



Stevensville Town Council Meeting
Amended Agenda for
THURSDAY, SEPTEMBER 24, 2020
7:00 PM

North Valley Public Library Community Room – 208 Main

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

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

Telephone Login Information:

Dial (253) 215-8782
Meeting ID: 835 7137 2539
Passcode: 722223
*Press *9 to raise your hand*

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comments (*Public comment from citizens on items that are not on the agenda*)
Citizens can comment by emailing council@townofstevensville.com, or by mail. Comments emailed are forwarded to all Town Council Members prior to and during the meeting.
A half hour prior to the start of a virtual public meeting, we'll place a drop box outside the front door at 206 Buck Street where citizens can drop off written comments. Comments will be read during the relevant agenda item's public comment period.
A webform for real-time public comment submission is available here: [PUBLIC COMMENT](#)
4. Approval of Minutes
 - [a.](#) June 17, 2020 Public Hearing
 - [b.](#) June 25, 2020 Minutes
 - [c.](#) June 30, 2020 Meeting
5. Approval of Bi-Weekly Claims
6. Administrative Reports
7. Guests
8. Correspondence
9. Public Hearings
10. Unfinished Business
 - [a.](#) Discussion/Decision: Resolution No. 387E, amending Town Council Rules
 - [b.](#) Discussion/Decision: Council Rules. (Council Member Michalson)
11. New Business
 - [a.](#) Discussion/Decision: Resolution No. 482, declaring certain property as surplus and authorizing its disposal
 - [b.](#) Discussion/Decision: Contract for Building Inspections Services with Construct Montana, LLC

- c. Discussion/Decision: Council's retention of an attorney to provide counsel in regard to an upcoming trial by Council on conduct of Council Member Michalson (Council Member Devlin)
 - d. Discussion/Decision: Alcohol use permit for the Scarecrow Brewfest
 - e. Planning/zoning Board (Council Member Michalson)
 - f. Discussion/Decision: Installation of a speed warning sign on the 300 block of Park Avenue
 - g. Discussion/Decision: Installation of a speed warning sign on the 600 block of Park Avenue
 - h. Discussion/Decision: Installation of stop signs at the intersection of College Street and E. 5th Street
 - i. Discussion/Decision: Installation of portable crosswalk warning signs on Park Avenue
 - j. Discussion/Decision: Installation of portable crosswalk warning signs on College Street
 - k. Discussion/Decision: Installation of stop signs at the intersection of College Street and E. 6th Street
 - l. Discussion/Decision: Installation of a speed warning sign on the 600 block of College Street
 - m. Discussion/Decision: Installation of a speed warning sign on the 200 block of W. 2nd Street
 - n. Discussion/Decision: Installation of no outlet sign on Mission Street at W. 2nd Street
 - o. Discussion/Decision: Installation of no outlet sign on Creekside Drive
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:

June 17, 2020 Public Hearing

**Stevensville Public Hearing
Minutes for
WEDNESDAY, JUNE 17, 2020
6:30 PM**

1. Call to Order and Roll Call

Mayor Dewey called the meeting to order.

Roll call: Mayor Dewey, Council Members Devlin, Holcomb, Michalson.

2. Pledge of Allegiance

3. Public Hearing

Mayor Dewey: Entertain a Public Hearing, goal of the council is gathering the Public comments regarding the town's community housing need (public facilities, economic development, and housing need), including the needs of low-income persons, to be served by the proposed development of a low-income multifamily housing project known as Burnt Fork Place Apartments. Representatives of the development are here tonight to give a presentation to explain the development and then we will open it to public comment. Public comment is to express your views but is not set up as a questions/answer forum. If there are questions that you would like to ask the representatives of the development, we ask that you get their contact information and facilitate with them.

Presentation given by Jim Morten executive director of the human resource council. Gave a background on the low-income tax credit program. This particular project will be serving elderly/seniors, disabled and victims of domestic violence.

Mayor Dewey asked if there were any questions from the council, no questions from the council.

Missoula Housing Authority purchased the land in 2005 and has now donated the land to this project. What you have in front of you is a site plan and Bob Robinson the staff architect for the human resource council presented the site plans for the project. PCI is also working on this project.

Bob Michalson asked Bob Robinson about this project being brought before the council before and why it wasn't approved. Jim Morten answered the question for Bob Robinson stating that it had been approved by another council and another mayor but due to funding it took a few years to be approved for the tax credit project. Michalson stated thank you.

Mayor Dewey asked for any further questions. Clarified the point that Michalson was making, that when this project has been brought before council in the past it was to seek support not to ask for a yes project or a no project.

Jim Morten stated that this is a 3-acre parcel with 16 units, 2 duplexes and 3 four-plexus.

Mayor Dewey stated that this is a 3-acre parcel and do to our zoning code you can place 16 units per acre and he is doing a third of that. Any further questions from council, Council member Holcomb,

Robin Holcomb stated that you are going to retain the water, so when you start building is that going to start pushing water into other peoples homes?

Bob Robinson stated that is why we go with a “challis” system. Jim Morten stated that there is high ground water and everyone already knows that, but the surface water is our responsibility. Robin Holcomb stated thank you.

Mayor Dewey asked if there are any further questions council and we will open it to public comment.

Public Comment:

Jim Tadvick, 509 Mission St, water and sewer system concerns. Not only for this project but also for the proposed subdivision at Creek side and I question whether our current system can handle it or will we have to put up another bound issue to upgrade it, thank you.

Bent Larson, 102 Winslett Ave, this project will be boarding my property, my comment is on ground water, I put a fence in last spring and I hit water at 3 feet, every spring we get water in our crawl space and I have a sup-pump to get it out, water is a problem there, big problem. My question is, sometimes after a project is done there are problems, unforeseen problems we are always the ones left holding the bag. Like you were saying Robin and what happened to your basement as a result of that development, what recourse do you have, none. That is why I am here; I think it is great for the senior citizens and the abused people I think it is great I think we need stuff like this. We need to be careful with the ground water, that is the only problem, we have wildlife in that area and it will be gone when the development comes in. Like Jim Tadvick said, our system can it handle more, thank you for your time.

Dave Thorson, 106 Winslett Ave, I have the same issue with ground water. Crawl space didn't get wet this year but has in the past couple years and I think a lot of that has to do with the storage units. I am just curious if all the engineering is taking into consideration all of this, Bob Robinson answered about the requirements that have to be met. Mayor Dewey spoke about refraining in asking questions and reminded that this is a comment period. Dave stated, thank you that is all I have.

Mayor Dewey asked if there was any further public comment.

Kim French, 510 East 2nd #4, I grew up in that neighborhood so I am well aware of the water issues over there, the river bottom and the reason that we can dig 3 feet and find water is because there is clay there and you are directly above bedrock and what used to be the bitterroot river that came when the glacier, blah blah blah, came through it will always have water it has had water since the pioneers arrived here and that is why Robin's basement is always flooded. I kind of wonder who the investees are I looked this up on the MT cadastral and it says it is owned by Garden City Neighbor Incorporated at 1235 34th St Missoula, I looked up 1235 34th St Missoula and that is a Missoula County Housing Authority so I can't seem to figure out who owns this property and I don't recall this coming in front of any council meeting in the last 10 years. I am questioning how we are going to figured out the seniors and the disabled and the domestic violence \$34,000 go to a two bedroom and that is what I am living in right now \$964 when my rent is only \$650, I have a pretty good unit, my water and sewer is paid. I make 8.50 an hour and don't work 40 hours a week I have to supplement my income. If I did work 40 hours a week, I would make \$17680 which would put me in low income standards so I think I am better off where I am at or I would be paying \$300 more a month for a two-bedroom house. Victims of domestic violence I am not sure how we are going to make sure that victims of domestic violence get into this house and victims of domestic violence tend to repeat the cycle without counseling or other intervention's to cease and desist and make better choices most of the disabled people that I know max out at \$1200 per month

which still doesn't get to the \$34,000 at 60% number. So, I have a lot of questions here, who are really the investors for this project really are? Why is it being directed to the Missoula County Housing Authority? And how are we going to insure that people in our valley are being helped, because \$34,000 is a pretty good number if that is what you are making here and you would get a pretty nice house in this valley, teachers make between \$27,000 and \$34,000 each. And that is not low income and I know because I lived there and I did not make \$17,680 a year I made 12 and my rent was paid for me and I paid \$100 a month and I was on food stamps and I worked 40 hours per week minimum wage. So, I am really questioning a lot of these numbers and who is investing in them.

Mayor Dewey asked for further public comment.

Sheri Dietsch, 105 Winslett Ave, so the idea of a low income housing, I used to be low income, single mother, so to me that sounds like something that would be great for our community and I think that there is low income housing here that could use an upgrade something affordable that is nice for people in our community a big concern that I have is like other people is the water, I know in my back yard if I dig down less than 24 inches I am hitting clay I am sure if I went much further than that I would hit water the water table is so high I don't water my grass and it stays green all the time I have trees in the back and I don't water them they stay green my crawl space has had flooding and I have to have a double vapor barrier in order to keep my house from having impact on that. I gather just like it is required that test have been done, when have those tests been done? I would question what time of year were these done, was it done during the time when the most melt off is happening and you would see the worst of it. Or is it done in a time when the river is really low and everything is absorbing well. I guess a while back you sent out a letter endorsing this project no body has ever sent a letter on my street that I am aware of a letter letting people know that these things were in the works until that letter, no opportunity. I know we are hearing don't ask questions just make statements but we are the people of this town that are impacted by these things that you are sending out and endorsing no inquiring from any of us of our concerns or questions that we might have that would like to be answered I have a big concern with that, with you as the mayor endorsing something that you just seem to not care what the people of this town think about it that seems to be a theme I am just going to say, it's a theme. So, I guess if I am allowed to ask a question what time of year where the perk tests done? Can anyone answer that?

Mayor Dewey stated that we will refrain from a dialog we are taking your questions down we are not engaging in a dialog allowed during public comment, you can ask your questions of the representatives. Sheri Dietsch then asked when they would be answered, how do I find out when they will be answered do, I call your office? Mayor Dewey stated that we will make the contact information for the developers available to you.

Mayor Dewey asked for any further public comment.

Bill Jarvis, 285 Village Park Way, Stevensville, I own the property and the business to the north of this development, if you are talking about water my property and I don't remember how many yards of dirt was brought in to fill that up and it is still realty boggy and when it rains and my piece of property is a lot higher than theirs, much higher than the piece of property to the west. I have a question for someone at some time that I see there are 16 units being built and you got a schedule for 8 people in a 4-bedroom place. How many people are they intending to put into this complex and how many cars are going to be parked and how many cars are going to be driving up that road, I think you all know what Wild Foul Lane looks like,

they just repaired that, with the amount of water and traffic, 128 people, 8 people in each unit, what kind of traffic are we going to see how often am I going to have to kick in to repair the road way that runs by my shop I have been there for about 3 years and we haven't had one pot hole, big trucks and UPS come in there every day and I have not had any issues with that road way at all but if I would see the traffic that this road way is going to see than that is going to cost us a fortune to keep that road surface decent. That's my comments.

Stacie Barker, 104 Winslett Ave, I also boarder this property and I have brought many time concerns to the council about this piece that is going to go in I remember in 2016 when I sat in that chair and it was brought to you guys one time and then the project was dropped nothing else was brought forth no more paperwork was brought forth to see and you are saying it has been brought forth many times before the council in different times, I beg to differ with that. I have water in my basement or my crawl space several times every year not just in the summer. We watched the storage units go in behind us last year and he had to put in a drain field, do you know where that drain field went to? Right into that field and into our house, them saying that they are going to level it out and make it so the water is going to sustain in their area, mosquitos, infestations. I have a problem with this unit going in and what you say is going to be low income the other thing is has there been an assessment for road way and how much traffic it is going to bring in I like how the name has changed as well, thank you.

Leanna Rodabaugh and I am wondering why the council has no say in this why is it now up to a mythical person to decide if we have this issue in our neighborhood, who made that decision why is the council not involved why can they not say we don't want this, they don't want it the only person in this room that wants it is Mr. Dewey and Mar Dewey is ram roding it down the throats of everyone in this room and we don't want it does that make any difference to you Mr. Mayor when did the council say to you, you can't make this kind of decision for the people of the town. Why can't the council make this decision?

Jane Schuitz, Winslett Ave, (difficult to understand) commented on water in her basement, sewer and water are expensive and you are going to add all of these properties at whose expense. We are on fixed incomes and I can't afford more. I went to the Nicole Court one and gave comment and then I get a letter and this one is done. Thank you.

Tawnya Eickert, 106 College St, my question is water I had water in my crawl space last year I had water in my crawl space the year before, it is not going away. I understand that Darby and Hamilton had the option and they didn't take it. We don't want it. Have you looked at how many low-income housings have black mold in them? I have a friend that was just shipped down to Texas because 18 years ago she lived-in low-income housing there was black mold and it was hard to detect and now at 40 years old she is dealing with it. Are we thinking about that, it is a swamp, I have talked to people that have lived here a long time that it is a swamp? We don't want it; I suggest we say no.

Mayor Dewey asked for further public comment.

Leslie Tadwick, 509 Mission St, I would just like to say growing up here I peddled my byciccle all over this town except my mom said don't near the swamp it is a bog put your foot in it and it would sink you right down. Now these people are trying to tell you they don't want you

messing with the area behind their house, it floods it ruins their lives. We don't even know who is going into these houses and how it will affect them they are asking you to not put this through. I would like to ask the council the question which council put this through who was on this council and I think we have the right to know that I think you have the right and the honor to answer it. Thank you.

Mark Adams, 610 E 2nd St, my wife and I live in the house that my mom and dad brought me to the day after I was born and that was 66 years ago. There are few years that we had to pump the crawl space/basement. I don't really want to address that issue I would like to address the economics of this situation everybody knows or should know by now that the residential development whether it be single family, multi family or an apartment building, multi-story apartment building does not pay the freight isn't that amazing. The tax revenue from a residential structure whether it be single family or multi-family does not pay for the services it requires never have and they never will. So, we have a 16-unit development going in and yes, they will pay property taxes and yes that will be an increase in revenue for the Town of Stevensville it will not cover the cost of additional police, fire, ambulance, water, sewer, not to mention parks and recreation, transportation. Another economic issue is these kinds of people, I know that they are not low-income people they are moderate income people need jobs. Am I correct, yes? This territory has a lot of low-income jobs. So, we are putting them into a situation were in order to pay the rent they would have to go outside Stevensville because there is not a lot of jobs in Stevensville to supply 120 people even though some of them may or may not be in the work force. Okay so all of a sudden you have a moderate-income person that needs a car to drive to Missoula or Hamilton to work or if they really want to better themselves to drive to Missoula or Hamilton to go to school. Okay, so you have to have a car and I know that there is kind of the mass transit system with the I Ride Van, but that is extremely limited. Or as Missoula has a mass transit they have the university and the college and they have jobs and here we are in little old Stevensville with a project that wont pay it's own way and it never has and it never will and we have people who needs jobs in order to pay the rent they can't afford to live here because of the job market is so low and there are jobs minimum wage and above and so it make absolutely no sense economically to do this. There is an old saying; common sense is like deodorant the people who need it never use it, thank you.

Name:?? (wasn't stated) There is a neat little thing about water, and after listening to everybody talk about their flooding all the way down to College Street, I didn't know that it was going that far, I should have known it the Bass House is down there. Water finds its own level that is why contractors really love their water levels and why it costs so much money. You build the water up, the water stays. Water is not going anywhere except when it rains it is going to go down. It used to just settle in the swamp and now we are going to build that up 2 feet so we can dig down 4 so that we can stay 2 feet above water level. That is all good in theory until you got rain and snow melt. Then all that water from above comes down but it has less space so it makes pervert sense what Tommy is saying that when they put the storage units in and now, they are experiencing flooding then when they put in Creek Side there was flooding there was less room for the water to disperse. Every 28 days the moon pulls on the water. Just because the water isn't on the surface it is under your feet. This all used to be river bottom up to Logan all the way across to the banks now. You can build it up all you want but the people down below are the ones that are going to suffer.

John Kellogg with PCI my apologies to Mr. Robinson and Mr. Morton and we are working with them and they probably did not know that I was going to be here. I thought I would like to help answer a few questions that are arisen. Back in 2003 this property was proposed for a development by a previous owner and that came part way through the process that was called Nicole Court. Because of financing it was not followed through and since then there have been a number of proposals coming through. Now we have a great opportunity Board of Housing has chosen this to be there project one thing. As everyone is aware, we have ground water all over town. We have Spring Street were you really can't build a basement there are numerous other areas around town, like Councilmember Holcomb mentioned earlier we have ground water problems. Today there is ground water and there is surface water on this property we are not aloud to increase any of the surface run off from this property. We need to show DEQ that this won't happen. The depression that Mr. Robinson described it is not going to be ponds but in places in extreme situation say in the spring you have frozen ground and you have a big heavy rain fall you might have some water in that area temporarily but it is a temporary situation. Ground water, when Creekside Meadows was developed and I live right next to Creekside, I have a shallow well and back in 1950, the ground water in that well came up to 2 feet. Since Creekside has been developed and the water has come up to 4feet. What we are proposing is for our engineers to address and I appreciate your patience.

Bill Perrin, 503 Charlos, when I served on the council the council supported this project one of the previous times that it came up and we attended a hearing in Helena to testify in behalf of the project tax credits and they weren't able to get them at that time but we testified. We did look at it and we did testify in favor of the project.

Jim Tadvick, 509 Mission, would it be possible for George, head of the water department, to make a comment on the water and sewer.

4. Adjournment

APPROVE:

ATTEST:

Brandon E. Dewey, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

b. June 25, 2020 Minutes

Stevensville Town Council Meeting

Minutes for

THURSDAY, JUNE 25, 2020

7:00 PM

1. Call to Order and Roll Call

Roll Call: Mayor Dewey, Council members Devlin, Holcomb, Vick and Michalson all present.

2. Pledge of Allegiance

*house keeping from Mayor Dewey in regards to streaming meetings live and ground rules during the meeting.

Council member Michalson stated that he would like to suspend council rules and move item 11 d of New Business up to, ahead of public comments I think that is one of the reasons people are here tonight. Motion from Michalson, 2nd by Holcomb to suspend council rules addressing new business item 11d before public comment.

Council discussion on suspending the rules, none. Public comment on suspending the rules, none.

Mayor Dewey called for the vote, Councilmember Vick voted aye, Councilmember Devlin voted aye, Councilmember Holcomb voted aye and Councilmember Michalson voted aye.

New Business 11d. Discussion/Decision: Code of Conduct violations, Oath of Office violations and Improper Influence all conducted by Robert Michalson against Dempsey Vick. Mayor Dewey explained how this was put on the agenda, an email was sent to Councilmembers Holcomb and Devlin and Devlin asked that the agenda be amended to reflect this item of business. Mayor Dewey gave Councilmember Michalson the floor to explain his side of the allegations.

Councilmember Michalson: talked about unity, for staters I would like to say since I came back on council, I tried to work with the mayor I thought I had a good working relationship with Mr. Vick and everything was going smooth until I uncovered a contract in March and I think you all know about that contract once that contract came there was an agenda item by Mr. Vick and Ms. Devlin and Mr. Mayor to chastise me and tried to put me on trial and tried to suspend me and send me home they accused me of harassing a staff and everything else and none of it was true. Mr. Vick at that meeting said that Mayor Dewey had orchestrated the whole thing you all heard it and that he wanted to get along and move on. Okay we moved on and then we had a board of adjustments meeting and there was an email that came out and we all know about that the email was read on the board of adjustments meeting Robin and I were accused of an ex parte, no that was a personal email and that is still under investigation and here we are now personal texts these are texts that can be they are not public document they aren't sumpin that should be read at council meetings what would you do if I asked for a freedom of information act and got all the texts between the mayor and the council members this is low really low, but

that is okay I am used to it and I am not going anywhere. Mr. Vick you speak of getting along I see your thing here you want to reach out and get the council together it is pretty hard every time I reach out, we are getting slammed Robin and I feel like outsiders, we actually feel like you two are conspiring to get rid of us. That is how I feel I, but I am not going anywhere you can try to sensor me do anything you want I am not leaving I follow the rules that is pretty low that you have to take personal texts and bring them out yes those are my texts and my opinions to you matter they should be kept private and for you to bring those out and smear them in public is the lowest thing, you don't even hear things like that. I would hope in the future that you would come to me, you could have come to me and asked what was going on. The nature of those texts, yes that was March the first part of those texts was about the trial, I felt it was wrong I still feel that it is wrong and now these texts, these last texts say I lost trust in you because you didn't let the council members now when you took off for a week in the most important part of the budget council members number one job is the budget so you just leave the budget to me and that is unacceptable, if you had something going on you could have had the curtsey to let us know no.

Mayor Dewey: Mr. Michalson I am giving you an opportunity to respond to the allegations in the council packet.

Councilmember Michalson: I am.

Mayor Dewey: Mr. Michalson what you are doing instead is you are turning around and bringing up different allegations against Mr. Vick I am asking for you to respond to the specific allegations on tonight's agenda, your oath of office violations, improper influence and code of conduct violations. Those are specificity outlined in Mr. Vicks email to Ms. Devlin and Ms. Holcomb and that is what I am asking you to respond to, not generalcy respond to the comment of other council members.

Councilmember Michalson: It is a council matter. Like I stated the first part of the texts had to do with the March 14th meeting I am not going to read them you all know what they are.

Mayor Dewey: Is there further council discussion or would Ms. Devlin want to address the agenda item.

Councilmember Devlin: No.

Councilmember Holcomb: Yes. Before your email came out how I found out about this was on Sue Allan's Facebook on the 19th a friend of mine showed it to me who is friends with her on the Facebook. I thought that was not right to be having that on the Facebook page and then we got the email on the 20th and then it shows up on the agenda on the 23rd. I see an issue with that when it is going out there on Facebook without no body having a chance to say anything that is wrong.

Mayor Dewey: Ms. Holcomb I do not have any control over who releases information on social media I received the email that you see in the packet from Ms. Devlin on the 20th. Then because I don't typically work on the weekends, I amended the packet Monday afternoon.

Councilmember Devlin: First and fore most when town business is conducted it doesn't matter if it is from a private source or a public source it is a public right to know. That is open communication again for the publics right to know that fact that somebody is more concerned about the allegations against them and how it makes them feel rather than the position that they put somebody else in and the feelings that went behind that are concerneing to me

generally behavior that we see is accountability and we are not seeing that here it is unacceptable, it is unacceptable if a drug deal is done behind closed doors it is still illegal it is still wrong. It doesn't matter what so ever how it happens it is not appropriate I am sorry that is not a valid reason, these clearly show violation, clearly show violations and while on the agenda tonight we are talking about violations by Dempsey I have a pile of violations on the table that we have not even talked about against me, against Mayor Dewey and the public, I am happy to go through these tonight if we need to, but what I would like to do is make a motion I would like to ask that Robert Michalson resign by 5 o'clock tomorrow if you choose not to do that I ask Mayor Dewey that you set up trial by council according to Roberts Rules and until conclusion on that trial and resolution from that trial, that Mr. Michalson is suspended. That is to protect the Town of Stevensville from any further harm.

Mayor Dewey: Is there a 2nd?

Councilmember Vick: "I 2nd"

Mayor Dewey: It has been moved by Ms. Devlin and 2nd by Mr. Vick to request Mr. Michalson resign by 5 p.m. Friday and if he chooses to not resign then trial before the council according to Robert's Rules will be held or be organized by the Mayor and Mr. Michalson is suspended until that trial or conclusion of that trial does that accurately state your motion Ms. Devlin?

Councilmember Devlin: That is correct.

Mayor Dewey: Council discussion.

Councilmember Vick: I do want to state that beside the texts messages that were put into the packet Mr. Michalson has come up to me in the past and said that in one of the meetings that Jaime was thinking of resigning because her child was in the hospital in Utah if I remember that correctly your child is in Utah. Continueing on from that trying to influence how I was trying to vote; the contract was the biggest thing and one of the biggest things he stated to me was don't forget what Brandon did to you when you were running for office. Fact of the matter is Brandon didn't do anything to me when I was running for office. Then also to start discussions on the Stevensville Citizens Facebook page which is made private to where those of you myself included are not members are allowed to be in there to have discussion I do have screen shots of those and I have made copies and they are readily available for anyone to see where he has started discussions and talked bad about councilmembers including myself, Ms. Devlin and Mrs. Holcomb and Brandon Dewey and especially one thing after our swearing in Mr. Michalson told me I don't know how Jaime thinks but Robin is going to vote exactly how I tell her, which is completely inhaled for. And that is my comment on this.

Mayor Dewey: Any further discussion?

Councilmember Devlin: For the record, Dempsey let me know that he wasn't going to be here. He did let council know, he let council know.

Councilmember Michalson: and he let Robin and me know, he let the council president know. That is kind of the chain of command.

Councilmember Devlin: Excuse me I am speaking you can let me finish. He let me know to say that council did not know is inaccurate.

Councilmember Michalson: Did you let us know?

Councilmember Devlin: That is not my job.

Mayor Dewey: Okay, and to that I think that there is an issue to whether or not councilmembers are informing each other of absences I don't recall seeing anything in council rules that requires it but if we need to have a conversation about that I would happy to entertain that at another time again the matter at hand has been explained is there is any further council discussion on the motion on the floor.

Councilmember Michalson: Call to the question.

Mayor Dewey: Is there any public comment?

Councilmember Michalson: Call new question.

Mayor Dewey: We have to call for public comment before we call for the vote. Is there any public comment? Okay with that we can call for the vote. Councilmember Holcomb, No. Councilmember Devlin, yes. Councilmember Vick, aye. Councilmember Michalson, No. It has come to a tie; I think the merits of the complaint have validity and I vote aye.

Council Member Michalson: Mr. Mayor you can't vote on a council matter when it is a tie.

Mayor Dewey: I am statutorily obligated to break all ties.

Councilmember Michalson: No, you cannot. No. Not on a council related matter.

Mayor Dewey: Mr. Michalson you are out of order, the vote stands until the city attorney reverses it. I will run this motion by the city attorney and in the interest of moving on okay we are going to let the vote stand the motion passes and we are going to move on to the next item.

Councilmember Michalson: You are out of order.

Mayor Dewey: Mr. Michalson you can't tell me I am out of order, I am the presiding officer I can tell you if you are out of order Ojai that is how this works, appricaitate your cooperation. With that we move on to the next item.

Councilmember Devlin: Is he suspended.

Mayor Dewey: He has until 5 o'clock tomorrow night.

Councilmember Devlin: Thank you.

3. Public Comments

Jessica Shroud, 507 Central, spoke about rules being taught all the way through school. How can a community move forward?

Sue Devlin, I want to re-read the letter the town staff wrote and sent to the Star for the record.

Janet (unable to hear last name)303 7th St, my questions are about fireworks permits for the 4th of July. Has it been signed? Mayor Dewey explained that this is a public comment time not a question and answer time for the council.

Alan Recky, 517 South Sunset Bench, quick question I have been attending a couple meetings to know what is going on in the community. I am wondering about getting frisked at the down. Why is that?

Joe Moore, 514 Central, it has been said that we learn from history. Spoke about moving on, all of us want a better Stevensville. Leadership has been the tipping point in our discussions. Leadership serves the greasier good.

Councilmember Vick: I would like to make a motion to suspend council rules to make an administrative function on the last vote that we just handled, due to Mr. Michalson discovering in the MT Code Annotated that says council rules and discipline are handled with a council 2/3 vote and with that I would like his vote stricken from the record so that it is a 2/3 vote.

Councilmember Devlin: I 2nd.

Mayor Dewey: Okay, administrative motion is to strike Mr. Michalson's vote from the record creating a 2/3 vote of council on the previous vote. Council discussion, public comment? I will call for the vote. Councilmember Devlin, aye. Councilmember Holcomb, no. Councilmember Michalson, no. Councilmember Vick, aye. Mayor breaks the tie, and votes aye.

Councilmember Michalson: So, with that there is no suspension you can't suspend an elected official I think we went through that in March and the 2/3 majority, I can read it right here everybody, council punishes its own, the mayor has no vote on anything.

Mayor Dewey: I explain this that everything stands tonight and we will work on getting clarification on this from the city attorney because he is qualified to interpret the code and he can give us an opinion on my vote or your vote counts towards these actions.

4. Approval of Minutes

Councilmember Devlin: motion to approve

Councilmember Holcomb: 2nd the motion

Councilmember Vick: separating himself from the vote of the minutes of the budget workshop.

Mayor Dewey: Council comment, public comment. Councilmembers Michalson, Holcomb, Vick and Devlin all voted aye.

5. Approval of Bi-Weekly Claims

Mayor Dewey: No bi-weekly claims in your packet, Robert has been able to get on a schedule so that the bills come up on the beginning of the month.

6. Administrative Reports

Mayor Dewey: There are no administrative reports those are done at the beginning of the month.

7. Guests

Mayor Dewey: No guests, but we do have our new officer Jacob Guida with us tonight.

8. Correspondence

Mayor Dewey: There is a letter under correspondence from Terry Rosin and there is another letter that was not entered into correspondence. Monica Hoffman read the letters into record from Terry Rosin and a letter from the Bitterroot Star.

9. Public Hearings

Mayor Dewey: there are no public hearings.

10. Unfinished Business

Mayor Dewey: there is no unfinished business.

11. New Business

a. Discussion/Decision: HDR Task Order No. 6, 3rd Street Pavement Preservation Project

Mayor Dewey: gave a description of the project.

Councilmember Vick: motion to approve.

Councilmember Devlin: 2nd the motion.

Council discussion:

Mr. Michalson, Mayor I first want to thank you for this agreement, looking through it is it normal to sign these between the engineer and the mayor with out council approval.

Mayor Dewey: the master service agreement?

Councilmember Michalson: correct

Mayor Dewey: yes, it was approved by council.

Councilmember Michalson: I went back to all of 2016 that is when I started on council and I could not find any item to support where this was approved by the council. Robin, Stacie Barker and I along with Jim Crews we could not find were this came up, there was a task work order on March 24th and unfinished business standing agenda item a. sewer project change order task order number 6 waste water treatment plant and I got the audio from Monica yesterday and listened to whole thing and there was no mention of this agreement

being signed by council so I don't know where this came from I am not saying that this is not valid I am just not finding any documentation that this was approved by the council.

Mayor Dewey: I can't speak to the process of the master service agreement was approved or not approved I was not the mayor at the time. I would imagine that was during the Crew's administration 2016.

Councilmember Michalson: it is signed by Paul Ludington.

Mayor Dewey: under the Ludington administration like I said I can't speak to the master service agreement I was not the mayor during its adoption, I could tell you if we had a master services agreement today that would come in front of the council because it covers such a span of projects more or less we have a master services agreement with HDR. If it is approved by council or not the master services agreement doesn't necessarily reflect the task order.

Councilmember Michalson: would it be okay if we table this to do some more research to see if it was approved by council.

Mayor Dewey: I would prefer that you not table it because we would like to get construction rolled out in July as soon as the budget is adopted. Done before the school year starts I guess what difference would it make if we wait to long and have to go through the process of readopting a master services agreement and then by then the task order comes forward we may be outside of our construction window and may have to put this off one more year and that is not something the public works department and I really want to do we want to get the construction done now.

Councilmember Michalson: my only worry is litigation and if we don't get this right and do a bunch of research and this was given and signed without council approval. I am just saying going forth we could have an issue.

Mayor Dewey: Has anyone mentioned that we would be litigated? Given the task order number I would assume that we have had a couple other projects at least 5 other projects that have had task orders under them at some point under the same master services agreement and none of those projects were litigated to date.

Councilmember Michalson: okay.

Amour Dewey: Further council discussion, Mr. Michalson.

Councilmember Michalson: I had a phone call from Pat Groniger and Mel Cook and their concerns were they were all 100% for the repaving of 3rd Street and I also talked to George but they are concerned about the water leaks going up into 3rd street I think it would be a great time to get that fixed.

Mayor Dewey: part of the engineering plan and this task order is replacing the 8 or 9 services for water and sewer that are on 3rd Street those services will be replaced and would be resolved before the paving of 3rd Street occurred so that we are not prone to issues with this new pavement and we have discussed this with our engineers and they are in a good position to address it because they all ready do our water and sewer.

Public comment, none. Mayor Dewey called for the vote: Councilmember Holcomb: aye.

Councilmember Vick: aye. Councilmember Michalson: aye. Councilmember Devlin: aye.

Motion passes unanimously.

- b. Discussion/Decision: Sublease and Operating Agreement with Stevensville Rural Fire District
Mayor Dewey: council has a copy of the sub lease in their packet. Lease.
Councilmember Vick: made the motion.
Councilmember Holcomb: 2nd the motion.
Council discussion: none. Public Comment: none.
Mayor Dewey called for the vote: Councilmember Michalson, Holcomb, Devlin and Vick all voted aye.
- c. Discussion/Decision: Late fees on utility bills, non-payment service suspensions during COVID-19 pandemic emergency
Mayor Dewey: we adopted Ordinance 166 back in March that suspended late fees for water and sewer. Water department has asked that you wait until August to collect these fees, it gives the staff enough time to set up the bills.
Councilmember Vick: made the motion.
Councilmember Devlin: 2nd.
- Mayor Dewey: It has been moved by Mr. Vick and 2nd by Ms. Devlin to extend the suspension of collections and shut offs until September 1st.
Council discussion: none
Public Comment: none.
Mayor Dewey called for the vote: Councilmember Holcomb, aye. Councilmember Devlin, aye. Councilmember Vick, aye. Councilmember Michalson, aye.

12. Executive Report

Mayor Dewey gave his executive report. Not a formal report it is quite a busy time in the office. Staff member out of the office for a surgery. Nancy will be filling in while the staff member is out of the office. CARE'S funding will pay for the temporary employee. Open to Zoom meetings, council? Councilmember Devlin is open to ZOOM meetings.

13. Town Council Comments

Town Council gave their comments. Councilmember Holcomb.

14. Board Reports

Park Board met, Councilmember Devlin. Clean up day, Civic Club splash deck, dog parks.

15. Adjournment

APPROVE:

Brandon E Dewey, Mayor

ATTEST:

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

c. June 30, 2020 Meeting

Stevensville Budget Workshop

Minutes for

TUESDAY, JUNE 30, 2020

7:00 PM

1. Call to Order and Roll Call

Roll Call: Mayor Dewey, Council members Devlin, Holcomb, Vick and Michalson all present with staff attending.

2. Unfinished Business/ 3. New Business

a. Preliminary Budget

Mayor Dewey spoke to what is expected with the budget. Passed out documents to the Town Council, expenditure report and revenue report to this date.

Councilmember Vick: questions about the fireman's disability fund.

Airport fund questions, when it comes back then it will be allocated back to the fiscal year.

Councilmember Michalson: would you explain the building code enforcement? Why is it 122%? How are we doing on the lighting district?

Mayor Dewey: As we finish off the year, we are looking healthy. Caring just shy of \$1 million dollars into the new year. No outstanding issues when we look at the budget.

The salary and pay matrix, changes that were made to the pay matrix was the public works supervisor up to .20 per hour and made that applicable to that position across the board. Everything else remains static. Spread sheet to show the difference. Public works supervisor was raised to .20 per hour and everything else was left alone. Major changes since our last meeting are the wage correction and moving appropriation authority out of the capital improvement fund into the general fund. Addressed fire department lighting, pool concerns.

Previous meeting council asked us to come back to the next meeting and address some issues one of those being the fire department door/bay, a storage building at the public works facility. Neither of those items are in this budget at this time, need to do additional research. We have focused on the pool at this time and we will look to outside sources to complete these projects. It does not mean that they are not going to get done it is just that the funding has been moved. One thing that was removed was a dump truck for the public works we need to desperately get a sander, we need to replace the sander and I feel that the two dump trucks that we can still get the work done.

Police department relocation into another facility. MHP space is empty and is not been re-rented. Propose that the police department relocate. Renovations would be limited to a clerk window. Allocation of \$12,000 from the general fund budget. \$12,000 plus utilities.

Office space for the parks department.

Councilmember Devlin: instead of spending \$6800 on an office for Bobby can he move into another area.

We have noticed the importance of having an administrative assistant (4 days a week) and having Laura assist finance department.

Councilmember Vick: Is Bobby able to find any funding from the state for the pool? I was just wondering if the registration had closed for that funding.

Councilmember Michalson: I am overwhelmed by all of this; you are making some of the biggest wage. We are adding squad cars, building another part time person. We are dealing with one of the worlds biggest pandemics. As a council we need to think about some cuts here.

Councilmember Devlin: We talked to the department heads at their meeting, it is our job to listen to our department heads and the staff, it is our job to know what they. Robert I am going to ask you point blank, do you need help? Robert stated yes. Is any of this going to cost our tax payers anymore? Mayor Dewey stated no. What we are requiring our staff to do, you are under paid. We can't say that the mayor's position is part time, we know that he works over 40 hours a week. I propose that the mayor position be at \$2000 a month.

Councilmember Holcomb: In all thses meetings I have never said that these employees should never get a raise I just think that the raises should be straight across. I don't know if the governor is going to shut us down. I don't know how we are going to fix the pool. I think that it would be beneficial to do the raises straight across and talk about the matrix next year.

Mayor Dewey: I have no intent to argue with you Ms. Holcomb, but I do want to address some things. Projected fund balance \$3.6 million dollars, revenues just over \$4 million dollars we plan to spend \$4.2 million dollars and both of those numbers include the airport project that is nearly \$2 million dollars in total we are spending \$373,000 dollars down of the general fund if you want to look at it that way. 13% tax growth last year and we are expecting a 6% growth this year.

Councilmember Michalson: I was going to say something but I lost my train of thought, thank you.

Mayor Dewey: Fiscal year 20/21 changes in fund balance, I need to update that, that is last years table I need to update that. The final document will have that corrected tomorrow.

Councilmember Vick: my kind of similar argument to Ms. Devlin, agree with the mayor salary. We should be that stepping stone for other towns to follow for mayors' salaries. We put a load on the mayor's office.

Mayor Dewey: another thing that I would like to speak to about the mayor's salary. East Helena pays their mayor roughly \$46,000 a year and Philipsburg, much smaller, pays roughly \$30,000 a year these are already two communities that have led the charge. The reason that I have been asking for that raise you guys is that it has been a goal of mine to get the position up so that when the day comes when I don't fill it you are compensating that person.

Robert Underwood: I have watched the mayor work 40 plus hours a week. He not only does what the mayor does but he also does other jobs. He is very beneficial to us. He knows the jobs of all of us. He gets work done.

Councilmember Michalson: My concern is the overall wages of everybody. I know that we have gone over the matrix before. Raises, squad car, building. I think we should just do a 3% across the board. We pass this we are going to hear it from our ward.

Councilmember Devlin: I have heard just the opposite. We are hearing different things. We should be listening to both sides.

Mayor Dewey: We are having these discussions on behalf of our citizens.

Councilmember Vick: What I am hearing is that staff is under paid, we are just looking to say why not work where you live.

Mayor Dewey: This budget does create a couple of jobs. Hire people from our town to work here. We have a check coming from CARES and three more to put in for.

Jeff Motley: The office staff we currently have are doing a great job. Mayor is doing a star job. I have a little bit of heartburn on the process of what comes first. Department heads have put things on the table asking for items. I get that everything is valuable. When we come foreyard with a project that needs to be done and it is hard to sit back and look at it.

Councilmember Devlin: We have to trust our department heads.

Jeff Motley: I understand that you are looking to fund the projects but maybe we should be looking on how to fund moving into a building or hiring another position.

Councilmember Vick: I agree with Mr. Motley that the fire department does need that bay done. I understand the pool improvements. Fact is that the bay door needs to get done.

4. Public Comments

Sherry Dietz, 105 Winslett Ave, made a public comment about taking care of what they have.

Mayor Dewey responded with that there is money in the budget to take care of what we have.

5. Adjournment

APPROVE:

Brandon E. Dewey, Mayor

ATTEST:

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

Discussion/Decision: Resolution No. 387E, amending Town Council Rules



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	Unfinished Business
Person Submitting the Agenda Item:	Dempsey Vick
Second Person Submitting the Agenda Item:	
Submitter Title:	Council Member
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	9/24/2020
Agenda Topic:	Discussion/Decision: Resolution No. 387E, amending Town Council Rules
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	9/24/2020
Notes:	

Resolution No. 387E

A RESOLUTION AMENDING TOWN COUNCIL RULES FOR THE TOWN OF STEVENSVILLE

WHEREAS on March 24, 2016 the Town Council revised and adopted Council Rules by Resolution No. 387; and

WHEREAS on March 23, 2017 the Town Council amended Council Rules by Resolution No. 387A; and

WHEREAS on September 24, 2018 the Town Council amended Council Rules by Resolution No. 387B; and

WHEREAS on November 8, 2018 the Town Council amended Council Rules by Resolution No. 387C; and

WHEREAS, on February 13, 2020 the Town Council amended Council Rules by Resolution No. 387D; and

WHEREAS the Town Council is desirous of amending Council Rules to implement a time limit for public comment; and

WHEREAS the Town Council determines that in the best interest of a free society to allow public comment, time limits need to be implemented to allow an equal participation of all members of the public that attend meetings of the Council; and

WHEREAS changes to the rules encourage public participation in meetings without limiting the quality or content of the meeting and subject material.

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, hereby amends the Council Rules as revised, as attached to this resolution.

PASSED AND ADOPTED by the Town of Stevensville, Montana this 10th day of September, 2020.

APPROVED:

ATTEST:

Brandon E. Dewey, Mayor

Jenelle S. Berthoud, Town Clerk

PART I. General Provisions

Section 1.

These rules are supplementary to the provisions of Title 7, Chapter 1, Part 41, Montana Code Annotated (hereinafter MCA), Title 7, Chapter 5, Parts 41 and 42, MCA and Title 2, Chapters 2 and 3, MCA and Chapter 2 of the Stevensville Municipal Code (hereinafter SMC), as they relate to procedures for conducting meetings and public hearings before the Town Council of the Town of Stevensville.

Section 2.

To assure effective participation by all members of the Council and to protect the right of participation by all individuals appearing before the Council, all Council meetings and hearings shall be conducted in general conformance with "Robert's Rules of Order", except as otherwise provided by law.

Section 3.

A majority of those present and voting may suspend any of these rules or Robert's Rules.

Section 4.

Amendments to the Stevensville Town Council Rules for the Conduct of Council Meetings and Business shall require an affirmative vote of three fourths of Town Council members.

Section 5.

When a Council Meeting is in session, all communication concerning public matters between council, staff, and the public shall be openly performed and subject to public inspection and record keeping.

PART II. Duties of the Presiding Officer

Section 1.

The presiding officer of the Council shall be the Mayor who shall arrange the meeting agenda in accordance with Part IV, coordinate the affairs of the Council, and preside at all meetings of the Council.

Section 2.

In the absence or disability of the Mayor, the President of the Council shall serve as its presiding officer and may vote as other members of the council. In the absence of the Mayor and of the President of the Council, the Council shall select one of its number to serve as its temporary presiding officer.

Section 3.

The Town Clerk shall record and maintain the minutes of the Council's proceedings, showing the vote of each member upon every question, or if failing to vote, indicating that fact; shall keep records of its examinations and other official actions; shall summarize briefly and accurately the substance of all matters proposed, discussed or decided; shall record the names and addresses of all persons appearing before the Council; shall, subject to the direction of the Council and presiding officer, conduct the correspondence of the Council; shall file said minutes and records in the office of the Council, which minutes and records shall be a public record; and shall be the custodian of the files and records of the Council.

Section 4.

The Presiding Officer shall interpret and apply the rules. If the Presiding Officer's ruling is challenged by a majority of those Council members present and voting, the current meeting shall recess, and the Council shall take up the question and issue a parliamentary ruling.

PART III. Meetings

Section 1.

Regular meetings of the Council shall be held on the second and fourth Thursday of each month at 7 PM in the Council Chambers of Town Hall, or at such other time and place as designated by the Council.

If the regular meeting day is on a recognized holiday the Council shall, with proper notice, set an alternate day for the meeting.

In January of each year, the Council shall, after having established a schedule of the time, date and place of regular meetings for the year, cause a notice of the same to be published in the *Bitterroot Star*.

The notice and agenda of all regular meetings of the council shall be posted by the Town Clerk on the Town Hall bulletin board located at 206 Buck Street, Stevensville, Montana, no later than 5:00 p.m. on the Thursday prior to the regularly scheduled Council meeting. Additionally, the Clerk shall provide copies of the notice, agenda, and supporting documents to each of the Council members, be made available to the *Bitterroot Star*, and posted on the Town Hall "notice board" and the Town of Stevensville website.

Section 2.

Special meetings of the Council may be called in accordance with Sections 7-5-4102(1) (c) and 7-5-4122, MCA.

Section 3.

To ensure public participation all meetings of the Council shall be open to the public except as provided in Section 2-3-203, MCA.

Section 4.

A majority of the members of the council constitute a quorum for the transaction of business, but a less number may meet and adjourn to any time stated and may compel the attendance of absent members, under such rules and penalties as the council may prescribe MCA §7-5-4121. The affirmative vote of a majority of the members physically present at a lawful meeting of the Council shall be necessary to adopt or reject any motion, resolution, or ordinance or pass any measure unless a greater number is required by law.

PART IV. Agenda

Section 1.

All reports, communications, ordinances, resolutions, contract documents, or other matters to be submitted to the Council, shall be submitted by 12 o'clock noon on the Wednesday immediately preceding the Thursday agenda publishing deadline to the Town Clerk.

- A late submission deemed necessary by the Mayor shall be delivered to the Town Clerk with a list of matters according to the order of business.
- Copies of the submissions and list shall be provided to each member of the Council no later than 5 p.m. on the Thursday preceding the Council meeting.

All Agenda Items to be considered by the Council shall be submitted via forms available from the Town Clerk or on the Town's website.

- The Mayor, with the assistance of the Town Clerk, shall prepare all council agendas.
- In addition to the Mayor, any one Council member may submit an item of business for consideration by the council.
- Any member of the public may submit an item for consideration by the Council.
- The Mayor must approve all agenda items before they are added to the agenda.
- The Mayor may delay the addition of any agenda item submission to the agenda in order for the submission to be reviewed by the Town's attorney in a timely manner.
- Any two Council members may override the Mayor's objection to adding of any agenda item by jointly requesting that the item be placed on the agenda.
- The Mayor may elect to revise the agenda by adding an item for consideration, provided the revised agenda shall be posted and distributed no less than 48 hours before the meeting.

PART V. Order of Business

Section 1.

The presiding officer shall prepare the Council agenda, which shall be in substantially the following form and order of business:

1. Call to order and Roll Call
2. Pledge of Allegiance
3. Public Comment (Public comment from citizens on items that are not on the agenda)
4. Approval of Minutes
5. Approval of Claims
6. Administrative Reports
7. Guests
8. Correspondence
9. Public Hearings
10. Unfinished Business
11. New Business
12. Executive Report
13. Town Council Comments
14. Board Reports
15. Adjournment

Council members may, by voting to “Suspend the Council Rules,” consider and act upon routine and/or administrative items not on the agenda.

Unscheduled Matters: An item that is not listed on the agenda for the current meeting may be addressed during the Council comments section of the Agenda. As a general rule, no matter of significant interest to the public shall be decided by the Council without prior notice to the public as a scheduled Council agenda item.

Section 2.

The order of business may be adjusted by consent of the Council by Suspension of the Council Rules by a majority of the Council Members Present.

PART VI. Rules of Council Debate

Section 1. Debate

Council debate shall proceed in accordance with the following rules:

1. Every member desiring to speak shall address the presiding officer and, upon recognition, shall confine himself/herself to the question under debate, avoiding abusive and indecorous language.
2. A member, once recognized, shall not be interrupted when speaking unless it is to call him to order, or as herein otherwise provided. If a member, while speaking is called to order, he/she shall cease speaking until the question of order is determined, and, if in order, he/she shall be permitted to proceed.
3. Order of rotation in matters of debate or discussion shall be at the discretion of the presiding officer.

Section 2. Motion to Reconsider

A motion to reconsider any action may be made at any time before or during the second regular meeting after such action is taken. Such a motion may be made only if it has been regularly placed on the agenda by a Council Member who voted with the prevailing side in the original vote on the item. Approval of a motion to reconsider requires two-thirds of those members present and voting.

Section 3. Potential Conflicts of Ethics or Interests

Any member of the Council who has an interest in a matter before the Council as defined by the laws of the State of Montana (Title 2, Chapter 2, MCA) or as advised by the Town Attorney shall not participate in the debate, nor vote in the matter, nor seek to influence the vote of members of the Council. Any Council member attempting to so participate may be censured by a majority vote of the remaining members of the Town Council. "Censured" is defined as a formal resolution of the legislative body reprimanding a member for specified conduct. It is an official reprimand or condemnation for improper conduct pursuant to §7-5-4103, §7-5-4109 MCA.

If the presiding officer of the Council has an interest in a matter pending before the Council, as defined by the laws of the State of Montana or as advised by the Town Attorney, he/she shall yield the chair to a member of the Council during the course of debate and decision concerning the matter in which he/she has an interest.

Section 4. Motions

After a motion is duly made and seconded by the Council, no person shall address the Council without first securing the permission of the presiding officer.

Refer to Exhibit A for sample motions.

Section 5. Consideration of Section by Section

Any member desiring that a measure be considered section by section may request, stating how the matter is to be divided. After consideration section by section, the entire measure, as amended, shall be voted upon.

PART VII. Presentation to the Council (Other Than a Public Hearing)

Section 1.

The general manner in which items other than public hearings are handled by the Council shall be as follows:

1. The presiding officer or staff member presents the item to the Council along with a brief summary of the matter for discussion, with or without recommendation.

2. For purpose of clarification, Council Members, after recognition by the presiding officer, may direct questions to the presiding officer or staff member.
3. Upon recognition by the presiding officer, comments from the applicant will be heard by the Council.
4. After recognition by the presiding officer, Council members may direct questions to the applicant.
5. All testimony shall be directed to the presiding officer.
6. The Council may, upon a proper motion and second, vote on the matter at hand or table the matter until a date certain.

Part VIII. Voting.

All contracts, service agreements, grant acceptance, ordinances, and resolutions require a roll call vote.

Any action of the Council shall be by roll call vote.

The Mayor has the authority to break tie votes with the exception of when the Council is selecting its officers, when the Council is voting to appoint a Council member as its representative to a board, committee, or commission.

When a Council member is acting as a Presiding Officer during the absence of the Mayor, they have the ability to vote in the same manner as they would as a Council member.

PART IX. Public Hearings

Section 1.

The Council may conduct public hearings or may appoint a committee or hearing officer for that purpose as provided in Section §7-1-4131, MCA. When heard by the Council the items will be presented to the Council in the same format as described in PART VII.

In addition, when public hearings and public interest matters are being heard and it is anticipated that a large number of citizens may wish to present Public Comment, the presiding officer, with the consent of the Council, may, prior to opening the hearing, establish reasonable guidelines, including reasonable time limits for presentations, for the conduct of the hearing. The presiding officer shall explain these guidelines to the audience prior to taking Public Comments.

Section 2.

The Council shall not be bound by the strict rules of evidence, but may exclude irrelevant, immaterial, incompetent, or unduly repetitious Public Comment. The ruling of the presiding officer may be overruled by a majority vote of the Council.

Section 3.

The proponents or opponents, their agent or attorney, may submit petitions and letters during or prior to the closing of the hearing and the same shall be entered by reference into the minutes and considered as other Public Comment received at the hearing.

Section 4.

Following the presentation of all comments, the Council may:

1. Continue the hearing from day to day or to a date certain to allow additional information to be submitted to the Council as a body on any unresolved issues;
2. Close the public hearing and proceed to Council debate of the matter; or
3. Close the hearing and continue the Council debate and vote to a date certain.

A public hearing which has been formally closed may not be reopened. If additional information is required before a decision can be made, the Council, upon motion duly made, seconded and passed, may call for an additional public hearing which hearing shall be duly noticed, specifying date, time, place and subject matter of the hearing.

PART X. Addressing the Council

Section 1.

The public is invited to speak on any item under discussion by the Council after recognition by the presiding officer. The speaker should step to the lectern or front of the room and, for the record, give his/her name and address and, if applicable, the person, firm, or organization he/she represents.

Prepared statements are welcomed and should be given to the Town Clerk to become part of the public record. All prepared statements shall become a part of the hearing record.

Comments are to be directed to the presiding officer. Comments on non-agenda items shall be limited to five (5) minutes. Comments on agenda items shall be limited to eight (8) minutes.

Section 2.

While the Council is in session, the members must preserve order and decorum. A member shall not delay or interrupt the proceedings or the peace of the Council nor disturb any member while speaking or refuse to obey the orders of the Council or its presiding officer.

Any person making personal, impertinent or slanderous remarks or who shall become abusive or disruptive during the Council meeting shall be forthwith barred from further presentation to the Council by the presiding officer, unless permission to continue is granted by a majority vote of the Council.

PART XI. Ordinances and Resolutions

Section 1.

Ordinances and resolutions must be introduced by a member of the Council or the Mayor.

- If the draft ordinance is approved by the Mayor, it shall then be placed on the Council agenda for first reading, with second reading and final adoption by the Council occurring at least twelve (12) days after the first reading and provisional adoption.
- After being adopted, the ordinance shall be posted on the Town's posting board and copies shall be made available to the public by the Clerk of the Council.
- The reading of the ordinance's title and number shall be sufficient to constitute a reading and an actual oral pronouncement of each word contained therein of the proposed ordinance shall be waived unless required by a majority vote of the Council.

Section 2.

All ordinances, except emergency ordinances, shall become effective thirty (30) days after the second reading and final adoption. All resolutions and emergency ordinances shall become effective immediately, unless a delayed effective date is specified.

Prior to the next regularly scheduled Town Council meeting, all ordinances and resolutions approved by the Town Council must either be vetoed by the Mayor, signed by the Mayor, or returned to the Town Clerk without the Mayor's signature. -

If an ordinance or resolution is not signed or vetoed by the Mayor prior to the next regularly scheduled meeting, the ordinance or resolution will go into effect without the Mayor's signature. In the Mayor's absence, the Council President may sign ordinances and resolutions, except those ordinances or resolutions the Mayor requests not be signed.

Section 3.

Resolutions adopting or amending the town's budget and resolutions setting usage, license, and permit fees shall be adopted only after notice given in accordance with §7-1-4127, MCA and a public hearing held thereon.

Section 4.

Details relating to Emergency Measures shall be handled in accordance with §7-5-4204, MCA, Details relating to emergency measures.

- The nature of the emergency must be expressed in the preamble or body of the ordinance
- The ordinance must receive two-thirds vote of all members present and voting

- An emergency ordinance can only be passed if it is immediately necessary for the preservation of the peace, health and safety of the citizens of Stevensville
- An ordinance passed as an emergency ordinance shall remain effective for no more than ninety (90) Days

PART XII. Election of Council President

Section 1.

Prior to the first regularly scheduled Town Council meeting in January following a general municipal election, any member of the newly organized Town Council who wishes to be a candidate for Council President shall notify the Town Clerk, in writing or via e-mail, of her/his desire to be President. The Town Clerk shall communicate the desire to become Council President to the Town Council and the Mayor.

Section 2.

The election of Town Council President shall be taken up as an item of new business on the agenda of the first regular Town Council meeting January following the municipal election. The election of Council President will be by voice vote recorded. A majority vote of Town Council is required to elect a nominee.

Section 3.

If a candidate(s) fails to obtain a majority, new nominations will be allowed after two successive votes fail to produce a majority. Unsuccessful candidates may be nominated.

Section 4.

If the position of Council President is vacated, the Town Council shall elect a new Council President at the first regularly scheduled meeting after the vacancy occurs.

PART XIII. Absences of a Town Council Member for more than 10 days

A Town officer desiring to be absent from the Town continuously for ten (10) calendar days or more shall submit a written or electronic request for permission to be absent to the Town Clerk's office. The request shall be directed to the Town Council members and the Mayor. The Town Clerk shall forward a copy of the Town officer's request to be absent to each Town Council member and the Mayor. If three (3) or more Council members have an objection to the absence, they may object, in writing or via e-mail, within three (3) calendar days after a copy of the request for absence has been sent to the Town Council membership.

If no written objection is filed, the request shall be deemed approved. Pursuant to Section 7-4-4111, MCA entitled, "Determination of Vacancy in Municipal Office," this provision shall be

applicable to all Town officers who are elected or appointed to a term of office, and this shall be the Town Council's mechanism for giving its consent pursuant to Section 7-4-4111 (5), MCA, and shall provide for objecting parties to show cause for objection to request for absence.

After three (3) calendar days, the Town Clerk will notify the Town Officer of approval or objection.

PART XIV. Town Council Procedures for filling a Vacancy in an Elected Town Office

Section 1.

All vacancies within the Town of Stevensville shall be filled in accordance with §7-4-4112, MCA, Filling of vacancy and § 2-118, SMC.

Whenever Town Council has sufficient advance notice of a future vacancy in an elected office, Town Council shall attempt to fill the vacancy in advance of the actual vacancy in order to prevent an elected office from incurring a period of vacancy. A vacating Council member may vote for their replacement, if available.

Section 2.

Pending an election and qualification, the council shall appoint a person within 30 days of the vacancy to hold the office until a successor is elected and qualified.

Vacancies on the Council may be filled by an application process as described in Section 3.

The Town Council may determine the method of filling a vacancy of the Mayor's Office using one of the following methods at the next available council meeting.

In the case of a Mayor who has vacated office before a successor is appointed or elected, the Town Council may, by a majority vote of its members, appoint the Town Council President to act as Mayor until a successor is either appointed, elected by Special Election or elected during the next General Municipal Election.

If a Mayor gives advance notice that he will vacate the office, the council may fill the office as follows:

- Appointment of the Council President to the office of Mayor until such time as a Special Election or General Municipal Election can be held.
- By an application process as described in Section 3.

Section 3.

As soon as the Mayor or Town Council President becomes aware of a vacancy in an elected Town Office, or as soon as the Mayor or Town Council President receives official notice that an elected Town Office will become vacant at a specified date in the future, the Mayor or Town Council President shall

make arrangements with the Town Clerk to publicly announce the vacancy using the same manner of advertising as when publicizing a public meeting, and the Town of Stevensville website.

The Town Clerk will receive written applications from citizens interested in applying to fill the vacancy in the elected office for ten calendar days from the date of the first public announcement by the Town Clerk's office.

The public announcement issued by the Town Clerk's office shall identify all the statutory established qualifications for an individual to be eligible to hold the vacant office.

The Town Clerk, in conjunction with the Town Attorney, shall prepare an application form for use by applicants interested in being selected to fill the vacant position if a preapproved application is not available. The application once prepared, shall be submitted to the Town Council at a regularly scheduled council meeting for approval for use. The application, once approved by the Town Council, shall be maintained for future use and reviewed for accuracy before being used to fill a vacancy.

The application form shall request information as to the full name and address of the applicant, as well as all information necessary to determine if the applicant meets the statutorily established qualifications to fill the office.

The Town Clerk will review the written application in order to determine if an applicant meets the minimum qualification to fill the office as specified by State Law.

A list of all applicants, as well as a status of their eligibility, will be submitted by the Town Clerk to Town Council at its next regularly scheduled or special meeting after the application deadline. Each Town Council Member is entitled to select for interview or nomination a final slate of candidates.

All members of the Town Council who choose to apply for the Office of Mayor via the application process shall recuse themselves from the interview and selection process. The remaining members of the Town Council will complete the interview and selection process.

All applicants shall be interviewed using the same interview questions, without the presence of another applicant. No applicant shall be afforded an advance copy of the interview questions.

Upon completion of the interview process, each member of the Town Council will evaluate each applicant and then nominate an applicant for final selection via a majority vote of Town Council, in accordance with §7-4-4112, MCA Filling of Vacancies and § 2-118, SMC. The successful applicant shall be sworn in at the earliest convenient time and date to assure continuity in Town government.

File Attachments for Item:

b. Discussion/Decision: Council Rules. (Council Member Michalson)

AGENDA ITEM A

Unfinished New Business

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

Submission Date 9-2-2020 Time: 11:50

Person Submitting the Agenda Item **Mayor** Yes No

Council Member Submitting the Agenda Item Request? Name
Micha Initial DM

2nd Council Member Submitting the Agenda Item Request? Name
Initial _____

If you are a Citizen is Submitting the Agenda Item Request please print your Name
Name _____

Citizen's Contact Phone Number: _____ Citizen's email address: _____

Requested Council Meeting Date for Item: 9-10-20

Agenda Topic: Council Rules

Backup Documents Attached Yes No

If no, why not?

Approved/Disapproved, If Approved, Meeting Date for Consideration ____ - ____ - ____

Mayor Signature _____ Date ____ - ____ - ____

Requestor Contacted Date ____ - ____ - ____ Time _____ by Whom _____

If this request is disapproved, please list the date it will be placed before the council. Date ____ - ____ - ____
If the request is not valid, please annotate the reason it is not a valid item for consideration.

**Stevensville Town Council Meetings
Agenda Item Request**

received
9/2/20

df.

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

Agenda Item Type:	Council Rules
Person Submitting the Agenda Item:	Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Council Person
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	9-10-2020
Agenda Topic:	Change in Council Rules regarding vacancy
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	
If Approved, Meeting Date for Consideration:	
Notes:	

Notes regarding the agenda item.

Council Rules follow state law regarding the filling of a vacancy on the Town Council and for a vacancy in the Mayor's Office.

Current Council Rules are not in compliance with § 7-4-4112(1) MCA which states:

7-4-4112. Filling of vacancy. (1) When a vacancy occurs in any elective office, this position is considered open and subject to nomination and election at the next general municipal election in the same manner as the election of any other person holding the same office, except the term of office is limited to the unexpired term of the person who originally created the vacancy. Pending an election and qualification, the council shall, by a majority vote of the members, appoint a person within 30 days of the vacancy to hold the office until a successor is elected and qualified.

Current Council Rules allow the following which is not in compliance with the Montana Code Annotated:

Part XIV Town Council procedure for filling a vacancy in an Elected Town Office

Section 1. All vacancies within the Town of Stevensville shall be filled in accordance with § 7-4-4112 MCA, filling of vacancy and § 2-118 SMC.

Whenever Town Council has sufficient advance notice of a future vacancy in an elected office, Town Council shall attempt to fill the vacancy in advance of the actual vacancy in order to prevent an elected office from incurring a period of vacancy. A vacating Council Member may vote for their replacement, if available.

The second paragraph under Part XIV Section 1 is not in compliance with § 7-4-4112(1) MCA.

This being the case, the second paragraph as annotated above needs to be removed from the Council Rules.

[EXTERNAL] RE: Elected office vacancy

Clark, Daniel <daniel.clark@montana.edu>

To: Bob Michalson <bob@townofstevensville.com>

Cc: Kent, Ashley <ashleykent@montana.edu>; MacDonald, Jane <jane.macdonald@montana.edu>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Bob,

Either the council seat is vacant, or it is not. If it is vacant than the remaining members of the council vote to fill the vacancy. The outgoing is gone and no longer is a council person nor should have a seat on the council to vote on their successor.

Your local policy doesn't make sense to me. I suggest having your city attorney review the policy for legality.

Dan

Dan Clark
Director

MSU Local Government Center

Culbertson Hall 235-A

P.O. Box 170535

Bozeman, MT 59717

Office: 406-994-6694

Cell: 406-570-4259

FAX: 406-994-1905

email: daniel.clark@montana.edu

Website: msulocalgov.org

The Montana State University Extension
is an ADA/EO/AA/Veteran's Preference
Employer and Provider of Educational Outreach

From: Bob Michalson <bob@townofstevensville.com>

Sent: Friday, June 19, 2020 12:59 PM

To: Clark, Daniel <daniel.clark@montana.edu>

Subject: Elected office vacancy

Dan,

I have a elected official question. According to Stevensville's council rules a council member who is vacating his position can sit and vote on his or her predicesor?. I cannot find this in

From: Bob Michalson
Sent: Friday, June 19, 2020 12:58 PM
To: daniel.clark@montana.edu <daniel.clark@montana.edu>
Subject: Elected office vacancy

Dan,

I have a elected official question. According to Stevensville's council rules a council member who is vacating his position can sit and vote on his or her predicesor?. I cannot find this in state law. Can you give me guidance on this issue please.

7-4-4112. Filling of vacancy. (1) When a vacancy occurs in any elective office, this position is considered open and subject to nomination and election at the next general municipal election in the same manner as the election of any other person holding the same office, except the term of office is limited to the unexpired term of the person who originally created the vacancy. Pending an election and qualification, the council shall, by a majority vote of the members, appoint a person within 30 days of the vacancy to hold the office until a successor is elected and qualified.

(2) If all council positions become vacant at one time, the board of county commissioners shall appoint persons within 5 days to hold office as a city council member. The appointed city council member shall then appoint persons to any other vacant elective offices.

(3) A vacancy in the office of city council member must be filled from the ward in which the vacancy exists.

BOB MICHALSON
COUNCIL PRESIDENT - WARD 2
TOWN OF STEVENSVILLE

BOB@TOWNOFSTEVENSVILLE.COM



THIS E-MAIL AND ITS ATTACHMENTS MAY BE CONFIDENTIAL AND ARE INTENDED SOLELY FOR THE USE OF THE INDIVIDUAL TO WHOM IT IS ADDRESSED. ANY VIEWS OR OPINIONS EXPRESSED ARE SOLELY THOSE OF THE AUTHOR AND DO NOT NECESSARILY REPRESENT THOSE OF THE TOWN OF STEVENSVILLE. IF YOU ARE NOT THE INTENDED RECIPIENT OF THIS E-MAIL AND ITS ATTACHMENTS, YOU MUST TAKE NO ACTION BASED UPON THEM, NOR MUST YOU COPY OR SHOW THEM TO ANYONE. PLEASE CONTACT THE SENDER IF YOU BELIEVE YOU HAVE RECEIVED THIS E-MAIL IN ERROR. MESSAGES AND ATTACHMENTS SENT TO OR FROM THIS E-MAIL ACCOUNT PERTAINING TO TOWN OF STEVENSVILLE BUSINESS MAY BE CONSIDERED PUBLIC RECORD OR PRIVATE RECORDS DEPENDING ON THE MESSAGE CONTENT UNDER MONTANA'S RIGHT TO KNOW LAWS.

File Attachments for Item:

Discussion/Decision: Resolution No. 482, 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:	Brandon E. Dewey
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	09/24/2020
Agenda Topic:	Discussion/Decision: Resolution No. 482, 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:	09/24/2020
Notes:	

RESOLUTION NO. 482

A RESOLUTION THE STEVENSVILLE TOWN COUNCIL DECLARNG CERTAIN TOWN PROPERTY AS SURPLUS AND AUTHORIZING ITS DISPOSITION

WHEREAS, the items herein of Town owned property have served their useful life for the Town of Stevensville purposes and needs 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 this Town Council that if any property is sold to other than a county or political subdivision, bids will be taken pursuant to 7-5-4307 MCA;

BE IT FURTHER RESOLVED 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.

THE FOLLOWING ITEMS ARE HEREBY DECLARED SURPLUS:

1. 1996 Chevrolet Suburban (FD Command Car)
2. Miscellaneous office furniture

PASSED AND ADOPTED by the Town Council of the Town of Stevensville, Montana, this _____ day of _____, 2020

Approve:

Attest:

Brandon E. Dewey, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

b. Discussion/Decision: Contract for Building Inspections Services with Construct Montana, LLC



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:	9/24/2020
Agenda Topic:	Discussion/Decision: Contract for Building Inspections Services with Construct Montana, LLC
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	9/24/2020
Notes:	

TOWN OF STEVENSVILLE PROFESSIONAL SERVICES AGREEMENT

This Agreement is entered into by and between the Town of Stevensville (“Town”) and Construct Montana, LLC (“Contractor”) identified as follows:

Tim Netzley
Construct Montana, LLC
236 Glacier Drive
Lolo, MT 59847
Phone: (406) 241-9464
Email: inspector@construct.com

WITNESSETH:

WHEREAS, the Town proposes to use the services of Contractor as an independent contractor to provide certain services related to building inspection and plan review as more fully described herein; and

WHEREAS, the Town and Contractor desire to contract for the specific “Services” as defined in **Exhibit A** and desire to set forth their rights, duties, and obligations in connection with the services to be performed; and

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, Town and Inspector agree as follows:

1. Purpose. The Town desires to hire Contractor as an independent contractor for the purpose of providing Building Official and Building Inspector services for the Town in return for the compensation stated. To this end, the parties mutually agree as follows:
2. Relationship of the Parties. Town is a municipal corporation and a political subdivision of the State of Montana. Contractor is an individual/firm licensed and certified to perform construction trade inspections in the State of Montana.

This Agreement is not intended to create nor shall be construed to create any relationship between the parties or any of their respective employees other than that of independent entities contracting for the purpose of effecting the provisions of this Agreement. Employees and agents of each party will not be deemed to be employees or agents of the other party.

Contractor acknowledges that all payments to Inspector under this Agreement are gross payments made to an independent contractor and Inspector is responsible for payment of all taxes arising out of performance of this Agreement, including but not limited to Federal and state income tax, social security tax, unemployment insurance tax, and any other taxes or business license fees required.

3. Scope of Work. Contractor shall provide the specific services, tasks, or work products shown on Exhibit A, which lists the scope of services relating to this Agreement. By this reference, Exhibit A is made a part of this Agreement.

4. Effective Date and Performance Schedule. This Agreement will be effective on the date the last party signs below. The services to be provided under this Agreement shall be completed in accordance with terms articulated in Exhibit A. Time is of the essence in completing this Agreement and the time of performance may be extended only by written agreement signed by both parties.

The Town may request changes within the general scope of this Agreement by written change order and Contractor shall be entitled to a reasonable period of time to perform or provide said changes.

5. Compensation for Services. In consideration of the Contractor providing Services, Town shall pay Inspector for the Services performed in accordance with **Exhibit B – Fee Schedule for Services** that is attached hereto and incorporated herein.

Monthly payment for services will be made by the Town within 30 calendar days of the end of each month and receipt of Contractor's reports detailing actual work performed in accordance with this Agreement. Town agrees to pay 3% per annum interest on overdue payments. Town shall reference the month and year in a memo form for each payment made to Inspector.

Reports will be submitted to the Principal Contact for the Town identified in this Agreement, or others as agreed, with supporting documentation, and a signed W-9 containing Inspector's Tax Identification number will be provided.

Town and Contractor shall each have the right to request an accounting of payments for Services. However, accountings are limited to no more than four times per year in order to prohibit undue administrative burden on the parties. In the event of an error in payment, the parties shall use best efforts to resolve discrepancies within 30 days of notice of error.

6. Insurance and Workers' Compensation. Contractor agrees to procure and maintain, at its expense:

a. Workers' Compensation insurance in accordance with statutory levels as required by law. Inspector shall furnish Town with a copy of either 1) a binder for workers' compensation coverage; or 2) a valid Independent Contractor Exemption Certification from the Montana Department of Labor and Industry.

b. Automobile Liability insurance for bodily injury and property damage covering all vehicles, including hired vehicles, owned and non-owned vehicles;

c. Commercial General Liability insurance with combined single limits for bodily injury, personal injury, and property damage of \$1,000,000 per occurrence and \$2,000,000 aggregate per year to cover such claims as may be caused by any act, omission, or

negligence of the Inspector or its officers, agents, representatives, assigns, or subcontractors; and

d. Professional Liability insurance with combined single limits for each wrongful act of \$1,000,000 per occurrence and \$2,000,000 aggregate per year to cover such claims arising out of the performance of services under this Agreement caused by negligent acts, errors, or omissions for which Inspector is legally liable.

The Town, its officers, officials, employees, and volunteers are to be covered and listed as additional insured on Contractor 's insurance policies.

The policies shall provide waivers of subrogation, by endorsement or otherwise, effective as to the Town.

Certificates of insurance verifying the above coverages will be furnished by Contractor to the Principal contact for the Town prior to commencement of work on the Project. Such certificates shall provide that insurance may not be canceled, except on 30 days' prior written notice to the Town.

7. Records. Contractor shall maintain sufficient records to enable the Town to document the performance of the Agreement. Inspector shall allow access to those records by the Town's Principal Contact, Financial Administrator, any independent auditor employed by the Town, and/or representatives of the state or federal government. Records shall be retained for at least three (3) years after completion of this Agreement.

Town shall timely provide all data, information, plans, specifications, and any other relevant documentation required by Contractor to perform Services. Town shall receive and schedule inspection requests in accordance with the schedule described in Exhibit A.

8. Principal Contact for the Town. The Town employee with whom the Contractor must communicate regarding this Agreement and who shall have the authority to confer with the Mayor to accept completion of performance and to submit requests for payment to the Town Financial Administrator is:

Name: Robert Underwood
Title: Finance Officer/HR
Address: 206 Buck Street
Telephone Number: (406) 777-8571 ext 103
Email Address: Robert@townofstevensville.com

9. Ownership and Publication of Materials. All reports, information, data, and other materials prepared by Contractor pursuant to this Agreement are the property of the Town, which has exclusive and unrestricted authority to release, publish, or otherwise use, in whole or in part, the material. No material produced in whole or in part under this Agreement may be copyrighted or patented in the United States or in any other country without the prior written approval of the Town. None of the documents are intended or represented to be suitable for reuse by Town or

others on extensions of the project or on any other project. Any reuse without written verification or adaptation by Contractor for the specific purpose intended will be at Town's sole risk and without liability to Inspector.

10. Public Access to Information. Contractor acknowledges that the Town is a local government unit and its records are public and subject to disclosure under Montana law. Certain information may be protected from disclosure, including information concerning an individual privacy interest, legitimate trade secrets, other constitutionally protected proprietary information, and certain information relating to individual or public safety.

The parties agree to confer prior to disclosure of any information relating to this Agreement and its performance which includes potentially protected information. Contractor agrees to protect any confidential information from disclosure to others or from use for any purpose inconsistent with this Agreement without the prior written consent of Town.

11. Termination. This Agreement may be terminated by either party due to a material breach by providing the breaching party with written notice explaining the breach and providing notice of the termination; provided, however, the breaching party shall have the lesser of thirty (30) days from the receipt of such notice or the full term of the Agreement to cure the material breach. In the event of an uncured breach, the non-breaching party may bring suit for damages, specific performance, and any other remedy provided by law. These remedies are cumulative and not exclusive.

The Town may terminate this Agreement upon written notice to Contractor at any time due to lack of availability of work or funds.

In the event this Agreement is terminated and the Contractor is not in breach, the Town shall pay Contractor a pro rata amount of the compensation as determined by that portion of work completed to Town's satisfaction as of the date of termination. Payment of this amount shall be made by Town within thirty (30) days of termination, minus expenses and damages the Town incurred. Inspector shall have no obligation to complete partially inspected structures if notice of termination is given. However, upon mutual agreement of both parties, Services on particular structures may be completed through final inspection at the agreed upon fee.

In the event this Agreement is terminated, Contractor shall surrender any and all materials produced under this Agreement to the Town. Upon termination, the Town may take over the work and may award another party a contract to complete the work under this Agreement.

12. Notice. Town authorizes Contractor to communicate by email, regular United States Mail, telephone or text. Contractor authorizes Town to communicate by email, regular United States Mail, telephone or text. Any official written notice required by this Agreement shall be provided by hand-delivering or mailing, postage prepaid, to the parties at the addresses in this Agreement.

13. Compliance with Laws and Standard of Care. Contractor is responsible for compliance with all applicable local, state, and federal laws, rules, and regulations.

The standard of care for all professional inspecting, consulting and related services performed or furnished by Contractor and its employees under this Agreement will be the care and skill ordinarily used by members of Inspector's profession practicing under the same or similar circumstances at the same time and in the same locality.

14. Indemnification. Each party hereby agrees to indemnify and hold the other party harmless from any and all claims, demands, costs, liabilities, losses, expenses and damages caused by the negligence of the other.

15. Nondiscrimination. Contractor agrees that all hiring undertaken for the purposes of performing this Agreement shall be on the basis of merit and qualifications. In relation to any person performing this Agreement, Inspector may not discriminate on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin.

16. Entire Agreement, Modifications and Non-Assignment. This Agreement and the Exhibits identified herein constitute the complete, entire, and final agreement of the parties hereto with respect to the subject matter hereof, and shall supersede any and all previous communications, representations, whether oral or written, with respect to the subject matter hereof. Invalidation of any of the provisions of this Agreement or any paragraph sentence, clause, phrase, or word herein or the application thereof in any given circumstance shall not affect the validity of any other provision of this Agreement.

This Agreement cannot be changed or modified in any manner except by a written Agreement signed by both parties. No obligation or right hereunder may be assigned, transferred, subcontracted or otherwise given to or imposed on any other party without a written Agreement signed by both parties.

17. Place of Performance and Venue. Performance of this Agreement is in the Town of Stevensville, Ravalli County, Montana. In the event of litigation, venue is in the Twenty- First Judicial District Court in Ravalli County, Montana. This Agreement will be construed under and governed by the laws of the State of Montana.

18. Dispute Resolution. In the event a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by non-binding mediation, before resorting to litigation, or some other dispute resolution procedure.

19. Attorney's Fees. In the event of a legal dispute arising from this Agreement, the parties agree to pay their own attorney's fees.

18. Waiver and Severability. The failure to insist upon strict performance of any of the provisions of this Agreement shall not be deemed a waiver of any rights or remedies, and shall not be deemed a waiver of any subsequent breach or default in the performance of this Agreement. If any part of this Agreement is held to be void, illegal or unenforceable, the validity of the remaining provisions will not be affected.

DATED this ____ day of September 2020.

CONSTRUCT MONTANA, LLC:

By _____
Tim Netzley, Owner

TOWN OF STEVENSVILLE

By _____
Brandon E. Dewey, Mayor

ATTEST:

Jenelle Berthoud, Town Clerk

APPROVED AS TO FORM:

By _____
Scott Owens, City Attorney

EXHIBIT A – SERVICES

“Services” as defined in this Agreement are limited to the following:

1. Construction Plan Review Services.

Contractor will provide construction plan review for building code compliance in accordance with Client’s adopted and publicly published building codes and standard practices in the following areas:

- Residential and commercial building
- Residential and commercial electrical
- Residential and commercial plumbing
- Residential and commercial mechanical
- Residential and commercial energy code
- Residential and commercial accessibility

Contractor has no responsibility to perform building code review outside of the aforementioned areas. Contractor’s obligations are limited to review of the submitted plan, and a written report stating that the proposed plan complies with or does not comply with building codes. In the event the plan does not comply with building codes, Contractor will reference the specific code(s) and draft a brief summary of the basis for non-compliance.

Contractor shall endeavor to complete plan reviews for commercial properties within 15 business days from the time Town gives notice to Contractor of the work. Contractor shall endeavor to complete plan reviews for residential properties within 10 business days from the time Town gives notice to Contractor of the permit submission. Contractor agrees to complete Services within 30 days from issuance of construction documents by Town. In the event Contractor cannot complete Services within 30 days from notification of issuance of construction documents by Town, Contractor shall notify Town and request an agreement of an extension and specify when the review will be complete. Notice of the need for an extension will afford Contractor a minimum of 15 additional business days to complete the review. Thereafter, Contractor shall complete the review or be in Default.

Contractor ensures Construction Plan Review Services will be performed by professionals with trade master license (if available); Inspector certifications certification as required pursuant to Montana law plus 2 years field experience; or ICC Plan Review certifications.

Inspection Services.

Contractor will provide building code compliance inspections in accordance with Town’s adopted and publicly published building codes and standard practices in the following areas:

- Residential and commercial building
- Residential and commercial electrical
- Residential and commercial plumbing
- Residential and commercial mechanical
- Residential and commercial energy code
- Residential and commercial accessibility

Contractor ensures all Inspection Services will be performed by professionals possessing a trade master license (if available); or inspector certification as required pursuant to Montana law.

3. **Additional Services.**

As part of this Agreement, Contractor will provide the following services:

- Provide construction progress inspections as defined by Montana Building Code Program or by agreement with municipality
- Define when and what inspections are required for public information, for Town approval
- Establish specified days/times of local operations, to include special appointments for planning
- Maintain open lines communication via email and phone for project related questions during typical Town business hours
- Maintain uniform digital records in common file formats to allow workflow tracking and monitoring and to facilitate municipal archiving
- Design and submit for approval forms including the following:
 - “Stop Work” orders
 - Posted on site Permit Inspection Record
 - Public informational template articulating requirements and recommendations for Town approval and disbursement
 - Residential and Commercial Plan Review Checklists
- Maintain communication with Town, contractors, and developers (via available information) regarding:
 - Permit specific inspection findings
 - Common code findings - public information form
 - Uniform standards of practice (What to Expect)

4. **Reporting Services.**

Contractor will periodically report to Town regarding the following:

- Regular compliance reporting per permitted project and/or constant sync with uploaded shared files
- Annual fee structure audit with recommendations
- Contractor assigns a jurisdictional superintendent to maintain consistent working relationship with municipal operators
- Contractor can suggest names toward a Board of Appeals to be approved and kept in place by the jurisdiction pursuant to applicable State of Montana requirements

5. Recommendations.

To facilitate the Services provided under this Agreement, Contractor recommends Town designate a Permit Specialists, Program Manager, or someone familiar with building code operations to work closely with Contractor to coordinate Contractor and Town efforts and to ensure consistent communication.

EXHIBIT B – FEE SCHEDULE FOR SERVICES

1. Fee Structure

Contractor fees for services provided pursuant to this Agreement will be as follows:

Service	Rate
Residential & Commercial Inspections (Building, Electrical, Plumbing, and Mechanical)	\$500.00 a week for 10 hours of work per week for 13 weeks (total of \$6,500)
Residential/Commercial Plan Review (Building, Electrical, Plumbing, and Mechanical)	See above
*Any work performed outside of agreed upon regular scheduled days/times will be performed for \$50/hour and have prior approval of Town.	

File Attachments for Item:

c. Discussion/Decision: Council's retention of an attorney to provide counsel in regard to an upcoming trial by Council on conduct of Council Member Michalson (Council Member Devlin)



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:	Jaime Devlin
Second Person Submitting the Agenda Item:	
Submitter Title:	Council Member
Submitter Phone:	
Submitter Email:	jaime@townofstevensville.com
Requested Council Meeting Date for Item:	9/24/2020
Agenda Topic:	Discussion/Decision: Council's retention of an attorney to provide counsel in regard to an upcoming trial by Council on conduct of Council Member Michalson (Council Member Devlin)
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	9/24/2020
Notes:	

Brandon E. Dewey

From: Jaime Devlin
Sent: Tuesday, September 15, 2020 11:57 AM
To: Brandon E. Dewey; Scott B. Owens
Subject: Request

Good morning-

I would like to look into the possibility of retaining an attorney who can give us advice on the Council by Trial that will be coming up. This will help protect the town.

Also, is it proper to request advice from the county attorney on this? Furthermore is it proper for the county attorney to give advice?

Thank you for your consideration.

Have a wonderful day,

JAIME DEVLIN
COUNCILMEMBER - WARD 1
TOWN OF STEVENSVILLE

JAIME@TOWNOFSTEVENSVILLE.COM



THIS E-MAIL AND ITS ATTACHMENTS MAY BE CONFIDENTIAL AND ARE INTENDED SOLELY FOR THE USE OF THE INDIVIDUAL TO WHOM IT IS ADDRESSED. ANY VIEWS OR OPINIONS EXPRESSED ARE SOLELY THOSE OF THE AUTHOR AND DO NOT NECESSARILY REPRESENT THOSE OF THE TOWN OF STEVENSVILLE. IF YOU ARE NOT THE INTENDED RECIPIENT OF THIS E-MAIL AND ITS ATTACHMENTS, YOU MUST TAKE NO ACTION BASED UPON THEM, NOR MUST YOU COPY OR SHOW THEM TO ANYONE. PLEASE CONTACT THE SENDER IF YOU BELIEVE YOU HAVE RECEIVED THIS E-MAIL IN ERROR. MESSAGES AND ATTACHMENTS SENT TO OR FROM THIS E-MAIL ACCOUNT PERTAINING TO TOWN OF STEVENSVILLE BUSINESS MAY BE CONSIDERED PUBLIC RECORD OR PRIVATE RECORDS DEPENDING ON THE MESSAGE CONTENT UNDER MONTANA'S RIGHT TO KNOW LAWS.

File Attachments for Item:

d. Discussion/Decision: Alcohol use permit for the Scarecrow Brewfest



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:	9/24/2020
Agenda Topic:	Discussion/Decision: Alcohol use permit for the Scarecrow Brewfest
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	9/24/2020
Notes:	

TOWN OF STEVENSVILLE
APPLICATION FOR SPECIAL EVENT PERMIT

APPLICATION DATE: 9/14/2020 (Must be at least 14 days prior to event)

NAME OF GROUP OR ORGANIZATION: CIVIC CLUB

CONTACT PERSON: JOAN OR Jim Edwards TELEPHONE: 406-360-3474

ACTIVITY: Scarecrow Brewfest

LOCATION REQUESTING: Behind Rocky Mtn Bank

DATE: SAT OCT 3rd 2020 STARTING TIME: 3:00 ENDING TIME: 8:00

ESTIMATED NUMBER OF PEOPLE ATTENDING: 99

ALCOHOL USE? YES NO If yes please attach Alcohol Use Request Form

HIGHWAY OR STREET CLOSURE? YES NO If yes, please attach MDOT Street Closure Permit

REQUEST FOR BONFIRE? YES NO If yes, please attach Town Burn Permit

IS OVERNIGHT CAMPING REQUESTED? YES NO

DO YOU HAVE INSURANCE? YES NO

If yes please attach declaration page as proof of insurance for \$1.5 million as pursuant to Montana Statute M.C.A. 2-9-108.

WILL SECURITY BE REQUIRED? YES NO

IF YES, PLANS FOR SECURITY: We have people

PLANS FOR CLEAN UP: We clean up

FEE: \$ 50.00

**If the event involves less than 1,000 participants, this application will be forwarded to the Mayor for final approval. If the event involves more than 1,000 participants, this application will be considered at the first Town Council Meeting after its receipt. A representative must attend the council meeting. The contact person will be notified of the Council's decision the following day. **

Event 3 to 8

TOWN OF STEVENSVILLE
ALCOHOL USE REQUEST FORM

Applicant Name Jim Edwards Phone Number 406-360-3474

Group/Organization Name Stevensville Civic Club

Describe Intended Alcohol Use (type, amount, commercial or private, etc.)
tasting and learning about the product.

Has an Application to Use/Sell Alcohol been approved by the Montana Department of Revenue? Yes _____ No. If yes, please provide a copy.

Describe the Plan to: 1. Contain the alcohol use to a restricted area. The event is well covered and use will be around tents - there will be a front entry with people at the front selling tickets and watching attendees -

Describe the Plan to: 2. Prevent the sale or use of alcohol by minors. Every one pouring is a professional in their field - we do not have off the street volunteers. Wristbands will be used for identification.

Describe the Plan to: 3. Provide for the safety and security of event attendants and other citizens. we will have 4 men watching the event and monitoring any situation. The event is a fundraiser not a drinkfest -
Zero problems last year.

Approved _____ Date _____ Denied _____ Date _____

Required Deposit: _____



Special Permit Application to Sell Beer and Table Wine

V1 1/2020

A copy of your IRS tax-exempt certificate must be attached or on file with the department.

Please send the completed application and the appropriate fees to Alcoholic Beverage Control Division up to 14 days before, but no later than 3 days before the event. For faster processing online submission on our TransAction Portal (TAP) is appreciated at <https://mtrevenue.gov/SpecialPermit>.

Section 1-General Information

Note: If the applicant is an individual, list the individual's name below. If the applicant is a partnership, limited liability partnership (LLP), corporation, or limited liability company (LLC), list the business' name below.

Applicants Stevensville Civic Club FEIN/SSN 81-0417783

Contact Person Victoria Howell

Telephone 777-3928 or 207-8793 Email editor@bitterrootstar.com

Location of Principal Place of Business P.O. Box 676, Stevensville MT 59870
(Street Address, City, State and ZIP Code)

Name of Event Scarecrow Brewfest

Location of Event 107 E. 3rd, Stevensville Hotel Lawn, Rocky Mtn. Bank parking lot
East Third between Main & Church
(Street Address, City, State and ZIP Code)

Date(s) for which Special Permit is Requested October 3, 2020

Note: A special event may only last for a maximum of three days, except that each permit holder may have one special event per year of up to seven days for a county, state or regional fair that occurs no more than once per year, is held on a publicly owned fairgrounds, and is officially sanctioned by a government entity.

Section 2-Type of Organization and Fees. Please mark one.

\$10 per Day

- 501(c)(3) Organization
 - Organization operated to raise funds for a needy person (limit 3 per year)
 - Accredited Montana post secondary school (limit 3 per year)
 - Intercollegiate athletic fund-raising organization (limit 12 per year)
- 501(c)(4) Civic League or Organization (limit 12 per year)
- 501(c)(6) Chamber of Commerce or business league (limit 12 per year)
- Veterans or fraternal organizations that hold a liquor license (limit 3 per year)

\$1000 per Season-Please include a copy of the game schedule.

- Junior Hockey Team
- Professional Sports Organization

*Chamber of Commerce or business league need to provide proof of alcohol liability insurance.

Total Amount Enclosed \$ _____

Section 3—Local Law Enforcement

Please have your local law enforcement official complete this section prior to sending in your application.

I, James Marble, hereby **Approve** **Disapprove**
of the premises where the event is to be held.

[Signature] 09-17-2020
Signature Date
Chief of Police
Title

Section 4—Declaration and Affidavit

We understand beer and table wine can only be sold and consumed within the enclosure where the event is held and only on the above date(s). We state that the location of the event is not within 600 feet and on the same street as a school or church. A special permit is subject to the provisions of 16-3-306, MCA, unless the entities in 16-3-306, MCA provide the department with advanced written approval.

We understand that all alcohol, including beer and wine, can only be purchased from a licensed distributor.

We will follow all the laws, rules and ordinances relating to the sale of beer and table wine. We understand that a violation of any law or rule relating to the sale of beer or table wine will be reason to revoke the permit. Any authorized employee of the department, its representative or any peace officer will have the right to examine the location of the event at any time.

This application needs to be signed by all individuals, partners or members. In the case of a corporate applicant, it may be signed by one shareholder or officer with authority to sign.

I/We declare under penalty of false swearing that the information provided on this application and its attachments are true, correct and complete.

[Signature] 9/16/20
Signature Date
Victoria Howell Treasurer
Printed Name Title

Signature Date

Printed Name Title

Mail completed application as well as all necessary documents to:

Montana Department of Revenue
Alcoholic Beverage Control Division
PO Box 1712
Helena, MT 59604-1712

Questions? Please call us at (406) 444-6900, or Montana Relay at 711 for hearing impaired.

File Attachments for Item:

e. Planning/zoning Board (Council Member Michalson)



Stevensville Town Council Meeting

Agenda Item Request

received
9/14/20
[Signature]

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

Agenda Item Type:	Choose an item. New Business
Person Submitting the Agenda Item:	EnterName R. Michel
Second Person Submitting the Agenda Item:	EnterName Karl Hatcom
Submitter Title:	Choose an item. Councilperson
Submitter Phone:	EnterPhone 274-1946
Submitter Email:	EnterEmail
Requested Council Meeting Date for Item:	EnterDate 9-24-20
Agenda Topic:	EnterTopic Planning/Zoning Board
Backup Documents Attached?	Choose an item. YES
If no, why not?	
Approved/Disapproved?	Choose an item.
If Approved, Meeting Date for Consideration:	EnterDate
Notes:	Please appoint Steve Gibson to planning zoning Board for Oct. 7th meeting.

Council Comments!

received
9/16/20
82

BOARD APPLICATION FORM
STEVENSVILLE, MONTANA

*Disclosure: any information on this application is available for public view

Name: Steve Gibson Home Phone: _____
Address: 1517 Creekside Dr. Work/Cell Phone: 406.439.2203
City: Stevensville State: MT Zip: 59870
Email Address: stevedgibson52@gmail.com
Business or Occupation: Retired
Board or Committee applying for: Planning and Zoning Board

Please describe your experience or background which you believe qualifies you for service on this Board or Committee (attached additional sheets if needed):

Prior to being elected to the Montana Legislature, where I served as vice chair of appropriations and chair of subcommittee appropriations for corrections, Justice, Judiciary, Public defender, and PSC, I was administrator of Montana Juvenile Corrections where I was responsible for a 20 million dollar budget and over 200 employees.

Why do you wish to serve on this Board or Committee?

As a Montana resident since 1974 and a public servant in Montana for over 40 years, it would be an honor to serve the citizens of Stevensville.

Additional information which you feel is pertinent:

I love this town and believe we need a plan of responsible development that takes into consideration of our natural resources and heritage that benefits all citizens of Stevensville without additional financial burden to the taxpayer. I pledge to be open and listen to all ideas and concerns.

Signature: Steve Gibson Date: 9-8-20

Return Application to: Town of Stevensville, P.O. Box 30, Stevensville, MT 59870

Boards on which I served:

State and local:

1. Governor's K-12 Education Renewal Commission
2. State Special Education Advisory Commission
3. Montana Youth Justice Council
4. Montana Mental Health System of Care Planning Committee
5. Founding Member of the East Helena School Foundation

National

1. American Correctional Association Board of Governors
2. American Correctional Association Standards Commission
3. Juvenile Corrections Administrator of American Executive Board

File Attachments for Item:

f. Discussion/Decision: Installation of a speed warning sign on the 300 block of Park Avenue



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:	09/24/2020
Agenda Topic:	Discussion/Decision: Installation of a speed warning sign on the 300 block of Park Avenue
Backup Documents Attached?	No
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	09/24/2020
Notes:	

File Attachments for Item:

g. Discussion/Decision: Installation of a speed warning sign on the 600 block of Park Avenue



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:	09/24/2020
Agenda Topic:	Discussion/Decision: Installation of a speed warning sign on the 600 block of Park Avenue
Backup Documents Attached?	No
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	09/24/2020
Notes:	

File Attachments for Item:

h. Discussion/Decision: Installation of stop signs at the intersection of College Street and E. 5th 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:	09/24/2020
Agenda Topic:	Discussion/Decision: Installation of stop signs at the intersection of College Street and E. 5 th Street
Backup Documents Attached?	No
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	09/24/2020
Notes:	

File Attachments for Item:

i. Discussion/Decision: Installation of portable crosswalk warning signs on Park Avenue



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:	09/24/2020
Agenda Topic:	Discussion/Decision: Installation of portable crosswalk warning signs on Park Avenue
Backup Documents Attached?	No
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	09/24/2020
Notes:	

File Attachments for Item:

j. Discussion/Decision: Installation of portable crosswalk warning signs on College 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:	09/24/2020
Agenda Topic:	Discussion/Decision: Installation of portable crosswalk warning signs on College Street
Backup Documents Attached?	No
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	09/24/2020
Notes:	

File Attachments for Item:

k. Discussion/Decision: Installation of stop signs at the intersection of College Street and E. 6th 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:	09/24/2020
Agenda Topic:	Discussion/Decision: Installation of stop signs at the intersection of College Street and E. 6 th Street
Backup Documents Attached?	No
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	09/24/2020
Notes:	

File Attachments for Item:

I. Discussion/Decision: Installation of a speed warning sign on the 600 block of College 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:	09/24/2020
Agenda Topic:	Discussion/Decision: Installation of a speed warning sign on the 600 block of College Street
Backup Documents Attached?	No
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	09/24/2020
Notes:	

File Attachments for Item:

m. Discussion/Decision: Installation of a speed warning sign on the 200 block of W. 2nd 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:	09/24/2020
Agenda Topic:	Discussion/Decision: Installation of a speed warning sign on the 200 block of W. 2 nd Street
Backup Documents Attached?	No
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	09/24/2020
Notes:	

File Attachments for Item:

n. Discussion/Decision: Installation of no outlet sign on Mission Street at W. 2nd 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:	09/24/2020
Agenda Topic:	Discussion/Decision: Installation of no outlet sign on Mission Street at W. 2 nd Street
Backup Documents Attached?	No
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	09/24/2020
Notes:	

File Attachments for Item:

o. Discussion/Decision: Installation of no outlet sign on Creekside Drive



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:	09/24/2020
Agenda Topic:	Discussion/Decision: Installation of no outlet sign on Creekside Drive
Backup Documents Attached?	No
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	09/24/2020
Notes:	