion passes 3-0.

- b. Discussion/Decision: Second Reading of Ordinance No. 165, Updating Building and Technical Codes for the Town of Stevensville

Mayor Dewey explained that Public Hearing was held at 6:30pm this evening. Councilmember Vick made a Motion to approve the second reading of Ordinance 165, adopting updated building and technical codes for the Town of Stevensville. The motion was seconded by Councilmember Holcomb. Mayor Dewey then called for the Vote; Motion passes 3-0.

10. New Business

- a. Discussion/Decision: Utility Billing Policies & Procedures

Mayor Dewey explained that during the last meeting, Council had expressed the desire to revisit the Utility Billing Policies and Procedures, which had been adopted by council on the December 12, 2019 meeting, specifically addressing the 15-day term to a 30-day term as far as late fees.

Councilmember Vick made a motion to modify the Billing period from 15 days to 30 days. The Motion was then seconded by Councilmember Holcomb.

Councilmember Holcomb would also like to see the late fee charges go from 10% to 5%.

Councilmember Vick then Amended his Motion to include, reducing the late charge in his motion from 10% to 5%. The amendment was then Seconded by Councilmember Michalson.

Mayor Dewey called for the vote on the Motion amendment, to include the late fee reduction from 10% to 5%. Council and Mayor Dewey engaged in discussion on the policy regarding what constitutes as a reasonable time for shut-off.

Mayor Dewey then called for the vote to the amended Motion; The amendment on the Motion passes, 3-0.

The Motion on the floor is to change the billing days from 15 days to 30 days, an reduce the late fee from 10% to 5%. Mayor Dewey called for Public Comment, then the vote. The Motion passes, 3-0.

- b. Discussion: Council Meeting Attendance by City Attorney

Mayor Dewey and Council discussed time and the need for the city attorney's presence. Currently, the Mayor has directed Mr. Owens to attend all meetings with Council. This was in response to Council and citizen concerns expressed at the attorney's appointment. The

administration recommends maintaining the continued and consistent attendance of the city attorney at all regular meetings of the Town Council at this time. Councilmembers Michalson, Holcomb and Vick did not feel it was necessary for the attorney to be at every meeting.

11. Executive Report

Mayor Dewey presented his Executive Report.

12. Town Council Comments

Councilmember Michalson reminded everyone age 60, and older dog licenses are half the price but they do need to disclose their age, staff should not be inquiring about age.

13. Board Report

14. Adjournment

Meeting adjourned at approximately 7:41 p.m.

APPROVE:

ATTEST:

Brandon E. Dewey, Mayor

Monica Hoffman, Town Clerk