



**Stevensville Town Council Meeting  
Agenda for  
THURSDAY, JANUARY 28, 2021  
7:00 PM  
NVPL Community Room-208 Main**

The Town of Stevensville live streams Town Council and board meetings on our website at <http://www.townofstevensville.com/meetings>

A webform for real-time public comment submission is available here: [PUBLIC COMMENT](#)

Telephone Login Information: Dial (253) 215-8782  
Meeting ID: 840 5939 6290  
Passcode: 728196  
Press \*9 to raise your hand

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comments (Public comment from citizens on items that are not on the agenda)
4. Approval of Minutes
5. Approval of Bi-Weekly Claims
  - a. Claims #16457-#16524
6. Guests
7. Correspondence
  - a. Letter from Don Lorenzen
8. Public Hearings
9. Unfinished Business
  - a. Discussion/Decision: Police Department Staffing
10. New Business
  - a. Discussion/Decision: Utility Assistance Program
11. Executive Report
12. Town Council Comments
13. Board Reports
14. Adjournment

## **Welcome to Stevensville Town Council Chambers**

We consider it a privilege to present, and listen to, diverse views.

It is essential that we treat each other with respect.

We expect that participants will:

- ✓ Engage in active listening
- ✓ Make concise statements
- ✓ Observe any applicable time limit

We further expect that participants will refrain from disrespectful displays:

- ✗ Profanity
- ✗ Personal Attacks
- ✗ Signs
- ✗ Heckling and applause

## **Guidelines for Public Comment**

Public Comment ensures an opportunity for citizens to meaningfully participate in the decisions of its elected officials. It is one of several ways your voice is heard by your local government. During public comment we ask that all participants respect the right of others to make their comment uninterrupted. The council's goal is to receive as much comment as time reasonably allows. All public comment should be directed to the chair (Mayor or designee). Comment made to the audience or individual council members may be ruled out of order. Public comment must remain on topic, and free from abusive language or unsupported allegations.

During any council meeting you have two opportunities to comment:

1. During the public comment period near the beginning of a meeting.
2. Before any decision-making vote of the council on an agenda item.

Comment made outside of these times may not be allowed.

Citizens wishing to speak during any public comment period should come forward to the podium and state their name and address for the record. Comment may be time limited, as determined by the chair, to allow as many people as possible to comment. Comment prior to a decision-making vote must remain on the motion before the council.

**Thank you for observing these guidelines.**

**File Attachments for Item:**

Claims #16457-#16524

\* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/20) ****								
16457		224 STEVENSVILLE FIREFIGHTERS	2,500.00					
Annual Payment 2021								
		2021 12/18/20 Annual Payment 2021	2,500.00			1000 420410	228	101000
*** Claim from another period (12/20) ****								
16504	E	1166 VISA	2,745.40					
	Dec 20	12/20/20 Admin-Calendars	79.65			1000 410550	210	101000
	Dec 20	12/20/20 Admin-Calendars Refund	-79.98			1000 410550	210	101000
	Dec 20	12/20/20 Admin-Switchboard Live	35.00*			1000 410550	339	101000
	Dec 20	12/20/20 Admin Office Supplies	42.10			1000 410550	210	101000
	Dec 20	12/20/20 Admin-SRF Pro, Printer, Suppli	1,464.95*			1000 410550	239	101000
	Dec 20	12/20/20 Admin-Lowes's Hand Sanitizer	29.88*			1000 410550	239	101000
	Dec 20	12/02/20 Admin-All CLR Wipes	12.99*			1000 410550	239	101000
	Dec 20	12/20/20 Admin-paper	4.49			1000 410550	210	101000
	Dec 20	12/20/20 PD-Paper	1.50*			1000 420100	210	101000
	Dec 20	12/20/20 FD-Paper	1.50*			1000 420410	210	101000
	Dec 20	12/20/20 BD-Paper	1.50			2394 420531	210	101000
	Dec 20	12/20/20 Water-Paper	9.00			5210 430510	210	101000
	Dec 20	12/20/20 Sewer-Paper	9.00			5310 430610	210	101000
	Dec 20	12/20/20 Court-Paper	1.50			1000 410360	210	101000
	Dec 20	12/20/20 Airport-Paper	1.50			5610 430300	210	101000
	Dec 20	12/20/20 Admin-Officer Supplies	29.98			1000 410550	210	101000
	Dec 20	12/20/20 PW-Glass for Truck	197.50			1000 430100	232	101000
	Dec 20	12/20/20 Mayor-Pens	28.14			1000 410200	210	101000
	Dec 20	12/20/20 Court-Tab Binders	7.58*			1000 420410	210	101000
	Dec 20	12/20/20 FD-Office Supplies	18.78			1000 410360	210	101000
	Dec 20	12/20/20 Admin EIG*CONSTANTCONTACT	90.00*			1000 410550	339	101000
	Dec 20	12/20/20 Admin- Purchase Return	10.90			1000 410550	311	101000
	Dec 20	12/20/20 PD-Uniform & Equipment	391.85			1000 420100	226	101000
	Dec 20	12/20/20 Admin- Office Supplies	170.54			1000 410550	210	101000
	Dec 20	12/20/20 Mayor-Poinsettia	25.94			1000 410200	210	101000
	Dec 20	12/20/20 Admin-CLR Wipes	12.99*			1000 410550	239	101000
	Dec 20	12/20/20 Parks-Light for flag	39.97*			1000 460430	212	101000
	Dec 20	12/20/20 Admin-Refund	-25.94			1000 410550	210	101000
	Dec 20	12/20/20 PD-Notes,pens,pad	92.08*			1000 420100	210	101000
	Dec 20	12/20/20 PD-Posters	9.40			1000 420100	320	101000
	Dec 20	12/20/20 Admin- Covid Testing Supplies	20.93*			1000 410550	239	101000
	Dec 20	12/20/20 Court-Colored Coded YR Labels	10.18			1000 410360	210	101000
16506		1731 Quadient Finance USA, Inc.	200.00					
	Dec 2020	01/12/21 Admin-Postage	70.00			1000 410550	311	101000
	Dec 2020	01/12/21 Court-Postage	10.00			1000 410360	311	101000
	Dec 2020	01/12/21 PD-Postage	10.00			1000 420100	311	101000
	Dec 2020	01/12/21 FD-Postage	10.00			1000 420410	311	101000
	Dec 2020	01/12/21 BD-Postage	10.00*			2394 420531	311	101000

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14:57:14

TOWN OF STEVENSVILLE  
Claim Approval List  
For the Accounting Period: 1/21

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Report ID: AP100

\* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Line \$	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	Dec 2020	01/12/21	W-Postage		40.00*		5210 430510	311	101000
	Dec 2020	01/12/21	WW-Postage		40.00		5310 430610	311	101000
	Dec 2020	01/12/21	AP-Postage		10.00		5610 430300	311	101000
16507			77 THATCHER COMPANY OF MONTANA		1,491.77				
	352064	01/01/21	3 55 g drum T-Chlor 12.5		646.80		5210 430540	220	101000
	352064	01/01/21	Container Deposit		120.00		5210 430540	220	101000
	352064	01/01/21	Freight Charges and Surcharge		125.53		5210 430540	220	101000
	352064	01/01/21	590 Drum TI-3021 x 1		559.44		5210 430540	220	101000
	352064	01/01/21	Container Deposit		40.00		5210 430540	220	101000
16508			1564 Kalispell Regional Medical		10.00				
50-50			split with Rural						
	CPR	01/11/21	CPR cards		10.00*		1000 420730	380	101000
16509			728 HDR ENGINEERING, INC.		3,461.43				
	1200321317	01/12/21	water system engineering r		3,461.43		5210 430550	350	101000
16510			1722 Local Government Serices		95.00				
	4200	01/15/21	AFR Fees January Statement		95.00		1000 410550	350	101000
16511			1117 Municode		1,500.00				
			Municode Annual Website Hosting Maintenance Support						
	00353708	01/20/21	Adim-Website Hosting Mainten		150.00		1000 410550	350	101000
	00353708	01/20/21	FD-Website Hosting Maintenan		75.00		1000 420410	350	101000
	00353708	01/20/21	Court-Website Hosting Mainte		75.00		1000 410360	350	101000
	00353708	01/20/21	BD-Website Hosting Maintenan		75.00*		2394 420531	350	101000
	00353708	01/20/21	ED-Website Hosting Maintena		450.00*		2940 410550	350	101000
	00353708	01/20/21	Water-Website Hosting Mainte		300.00*		5210 430510	350	101000
	00353708	01/20/21	Sewer-Website Hosting Mainte		300.00*		5310 430610	350	101000
	00353708	01/20/21	Airport-Website Hosting Main		75.00		5610 430300	350	101000
			*** Claim from another period (12/20) ****						
16512			497 Department of Labor and Industry		169.80				
			July 1, 2020- December 31, 2020						
			Jul-Dec 12/31/20 Semi-annual education July-De		169.80		2394 420531	380	101000
			*** Claim from another period (12/20) ****						
16513			53 SUPER 1 FOODS		32.67				
	1723522	12/29/20	Retirement party Gedorge Thom		32.67*		1000 410200	229	101000
			*** Claim from another period (12/20) ****						
16515			1675 Ravalli County Sheriff's Office		203.18				
	08282018	12/23/20	Zuercher Field Ops License F		203.18		1000 420410	310	101000

\* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Line \$	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
16516		299 L.N. CURTIS & SONS		55.30					
	INV455751	01/14/21 41" susp with pad rip		55.30			1000 420460	226	101000
16517		33 NORTHWESTERN ENERGY		13,765.57					
	Jan 21	01/05/21 Spec lighting #3		234.55			2430 430263	340	101000
	Jan 21	01/05/21 206 Buck 90% TH Facility		634.19			1000 411201	340	101000
	Jan 21	01/05/21 206 Buck 10% Bldg Dept		70.47			2394 420531	340	101000
	Jan 21	01/07/21 Peterson Add'n lighting		174.57			2420 430263	340	101000
	Jan 21	01/07/21 Dayton Add'n lighting		240.03			2410 430263	340	101000
	Jan 21	01/05/21 Maplewood Cemetery		12.89			1000 430900	340	101000
	Jan 21	01/05/21 Main St seasonal lighting		116.75			1000 430263	340	101000
	Jan 21	01/07/21 Orig Town street lights		230.35			1000 430263	340	101000
	Jan 21	01/07/21 ESH - 5th St. lights		417.15			1000 430263	340	101000
	Jan 21	01/07/21 5th St - Lange Park lights		33.30			1000 430263	340	101000
	Jan 21	01/07/21 Add'l Town lighting		151.13			1000 430263	340	101000
	Jan 21	01/07/21 NW LDS parking lot		0.00			2430 430263	340	101000
	Jan 21	01/04/21 MBF H2O plant		260.25			5210 430540	340	101000
	Jan 21	01/11/21 102 Main St pump #1		344.08			5210 430530	340	101000
	Jan 21	01/04/21 Riverview Cemetery IRR		0.00			1000 430900	340	101000
	Jan 21	01/05/21 Maplewood Cemetery		0.00			1000 430900	340	101000
	Jan 21	01/05/21 Sewer lift station W. Central		14.97			5310 430640	340	101000
	Jan 21	01/05/21 Sewer trtmnt plant		5,472.40			5310 430640	340	101000
	Jan 21	01/05/21 Truck garage South		313.18			1000 430100	340	101000
	Jan 21	01/05/21 L&C Yard Light		9.96			1000 460430	340	101000
	Jan 21	01/06/21 L&C Park Irrigation 5hp IRR		0.24			1000 460430	340	101000
	Jan 21	01/05/21 L&C Park Parking Lot		5.80			1000 460430	340	101000
	Jan 21	01/05/21 L&C Park Restrooms/Field light		45.39			1000 460430	340	101000
	Jan 21	01/05/21 214 Buck St. - H2O 25%		23.54			5210 430510	340	101000
	Jan 21	01/05/21 214 Buck St. - Sewer 25%		23.54			5310 430610	340	101000
	Jan 21	01/05/21 214 Buck St. - PD 50%		47.08			1000 420100	340	101000
	Jan 21	01/04/21 3rd & Park		11.99			1000 430263	340	101000
	Jan 21	01/04/21 421 Airport Rd - SRE 2/3		107.39			5610 430300	340	101000
	Jan 21	01/04/21 421 Airport Rd - FD 1/3		53.69			1000 420422	340	101000
	Jan 21	01/06/21 Pool		63.50			1000 460445	340	101000
	Jan 21	01/04/21 MBF Well Field		4,401.12			5210 430530	340	101000
	Jan 21	01/04/21 MBF booster station		172.00			5210 430550	340	101000
	Jan 21	01/05/21 Creamery Park (223 Main)		44.79			1000 460430	340	101000
	Jan 21	01/05/21 102 Main Street D-PD		35.28			1000 420100	340	101000

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Claim Approval List  
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\* ... Over spent expenditure

Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (11/20) ****							
16518	1605 Glenn Bies	199.00					
Reimburse Glenn Bies for purchase of Porter Cable 150 PSI Air Compressor from Home Depot							
	11/10/20 Porter Cab Air Compressor	199.00			5210 430510	212	101000
16519	179 MONTANA AERONAUTICS DIVISION	9,733.07					
	FY20-21 12/03/20 Loan 14L annual payment	1,655.70*			5610 490500	610	101000
	FY20-21 12/03/20 Loan 14L annual payment	107.62*			5610 490500	620	101000
	FY20-21 12/03/20 Loan 17G/L annual payment	7,100.00*			5610 490500	610	101000
	FY20-21 12/03/20 Loan 17G/L annual payment	869.75*			5610 490500	620	101000
16520	1677 Robert Underwood	29.12					
	Jan 20 01/13/21 Milage to Missoula 52 Miles	9.71			1000 410550	370	101000
	Jan 20 01/13/21 Milage to Missoula 52 Miles	9.71*			5210 410550	370	101000
	Jan 20 01/13/21 Milage to Missoula 52 Miles	9.70*			5310 410550	370	101000
*** Claim from another period (12/20) ****							
16521	108 BITTERROOT STAR	81.60					
	471 12/30/20 Town Council Mtg	81.60*			1000 410550	330	101000
16522	669 Arbor Day Foundation	10.00					
	2021 08/01/20 2021 Arbor Day Membership	10.00*			1000 410550	330	101000
16523	21 BLACK MOUNTAIN SOFTWARE	975.00					
	26467 01/07/21 GM Cloud Hosting 6 months	292.50*			5210 430510	350	101000
30%							
	26467 01/07/21 GM Cloud Hosting 6 months	292.50*			5310 430610	350	101000
30%							
	26467 01/07/21 GM Cloud Hosting 6 months	146.25			1000 410550	350	101000
15%							
	26467 01/07/21 GM Cloud Hosting 6 months	48.75*			1000 420100	350	101000
5%							
	26467 01/07/21 GM Cloud Hosting 6 months	48.75*			1000 430200	350	101000
5%							
	26467 01/07/21 GM Cloud Hosting 6 months	48.75			1000 410360	350	101000
5%							
	26467 01/07/21 GM Cloud Hosting 6 months	24.38*			2394 420531	350	101000
2.5%							
	26467 01/07/21 GM Cloud Hosting 6 months	24.38			1000 420410	350	101000
2.5%							
	26467 01/07/21 GM Cloud Hosting 6 months	24.38			5610 430300	350	101000
2.5%							
	26467 01/07/21 GM Cloud Hosting 6 months	24.36*			2250 411010	350	101000
2.5%							

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Claim Approval List  
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\* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
16524		84 MMIA		389.50					
	1005051	01/06/21 Sewer claim deductable		389.50*			5310 430610	511	101000
		# of Claims	20	Total:	37,647.41				
		Total Electronic Claims		2,745.40	Total Non-Electronic Claims		34902.01		



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Fund/Account	Amount
1000 GENERAL	
101000 Cash - Operating	\$8,665.40
2250 PLANNING	
101000 Cash - Operating	\$24.36
2394 BUILDING CODE ENFORCEMENT	
101000 Cash - Operating	\$351.15
2410 DAYTON LIGHTING #1 DISTRICT 55	
101000 Cash - Operating	\$240.03
2420 PETERSON ADDN LIGHTING #2 DISTRICT 80	
101000 Cash - Operating	\$174.57
2430 GEO SMITH LIGHTING #3 DISTRICT 76	
101000 Cash - Operating	\$234.55
2940 ECONOMIC DEVELOPMENT	
101000 Cash - Operating	\$450.00
5210 WATER	
101000 Cash - Operating	\$11,004.40
5310 SEWER	
101000 Cash - Operating	\$6,551.61
5610 AIRPORT	
101000 Cash - Operating	\$9,951.34
Total:	\$37,647.41

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TOWN OF STEVENSVILLE  
Claim Approval Signature Page  
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ORDERED that the Town Treasurer draw a check/warrant on the Town of Stevensville.

\_\_\_\_\_  
Council                      Council

\_\_\_\_\_  
Council                      Council

\_\_\_\_\_  
Mayor

Date Approved \_\_\_\_\_

**File Attachments for Item:**

- a. Letter from Don Lorenzen

Jan 10, 2021

To: Stevensville City Council

RE: New demand to call all hangar owners “businesses”

The recent demand for business fees is outrageous. A “business” is defined as an organization or enterprising entity engaged in commercial, industrial or professional activities. The term “Business” also refers to the organized efforts and activities of individuals to produce and sell goods and services for a profit. Along these lines, a single rental is not a business, thus not subject to the city “business license” of \$250 per year. Would the city consider a person in town, renting out a shed in their yard to a friend a business. They would have to, though it is silly to consider it.

Even the \$250 business fee charged at the airport for true aircraft repair and manufacturing businesses are unfair. The \$50 fee that is charged to businesses in town is discriminatory. The city could be sued for such action.

The IRS does say that a “business” must actively be trying to make a profit. To prove your startup is a business, you need to be able to show that you are making an effort to turn a profit.

Further, my aircraft ownership and use is a hobby, not a business. So one may ask when does a hobby become a business. The IRS has rules for that; what qualifies as a business. As a hobby, we cannot deduct business expenses and losses. The minimal rental income from such a private hangar ownership affords [\$3000-4000 income] will not turn a profit. Nor does it cover the cost of lease, insurance, upkeep and mortgage, usually in excess of \$4000-5000 per year.

Here are some tests given by the IRS to differentiate a hobby from a business.

1. Does the time and effort put into the activity indicate an intention to make a profit?
2. Does the taxpayer depend on income from the activity?
3. If there are losses, are they due to circumstances beyond the taxpayer’s control or did they occur in the start-up phase of the business?
4. Has the taxpayer changed methods of operation to improve profitability?
5. Does the taxpayer or his/her advisors have the knowledge needed to carry on the activity as a successful business?
6. Has the taxpayer made a profit in similar activities in the past?
7. Does the activity make a profit in some years?
8. Can the taxpayer expect to make a profit in the future from the appreciation of assets used in the activity?

In my case, my hangar is not a business, never intended. In the past, storing another aircraft in a hangar has never been considered a business, and only subject to the \$125 airport user fee.

I also ask why the city charges user fees? Only one other MT airport does so. We already run the airport under 95% volunteer work, most work paid by the FAA, the Stevi percentage is paid by airport funds.

In my case, I do not charge for storing a plane and even your incorrect definition, not a business.

Don Lorenzen  
3557 Hitching Post Lane  
Stevensville

**File Attachments for Item:**

a. Discussion/Decision: Police Department Staffing



## Stevensville Town Council Meeting

### Agenda Item Request

**To Be Submitted BEFORE Noon on the Wednesday before the Council Meeting**

<b>Agenda Item Type:</b>	Unfinished Business
<b>Person Submitting the Agenda Item:</b>	Brandon E. Dewey
<b>Second Person Submitting the Agenda Item:</b>	
<b>Submitter Title:</b>	Mayor
<b>Submitter Phone:</b>	
<b>Submitter Email:</b>	
<b>Requested Council Meeting Date for Item:</b>	01/28/2021
<b>Agenda Topic:</b>	Discussion/Decision: Police Department Staffing
<b>Backup Documents Attached?</b>	No
<b>If no, why not?</b>	Continuation / update from 1/14/2021 meeting
<b>Approved/Disapproved?</b>	Approved
<b>If Approved, Meeting Date for Consideration:</b>	01/28/2021
<b>Notes:</b>	

**File Attachments for Item:**

a. Discussion/Decision: Utility Assistance Program





## Stevensville Town Council Meeting

### Agenda Item Request

**To Be Submitted BEFORE Noon on the Wednesday before the Council Meeting**

<b>Agenda Item Type:</b>	New Business
<b>Person Submitting the Agenda Item:</b>	Brandon E. Dewey
<b>Second Person Submitting the Agenda Item:</b>	
<b>Submitter Title:</b>	Mayor
<b>Submitter Phone:</b>	
<b>Submitter Email:</b>	
<b>Requested Council Meeting Date for Item:</b>	01/28/2021
<b>Agenda Topic:</b>	Discussion/Decision: Utility Assistance Program
<b>Backup Documents Attached?</b>	No
<b>If no, why not?</b>	Information will be uploaded to the packet on Tuesday 1/26
<b>Approved/Disapproved?</b>	Approved
<b>If Approved, Meeting Date for Consideration:</b>	01/28/2021
<b>Notes:</b>	Council will be asked to either continue the suspension of collections for the assistance program, or to reinstate the charge. The program funding has all been spent since collections were suspended in 2017.



**TOWN COUNCIL  
Council Communication**

**Regular Meeting  
January 28, 2020**

**Agenda Item:** New Business  
Discussion/Decision: Utility Assistance Program

**Other Council Meetings**

- Exhibits**
- a. Res. # 380 (September 10, 2015)
  - b. Res. # 409 (June 12, 2017)

*This agenda item provides Council with the ability to continue the Utility Assistance Program for water & sewer customers, or to discontinue the program.*

**Background:**

Reduced rates are available for water and sewer utilities provided by the Town of Stevensville through the utility assistance program established by Resolution No. 380 in 2015. Customers are eligible for a discount on their bill if they are a low income, senior, or disabled adult living in a residence receiving a Town of Stevensville water or sewer bill.

Until a decision by the Town Council to suspend the fee, the program was funded through a \$1.52 charge on each utility account. The funding was allocated separately for the program. In 2017 the Town Council suspended the fee to draw down a balance of program funds that had accumulate. As of January 26, 2021 all funds had been disbursed to program participants.

The following table provides the age and income requirements to qualify for a discount:

<b>Age</b>	<b>Household Income</b>
62+	\$28,000 or less
18+	\$28,000 or less <b>and</b> receiving permanent Social Security Disability payments.

**Rate Reduction**

Qualified customers receive a reduction on their utility bill by the following percentages:

<b>Household Income</b>	<b>Percent Reduction</b>
0 - 50% of the qualifying income	75%
51% - 75% of the qualifying income	50%
76% - 100% of the qualifying income	25%

There are currently 11 participants receiving a reduction through the program. Six of the participants are receiving a 75% reduction on only the O&M portion of their bill. Four participants are receiving a 50% reduction. All participants are required to regularly re-certify for the program.

To continue funding the program for the 11 current participants, revenue must be reinstated to meet the annual expenditure of **\$3,615.35**. If the Town Council desires to reinstate the fee to cover the program, each customer would pay an additional **\$0.35 monthly**.

If Council decides to not reinstate the fee and discontinue the program, an effective date should be determined, and a resolution created to state the policy.

**Board/Commission Recommendation:**  Applicable -  Not Applicable

**Alternative(s):**

**MOTION**

**I move to:**

**RESOLUTION NO. 380**

**A RESOLUTION CREATING AND FUNDING  
A WATER/SEWER BILL REDUCED RATE PROGRAM**

**WHEREAS**, the Town of Stevensville, Montana (the "Town") pursuant to authority conferred by Montana Code Annotated (M.C.A.), Title 7, Chapter 13, Part 43, as amended (the "Act"), and other laws of the State of Montana, has established and presently owns and operates a municipal sewer system (the "System"); and

**WHEREAS**, pursuant to Sections 7-13-4308 and 69-7-101, M.C.A., the Town has the power and authority to regulate, establish, and change, as it considers proper, rates, charges, and classifications imposed for utility services to its inhabitants and other persons served by the municipal systems. Rates, charges, and classifications must be reasonable and just; and

**WHEREAS**, the residents of the Town of Stevensville have requested at numerous Town Council meetings that such a program be created; and

**WHEREAS**, the Stevensville Town Council has determined that this program will meet the requirement that all rate payers pay essentially the same rates for water and sewer utilities; and

**WHEREAS**, a notice of public hearing was mailed to all users of the Town's System notifying them that it was the **intention** of the Town to increase the rates and charges for the System and notice of public hearing was published as required by Section 69-7-11 J, M.C.A. A public hearing was held on September 10, 2015 at 6:00 p.m. at the Chambers of the Town Council, Town Hall, 206 Buck Street, Stevensville, Montana, for the purpose of hearing comments from the public on the sewer rate increase; and

**WHEREAS**, all persons appearing were given an opportunity to speak at the public hearing.

**NOW, THEREFORE, BE IT RESOLVED, THAT**, by the Town Council (the "Council") of the Town of Stevensville, Montana, the Town Council adopts and establishes this program as shown in exhibit A.

**BE IT FURTHER RESOLVED THAT**, Resolution No. 303 (Help to Others) shall be rescinded and upon implementation of this program, those individuals currently enrolled in the Help to Others program shall cease to receive the benefit from that program.

Passed and adopted by the Town Council of the Town of Stevensville, Montana, this 10<sup>th</sup> day of September, 2015.

**ATTEST:**

  
\_\_\_\_\_  
Gene Mim Mack, Mayor

  
\_\_\_\_\_  
Stacy Bartlett, Town Clerk



## Utility Bill Reduced Rate Program

Reduced rates are available for water and sewer utilities provided by the Town of Steensville. Customers are eligible for a discount on their water and/or sewer O & M bill if they are a low income, senior, or disabled adult living in a residence receiving a separate Town of Steensville water or sewer O & M bill. **Note:** the rate reduction does not apply to your water and/or sewer bond charge(s).

The following table provides the age and income requirements to qualify for a discount:

Age	Income
62 +	\$28,000 or less
18 +	\$28,000 or less <b>AND</b> receive permanent Social Security Disability payments

### Rate Reduction

Qualified customers receive a reduction on their utility bill by these percentages:

Total Household Income	Percent Rate Reduction
0 - 50% of the qualifying income	75%
51% - 75% of the qualifying income	50%
76% - 100% of the qualifying income	25%

### Income

Single-family household income includes income from all persons living in the home. This includes income received from:

- ✓ Wages
- ✓ Retirement benefits
- ✓ Retirement income including IRA's,
- ✓ Social security
- ✓ Supplemental security income (SSI)
- ✓ Permanent social security disability income (SSDI)
- ✓ VA benefits
- ✓ Interest income from savings, bonds, annuities, etc.
- ✓ Gross rental income
- ✓ Gross business income
- ✓ Etc.

Copies of tax returns with all schedules and supporting documentation must be submitted.

If you are applying for a disability reduction, you must provide a current (less than three months old) statement of eligibility, plus the above requirements.

Contact Social Security (800.772.1213) to request benefit verification.



## Utility Bill Reduced Rate Program

### Homeowners and Renters

IF YOU ARE A RENTER and the Property Owners pays the utility bill on your behalf, and you are eligible for this program, the Property Owner must also certify that you rent has been reduced by the amount of the rate reduction. Please contact Town Hall for further information.

### Application Process

To make application for reduced rates, complete the Application for Rate Reduction on Utility Bills and mail or drop it off with a copy of your previous year's tax return, including all schedules and supporting documentation for *all members of your household* to:

#### Drop Off

206 Buck Street  
Stevensville, MT 59870

#### Mail

PO Box 30  
Stevensville, MT 59870-0030

### Notification of Change

Customers receiving rate reductions are required to notify the Utility Billing Department immediately when household income level changes, disability status changes, the house is sold, house is unoccupied, or the house is no longer the primary residence.

### Current Charge to Each User:

**\$1.52/mo.** To fund this program for the first year. The Council may adjust this charge annually based on the number of qualified participants and/or available funds.

**RESOLUTION NO. 409**

**A RESOLUTION SUSPENDING COLLECTIONS OF THE UTILITY BILL  
REDUCED RATE PROGRAM**

**WHEREAS**, the Town Council created the "Utility Bill Reduced Rate Program" by adoption of Resolution 380;

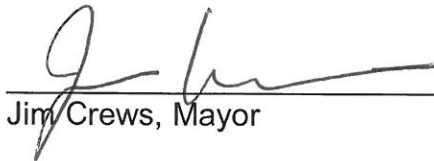
**WHEREAS**, upon review of the program the Council determined that collections under the program are greater than the applicants requesting grants resulting in a surplus of unused funds;

**WHEREAS**, the Council determines that the program will be reviewed as part of the annual budget at which point the Council may elect to continue the program and resume collections or terminate the program.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Council of the Town of Stevensville hereby suspends future collections for the "Utility Bill Reduced Rate Program" until further action by the Council. The program shall remain in effect until said action is taken or exhaustion of funds.

Passed and adopted by the Town Council of the Town of Stevensville on this 12<sup>th</sup> day of June, 2017.

**Approve:**

  
\_\_\_\_\_  
Jim Crews, Mayor

**Attest:**

  
\_\_\_\_\_  
Stacy Bartlett, Town Clerk