



**Stevensville Town Council Meeting
Agenda for
THURSDAY, MARCH 28, 2019
7:00 PM**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Approval of Minutes
 - [a.](#) March 14, 2019 Public Hearing Minutes
 - [b.](#) March 14, 2019 Council Meeting Minutes
4. Approval of Bi-Weekly Claims
 - [a.](#) March 28, 2018 Financials/Claims
5. Administrative Reports
6. Guests
7. Correspondence
8. Public Comments
9. Unfinished Business
 - [a.](#) Discussion/decision to approve Resolution 444, a Resolution of the Town of Stevensville, Town Council Establishing Code of Conduct for Elected and Appointed Officials
10. New Business
 - [a.](#) Discussion/decision regarding the Planning and Zoning Board's 2019 Work Program
 - [b.](#) Discussion/decision to replace Police Department tasers
11. Executive Report
12. Town Council Comments
13. Board Report
14. Adjournment

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 the official public comment period should come forward to the podium and state their name and address for the record. Comment during this time maybe time limited, as determined by the chair, to allow as many people as possible to comment. Citizens wishing to comment on a motion for decision before any vote can come forward or stand in place as they wish. Comment must remain on the motion before the council.

Stevensville Town Council Public Hearing
Thursday, March 14, 2018
6:30 p.m.

Council for the Town of Stevensville came together in the Council Chambers for a Public Hearing of the Town Council.

Mayor Dewey called the meeting to order at 6:30 p.m.

1. Call to Order and Roll Call

Present: Mayor Dewey, Councilmember Michalson, Holcomb, Barker and Phillips

2. Discussion on the Following Item:

a. Discussion regarding a budget amendment for the Fiscal Year 2018-2019 through approval of Resolution 445

Finance Officer, April Van Tassel presented on the item providing a brief history and overview of the request.

Council asked questions regarding where the money is coming from, including a CD fund and funding sources. Council asked questions about the pumper truck that was sold to Rock Creek and how it related to funding. Council also clarified that this money already exists.

3. Public Comment

Mark Adams 319 College Street, asked Fire Chief Motley if these are bottles only or packs and bottles or, what exactly is the additional equipment for?

Fire Chief Motley explained, complete SCBAs; pack, mask and bottle.

Mark Adams asked the Fire Chief if this included spare bottles?

Fire Chief Motley responded that the spare bottles are funded by a grant.

Mark Adams asked how many are we talking about?

Fire Chief Motley responded 4 units.

Mark Adams asked the Fire Chief why we need them.

Fire Chief Motley explained that this will give us an SCBA for every seat we have.

Mark Adams asked, that wasn't included in the grant?

Fire Chief Motley responded the number of units that were in the grant were to replace existing units, of which we have 12. We have 16 seats, so with the additional 4 units, that gives us an SCBA bottle, pack for every seat which is advantageous as we do a lot of POV response. So, a POV responder we can put them to work on the scene. This gives the flexibility to utilize all of our responders and help that may show up on the scene.

Mark Adams commented that he is thinking 16 seats, how does that breakdown? You have three type 1 engines.

Fire Chief Motley responded we have two type 1s and a ladder truck.

Mark Adams responded that each one of those engines has only 4 seats, right?

Fire Chief Motley responded, incorrect. The Peirce trucks that we got in 2010 have 4 crew members, and a Captain or Officer and an Engineer. We buy a bottle for every seat. There are 12 seats in the type 1s and 4 on the ladder. Two rear facing and 2 forward facing.

Mark Adams stated wait a minute, 12 in the type 1s.

Fire Chief Motley commented 4 in the back and 2 in the front, 6. Six times two is 12.

Mark Adams responded that there is not two in the front, the Engineer doesn't have one in the front.

Fire Chief Motley responded the Engineer is getting a bottle. We bought a bottle for every seat. Therefore, when we roll on a scene and you have a crew of two fire fighters, a Captain, and an Engineer, four people, we don't have four bottles on the engine, we have six. So now the POVs can come, we have two extra working bottles, we can form two working crews off 1 type engine.

Mark Adams asked what about the use of the Rural engines.

Fire Chief Motley, responded Rural engines come with their bottles and their equipment and we work together. The District didn't buy a bottle for every seat. That wasn't their model. The Town's model is one for every seat so we can utilize all the volunteers that show up on scene.

Mark Adams responded, okay he understands now.

Fire Chief Motley, added by buying 16 packs, SCBAs, when they cycle out, age out, we go for the next grant to replace those bottles that are coming up, it will be for the number of units that are timing out – 16 units will be available for the grant instead of 12 units.

Mark Adams responded that is kind of speculative.

Council asked how many units are we asking?

Fire Chief Motley responded an additional of 4.

Mayor Dewey clarified that the grant covers 12 of them, and we are asking for 4 additional so the total number of packs on the order is 16.

Fire Chief added, plus RITs.

Council commented that when she listened to the audio, you had asked for 18 units maximum amount back in November.

Fire Chief clarified that the order was for 16, due to funding available.

4. Adjournment

Meeting adjourned at approximately 6:38 p.m.

APPROVE:

ATTEST:

Brandon E. Dewey, Mayor

Audree Tribbensee, Town Clerk

Stevensville Town Council
Thursday, March 14, 2018
7:00 p.m.

Council for the Town of Stevensville came together in the Council Chambers, this being the time set for the regular meeting of the Town Council.

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

1. Call to Order and Roll Call

Roll Call: Mayor Dewey, Councilmembers Barker, Holcomb, Phillips and Michalson were all present. Staff and members of the public were also present.

2. The Council and all present rose, faced the flag and recited the Pledge of Allegiance

3. Approval of Minutes

- a. February 7, 2019 COW Minutes
- b. February 14, 2019 Minutes

Councilmember Holcomb moved to approve the February 7, 2019 COW Minutes and the February 14, 2019 Minutes. Seconded by Councilmember Phillips.

The vote was called and all voted “aye”. Motion passes 4-0

3. Approval of Bi-Weekly Claims

Finance Officer, April Van Tassel presented on the bi-weekly claims and the two sets of reports explaining that the claims included in the February 28th meeting were paid out of cycle due to the meeting being cancelled.

Councilmember Holcomb moved that we approve the bi-weekly claims.

Mayor Dewey asked for a second. Council did not provide a second to the motion.

Councilmember Michalson stated he would like to make a motion and asked Councilmember Holcomb to retract hers.

Councilmember Holcomb retracted her motion.

Councilmember Michalson made a motion that we accept the bi-weekly claims except for claim #15063 CH Roustabouts, LLC, Project Snow-B-Gone, #15064 Rocky Road Enterprises 5040, #15065 Landmark Excavating, #15066 Yoder Gravel, and #15067 Sam Yoder. The reason I do not believe I can support the snow removal project is because it did not come before Council for approval prior to this claims. Seconded by Councilmember Holcomb.

Councilmember Michalson restated his motion. I would like to make a motion that we accept the bi-weekly claims except for claim #15063 CH Roustabouts, LLC, Snow-B-Gone, #15064 Rocky Road Enterprises, #15065 Landmark Excavating, #15066 Yoder Gravel, and #15067 Sam Yoder.

Councilmember Michalson did some studying and indicated that the reason he cannot support this is due to our Municipal Code, 2-400. Emergencies. *“The provisions of section 2-399 as to advertisement for bids shall not apply upon the happening of any emergency caused by fire, flood, explosion, storm, earthquake, riot or insurrection, or any other similar emergency, but, in such case, the council may proceed in any manner which, in the judgment of three-fourths of the members of the council present at the meeting, duly recorded in the minutes of the proceedings of the council by aye and nay vote, will best meet the emergency and serve the public interest. Such emergency shall be declared and recorded at length in the minutes of the proceedings of the council at the time the vote thereon is taken and recorded.”*

Councilmember Michalson stated that this was not done. Councilmember Michalson also referenced Montana State Law, Annotated Code, Expenditures Limited to Appropriations, Part 40 Local Government Budget Act, 7-6-4005, *“Local government officials may not make a disbursement or an expenditure or incur an obligation in excess of the total appropriations for a fund. A local government official who violates subsection 1 is liable for the amount of the excess disbursement, expenditure, or obligation personally.”*

For those reasons alone he cannot accept the snow removal that was done in town. Councilmember Michalson does not think that should go to the tax payer. It did not go to Council, it was done by the authority of the Mayor. The Mayor did not have the authority to grant that. Councilmember Michalson commented that the Mayor did not have the authority to go and hire local people to do the snow removal.

Councilmember Holcomb asked the claims already paid, why wasn't it brought to the Council.

Mayor Dewey responded that we didn't have a meeting.

Councilmember Holcomb responded then they shouldn't have been paid.

Mayor Dewey responded as the Finance Officer explained, we did not want to incur any late fees by not paying those bills. The bills were paid due to an extenuating circumstance. It doesn't snow like that very often, and when it does, we have to continue on with business.

Councilmember Barker said that in December the claims are held until another cycle comes up and asked why aren't these the same?

Mayor Dewey responded we prearrange those cycles. In November a date is set to allow all claims be paid out of cycle. We pay the claims out of cycle and Council sees them after the fact.

Councilmember Michalson asked who cancelled the meeting?

Mayor Dewey responded that he did.

Councilmember Michalson stated that according to Council Rules and Montana Law, he doesn't think the Mayor has the authority to cancel the Council meeting.

Mayor Dewey asked, then who does?

Councilmember Michalson responded that in the Council Rules, you will see that the Mayor can only run a meeting. The Council has to come together, like it says in the Code and have $\frac{3}{4}$ majority to either cancel the meeting. This is the Council's meeting, not the Mayor's meeting. Tonight's meeting is a Council meeting, the Mayor's job is to monitor the meeting and run the meeting. It is Council's job to delegate through the laws, do our discussions and debate, and move on. Councilmember Michalson stated he doesn't think the Mayor legally had the authority to cancel the Council meeting. And that started the whole ball rolling on all of this stuff.

Mayor Dewey responded that there are a little over \$25,000 in the claims that Council is refusing to pay for services we hired and were rendered to the Community. If the Council has an issue with an Emergency not being declared, is that the issue? Mayor Dewey explained that the Town has not exceed appropriations.

Councilmember Michalson indicated that the Mayor should have called a special meeting to discuss it, it's in our Town Municipal Code 2-400.

Mayor Dewey commented that the Council doesn't declare the emergency.

Councilmember Michalson responded that the Mayor legally can't either.

Mayor Dewey responded that he has sole authority by Montana Code, he is the only person in this municipality that can declare Town responded that he has the sole authority to call an emergency an emergency or disaster.

Councilmember Michalson asked that the Mayor to provide that information.

Mayor Dewey read MCA 10-3-402, Local Emergency and Termination. *"Local emergency proclamation or disaster declaration may be issued only by the principal executive officer of a political subdivision. An emergency proclamation may be issued by order or resolution whenever the principal executive officer determines there is an emergency. An emergency proclamation may terminate with a disaster declaration or when the principal executive officer determines that the emergency no longer exists."*

Councilmember Michalson asked doesn't that say by resolution or that would be done by the Council.

Mayor Dewey responded that he can issue a proclamation or resolution on his own.

Mayor Dewey asked Councilmember Michalson that if he declared an emergency, would Council approve the claims? We owe these people money.

Councilmember Michalson responded that is not his issue, it's about process.

Mayor Dewey commented that he asked everyone to stay home so the Town could get the streets cleared, so you want me to put your own safety at risk to call a special meeting and give 48 hours of notice when we have snow falling and no place to put it.

Councilmember Barker commented that in 1996 when we had snow fall, this town never went under an emergency situation, we dealt with it, we didn't hire contractors. we didn't call an emergency. Council hadn't seen a contract or how much it was going to cost the town at all, and now we have this bill dropped on top of us for close to \$30,000, there is a problem. You could have called an emergency meeting.

Councilmember Holcomb stated the reason she has a problem is because protocol wasn't followed. All you had to do was call, we can't do email or we get accused that we are open quorum, so all you had to do was call an emergency meeting saying this is what we need to do and show us the contracts, we would not have had a problem with it. When does this stop? You pretty much can't do anything without Council approval.

Councilmember Barker commented that when the Mayor brought the snow plan to Council, she asked about the contractors and it was again, we have a standing relationship with whoever. That's not the point. These are contracts, maybe we could have got in with somebody lower. Those bids should have been brought to Council prior to. It's a protocol you have to follow too. We have protocol we have to follow. The tax payers have to pay for it, we are expending tax payer's money.

Mayor Dewey responded they are driving on the roads we cleared, they should pay for it.

Police Chief Marble commented that it seems like there are two separate issues, procedural and paying the bills. Police Chief Marble recommends that Council look at it compartmentally; pay the bills and then address the procedural issue.

Jim Crews, 316 9th Street, the concern he has is, Title 10 Declaration of emergency, but the town ordinance further restricts that declaration. Under section 2-400 Emergencies, *"The provisions of section 2-399 as to advertisement for bids shall not apply upon the happening of any emergency caused by fire, flood, explosion, storm, earthquake, riot or insurrection, or any other similar emergency, but, in such case, the council may proceed in any manner which, in the judgment of three-fourths of the members of the council present at the meeting, duly recorded in the minutes of the proceedings of the council by aye and nay vote, will best meet the emergency and serve the public interest. Such emergency shall be declared and recorded at length in the minutes*

of the proceedings of the council at the time the vote thereon is taken and recorded.”

Mr. Crews indicated that he follows what is going on in the town pretty closely and never saw anything that we declared an emergency. So that negates what you are saying and by canceling the Council meeting, you took the authority away from the Council. If this was such a big deal, why didn't you call a special meeting because that is one of the meetings a Mayor can call. There is no such thing as an emergency Council meeting, it's a special meeting. A regularly scheduled meeting, which is in the Council Rules, which is controlled by Council. Council votes to determine the days they want to meet. Those meetings are established by the Council. If he remembers everything he learned in his government training, the only way that a Council meeting can really get cancelled is if you don't have a quorum. A special meeting can be called with 48 hours notice. That would have been a great way to handle this. You didn't have an emergency meeting, the Council meeting got canceled, no special meetings called, so the Council didn't get to be involved in any of these decisions. As a private citizen, that concerns him significantly, because yes, it is his tax dollars and yes, he is concerned about how they are being spent. Even after the snow removal has happened, we still have ruts down our streets, and in some streets deep enough to drag on the bottom of his wife's car, which he doesn't want damaged. We still have that problem. That is the real crux of the situation, Council should have been involved.

Joe Moore, 514 Central, didn't hear a question from Mr. Crews, so he doesn't know what he was trying to say. Mr. Moore appreciates having the streets cleared and thank you for the action. Mr. Moore agrees with the Chief as there seems to be another issue about protocol. As a citizens, he knows that not all streets are clean, his street isn't exactly clean, but the majority of the streets are doing well and thanks everyone for their efforts and is sorry that Council feels slighted.

Mayor Dewey reiterated the motion to approve the bi-weekly claims with the exception of claim #15063 - #15067

The vote was called and Councilmember Phillips voted “aye” and Councilmembers Barker, Holcomb and Michalson voted “nay”. Motion failed 1-3.

Councilmember Michalson asked to redirect his motion again as he thinks there is some confusion among Councilmembers.

Councilmember Michalson agrees to make a motion to accept paying all the bi-weekly claims, except as you just said Mr. Mayor the following claims of the ones that you just listed of the snow removal and that would be my decision as far as accepting all of the other claims except for the snow removal ones.

Councilmember Michalson commented that if he could redirect his motion again, he would do that and could entertain a re-vote on this because he thinks there is some confusion that by voting “no” we are dropping all the claims, but by voting yes, we are accepting all the claims except for the ones that he had mentioned for snow removal. **Councilmember Barker seconded the motion.**

Councilmember Michalson asked to redirect that and start at 15063 up to 15070.

Councilmember Michalson asked if that was correct and the Mayor responded he didn't know, he wrote down five numbers from the first motion and now he is adding to it.

Councilmember Michalson made a motion to accept all the bi-weekly claims except for 15063 CH Roustabouts, Project Snow-be-gone, 15064 Rocky Road Enterprises, 15065 Landmark Excavating, 15066 Yoder Gravel, 15067 for Sam Yoder.

Mayor Dewey asked if Councilmember Michalson was amending his motion; Councilmember Michalson responded yes.

Mayor Dewey commented that is the same exact.

Councilmember Michalson added and 15070.

Mayor Dewey clarified that Councilmember Michalson amended his motion to add claim #15070 to the list of claims not to be paid.

Seconded by Councilmember Barker.

The vote was called on the amendment and all voted “aye”. Motion passes 4-0

The vote was called on the motion on the floor and all voted “aye”. Motion passes 4-0.

5. Administrative Reports

a. Finance Report

Finance Officer April Van Tassel presented the finance report
Council asked if notices have gone out regarding the past due accounts and also asked if some of those are people who are on a payment plan.
Councilmember Michalson asked to see the check/deposit for the defibrillator.

b. Police Department Report

Police Chief Marble presented the police report

Councilmember Michalson asked for the ratio for on-going investigations and investigations solved.

Police Chief Marble explained that it is his hope that the third officer will be able to help with the investigations and that he could provide Councilmember Michalson clearance information for investigation cases.

c. Fire Department Report

Fire Chief Motley presented the fire report

Councilmember Michalson thanked Fire Chief Motley's wife, Vicki for shoveling hydrants.

Councilmember Michalson asked if the Town and Rural share the same rosters? Councilmember Michalson commented that he knows that you share everything.

Fire Chief Motley provided an explanation of the rosters for both the Town and Rural.

- d. **Public Works Report** – included in Council's packet
- e. **Building Department Report** – included in Council's packet
- f. **2018 City Court Annual Report** – included in Council's packet
- g. **Airport Board Report** – Craig Thomas, Airport Board Chair provided an overview of the airport activity and status of grant funding

6. Guests

None

7. Correspondence

Mayor Dewey read the following correspondences into the record:

- a. Appreciation Email - Stephanie Mapelli - March 6, 2019
- b. Letter of Appreciation, Businesses: Active Care Family Chiropractic, Sama Massage, Your Energy Fix, Cedar and Sage Herbal Medicine - March 7, 2019

8. Public Comments

Victoria Howell, 609 Middle Burnt Fork, and Bitterroot Star, commented that on social media last week there was a comment from a Councilmember's spouse that had to do with a challenge to the Bitterroot Star to look into possible mis-use of funds by the Mayor regarding a couple of items that the Town paid for and allegedly the Mayor did not pay these back. In response, Ms. Howell contacted the Mayor. One of them had to do with a trip he took to a convention. He went their early and did spend some personal time and he was supposed to pay that back to the Town that wasn't Town business. The second one had to do with the purchase of AEDs. The Town was purchasing some of these and Lost Trail Ski Patrol got one. She requested proof if this was paid back. She got copies of the cancelled checks. The Mayor paid back his personal portion of that trip. The Lost Trails Ski Patrol paid for their AED before they received the AED. Ms. Howell commented that she did not know why those needed to be looked into, apparently somebody was still concerned about this and felt she needed to let everyone know that it was paid back in a timely manner.

9. Unfinished Business

- a. **Standing Agenda Item: Discussion/decision regarding the Response and Recommendation Report regarding complaint filed by Town Clerk Audree Tribbensee**

Mayor Dewey introduced the item.

No comment from Council and no action taken.

- b. **Discussion/Update regarding the draft Code of Conduct for Elected and Appointed Officials**

Mayor Dewey introduced the item.

Councilmember Michalson stated that he is comfortable moving it to the next Council meeting for approval.

Councilmember Phillips commented that there is a resolution to implement the code of conduct. Recommends that a final read take place looking for grammatical errors.

No action taken.

**Councilmember Michalson asked for a 5 minute Break.
Meeting resumed at 8:05 pm**

10. New Business

- a. **Discussion/Decision to approve Resolution 445, a Resolution of the Town Council of the Town of Stevensville, Montana, providing for the amendment of the budget for Fiscal Year 2018-19**

Mayor Dewey introduced the item.

Councilmember Barker moved to approve Resolution 445, a Resolution of the Town Council of the Town of Stevensville, Montana, providing for the amendment of the budget for Fiscal Year 2018-19 in the amount of \$18,000. Seconded by Councilmember Michalson.

Fire Chief Motley commented that when the budget was set in July we had not been awarded the grant so we didn't know what we would be expending. When we were awarded the grant, that all happened in November and December. Hope to have the new equipment sometime next month.

The vote was called and all voted "aye". Motion passes 4-0.

b. **Discussion/Decision to approve Resolution 446, a Resolution of the Town of Stevensville, adopting a procedure for amending or Repealing a Resolution**

Mayor Dewey introduced the item.

Councilmember Phillips moved to suspend Council Rules and discuss items 10b and 10c. Seconded by Councilmember Holcomb

The vote was called and all voted “aye”. Motion passes 4-0.

Items 10b and 10c were discussed together as one item.

Councilmember Phillips provided an overview of his agenda item and commented that he believes there should be some consistency in format and procedures. If you look at history, it will be easier to research items if it is all in writing. Additionally, it would be helpful to understand why the action is being taken. Councilmember Phillips proposes we set a standard manner in which we amend or repeal a resolution. Amendments take place more frequently than repealing a resolution. Communities that use a resolution to amend or repeal a resolution include Great Falls, Billings and Helena.

Councilmember Michalson presented item 10c indicating that his proposal mirrors councilmember Phillips proposal. Councilmember Michalson shared his reasons for his proposal and indicated that this can be accomplished by either manner. Councilmember Michalson indicated that there does not appear to be a State Statute or Town ordinance that requires a resolution to be repealed or rescinded by another resolution. Discussion with Town cities, reveal this can be accomplished in either manner. The Town’s Attorney that this may be accomplished by using either methods. Stevensville does not have a history rescinding or repealing a resolution by a resolution. No records of such are in the Town’s resolution book. If a resolution is rescinded or repealed, the easiest way to amend, rescind or repeal a resolution would be to place a clerk’s note, annotated, the date/time stamp, and reference to that particular Council meeting. Councilmember Michalson shared that during his time on Council they only rescinded one resolution. Resolution 366 was rescinded without a resolution. Councilmember Michalson indicated that he talked to various Town Clerks who are mystified why you would need a resolution to rescind a resolution; they said just let old dogs lie. If we rescinded the Park Board and let it go away, Mayor Dewey could call a Park Board meeting down the road. Councilmember Michalson said you can time stamp them and let them lie there, they are dead or you can just let them lie as they are. They are not hurting anything. It gives flexibility to the Mayor or the Council to bring things back up again. But once you take that resolution away, its gone, it takes the flexibility away. Agrees with Mr. Phillips if we want to use a resolution to amend a

resolution that is fine or we can just time stamp them; using a resolution takes the flexibility away from the Council and the Mayor.

Councilmember Michalson suggests a motion that we move that the Council decision to rescind or repeal resolution may be made by a simple Council decision with the requirement that the clerk's note be placed in the resolution book annoting the date, time and Council meeting during which the resolution was repealed and rescinded.

Councilmember Michalson is fine with either one.

Councilmember Barker commented that she likes Michalson's.

Councilmember Barker made a motion to approve resolution 447.

**Councilmember Barker modified her motion and moved to make a motion for the Council decision to rescind or repeal a resolution may be by a simple Council decision with the requirements of the clerk's notes be placed in the resolution book annontated the date, time and the Council meeting during which the resolution was repealed and rescinded.
Seconded by Councilmember Holcomb**

Councilmember Holcomb has been doing extensive research and could not find anywhere where they suggested a resolution to rescind a resolution, all they said is a resolution remains in effect until rescinded or replaced by. The only thing she could find was the ordinances. You have to have an ordinance to replace an ordinance.

Mayor Dewey commented that it does say in the Government Official's Handbook. That is the place where we found the best guidance for addressing resolutions and that is recommended by the Local Government Center, Dan Clark's office.

Councilmember Phillips commented that his main reason was having consistency, that we have all the facts, why a particular item is going to be rescinded or repealed, in writing. Having that document in the books that told why its being repealed or rescinded.

Councilmember Michalson agree with Phillips, but by keeping it simple in a small town, we don't do it very often. The documentation that you are talking about would be the discussion, decisions that the Council would have at the meeting. It would be part of the audio and the video. She puts the time and date stamp on it, and she goes back into her minutes and she would have that in the minutes where we discussed it, made a decision on it, and then moved on.

Joe Moore, commented that he is confused as it sounds like both proposals are similar. He believes that Council was reading from the code that says a resolution is not a law but usually sets policy? The idea that once a resolution is approved, it never goes away, because it is permanent? So, the issue, according to this, which says “most resolutions require one reading and become effective immediately upon passage”. Further on down, it says they are there forever. It says resolutions are permanent records and should never be destroyed. One of the differences he is hearing is that, you want to do it according to the code in terms of Montana Code to stay with the handbook and keep it, because you are both identifying the same basic procedures, but you want to uniform it with the Code in the Montana Handbook. Mr. Michalson, you are saying that you want to make it more informal, we are small town, and we can do it in an informal way, but it’s the same thing? Is this correct?

Councilmember Michalson responded yes, that is the way it should be done.

Mr. Moore commented that he has been at these meetings maybe a little more than two years and he has been through previous Mayors even before you were on the Council, it sounds like some of the things that are coming down the pipe with this, would be that we would want to stay within the Handbook, because that becomes the issue of argument as to whether we are following the rules or not. If you become too informal then we are going to be back to where we were before. If you spell it out like it is spelled out here, and we maintain that procedure, basically you are both saying the same thing, but the procedure laid out according to the Montana Handbook would allow us to say on the same page. They are both good, but the procedure, the way the Council has acted in the past, you would rather stick to the letter of the law rather than go with the spirit of the law. Mr. Moore complimented Mr. Michalson for his comment about being a small town and doing things a little easier. Something in the nature gives him hope. If we stuck to the procedure that spelled out the Handbook would help us. Just reading this makes sense.

Mark Adams, 319 College Street, to answer Mr. Moore’s comment about the Handbook, it’s not law, its recommendations. The County Attorney and Assistant County Attorney, a violation of the handbook is not a violation of State law. If you look at the Montana Code Annotated, they use a system similar to what Stevensville already uses. If you look down the list of laws, every now and then you see revised or rescinded or whatever. They don’t go with a separate law.

Joe Moore commented that he agrees, but thinks it’s a matter of staying on the same page.

Mayor Dewey responded that it is important to distinguish that resolutions are not law. Resolutions set policies internally.

The vote was called and all voted “aye” Motion passes 4-0.

- c. **Discussion/Decision to approve Resolution 447, adopting policy regarding rescinding or repealing Resolutions for the Town of Stevensville**

Discussed together with agenda item 10b.

- d. **Discussion/Decision to set a Committee of the Whole Meeting(s)**

Mayor Dewey introduced the item.

Councilmember Barker suggests keeping the COW meetings on a Thursday for consistency.

Councilmember Holcomb thinks that special event permits, purchasing policy, and resolution 281a in one meeting and thinks the reorganization plan will take longer.

Councilmember Holcomb moved to schedule a Committee of the Whole Meeting for March 21st at 6:30 we will discuss special event permits, purchasing policy, resolution 281a Council/Attorney contact policy. Seconded by Councilmember Michalson

The vote was called and all voted “aye”. Motion passes 4-0.

Councilmember Holcomb moved that we schedule Committee of the Whole Meeting for April 4th at 6:30 to discuss Mayor Dewey’s employee reorganization plan. Second by Councilmember Phillips.

The vote was called and all voted “aye”. Motion passes 4-0.

- e. **Discussion/Decision regarding a Special Event Permit and Alcohol Use Request for the Highland Games**

Mayor Dewey introduced the item and Town Clerk Tribbensee provided a brief overview of the event.

Council asked several questions about the event.

Councilmember Holcomb moved to approve a Special Event Permit and Alcohol Use Request for the Highland Games. Seconded by Councilmember Michalson.

Council asked questions about the condition of the ground if the snow melts in time for the event.

The vote was called and all voted “aye”. Motion passes 4-0.

11. Executive Report

Mayor Dewey reported on the following:

- A virtual tour of the Town’s website was conducted
 - Councilmember Barker commented that access to the site on a mobile device does not provide access to all of the Town’s site
 - Councilmember Michalson commented that Chapter 15 is still not updated
- Snow removal and flooding update, sandbags and sands available
- Cameras at Lewis and Clark Park are having issues, they intermittently work and the resolution is not as good as hoped
- Successful in obtaining a grant to help with water rights
- Middle Burnt Fork property appraisal update

12. Town Council Comments

Councilmember Holcomb has been doing a lot of soul searching, a lot of researching and she noticed that their side never gets told. So, she is here to tell her side of the story since we continue to be labeled as bullies. For the record, she indicated that she is speaking for herself and not for the other Councilmembers. For over a year we have been trying to coach our Mayor, but every time she says something or sends him an email, he either doesn’t respond or he comes back attacking her. She doesn’t send many emails any more because if she does, she is told that she is either attacking, accusing or bullying the Mayor and the employees. This is just for questioning something that she feels was not done legally by our policies. In her opinion, she does not feel we are bullying anyone just because we are asking questions and trying to get an answer on something that was done. Sorry Mayor, you cannot do things without our consent of the Council, so yes, we are your boss. If you go by the actual powers, she does not know what Brian West gave the Mayor, but the ones you follow are the 7-3-203. Never has the Council been treated this way in the years she has sat at this table. Always digging into our emails, which she knows they are public, and then running to the press or news station with them. We may have had disagreements in the past among the employees, Council and Mayor, but it was never this bad. She has been told several times that when people come to pay their bills, the Mayor’s son is running all over the place and the Mayor is nowhere to be found. Who is watching his son and are they being paid to babysit? Then we sit her and listen to our clerk chastise the Council, accuse Councilmember Michalson of deleting the Dropbox without proof, which is against our guidelines where it says “and free from the abusive language or unsupported allegations”. And because it is a freedom of speech, the Council’s spouses have the right to make comments. This was not appropriate for an employee to do during public comments or even at a public meeting. And for the

Mayor to just sit there and to allow it to happen was wrong. Our Town is looking like a soap opera or better yet a circus. We need to stop this childish game and start working for the citizens of this Town. That is why we were voted to this table to do. It seems like we are always having to defend ourselves and she for one feel we need to move forward. She is not saying anything with the fear of being accused, she is done not saying anything with the fear of being accused of bullying, harassing, attacking and accusing.

Councilmember Barker commented on the approval of minutes. On February 14th we denied the meeting minutes for the January 24th meeting. We asked that the Clerk, Audree make corrections to the public comment section and add her full comments to this section as well as the other citizens who commented and where in detail. These minutes should have been included in this meeting for approval. Again, we are behind in approval of minutes. She asked back in December if we were all caught up for approvals and asked Audree if we were caught up, she replied yes. As a clerk this is something that she should not be lagging in behind. In the three years being on Council, the former clerk/court clerk Stacey Bartlett was never behind on any meeting minutes for any of the Council meetings and COW meetings. This has got to change. We shouldn't have to approve 2 or 3 minute meetings back. She would like to see the change and go forward with this, the way it used to be. She would also like to see that the agenda packets include the claims prior to, two days prior to the meeting. She indicated that Council used to see the preliminary claims sheet and then a final claim sheet. These need to be available to the public to see as well, not the day of the meeting; this will help the public understand how the Town's money is being spent. It would also be nice if the Planning and Zoning Board would also notify us of a new business that is either being built or coming to town. Communication goes a long way and that is one area cannot find to relay to the Council. Construction starting in May on Main Street, the only way she found out that this was happening was through the Main Street Association. What type of construction is going to happen? We have never seen any plans on this. We have never been told that this is going to happen. This is going to affect the whole town; communication again. She knew about it, sure the Town knew about it, and why weren't we notified?

13. Board Report

Mayor Dewey asked Councilmember Michalson to report on the Airport Board meeting this week. Councilmember Michalson commented that he was not able to make the meeting.

Councilmember Holcomb indicated that the TIFID/TEDD Board is meeting next week.

14. Adjournment

Mayor Dewey commented that if the Council is going to keep with the theme that we are free from abusive language and unsupported allegations, then the topic of the Mayor's son is not to be spoken of at this table. Don't bring it up.

Mayor Dewey adjourned the meeting at approximately 8:50 pm.

APPROVE:

ATTEST:

Brandon Dewey, Mayor

Audree Tribbensee, Town Clerk

DRAFT



Memo

To: Stevensville Mayor and Town Council

From: April L. VanTassel, Finance Officer

Date: March 21, 2019

Re: Presentation of semi-monthly financial information

In a continued effort to streamline the financial reporting process, I will now post all claims received up until noon of the day Council packets are released. All financial reports will be included in the packet based on information available at that time.

My concern in doing so is that this practice will create a three-week gap between payment cycles. I respectfully request that if, after a two month period of time, I determine that bills are being paid late and the Town is accruing late payment charges, I be allowed to revisit this process and offer alternatives to Council.

* ... Over spent expenditure

Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
15071	1460 American Welding & Gas	92.66					
	06198051 03/13/19 Oxy/Argon refills	30.89*			5210 430510	220	101000
	06198051 03/13/19 Ace/Oxy/Argon/CO2 tank purch	30.89*			5310 430610	220	101000
	06198051 03/13/19 Ace/Oxy/Argon/CO2tank purch	30.88*			1000 430100	220	101000
15072	1631 Brett Hale	225.00					
	Detail 03/13/19 Clean/detail cruiser	225.00			1000 420100	232	101000
15073	690 Core & Main LP	2,880.48					
	K228066 03/07/19 H2O lines meters (12)	2,868.48*			5210 430550	220	101000
	K228066 03/07/19 H2O lines r&m supplies	12.00*			5210 430550	230	101000
15074	104 K & N ELECTRIC MOTORS, INC.	3,214.46					
	0239246 03/14/19 sewer plant pump rebuild	3,214.46*			5310 430640	360	101000
15075	33 NORTHWESTERN ENERGY	12,405.78					
	Feb. 19 03/14/19 Spec lighting #3	297.16			2430 430263	340	101000
	Feb. 19 03/14/19 206 Buck 90% TH Facility	783.40			1000 411201	340	101000
	Feb. 19 03/14/19 206 Buck 10% Bldg Dept	87.04			2394 420531	340	101000
	Feb. 19 03/14/19 Peterson Add'n lighting	203.81			2420 430263	340	101000
	Feb. 19 03/14/19 Dayton Add'n lighting	280.25			2410 430263	340	101000
	Feb. 19 03/14/19 Maplewood Cemetery	13.11*			1000 430900	340	101000
	Feb. 19 03/14/19 Main St seasonal lighting	35.52			1000 430263	340	101000
	Feb. 19 03/14/19 Orig Town street lights	324.98			1000 430263	340	101000
	Feb. 19 03/14/19 ESH - 5th St. lights	425.67			1000 430263	340	101000
	Feb. 19 03/14/19 5th St - Lange Park lights	54.48			1000 430263	340	101000
	Feb. 19 03/14/19 Add'l Town lighting	259.98			1000 430263	340	101000
	Feb. 19 03/14/19 NW LDS parking lot	13.11			2430 430263	340	101000
	Feb. 19 03/14/19 MBF H2O plant	297.99			5210 430540	340	101000
	Feb. 19 03/14/19 102 Main St pump #1	133.36			5210 430530	340	101000
	Feb. 19 03/14/19 Sewer lift station W. Central	19.94			5310 430640	340	101000
	Feb. 19 03/14/19 Sewer trtmnt plant	5,090.29			5310 430640	340	101000
	Feb. 19 03/14/19 Shop	222.85			1000 430100	340	101000
	Feb. 19 03/14/19 L&C yard light	13.11			1000 460430	340	101000
	Feb. 19 03/14/19 L&C parking lot events	5.85			1000 460430	340	101000
	Feb. 19 03/14/19 L&C park r-room/field lights	51.72			1000 460430	340	101000
	Feb. 19 01/15/19 Rvrview Cemetery irrig	0.00*			1000 430900	340	101000
	Feb. 19 01/15/19 Maplewood Cemetery irrig	0.00*			1000 430900	340	101000
	Feb. 19 03/14/19 L&C Park irrigation	1.02			1000 460430	340	101000
	Feb. 19 03/14/19 214 Buck St. - H2O	16.74			5210 430510	340	101000
	Feb. 19 03/14/19 214 Buck St. - Sewer	16.74			5310 430610	340	101000
	Feb. 19 03/14/19 214 Buck St. - PD	54.64			1000 420100	340	101000
	Feb. 19 03/14/19 3rd & Park	17.44			1000 430263	340	101000
	Feb. 19 03/14/19 421 Airport Rd - SRE	128.72			5610 430300	340	101000

03/21/19
12:30:21

TOWN OF STEVENSVILLE
Claim Approval List
For the Accounting Period: 3/19

Page: 2 of 2
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	Feb. 19	03/14/19	421 Airport Rd - FD	42.91			1000 420422	340	101000
	Feb. 19	03/14/19	Pool	24.80			1000 460450	340	101000
	Feb. 19	03/14/19	MBF Well	3,306.13			5210 430530	340	101000
	Feb. 19	03/14/19	MBF booster station	132.89			5210 430550	340	101000
	Feb. 19	03/14/19	Creamery Park (223 Main)	50.13			1000 460430	340	101000
15076			1180 National Fire Protection	175.00					
	7444248X	02/26/19	NFPA annual membership dues	175.00*			1000 420410	330	101000
15077			155 Supply Ditch Association	345.00					
	250 -	2019	Fall Water Assessment @ \$1.30						
	2019		administration fee \$20.00						
	2901	03/15/19	Water Assessment	345.00*			1000 430900	330	101000
15078			1265 Titan Machinery	60.00					
	12110682	03/13/19	Backhoe repair	20.00			1000 430200	230	101000
	12110682	03/13/19	Backhoe repair	20.00*			5210 430510	230	101000
	12110682	03/13/19	Backhoe repair	20.00			5310 430610	360	101000
15079			1285 UV Doctor Lamps, LLC	2,353.60					
	12222	03/19/19	UV bulbs & shipping (12)	1,569.41*			5310 430640	220	101000
	12222	03/19/19	UV lamp ballast & shipping	784.19*			5310 430640	230	101000
			# of Claims	9	Total:				21,751.98

TOWN OF STEVENSVILLE
Cash Report
For the Accounting Period: 3/19

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
1000 GENERAL						
101000 Cash - Operating	325,728.76	55,915.50	18.70	0.00	28,709.07	352,953.89
2230 Ambulance						
101000 Cash - Operating	-4,087.68	0.00	67.95	0.00	51.49	-4,071.22
2250 PLANNING						
101000 Cash - Operating	177.82	0.00	0.00	0.00	72.94	104.88
2310 Tax Increment Finance District						
101000 Cash - Operating	178,899.02	0.00	0.00	0.00	48.61	178,850.41
2311 Targeted Economic Development District						
101000 Cash - Operating	15,565.43	0.00	0.00	0.00	11,250.00	4,315.43
2390 Drug Fines-Forfeitures Account						
101010 Cash - Investment / Savings Acco	2,990.28	0.00	0.00	0.00	0.00	2,990.28
2394 BUILDING CODE ENFORCEMENT						
101000 Cash - Operating	85,460.46	10,339.50	0.00	0.00	2,509.52	93,290.44
2410 Dayton Lighting #1 District 55						
101000 Cash - Operating	6,023.28	0.00	0.00	0.00	280.25	5,743.03
2420 Peterson Addn Lighting #2 District 80						
101000 Cash - Operating	2,972.14	0.00	0.00	0.00	203.81	2,768.33
2430 Geo Smith Lighting #3 District 76						
101000 Cash - Operating	6,431.67	0.00	0.00	0.00	310.27	6,121.40
2440 Creekside Lighting #4 District 77						
101000 Cash - Operating	1,876.93	0.00	0.00	0.00	250.74	1,626.19
2450 Twin Creeks Lighting #5 District						
101000 Cash - Operating	3,524.34	73.59	0.00	0.00	456.35	3,141.58
2810 POLICE TRAINING & PENSION						
101000 Cash - Operating	10,011.53	0.00	0.00	0.00	481.93	9,529.60
2820 GAS APPORTIONMENT TAX						
101000 Cash - Operating	22,949.68	2,868.71	0.00	0.00	26,775.00	-956.61
102000 Cash - Restricted	94,807.86	0.00	0.00	0.00	0.00	94,807.86
Total Fund	117,757.54	2,868.71			26,775.00	93,851.25
2821 BaRSAA (HB 473)						
101000 Cash - Operating	13,411.94	0.00	0.00	0.00	0.00	13,411.94
2889 Heyer Foundation Grant						
101000 Cash - Operating	530.16	0.00	0.00	0.00	0.00	530.16
2916 COPS Grant						
101000 Cash - Operating	1,348.92	0.00	0.00	0.00	0.00	1,348.92
2940 Economic Development						
101000 Cash - Operating	35,845.70	15,000.00	0.00	0.00	15,000.00	35,845.70
2987 Jean Thomas Park Beautification Fund						
101000 Cash - Operating	75,000.00	0.00	0.00	0.00	0.00	75,000.00
4000 CAPITAL IMPROVEMENTS						
101000 Cash - Operating	90,027.32	0.00	0.00	0.00	1,214.13	88,813.19
4001 Sidewalk Improvements						
101010 Cash - Investment / Savings Acco	52,565.59	0.00	0.00	0.00	0.00	52,565.59
4002 Fire Engine Capital Improvement						
101000 Cash - Operating	10,000.00	0.00	0.00	0.00	0.00	10,000.00

TOWN OF STEVENSVILLE
Cash Report
For the Accounting Period: 3/19

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
102000 Cash - Restricted	17,519.46	0.00	0.00	0.00	0.00	17,519.46
Total Fund	27,519.46					27,519.46
5210 WATER						
101000 Cash - Operating	636,532.31	15,268.23	0.00	0.00	17,346.22	634,454.32
102000 Cash - Restricted	1,769.41	0.00	0.00	0.00	0.00	1,769.41
102110 Cash - Restricted for constructi	362,028.00	0.00	0.00	0.00	0.00	362,028.00
102220 Cash - Restricted for future yea	91,008.00	0.00	0.00	0.00	0.00	91,008.00
102240 Cash - Restricted for replacemen	169,000.00	0.00	0.00	0.00	0.00	169,000.00
Total Fund	1,260,337.72	15,268.23			17,346.22	1,258,259.73
5250 WATER BOND Principal & Interest						
101000 Cash - Operating	295,442.39	12,370.16	0.00	7,584.00	0.00	300,228.55
5310 SEWER						
101000 Cash - Operating	93,188.85	22,238.69	0.00	0.00	34,170.94	81,256.60
102000 Cash - Restricted	331,387.11	0.00	0.00	0.00	0.00	331,387.11
Total Fund	424,575.96	22,238.69			34,170.94	412,643.71
5350 SEWER BOND PRINCIPAL & INTEREST						
101000 Cash - Operating	201,029.09	14,620.90	0.00	15,794.00	0.00	199,855.99
5610 AIRPORT						
101000 Cash - Operating	2,987.93	1,045.00	11,250.00	0.00	3,038.81	12,244.12
101010 Cash - Investment / Savings Acco	92,337.46	0.00	0.00	0.00	0.00	92,337.46
101104 CD's - Airport - Farmers	16,873.39	0.00	0.00	0.00	0.00	16,873.39
Total Fund	112,198.78	1,045.00	11,250.00		3,038.81	121,454.97
5620 Airport Project						
101000 Cash - Operating	24,898.30	32,255.28	0.00	0.00	72,479.29	-15,325.71
7120 FIREMEN'S DISABILITY						
101000 Cash - Operating	3.15	4,012.00	0.00	0.00	0.00	4,015.15
7910 PAYROLL FUND						
101000 Cash - Operating	10,208.00	0.00	27,707.43	22,894.46	0.00	15,020.97
7930 CLAIMS FUND						
101000 Cash - Operating	1,491.98	0.00	175,605.29	4,554.35	0.00	172,542.92
Totals	3,379,765.98	186,007.56	214,649.37	50,826.81	214,649.37	3,514,946.73

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

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 19

1000 GENERAL

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
310000 TAXES					
311010 Real Property Taxes	804.29	192,036.69	279,369.00	87,332.31	69 %
311020 Personal Property Taxes	0.00	2,044.65	2,533.00	488.35	81 %
311021 Mobile Homes	21.16	121.55	227.00	105.45	54 %
312000 P & I on Delinquent Taxes	14.29	1,006.41	802.00	-204.41	125 %
314140 Local Option Tax	3,629.39	43,386.47	48,000.00	4,613.53	90 %
Account Group Total:	4,469.13	238,595.77	330,931.00	92,335.23	72 %
320000 LICENSES AND PERMITS					
322010 Alcohol Beverage Licenses and Permits	100.00	1,700.00	2,050.00	350.00	83 %
322030 Franchise Fees	0.00	6,834.40	7,500.00	665.60	91 %
323030 Animal Licenses	16.00	75.00	276.00	201.00	27 %
323050 Business Licenses	150.00	3,800.00	4,725.00	925.00	80 %
Account Group Total:	266.00	12,409.40	14,551.00	2,141.60	85 %
330000					
334121 DNRC Grant	0.00	0.00	300.00	300.00	0 %
335120 Gambling Machine Permits	0.00	5,700.00	5,290.00	-410.00	108 %
335230 State Entitlement Share (HB124)	50,077.42	150,232.26	200,310.00	50,077.74	75 %
Account Group Total:	50,077.42	155,932.26	205,900.00	49,967.74	76 %
340000 CHARGES FOR SERVICES					
342010 Law Enforcement	0.00	3,007.75	2,112.00	-895.75	142 %
342013 Law Enforcement - Other Revenue	40.00	865.00	9,600.00	8,735.00	9 %
342020 Fire Protection	500.00	1,500.00	1,500.00	0.00	100 %
343310 Cemetery Charges	0.00	7,150.00	0.00	-7,150.00	** %
343320 Sale of Cemetery Plots	0.00	1,200.00	2,000.00	800.00	60 %
343340 Opening and Closing Charges	0.00	1,150.00	3,750.00	2,600.00	31 %
346030 Swimming Pool Fees	0.00	13,380.35	21,796.00	8,415.65	61 %
346050 Culture & Recreation Park Fees	0.00	342.50	300.00	-42.50	114 %
Account Group Total:	540.00	28,595.60	41,058.00	12,462.40	70 %
350000 FINES AND FORFEITURES					
351030 City Courts	0.00	9,238.81	17,350.00	8,111.19	53 %
Account Group Total:	0.00	9,238.81	17,350.00	8,111.19	53 %
360000 MISCELLANEOUS REVENUE					
360000 MISCELLANEOUS REVENUE	483.95	483.95	0.00	-483.95	** %
361000 Rents/Leases	0.00	8,000.00	12,000.00	4,000.00	67 %
362000 Other Miscellaneous Revenue	79.00	192.00	0.00	-192.00	** %
365000 Contributions and Donations	0.00	4,922.00	4,200.00	-722.00	117 %
367000 Sale of Junk or Salvage	0.00	35,000.00	0.00	-35,000.00	** %
Account Group Total:	562.95	48,597.95	16,200.00	-32,397.95	300 %
370000 INVESTMENT AND ROYALTY EARNINGS					
371010 Investment Earnings	0.00	12.20	19.00	6.80	64 %
Account Group Total:	0.00	12.20	19.00	6.80	64 %
380000 Other Financing Sources					
383000 Interfund Operating Transfer In	0.00	0.00	29,000.00	29,000.00	0 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 19

1000 GENERAL

Account	Recei ved Current Month	Recei ved YTD	Esti mated Revenue	Revenue To Be Recei ved	% Recei ved
Account Group Total :	0.00	0.00	29,000.00	29,000.00	0 %
Fund Total :	55,915.50	493,381.99	655,009.00	161,627.01	75 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 19

2230 Ambulance

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
340000 CHARGES FOR SERVICES					
342050 Ambulance Services	0.00	0.00	9,500.00	9,500.00	0 %
Account Group Total :	0.00	0.00	9,500.00	9,500.00	0 %
Fund Total :	0.00	0.00	9,500.00	9,500.00	0 %

2250 PLANNING

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
340000 CHARGES FOR SERVI CES					
341070 Pl anni ng Fees	0.00	1,198.00	7,005.00	5,807.00	17 %
Account Group Total :	0.00	1,198.00	7,005.00	5,807.00	17 %
Fund Total :	0.00	1,198.00	7,005.00	5,807.00	17 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 19

2310 Tax Increment Finance District

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
310000 TAXES					
311001 TIF Revenue	0.00	18,784.64	27,753.00	8,968.36	68 %
312000 P & I on Delinquent Taxes	0.00	36.83	0.00	-36.83	** %
Account Group Total :	0.00	18,821.47	27,753.00	8,931.53	68 %
Fund Total :	0.00	18,821.47	27,753.00	8,931.53	68 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 19

2311 Targeted Economic Development District

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
310000 TAXES					
311002 TEDD Revenue	0.00	9,037.28	5,500.00	-3,537.28	164 %
312000 P & I on Delinquent Taxes	0.00	45.35	25.00	-20.35	181 %
Account Group Total :	0.00	9,082.63	5,525.00	-3,557.63	164 %
Fund Total :	0.00	9,082.63	5,525.00	-3,557.63	164 %

2390 Drug Fines-Forfeitures Account

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
370000 INVESTMENT AND ROYALTY EARNINGS					
371010 Investment Earnings	0.00	1.23	0.00	-1.23	** %
Account Group Total:	0.00	1.23	0.00	-1.23	** %
Fund Total:	0.00	1.23	0.00	-1.23	** %

2394 BUILDING CODE ENFORCEMENT

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
320000 LICENSES AND PERMITS					
323010 Building & Related Permits	10,339.50	43,837.02	36,350.00	-7,487.02	121 %
Account Group Total:	10,339.50	43,837.02	36,350.00	-7,487.02	121 %
Fund Total:	10,339.50	43,837.02	36,350.00	-7,487.02	121 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 19

2420 Peterson Addn Lighting #2 District 80

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
360000 MISCELLANEOUS REVENUE					
363000 Special Assessments	0.00	1,680.21	1,750.00	69.79	96 %
Account Group Total :	0.00	1,680.21	1,750.00	69.79	96 %
Fund Total :	0.00	1,680.21	1,750.00	69.79	96 %

2440 Creekside Lighting #4 District 77

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
360000 MISCELLANEOUS REVENUE					
363000 Special Assessments	0.00	839.09	1,400.00	560.91	60 %
Account Group Total :	0.00	839.09	1,400.00	560.91	60 %
Fund Total :	0.00	839.09	1,400.00	560.91	60 %

2450 Twin Creeks Lighting #5 District

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
310000 TAXES					
312000 P & I on Delinquent Taxes	0.00	2.85	0.00	-2.85	** %
Account Group Total :	0.00	2.85	0.00	-2.85	** %
360000 MISCELLANEOUS REVENUE					
363000 Special Assessments	73.59	4,809.65	7,800.00	2,990.35	62 %
Account Group Total :	73.59	4,809.65	7,800.00	2,990.35	62 %
Fund Total :	73.59	4,812.50	7,800.00	2,987.50	62 %

2810 POLICE TRAINING & PENSION

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
330000					
335050 Insurance Premi um Apportionment	0.00	0.00	3,708.00	3,708.00	0 %
Account Group Total :	0.00	0.00	3,708.00	3,708.00	0 %
Fund Total :	0.00	0.00	3,708.00	3,708.00	0 %

2820 GAS APPORTIONMENT TAX

Account		Recei ved Current Month	Recei ved YTD	Esti mated Revenue	Revenue To Be Recei ved	% Recei ved
330000						
335040	Gasoline Tax Apportionment	2,868.71	25,818.39	34,425.00	8,606.61	75 %
	Account Group Total :	2,868.71	25,818.39	34,425.00	8,606.61	75 %
	Fund Total :	2,868.71	25,818.39	34,425.00	8,606.61	75 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 19

2821 BaRSAA (HB 473)

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
330000					
335040 Gasoline Tax Apportionment	0.00	12,772.94	44,705.00	31,932.06	29 %
Account Group Total :	0.00	12,772.94	44,705.00	31,932.06	29 %
380000 Other Financing Sources					
383000 Interfund Operating Transfer In	0.00	639.00	639.00	0.00	100 %
Account Group Total :	0.00	639.00	639.00	0.00	100 %
Fund Total :	0.00	13,411.94	45,344.00	31,932.06	30 %

2940 Economic Development

Account		Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
330000						
334075	Big Sky Economic Development Grant	15,000.00	150,000.00	150,000.00	0.00	100 %
	Account Group Total:	15,000.00	150,000.00	150,000.00	0.00	100 %
	Fund Total:	15,000.00	150,000.00	150,000.00	0.00	100 %

4000 CAPITAL IMPROVEMENTS

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
370000 INVESTMENT AND ROYALTY EARNINGS					
371010 Investment Earnings	0.00	271.11	200.00	-71.11	136 %
Account Group Total :	0.00	271.11	200.00	-71.11	136 %
Fund Total :	0.00	271.11	200.00	-71.11	136 %

4001 Sidewalk Improvements

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
370000 INVESTMENT AND ROYALTY EARNINGS					
371010 Investment Earnings	0.00	17.48	24.00	6.52	73 %
Account Group Total :	0.00	17.48	24.00	6.52	73 %
Fund Total :	0.00	17.48	24.00	6.52	73 %

4002 Fire Engine Capital Improvement

Account	Recei ved		Esti mated Revenue	Revenue		% Recei ved
	Current Month	Recei ved YTD		To Be	Recei ved	
360000 MISCELLANEOUS REVENUE						
367000 Sale of Junk or Salvage	0.00	10,000.00	0.00	-10,000.00	**	%
Account Group Total :	0.00	10,000.00	0.00	-10,000.00	**	%
370000 INVESTMENT AND ROYALTY EARNINGS						
371010 Investment Earnings	0.00	22.64	46.00	23.36	49	%
Account Group Total :	0.00	22.64	46.00	23.36	49	%
Fund Total :	0.00	10,022.64	46.00	-9,976.64	***	%

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 19

5210 WATER

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
330000					
334131 USDA Grant	0.00	1,424.40	5,252.00	3,827.60	27 %
Account Group Total :	0.00	1,424.40	5,252.00	3,827.60	27 %
340000 CHARGES FOR SERVI CES					
343022 Metered & Unmetered Water Sales	0.00	205,521.50	290,503.00	84,981.50	71 %
343025 Water Permits	0.00	34,650.00	26,950.00	-7,700.00	129 %
Account Group Total :	0.00	240,171.50	317,453.00	77,281.50	76 %
370000 INVESTMENT AND ROYALTY EARNINGS					
371010 Investment Earnings	0.00	1,602.75	3,500.00	1,897.25	46 %
Account Group Total :	0.00	1,602.75	3,500.00	1,897.25	46 %
Fund Total :	0.00	243,198.65	326,205.00	83,006.35	75 %

5250 WATER BOND Principal & Interest

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
360000 MISCELLANEOUS REVENUE					
363020 Bond Principal and Interest Assessments	0.00	125,372.21	185,624.00	60,251.79	68 %
Account Group Total :	0.00	125,372.21	185,624.00	60,251.79	68 %
Fund Total :	0.00	125,372.21	185,624.00	60,251.79	68 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 19

5310 SEWER

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
330000					
334131 USDA Grant	0.00	1,424.39	5,202.00	3,777.61	27 %
Account Group Total :	0.00	1,424.39	5,202.00	3,777.61	27 %
340000 CHARGES FOR SERVICES					
343030 Sewer Revenues	0.00	165.00	0.00	-165.00	** %
343031 Sewer Service Charges	0.00	222,334.53	343,019.00	120,684.47	65 %
343033 Sewer Permi ts	0.00	9,315.00	7,245.00	-2,070.00	129 %
Account Group Total :	0.00	231,814.53	350,264.00	118,449.47	66 %
370000 INVESTMENT AND ROYALTY EARNINGS					
371010 Investment Earnings	0.00	1,056.02	1,850.00	793.98	57 %
Account Group Total :	0.00	1,056.02	1,850.00	793.98	57 %
Fund Total :	0.00	234,294.94	357,316.00	123,021.06	66 %

5350 SEWER BOND PRINCIPAL & INTEREST

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
360000 MISCELLANEOUS REVENUE					
363020 Bond Principal and Interest Assessments	0.00	149,794.66	216,318.00	66,523.34	69 %
Account Group Total :	0.00	149,794.66	216,318.00	66,523.34	69 %
Fund Total :	0.00	149,794.66	216,318.00	66,523.34	69 %

5610 AIRPORT

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
310000 TAXES					
311010 Real Property Taxes	0.00	4,672.84	4,000.00	-672.84	117 %
312000 P & I on Delinquent Taxes	0.00	35.32	0.00	-35.32	** %
Account Group Total :	0.00	4,708.16	4,000.00	-708.16	118 %
340000 CHARGES FOR SERVICES					
343062 Aviation Fuel	0.00	930.60	500.00	-430.60	186 %
343063 Tie Down Fees	105.00	834.00	900.00	66.00	93 %
343064 Hanger and Land Lease	315.00	9,176.84	8,421.00	-755.84	109 %
343065 User and Business Fees	625.00	8,062.50	11,000.00	2,937.50	73 %
Account Group Total :	1,045.00	19,003.94	20,821.00	1,817.06	91 %
360000 MISCELLANEOUS REVENUE					
365000 Contributions and Donations	0.00	560.00	0.00	-560.00	** %
Account Group Total :	0.00	560.00	0.00	-560.00	** %
370000 INVESTMENT AND ROYALTY EARNINGS					
371010 Investment Earnings	0.00	134.79	185.00	50.21	73 %
Account Group Total :	0.00	134.79	185.00	50.21	73 %
380000 Other Financing Sources					
383000 Interfund Operating Transfer In	11,250.00	11,250.00	11,250.00	0.00	100 %
Account Group Total :	11,250.00	11,250.00	11,250.00	0.00	100 %
Fund Total :	12,295.00	35,656.89	36,256.00	599.11	98 %

5620 Airport Project

Account		Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
330000						
331129	Federal Aeronautics Administration (FAA)	32,255.28	120,380.53	165,465.00	45,084.47	73 %
	Account Group Total:	32,255.28	120,380.53	165,465.00	45,084.47	73 %
	Fund Total:	32,255.28	120,380.53	165,465.00	45,084.47	73 %

7120 FIREMEN'S DISABILITY

Account		Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
330000						
335050	Insurance Premium Apportionment	4,012.00	4,012.00	3,708.00	-304.00	108 %
	Account Group Total:	4,012.00	4,012.00	3,708.00	-304.00	108 %
	Fund Total:	4,012.00	4,012.00	3,708.00	-304.00	108 %
	Grand Total:	132,759.58	1,685,905.58	2,276,731.00	590,825.42	74 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 19

1000 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Availabl e Appropriation	% Committed
410000 General Government							
410200 Executive Services							
	110 Salaries and Wages	124.99	1,124.91	2,250.00	2,250.00	1,125.09	50 %
	140 Employer Contributions	20.83	187.40	375.00	375.00	187.60	50 %
	210 Office Supplies & Materials	0.00	37.24	75.00	75.00	37.76	50 %
	320 Printing, Duplicating, Typing &	0.00	0.00	22.00	22.00	22.00	%
	330 Publicity, Subscriptions & Dues	0.00	459.93	525.00	525.00	65.07	88 %
	340 Utility Services	0.00	299.28	450.00	450.00	150.72	67 %
	350 Professional Services	0.00	388.30	150.00	150.00	-238.30	259 %
	370 Travel	0.00	467.64	958.00	958.00	490.36	49 %
	380 Training Services	0.00	150.00	100.00	100.00	-50.00	150 %
	510 Insurance	0.00	96.93	273.00	97.00	0.07	100 %
	Account Total:	145.82	3,211.63	5,178.00	5,002.00	1,790.37	64 %
410211 Council							
	110 Salaries and Wages	800.00	7,000.00	9,600.00	9,600.00	2,600.00	73 %
	140 Employer Contributions	64.84	566.95	776.00	776.00	209.05	73 %
	210 Office Supplies & Materials	0.00	160.54	64.00	64.00	-96.54	251 %
	212 Small Non-capitalized Equipment	0.00	1,288.12	750.00	1,741.36	453.24	74 %
	229 Food	0.00	44.90	0.00	0.00	-44.90	%
	320 Printing, Duplicating, Typing &	0.00	10.45	0.00	0.00	-10.45	%
	330 Publicity, Subscriptions & Dues	0.00	201.96	125.00	125.00	-76.96	162 %
	350 Professional Services	0.00	1,520.34	0.00	0.00	-1,520.34	%
	370 Travel	0.00	0.00	1,876.00	1,876.00	1,876.00	%
	380 Training Services	0.00	396.61	900.00	900.00	503.39	44 %
	510 Insurance	0.00	337.36	830.00	337.00	-0.36	100 %
	Account Total:	864.84	11,527.23	14,921.00	15,419.36	3,892.13	75 %
410360 City/Municipal Court							
	110 Salaries and Wages	879.25	13,418.96	18,720.00	18,720.00	5,301.04	72 %
	120 Overtime Wages	0.00	0.00	1,296.00	1,296.00	1,296.00	%
	140 Employer Contributions	138.69	2,309.99	3,463.00	3,463.00	1,153.01	67 %
	210 Office Supplies & Materials	0.00	220.58	260.00	260.00	39.42	85 %
	212 Small Non-capitalized Equipment	0.00	134.99	950.00	950.00	815.01	14 %
	311 Postage, Box Rent, etc.	0.00	66.61	234.00	234.00	167.39	28 %
	320 Printing, Duplicating, Typing &	0.00	59.42	0.00	0.00	-59.42	%
	330 Publicity, Subscriptions & Dues	0.00	35.00	269.00	269.00	234.00	13 %
	340 Utility Services	0.00	155.31	222.00	222.00	66.69	70 %
	350 Professional Services	1,500.00	14,469.46	19,840.00	19,840.00	5,370.54	73 %
	370 Travel	0.00	931.33	3,300.00	3,300.00	2,368.67	28 %
	380 Training Services	300.00	850.00	850.00	850.00	0.00	100 %
	394 Jury and Witness Fees	0.00	0.00	600.00	600.00	600.00	%
	510 Insurance	0.00	728.99	263.00	729.00	0.01	100 %
	520 Premiums on Surety Bond	0.00	20.00	8.00	8.00	-12.00	250 %
	Account Total:	2,817.94	33,400.64	50,275.00	50,741.00	17,340.36	66 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 19

1000 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Availabl e Appropriation	% Committed
410530	Yearly Audi t						
	350 Professional Services	0.00	3,288.00	4,110.00	4,110.00	822.00	80 %
	Account Total:	0.00	3,288.00	4,110.00	4,110.00	822.00	80 %
410550	Adminstration						
	110 Salaries and Wages	1,859.44	36,069.64	47,929.00	47,929.00	11,859.36	75 %
	120 Overtime Wages	0.00	81.48	1,990.00	1,990.00	1,908.52	4 %
	140 Employer Contributions	585.08	10,980.38	14,657.00	14,657.00	3,676.62	75 %
	142 MIA Retired Employee	120.15	120.15	0.00	0.00	-120.15	%
	210 Office Supplies & Materials	0.00	472.95	500.00	500.00	27.05	95 %
	212 Small Non-capitalized Equipment	0.00	364.24	239.00	239.00	-125.24	152 %
	220 Operating Supplies	0.00	33.79	0.00	0.00	-33.79	%
	229 Food	0.00	44.90	0.00	0.00	-44.90	%
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	79.07	60.00	60.00	-19.07	132 %
	311 Postage, Box Rent, etc.	0.00	865.94	1,280.00	1,280.00	414.06	68 %
	320 Printing, Duplicating, Typing &	0.00	186.77	400.00	400.00	213.23	47 %
	330 Publicity, Subscriptions & Dues	0.00	1,062.25	1,365.00	1,365.00	302.75	78 %
	350 Professional Services	0.00	2,771.71	1,474.00	1,474.00	-1,297.71	188 %
	355 Codi fy Ordi nances	0.00	550.00	0.00	0.00	-550.00	%
	370 Travel	0.00	205.30	711.00	711.00	505.70	29 %
	380 Training Services	0.00	150.00	623.00	623.00	473.00	24 %
	510 Insurance	0.00	1,296.23	1,501.00	1,296.00	-0.23	100 %
	520 Premiums on Surety Bond	0.00	40.00	21.00	21.00	-19.00	190 %
	Account Total:	2,564.67	55,374.80	72,750.00	72,545.00	17,170.20	76 %
411100	Legal Servi ces						
	350 Professional Services	0.00	8,653.50	5,100.00	5,100.00	-3,553.50	170 %
	352 Legal Servi ces	75.00	7,055.50	11,100.00	11,100.00	4,044.50	64 %
	Account Total:	75.00	15,709.00	16,200.00	16,200.00	491.00	97 %
411201	Town Hall/Annex Building						
	212 Small Non-capitalized Equipment	0.00	80.74	100.00	100.00	19.26	81 %
	220 Operating Supplies	0.00	243.56	90.00	90.00	-153.56	271 %
	230 Repair & Maintenance Supplies	0.00	289.37	1,063.00	1,063.00	773.63	27 %
	235 Building Repair and Maintenance	0.00	379.16	295.00	295.00	-84.16	129 %
	311 Postage, Box Rent, etc.	0.00	10.66	0.00	0.00	-10.66	%
	340 Utility Services	783.40	4,483.09	5,277.00	5,277.00	793.91	85 %
	350 Professional Services	0.00	21.15	21.00	21.00	-0.15	101 %
	360 Repair & Maintenance Servi ces	0.00	1,024.00	952.00	952.00	-72.00	108 %
	510 Insurance	0.00	140.10	140.00	140.00	-0.10	100 %
	940 Machinery & Equipment	0.00	101.53	0.00	0.00	-101.53	%
	Account Total:	783.40	6,773.36	7,938.00	7,938.00	1,164.64	85 %
	Account Group Total:	7,251.67	129,284.66	171,372.00	171,955.36	42,670.70	75 %
420000	Public Safety						
420100	Law Enforcement Services						
	110 Salaries and Wages	5,359.89	67,993.17	106,246.00	106,246.00	38,252.83	64 %
	120 Overtime Wages	0.00	2,159.69	3,113.00	3,113.00	953.31	69 %
	140 Employer Contributions	1,980.97	23,451.55	39,413.00	39,413.00	15,961.45	60 %
	210 Office Supplies & Materials	0.00	62.11	150.00	150.00	87.89	41 %
	212 Small Non-capitalized Equipment	0.00	1,327.73	1,510.00	1,510.00	182.27	88 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 19

1000 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai l ab le Appropriation	% Commi tted
	220 Operating Supplies	0.00	333.69	829.00	829.00	495.31	40 %
	226 Clothing and Uni forms	0.00	1,731.07	2,430.00	2,430.00	698.93	71 %
	227 Fi rearm Supplies	0.00	0.00	218.00	218.00	218.00	%
	229 Food	0.00	73.61	50.00	50.00	-23.61	147 %
	230 Repair & Maintenance Supplies	0.00	444.93	940.00	940.00	495.07	47 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	1,341.01	6,020.00	6,020.00	4,678.99	22 %
	232 Motor Vehicle Repair & Maintenance	225.00	1,613.74	5,700.00	5,700.00	4,086.26	28 %
	236 Tires and Tubes	0.00	0.00	850.00	850.00	850.00	%
	311 Postage, Box Rent, etc.	0.00	130.74	254.00	254.00	123.26	51 %
	317 Vehi cle Tow-In Services	0.00	0.00	200.00	200.00	200.00	%
	320 Printing, Duplicating, Typing &	0.00	221.86	381.00	381.00	159.14	58 %
	330 Publici ty, Subscriptions & Dues	300.00	3,110.10	4,215.00	4,215.00	1,104.90	74 %
	336 Public Relations	0.00	83.47	500.00	500.00	416.53	17 %
	340 Utility Services	54.64	1,543.15	3,467.00	3,467.00	1,923.85	45 %
	350 Professional Services	0.00	3,451.89	2,075.00	2,075.00	-1,376.89	166 %
	370 Travel	0.00	0.00	300.00	300.00	300.00	%
	510 Insurance	0.00	6,652.07	5,535.00	6,652.00	-0.07	100 %
	520 Premiums on Surety Bond	0.00	20.00	8.00	8.00	-12.00	250 %
	940 Machinery & Equipment	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Account Total:	7,920.50	115,745.58	189,404.00	190,521.00	74,775.42	61 %
420410	Fire Department - Administration						
	110 Salaries and Wages	774.04	12,010.09	19,391.00	19,391.00	7,380.91	62 %
	140 Employer Contributions	268.15	4,388.60	6,546.00	6,546.00	2,157.40	67 %
	210 Office Supplies & Materials	0.00	67.15	100.00	100.00	32.85	67 %
	212 Small Non-capitalized Equipment	0.00	105.00	0.00	0.00	-105.00	%
	220 Operating Supplies	0.00	6.49	0.00	0.00	-6.49	%
	228 FFR Reimbursement	0.00	2,500.00	2,500.00	2,500.00	0.00	100 %
	229 Food	0.00	-52.19	350.00	350.00	402.19	-15 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	60.64	0.00	0.00	-60.64	%
	311 Postage, Box Rent, etc.	0.00	144.65	175.00	175.00	30.35	83 %
	320 Printing, Duplicating, Typing &	0.00	450.00	225.00	225.00	-225.00	200 %
	330 Publici ty, Subscriptions & Dues	175.00	330.00	198.00	198.00	-132.00	167 %
	336 Public Relations	0.00	60.00	0.00	0.00	-60.00	%
	340 Utility Services	0.00	115.71	162.00	162.00	46.29	71 %
	350 Professional Services	0.00	1,094.43	0.00	0.00	-1,094.43	%
	370 Travel	0.00	244.72	426.00	426.00	181.28	57 %
	380 Trai ning Servi ces	0.00	0.00	374.00	374.00	374.00	%
	510 Insurance	0.00	1,024.06	825.00	825.00	-199.06	124 %
	520 Premiums on Surety Bond	0.00	10.00	0.00	0.00	-10.00	%
	Account Total:	1,217.19	22,559.35	31,272.00	31,272.00	8,712.65	72 %
420421	Fire Department - Facilities Station #1						
	230 Repair & Maintenance Supplies	0.00	200.12	100.00	100.00	-100.12	200 %
	369 Other Repair & Maint Service	0.00	0.00	500.00	500.00	500.00	%
	Account Total:	0.00	200.12	600.00	600.00	399.88	33 %

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Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai l ab le Appropriation	% Commi tted
420422 Fire Department - Facilities Station #2							
	220 Operating Supplies	0.00	25.99	50.00	50.00	24.01	52 %
	340 Utility Services	42.91	209.76	305.00	305.00	95.24	69 %
	369 Other Repair & Maint Service	0.00	0.00	500.00	500.00	500.00	%
	510 Insurance	0.00	0.00	109.00	109.00	109.00	%
	930 Improvements Other than Buildings	0.00	7,706.50	5,000.00	5,000.00	-2,706.50	154 %
	Account Total:	42.91	7,942.25	5,964.00	5,964.00	-1,978.25	133 %
420440 Fire Department - Fire Prevention							
	223 Educational Supplies	0.00	280.57	250.00	250.00	-30.57	112 %
	Account Total:	0.00	280.57	250.00	250.00	-30.57	112 %
420460 Fire Department - Suppression							
	212 Small Non-capitalized Equipment	0.00	499.18	3,500.00	3,500.00	3,000.82	14 %
	220 Operating Supplies	0.00	903.04	2,500.00	2,500.00	1,596.96	36 %
	226 Clothing and Uniforms	0.00	3,700.33	5,050.00	5,050.00	1,349.67	73 %
	229 Food	0.00	106.66	150.00	150.00	43.34	71 %
	230 Repair & Maintenance Supplies	0.00	47.61	0.00	0.00	-47.61	%
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	2,137.68	4,500.00	4,500.00	2,362.32	48 %
	232 Motor Vehicle Repair & Maintenance	0.00	366.33	4,000.00	4,000.00	3,633.67	9 %
	310 Communication & Transportation	0.00	1,000.00	2,000.00	2,000.00	1,000.00	50 %
	336 Public Relations	0.00	0.00	100.00	100.00	100.00	%
	338 Firefighter Recruitment	0.00	0.00	200.00	200.00	200.00	%
	350 Professional Services	0.00	1,647.90	7,000.00	7,000.00	5,352.10	24 %
	351 Medical Services	318.00	1,274.00	4,620.00	4,620.00	3,346.00	28 %
	360 Repair & Maintenance Services	0.00	327.50	0.00	0.00	-327.50	%
	369 Other Repair & Maint Service	0.00	813.22	6,000.00	6,000.00	5,186.78	14 %
	380 Training Services	0.00	261.99	1,200.00	1,200.00	938.01	22 %
	510 Insurance	0.00	1,818.00	1,719.00	1,739.00	-79.00	105 %
	Account Total:	318.00	14,903.44	42,539.00	42,559.00	27,655.56	35 %
420730 Emergency Medical Services							
	220 Operating Supplies	0.00	7.92	0.00	0.00	-7.92	%
	Account Total:	0.00	7.92	0.00	0.00	-7.92	%
Account Group Total:		9,498.60	161,639.23	270,029.00	271,166.00	109,526.77	60 %
430000 Public Works							
430100 Public Works Administration							
	110 Salaries and Wages	1,180.39	22,883.64	45,901.00	45,901.00	23,017.36	50 %
	120 Overtime Wages	0.00	323.70	1,689.00	1,689.00	1,365.30	19 %
	140 Employer Contributions	355.25	6,873.13	11,533.00	11,533.00	4,659.87	60 %
	210 Office Supplies & Materials	0.00	22.41	0.00	0.00	-22.41	%
	212 Small Non-capitalized Equipment	0.00	1,725.25	1,843.00	1,843.00	117.75	94 %
	220 Operating Supplies	30.88	896.14	450.00	450.00	-446.14	199 %
	230 Repair & Maintenance Supplies	0.00	224.82	200.00	200.00	-24.82	112 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	69.10	1,750.00	1,750.00	1,680.90	4 %
	232 Motor Vehicle Repair & Maintenance	0.00	570.89	955.00	955.00	384.11	60 %
	330 Publicity, Subscriptions & Dues	0.00	0.00	7.00	7.00	7.00	%
	340 Utility Services	222.85	1,092.54	1,657.00	1,657.00	564.46	66 %
	350 Professional Services	0.00	234.73	465.00	465.00	230.27	50 %
	510 Insurance	0.00	2,756.13	2,128.00	1,256.00	-1,500.13	219 %

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Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Availabl e Appropriation	% Committed
Account Total :		1,789.37	37,672.48	68,578.00	67,706.00	30,033.52	56 %
430200 Road & Street Services							
	212 Small Non-capitalized Equipment	0.00	164.99	183.00	183.00	18.01	90 %
	220 Operating Supplies	0.00	237.93	150.00	150.00	-87.93	159 %
	230 Repair & Maintenance Supplies	20.00	871.75	2,593.00	2,593.00	1,721.25	34 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	1,737.74	3,500.00	3,500.00	1,762.26	50 %
	340 Utility Services	0.00	1,543.53	2,666.00	2,666.00	1,122.47	58 %
	350 Professional Services	0.00	1,771.30	5,300.00	5,300.00	3,528.70	33 %
	360 Repair & Maintenance Services	0.00	1,366.34	4,000.00	4,000.00	2,633.66	34 %
	510 Insurance	0.00	265.71	307.00	266.00	0.29	100 %
	940 Machinery & Equipment	0.00	13,333.00	23,333.00	23,333.00	10,000.00	57 %
	Account Total :	20.00	21,292.29	42,032.00	41,991.00	20,698.71	51 %
430263 Street Lighting							
	340 Utility Services	1,118.07	9,694.87	13,000.00	13,000.00	3,305.13	75 %
	Account Total :	1,118.07	9,694.87	13,000.00	13,000.00	3,305.13	75 %
430900 Cemetery Services							
	110 Salaries and Wages	200.00	1,800.00	2,400.00	2,400.00	600.00	75 %
	140 Employer Contributions	27.58	246.60	323.00	323.00	76.40	76 %
	212 Small Non-capitalized Equipment	0.00	479.95	534.00	534.00	54.05	90 %
	220 Operating Supplies	0.00	0.00	400.00	400.00	400.00	%
	230 Repair & Maintenance Supplies	0.00	452.26	250.00	250.00	-202.26	181 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	41.72	400.00	400.00	358.28	10 %
	330 Publicity, Subscriptions & Dues	345.00	970.00	0.00	0.00	-970.00	%
	340 Utility Services	13.11	1,569.84	1,472.00	1,472.00	-97.84	107 %
	360 Repair & Maintenance Services	0.00	29.51	250.00	250.00	220.49	12 %
	510 Insurance	0.00	379.44	248.00	379.00	-0.44	100 %
	940 Machinery & Equipment	0.00	6,559.56	7,000.00	7,000.00	440.44	94 %
	Account Total :	585.69	12,528.88	13,277.00	13,408.00	879.12	93 %
	Account Group Total :	3,513.13	81,188.52	136,887.00	136,105.00	54,916.48	60 %
460000 Culture and Recreation							
460430 Parks							
	212 Small Non-capitalized Equipment	0.00	479.93	533.00	533.00	53.07	90 %
	220 Operating Supplies	0.00	265.54	400.00	400.00	134.46	66 %
	230 Repair & Maintenance Supplies	0.00	931.83	1,250.00	1,250.00	318.17	75 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	41.72	400.00	400.00	358.28	10 %
	340 Utility Services	121.83	1,728.79	2,200.00	2,200.00	471.21	79 %
	350 Professional Services	0.00	2,451.00	840.00	840.00	-1,611.00	292 %
	360 Repair & Maintenance Services	0.00	325.51	250.00	250.00	-75.51	130 %
	390 Other Purchased Services	0.00	4,639.72	4,915.00	4,915.00	275.28	94 %
	510 Insurance	0.00	1,255.93	1,256.00	1,256.00	0.07	100 %
	940 Machinery & Equipment	0.00	6,559.56	7,000.00	7,000.00	440.44	94 %
	Account Total :	121.83	18,679.53	19,044.00	19,044.00	364.47	98 %

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460450	Spectator Recreation - Pool						
	110 Salaries and Wages	0.00	18,572.19	35,936.00	35,936.00	17,363.81	52 %
	140 Employer Contributions	0.00	2,660.46	5,063.00	5,063.00	2,402.54	53 %
	220 Operating Supplies	0.00	173.91	2,210.00	2,210.00	2,036.09	8 %
	226 Clothing and Uniforms	0.00	0.00	100.00	100.00	100.00	%
	230 Repair & Maintenance Supplies	0.00	597.45	345.00	345.00	-252.45	173 %
	330 Publicity, Subscriptions & Dues	0.00	260.00	660.00	660.00	400.00	39 %
	340 Utility Services	24.80	2,508.14	2,619.00	2,619.00	110.86	96 %
	350 Professional Services	0.00	264.60	175.00	175.00	-89.60	151 %
	360 Repair & Maintenance Services	0.00	245.51	297.00	297.00	51.49	83 %
	510 Insurance	0.00	1,128.11	1,075.00	1,128.00	-0.11	100 %
	555 Bank Service Charges	0.00	95.65	0.00	0.00	-95.65	%
	930 Improvements Other than Buildings	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Account Total:	24.80	26,506.02	53,480.00	53,533.00	27,026.98	50 %
	Account Group Total:	146.63	45,185.55	72,524.00	72,577.00	27,391.45	62 %
470000							
470280	Code Enforcement						
	220 Operating Supplies	0.00	17.77	0.00	0.00	-17.77	%
	Account Total:	0.00	17.77	0.00	0.00	-17.77	%
	Account Group Total:	0.00	17.77	0.00	0.00	-17.77	%
520000	Other Financing Uses						
521000	Interfund Operating Transfers Out						
	820 Transfers to Other Funds	0.00	639.00	639.00	639.00	0.00	100 %
	Account Total:	0.00	639.00	639.00	639.00	0.00	100 %
	Account Group Total:	0.00	639.00	639.00	639.00	0.00	100 %
	Fund Total:	20,410.03	417,954.73	651,451.00	652,442.36	234,487.63	64 %

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2230 Ambulance

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
420000	Public Safety						
420730	Emergency Medical Services						
	212 Small Non-capitalized Equipment	0.00	2,296.07	1,855.00	1,855.00	-441.07	124 %
	220 Operating Supplies	0.00	708.65	3,500.00	3,500.00	2,791.35	20 %
	226 Clothing and Uniforms	0.00	0.00	160.00	160.00	160.00	%
	230 Repair & Maintenance Supplies	0.00	0.00	100.00	100.00	100.00	%
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	0.00	600.00	600.00	600.00	%
	232 Motor Vehicle Repair & Maintenance	0.00	118.00	600.00	600.00	482.00	20 %
	311 Postage, Box Rent, etc.	0.00	0.00	25.00	25.00	25.00	%
	320 Printing, Duplicating, Typing &	0.00	0.00	525.00	525.00	525.00	%
	336 Public Relations	0.00	0.00	100.00	100.00	100.00	%
	350 Professional Services	0.00	569.00	45.00	45.00	-524.00	*** %
	370 Travel	0.00	0.00	300.00	300.00	300.00	%
	380 Training Services	0.00	0.00	500.00	500.00	500.00	%
	510 Insurance	0.00	379.50	760.00	760.00	380.50	50 %
	Account Total:	0.00	4,071.22	9,070.00	9,070.00	4,998.78	45 %
	Account Group Total:	0.00	4,071.22	9,070.00	9,070.00	4,998.78	45 %
	Fund Total:	0.00	4,071.22	9,070.00	9,070.00	4,998.78	45 %

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2250 PLANNING

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
410000	General Government						
410210	Administration						
	110 Salaries and Wages	62.50	716.48	4,064.00	4,064.00	3,347.52	18 %
	140 Employer Contributions	10.44	129.22	921.00	921.00	791.78	14 %
	311 Postage, Box Rent, etc.	0.00	0.00	40.00	40.00	40.00	%
	320 Printing, Duplicating, Typing &	0.00	0.00	15.00	15.00	15.00	%
	330 Publicity, Subscriptions & Dues	0.00	36.99	30.00	30.00	-6.99	123 %
	350 Professional Services	0.00	389.92	88.00	88.00	-301.92	443 %
	Account Total:	72.94	1,272.61	5,158.00	5,158.00	3,885.39	25 %
	Account Group Total:	72.94	1,272.61	5,158.00	5,158.00	3,885.39	25 %
	Fund Total:	72.94	1,272.61	5,158.00	5,158.00	3,885.39	25 %

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2310 Tax Increment Finance District

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
410000	General Government						
410210	Administration						
	110 Salaries and Wages	41.67	375.03	500.00	500.00	124.97	75 %
	140 Employer Contributions	6.94	62.43	83.00	83.00	20.57	75 %
	350 Professional Services	0.00	0.00	500.00	500.00	500.00	%
	Account Total:	48.61	437.46	1,083.00	1,083.00	645.54	40 %
	Account Group Total:	48.61	437.46	1,083.00	1,083.00	645.54	40 %
	Fund Total:	48.61	437.46	1,083.00	1,083.00	645.54	40 %

2311 Targeted Economic Development District

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
520000	Other Financing Uses						
521000	Interfund Operating Transfers Out						
	820 Transfers to Other Funds	11,250.00	11,250.00	11,250.00	11,250.00	0.00	100 %
	Account Total:	11,250.00	11,250.00	11,250.00	11,250.00	0.00	100 %
	Account Group Total:	11,250.00	11,250.00	11,250.00	11,250.00	0.00	100 %
	Fund Total:	11,250.00	11,250.00	11,250.00	11,250.00	0.00	100 %

2394 BUILDING CODE ENFORCEMENT

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
420000	Public Safety						
420531	Building Inspector						
	110 Salaries and Wages	1,109.99	20,194.97	25,396.00	25,396.00	5,201.03	80 %
	140 Employer Contributions	261.29	4,733.07	5,884.00	5,884.00	1,150.93	80 %
	210 Office Supplies & Materials	0.00	73.99	200.00	200.00	126.01	37 %
	212 Small Non-capitalized Equipment	0.00	1,396.75	716.00	716.00	-680.75	195 %
	220 Operating Supplies	0.00	35.77	700.00	700.00	664.23	5 %
	311 Postage, Box Rent, etc.	0.00	11.93	0.00	0.00	-11.93	%
	320 Printing, Duplicating, Typing &	0.00	121.56	205.00	205.00	83.44	59 %
	330 Publicity, Subscriptions & Dues	135.00	397.47	150.00	150.00	-247.47	265 %
	340 Utility Services	87.04	1,494.69	2,189.00	2,189.00	694.31	68 %
	350 Professional Services	0.00	1,282.95	1,095.00	1,095.00	-187.95	117 %
	370 Travel	0.00	0.00	475.00	475.00	475.00	%
	380 Training Services	0.00	325.44	75.00	75.00	-250.44	434 %
	510 Insurance	0.00	1,153.31	543.00	543.00	-610.31	212 %
	Account Total:	1,593.32	31,221.90	37,628.00	37,628.00	6,406.10	83 %
	Account Group Total:	1,593.32	31,221.90	37,628.00	37,628.00	6,406.10	83 %
	Fund Total:	1,593.32	31,221.90	37,628.00	37,628.00	6,406.10	83 %

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2410 Dayton Lighting #1 District 55

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430263	Street Lighting						
	340 Utility Services	280.25	2,431.98	3,275.00	3,275.00	843.02	74 %
	Account Total:	280.25	2,431.98	3,275.00	3,275.00	843.02	74 %
	Account Group Total:	280.25	2,431.98	3,275.00	3,275.00	843.02	74 %
	Fund Total:	280.25	2,431.98	3,275.00	3,275.00	843.02	74 %

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2420 Peterson Addn Lighting #2 District 80

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430263	Street Lighting						
	340 Utility Services	203.81	1,768.68	2,896.00	2,896.00	1,127.32	61 %
	Account Total:	203.81	1,768.68	2,896.00	2,896.00	1,127.32	61 %
	Account Group Total:	203.81	1,768.68	2,896.00	2,896.00	1,127.32	61 %
	Fund Total:	203.81	1,768.68	2,896.00	2,896.00	1,127.32	61 %

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2430 Geo Smith Lighting #3 District 76

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430263	Street Lighting						
	340 Utility Services	310.27	2,683.00	3,620.00	3,620.00	937.00	74 %
	Account Total:	310.27	2,683.00	3,620.00	3,620.00	937.00	74 %
	Account Group Total:	310.27	2,683.00	3,620.00	3,620.00	937.00	74 %
	Fund Total:	310.27	2,683.00	3,620.00	3,620.00	937.00	74 %

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2440 Creekside Lighting #4 District 77

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430263	Street Lighting						
	340 Utility Services	250.74	2,167.78	2,923.00	2,923.00	755.22	74 %
	Account Total:	250.74	2,167.78	2,923.00	2,923.00	755.22	74 %
	Account Group Total:	250.74	2,167.78	2,923.00	2,923.00	755.22	74 %
	Fund Total:	250.74	2,167.78	2,923.00	2,923.00	755.22	74 %

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2450 Twin Creeks Lighting #5 District

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430263	Street Lighting						
	340 Utility Services	456.35	3,968.33	5,300.00	5,300.00	1,331.67	75 %
	Account Total:	456.35	3,968.33	5,300.00	5,300.00	1,331.67	75 %
	Account Group Total:	456.35	3,968.33	5,300.00	5,300.00	1,331.67	75 %
	Fund Total:	456.35	3,968.33	5,300.00	5,300.00	1,331.67	75 %

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2810 POLICE TRAINING & PENSION

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
420000	Public Safety						
420100	Law Enforcement Services						
	370 Travel	0.00	26.45	1,000.00	1,000.00	973.55	3 %
	380 Training Services	0.00	2,061.93	5,885.00	5,885.00	3,823.07	35 %
	Account Total:	0.00	2,088.38	6,885.00	6,885.00	4,796.62	30 %
	Account Group Total:	0.00	2,088.38	6,885.00	6,885.00	4,796.62	30 %
	Fund Total:	0.00	2,088.38	6,885.00	6,885.00	4,796.62	30 %

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2820 GAS APPORTIONMENT TAX

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430200	Road & Street Services						
	350 Professional Services	26,775.00	26,775.00	0.00	0.00	-26,775.00	%
	950 Construction	0.00	0.00	70,588.00	70,588.00	70,588.00	%
	Account Total:	26,775.00	26,775.00	70,588.00	70,588.00	43,813.00	38 %
	Account Group Total:	26,775.00	26,775.00	70,588.00	70,588.00	43,813.00	38 %
	Fund Total:	26,775.00	26,775.00	70,588.00	70,588.00	43,813.00	38 %

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2821 BaRSAA (HB 473)

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430200	Road & Street Services						
	950 Construction	0.00	0.00	13,412.00	13,412.00	13,412.00	%
	Account Total:	0.00	0.00	13,412.00	13,412.00	13,412.00	%
	Account Group Total:	0.00	0.00	13,412.00	13,412.00	13,412.00	%
	Fund Total:	0.00	0.00	13,412.00	13,412.00	13,412.00	%

2889 Heyer Foundation Grant

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
420000	Public Safety						
420460	Fire Department - Suppression						
	212 Small Non-capitalized Equipment	0.00	1,136.50	1,667.00	1,667.00	530.50	68 %
	Account Total:	0.00	1,136.50	1,667.00	1,667.00	530.50	68 %
	Account Group Total:	0.00	1,136.50	1,667.00	1,667.00	530.50	68 %
	Fund Total:	0.00	1,136.50	1,667.00	1,667.00	530.50	68 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
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2940 Economic Development

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
410000	General Government						
410550	Administration						
	110 Salaries and Wages	0.00	1,964.04	1,260.00	1,260.00	-704.04	156 %
	140 Employer Contributions	0.00	281.84	178.00	178.00	-103.84	158 %
	350 Professional Services	0.00	3,000.00	13,000.00	13,000.00	10,000.00	23 %
	730 Grants to Other Institutions	15,000.00	152,400.00	157,800.00	157,800.00	5,400.00	97 %
	Account Total:	15,000.00	157,645.88	172,238.00	172,238.00	14,592.12	92 %
	Account Group Total:	15,000.00	157,645.88	172,238.00	172,238.00	14,592.12	92 %
	Fund Total:	15,000.00	157,645.88	172,238.00	172,238.00	14,592.12	92 %

TOWN OF STEVENSVILLE
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4000 CAPITAL IMPROVEMENTS

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
410000	General Government						
411201	Town Hall/Annex Building						
	950 Construction	0.00	2,121.63	15,500.00	15,500.00	13,378.37	14 %
	Account Total:	0.00	2,121.63	15,500.00	15,500.00	13,378.37	14 %
	Account Group Total:	0.00	2,121.63	15,500.00	15,500.00	13,378.37	14 %
420000	Public Safety						
420421	Fire Department - Facilities Station #1						
	930 Improvements Other than Buildings	0.00	0.00	5,400.00	5,400.00	5,400.00	%
	Account Total:	0.00	0.00	5,400.00	5,400.00	5,400.00	%
	Account Group Total:	0.00	0.00	5,400.00	5,400.00	5,400.00	%
460000	Culture and Recreation						
460430	Parks						
	950 Construction	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Account Total:	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Account Group Total:	0.00	0.00	5,000.00	5,000.00	5,000.00	%
520000	Other Financing Uses						
521000	Interfund Operating Transfers Out						
	820 Transfers to Other Funds	0.00	0.00	21,600.00	21,600.00	21,600.00	%
	Account Total:	0.00	0.00	21,600.00	21,600.00	21,600.00	%
	Account Group Total:	0.00	0.00	21,600.00	21,600.00	21,600.00	%
	Fund Total:	0.00	2,121.63	47,500.00	47,500.00	45,378.37	4 %

4002 Fire Engine Capital Improvement

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
420000	Public Safety						
420460	Fire Department - Suppression						
	940 Machinery & Equipment	0.00	0.00	0.00	10,500.00	10,500.00	%
	Account Total:	0.00	0.00	0.00	10,500.00	10,500.00	%
	Account Group Total:	0.00	0.00	0.00	10,500.00	10,500.00	%
	Fund Total:	0.00	0.00	0.00	10,500.00	10,500.00	%

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 19

5210 WATER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Availabl e Appropriation	% Committed
430000 Public Works							
430510 Administration							
	110 Salaries and Wages	4,130.15	74,098.51	97,536.00	97,536.00	23,437.49	76 %
	120 Overtime Wages	0.00	685.89	5,109.00	5,109.00	4,423.11	13 %
	140 Employer Contributions	1,425.20	26,837.95	31,592.00	31,592.00	4,754.05	85 %
	210 Office Supplies & Materials	0.00	229.46	302.00	302.00	72.54	76 %
	212 Small Non-capitalized Equipment	0.00	4,636.25	4,815.00	4,815.00	178.75	96 %
	220 Operating Supplies	30.89	1,980.80	600.00	600.00	-1,380.80	330 %
	230 Repair & Maintenance Supplies	20.00	214.91	100.00	100.00	-114.91	215 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	1,751.82	1,750.00	1,750.00	-1.82	100 %
	232 Motor Vehicle Repair & Maintenance	0.00	514.40	955.00	955.00	440.60	54 %
	311 Postage, Box Rent, etc.	149.45	1,599.95	1,890.00	1,890.00	290.05	85 %
	320 Printing, Duplicating, Typing &	0.00	498.15	441.00	441.00	-57.15	113 %
	330 Publicity, Subscriptions & Dues	0.00	1,999.50	2,291.00	2,291.00	291.50	87 %
	335 Membership & Registration Fees	0.00	390.00	609.00	609.00	219.00	64 %
	340 Utility Services	16.74	1,411.35	1,619.00	1,619.00	207.65	87 %
	350 Professional Services	0.00	10,331.37	12,669.00	12,669.00	2,337.63	82 %
	360 Repair & Maintenance Services	0.00	1,366.34	2,500.00	2,500.00	1,133.66	55 %
	370 Travel	0.00	730.97	1,520.00	1,520.00	789.03	48 %
	380 Training Services	0.00	660.00	900.00	900.00	240.00	73 %
	500 Help 4 You Assistance	0.00	753.87	983.00	983.00	229.13	77 %
	510 Insurance	0.00	4,810.35	4,561.00	4,561.00	-249.35	105 %
	520 Premiums on Surety Bond	0.00	15.00	0.00	0.00	-15.00	%
	940 Machinery & Equipment	0.00	14,456.50	23,333.00	23,333.00	8,876.50	62 %
	Account Total:	5,772.43	149,973.34	196,075.00	196,075.00	46,101.66	76 %
430530 Source of Supply & Pumping (Wells)							
	212 Small Non-capitalized Equipment	0.00	244.40	2,750.00	2,750.00	2,505.60	9 %
	220 Operating Supplies	0.00	390.24	270.00	270.00	-120.24	145 %
	230 Repair & Maintenance Supplies	0.00	577.94	200.00	200.00	-377.94	289 %
	340 Utility Services	3,439.49	44,182.57	58,750.00	58,750.00	14,567.43	75 %
	350 Professional Services	0.00	5,480.00	1,000.00	1,000.00	-4,480.00	548 %
	360 Repair & Maintenance Services	0.00	6,036.55	1,488.00	1,488.00	-4,548.55	406 %
	510 Insurance	0.00	765.00	765.00	765.00	0.00	100 %
	930 Improvements Other than Buildings	0.00	26,552.18	1,000,000.00	1,000,000.00	973,447.82	3 %
	Account Total:	3,439.49	84,228.88	1,065,223.00	1,065,223.00	980,994.12	8 %
430540 Purification and Treatment (Plant)							
	220 Operating Supplies	1,444.34	10,192.78	12,930.00	12,930.00	2,737.22	79 %
	230 Repair & Maintenance Supplies	0.00	752.09	200.00	200.00	-552.09	376 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	0.00	476.00	476.00	476.00	%
	340 Utility Services	297.99	2,318.53	2,885.00	2,885.00	566.47	80 %
	350 Professional Services	0.00	1,193.00	4,000.00	4,000.00	2,807.00	30 %
	510 Insurance	0.00	2,204.33	2,204.00	2,204.00	-0.33	100 %
	Account Total:	1,742.33	16,660.73	22,695.00	22,695.00	6,034.27	73 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 19

5210 WATER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430550	Transmission & Distribution (Lines)						
	220 Operating Supplies	2,868.48	28,333.14	6,060.00	6,060.00	-22,273.14	468 %
	230 Repair & Maintenance Supplies	12.00	2,588.74	1,105.00	1,105.00	-1,483.74	234 %
	340 Utility Services	132.89	1,268.06	1,633.00	1,633.00	364.94	78 %
	350 Professional Services	0.00	0.00	11,000.00	11,000.00	11,000.00	%
	360 Repair & Maintenance Services	0.00	8,621.00	11,750.00	11,750.00	3,129.00	73 %
	510 Insurance	0.00	0.00	99.00	99.00	99.00	%
	Account Total:	3,013.37	40,810.94	31,647.00	31,647.00	-9,163.94	129 %
	Account Group Total:	13,967.62	291,673.89	1,315,640.00	1,315,640.00	1,023,966.11	22 %
	Fund Total:	13,967.62	291,673.89	1,315,640.00	1,315,640.00	1,023,966.11	22 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
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5250 WATER BOND Principal & Interest

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
490000	Debt Service Reserve						
490200	Revenue Bonds						
	610 Principal	2,658.42	23,925.78	35,170.00	35,170.00	11,244.22	68 %
	620 Interest	4,925.58	44,330.22	55,838.00	55,838.00	11,507.78	79 %
	Account Total:	7,584.00	68,256.00	91,008.00	91,008.00	22,752.00	75 %
	Account Group Total:	7,584.00	68,256.00	91,008.00	91,008.00	22,752.00	75 %
	Fund Total:	7,584.00	68,256.00	91,008.00	91,008.00	22,752.00	75 %

5310 SEWER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Availabl e Appropriation	% Committed
430000	Public Works						
430510	Administration						
	210 Office Supplies & Materials	0.00	22.79	0.00	0.00	-22.79	%
	350 Professional Services	0.00	12.50	0.00	0.00	-12.50	%
	Account Total:	0.00	35.29	0.00	0.00	-35.29	%
430610	Administration						
	110 Salaries and Wages	4,130.07	74,094.09	97,536.00	97,536.00	23,441.91	76 %
	120 Overtime Wages	0.00	685.50	5,109.00	5,109.00	4,423.50	13 %
	140 Employer Contributions	1,425.20	26,836.50	31,592.00	31,592.00	4,755.50	85 %
	210 Office Supplies & Materials	0.00	213.58	277.00	277.00	63.42	77 %
	212 Small Non-capitalized Equipment	0.00	6,528.06	7,444.00	7,444.00	915.94	88 %
	220 Operating Supplies	30.89	1,574.20	500.00	500.00	-1,074.20	315 %
	230 Repair & Maintenance Supplies	0.00	171.57	100.00	100.00	-71.57	172 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	1,743.16	1,750.00	1,750.00	6.84	100 %
	232 Motor Vehicle Repair & Maintenance	0.00	514.39	955.00	955.00	440.61	54 %
	311 Postage, Box Rent, etc.	149.45	1,609.08	1,790.00	1,790.00	180.92	90 %
	320 Printing, Duplicating, Typing &	0.00	371.37	341.00	341.00	-30.37	109 %
	330 Publicity, Subscriptions & Dues	0.00	22.50	3,274.00	3,274.00	3,251.50	1 %
	335 Membership & Registration Fees	0.00	0.00	269.00	269.00	269.00	%
	340 Utility Services	16.74	1,411.27	1,755.00	1,755.00	343.73	80 %
	350 Professional Services	0.00	10,281.52	12,669.00	12,669.00	2,387.48	81 %
	360 Repair & Maintenance Services	20.00	1,428.63	4,000.00	4,000.00	2,571.37	36 %
	370 Travel	0.00	93.71	1,470.00	1,470.00	1,376.29	6 %
	380 Training Services	0.00	107.04	800.00	800.00	692.96	13 %
	500 Help 4 You Assistance	0.00	1,614.60	2,106.00	2,106.00	491.40	77 %
	510 Insurance	0.00	4,707.67	4,360.00	4,360.00	-347.67	108 %
	520 Premiums on Surety Bond	0.00	15.00	0.00	0.00	-15.00	%
	940 Machinery & Equipment	0.00	14,456.50	23,333.00	23,333.00	8,876.50	62 %
	Account Total:	5,772.35	148,479.94	201,430.00	201,430.00	52,950.06	74 %
430630	Collection & Transmission - Main Lines						
	220 Operating Supplies	0.00	17.07	200.00	200.00	182.93	9 %
	230 Repair & Maintenance Supplies	0.00	1,531.59	3,970.00	3,970.00	2,438.41	39 %
	340 Utility Services	0.00	92.00	92.00	92.00	0.00	100 %
	350 Professional Services	0.00	0.00	17,750.00	17,750.00	17,750.00	%
	360 Repair & Maintenance Services	0.00	6,876.50	8,750.00	8,750.00	1,873.50	79 %
	510 Insurance	0.00	0.00	228.00	228.00	228.00	%
	Account Total:	0.00	8,517.16	30,990.00	30,990.00	22,472.84	27 %
430640	Treatment and Disposal - Plants						
	212 Small Non-capitalized Equipment	0.00	17,616.49	20,024.00	20,024.00	2,407.51	88 %
	220 Operating Supplies	1,569.41	4,993.77	4,058.00	4,058.00	-935.77	123 %
	230 Repair & Maintenance Supplies	784.19	1,856.69	200.00	200.00	-1,656.69	928 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	0.00	476.00	476.00	476.00	%
	340 Utility Services	5,110.23	38,010.04	51,481.00	51,481.00	13,470.96	74 %
	350 Professional Services	0.00	10,152.00	21,700.00	21,700.00	11,548.00	47 %
	360 Repair & Maintenance Services	3,214.46	9,161.46	7,191.00	7,191.00	-1,970.46	127 %
	510 Insurance	0.00	9,646.25	9,646.00	9,646.00	-0.25	100 %
	940 Machinery & Equipment	0.00	11,169.33	10,000.00	10,000.00	-1,169.33	112 %

TOWN OF STEVENSVILLE
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5310 SEWER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Commi tted
	Account Total :	10,678.29	102,606.03	124,776.00	124,776.00	22,169.97	82 %
	Account Group Total :	16,450.64	259,638.42	357,196.00	357,196.00	97,557.58	73 %
	Fund Total :	16,450.64	259,638.42	357,196.00	357,196.00	97,557.58	73 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 19

5350 SEWER BOND PRINCIPAL & INTEREST

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
490000	Debt Service Reserve						
490200	Revenue Bonds						
	610 Principal	4,846.71	43,620.39	74,502.00	74,502.00	30,881.61	59 %
	620 Interest	10,947.29	98,525.61	111,313.00	111,313.00	12,787.39	89 %
	Account Total:	15,794.00	142,146.00	185,815.00	185,815.00	43,669.00	76 %
	Account Group Total:	15,794.00	142,146.00	185,815.00	185,815.00	43,669.00	76 %
	Fund Total:	15,794.00	142,146.00	185,815.00	185,815.00	43,669.00	76 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
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5610 AIRPORT

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000 Public Works							
430300 Airport							
	110 Salaries and Wages	291.55	4,193.63	5,592.00	5,592.00	1,398.37	75 %
	140 Employer Contributions	72.89	1,136.89	1,585.00	1,585.00	448.11	72 %
	210 Office Supplies & Materials	0.00	0.00	25.00	25.00	25.00	%
	220 Operating Supplies	0.00	11.97	25.00	25.00	13.03	48 %
	230 Repair & Maintenance Supplies	0.00	29.99	0.00	0.00	-29.99	%
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	231.67	350.00	350.00	118.33	66 %
	311 Postage, Box Rent, etc.	0.00	46.91	69.00	69.00	22.09	68 %
	320 Printing, Duplicating, Typing &	0.00	60.69	115.00	115.00	54.31	53 %
	330 Publicity, Subscriptions & Dues	0.00	50.00	50.00	50.00	0.00	100 %
	340 Utility Services	128.72	1,616.72	2,870.00	2,870.00	1,253.28	56 %
	350 Professional Services	0.00	1,549.73	920.00	920.00	-629.73	168 %
	360 Repair & Maintenance Services	0.00	3,282.72	4,600.00	4,600.00	1,317.28	71 %
	370 Travel	0.00	253.16	200.00	200.00	-53.16	127 %
	380 Training Services	0.00	150.00	120.00	120.00	-30.00	125 %
	510 Insurance	1,338.00	4,207.67	2,509.00	2,509.00	-1,698.67	168 %
	Account Total:	1,831.16	16,821.75	19,030.00	19,030.00	2,208.25	88 %
	Account Group Total:	1,831.16	16,821.75	19,030.00	19,030.00	2,208.25	88 %
490000 Debt Service Reserve							
490500 Other Debt Service Payments							
	610 Principal	0.00	10,380.70	10,381.00	10,381.00	0.30	100 %
	620 Interest	0.00	1,306.09	1,306.00	1,306.00	-0.09	100 %
	Account Total:	0.00	11,686.79	11,687.00	11,687.00	0.21	100 %
	Account Group Total:	0.00	11,686.79	11,687.00	11,687.00	0.21	100 %
	Fund Total:	1,831.16	28,508.54	30,717.00	30,717.00	2,208.46	93 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
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5620 Airport Project

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430300	Airport						
	350 Professional Services	0.00	114,876.01	0.00	167,800.00	52,923.99	68 %
	950 Construction	0.00	20,830.23	0.00	0.00	-20,830.23	%
	Account Total:	0.00	135,706.24	0.00	167,800.00	32,093.76	81 %
	Account Group Total:	0.00	135,706.24	0.00	167,800.00	32,093.76	81 %
	Fund Total:	0.00	135,706.24	0.00	167,800.00	32,093.76	81 %

7120 FIREMEN'S DISABILITY

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
510000	Miscellaneous						
	510300 Other Unallocated Costs						
	780 Intergovernmental TRF to other	0.00	0.00	3,708.00	3,708.00	3,708.00	%
	Account Total:	0.00	0.00	3,708.00	3,708.00	3,708.00	%
	Account Group Total:	0.00	0.00	3,708.00	3,708.00	3,708.00	%
	Fund Total:	0.00	0.00	3,708.00	3,708.00	3,708.00	%
	Grand Total:	132,278.74	1,594,924.17	3,030,028.00	3,209,319.36	1,614,395.19	50 %



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	Unfinished Business
Person Submitting the Agenda Item:	Jerry Phillips
Second Person Submitting the Agenda Item:	
Submitter Title:	Council Member
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	03/28/2019
Agenda Topic:	Discussion/decision to approve Resolution 444, a Resolution of the Town of Stevensville, Town Council Establishing Code of Conduct for Elected and Appointed Officials
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	03/28/19
Notes:	



TOWN COUNCIL
Council Communication

Regular Meeting
March 28, 2019

Agenda Item: 9b, Unfinished Business
Discussion/decision on Resolution #444, a Resolution of the Town of Stevensville, Town Council Establishing Code of Conduct for Elected and Appointed Officials

Table with 2 columns: Other Council Meetings, Exhibits. Rows include dates from March 2019 to December 2018 and exhibit A: Code of Conduct.

This agenda item provides Council with the ability to discuss a draft Code of Conduct for Elected and Appointed Officials.

Background: In response to an internal personnel complaint involving the conduct of Council members, Mayor Brandon Dewey and Town Attorney Brian West both recommended that Council adopted a Code of Conduct. At the December 10, 2018 meeting, Council, through consensus agreed to adopt a Code of Conduct. Councilmember Phillips was selected to work with the Mayor and create a draft document that could be brought back to Council for consideration and possible adoption.

Councilmember Phillips researched a number of other Communities and reviewed their documents. Mr. Phillips used his research findings to draft a possible document.

On February 7, 2019, Council held a Committee of the Whole (COW) meeting to review the draft Code of Conduct and consider the Town Attorney's comments. Mayor Dewey and Council went through the draft Code of Conduct, page by page, assessed its content, expressed concerns with certain sections and verbiage, suggested changes, and asked for further refinement in consultation with the Town's Attorney. In response to the COW meeting, Mayor Dewey in consultation with the Town Attorney, made revisions to the draft Code.

At Council's March 14, 2019 meeting, Council indicated that a Committee of the Whole meeting was not necessary and provided direction to place the Code of Conduct on the Council's next meeting agenda.

Board/Commission Recommendation: [] Applicable - [x] Not Applicable

Alternative(s):

MOTION

I move to: approve Resolution #444, a Resolution of the Town of Stevensville, Town Council Establishing Code of Conduct for Elected and Appointed Officials

RESOLUTION NO. 444

**A RESOLUTION OF THE TOWN OF STEVENSVILLE, TOWN COUNCIL
ESTABLISHING CODE OF CONDUCT FOR ELECTED AND APPOINTED
OFFICIALS**

WHEREAS, the Town is authorized by MCA 7-5-4103 to establish Council rules and discipline; and

WHEREAS, on December 3, 2018 Mayor Brandon E. Dewey issued a statement to the Town Council recommending the adoption of a Code of Conduct in response to a personnel complaint, and

WHEREAS, on December 10, 2018 at a regular Council meeting, Town Attorney Brian West, recommended that Town Council adopt a Code of Conduct, and

WHEREAS, on December 10, 2018 at a regular Council meeting, Town Council, through unanimous consensus, authorized the initiation of the process to draft a Code of Conduct, and

NOW THEREFORE BE IT RESOLVED, by this Town Council of the Town of Stevensville that the attached "Code of Conduct for Elected and Appointed Officials" be and is hereby adopted.

PASSED AND ADOPTED by the Town Council and approved by the Mayor this 28th day of March 2019.

Approve:

Attest:

Brandon E. Dewey, Mayor

Audree Tribbensee, Town Clerk



**Town of Stevensville
Code of Conduct
for
Elected and Appointed Officials
and Citizen Interaction**

"Always do right. This will gratify some people and astonish the rest." – Mark Twain

Glossary of Terms:

Attitude	The manner in which one shows one’s dispositions, opinions and feelings
Behavior	External appearance or action; manner of behaving; carriage of oneself
Boards	Official Town Boards, Commissions, and Committees established to participate in proceedings related to Town business
Civility	Politeness, consideration, courtesy
Conduct	The way one acts; personal behavior
Courtesy	Politeness connected with kindness
Decorum	Suitable; proper; good taste in behavior
Manners	A way of acting; a style; method or form; the way in which things are done
Members	Individuals formally elected or appointed to participate in proceedings related to Town business – Council, Mayor, Boards, and Town staff
Membership	The body of Members – Council, Mayor, Boards and Town staff
Protocol	The courtesies that are established as proper and correct
Respect	The act of noticing with attention; holding in esteem; courteous regard

It is the policy of the Town of Stevensville to expect, promote, and uphold the highest protocol of conduct from its elected and appointed officials. The Mayor, Councilmembers, Board members, and For local government and Democracy, Town staff are dedicated to promoting values, integrity, and committed to governing efficiently and effectively. After taking the Oath of Office as a Councilmember and Mayor, they agree to conduct themselves in accordance with the following Code of Conduct (Code).

A. CONDUCT GUIDELINES

Elected and appointed officials have the responsibility to take the high road on conduct and to treat everyone as they would like to be treated. This Code is designed to describe the manner in which all elected and appointed officials should treat one another, Town staff, constituents, and others they come into contact with while representing the Town of Stevensville. Stevensville’s Town Council adopts this Code to assure that all elected and appointed officials, while exercising their office, conduct themselves in a manner that will instill public confidence and trust in the fair operations and integrity of Stevensville’s Town government. The term “Members” referenced throughout this Code includes elected and appointed officials, Town Board and Commission members as well as Town staff.

1. General

The professional and personal conduct of Members while exercising their office must be above reproach and avoid even the appearance of impropriety. Members shall refrain from abusive conduct, , personal charges or verbal attacks upon the character or motives of other members of Council, Boards, Committees, Commissions, staff or the public.

Members shall perform their duties in accordance with the processes and rules of order established by the Town Council with respect, courtesy and integrity.

Members shall support the maintenance of a positive and constructive workplace environment for its members, the Mayor, Town staff and for citizens and businesses dealing with the Town. Members shall conduct themselves when dealing with Town employees to, in no way, create the perception of inappropriate direction to staff.

The Council or individual Council members and Board members shall not attempt to supersede the Administration’s powers and duties.

2. Elected and Appointed Officials’ Conduct with Each Other in Public Meetings

Elected and appointed officials are individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. All have chosen to serve in public office in order to preserve and protect the present and the future of the Town of Stevensville. In all cases, this common goal should be acknowledged even though individuals may not agree on every issue by doing the

following.

- a. Honor the role of the chair in maintaining order. It is the responsibility of the Chair to keep the comments of Members on track during public meetings. Members should honor efforts by the Chair to focus discussion on current agenda items. If there is disagreement about the agenda or the Chair's actions, those objections should be voiced politely and with reason, following procedures outlined in parliamentary procedure.
- b. Practice civility and decorum in discussions and debate. Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of debate by a free democracy in action. Free debate does not require nor justify public officials to make belligerent, personal, impertinent, slanderous, threatening, abusive, or disparaging comments.
- c. Avoid personal comments that could offend other Members. If a Member is personally offended by the remarks of another Member, the offended Member should make notes of the actual words used and call for a "point of personal privilege" that challenges the other Member to justify or apologize for the language used. The Chair will maintain control of this discussion.
- d. Demonstrate effective problem-solving approaches. Members have a public stage and have the responsibility to show how individuals with disparate points of view can find common ground and seek a compromise that benefits the community as a whole.

3. Elected and Appointed Officials' Conduct with the Public in Public Meetings

Making the public feel welcome is an important part of the democratic process. No signs of partiality, prejudice or disrespect should be evident on the part of a Member toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public testimony.

- a. Be welcoming to speakers and treat them with care and respect. While questions of clarification may be asked, the official's primary role during public testimony is to listen.
- b. Be fair and equitable in allocating public hearing time to individual speakers. The Chair will determine and announce limits on speakers at the start of the public hearing process.
- c. Practice active listening. It is disconcerting to speakers to have members not look at them when they are speaking. It is fine to look down at documents or to make notes, but reading for a long period of time or gazing around the room gives the appearance of disinterest.
- d. Members shall try to be conscious of facial expressions and avoid those that could be interpreted as "smirking," disbelief, anger or boredom.
- e. Maintain an open mind. Members of the public deserve an opportunity to provide input in the decision-making processes of their elected and appointed officials.
- f. Ask for clarification, but avoid debate and argument with the public. Only the chair, not individual Members, can interrupt a speaker during a presentation. However, a Member can ask the Chair for a point of order if the speaker is off the topic or exhibiting behavior or language the Member finds disturbing.

- g. Members make a commitment to attend and partake in discussions. It is important that discussions on issues be relative to the topic at hand. It is not appropriate to discuss other issues not related to the topic at hand.
- h. Members should not disrupt other Members during discussions and from performing their respective roles.

4. Elected and Appointed Officials' Conduct with Town Staff

Governance of the Town of Stevensville relies on the cooperative efforts of elected and appointed officials who set policy and the Town staff who implement and administer the Council's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community. The Town of Stevensville has a Personnel Policy in place for all Town employees. That Policy should be used in conjunction with this Code of Conduct.

- a. Treat all staff as professionals. Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Poor behavior towards staff will not be tolerated. The employees of the Town of Stevensville are also expected to adhere to this Code.
- b. Do not disrupt Town staff from performing their jobs. Elected and appointed officials should not disrupt Town staff while they are in meetings, on the phone, or engrossed in performing their job functions in order to have their individual needs met. Do not attend Town staff meetings unless requested by staff. Even if the elected or appointed official does not say anything, his or her presence may imply support, show partiality, intimidate staff, and/or hamper staff's ability to do their job objectively.
- c. Never publicly criticize an individual employee. Elected and appointed officials should never express concerns about the performance of a Town employee in public, to the employee directly, or to the employee's manager. Comments about staff performance should only be made to the Mayor through private correspondence or conversation.
- d. Prudent Councilmembers will take care to deal with staff and department heads through the Mayor to avoid any possibility of disrupting the supervisory chain of command. The individual likely to be compromised in such a circumstance, as too often occurs in municipal government, is not the Councilmember nor the Mayor but the staff member or department head, who is, after all, supervised by the Mayor. Members have the same rights and access to information as the general public. However, limitations to staff resources must be considered. Staff will make every effort to ensure that general information will be available online. Requests that may require substantial staff time must be approved by the Mayor. If the Mayor is not available, he shall be copied on or informed of such request. When in doubt about what staff contact is appropriate, Members must consult with the Mayor. Materials related to an item under the Council's or Board's consideration, supplied to a Member, will be made available to all members so that all have equal access to information.
- e. Attorney-Client Relationship: The Town Attorney represents the Town and not individual Members. Members cannot not establish a personal attorney-client relationship with the

Town Attorney. Members shall not seek to establish an attorney-client relationship with the Town Attorney for personal purpose. Members may contact the Attorney in accordance with policies and protocols established by the Town.

5. Elected and Appointed Officials' Conduct with Boards

The Town of Stevensville has established several Boards, as a means of gathering more community input. Citizens who serve on Boards become more involved in government and serve as advisors to the Town Council. They are a valuable resource to the Town's leadership and should be treated with appreciation and respect.

- a. Councilmembers may attend any Board meeting which is open to any member of the public. When attending a Board meeting in a personal capacity, Councilmembers should be careful to only express personal opinions regarding the issues. However, they should be sensitive to the way their participation, especially if it is on behalf of an individual, business or developer, could be viewed as unfairly affecting the process. Any public comments by a Councilmember at a Board meeting should be clearly made as individual opinion and not a representation of the feelings of the entire Town Council.
- b. It is inappropriate for a Councilmember to contact a Board member to lobby on behalf of an individual, business, or developer, and vice versa. It is acceptable for Councilmembers to contact Board members in order to clarify a position taken by the Board.
- c. Respect that Boards serve the community, not individual Councilmembers. The Town appoints individuals to serve on Boards, and it is the responsibility of Boards to follow policy established by the Town. Board members do not report to individual Councilmembers, nor should Councilmembers feel they have the power or right to threaten Board members with removal if they disagree about an issue. Appointment and re-appointment to a Board should be based on such criteria as expertise, ability to work with staff and the public, and commitment to fulfilling official duties. A Board appointment should not be used as a political "reward."
- d. Be respectful of diverse opinions. A primary role of Boards is to represent many points of view in the community and to provide the Town with advice based on a full spectrum of concerns and perspectives. Councilmembers may have a closer working relationship with some individuals serving on Boards, but must be fair and respectful of all citizens serving on Boards.

6. Elected and Appointed Officials' Conduct Outside of Public Meetings

- a. Make no promise on behalf of the Town, the Mayor, or Council without the express authority or permission to do so granted by a majority vote of the Council and/or the Mayor.
- b. Members will frequently be asked to explain a Council/Board action or to give their opinion about an issue as they meet and talk with constituents in the community. It is appropriate to give a brief overview of the issue and to refer to Town staff for further information. Overt

or implicit promises of specific Council action or promises that Town staff will take some specific actions will not be tolerated.

- c. Members must ensure that in expressing their own opinions they do not mislead any listener into believing that their individual opinion is that of the entire Membership, unless a vote has been taken on that issue and the Member's opinion is the same as the decision made by the Membership. Likewise, no Member should make a statement in writing that implies it is the position of the entire Membership.
- d. Members shall not make any personal comments about other Members. It is acceptable to publicly disagree about an issue, but it is unacceptable to make derogatory comments about other Members, their opinions or actions.
- e. Members are constantly being observed by the community every day that they are in office. Their behaviors and comments serve as models for proper deportment in the Town of Stevensville. Honesty and respect for the dignity of everyone should be reflected in every word and action taken by a Member, 24 hours a day, seven days a week. It is a serious and continuous responsibility.

B. SANCTIONS

1. Behavior and Conduct

The Stevensville Code of Conduct expresses standards of conduct expected for Members of the Stevensville Town Council, Mayor, Boards and Town staff. Members themselves have the primary responsibility to assure that conduct standards are understood and met, and that the public can continue to have full confidence in the integrity of government. Additionally, the responsibility to intervene, when the actions of Members appear to be in violation of this Code, falls on all Members.

2. Councilmembers

It is the responsibility of the Council to educate and, when necessary, discipline other Councilmembers who violate this Code. Discipline shall be progressive, from the least punitive to the most punitive measures, unless the Council believes that the progressive discipline does not provide the appropriate sanction because of the gravity of the offense, or because the Council does not believe the sanction would deter future misconduct. In all instances, the totality of the circumstances shall be taken into consideration in resolving the matter, including the intent of the one accused of wrongdoing.

Possible Penalties and Sanctions may include:

- a. An informal censure by the Council, which would only be made as part of a motion in a public meeting.
- b. A formal censure by the Council, which would be made by motion in a public meeting and then published in the newspaper as a public notice.

- c. Attendance at counseling or mediation sessions.
- d. Any other sanctions available by law by an appropriate tribunal.

The Town Council Rules may be used to guide sanctions and the process that the Council uses to impose such sanctions.

The imposition of any of these penalties or sanctions will require a 2/3 vote of the Council, other than an informal or formal censure which shall only require a majority vote of the Council. A violation of the penalties imposed by Council may constitute grounds for removal from office under Montana law and in accordance with Stevensville Municipal Code.

Town staff and citizens should also point out to the Mayor any perceived infractions of this Code. If the Mayor is the individual whose actions are being questioned, then the matter should be addressed directly with he or she so that corrective action can be taken. It is the responsibility of the Mayor or President of the Town Council to initiate action if a Councilmember's behavior may warrant sanction. If no action is taken by the Mayor or President of the Town Council, then the alleged violation(s) can be brought up with the full Council.

3. Board Members

Counseling, verbal reprimands, and written warnings may be administered by the Mayor to Board members failing to comply with this Code. Copies of all written reprimands administered by the Mayor shall be distributed in memo format to the Chair of the respective Board, the Town Clerk, the Town Attorney, and the Town Council.

The Town Council may impose sanctions on Board members whose conduct does not comply with this Code, up to and including removal from office in accordance with municipal code section 2-119. Any form of discipline imposed by Council shall be determined by a majority vote of the Council at a noticed public meeting and such action shall be preceded by a Report to Council with supporting documentation.

When deemed warranted, the Mayor or majority of Council may call for an investigation of a Board member's conduct. The Mayor or Town Council shall ask for an investigation into the allegation and the findings must be reported to the Membership.

4. Public Disruptions

Members of the public who do not follow proper conduct, after warning by the Chair in a public meeting, may be barred from further testimony at that meeting or removed from the Council Chambers.

5. Inappropriate Staff Behavior

Any Town employee who does not follow proper conduct in their dealings with Membership, other Town staff, or the public should be referred to the Mayor. The staff member may be disciplined in accordance with the Town's Personnel Policy for such actions.

C. IMPLEMENTATION

This Code of Conduct is intended to be self-enforcing by Members and is an expression of the standards of conduct for Members expected by the Town of Stevensville. It therefore becomes most effective when Members are thoroughly familiar with it and embrace its provisions.

For this reason, this document shall be included in the regular orientations of candidates for Town Council, Town Clerk, Town Treasurer, applicants to Boards, and newly elected and appointed officials. Members entering office shall sign a statement acknowledging they have read and understand the Code of Conduct. In addition, the Code of Conduct shall be periodically reviewed by the Town Council, Mayor, Boards, and staff, and updated as necessary.

1. Principles of Proper Conduct include:

- Serving as a model of leadership and civility to one another and the community
- Inspiring public confidence in Stevensville's Town government
- Demonstrating honesty and integrity in every action and statement
- Keeping promises
- Being dependable
- Building and maintaining a solid reputation
- Participating and being available
- Demonstrating patience
- Showing empathy
- Holding onto ethical principles
- Listening attentively
- Studying thoroughly
- Overcoming discouragement
- Going above and beyond, time and time again
- Modeling a professional manner, attitude and appearance

2. Proper Conduct is not:

- Showing antagonism or hostility
- Deliberately lying or misleading
- Speaking recklessly
- Spreading rumors

- Stirring up bad feelings, divisiveness
- Acting in a self-righteous manner
- Attempting to supersede the Administrations powers and duties

3. It all comes down to respect:

- Respect for one another as individuals.
- Respect for the validity of different opinions.
- Respect for the democratic process.
- Respect for the community that we serve.

4. Checklist for Monitoring Conduct:

- Will my decision/statement/action violate the trust, rights or good will of others?
- What are my ulterior motives and the spirit behind my actions or words?
- If I have to justify my conduct in public tomorrow, will I do so with pride or shame?
- How would my conduct be evaluated by people whose integrity and character I respect?
- Even if my conduct is not illegal or unethical, is it done at someone else's expense? Will it destroy their trust in me? Will it harm their reputation?
- Is my conduct fair? Just? Morally right?
- If I were on the receiving end of my conduct, would I approve and agree, or would I take offense?
- Does my conduct give others reasons to trust or distrust me?
- Am I willing to take an ethical stand when it is called for? Am I willing to make my ethical beliefs public in a way that makes it clear what I stand for?
- Do I exhibit the same conduct in my private life as I do in my public life?
- Can I take legitimate pride in the way I conduct myself and the example I set?
- Do I listen and understand the views of others?
- Do I question and confront different points of view in a constructive manner?
- Do I work to resolve differences and come to mutual agreement?
- Do I support others and show respect for their ideas and opinions?
- Will my conduct cause public embarrassment to someone else? The Town? The Council? The Mayor? Staff?



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Brandon E. Dewey
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	03-28-19
Agenda Topic:	Discussion/decision regarding the Planning and Zoning Board's 2019 Work Program
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	03-28-19
Notes:	

Agenda Item: 10a, New Business

Discussion/decision regarding the Planning and Zoning Board's 2019 Work Program

Other Council Meetings

Exhibits

A. Planning & Zoning Board Ordinance

This agenda item provides Council with the ability to provide direction to the Planning and Zoning Board regarding their 2019 Work Program.

Background:

Town Code, Division 2 – Planning and Zoning Board provides powers and duties for the planning board which includes preparing proposed policies, ordinances, resolutions, and other material relating to the activities authorized under this division.

Planning and Zoning Board Chair, John Kellogg is seeking Council direction regarding the Board's 2019 work program. Mr. Kellogg is seeking Council authorization to move forward in evaluating and possibly making recommendations for amendments to the Town's Development Code.

Further, Mr. Kellogg is also seeking Council's input on other areas that the Town may wish the Board to focus their attention.

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

Alternative(s): Do not provide in put on the Planning and Zoning Board's 2019 Work Program

MOTION

I move to: direct the Planning and Zoning Board to work on the following items
_____ as part of their 2019 Work Program

DIVISION 2. - PLANNING AND ZONING BOARD

Sec. 2-311. - Creation.

There is hereby created a planning and zoning board which shall have all of the powers and duties prescribed for planning boards and zoning commissions and whose duty it shall be to promote the orderly growth and development of the town and its environs.

(Code 1973, § 2.26.010)

State Law reference— Authority to create planning and zoning board, MCA 76-1-101.

Sec. 2-312. - Membership generally.

- (a) The town planning and zoning board shall consist of not less than seven members to be appointed as follows:
 - (1) One member to be appointed by the town council from its membership.
 - (2) One member to be appointed by the town council who may, in the discretion of the town council, be an employee or hold public office in the town or county.
 - (3) One member to be appointed by the mayor upon the designation by the county commissioners of the county.
 - (4) Four citizen members to be appointed by the mayor, two of whom shall be resident freeholders within the urban area, if any, outside the town limits over which the planning and zoning board has jurisdiction under this Code, and two of whom shall be resident freeholders within the town limits.
- (b) The clerk of the town council shall certify members appointed by its body. The certificates shall be sent to and become a part of the records of the board. The mayor shall make similar certification for the appointment of citizen members.

(Code 1973, § 2.26.020)

State Law reference— Similar provisions, MCA 76-1-221.

Sec. 2-313. - Town councilmember.

- (a)

The town council shall select a member of its body to serve on the planning and zoning board. The term of the appointed member shall be coextensive with the term of office to which he has been elected or appointed, unless the council, on its first regular meeting of each year, appoints another to serve as its representative or unless his term is terminated as hereinafter provided.

- (b) The town council shall fill any vacancy occurring in its respective membership on the planning and zoning board.

(Code 1973, § 2.26.030)

State Law reference— Similar provisions, MCA 76-1-222.

Sec. 2-314. - County representative.

The board of county commissioners shall designate a representative of the county to the mayor for appointment to the town planning and zoning board. This representative may be a member of the board of county commissioners or an office holder or employee of the county. In the event of the failure of the county to so designate such member, the mayor may appoint a person of his own choosing and at his sole discretion as a representative of the county.

(Code 1973, § 2.26.040)

State Law reference— Similar provisions, MCA 76-1-223.

Sec. 2-315. - Citizen members.

- (a) The citizen members shall:
 - (1) Be qualified by knowledge and experience in matters pertaining to the development of the town; and
 - (2) Hold no other office in the town government.
- (b) Any citizen appointee may be removed from office by a majority vote of the town council.

(Code 1973, § 2.26.050)

Sec. 2-316. - Powers and duties as planning board.

- (a)

The board shall prepare a growth policy and shall serve in an advisory capacity to the local government. The planning board may also propose policies for: subdivision plats; the development of public ways, public places, public structures, and public and private utilities; the issuance of improvement location permits on platted and unplatted lands; the laying out and development of public ways and services to platted and unplatted lands.

- (b) The board shall also have the power and duty to:
- (1) Exercise general supervision of and make regulations for the administration of the affairs of the board.
 - (2) Prescribe uniform rules pertaining to investigations and hearings.
 - (3) Keep an accurate and complete record of all departmental proceedings, record and file all bonds and contracts, and assume responsibility for the custody and preservation of all papers and documents of the board.
 - (4) Make recommendations and an annual report to any governing bodies represented on the board concerning the operation of the board and the status of planning within its jurisdiction.
 - (5) Prepare, publish and distribute reports, proposed ordinances and proposed resolutions, and other material relating to the activities authorized under this division.

(Code 1973, § 2.26.060)

State Law reference— Similar provisions, MCA 76-1-106.

Sec. 2-317. - Powers and duties as zoning board.

It shall be the duty of the board to recommend the boundaries of the various original districts and appropriate regulations to be enforced therein. Such board shall make a preliminary report and hold public hearings thereon before submitting its final report, and the town council shall not hold its public hearings or take action until it has received the final report of the board.

(Code 1973, § 2.26.070)

State Law reference— Similar provisions, MCA 76-2-307.

Sec. 2-318. - Meetings of the board.

- (a) The board shall fix the time for holding regular meetings, but it shall meet at least once in the months of January, April, July and October.
- (b) Special meetings of the board may be called by the president or by two members upon written request to the secretary. The secretary shall send to all members, at least two days in advance of a special meeting, a written notice fixing the time and place of the meeting. Written notice of a special meeting is not required if the time of the special meeting has been fixed in a regular meeting or if all members are present at the special meeting.

(Code 1973, § 2.26.080)

Sec. 2-319. - Officers.

At its first regular meeting in each year, the board shall elect from its members a president and vice-president. The vice-president shall have authority to act as president of the board during the absence or disability of the president.

(Code 1973, § 2.26.090)

Sec. 2-320. - Offices of the board.

The town shall provide suitable offices for holding the meetings and the preservation of plans, maps, documents and accounts of the planning and zoning board.

(Code 1973, § 2.26.100)

Sec. 2-321. - Quorum.

A majority of members shall constitute a quorum for the transaction of business.

(Code 1973, § 2.26.110)

Secs. 2-322—2-329. - Reserved.



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Brandon E. Dewey
Second Person Submitting the Agenda Item:	James Marble, Police Chief
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	03/28/19
Agenda Topic:	Discussion/decision to replace Police Department tasers
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	03/28/19
Notes:	

Agenda Item: 10b, New Business
Discussion/decision to replace Police Department tasers

Other Council Meetings

Exhibits

A. Quote/Taser Information

This agenda item provides Council with the ability to provide direction to the Town and Police Department regarding Police Department tasers.

Background:

Recently 2 of our 4 tasers were sent in to Axon, the taser provider, for evaluation due to malfunctions. Axon has responded back saying that not only are the tasers out of warranty, but they are not able to be repaired. The Police Chief has researched alternative law enforcement grade products and have found none. The only company that sells tasers for law enforcement is Axon. The Police Chief has one more taser that is experiencing a malfunction and must be taken offline. According to taser, the useful life of a taser is 5 to 6 years, maybe less if extreme weather conditions exist. Since all of the Police Departments tasers are out of warranty, and all are due for replacement, the Police Chief is seeking authorization to purchase 5 new tasers. The one taser that is still fully operation will be kept in reserve should a new taser go down during new taser warranty period. According to the Axon representative, if a taser goes down during the warranty period, it will be replaced free of charge. The Police Chief is requesting authorization to purchase 5 tasers to outfit the two current members of the Police Department. With the new Officer that we will be hiring, there will be a need to outfit this person as well. The two remaining officers, Reserve Officer Capps and Headley, will also be outfitted with the purchase of the 5 new units. In the future if the Town is able to hire more FT positions, the Town will be able to reassign the tasers that are assigned to the reserve officers to the new FT officers. The remaining taser that is still operational could be used by the reserve officers until it needs to be replaced.

Tasers have a 60-month payment program which they prefer that departments use. There is no cost savings to purchase the tasers outright. The 60-month plan would require annual payments of \$1,299 for a period of 5 years with a grand total of \$6,495. There is a clause in the contract that would allow the town to get out of the contract at any point after the first payment as long as the products are returned to taser.

A quote for the tasers along with the warranty information is attached.

Board/Commission Recommendation: Applicable - Not Applicable

Alternative(s): Do not provide direction on the replacement of Police Department tasers

MOTION

I move to:



Axon Enterprise, Inc.
 17800 N 85th St.
 Scottsdale, Arizona 85255
 United States
 Phone: (800) 978-2737

Q-206341-43544.896KW

Issued: 03/20/2019

Quote Expiration: 04/20/2019

Account Number: 301136

Start Date: 03/20/2019

Payment Terms: Net 30

Delivery Method: Fedex - Ground

SHIP TO

James Marble
 Stevensville Police Department - MT
 206 BUCK ST.
 STEVENSVILLE, MT 59870
 US

BILL TO

Stevensville Police Department - MT
 P.O. BOX 30
 STEVENSVILLE, MT 59870
 US

SALES REPRESENTATIVE

Kevin Watson
 Phone: 480-463-2203
 Email: kwatson@axon.com
 Fax: 4804632203

PRIMARY CONTACT

James Marble
 Phone: (406) 777-3011
 Email: james@townofstevensville.com

Year 1

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
85176	TASER 60 YEAR 1 PAYMENT: X2 BASIC	5	345.00	259.80	1,299.00
Hardware					
22002	BLACK X2 CEW, HANDLE	5	0.00	0.00	0.00
22151	25 FT SMART CARTRIDGE, X2	10	0.00	0.00	0.00
22012	TPPM, TACTICAL BATTERY PACK, PINKY EXTENDER, X2/X26P	5	0.00	0.00	0.00
Subtotal					1,299.00
Estimated Shipping					0.00
Estimated Tax					0.00
Total					1,299.00

Year 2

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
85177	TASER 60 YEAR 2 PAYMENT: X2 BASIC	5	345.00	259.80	1,299.00
Subtotal					1,299.00
Estimated Tax					0.00
Total					1,299.00

Year 3

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
85178	TASER 60 YEAR 3 PAYMENT: X2 BASIC	5	345.00	259.80	1,299.00
				Subtotal	1,299.00
				Estimated Tax	0.00
				Total	1,299.00

Year 4

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
85179	TASER 60 YEAR 4 PAYMENT: X2 BASIC	5	345.00	259.80	1,299.00
				Subtotal	1,299.00
				Estimated Tax	0.00
				Total	1,299.00

Year 5

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
85180	TASER 60 YEAR 5 PAYMENT: X2 BASIC	5	345.00	259.80	1,299.00
				Subtotal	1,299.00
				Estimated Tax	0.00
				Total	1,299.00

Grand Total 6,495.00



Discounts (USD)

Quote Expiration: 04/20/2019

List Amount	8,625.00
Discounts	2,130.00
Total	6,495.00

**Total excludes applicable taxes and shipping*

Summary of Payments

Payment	Amount (USD)
Year 1	1,299.00
Year 2	1,299.00
Year 3	1,299.00
Year 4	1,299.00
Year 5	1,299.00
Grand Total	6,495.00

TASER60 Terms and Conditions: This quote contains a purchase under the TASER 60 Plan. If your purchase only includes the TASER 60 Plan, CEWs, and CEW accessories, then this purchase is solely governed by the TASER 60 Terms and Conditions posted at: <https://www.axon.com/legal/sales-terms-and-conditions>, and the terms and conditions of Axon's Master Services and Purchasing Agreement do not apply to this order. You represent that you are lawfully able to enter into contracts and if you are entering into this agreement for an entity, such as the company, municipality, or government agency you work for, you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, do not sign this Quote.

Axon's Sales Terms and Conditions

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature: _____ Date: _____
Name (Print): _____ Title: _____
PO# (Or write N/A): _____

Please sign and email to Kevin Watson at kwatson@axon.com or fax to 4804632203

Thank you for being a valued Axon customer. For your convenience on your next order, please check out our online store buy.axon.com

Quote: Q-206341-43544.896KW

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Axon Enterprise, Inc.'s TASER 60 Terms and Conditions

These TASER 60 Terms and Conditions (**Agreement**) apply to your purchase from Axon Enterprise, Inc. (**Axon**) under the TASER 60 Plan. TASER 60 provides CEW hardware extended warranty coverage, CEW Products, and CEW accessories. TASER 60 only applies to the TASER CEW Product and accessories listed in the Quote.

1. **TASER 60 Term.** TASER 60 Term start date is based upon the shipment date of the hardware covered under TASER 60 (**Start Date**). The TASER 60 Term will end 5 years after the Start Date (**Term**).
2. **Payment Terms.** Axon invoices for the TASER 60 plan on an annual basis. Agency will be invoiced upon the Start Date and then upon the anniversary of the Start Date for the remainder of the Term. Invoices are due to be paid within 30 days of the date of invoice. Invoices are due to be paid within 30 days of the date of invoice. Payment obligations are non-cancelable and fees paid are non-refundable and all amounts payable will be made without setoff, deduction, or withholding.
3. **Taxes.** Unless the Agency provides a valid and correct tax exemption certificate applicable to the purchase and ship-to location, the Agency is responsible for sales and other taxes associated with the order.
4. **Shipping; Title; Risk of Loss; Rejection.** Axon reserves the right to make partial shipments and products may ship from multiple locations. All shipments are E.X.W. via common carrier and title and risk of loss pass to the Agency upon delivery to the common carrier by Axon. The Agency is responsible for all freight charges. Any loss or damage that occurs during shipment is the Agency's responsibility. Shipping dates are estimates only.
5. **Returns.** All sales are final and no refunds or exchanges are allowed, except for warranty returns or as provided by state or federal law.
6. **Hardware Limited Warranty.** Axon warrants that its law enforcement hardware products are free from defects in workmanship and materials for a period of ONE (1) YEAR from the date of receipt. Extended warranties run from the date of purchase of the extended warranty through the balance of the 1-year limited warranty term plus the term of the extended warranty measured after the expiration of the 1-year limited warranty. CEW cartridges and Smart cartridges that are expended are deemed to have operated properly. Axon-Manufactured Accessories are covered under a limited 90-DAY warranty from the date of receipt. Non- Axon manufactured accessories are covered under the manufacturer's warranty. If Axon determines that a valid warranty claim is received within the warranty period, Axon agrees to repair or replace the Product. Axon's sole responsibility under this warranty is to either repair or replace with the same or like Product, at Axon's option.
7. **Warranty Limitations.** The warranties do not apply and Axon will not be responsible for any loss, damage, or other liabilities arising from: (a) damage from failure to follow instructions relating to the Product's use; (b) damage caused by use with non-Axon products or from the use of cartridges, batteries or other parts, components or accessories that are not manufactured or recommended by Axon; (c) damage caused by abuse, misuse, intentional or deliberate damage to the product, or force majeure; (d) damage to a Product or part that has been repaired or modified by persons other than Axon authorized personnel or without the written permission of Axon; or (e) if any Axon serial number has been removed or defaced.

To the extent permitted by law, the warranties and remedies set forth above are exclusive and Axon disclaims all other warranties, remedies, and conditions, whether oral or written, statutory, or implied, as permitted by applicable law. If statutory or implied warranties cannot be lawfully disclaimed, then all such warranties are limited to the duration of the express warranty described above and limited by the other provisions contained in this Agreement.

Axon's cumulative liability to any Party for any loss or damage resulting from any claims, demands, or actions arising out of or relating to any Axon product will not exceed the purchase price paid to Axon for the product or if for services, the amount paid for such services over the prior 12 months preceding the claim. In no event will either Party be liable for any direct, special, indirect, incidental, exemplary, punitive or consequential damages, however caused, whether for breach of warranty, breach of contract, negligence, strict liability, tort or under any other legal theory.

8. **Warranty Returns.** If a valid warranty claim is received by Axon within the warranty period, Axon agrees to repair or replace the Product which Axon determines in its sole discretion to be defective under normal use, as defined in the Product instructions. Axon's sole responsibility under this warranty is to either repair or replace with the same or like Product, at Axon's option. For warranty return and repair procedures, including troubleshooting guides, please go to Axon's website www.axon.com/support.



Axon Enterprise, Inc.'s TASER 60 Terms and Conditions

A replacement product will be new or like new and have the remaining warranty period of the original product or 90 days from the date of replacement or repair, whichever period is longer. Any replacement item becomes Purchaser's property and the replaced item becomes Axon's property.

9. **TASER 60 Warranty Coverage.** TASER 60 includes extended warranty coverage for TASER CEW hardware specifically identified in the Quote and as described in the Hardware Limited Warranty. TASER 60 warranty coverage starts at the beginning of the Term and continues as long as the Agency continues to pay the required annual fees for TASER 60 during the Term. The Agency may not have both an optional extended warranty and TASER 60 on the TASER CEW product.
10. **Spare Product.** For orders of more than 30 units, Axon will provide a predetermined number of Spare Product for the TASER CEW hardware listed in the Quote (**Spare Products**) to keep at the Agency location to replace broken or non-functioning units in order to improve the availability of the units to officers in the field. The Agency must return to Axon, through Axon's RMA process, any broken or non-functioning units for which a Spare Product is utilized, and Axon will repair or replace the non-functioning unit with a replacement product. Axon warrants it will repair or replace the unit which fails to function for any reason not excluded by the warranty coverage, during the Term with the same product or a like product, at Axon's sole option. Within 30 days of the end of the Term, the Agency must return to Axon all Spare Products. The Agency will be invoiced for and are obligated to pay to Axon the MSRP then in effect for all Spare Products not returned to Axon.
11. **Product Warnings.** See our website at www.axon.com for the most current product warnings.
12. **Design Changes.** Axon reserves the right to make changes in the design of any of Axon's products and services without incurring any obligation to notify the Agency or to make the same change to products and services previously purchased. Axon may replace end of life products with the next generation of that product without notifying the Agency.
13. **TASER 60 Termination.** If an invoice for TASER 60 is more than 30 days past due, then Axon may terminate TASER 60. Axon will provide notification that TASER 60 coverage is terminated. Once TASER 60 coverage is terminated for any reason, then:
 - 13.1 TASER 60 coverage will terminate as of the date of termination and no refunds will be given.
 - 13.2 The Agency will be invoiced and obligated to pay for the remainder of the MSRP for TASER 60 Products received before the termination date. In the case of termination for non-appropriations, Axon will not invoice the Agency if the Agency returns the CEW, battery, holster, and unused cartridges to Axon within 30 days of the date of termination.
 - 13.3 The Agency will be responsible for payment of any missed payments due to the termination before being allowed to purchase any future TASER 60 plan.
14. **Excusable Delays.** Axon will use commercially reasonable efforts to deliver all products and services ordered as soon as reasonably practicable. In the event of interruption of any delivery due to causes beyond Axon's reasonable control Axon has the right to delay or terminate the delivery with reasonable notice.
15. **Proprietary Information.** The Agency agrees that Axon has and claims various proprietary rights in the hardware, firmware, software, and the integration of ancillary materials, knowledge, and designs that constitute Axon products and services, and that the Agency will not directly or indirectly cause any proprietary rights to be violated.
16. **Import and Export Compliance.** In connection with this Agreement, each Party will comply with all applicable import, re- import, export, and re-export control laws and regulations.
17. **Assignment.** The Agency may not may assign or otherwise transfer this Agreement without the prior written approval of Axon.
18. **Severability.** This Agreement is contractual and not a mere recital. If any portion of this Agreement is held to be invalid or unenforceable, the remaining portions of this Agreement will remain in full force and effect.
19. **Governing Law; Venue.** The laws of the state where the Agency is physically located, without reference to conflict of law rules, govern this Agreement and any dispute of any sort that might arise between the Parties. The United Nations Convention for the International Sale of Goods does not apply to this Agreement.
20. **Entire Agreement.** This Agreement and the quote provided by Axon, represents the entire agreement between the Parties. This Agreement supersedes all prior or contemporaneous representations, understandings, agreements, or communications between the Parties, whether



written or verbal, regarding the subject matter of this Agreement. No modification or amendment of any portion of this Agreement will be effective unless in writing and signed by the Parties to this Agreement.

TASER Assurance Plan (Purchased with TASER 60 Only) Appendix

If The TASER Assurance Plan or "TAP" has been purchased in addition to the TASER 60 plan, this Appendix will apply to the Agency's purchase. TAP provides Upgrade Models at the end of the TAP Term. TAP only applies to the Axon Product listed in the Quote with the exception of any initial hardware or any software services offered for, by, or through the Evidence.com website. The Agency may not buy more than one TAP for any one covered Product.

- 1 **TAP Term.** The TAP Term start date is based upon the shipment date of the hardware covered under TAP. If the shipment of the hardware occurred in the first half of the month, then the Term starts on the 1st of the following month. If the shipment of the hardware occurred in the second half of the month, then the Term starts on the 15th of the following month. TAP for CEWs is a 5 year term.
- 2 **TAP Upgrade Models.** Any Products replaced within 6 months prior to the scheduled upgrade will be deemed the upgrade. Within 30 days of receiving an upgrade, the Agency must return the original Products to Axon or destroy the Products locally and provide a certificate of destruction to Axon that includes the serial numbers for the destroyed Products. If the Agency does not return the Products to Axon or destroy the Products, Axon will deactivate the serial numbers for the Products received by the Agency.

If the Agency makes all TAP CEW payments, 5 years after the start of the TAP Term, Axon will provide the Agency with a new CEW that is the same Product or a like Product, in the same weapon class (**CEW Upgrade Model**), as well as a battery. The Agency may elect to receive the CEW Upgrade Model anytime in the 5th year of the TAP term as long as the final payment has been made.

- 3 **TAP Termination.** If an invoice for TAP is more than 30 days past due or the Agency defaults on its payments for the Evidence.com Services, then Axon may terminate TAP and all outstanding Product related TAPs. Axon will provide notification that TAP coverage is terminated. Once TAP coverage is terminated for any reason, then:
 - 3.1. TAP coverage will terminate as of the date of termination and no refunds will be given.
 - 3.2. Axon will not and has no obligation to provide the free upgrades.
 - 3.3. The Agency will be responsible for payment of any missed payments due to the termination before being allowed to purchase any future TAP.
 - 3.4. If the Agency received a credit towards the first TAP payment as part of a trade-in promotion, then upon cancellation/termination the Agency will be assessed a \$100 cancellation fee for each covered product.

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