



**Stevensville Town Council Meeting
Agenda for
THURSDAY, MARCH 11, 2021
7:00 PM**

NVPL 208 Main Street

**The Town of Stevensville live streams Town Council and board meetings
on our website at**

<http://www.townofstevensville.com/meetings>

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comments (Public comment from citizens on items that are not on the agenda)
4. Approval of Minutes
 - a. February 11, 2021 Meeting Minutes
 - b. February 25, 2021 Meeting Minutes
5. Approval of Bi-Weekly Claims
 - a. Claims #16582- #16617
6. Administrative Reports
 - a. Airport
 - b. Community Development
 - c. Finance
 - d. Fire Department
 - e. Parks & Recreation
 - f. Police Department
 - g. Public Works
7. Guests
8. Correspondence
9. Public Hearings
10. Unfinished Business
11. New Business
 - a. Discussion/Decision: Consent to the Mayor's Appointment of Elizabeth Hyde as Volunteer Firefighter
 - b. Discussion/Decision: Resolution No. 485, declaring certain property as surplus and authorizing its disposal
 - c. Discussion/Decision: Liquor License Ownership Transfer from Bradley Paulson to TKO Walker LLP, 209 Main Street
 - d. Discussion/Decision: approval, approval with conditions, or denial of preliminary plat for the major subdivision known as Burnt Fork Estates
 - e. Discussion/Decision: Resolution No. 486, Reinstating funding for the water/sewer bill assistance program
12. Executive Report
13. Town Council Comments
14. Board Reports
15. Adjournment

Welcome to Stevensville Town Council Chambers

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

It is essential that we treat each other with respect.

We expect that participants will:

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

We further expect that participants will refrain from disrespectful displays:

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

Guidelines for Public Comment

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

During any council meeting you have two opportunities to comment:

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

Comment made outside of these times may not be allowed.

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

Thank you for observing these guidelines.

File Attachments for Item:

- a. February 11, 2021 Meeting Minutes

Stevensville Town Council Meeting Minutes

THURSDAY, FEBRUARY 11, 2021

1. Call to Order and Roll Call

Mayor Dewey called the meeting to order. Councilmembers Devlin, Ludington, Shourd and Vick were present.

2. Pledge of Allegiance

3. Public Comments (Public comment from citizens on items that are not on the agenda)

No public comment.

4. Approval of Minutes

a. January 14, 2021 Meeting Minutes

Mayor Dewey: introduced the minutes for 01/14/21

Councilmember Devlin: I will make a motion to approve the minutes.

Councilmember Shourd: 2nd that.

Mayor Dewey: it has been moved by Ms. Devlin and 2nd by Mr. Shourd. Council discussion? Public comment? Hearing none Ms. Berthoud please call for the vote.

Councilmember Devlin: aye

Councilmember Ludington: aye

Councilmember Shourd: aye.

Councilmember Vick: aye.

Mayor Dewey: the motion passes unanimously.

5. Approval of Bi-Weekly Claims

a. Claims #16504-#16567

Mayor Dewey: introduced bi-weekly claims.

Councilmember Vick: I will make a motion to approve the claims.

Councilmember Shourd: 2nd that.

Mayor Dewey: it has been moved by Mr. Vick and 2nd by Mr. Shourd. Council discussion?

Councilmember Shourd: the billing question I had a question on is 16533, fourth from the top. Just a clarification on what that expense was.

Mayor Dewey: We have a subscription through Muni Code, the subscription enables to build agendas through our system takes the agenda and compiles it all together and that is how we publish our packet to you folks it helps with our scheduling and all those other pieces.

Councilmember Shourd: thank you.

Mayor Dewey: you are welcome. Any other questions on claims?

Councilmember Ludington: Montana Environmental Community Connection fee, annual connection fee.

Robert: what number again?

Councilmember Ludington: 16536 (unclear audio)

Mayor Dewey: is that \$200.00?

Councilmember Devlin: I hope not.

Robert: (laughing) I know it is an annual one that we do every year let me look. Sorry about that. I know it is the annual fee that we pay for the part of their outreach from the community connection fee that we pay it is two units of \$161 each if you want, I can get more information on it and get back, that would probably be the best to do. They have, we pay these guys a lot and just, I don't know the real detail behind this stuff I know.

Councilmember Ludington: it is probably, I just wanted to know.

Mayor Dewey: does it say from the fiscal year 18/19? Or is that just a carryover from another claim?

Robert: it is a carry over.

Mayor Dewey: so, when it is a reoccurring claim, they will use the reoccurring claim and just make a copy of it and it looks like we change the date. It is not that we are paying an old claim. Any other questions from council? Is there any public comment on the claims? Alright Ms. Berthoud would you please call for the vote.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Shourd: aye.

Councilmember Vick: aye.

Mayor Dewey: thank you, motion passes unanimously.

6. Administrative Reports

a. Airport

Mayor Dewey introduced the airport and gave a report, volunteers are handling the snow plowing (unclear audio) challenges in that regard. We do have challenges at the airport in regards to wildlife crossing the runway and so we are working with law enforcement to address that along with Fish Wildlife and Parks our preference is to get the animal out of the airport unharmed and when that doesn't happen, we sometimes have to resort to dispatching the animal so, we are exhausting all options first of course keeping public safety paramount. We did have an aircraft collide with an animal weekend before last luckily no one was injured of course there was damage to the aircraft we are keeping a close eye on that. We are exploring options, it appears that it could be the animals are crossing the cattle guard based on how it is designed there are some gaps easily just cross there have been some accounts from contractors, in that regard we are exploring some options to maybe upgrade the cattle guard or install some sort of gate system that would allow traffic to flow but would prohibit animals into that space. We are just kind of notifying aircraft operators that there is a risk to landing in our airport we do have a wildlife fence but sometimes it is inadequate. I think otherwise the airport is doing well in terms of operations the only other piece I will bring to your attention is we expect to see an influx of traffic, Hamilton has notified its users that they will close their airport on March 15th they are saying three months are experience with projects is that three months is ambitious we are anticipating an increase flow of traffic because of Hamilton's closure during their project and we will have a significant number of people using our airport instead, fuel operations has already been moved temporarily from Hamilton to our airport so, outside of that I think that hits everything the airport is covering.

b. City Court

Mayor Dewey introduced the city court report, the judge gives a annual report to the town council and she does so in writing and this is included in your town council packet for your information.

c. Community Development

Mayor Dewey: the other change you will see on your agenda is we kind of changed the building department report to community development report. Part of our budgeting process was consolidating building, planning and zoning and our community development, you will see the report in your packet tonight that covers the detail of the building department specifically in terms of what they are doing. Permits on the planning and zoning side I can give you a report there, public hearings, as you are aware, public hearings have been scheduled for Burnt Fork Estates and we will hold a total of two of those hearings and of course you will then dive into the details of that subdivision through your approval process we continue to see increased activity in terms of phone calls and inquires from realtors and perspective buyers developers throughout the community, anytime a piece of property especially in town goes up for sale and has some potential for development the phones usually ring off the hook. And so that is, I will cautiously use the word burdensome, it causes a bog down of regular operations when those kinds of things happen, we are going to initiate a few PR measures to help realtors, so they can better understand our code and how they can utilize the code as a resource instead of calling us with questions, when they can find the answers to. So, we are working on some of that and

address that community development pieces that we are working on continual projection of growth coming our way and the town council can expect some revisions to the plat of Twin Creeks phases 2 and 3 it looks like they are going to maintain the same density, I think they are proposing the same density but may be reconfiguring how that density looks in the subdivision and open up a little more common area than what is already platted for. So, you can expect that to come through and we also have to applications for a zoning change coming up that the town council will eventually get through once the planning and zoning board has a chance to review those. On one of those applications, it has been deemed incomplete, so we are trying to gather more information the other one looks to be complete and brought forth to planning and zoning very soon. That concludes community development, any questions on that rapid fire report.

d. Finance

Robert: a couple of things for tonight we just stated the budget process for FY 21/22 at the very beginning of it with some of the department heads. We submitted round five CARES just last month for a little over 150K, I haven't heard back on that yet. We did get some money from round 4 and should be hitting our bank any day we just got the stuff saying we got our stuff approved for round four. We are also, the airport project talked with Morris Merle and the project will be coming in front of you later on the project went over by 200K, put an amendment into the FAA and it looks like they are going to fund 90% of that, that would leave the town with about 20K that the town, that the airport would owe on top of that we got a 30,000 dollar CARES grant so we are going to put that money towards the airport it should be pretty good in the end, bottom line the airport will still be over by 100K at the end of the year. Cash report right now we are a little under 3.4 million in the bank, we do have some money like the Montana Aeronautics coming in that would cover the 10% would be our cost share for the airport project which is about 170K that should be coming in. Revenues for the year right now, I gave you a sheet there, we are 64 % collected when we get some of that bigger money come in you will see that number go up. Expenditures for the year right now we are at 58% spent on the budget. Any questions?

e. Fire Department

Chief Motley: I am sure my report is in the packet pretty self-explanatory. Chief Motley gave his report in person from the admin report that was provided in the packet for tonight's council meeting.

f. Parks & Recreation

Report was provided in the packet to the council by Bobby Sonsteng.

g. Police Department

Interim Chief Ellington gave his report in person from the admin report that was provided in the packet for tonight's council meeting.

h. Public Works

Mayor Dewey introduced public works report it was provided in the packet for tonight's town council meeting.

7. Guests

None.

8. Correspondence

a. Letter from Stevensville Business Owners

Mayor Dewey read the letter from Stevensville Business Owners; letter was provided in the packet.

b. Letter from Victoria Howell and Joan Prather

Mayor Dewey introduced the letter but do to the length of the letter it was not read but was provided in the packet to the council.

9. Public Hearings

None.

10. Unfinished Business

None.

11. New Business

a. Discussion/Decision: Resolution 484, establishing the written minutes as the official minutes of record for hearings and meetings of the Town Council

Mayor Dewey: introduced new business item (a). This item as an introduction is widely in response to repeated comment, we receive from a citizen there seems to be a lot of confusion around the recordings of our meetings and whether they are designated as the official record of the town council minutes. We have not been able to find any policy in the town's records that states that the audio is the official record. State law does say that you have the ability to designate it if you so choose and doesn't require that you do, and we can't find anything in our recent records where that has been done and designated. With that being said there is a long history dating back into a little bit into the 90's where we did record meetings and we have recorded meetings and we have kept those as permanent records per the retention schedule required by the state. This resolution is not saying that we are going to do away with recorded meetings especially via audio, we will always record those meetings and we will keep those recordings as permanent record, but what this does, what this resolution does is basically clarify for the administration and the clerk which set, is it the recording or is it the written minutes that is the official record. Now when we bring minutes in front of the town council, we ask you to approve the written minutes we never ask you to approve the recording. And those written minutes are stamped, signed, and scanned in and then stuck in our records. Generally speaking, if there is ever an issue where we are subpoenaed or asked for minutes for court proceedings or any other type of litigation rarely do, they ask for the audio they ask for written minutes. If there are questions about the written minutes, then it comes back to the audio. So, we are just kind of clarifying, the written minutes are in fact the official record, it is not our intent to change any procedures we are basically hoping if the council approves Resolution 484 that you are

reinforcing and solidifying the practice today which is your written minutes are the official record of the meeting, we will maintain audio recordings as records for meetings in our official files and on our website. That we want to maintain the written record as the official record. I am happy to answer any questions from the council before adoption.

Councilmember Ludington: what about correspondence, is that kept with the minutes or with the general.

Mayor Dewey: so, we had this conversation today with Jenelle on how we are compiling some of these documents. Practice has been when minutes are approved, they are signed stamped approved. They go into a binder with that entire packet for that meeting so, when you open the binder you would find the agenda for February 11th and then you would find the approved minutes for tonight's meeting and then you would find from that point forward you would find exactly what we published on line in terms of the packet and any additional correspondence or material that may have been handed out during the meeting , so if someone came to the meeting tonight and read aloud a comment and gave us a copy of that we would include that in the permanent file. That's been done, most of our records look that way with the exception of thirty years that burned in a fire, otherwise that is the way everything looks. That is the way we were able to go back and find out who was mayor and who was on council when and it was based on who signed the minutes.

Councilmember Devlin: so, when we get the email with the ZOOM meeting those are included in there as well?

Mayor Dewey: correct. I think that is maybe where some of the confusion maybe came about is that we were getting some very lengthy public comments through email that it would have been prohibited time wise to read those notes in a meeting a lot of the concern that we heard from one individual was that the audio was the record so you are basically diminishing those public comments by not including them in the record, but we state those into record that those exists so if someone was to ever listen they would know they exists and that they should look for them. We have always printed those and included them in the file for the meeting which is why you want to designate the written minutes as the official record so if there was ever a request for a certain meeting or public comment, we know that the official record exists in paper in the permanent file.

Councilmember Shourd: I will make a motion to approve Resolution 484.

Councilmember Devlin: I will 2nd.

Mayor Dewey: it has been moved by Mr. Shourd and 2nd by Ms. Devlin to approve Resolution 484. Any further council discussion?

Councilmember Vick: the only thing that I have to say is that any organization that I have done any business with that has done any thing with Roberts Rule of Order the written minutes has been the final say so, there has never been a question I don't think about that besides the single individual that has made the same statement over and over again.

Mayor Dewey: that is why we type them and put them in front of you for approval so both eyes see them before they are blessed with ink. Further discussion from council? Any public comment?

Leanna Rudabaugh 203 Ravalli Street: gave public comment, problem with this is, this is a public meeting people without computers have no idea what the email said like the planning and zoning they have no idea, if you don't read them no one knows. They can't access what happens here in a written form online because they don't have computers. I think it is 41% of people in Stevensville that are my age, elderly I know how to run a computer I have four neighbors that don't. and you are denying them public participation which in the past we have objected to if you don't include the public all you are is a governing body talking to yourselves. Thank you.

Mayor Dewey: any further public comment? I will just address that for the benefit of the conversation there are people out there citizens who wish to engage in the affairs of the local government it is as simple as coming to town hall and requesting copies of what they need so they can review I guess I don't know how establishing an audio recording as the official minutes of record would help someone who can't operate a computer or doesn't own a computer understanding what happened at the meeting. With that we will go with whatever means to help in fact just statistically we know about 15% of Stevensville's community in the city limits do not have a computer in their home and 10% don't have a smart phone in their home which is relatively low when you think of percentages. So, but it is something that we are looking at we are tracking by quadrants on who interacts with us on the internet none the less anything further from council or public comment? Ms. Berthoud would you please call for the vote.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Shourd: aye.

Councilmember Vick: aye.

Mayor Dewey: the motion passes unanimously.

b. Discussion/Decision: Consent to Mayor's appointment of Steve Kruse as Public Works Director

Mayor Dewey: introduced new business item (b). The cover letter and resume for Steve Kruse was provided in the packet. Mr. Kruse has been kind enough to join us this evening he has been blessed with the privilege and fully baptized with the public works realm with plenty of snow and cold weather. And if that has not scared him off and he still showed up tonight I think we can proceed. His cover letter, resume and supplemental questions and answers are in your packet, just kind of a highlight to the process that we followed in replacing the public works director following the retirement of George Thomas in 2020 we solicited nation wide applications for the public works director position that actually yielded three applications which wasn't as large of a pool as we had hoped but all candidates were qualified in their own ways Mr. Underwood and I conducted the first round of interviews that were quiet lengthy and elaborate and answered a lot of questions that we had about the candidates we interviewed all

three and we were able to narrow down that pool from three to two. From there I invited Mr. Ludington and Ms. Devlin to join me in the second interview, Robert and I frankly came to a pretty split place between the two candidates like I said they both brought strengths to the organization in their own unique ways and it was a very tough decision to weigh the two so we wanted some other influence knowing the council would weigh in on this decision through consent I invited Ms. Devlin and Mr. Ludington based on their experience with the town and the hiring realm so we conducted a second interview that was very successful and in part helped me in my decision to appoint Mr. Kruse as the public works director. Is there anything that you would like to highlight about your experience which maybe isn't already stated?

Steve Kruse: I don't think there is anything else to say, happy to be here, thank you for putting your faith in me one day on the job, interesting day removing snow from the city, very excited about this job and I hope to meet or exceed the expectations and we are excited about being part of the community.

Mayor Dewey: are there any questions from the council for Mr. Kruse?

Councilmember Vick: I was just going to say I was glad that you didn't say he was baptized at the sewer plant.

Councilmember Vick: I will make a motion to approve the appointment.

Councilmember Shourd: I 2nd that.

Mayor Dewey: it has been moved by Mr. Vick and 2nd by Mr. Shourd to approve the appointment of Mr. Kruse as public works director. Council discussion? Public comment?

Leanna Rudabaugh: just a couple it was never recorded what the pay scale was for Mr. Kruse is.

Mayor Dewey: Mr. Kruse is salaried at \$56,900.00.

Leanna Rudabaugh: and what kind of certificate does he have? Anything from where he came from which is another state is not transferable to Montana.

Mayor Dewey: if you are asking about water and wastewater certifications, he does not have the certifications.

Leanna Rudabaugh: doesn't he have to have them?

Mayor Dewey: not as the public works director.

Leanna Rudabaugh: we have one person that is employed for the town currently that has all of the certifications, doesn't he have to be DEQ qualified?

Mayor Dewey: no.

Councilmember Devlin: this is not a time for questions.

Leanna Rudabaugh: so he is handling our water and sewer and he doesn't have any DEQ qualifications?

Mayor Dewey: I will answer once, we have two individuals that are already certified on the plants and we have two more individuals that are in training we are required to have one individual to be certified on the plants. Any further public comment? Hearing none, Ms. Berthoud.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Shourd: aye

Councilmember Vick: aye.

Mayor Dewey: the motion passes unanimously.

c. Discussion/Decision: Vehicle Use Agreement with BVS Inc., providing use of backup ambulance for mobile COVID-19 Testing

Mayor Dewey: introduced new business item (c). this item is more as less conceptual to see how engaged you want the town to be in some sort of endeavor like this, we do have the vehicle available there are some concerns from the fire chief in regard to the reliability and maybe mechanical fitness there may be some things that need to be repaired there are certainly things, Mr. Vick is aware that need to be repaired on the vehicle but aside from the mirrors that he tore off the side there may be some mechanical things as well that aside I wanted to bring this to the councils attention to gage how far down this road do you expect to go if you are interested or not I think that will refer to Mr. Wick he can speak to the testing that he does and some of that background for the councils benefit and some more of the concept of what we are looking at here.

David Wick: I am with VBS Inc. doing virus testing for nearly 20 years VBS has been around working with honeybees for 14 years we have technology that we got from Army labs in Maryland that were designed for protecting the troops in the battlefield from engineered viruses' unknown viruses and we the technology was designed for human protection we adapted it to honeybees, COVID-19 popped up and the bee community sent data out and started to test for COVID-19. We have tested with Charles Rivers Laboratories. 14 years ago, masatona virus which is a corona virus very closely related with sars virus which there are only three of them associated with the corona virus. We are very rapid and inexpensive we are very quick about five minutes it is a saliva test we collect saliva in a test tube dilute it with water put it in a test tube and in five minutes we have results. Right now, I am collecting samples and then driving them back to my lab it would be nicer and quicker and more efficient if I could put it into a vehicle and get an idea what the virus is doing in the community as well as in the county and then through the state. The county commissioners are on board with what we are doing, and they are reported in doing this they wanted me to do this last March that did not come together, but we are here now and I talked to Mayor Dewey and made this proposal and bringing forward and looking for a vehicle, looking for funding or help what ever we can do to get this come together I am a small company working in a big world we can make a difference and test a lot of people and we can do asymptomatic testing my false positive are zero my false negatives are zero bold statement but that is what are records show. PCR has a very high false

positive and false negative we can eliminate that we can eliminate the need for masks we can eliminate the need for social isolation we can go to the school and test the basketball team before they go out and play, we can give them a clean bill of health. If you don't have the virus which h is what we look for then you are not infections, period. We track, would be a big benefit not only to me but to the community and if it needs to be repaired, I will take on the repairs we have people that can do that. Maintenance, the vehicle maintenance, we will repurpose the vehicle which means we will modify it to put in the basic needs for lab equipment in the back of the vehicle, I don't need the cot, but I do need the benches the electrical, places to put compressed air and compressed gas. Any questions that is pretty, 20 years into a couple of minutes.

Councilmember Vick: my question is would the Stevensville Fire Department markings be covered on the vehicle.

David Wick: we will cover that we will mark it with our markings I will change it from BVS to something else so it really don't need people coming to my lad I need people coming to the mobile lab and we will address that to come to the mobile lab.

Councilmember Vick: okay.

Mayor Dewey: just so everyone is clear the proposal is not the Town of Stevensville providing to the community in anyway we are more or less loaning a vehicle to another organization that can provide that service to the community, so the Town of Stevensville is not getting into the testing business today.

David Wick: as I understand the ambulance has not been in use for a while for one or two years?

Mayor Dewey: it is in backup status to our primary ambulance that our fire department operates as a response unit and a backup to Marcus Daly. So, this is the towns backup, backup. It has been some time since it has been run. The expectation of this agreement is that once the term of the agreement runs out the vehicle is returned in substantially the same condition and serviceable as it is today.

David Wick: or better.

Mayor Dewey: or better. Chief do you want to speak to the points before us. Also, if there is an expense it will not be coming out of the fire departments budget, let's just be clear about that.

Chief Motley: the only question that I would have is one I think that it would be a reliable resource to the town to the county provide this type of service, my question would be what would the term be I mean is this for now and forever amen or are we done in two months or in six what would that term look like?

David Wick: I would suggest a term on of it of a year. Time flies when you are having fun and then a year and make it renewable if everyone agrees upon it and in would also put terminated some sort of time frame, 60 days, written notification, I am easy on that all of the vehicle would be returned in the same or better condition than it is in.

Councilmember Devlin: so, when you say backup, backup what are the odds we would need that and will this lead to us having to buy a new backup to backup.

Chief Motley: so, that was kind of my thought as well, I think the agreement can be written such that if our first two ambulances were to go down due to mechanical or for whatever reason we would have some type of a short turnaround to receive that ambulance back so that it can be in service for our needs and poor David would have to find a cart to which to continue until our ambulance would be back up and running. I think we should be able to work that out between the two entities however we would do that. I would agree that I would want some sort of a way to if the town needed that back as an ambulance that we would be able to turn that around in a short amount of time and be back in service and provide that service to the community. I don't know if that is a real stumbler, but it does need to be addressed. My other question is, is there any financial exchange for this use.

Mayor Dewey: the way that it was originally proposed is that in exchange for the use of the vehicle knowing the expenses of that vehicle in exception of the insurance which we are already insuring anyways, would fall on to VBS and Mr. Wick has offered to test our staff on a regular basis at no cost, that is kind of what we came to. you want to speak to the cost of your test and how that balances.

David Wick: the speed of the test is part, allows me to do more samples, the cost of the test is minimal, supplies are disposable throw a ways there are a couple parts that could enter into more expensive but we are talking a cost per test of \$15-\$20 per test versus the \$120-\$200 per test that is currently out there so turning that around I would take on all of the maintenance of the vehicle take care of all of the added liability of the vehicle will not come back to Stevensville, trade off would come back to, not even sure how many people are on staff that we can test but it is pretty much as needed anybody that is there even Mr. Kruse on his first day put him on the group and you guys are all welcome as well. The financial end of it is a low cost for me and low liability for the city it helps get this off the ground and it does serve the community well.

Councilmember Devlin: I just want to follow up with a question that I asked before, is there ever a time when we would need both of the ambulances at the same time? Do we ever need those ambulances at the same time?

Chief Motley: I am sure you could probably come up with a scenario for that would be it would be some type of a mass casualty event of some sort it may be some sort of catastrophic evacuation that would be another time that would come into play we do have Marcus Daly Ambulance service and 3-Mile has ambulance, Florence has ambulance there are several ambulances up and down the valley that we could draw upon with that being said it is very nice to have a backup rig sitting in the hall ready to go. I do also believe that this is a great service to the community and the situation that we are in.

Councilmember Devlin: that is my comment, I don't think that there is a lot of opportunity to be able to give back to our community, we have never gone through a pandemic before everything has been go go go and try to figure it out as we go, I think that it is a nice way to give back to our community.

David Wick: as far as Chief Motley mass casualty events where we need all hands-on deck, it is it would be difficult to get that vehicle back into ambulance mode shorter than a couple days short of removing equipment and then putting it back together, it is just putting a bunch of equipment in there will probably be close to 100,000 dollars' worth of equipment that we will put into it new and used. If there is a need because the primary vehicle goes down in a couple of days, we could have it back up and running.

Chief Motley: the fire department is situated that we would not be out of EMS services we would be with out transport capabilities we have EMS equipment on everything that we own we would still be able to provide service just would not be able to transport.

Councilmember Vick: make a motion to approve the agreement.

Councilmember Devlin: I 2nd that.

Mayor Dewey: it has been moved by Mr. Vick and 2nd by Ms. Devlin to approve the agreement. Council discussion? There are a few details that have been discussed tonight that are not incorporated in the agreement and there are some things in the agreement that probably need to be removed or reworded. Is it council's desire tonight to approve the agreement as a concept with an understanding that the fire chief and I can move forward and finalize an agreement with VBS or would you like us to bring an agreement before you?

Councilmember Vick: you can go ahead and negotiate.

Mayor Dewey: any further council discussion?

Councilmember Ludington: I think that there is a lot of good elements in what you have written so far there are some additional natures that need to be worked.

Mayor Dewey: absolutely, I will be honest I copied this off of the internet. Any further council discussion? Public comment? Hearing none Ms. Berthoud.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Shourd: aye.

Councilmember Vick: aye

Mayor Dewey: motion passes unanimously. We will reword the aspects and work with Mr. Wick and make sure all parties are on the same page. Then you for your indulgence.

12. Executive Report

Mayor Dewey gave his executive report. I will as usual even though we have a little over an hour before we call it I will keep my executive report brief. I told my wife tonight I won't be home earlier than seven and no later than ten. The executive report I am going to turn this into a conversation and get some feedback from you in regard to COVID 19 and the governor's intent

to cancel the mask directive statewide tomorrow. First and for most I think I would like some feedback from the council on how you would like to proceed with town council meetings I think that is step number one in your consideration is how do you want to proceed with council meetings in terms of mask wearing and how you want to legislate that. So, we, I can pause and allow you to answer or if you care to defer and share your thoughts with me later that is okay, I don't want to put you on the spot, but some feedback would be helpful.

Councilmember Ludington: liability is a big issue for me I think that is where we are headed with this to protect each other if we don't show that we are trying to protect each other and our constituents we are liable whatever the governor and the legislation has passed, they will assist us in that, or I think that is a matter of clarification when the time comes as far as that goes.

Councilmember Devlin: this facility requires masks and social distancing are we going to continue in this facility and if we are, we need to keep doing what we are doing.

Mayor Dewey: I haven't consulted with the library my assumption is that they will continue to require masks in their facility and before I start that conversation I wanted to know more or less where your guys' head were, and it is our intent frankly until a bigger facility comes along, we will use this one in perpetuity the library's been agreeable to that in the foreseeable future. We do kind of have a little restraint there in terms of complying with what the library asks of us when using this room and as Mr. Ludington stated in terms of liability if they let us use this room free and clear without having precautions in place you don't want to see any liability out of that either.

Councilmember Devlin: I am thinking back we are losing a mask mandate at the very time that the state is putting in even more regulations so does it I mean who are the specialist in this right. I think that we need to listen to our specialists.

Mayor Dewey: I think there is something to be said to the fact that tomorrow when the mask mandate is lifted across the state or the mask directive, the risk of getting COVID-19 is no less magically because blue pen met paper it is really a matter of legislation and the reduced liability for business' how it is exactly affecting local government I can tell you the town hall meeting with the other cities and towns across the state with the Leagues of Cities and Towns hopefully tomorrow we will see some guidance or clarification on how we are impacted in terms of liability the other piece of it is from my perspective and I will let you continue to answer, liability or otherwise I think we want to do the right thing and keep our community safe. Anything further from council on that.

Councilmember Shourd: I think we should mandate it and follow the CDC guidelines they have directions for us to go.

Mayor Dewey: what I am hearing is that you would like to maintain status quo in terms of our conduct at council meetings and so forth and those protocols are incorporated into our meetings so I think what I will do is just for the sake of discussion bringing it to you next council meeting forward the pieces that were agreed to early on to the in person meetings and have you review those and have you give your official blessing to those first (a) it is demonstrated to the citizens on what we are doing as the council we will continue in that regards. I can tell you

discussing the matter with the staff at town hall it is by my incarnation to continue wearing masks when they enter the facility and we have not been overly pushing by any means on mask wearing in the lobby especially when there is no one else in the lobby but we do ask for folks to be mindful of face coverings when they enter town hall especially when interacting with staff unprotected we rely very heavily on our staff in terms of making sure that they can come to work in a healthy way and stay healthy and maintain that, face coverings are a good line of defense to that. So, I guess more or less status quo at town hall as well. Most of the staff have indicated to me that they are most comfortable with that atmosphere. Okay in think that covers it. I will move onto, I participated in a meeting this afternoon and it was the first one of the year, national league of small cities council you are probably aware that I was appointed to that council earlier in the year there are roughly fifty or so of us on that council from across the nation and represent the communities of fifty thousand or less I think we are one of the smallest cities represented on that council, none the less, just over a dozen of us or tow dozen of us got together on zoom today to address a number of initiatives that the league of cities is pushing forward I kind of wanted to give you a quick over view of some of the things that may impact our organization, one is rules and regulations in terms of lead and water system relationships and the standards of lead in water and those will effect communities of ten thousand or less so, I am planning to send some information that I learned from that and there are some town halls that they are hosting at the national level that I will pass along to the public works department keeping a pulse on those EPA changes and it looks like three years that you have to come into compliance not sure exactly what those changes are but that is for Public Works to nail down and figure out how that is going to affect us. They of course covered a bunch of initiatives that are from the Biden administration, infrastructure is one of those availability for housing the standard initiatives that you see cities and towns chase after those are pretty cookie cutter. One big thing that we covered was the severance package that is coming forward for relief and aid particularly for local governments if you have studied up on the latest proposal that is coming our of the White house and being run through congress is including 350 Billion dollars in aid to states, tribal government municipalities and counties across the nation and about 96 billion of that or 69, 69 excuse me, 69 billion dollars of that is allocated to municipalities specifically for the big municipalities it will go straight over to those metropolitan areas directly to treasury for the smaller municipalities those of us under 500,000 people which is most of us, we will see that aide come to us through the state of Montana if that aide is approved, the difference will be unlike CARES this money comes directly to us from where we see fit, in terms to pandemic response we can use that funding to implement programs to respond to the pandemic or we can use it to offset revenue losses if we see any losses in our revenue budgets namely would be our parks programs where we see a decrease in revenue naturally because people aren't participating in programs and they are herder to put together. If that legislation is successful, I can see opportunities where communities across the nation will benefit from that maybe this community will benefit, the amount of money we receive is based on census data and the latest data so, we will keep you as updated as what we can expect in that regard and I think the biggest concerns from the national level is that the fact, they think that it will sail through the house relatively smoothly the senate is where there are some serious myths that that will be quick. So with that they were eager to see on that funding to come through, there isn't a whole lot I will tell you that we are funding because of the pandemic today

that CARES covered before other than things like our subscriptions and some other technological subscriptions type services that we implemented during that pandemic that are relatively minor impacts to our budget that we can usually go lighter some place else to help compensate for that, but there are also programs that we haven't been able to do that could greatly benefit from some relief money passed down to the town we haven't at all touched on even the testing situation even that was something that we have a hard time participating in because of our resources and this may give us the resources to help in unique ways that even it is two business' that can have an opportunity to utilize that funding then we chose how to use that funding the state is not telling us how to use it so there is a tremendous benefit in terms to CARES. CARES was totally regulated by the state sometimes the state would change their minds on how things would work, so, I think that relatively raps up that piece and the last piece that I will update you on is the chief of police recruitment. We have narrowed down the pool of candidates for that position down to four from an original pool of eleven or twelve I think, and all four candidates are outstanding candidates and bring great value to the organization in fact if we could have four chief of polices' that would make this a whole lot easier we could just quit today I realize that is not a reality so, Robert and I have worked through an interview process and have done interviews and have narrowed it down to four. I have put together and this information, it is probably the first time it has hit anyone's ears, and we will obviously put out a press release to explain it to the citizens and how they can engage. I put together a panel of citizens that will hear presentation from each of the four candidates in a public way so, we have targeted February 24th as a day the panel will get together to hear presentations from the four candidates and will have an opportunity to evaluate those presentations as a panel the public will be invited to participate they can come and ask questions of the candidates that either relate to the presentation that they give, pre assigned topic , or maybe it just relates to something in the community we invite the public to participate in those, there are four it will be a days long process and so I appreciate the volunteers that are willing to help us evaluate that. But what I really want is a public engagement in this discussion, it doesn't happen very often where we get to replace a chief of police it is a rare opportunity and I want to take it seriously and I really want to look through it as thoroughly as we can. I want to give an opportunity; we will go through that process of the second presentation and interview the candidates will also have an opportunity to meet with the existing SPD staff and there will be kind of a facilitated forum there as well so the current staff have an opportunity to meet the candidate and provide me with their feedback and from there, in fact, we are trying to schedule this as such that each of the candidates can the next time council meeting so that and we are necessarily doing so to interview them or anything like that, just so they have an opportunity to see how the community engages and interacts and how we all conduct our business so, we wanted, if they were going to come all this way and visit the community we really wanted to immerse them into what Stevensville is all about and what better place than a town council meeting on a Thursday evening. So, that is where we are in that process and I look forward to hopefully have or bring an appointment before you in March for your consideration or consent rather. Barring any questions, I will move it on to town council comments.

13. Town Council Comments

Councilmember Devlin: so, if you have been on Facebook lately you will notice that a weekend has been chosen for Creamery Picnic so with that said the Civic Club is looking for a lot of volunteers to help with that, they are also looking for board members so, I just want to remind people that we are alive and well, but it just needs some help it just needs some new blood and some new excitement. So, if you are dying to get involved in something that really does give back to our community the Stevensville Civic Club would be a great opportunity.

Mayor Dewey: one more thought on the police chief position, I got a little ways and realized that I left out a step. We will work through that process and when I make the final decision on the appointment that candidate will go in front of the police commission before I bring it in front of the town council for consent and give them a final offer. So, their contingent offer is also contingent on the police commission and then they will go through their process as they usually do with applicants so everything that I just described is right behind the police commission.

Councilmember Vick: I have a couple of things that have been brought up over the past couple of weeks since our last meeting. One is, biggest thing that I got and the Johnson's sent us all a letter and they were concerned about water quality once that is getting into their home some people are starting to notice an odd odor, a guess chemical like odors in their water there is a lot of concern about that and the discoloration of water, I understand that obviously after the meters your pipes are changing the color of the water and that is not the town responsibility but they are concerned about it and they are wondering if there are any resources that if they could bring a cup or a gallon of their own water from their tap to get it tested to see if it is okay. Also two, I have been doing some thinking about the public hearings from the Burnt Fork Estates things I do like the fact that we are going to have a virtual meeting I personally think we should look at adding one more public hearing for in person so that we can insure maximum participation I know the state law says a minimum of two but I think with a project as large as this that we should be looking at we shouldn't just stop at the bare minimum. And finally some people, actually speaking on the letter that people received for the Burnt Fork Estates thing some people noticed a comment in their about the utility program that we just reenacted the collected of the monies for it said on their that the fee was being reduced from a \$1.52 to .40 cents and they were, people were just looking for some clarity on that.

Mayor Dewey: thanks for reminding me on that because that was one thing I meant to put on my executive report. The council reinstated more or less the Utility Assistants Program onto our water bills. Under an abundance of caution and for the sake of process it was advised by the city attorney that we undertake the same process as if we were raising utility rates or adjusting utility rates. You could be argued that we are simply reinstating a fee at a lesser rate than what it was originally set at but often times we spend more money litigating on those types of issues than we do if we simply engage everyone in the process. So, it was advised by him so that is why we need very quickly put those two public hearing together that while you are considering the Burnt Fork Estates public hearing we will also give people an opportunity to give public comment on the Utility Assistance rate, while it is being reinstated it is being reduced from \$1.52 to .40 cents. So, the original \$1.52 was suspended and taken off your bill it is being reinstated and reduced so, yes, it is confusing we are undertaking that process and precautions so that everyone is aware much to our surprise we prematurely put on the water bill that we were going to go ahead and do this and no one noticed we thought the phones would ring and people would scream and no one really noticed which told us that people don't really care that their bill is going to go up .40 cents or that they didn't notice the language at the bottom of the bill and didn't

know they needed an opportunity to make a comment. That is why we are undertaking that process and so to the point A. the public hearing is required just one public hearing in fact there are no state requirements that more than one hearing is required. One public hearing is necessary for both Burnt Fork Estates and for the water rate issue we are going to reschedule, now if the council determines after those hearings that they need additional hearing we will schedule those and you have the opportunity to hold hearings during the town council meetings as well depending on the volume of people you expect at those hearings but you know our intent was to hold the two hearing and then at your town council meetings you would begin to discuss and elaborate on the action for Burnt Fork Estates so, thank you for reminding me on the utility I apologize that I left that out. You were probably puzzled as well when you saw the letter. No more council comments?

14. Board Reports

Mayor Dewey: none, I don't think any other boards have met except for the airport board. It doesn't sound like you were able to make it Tuesday.

Councilmember Vick: I was not made aware of the meeting on Tuesday.

Mayor Dewey: okay we will ensure that you are notified of those, they are generally on the second Tuesday of the month, correct Robert?

Robert: yes.

Mayor Dewey: second Tuesday of the month, Airport Board meeting. If there are no more board reports, we will adjourn and we will meet back up on the 25th of February.

15. Adjournment

APPROVE:

ATTEST:

Brandon E. Dewey, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

b. February 25, 2021 Meeting Minutes

Stevensville Town Council Meeting Minutes

THURSDAY, FEBRUARY 25, 2021

1. Call to Order and Roll Call

Mayor Dewey called the meeting to order. Councilmembers Devlin, Ludington, Shourd and Vick were all present along with Mayor Dewey.

2. Pledge of Allegiance

3. Public Comments (Public comment from citizens on items that are not on the agenda)

Mr. John Munk, public comment. I have been in front of the council twice in my fifty years this is actually my second time in front of the council, I will ask, and I know that you can't answer, but I will leave them with you to think about. What is the plan for water leaks in this town? The sewer lines there are two to three areas that we need to do something with our sewer lines, we have a new subdivision coming in and they are going to be adding to that sewer line? Last month the sewer backed up into my home. Water pressure fluctuates. Last item is an odd thing, snow removal. Great article in the newspaper. I have not seen a snowplow in my neighborhood all year, the article is really good but without action it doesn't work. What is the long-range plan?

4. Approval of Minutes

a. October 22, 2020 Meeting Minutes

b. January 28, 2021 Meeting Minutes

Councilmember Devlin: made a motion to approve minutes.

Councilmember Shourd: 2nd.

Mayor Dewey: it was moved by Ms. Devlin and 2nd by Mr. Shourd. Comments from the council? Public comment? Hearing none, we will do a roll call vote Ms. Berthoud.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Shourd: aye.

Councilmember Vick: aye.

Mayor Dewey: okay, thank you.

5. Approval of Bi-Weekly Claims

a. Claims #16570-#16580

Councilmember Devlin: I will make a motion to approve claims #16570-#16580.

Councilmember Ludington: 2nd that

Mayor Dewey: it has been moved by Ms. Devlin and 2nd by Mr. Ludington. Questions from council? Public Comment?

Councilmember Vick: I have a question I had a citizen ask me about claim #16579 I just want to make sure that it has to do with the annual conference league of cities. Question is did this have to do with your appointment to the board?

Mayor Dewey: yes, to both. I attended the annual conference everything with an elaborate legislation year it is important to attend. There were also some education opportunities for mayors as well. That is an all-virtual event so no travel. Any further council comments or public comments? Hearing none, Ms. Berthoud would you please call for the vote.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Shourd: aye.

Councilmember Vick: aye.

Mayor Dewey: thank you.

6. Administrative Reports

None.

7. Guests

a. Chief of Police Candidates

Mayor Dewey introduced the 4 chief of police candidates to the council. All candidates gave a short introduction to the council and the audience.

Mike Diehl

Steve Dodson

John Ellington

Mac Sosa

8. Correspondence

None.

9. Public Hearings

None.

10. Unfinished Business

None.

11. New Business

a. Discussion/Decision: Location and Future Maintenance of the Stevensville Civic Club's Splash Deck Project

Ms. Joan Prather presented to the council from the civic club, Splash Deck, located in Lewis & Clark Park. Joan is currently the president for the Civic Club a lot of interest was shown from a lot of people and the Splash Deck came up. We think that it will be an added feature to Lewis & Clark Park. Asking the council to give us permission to locate this in the Lewis & Clark Park. We have committed some funds and have already raised funds set aside that we can use for this. The fundraising part will be in the hands of the Stevensville Civic Club and then go through donations and so on. We, in order for us to proceed we need a blessing, and we need to know that it will be okay to proceed on this part.

Mayor Dewey: Joan can you speak to how much funding is needed and how much does the civic club already have raised?

Joan Prather: I will have Victoria speak to the amount of money that we have already raised. The type of funding that we would need basically we are patterned after the Bear Mountain Park and so we have gotten a figure from people that handle it and do these kinds of things, we are going to raise things and donate the equipment part of it would be like \$33,000 and then construction and installation so volunteers and donations and that is \$87,400 it comes to \$120,809.00 there abouts what we would be looking at would be to work with the cities part what we would do is look to you with some possible help from your city maintenance people something like that like we have done in the past when we did the street project, that was the main street, but when we did that it we worked with the city so the value of that was put in which was money we did not have to pay that was awesome. So, participation like that is what we would be looking at and then the funding part we would be responsible for that. This is the drawing of it and we have a location picked out and it is about 1,000-1,200 square feet. We discussed a 1,000-1,200 square feet and that should be adequate, and we also have the area with some shaded area for the table area. And then chairs that would add approximately 200-300 more square feet to the concrete patio and the ADA ramp area which is that area that goes up that will be raised up a little so that kids can go up there and see what is going on and enjoy themselves. The rough area of the park is about 60 feet by 60 feet square boarding the sidewalk that leads into Bear Mountain. So, when you enter that sidewalk off the parking lot that goes into Bea Mountain, to your left is the open area and that is where we would plot to the put that splash deck area. Did I answer anything that you wanted?

Mayor Dewey: you did answer. (unclear audio)

Victoria Howell: to date we have about \$17,000 committed I want to say that is barely touching the surface but the reason that we didn't feel that it was appropriate to start seriously asking for money or funds from people without the approval of the council so, we got some commitments and we actually have the cash in the bank, but we put a stop to it before we go any further. It is

a very popular thing people are wanting to donate people really like the idea of it, it is hot in the summer here, one of the neat things about the splash deck is that it is totally free you don't have to pay to go into the pool and it is very safe for all ages. So, that is where we are at with the funding, we are really looking forward to getting started on the fundraising.

Mayor Dewey: I will turn it to the council for any questions.

Councilmember Vick: I do have a question if you said this is the appropriate time. Joan I could barely hear you when you were talking about the funding sources or what not are you looking for anything monetary from the town for this project.

Joan Prather: as I was explaining and you might not have been able to hear me, is this better for you? With the town participation from the town, number one to give us permission so we can go ahead and start the funding towards this. We have like I said when we did the street scape project the town helped with like some of the removal of the cement and so on, on sidewalks and what not. Which the benefit comes back because those sidewalks were all evened out, it was just all working together and then that was categorized into a financial value. So it provided like a match when we are talking about funds, financially any help that we can get from the city with equipment of what ever you want to donate is entirely up to you of course but participation with us like that would be great and maintenance afterwards in the park we talked to the park board and we have their blessing on it and they think it is very good. So, that then when we are done with it we would give it to the city. Right?

Victoria Howell: Right. We are not asking for any cash. No cash from the town.

Mayor Dewey: unless we offer.

Councilmember Vick: that answered my questions thank you.

Joan Prather: is there anything else? I have some other pictures on the project materials that I think you all received get a chance to look through that and see what that is about. This is a fresh water, what you have seen here, a gal that I have been working with she did not have ready at the time that I had to get it into the town, one that is recycled water, and they say that it is initially it is more expense to put in but then we were looking at it because of the cost of water. And I think we will work together with the park board if there is any decision there on the fresh water it turns on and turns off by itself, kids get wet it spouts and run around for a while and then it shuts off and it is all controlled and it will shut down by certain time and wont be running through the night that type of, it has controlled, cost difference is on the what I looked at appears to be \$24, 041 greater than the fresh water one. I talked to the guys at Florence that have there park there, much smaller, but does get used pretty fair and he said that they just let it drain and it doesn't seem to be much of a problem. But or any problem it is something that we can look forward, but we can't proceed without you letting us put it there. The ideal location.

Councilmember Shourd: that was the question that I had is I was looking through the packet and I didn't see the freshwater circulation system. (unclear audio) it is recycled.

Joan Prather: there is as I mentioned we have gotten them both for the recycled and for the freshwater.

Councilmember Devlin: this idea turned out to be, this is just not something that the civic club came up with, the town had input and there were enough votes that said they wanted to see this in the community.

Joan Prather: right, we did a couple back a while over a year ago we did some posting things were we what would you vote for out of this and there was a splash pad and a couple other things and this came up as one of the main things that they would really like to see happen and economically it is a good thing to for the town it will draw people and of course they will stop and get their ice cream, there are some papers at the end I believe that talks about the economic value and so on. So, because I know I will go clear into Missoula and take my grandson just so he can run and play. I think that it would be a nice addition with our beautiful park and what we already have there with our Bear Mountain.

Mayor Dewey: the project from the administration's perspective was discussed with the park board and our parks director this project would really compliment our pool where our swimming pool doesn't really accommodate people that are under 2 feet in height, and we don't have a zero-entrance swimming pool the shallowest point does have some challenges for some kids that aren't ready to get into the water but want to enjoy water recreation services in the summertime. This is quite a compliment to those children and of course for older children as well that is a piece that is missing in our current aquatics facility there is no zero entry, (unclear audio) largely that is why the parks department and the administration got behind the project and to participate

Councilmember Ludington: what it looks like here you already have an RFP and some quotes.

Joan Prather: what we did was there were RFP's sent out and there is a copy there and that was back in September no one responded, am I correct?

Mayor Dewey: that is correct, there were RFP's locally

Joan Prather: we did not get anything from that and I had been visiting with this Jennifer Heplin and she is with Rain Deck so to look at or to visit with someone who has already done a project like this that she understood, she said that we are very happy to work with communities kind of like this Bear Mountain deal did and you do what you can and then we jump in and they work with you and so on. And I sent her that RFP and didn't know what happened with this COVID thing and didn't hear back from her and didn't get a hold of her so after the fact I asked her for some figures to work with and she did send us this paperwork and certainly part of the benefit would be plumbing supplies would be bought locally anything that we need that we can get locally of course we will then cement and so on. It will benefit economically the valley the initial part of it and so on. So that is how we ended in contract with her.

Vitoria Howell: very specialized.

Councilmember Ludington: it does look very specialized.

Joan Prather: and we have put there was a drawing there with the different things there would be the mushroom thing and different things and it fills up very nicely with the different areas,

one part is for the little kids and they don't like to have an entire bucket of water dumped on them, so these areas are kind of age oriented as well and so those were things that we.

Councilmember Ludington: I would like to make a motion to allow and encourage the city to proceed with this project in Lewis & Clark Park

Councilmember Shourd: 2nd.

Mayor Dewey: it has been moved by Mr. Ludington and 2nd by Mr. Shourd. Council discussion?

Councilmember Shourd: want to thank you, this is great.

Councilmember Vick: I just want to make sure that the motion was to allow approval of the project. Correct?

Mayor Dewey: correct. You are giving your blessing this evening.

Councilmember Vick: okay thank you.

Mayor Dewey: any further council comment?

Councilmember Ludington: yeah, I was just concerned about the water, I understand the costs but trying to be able to do recycled.

Joan Prather: and that is why we looked into that. I do have the information on that if you want after this, we can certainly send that to you the same design but there is a difference there on the recirculation.

Mayor Dewey: I envision just like Bear Mountain and the when the Skate Park went in, taking ownership of those assets (unclear audio) the administration will have to figure out what kind of water use and the kind of features use (unclear audio) we are keeping an eye on that as the water increases. It would be great if all of the water we are losing we could collect and send it to the splash pad. Any public comment on the motion. Hearing none we will go ahead and call for the vote, Ms. Berthoud.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Shourd: aye.

Councilmember Vick: aye.

Mayor Dewey: alright very good, motion passes.

Councilmember Vick: I would like to make a motion to group the next three items together into be one item.

Mayor Dewey: that is okay. So, Councilmember Vick has enquired that we make a motion to combined items b, c, and d of new business into one motion. You want to make a motion Dempsey?

Councilmember Vick: yes. So, moved.

Councilmember Shourd: 2nd

Mayor Dewey: it has been moved by Mr. Vick and 2nd by Mr. Shourd to combined items b, c and d under new business. Any council discussion on combining the items? We will call for the vote, Ms. Berthoud.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Shourd: aye.

Councilmember Vick: aye.

b. Discussion/Decision: Consent to the Mayor's Appointment of Eric Paulsen as Volunteer Firefighter

c. Discussion/Decision: Consent to the Mayor's Appointment of Trevor Frandsen as Volunteer Firefighter

d. Discussion/Decision: Consent to the Mayor's Appointment of Christina Corsa as Volunteer Firefighter

Mayor Dewey: you have in front of you items b, c, and d for consent for Eric Paulsen, Trevor Frandsen and Christina Corsa as volunteer firefighters for the Stevensville Fire Department. Chief Motley works through the hiring process with each of the candidates before you this evening on the fire department side of things it is recommendation that those candidates be considered.

Councilmember Vick: I will make the motion of the mayor's appointment for the three volunteer firefighters.

Councilmember Shourd: 2nd.

Mayor Dewey: It has been moved by Mr. Vick and 2nd by Mr. Shourd. Council discussion? Public comment? Hearing none we will call for the vote, Ms. Berthoud.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Shourd: aye.

Councilmember Vick: aye.

Mayor Dewey: that motion passes.

12. Executive Report

Mayor Dewey: I have already reported on the police department hiring process so I will be working towards digesting the abundance of information that has been given to me over the past 48 hours and

work towards bringing an appointment to the police commission ultimately to the town council you can expect that in the month of March I hope sooner rather than later. Again, I would like to thank the candidates for taking time out of their lives and schedules to venture as they were able to the Stevensville and the Bitterroot Valley and Steve's cooperation to work with us virtually that has been an experience in itself. We are looking forward to the future. Otherwise, I can tell you based on some public comment rather than waiting until the next council meeting to address some items. I can tell you the new public works director Mr. Kruse has hit the ground running and is running fast. He has been very tenacious on addressing leakage he has already been on top with HDR and confirmed that they did a leak detection over the summer a number of leak detections around the city he has found a couple of trouble spots and he is already in the process of nailing down a list of meters that have not been reading we are asking people, we have had a number of meters that have stopped reading or have gone bad, and we haven't been into the homes due to COVID and the germs, he is working with homeowners to address those meters that will help us narrow down any water loss that are meters are missing and then we will work towards that. You will hear more from him I am sure. On a note of the water system, this has come up to me a couple of times about our water wells running 24/7 and the power bill. There was one month were there was an electrical malfunction with our equipment at the well field that combined with the water use due to the structure fire in town that structure fire happened during irrigation times and so our wells ran very strong to refill the reservoir, those things cause us to pump more water. An increase of power that is how it works it runs 24/7 that is how you get water at 2:00 am. The fact that our wells run 24/7, is they are built to do that. Steve is also addressing some issues with snow removal and our snow plan and how that is implemented this snowstorm was our entire public works staff their first snow fall for the public works employees. There were some deficiencies that were addressed in the system and they were covered quiet well, I didn't want to leave some of that unaddressed (unclear audio) that more or less concluded my executive report unless there is anything else from the council, I will pass it along to council comments.

13. Town Council Comments

Councilmember Ludington: when do you think you will hire the police chief?

Mayor Dewey: I think I am going to sleep on it. I don't know I got two days' worth of notes from 12 individuals that all had exposure to the candidates in their own way, I would like to have time to go through those notes and have time to evaluate on presentations and on conversations that I have had with the staff, I have a lot to go through in terms of what other people submitted and their recommendations and their thoughts to narrow this down. I will be honest with you I am not sure that might frighten some of the candidates and it might not I am not sure if I can narrow it down from four to one single candidate, we might have to add a step to the process. That might be addressed through the police commission meeting or some other forums, but I am speaking candidly and I am incredibly proud of this organization and the talent that we recruited for this position before we reconcile the applications for the position we were kind of keeping tabs on what was coming in, Robert and I were a little nervous we thought this was going to be a long recruitment in terms of timing of the applicant pool and we were presently surprised when we approached the dead line we were getting applications with really solid people and we are extremely fortunate to engage with these four and learn more about them and very possibly bring one of them to our community I would like to bring them all home but that is not possible. It isn't going to happen this is a once in a long time process it is not something that we go through very often I will be careful to call it a burden, it wasn't a burden it is a tremendous responsibility

on my shoulders and I want to thank the people that offered their advice and the feed back on the process. Any other questions? You will know when I know. Any other questions?

Councilmember Shourd: I just wanted to say that I got to sit in on the interviews the other day it was an extraordinary experience (unclear audio) I am confident which ever one is picked we are very fortunate good luck mayor.

Councilmember Ludington: I was on the council when Chief Marble was hired and the process that we went through wasn't even close to what you have done, I applaud you for trying to make this as transparent as possible awesome way to go about it (unclear audio) the only other comment that I will make at this point is more community oriented, for those that travel around town there is a big hunk of building missing from the Methodist Church if you have questions or want to know about that please see me outside of this and I would be more than happy to discuss it, it is a pretty exciting for the church. Thank you.

Councilmember Vick: I just wanted to say that I look forward to hopefully be able to be at the public hearing in person with you guys next week. As the council knows and the mayor knows I am currently under quarantine possible COVID exposure I get tested tomorrow morning but since it is the federal government that is testing me, I should find out with in the next year so, but as far as anything else I am okay and I have no needs just let everyone out in the community I am good right now, thank you very much.

Mayor Dewey: thank you Mr. Vick. One last thing back on the police department I have a tremendous amount of gratitude to Jenelle in this process and take this moment to let her shine she didn't even solicit me for it. She has gone above and beyond as soon as possible and so has Robert, but Jenelle has done so much this week in pulling together all of the logistics and it has really rested on her and mines shoulders as the rest of our staff does a remarkable job holding down the fort while I am essentially gone for two days so, they deserve a round of applause and Jenelle and I apricate her through this process. That is all.

Councilmember Devlin: if I might add I guess there is a rumor going around the town that has made it to myself a few times today. We did not pay for these candidates; the town did not pay for these candidates to come here.

Mayor Dewey: we did not. We negotiated for lodging for them I will tell you however that it is not uncommon especially (unclear audio) we were fortunate enough to have connections with local establishments that were able to offer the candidates, but we did not spend any budgeted funds other than we spent \$8.99 at Costco for the cookies for the reception that is all. Any other last council comments, going once going twice.

14. Board Reports

15. Adjournment

APPROVE:

ATTEST:

Brandon E. Dewey, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

a. Claims #16582- #16617

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
16582	March 03/01/21	1436 Maureen M. O'Connor Monthly Compensation		1,500.00 1,500.00			1000 410360	350	101000
16583	71499810 02/20/21	1702 DE Lage Landen Finance Services, Printer lease		55.02 27.51			1000 410360	320	101000
	71499810 02/20/21	Late Fee		27.51*			1000 420410	320	101000
		*** Claim from another period (2/21) ***							
16584	21000876 02/02/21	16 MONTANA ENVIRONMENTAL LAB LLC Sewer Testing		989.60 171.20*			5310 430610	350	101000
	2101306 02/17/21	Sewer Testing		403.00*			5310 430610	350	101000
	2101524 02/18/21	Sewer Testing		171.20*			5310 430610	350	101000
	2101643 02/24/21	Sewer Testing		171.20*			5310 430610	350	101000
	2100525 02/17/21	Water Testing		25.00*			5210 430510	350	101000
	2101307 02/08/21	Water Testing		48.00*			5210 430510	350	101000
		*** Claim from another period (2/21) ***							
16585	Postage Machine Lease	1716 Quadient Leaseing USA, Inc		134.10					
	N8740823 02/20/21	C-Postage Mach Lease		6.69			1000 410360	311	101000
	N8740823 02/20/21	Admin-Postage Mach Lease		20.12			1000 410550	311	101000
	N8740823 02/20/21	PD-Postage Mach Lease		13.41			1000 420100	311	101000
	N8740823 02/20/21	FD Postage Mach Lease		6.71			1000 420410	311	101000
	N8740823 02/20/21	W-Postage Mach Lease		40.23*			5210 430510	311	101000
	N8740823 02/20/21	WW-Postage Mach Lease		40.23			5310 430610	311	101000
	N8740823 02/20/21	A-Postage Mach Lease		6.71			5610 430300	311	101000
		*** Claim from another period (2/21) ***							
16586	1667 Owens Law Firm, PLLC			1,386.32					
	3116 03/02/21	Town Legal Services		418.00			1000 411100	350	101000
	3117 03/02/21	Prosecuting Atty Services		968.32			1000 410364	350	101000
		*** Claim from another period (2/21) ***							
16587	13167 02/22/21	6 Eastside Ace Hardware papertowel holder/garbage can		12.58 12.58			5210 430510	210	101000
		*** Claim from another period (2/21) ***							
16588	E 8 RAVALLI ELECTRIC CO-OP			95.00					
	Feb 21 02/28/21	Airport Utilities - Lights 2/3		63.35			5610 430300	340	101000
	Feb 21 02/28/21	Airport Utilities - Water Pump		31.65			5610 430300	340	101000
		*** Claim from another period (2/21) ***							
16589	1710 Les Schwab			340.97					
	7160042007 02/26/21	2 batteries FD #2011		340.97*			1000 420460	232	101000

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
16590		230 Verizon Wireless	*** Claim from another period (2/21) ****	500.36					
	9873632361	02/18/21 Cell Phone - Mayor		46.70			1000 410200	340	101000
	9873632361	02/18/21 Cell Phone/int - PD		187.65			1000 420100	340	101000
	9873632361	02/18/21 Cell Phone - BD		-1.59			2394 420531	340	101000
	9873632361	02/18/21 Cell Phone - H2O		105.81			5210 430510	340	101000
	9873632361	02/18/21 Cell Phone - Sewer		105.81			5310 430610	340	101000
	9873632361	02/18/21 Cell Phone - Airport		19.45			5610 430300	340	101000
	9873632361	02/18/21 Mobile Internet-FD		20.04*			1000 420410	340	101000
	9873632361	02/18/21 Mobile Internet Ambulance		16.49*			2230 420730	340	101000
16591		53 SUPER 1 FOODS		52.05					
	1185971	02/05/21 Water for testing		52.05*			5210 430540	230	101000
16592		1121 a2z Supply Corp	*** Claim from another period (2/21) ****	941.00					
	0216356	02/16/21 Ballistic Armor Package Alspa		941.00			1000 420100	226	101000
16593		1121 a2z Supply Corp		431.60					
	3021155	03/02/21 40 cal duty ammo		431.60*			1000 420100	227	101000
16594		23 VALLEY DRUG AND VARIETY	*** Claim from another period (2/21) ****	42.05					
	424202	02/03/21 Laminating Parks		2.00			1000 460430	220	101000
	426820	02/16/21 Police Interview supplies		33.48*			1000 420100	210	101000
	427510	02/19/21 1.5 clipboards-W		3.29			5210 430510	210	101000
	427510	02/19/21 1.5 Clipboards S		3.28			5310 430610	210	101000
16595		29 STEVENSVILLE NAPA AUTO PARTS	*** Claim from another period (2/21) ****	28.74					
	606631	02/04/21 Peak De Icer PD		8.50*			1000 420100	232	101000
	608384	02/17/21 Switch Rocker AP		20.24			5610 430300	230	101000
16596		858 MILLER LAW OFFICE, PLLC		450.00					
	1173	03/01/21 Water rights		450.00			5210 430530	352	101000
16597		690 Core & Main LP	*** Claim from another period (1/21) ****	287.03					
	N661166	01/29/21 Mueller Hyd Rep Kit A301 5-1/		287.03			5210 430550	220	101000
16598		690 Core & Main LP	*** Claim from another period (2/21) ****	3,614.70					
	N672888	02/04/21 MM 1" meter Gal 3G UC39		326.69*			5210 430540	230	101000
	N687407	02/04/21 A51 Gal Hydrant Oil		240.21*			5210 430540	230	101000
	N576058	02/18/21 MM 5/8X3/4Meter 3G UC39		3,047.80*			5210 430540	230	101000

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
16599	E	59 BITTER ROOT DISPOSAL		505.75					
	3655218	03/01/21 Court solid waste		5.00*			1000 410360	340	101000
	3655218	03/01/21 H20 Dept TH facility		29.99			5210 430510	340	101000
	3655218	03/01/21 Sewer Dept TH facility		29.99			5310 430610	340	101000
	3655218	03/01/21 PD solid waste		14.99			1000 420100	340	101000
	3655218	03/01/21 TH solid waste		14.99			1000 411201	340	101000
	3655218	03/01/21 BD solid waste		5.00			2394 420531	340	101000
	3655218	03/01/21 Street solid waste		228.26*			1000 430200	340	101000
	3655218	03/01/21 Sewer plant solid waste		76.08			5310 430640	340	101000
	365586	03/01/21 Parks		101.45			1000 460430	340	101000
			*** Claim from another period (12/20)		****				
16600		858 MILLER LAW OFFICE, PLLC		300.00					
	1154	12/01/20 Water Rights		300.00			5210 430530	352	101000
			*** Claim from another period (2/21)		****				
16601		85 CENTURYLINK		114.91					
	Feb 21	02/22/21 WWTP Internet #0185		68.99			5310 430640	340	101000
	Feb 21	02/22/21 H20 Plant Phone #7132		45.92			5210 430540	340	101000
			*** Claim from another period (2/21)		****				
16603		108 BITTERROOT STAR		79.92					
	803	02/10/21 notice p&z meeting		26.64*			2250 411010	330	101000
	803	02/17/21 notice p&z meeting		26.64*			2250 411010	330	101000
	803	02/24/21 notice p&z meeting	1	26.64*			2250 411010	330	101000
			*** Claim from another period (2/21)		****				
16604		33 NORTHWESTERN ENERGY		11,254.42					
	Feb 21	02/15/21 Spec lighting #3		229.22			2430 430263	340	101000
	Feb 21	02/15/21 206 Buck 90% TH Facility		605.36			1000 411201	340	101000
	Feb 21	02/15/21 206 Buck 10% Bldg Dept		67.26			2394 420531	340	101000
	Feb 21	02/15/21 Peterson Add'n lighting		173.45			2420 430263	340	101000
	Feb 21	02/15/21 Dayton Add'n lighting		238.48			2410 430263	340	101000
	Feb 21	02/15/21 Maplewood Cemetery		12.31			1000 430900	340	101000
	Feb 21	02/15/21 Main St seasonal lighting		117.89			1000 430263	340	101000
	Feb 21	02/15/21 Orig Town street lights		213.04			1000 430263	340	101000
	Feb 21	02/15/21 ESH - 5th St. lights		395.02			1000 430263	340	101000
	Feb 21	02/15/21 5th St - Iange Park lights		29.23			1000 430263	340	101000
	Feb 21	02/15/21 Add'l Town lighting		138.58			1000 430263	340	101000
	Feb 21	02/15/21 NW LDS parking lot		0.00			2430 430263	340	101000
	Feb 21	02/15/21 MBF H20 plant		247.03			5210 430540	340	101000
	Feb 21	02/15/21 102 Main St pump #1		110.84			5210 430530	340	101000
	Feb 21	02/15/21 Riverview Cemetery IRR		-12.29			1000 430900	340	101000
	Feb 21	02/15/21 Maplewood Cemetery		-4.89			1000 430900	340	101000
	Feb 21	02/15/21 Sewer lift station W. Central		12.98			5310 430640	340	101000
	Feb 21	02/15/21 Sewer trtmnt plant		4,404.60			5310 430640	340	101000
	Feb 21	02/15/21 Truck garage South		295.13			1000 430100	340	101000
	Feb 21	02/15/21 L&C Yard Light		9.56			1000 460430	340	101000

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	Feb 21	02/15/21 L&C Park Irrigation 5hp IRR	-6.68			1000 460430	340	101000
	Feb 21	02/15/21 L&C Park Parking Lot	5.80			1000 460430	340	101000
	Feb 21	02/15/21 L&C Park Restrooms/Field light	42.62			1000 460430	340	101000
	Feb 21	02/15/21 214 Buck St. - H2O 25%	22.79			5210 430510	340	101000
	Feb 21	02/15/21 214 Buck St. - Sewer 25%	22.79			5310 430610	340	101000
	Feb 21	02/15/21 214 Buck St. - PD 50%	45.58			1000 420100	340	101000
	Feb 21	02/15/21 3rd & Park	11.07			1000 430263	340	101000
	Feb 21	02/15/21 421 Airport Rd - SRE 2/3	95.78			5610 430300	340	101000
	Feb 21	02/15/21 421 Airport Rd - FD 1/3	47.89*			1000 420422	340	101000
	Feb 21	02/15/21 Pool	24.09			1000 460445	340	101000
	Feb 21	02/15/21 MBF Well Field	3,468.82			5210 430530	340	101000
	Feb 21	02/15/21 MBF booster station	111.30			5210 430550	340	101000
	Feb 21	02/15/21 Creamery Park (223 Main)	44.76			1000 460430	340	101000
	Feb 21	02/15/21 102 Main Street D-PD	35.01			1000 420100	340	101000
16605		77 THATCHER COMPANY OF MONTANA	1,260.09					
	352263	03/03/21 3 55 g drum T-Chlor 12.5	646.80			5210 430540	220	101000
	352263	03/03/21 Container Deposit	120.00			5210 430540	220	101000
	352263	03/03/21 Freight Charges and Surcharge	136.61			5210 430540	220	101000
	352263	03/03/21 590 Drum TI-3021 x 1	559.44			5210 430540	220	101000
	352263	03/03/21 Container Deposit	40.00			5210 430540	220	101000
	352217	02/04/21 Container Deposit Refund	-480.00			5210 430540	220	101000
	352217	02/04/21 Container Deposit Freight	237.24			5210 430540	220	101000
16606		1696 First Call Computer Solutions,	2,100.00					
	71817	03/01/21 Admin-Monthly Fee	315.00			1000 410550	356	101000
	71817	03/01/21 PD-Monthly Fee	315.00*			1000 420100	356	101000
	71817	03/01/21 C-Monthly Fee	105.00*			1000 410360	356	101000
	71817	03/01/21 BD-Monthly Fee	105.00			2394 420531	356	101000
	71817	03/01/21 FD-Monthly Fee	105.00			1000 420410	356	101000
	71817	03/01/21 Sewer-Monthly Fee	525.00			5310 430610	356	101000
	71817	03/01/21 Water-Monthly Fee	525.00			5210 430510	356	101000
	71817	03/01/21 Airport-Monthly Fee	105.00*			5610 430300	356	101000
16607		1696 First Call Computer Solutions,	385.78					
	72044	02/28/21 Admin-adapter/cable HDMI	80.28*			1000 410550	220	101000
	71781	02/25/21 Sewer adapter/cable notebook	152.75			5310 430610	220	101000
	71781	02/25/21 Water adapter/cable notebook	152.75			5210 430510	220	101000
		*** Claim from another period (2/21) ****						
16608		34 STEVENSVILLE HARDWARE AND RENTAL	142.22					
	A495184	02/05/21 Gas Can Shop	34.99*			1000 430200	232	101000
	C461992	02/11/21 Keys Town Hall	15.41			1000 410550	210	101000
	A495683	02/11/21 Torch Kit Frozen Locks	9.60*			1000 430200	230	101000
	A495673	02/11/21 Torch kit & striker frozen lo	27.47*			1000 430200	230	101000
	B458396	02/11/21 graphite frozen locks	4.58*			1000 430200	230	101000

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	C461977	02/11/21	1 G WPNM Cover Water plant	43.98*			5210 430540	230	101000
	B458396	02/12/21	Tape Bulk Fastner	6.19*			1000 430200	230	101000
16609			1582 Optical Scientific, Inc.	2,017.51			5610 430300	350	101000
	S421049	02/26/21	AWOS service	250.00			5610 430300	350	101000
	S421049	02/26/21	Travel time	875.00			5610 430300	350	101000
	S421049	02/26/21	Travel Expenses	743.76			5610 430300	350	101000
	S421049	02/26/21	G&A 20%	148.75			5610 430300	350	101000
16610			1778 Duval Ford	43,228.00			4000 420100	940	101000
	New police car	2021	Ford						
	MGA43875	02/22/21	2021 Ford Police Car	43,228.00*			4000 420100	940	101000
16611			228 Norco, Inc.	9.80			1000 430200	231	101000
	FY 18-19		Annual Community Connection Fee	3.27*			5210 430510	220	101000
	31488888	02/28/21	Cylinder Rental Streets	3.27			5310 430610	220	101000
	31488888	02/28/21	Cylinder Rental Water	3.26			1000 420460	232	101000
	31488888	02/28/21	Cylinder Rental Sewer	150.00			1000 420460	232	101000
16612			1766 Eagle Watch Automotive	150.00			1000 420460	232	101000
	1283	03/03/21	repair harness headlamp 05 sub	150.00*			1000 420410	336	101000
16613			1779 All American Trophy, Inc.	191.40			1000 420410	336	101000
	80873	03/03/21	9x12 plaques FD	74.00			1000 420410	336	101000
	80873	03/03/21	Logos FD	20.00			1000 420410	336	101000
	80873	03/03/21	Engraving FD	77.40			1000 420410	336	101000
	80873	03/03/21	Firefighter picture FD	20.00			1000 420410	336	101000
16614			56 HAWKINS, INC.	999.93			5310 430640	220	101000
	4886806	02/25/21	chemicals-Aqua Hawk 7882441 L	999.93*			5610 430300	231	101000
16615			1659 CHS Mountain West CO-OP	180.03			1000 420100	231	101000
	Feb 21	02/16/21	Airport Red Dye Flow	55.13			1000 420100	231	101000
	Feb 21	02/22/21	PD-Fuel	78.58			1000 420460	231	101000
	Feb 21	02/17/21	FD Fuel	46.32			1000 410550	231	101000
16616			852 CENEX FLEETCARD	1,565.89			1000 420100	231	101000
	209659CL	02/28/21	Admin - Fuel	0.00			1000 420100	231	101000
	209659CL	02/28/21	PD - Fuel	622.06			1000 420460	231	101000
	209659CL	02/28/21	FD - Fuel	250.30			1000 430100	231	101000
	209659CL	02/28/21	PW - Fuel	693.53			2230 420730	231	101000
	209659CL	02/28/21	Amulance - Fuel	0.00			5610 430300	231	101000
	209659CL	02/28/21	Airport - Fuel	0.00			1000 410550	556	101000
	209659CL	02/28/21	Finance Charge	0.00*					

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/ Line \$	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
16617		33 NORTHWESTERN ENERGY		1,034.82								
	March 03/02/21	Crksde Mqws Lighting Dist #4 1	248.11				2440		430263	340		101000
	March 03/02/21	Crksde Mqws Lighting Dist #4 2	133.76				2440		430263	340		101000
	March 02/03/21	Water-157 Sewer Works Rd Depot	0.00				5210		430510	340		101000
	March 02/03/21	Sewer-157 Sewer Works Rd Depot	0.00				5310		430610	340		101000
	March 02/03/21	Streets-157 Sewer Works Rd Dep	0.00*				1000		430200	340		101000
	March 03/03/21	Stevensville Cutoff Rd Path	5.86				1000		430263	340		101000
	March 03/03/21	Twin Creeks Dist #5	426.37				2450		430263	340		101000
	March 03/03/21	300 Main St seasonal lighting	5.86				1000		430263	340		101000
	March 02/04/21	Dickerson Park	0.00				1000		460430	340		101000
	March 03/03/21	206 Buck Fire Dept Lighting	214.86				1000		411201	340		101000

of Claims 35 Total: 76,381.59

Total Electronic Claims 2,166.64

Total Non-Electronic Claims 74214.95

Fund/Account	Amount
1000 GENERAL	
101000 Cash - Operating	\$10,694.54
2230 AMBULANCE	
101000 Cash - Operating	\$16.49
2250 PLANNING	
101000 Cash - Operating	\$79.92
2394 BUILDING CODE ENFORCEMENT	
101000 Cash - Operating	\$175.67
2410 DAYTON LIGHTING #1 DISTRICT 55	
101000 Cash - Operating	\$238.48
2420 PETERSON ADDN LIGHTING #2 DISTRICT 80	
101000 Cash - Operating	\$173.45
2430 GEO SMITH LIGHTING #3 DISTRICT 76	
101000 Cash - Operating	\$229.22
2440 CREEKSIDE LIGHTING #4 DISTRICT 77	
101000 Cash - Operating	\$381.87
2450 TWIN CREEKS LIGHTING #5 DISTRICT	
101000 Cash - Operating	\$426.37
4000 CAPITAL IMPROVEMENTS	
101000 Cash - Operating	\$43,228.00
5210 WATER	
101000 Cash - Operating	\$10,960.47
5310 SEWER	
101000 Cash - Operating	\$7,362.29
5610 AIRPORT	
101000 Cash - Operating	\$2,414.82
Total:	\$76,381.59

ORDERED that the Town Treasurer draw a check/warrant on the Town of Stevensville.

Council _____ Council

Council _____ Council

Mayor

Date Approved _____

File Attachments for Item:

a. Airport

TOWN OF STEVENSVILLE AIRPORT ACTIVITY REPORT

February 2021

MONTHLY REPORT:

During the month of March, I met with Troy Hunter with Choice Aviation out of Hamilton regarding the upcoming closure of the Hamilton Airport. Hamilton will be formally closing on the 4th of April. To prepare, Choice Aviation will be remobilizing their operations to the Stevensville airport the week prior to the closure. Stevensville airport will be leasing the ramp and tiedown areas on the East ramp to accommodate the needs for their operations. All transient traffic will utilize this ramp and all RON aircraft will be positioned on the East ramp with overflow traffic positioned on the West ramp. This will not cause any hazards or impediments to airport-based tenants.

During their stay they will have one line service personnel staffed at the airport Monday-Fridays from 8am-5pm. They will also be positioning one Avgas truck and one Jet truck on the West ramp to continue fueling operations. Choice Aviation has agreed to a \$0.06 flowage fee for all fuel sold through both jet and avgas trucks in addition to self-serve.

The self-serve tank on the field is open and work is currently being done to upgrade placarding, add additional signage, and change out annual filters in addition to other general maintenance items.

Choice Aviation has also agreed to record all transient aircraft N# information in order for the airport to collect fees.

The town has also leased an office space on the airport to enable the airport manager to be on the field giving both airport users and transient visitors a point of contact on field.

File Attachments for Item:

b. Community Development

MONTHLY REPORT

Building Department

February 2021

<u>Permits Issued</u>	<u>Fees Collected</u>
<u>Building</u> (2 permits)	
1. NSFR	\$1404.00
2. New Commercial Building	\$0
3. Renovation/Remodel	\$95.00
4. Demo	\$0
<u>Electrical</u> (1 permits)	
1. NSFR	\$0
2. New Commercial Building	\$0
3. Renovation/Remodel	\$684.00
4. Demo	\$0
<u>Mechanical</u> (2 permits)	
1. NSFR	\$0
2. New Commercial Building	\$0
3. Renovation/Remodel	\$152.50
4. Demo	\$0
<u>Plumbing</u> (1 permits)	
1. NSFR	\$133.00
2. New Commercial Building	\$0
3. Renovation/Remodel	\$0
4. Demo	\$0
Total permits issued: 6	Total fees collected: \$2,468.50
<u>Activities</u>	
1. Inspections and consultations.	
2. Active clearing or archiving old and expired permits, depending on age of activity.	
3. Implement uniform strategies to increase records retention and accessibility thereof.	
<u>Items of Interest</u>	
1. Continued exploration of best ways to universally digitize records and day to day functions to be accessible across pertinent staff for greater efficiency.	

Prepared by Tim Netzley, Building Official

File Attachments for Item:

d. Fire Department



STEVENSVILLE FIRE DEPARTMENT

206 BUCK STREET

Activity Report – February 2021

Calls for the Month of February: 59

Calls for Stevensville Town: 17

Calls for Stevensville Rural: 42

Mutual Aid: 0

Medical Response: 51

Fire Calls: 3

Motor Vehicle Crash: 5

Total Calls: 59

Calls for the Year to Date: 115

Calls for Stevensville Town: 37

Calls for Stevensville Rural: 78

Mutual Aid: 0

Medical Response: 96

Fire Calls: 4

Motor Vehicle Crash: 15

Total Calls: 115

File Attachments for Item:

f. Police Department

TOWN OF STEVENSVILLE POLICE DEPARTMENT ACTIVITY REPORT

March 3rd, 2021

MONTHLY REPORT:

During the month of February, SPD Officers stepped up efforts in traffic enforcement, as well as answering all CFS's assigned to them while on duty.

The second 2021 Ford Interceptor Utility was picked up and is now in patrol service.

During the month of February, SPD Officers successfully completed additional firearms training, with the training goal focusing on high stress interactions / situations and discretionary shooting.

PROACTIVE POLICING & CALLS FOR SERVICE:

PERSONNEL WORKLOAD	MONTH OF JANUARY	MONTH OF February	YEAR TO DATE
<i>PATROL</i>			
Calls for service	54	48	102
Traffic Citations	3	7	10
Traffic Warnings	22	39	61
Arrests / NTA	2	3	5
<i>INVESTIGATIONS</i>			
Robbery / Homicide	0	0	0
Assaults / Sex Crimes	2	1	3
Burglary / Theft	2	2	4
Fraud	2	0	2
Suspicious Incident	6	4	10
Disturbance/PFMA	2	6	8
SPD AGENCY ASSISTS			
Ravalli County S.O	4	1	5

SPD Agency Assists has been added to the above to educate / inform how many times SPD units have provided assistance to County or to other law enforcement agencies.

Agency assistance can range from merely backing up Deputies on traffic stops to assisting them in Calls for Service and or per Mutual aid requests.

File Attachments for Item:

g. Public Works

TOWN OF STEVENSVILLE PUBLIC WORKS ACTIVITY REPORT February 2021

UTILITIES REPORT

Water Production

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Produced</i>	15390000	17,021,000

- 💧 Monthly and weekly reports to the state
- 💧 Monthly Meter Readings
- 💧 Well #5 off at this time
- 💧 Unread Meters: 48
 - Replaced 5 meters
- 💧 Jetted 1 sewer lines
- 💧 Researched 3 sewer problems, All 3 on resident side of Mains

Waste Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Treated</i>	5,369,000	7,344,000

- 💧 State Reports and EPA, weekly samples taken
- 💧 Press
 - Pressing an average of 6,000 gallons per day, up from 3,000 gallons per day
 - Polymer picked up in Phillipsburg, press back on line

OTHER

- 💧 Removed large tree that snapped due to snow affecting 2 properties
- 💧 Prioritized non reading water meter project, due to the fact that most of them are inside dwellings and businesses, appointments being made, goal is to be done 2nd week of March
- 💧 Dustin cleared up an unneeded testing protocol with DEQ resulting in \$200/month savings
- 💧 Faulty DO probes at digester switched resulting in decreased blower use and extending service life
- 💧 Met with consulting engineers, HDR regarding putting Water System on Skada software, allowing for remote trouble shooting and reducing call outs, and associated labor and OT
- 💧 Jared passed CDL written test and acquired Permit
- 💧 Implemented Maintenance Performed Documentation Protocol, important risk management asset
- 💧 Implemented Fleet Management Protocols and readying summer equipment

- Installed security lock at Reservoir
- Snow removal, 30 tons of sand applied, new smaller plow blade estimated to reduce plowing time by 40%
- Inspected all storm drain dry wells on Smith St. based on resident call, found them basically full of sediment and nonfunctioning, will clean out after thaw and assess their functionality. There are several in town that have been determined to need replacement.
- Trained staff on Town Personnel Policies, SDS, PPE and confined space. SDS books are in the process of being updated.
- Glenn Bies is currently on medical leave
- Public Works Director hired

File Attachments for Item:

a. Discussion/Decision: Consent to the Mayor's Appointment of Elizabeth Hyde as Volunteer Firefighter



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:	3/11/2021
Agenda Topic:	Discussion/Decision: Consent to the Mayor's Appointment of Elizabeth Hyde as Volunteer Firefighter
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	3/11/2021
Notes:	

Agenda Item: Discussion/Decision: Consent to the Mayor's Appointment of Elizabeth Hyde as Volunteer Firefighter

Other Council Meetings

Exhibits

This agenda item provides Council with the ability to consent to the Mayor's appointment of a new volunteer firefighter.

Background:

Fire Chief Jeff Motley has recommended the appointment of Elizabeth "Libbi" Hyde to the Stevensville Fire Department as a volunteer firefighter.

Mrs. Hyde has successfully completed all necessary steps of the hiring process for volunteers.

Mayor Dewey agrees with Chief Motley's recommendation and recommends the Town Council consent to his appointment.

Board/Commission Recommendation: Applicable - Not Applicable

Alternative(s): Do not consent to the appointment.

MOTION

I move to: Consent to the Mayor's appointment of Elizabeth Hyde as Volunteer Firefighter.

File Attachments for Item:

b. Discussion/Decision: Resolution No. 485, declaring certain property as surplus and authorizing its disposal



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:	Jenelle Berthoud
Second Person Submitting the Agenda Item:	
Submitter Title:	Staff
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	3/11/2021
Agenda Topic:	Discussion/Decision: Resolution No. 485, declaring certain property as surplus and authorizing its disposal
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	3/11/2021
Notes:	

Agenda Item: Discussion/Decision: Resolution No. 485, A Resolution Declaring Certain Property as Surplus and Authorizing its Disposal

Other Council Meetings

Exhibits

a. Resolution 485

This agenda item provides Council with the ability to declare property as surplus and authorize its disposal.

Background:

Periodically the Town has property and equipment that it no longer needs or has become worn out or obsolete. Section 7-8-4201 MCA allows the Town to dispose of the property by sale, donation, destruction or lease.

Board/Commission Recommendation: Applicable - Not Applicable

Alternative(s): Do not adopt Resolution No. 485

MOTION

I move to: Approve Resolution 485, Declaring Certain Property as Surplus and Authorizing its Disposition.

RESOLUTION NO. 485

A RESOLUTION OF THE STEVENSVILLE TOWN COUNCIL DECLARING CERTAIN TOWN PROPERTY AS SURPLUS AND AUTHORIZING ITS DISPOSAL

WHEREAS, the following items of Town owned property have served their useful life for the Town of Stevensville purposes and needs and are no longer being used or operated by the Town; and,

WHEREAS, the Town does not anticipate using or operating said property at any time in the future; and,

WHEREAS, Montana Code Annotated 7-8-4201 authorizes the Town Council to sell, dispose of, donate, or lease any property belonging to the Town; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF STEVENSVILLE, MONTANA, that the following property is approved for sale, lease, transfer or disposal:

NEC SV8100 Telephone System
Miscellaneous Electronics (keyboards, small printers, routers, etc.)

AND BE IT FURTHER RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF STEVENSVILLE, MONTANA, that if any property is sold to other than a county or political subdivision, bids will be taken pursuant to 7-5-4307 MCA;

AND BE IT FURTHER RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF STEVENSVILLE, MONTANA, that if any property is sold or transferred to a county or political subdivision, the sale or transfer shall be subject to provisions of Section 7-8-101 MCA.

PASSED AND ADOPTED by the Town Council of the Town of Stevensville, Montana, this 11th day of March, 2021.

Approved:

Attest:

Brandon E. Dewey, Mayor

Jenelle Berthoud, Town Clerk

File Attachments for Item:

c. Discussion/Decision: Liquor License Ownership Transfer from Bradley Paulson to TKO Walker LLP, 209 Main Street



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:	3/11/2021
Agenda Topic:	Discussion/Decision: Liquor License Ownership Transfer from Bradley Paulson to TKO Walker LLP, 209 Main Street
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	3/11/2021
Notes:	



**TOWN COUNCIL
Agenda Communication**

**Regular Meeting
March 11, 2021**

Agenda Item: Discussion/Decision: Liquor License Ownership Transfer from Bradley Paulson to TKO Walker LLP, 209 Main Street

Other Council Meetings

Exhibits a. Liquor License Application

This agenda item provides Council with the ability to approve the transfer of an all-beverage liquor license at 209 Main Street.

Background:

Stevensville Municipal Code requires that the transfer of a liquor license from one owner to another be approved by the Town Council. TKO Walker has applied for the transfer of the liquor license associated with the High-Country Club located at 209 Main Street.

The State of Montana Department of Revenue has approved the license transfer.

All liquor license fees associated with the transfer have been paid. The 2021 business license fee for TKO Walker has not been paid as of packet publication.

Board/Commission Recommendation: Applicable - Not Applicable

Alternative(s): Do not approve the transfer.

MOTION

I move to: Approve the Liquor License Ownership Transfer from Bradley Paulson to TKO Walker LLP, at 209 Main Street.



APPLICATION FOR TOWN OF STEVENSVILLE BUSINESS LICENSE

2021

Please Complete Application and Mail or Deliver with Payment to:

Town of Stevensville - Town Clerk
 PO Box 30
 Stevensville, MT 59870-0030

Phone: (406) 777-5271 ext. 102
 Email: clerk@townofstevensville.com
 Fax: (406) 777-4284

PLEASE PRINT INFORMATION LEGIBLY AND COMPLETE ALL SECTIONS. PLEASE KEEP A COPY FOR YOUR RECORDS. Your license may require you to submit proof of certification and/or permit with your payment. Application for a business license shall be accompanied by the non-refundable business license fee, in the initial amount of (see fee schedule) for each business. Separate licenses shall be obtained for each branch establishment or separate location of a business. A business license shall be obtained for every business covered in Stevensville Town Code Chapter 12.2.12-19.

Start Date: 2-19-21 (Required)

A BUSINESS LICENSE IS REQUIRED ONLY IF BUSINESS IS OPERATING WITHIN THE TOWN LIMITS (Sec 12-22)

Business license fees are not pro-rated and need to be renewed each year, regardless of the issue date

Reason for Applying

New Business Location Change Ownership Change Name Change (No fees) Renewal

Type of License:

- Contractor License Expires December 31 every year (\$50.00)
- Home Based License Expires December 31 every year (\$50.00)
- Commercial License Expires December 31 every year (\$50.00) (Non-Profit Exempt)
- Choose Type: Retail/Wholesale Office Restaurant/Food Service Industrial Other or Non-Profit
- Previous Use of Building (required) _____
- Liquor License Expires December 31 every year (Sec 12-81 through 12-86)
- Choose Type: Off-premises consumption (\$100) On-premises consumption (\$150) All-beverage license (\$250)
- Previous Use of Building(required) _____
- Fire Suppression Permit Expires December 31 every year (\$250.00)
- For businesses/buildings with fire suppression systems connected to Town water
- Airport Business Expires June 30 every year (\$250.00) (Sec 3-36)
- Itinerate/Transient Expires December 31 every year (\$50.00) (Sec 12-116 through 12-146)

Total: \$ 250.00

Section 1. Business Information

Business Name (Legal Name) <u>TKO-Walker LLP</u>	Doing as Name (DBA Name) if different from legal name <u>High Country Club</u>
Physical Address of Business <u>209 Main Street</u>	
City <u>STEVENSVILLE</u>	State <u>MT</u> Zip <u>59870</u>
Business Phone <u>(406) 360-2363</u>	Federal ID # <u>85-1505727</u>
E-mail Address <u>highcountryclub406@gmail.com</u>	Cell Phone <u>(406) 360-2363</u>
24 hour Emergency Contact Name and Phone _____	

Section 2. Mailing Address

If Different from Section 1 (above) enter Business Name, Owner Name or Care-of Name
342 Pine Hollow Road

Mailing Address

City <u>Stevensville</u>	State <u>MT</u>	Zip <u>59870</u>
--------------------------	-----------------	------------------

Section 3. Business Type and Premises Status

Describe the Nature of the Business <u>Bar / Casino</u>		FTEs _____
Do you own your Business Location? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Landlord Name & Address: <u>Dmild-Walker LLP</u>	Landlord Phone # <u>342 Pine Hollow Rd. Stevensville, MT 59870 (406) 1</u>

Liquor License Additional Information

I, TKO-Walker LLP, hereby make application for a Beer, Wine, Beer & Wine, or All Beverage License to conduct the business of selling beer, wine, beer & wine or all beverages at retail in the Town of Stevensville, Montana.

Said business to be conducted under the trade name of High Country Club

Previous owner (if applicable): _____

Present owner: Bradley D. Paulson Location: 209 Main Street, Stevensville, MT 59870

I hereby further certify that application is made by me as an agent or principal. I hereby further certify that this application is made by me for and on behalf of (Fraternal Order or Club) _____

I hereby further certify this application is made by me as a partner of the partnership composed of TKO-Walker LLP

I hereby further certify this application made by me as one of the principals in the corporation of _____

I reside at 342 Pine Hollow Rd. and have been a resident and a citizen of the State of Montana for 47 years.

That during the past year Bradley D. Paulson has been the owner and holder of State Liquor License Number 13-870-654-001 and the State Liquor Control Board has acquiesced to the transfer of said license and is now in our name.

I have applied for License Number 13-870-654-001 and the State Liquor Control Board has acquiesced said license and is now in our name.

I further agree to abide by all Town Ordinances and Laws of the State of Montana; otherwise my license may be revoked.

Signature: Tonia K. Omlid Date: 2-19-21

Fire Suppression Additional Information

REQUIRED FOR ALL APPLICANTS

This information to be provided by the applicant for ALL owners and will be kept confidential. The information will be provided to the Town of Stevensville Police and Fire Departments for contact in case of emergency.

Owner(s): Cory Walker & Tonia Omlid

Telephone #: (406) 360-2363 (406) 381-0725

Key Holder(s): _____

Telephone #: _____

Other Emergency Contact(s): _____

Telephone #: _____

Specific notes/instructions for emergency services (List all hazardous materials and their locations):

All areas of the application and accompanying forms must be completed in full, and the Sworn Statement below must be acknowledged.

By signing below, I am certifying under penalty of perjury that I have provided complete and accurate information on this application and I have not violated and am in compliance with the Stevensville Town Code, Stevensville Development Code and I do not owe the Town any delinquent fees payable to the Town pursuant to Stevensville Town Code unless I have entered into a written payment agreement approved by the Town relating to payment of any and all outstanding obligations and I am current making any and all payments required under the terms of such an agreement. I understand issuance of a business license does not permit business operations unless business is properly zoned, has obtained proper building permits, occupancy certification and/or is in compliance with all applicable laws/rules. By signing this application, I understand that the completion and submission of this form does not guarantee the approval or subsequent issuance of a license to do business. I understand the Town may need to request additional information from me concerning my application and hereby mutually agree that the Town is allowed to submit supplemental requests for additional information if deemed necessary.

Business Owner's Signature Tonia K. Omlid

Title Owners

Printed Name Tonia K. Omlid Cory B Walker

Date 2-19-21

Stevensville Fire Department

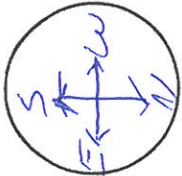
Commercial Fire Safety Self-Survey	Address: <u>209 Main Street, Stevensville, MT 59870</u>
	Business Name: <u>TKO-Walker LLP DBA High Country Club</u>
	Employee completing survey: <u>Tonia Dmlid, Cory Walker</u> Date: <u>2-19-21</u>

The Stevensville Fire Department provides this document as a courtesy to assist you with identifying routine fire safety issues within commercial facilities. These surveys improve safety by eliminating basic fire hazards, educating employees on potential hazards, and help to ensure a safe and livable community. This form is intended to assist you with general compliance items in your building - the list may not be all inclusive as requirements change based on occupancy type, use, and size. The list below is intended to act as a guide to help you begin promoting fire safety within your facility.

	N/A	YES	NO
A. MEANS OF EGRESS			
1 Exit doors are easily accessible and unobstructed. The door opens easily and to the full open position.		✓	
2 Exit doors unlatch with a single operation so that anyone in the building can exit without delay.		✓	
3 Fire doors are maintained in the closed position or are self closing. Fire doors are unobstructed and will fully close.		✓	
4 Exit walkways are clear of stock, storage, or items that restrict exit width. A walkway at least 44" wide is provided.		✓	
5 Stairwells (stairs, landing, areas under landing) are clear of storage. Continuous lighting provided in stairwell.	✓		
6 The emergency exit path is marked by exit signs so it is easily identifiable to employees and the public.		✓	
7 Exit signs and emergency lights are unobstructed and operable under normal and emergency power.		✓	
B. FIRE PROTECTION			
1 Fire extinguishers: Size 2A:10B:C min., service tag or new tag within 1 year, mounted to wall <5' high, accessible		✓	
2 Fire sprinkler and/or standpipes have been serviced by a licensed fire protection contractor within the last year.	✓		
3 Fire sprinkler valves are clearly labeled (indicating the area served) and locked open or monitored by the fire alarm.	✓		
4 The fire department connection feeding the fire sprinkler or standpipe is easily accessible and labeled.	✓		
5 Stock, storage, displays, etc is 18" below fire sprinklers, 2' below ceiling in non-sprinkled areas, no higher than 12'.	✓		
6 Standpipe connections are accessible, protective caps are in place and are only hand-tight.	✓		
7 Kitchen hood, paint booth, or specialize extinguishing systems have been serviced within the last 6 months.	✓		
8 Kitchen hood, paint booth, or other hood exhaust systems are maintained clean and are operating (running).	✓		
9 Fire alarm system has been serviced by a licensed fire alarm contractor within the last year.	✓		
10 Fire alarm devices such as pull stations, audio or visual alarms, or other devices are unobstructed and visible.	✓		
C. HEATING SYSTEM			
1 Fuel burning appliances that are vented to the outside have the vent in place which is free of breaks or holes.	✓		
2 Appliance and/or equipment covers are in place and secured to the appliance or equipment.	✓		
3 Spacing of not less than 36" is maintained between combustibles (anything that will burn) and heating systems.			✓
D. ELECTRICAL			
1 Extension cords are only used on a temporary basis, only for portable items, never in place of permanent wiring.		✓	
2 Breaker box does not have any open slots or circuits, circuits are clearly labeled, breaker cover(s) remain closed.		✓	
3 All electrical junction box covers, outlet covers, and switch plates are secured in place.		✓	
4 Clearance is maintained around the electrical panel at all times (minimum: 30" wide x 36" deep x 78" high)		✓	
E. GENERAL			
1 Storage, stock, supplies, etc. are maintained in an orderly manner and not excessive to present a fire or safety hazard.		✓	
2 Flammable liquid is stored in approved metal safety cans and limited to 10 gallons unless otherwise approved.	✓		
3 A MSDS (Material Safety Data Sheet) is on site for all chemicals, the documents are posted and easily accessible.	✓		
4 The property street address & suite identification are posted in not less than 4" tall numbers and/or letters.		✓	
5 If the property has a knox box for fire department entry: has the fire department been notified of any key changes?	✓		
6 Fire Safety & Fire Evacuation plans prepared for review for all Assembly, Educational, and Institutional facilities		✓	
F. REPORTS			
Inspection reports for the following systems must be maintained on site and available for review: Fire Sprinkler Systems, Standpipe Systems, Fire Pumps, Fire Alarms, Hood Suppression, Other Suppression, and Emergency Power Systems.	✓		
OTHER			
< The facility Business License Certificate of Occupancy and the current business license are posted within public view near the primary designated entry. Typically, these documents should be posted within 15' of the primary entry and easily visible.			
< Secondary exit doors are labeled from the exterior with the business name and/or suite identifier. This greatly improves fire department access into the facility, especially in strip mall situations with multiple doors.			
< Employees have been trained on the facility emergency plan and training has been documented.			
< Managers should routinely survey all exit routes to ensure the exits and exit routes are unobstructed, the walking path does not present any hazards such as trip or fall hazards, and any needed stairs, guardrails, or handrails are in good repair.			

PLEASE NOTE WHERE ELECTRICAL EQUIPMENT AND GAS APPLIANCES ARE LOCATED IN YOUR FACILITY ON THE PROVIDED MAP. (Reverse)

Direction



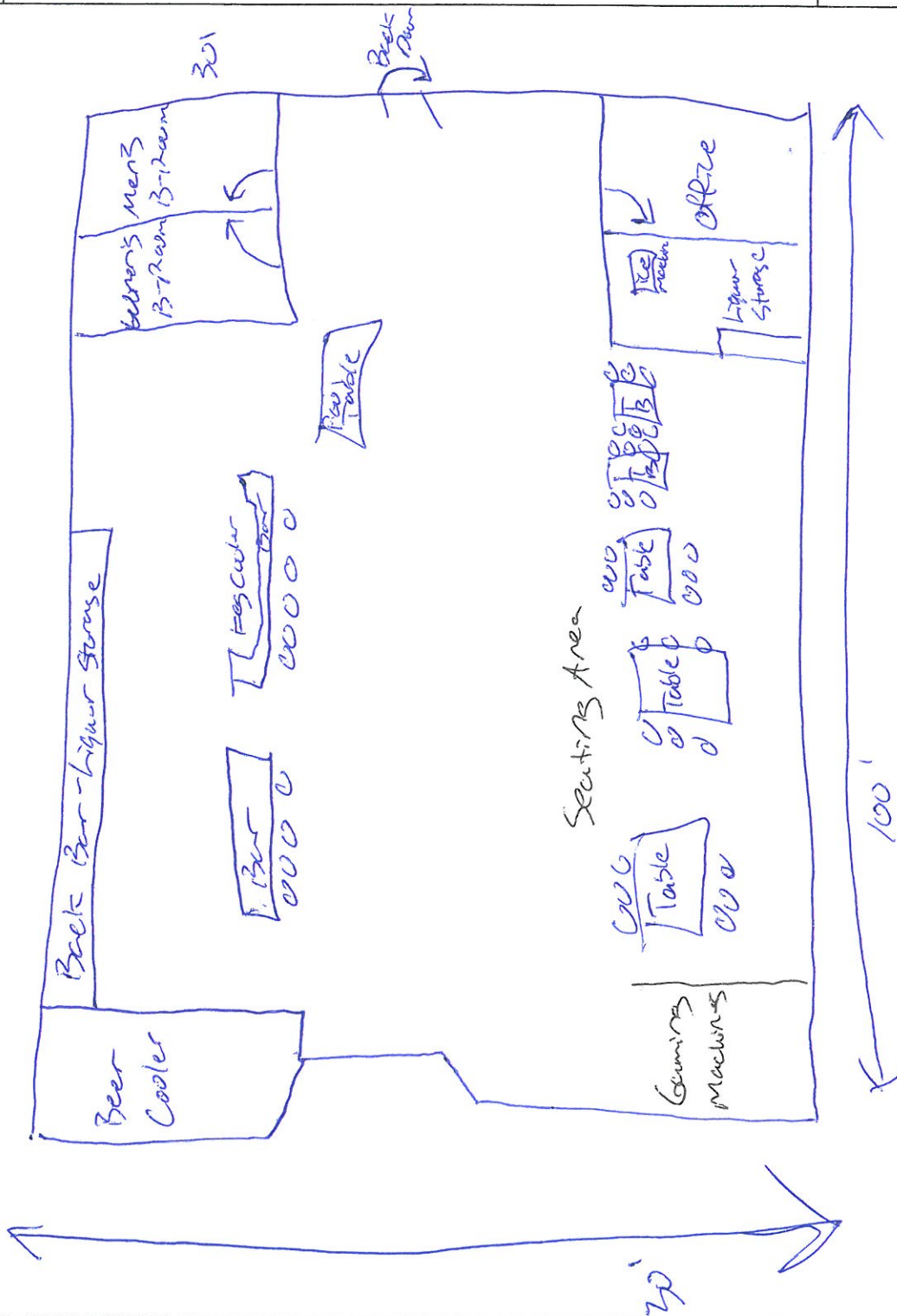
Address:

209 main st.
Stevensville, MT

PRE-PLAN #

Name of Occupancy:

High Country Club



NOT TO SCALE

File Attachments for Item:

d. Discussion/Decision: approval, approval with conditions, or denial of preliminary plat for the major subdivision known as Burnt Fork Estates



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:	3/11/2021
Agenda Topic:	Discussion/Decision: approval, approval with conditions, or denial of preliminary plat for the major subdivision known as Burnt Fork Estates
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	3/11/2021
Notes:	

Agenda Item: Discussion/Decision: approval, approval with conditions, or denial of preliminary plat for the major subdivision known as Burnt Fork Estates

Other Council Meetings

Exhibits

This agenda item provides Council with the ability to approve, approve with conditions, or deny the preliminary plat for the proposed Burnt Fork Estates subdivision.

Background:

The Town Council has held public hearings on the proposed Burnt Fork Estates subdivision and can now proceed with the review process.

Materials regarding the application for subdivision are available on the Town's website at: <https://www.townofstevensville.com/comm-development/page/burnt-fork-estates>

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

It is the unanimous recommendation of the Town of Stevensville Planning and Zoning Board that the preliminary plat for the Burnt Fork Estates Subdivision be approved with the conditions listed in their Review & Recommendation Report.

In addition, the Planning and Zoning Board recommends that the Town Council approve the C-2 re-zoning request with the following conditions:

A. Additional restrictions provided through covenants of the homeowner's association, which should be subject to approval by the Town Council.

B. The road serving the commercial zone be connected to the other internal subdivision roads, an identified preference of the developer to mitigate traffic impacts and interconnectivity concerns.

Alternative(s):

MOTION

I move to:

File Attachments for Item:

e. Discussion/Decision: Resolution No. 486, Reinstating funding for the water/sewer bill assistance program



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:	3/11/2021
Agenda Topic:	Discussion/Decison: Resolution No. 486, Reinstating funding for the water/sewer bill assistance program
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	3/11/2021
Notes:	

Agenda Item: New Business

Discussion/Decision: Resolution No. 486, Reinstating funding for the water/sewer bill assistance program

Other Council Meetings

March 4, 2021 Public Hearing
March 8, 2021 Public Hearing

Exhibits

a. Res. # 486

This agenda item provides Council with the ability to reinstate funding to continue the Utility Assistance Program for water & sewer customers.

Background:

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

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

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

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

Rate Reduction

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

Household Income	Percent Reduction
0 - 50% of the qualifying income	75%
51% - 75% of the qualifying income	50%

Household Income	Percent Reduction
76% - 100% of the qualifying income	25%

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

To continue funding the program for the 11 current participants, revenue must be reinstated to meet the annual expenditure of **\$3,615.35**. The Town Council desires to reinstate the fee to cover the program for an additional **\$0.40 monthly**.

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

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

Alternative(s): Do not approve the resolution

MOTION

I move to: Approve Resolution No. 486, reinstating funding for the water/sewer bill assistance program.

RESOLUTION NO. 486

**A RESOLUTION REINSTATING FUNDING
FOR THE WATER/SEWER BILL ASSISTANCE PROGRAM**

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

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

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

WHEREAS, a notice of public hearing was mailed to all users of the Town's System notifying them that it was the intention of the Town to reinstate the rates and charges for the program and notice of public hearing was published as required by Section 69-7-11 J, M.C.A. A public hearing was held on March 4, 2020 at 6:30 p.m. at the at the LDS Church, Middle Burnt Fork Road, Stevensville, Montana, and on March 8, 2020 at 6:30 p.m. virtually on Zoom, for the purpose of hearing comments from the public on the reinstatement of the charge for the program; and

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

NOW, THEREFORE, BE IT RESOLVED, THAT, by the Town Council (the "Council") of the Town of Stevensville, Montana, the Town Council reinstates a charge of forty cents (\$0.40) to support the water/sewer utility bill assistance program.

Passed and adopted by the Town Council of the Town of Stevensville, Montana, this 11th day of March, 2021.

ATTEST:

Brandon E. Dewey, Mayor

Jenelle Berthoud, Town Clerk