



Stevensville Town Council Meeting
***Amended* Agenda for**
THURSDAY, NOVEMBER 12, 2020
7:00 PM
VIRTUAL MEETING

Amended Items are noted in Italics

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: 817 8895 1353
Passcode: 223159
*Press *9 to raise your hand*

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comments (Public comment from citizens on items that are not on the agenda)
4. Approval of Minutes
 - [a.](#) August 13, 2020 Meeting Minutes
 - [b.](#) August 27, 2020 Meeting Minutes
5. Approval of Bi-Weekly Claims
 - a. Claims # 16309-16371
6. Administrative Reports
 - a. Airport
 - b. Building Department
 - [c.](#) Finance
 - [d.](#) Fire Department
 - [e.](#) Parks & Recreation
 - [f.](#) Police Department
 - [g.](#) Public Works
7. Guests
8. Correspondence
9. Public Hearings
10. Unfinished Business
 - [a.](#) Discussion/Decision: Conduct of Councilmember Michalson
 - [b.](#) Discussion/Decision: Review of policies relevant to conduct of Councilmembers
11. New Business
 - [a.](#) Discussion/Decision: Suspension Council Rules to cancel the November 26, 2020 Town Council meeting in observance of Thanksgiving and authorizing claims to be paid out of cycle

- b. [Discussion/Decision](#): Extension of Final Plat Filing Deadline for Phase 2 of the Twin Creeks Subdivision
 - c. [Discussion/Decision](#): Placement of a “No Outlet” sign on Peterson Place
 - d. *Discussion/Decision: Town Council Vacancies in Ward 1 and Ward 2*
- 12. Executive Report
 - 13. Town Council Comments
 - 14. Board Reports
 - 15. Adjournment

Welcome to Stevensville Town Council Chambers

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

It is essential that we treat each other with respect.

We expect that participants will:

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

We further expect that participants will refrain from disrespectful displays:

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

Guidelines for Public Comment

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

During any council meeting you have two opportunities to comment:

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

Comment made outside of these times may not be allowed.

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

Thank you for observing these guidelines.

File Attachments for Item:

- a. August 13, 2020 Meeting Minutes

Stevensville Town Council Meeting

Minutes for

Thursday, August 13, 2020 7:00 pm

1. Call to order and Roll Call

Mayor Dewey call the meeting to order Councilmembers Devlin, Holcomb, Michalson and Vick were all present.

2. Pledge of Allegiance

3. Public Comment

Mayor Dewey explained the public comment process, via email and website. Ms. Berthoud will be sending out those emails throughout the meeting. The public comment that is coming in is agenda related and will be part of minutes for this meeting.

4. Approval of Minutes

None at this time, Ms. Berthoud is on her second week on the job and will be working through those minutes.

5. Approval of Bi-Weekly Claims

Claims #16106-16164, \$411003.24. A motion was made by Councilmember Vick and 2nd by Councilmember Devlin.

Councilmember Michalson: on claim 16154 for \$1,210.00, for outer business solutions may I ask what that is for. Do we rent or lease our copier?

Mayor Dewey: no, we own our copier, but when we go over the amount of copies, we are charged the overage on our maintenance fee.

Councilmember Michalson: one more, I see were we paid MMIA insurance for our police vehicles and other vehicles that are being surplusd. Are we paying for those vehicles that are going to be surplusd or should I wait for the police report?

Mayor Dewey: those should hopefully take place the end of this month, we do have some additional property that we want to bring to council. Everything is insured in one basket.

Councilmember Michalson: thank you that is all that I have.

Mayor Dewey: asked if there were any other claims, called for the vote.

Councilmember Devlin, aye.

Councilmember Holcomb: aye.

Councilmember Michalson: aye.

Councilmember Vick: aye.

Mayor Dewey: the motions pass unanimously.

6. Administrative Reports

a. Airport

Robert gave the airport report, everything has been going well until they started with the aprons. Came across some problems there will be an additional cost of upwards of \$50,000 dollars, the town will match that at 10% with the FAA. Considering that we got everything through the Montana Aeronautics and the FAA the airport is good to shape to pick up the

cost of that 10%. Change order is in and the contractor is looking at the price to finish that up and that should be coming back in front of council and that project will get going. Right now, they are pretty much stalled. We had the Forest Service up at the airport on fire watch, they paid about \$350.00 per day for the use of the facilities and they got reassigned today to Bozeman and may be back.

Councilmember Holcomb: I have a question; I am going through these emails and have an email wondering if our meeting is being live streamed because it is not being viewed the live meeting is not in the live view window.

Mayor Dewey: If they click on that window it will take them to our YouTube page where it is being streamed.

b. Building Department

Mayor Dewey: The building department report is in your packet. Tim Netzley has given his notice. We are actively recruiting for that position.

c. Finance

Robert: to start is out, we got in our tax evaluation and it looks like we are up \$21,000.00 from last year. It looks like we got a little more money in our budget than we thought. The town is still going good with cash, the town has \$3.4 million in the bank and has been the constant since I have been here, it does fluctuate a little bit. Pretty much stays constant. The CARES we got the reimbursement, I am looking for the sheet where they say what they reimbursed, and I owe that to you. Most of what we did not get reimbursed for are the meetings that we had and the benefits for the police department and fire department. They sent out a letter that they won't pay for the benefits but will pay for the salaries.

Councilmember Michalson: Robert, correct me if I am wrong, but didn't we get a figure around \$32,000 check from the CARES Act so far?

Robert: yes, and that goes through the end of April.

Councilmember Michalson: through the end of April 2021?

Robert: yes.

Councilmember Devlin: I have been trying to track down the exact amount that we have billed for and received for the CARES amount and what does that exactly go to, like what wages and who's wages it is covering what have been reimbursed for. Do you know when we can have that I have had many requests for that so I just would like a time frame on when we can see something.

Robert: I can probably have that out to you by Wednesday I know what we put in for and money we got I just have to reimburse out what we got unless I get an email from them

Mayor Dewey: to recap for the council, we are working on a mechanism where we can demonstrate to the council and the public both how CARES funding is being spent for the town and we do have a spread sheet that we submit to CARES that outlines in generic ways in certain categories or what we are reimbursed for or submitting for. What they send back to us is a check for the money it doesn't say what we didn't get so we are working with the local government and so once we have that we will roll it out to the council and find a way to demonstrate that on the website so the public can see it.

d. Fire Department

Chief Motley: gave his report on stats and runs from the report in the packet. Currently working on in the department since Colette is working for us and doing a superb job we are going back through and making sure that all of our volunteers have a signed personal policy copy and receipt for that and understand that. We are going through that getting that done making sure everyone, Dempsey Vick, just putting that out there. Burning is closed in the valley and we did some training in July and also a relief board meeting was held at the end of July. Coming up we are doing a live structure burn; we have a home donated to the district, so we have 10 different crews coming out for that Saturday on South Kootenai and that is a controlled burn. We are also holding a fundraising firefly golf tournament for the association that tournament is now sold out with an extra team in the waiting. We had a great response and participation from the community and business owners for that helping us put that on. And to help bank for other projects. Other than that business as usual in the fire department. We have finally replenished our PPE. COVID items for responding. Like to throw out there, we have a couple requests out there to buy some budgeted items so ply line and are looking forward to getting those things done.

e. Parks & Recreation

Bobby: You have everything in your packet, but I do want to touch on some pool things. We closed the pool on July 25th this year due to some leaks and cracks, we were losing a ton of water. We have been working with HDR the last few days and are doing some leaks testing on the pool and found out that deep end lost over a day a ¼ to ½ an inch at that was due to evaporation. We tested the kiddie pool, last night we divided it from the main pool and overnight lost 28 inches and it was pretty cold last night, we will work with HDR on the best way to move through that. Lewis and Clark Park cleaning, spraying. River Park, kids' nature walk, 5 kids came out. August 31-September 8, Library will have a book walk.

f. Police Department

Chief Marble: report is in the packet. We did get the 2nd vehicle ordered I still don't have a firm date on when we will get those vehicles. Just because we are at the mercy of the manufacture and COVID issues. As far as I know it is still December it could be January. Since we currently we do not have a police clerk and we are recruiting for that a few of the projects that I am working on, Stevensville Crime Watch has been put on hold temporarily. I plan on getting those things online when I have a clerk. Looking on getting that person hired and then the 4th officer that should move along fairly quickly, hopefully. The 3rd paragraph in your report I am going to go ahead and change that because today I had a conversation with the superintendent at the school about the SRO with everything going on at the school and the uncertainty of being at the school they are not willing to step forward at this point to renegotiate the contract or have a discussion about that could change in the coming weeks or months, they are going to leave it as is and we are not going to fill that SRO spot for now. Once we have a better idea and what the school services are going to look like we are going to be in a holding pattern. We are going to focus on hiring the 4th officer the night officer and move forward with that. Chief Marble explained his new format on CFS. Questions?
Councilmember Michalson: James, this is nothing to do with the report. Do you have a time when those electronic speed signs on College are going to be here?
Chief Marble: I am going to defer to the mayor on that one.

Mayor Dewey: that is a public works function they are the ones responsible in getting those installed. Those signs and poles have gone up, there are 4 poles set up. Early next week those would be installed remainder of summer break and then see those reinstalled at the school.

Councilmember Devlin: questions please? Chief Marble do you know when, I know that 40 hours were set aside to do a traffic assessment on College by 5th street by that corner the 400 and 500 block. Do you know when you are going to have the time to start doing that assessment or have you?

Chief Marble: I have kind of put that on hold, we have staffing issues and that makes it a bit difficult I am doing the job of the police clerk and my job and I have a lot on my plate right now and I am not saying that it is not important but I can't tell you when we can accomplish that. But I can tell you that there have been somethings put into place in the troubled areas on College there are some plans to move forward with other area around town, striping and marking cross walks having the moveable signs in place. I have noticed that when I am out the marking and the signage have worked. It is a good idea to so this in other areas of town. Again that, is another one of these projects, but I have some investigations that are taking priority.

Councilmember Devlin: that striping, and those signs are further down from where I am talking about. I have been discussing this since January and that area was looked at before the area that I am talking about and we have some pretty upset homeowners in that strip that this has been discussed since January and still. The park area and the three-way stop are. I know that there is some staff issues, but I have asked for this for a long time so I am asking that we speed this up a little so that we can appease some of these homeowners.

Chief Marble: Jaime I can talk with the Mayor about it and strategize a little on getting streets and alleys involved in this because I know that some of the issue is signage. Trouble spots like the S-curve. I will get with the mayor or public works.

Councilmember Holcomb: I have a question. I have gotten many emails from a man wanting the chief to comment on the animal noise issues on 7/25 and what was the problem and is there a city ordinance.

Mayor Dewey: we are not going to entertain public comment during administrative reports, we never have. We have forwarded these comments specifically to the chief so that he can respond. When specific comments come into department heads, we are making sure that they are getting over to them.

g. Public Works

In your packet, George is not on ZOOM tonight.

7. Guests

NONE.

8. Correspondence

delivered to council electronically and will be part of your minutes.

9. Public Hearings

Given to council electronically and will be part of your minutes.

10. Unfinished Business

None.

11. New Business

a. Discussion/Decision: Establishing a Local Board of Public Health for the Town of Stevensville

Mayor Dewey: introduced the new business item (a) this was brought forth by Ms. Devlin. Council at that time sought more information. That is in your packet available for the council and the public to view through our website if they choose to. So, you can see there that we highlighted 4 questions as generically as we could and identified 4 things that council needed more information on and decided if the council wanted to consider. The administration is not proposing that you adopt an ordinance or establish this board tonight. We if the council choses to go forward we would then undertake those steps in formally establishing them, council chooses not to we won't undertake those next steps we will just let the issue lye. But given the very least and given the discussion that happened in our previous meeting I wanted you to at least have a chance to review the information that we were able to find and track down and get that over to you. The conversation that was initiated by Ms. Devlin at our last meeting so I would offer the floor to her if she has any remarks after reviewing.

Councilmember Devlin: Sure, my biggest is we all received a lot of feedback on cost there is kind of two parts that I wanted to bring up. To have a board doesn't cost anything, a board is volunteers we have several of those so there is not a cost in that. My biggest fear is that we don't have a plan for moving forward we don't have a plan for COVID. What if we don't have a break out what does our town look like? What if we do have a break out what does our town look like then? There is no feedback and I kind of put this to the test (live feed was breaking up unable to hear what was said) Mayor Dewey you were saying that you weren't getting great response from the Ravalli County Health Department in feedback as far as cases and were they were or kind of what is moving forward or stepping back. (live feed break up) I reached out I haven't had any call backs on what a plan (live feed was lost for Ms. Devlin) I apologize, my service is really wonky. I was trying to reach out to see what the future looks like what are plans that are in place for masks, no masks, outbreaks, no outbreaks and I have received zero feedback. It would be nice I don't think any of us are educated in this area in creating a plan for our community, Stevensville as a whole to move forward so I really thing at the very least we just have a board that we could rely upon that can make recommendations rather than going through, Ravalli County Health Department does a great job I am not putting them down, but we are not getting the communication that we need that frankly that our community wants answers and we can't provide them those answers. If we had our own board, my envision would be that they would work with Ravalli County or be educated enough that they could say look her is 7 active cases right now this is what we recommend you look at or we have god for bid we have 50 or 100 cases and this is what it would look like. I am not proposing that we have a board to spend more money I am proposing a board so that we have education that is something that we are lacking, lacking a resource partner to get more education and further more I would entertain maybe, and I don't know how you would feel about this Mr. Vick and I am not trying to step on your toes here, but if we did a counterpart and maybe this is a board that

works with the climate control board that has already been approved but has not moved forward with having an actual board in place that is my initial statement. I don't see any harm in trying to move forward with a board it is not stepping on any toes like I said it is an education piece.

Councilmember Michalson: hello Brandon? Hello? Brandon, I have some people here some concerned citizens even some business owners here they would like to sit down and they would like to sit down and speak to what they have to say after the council speaks would that be okay?

Mayor Dewey: I don't think that would be fair to the rest of the population who has to provide public comment (live feed was breaking up unable to hear what was said) I think that is the best way to move forward.

Councilmember Michalson: (voices in the background saying "no") I have close to 30 people here.

Councilmember Devlin: if I would have known that I could have invited people to this meeting I would have invited a whole lot more people I was aware that we were doing it live and that people could email their comments ahead of time and have a party at our house and invite people to participate. Did I miss understand this process?

Mayor Dewey: no, you didn't. Ms. Devlin, we have a plan in place for how we receive public comments during virtual meetings and it is my intent to follow it.

Councilmember Holcomb: can I read an email that this person would like to have feelings on record. Am I not allowed to read that?

Mayor Dewey: we will have all of these comments that we are receiving electronically they will be part of the minutes (live feed broke up unable to hear what was said) (man's voice is heard through the live feed that says, "but they are part of the discussion") Ms. Holcomb I think if you want to speak to specific comments I think that it is appropriate and I don't have a problem with that but we have all received and are all receiving simultaneously through the web site. (more voices heard through the live feed) that is where I will leave that Robin.

Through Councilmember Michalson's live feed a man in talking into Councilmember Michalson's camera saying "that you are bring something up (clapping in the background) that you are dividing this town more and more and it is a bunch of bull shit if you want to do something like this to our town (break up on the live feed unable to understand what the man is saying) we can stand 6 feet apart and then we will talk to you this is bull shit and you know it is bull shit (clapping in the background) I don't know.."

Mayor Dewey: Mr. Michalson has been removed from the meeting we are not going to tolerate that type of behavior. That wasn't acceptable I am not going to tolerate that I understand that Mr. Michalson is a representative of the community and he has a voice in the matter but frankly I feel like he has abused that. I will let you continue your conversation.

Councilmember Holcomb: so are we making a motion on this I guess I don't understand what we are doing on this.

Mayor Dewey: (live feed broke up unable to understand what was said)

Councilmember Vick: I think it would be best to let it lay on the table for right now I think that it would be best to see what the county does as far as what public health and with Dr.

Caulderwood leaving and see what kind of new leadership they have coming in their new leadership may be more open to working with the town.

Mayor Dewey: okay. Excuse us folks we are dealing with some internet stuff. Mr. Vick has suggested that this item be tabled until (live feed break up unable to hear what was said) I am going to bring Ms. Devlin up on the phone here. It looks like she is having trouble. We can put you on speaker phone. We do have Ms. Devlin on the phone. So, Mr. Vick has indicated that we just table the item and see how public health reorganizes with the resignation of their public health officer and re-evaluate at a later date I would be curious to hear from the rest of the council on a date that you want to set in the horizon or how you want to proceed.

Councilmember Devlin: my opinion would be, why don't we table it for 30 days and that would be after school starts and see where we are at.

Mayor Dewey: okay, with that interest we could table it to the September 10th meeting. do I hear a motion to set this to the September 10th meeting?

Councilmember Vick: I make a motion to table to September 10th.

Councilmember Devlin: I will 2nd.

Mayor Dewey: any discussion from council? All right there is public comment for you to review and Ms. Berthoud working diligently to check the other avenues making sure that you guys get all of that public comment that we are receiving and it proving to be an effective means to receive comment we are receiving quiet a bit of it. is there any further comment on the tabling? Hear and none I will call for the vote.

Councilmember Devlin: aye.

Councilmember Holcomb: no.

Councilmember Michalson: (not present at the time of the vote)

Councilmember Vick: aye.

Mayor Dewey: motion passes 2-1. That wraps up that item and we will revisit it on September 10th and will probably have more information about the county's health department.

b. Discussion/Decision: Use of Face Coverings in Public Settings to Help Prevent the Spread of COVID-19

Mayor Dewey: introduced new item (b.)

Councilmember Devlin: asked for Mayor Dewey to pick up his phone.

Mayor Dewey: okay no problem Ms. Devlin need to take an urgent phone call. Knowing the intent behind and right now officially without a corium and in the spirit of waiting for Ms. Devlin to return from her phone call. There is a mandate with this agenda item and I think a few people were thinking that was what we were proposing and that is not the case Ms. Devlin wanted to have an open conversation with the town council and the towns leadership about masks and the use in the community whether additional measures need to be. Jaime I was speaking to the intent behind this item and after having conversation with you you were more looking for an open conversation with the council and towns leadership in terms of the current masks mandates that are in place by the governor's office and were there any other steps that the town could take or anything other things that you wanted to

address specifically to face coverings. I think you were more as a community and not necessarily headed in the direction of implementing a mandate.

Councilmember Devlin: that is exactly right.

Mayor Dewey: I can provide some information in terms of what we received from public health be it brief and it was outlined in a press release yesterday, as of yesterday they we had been under a mask mandate in Ravalli County because we had more than 4 cases we have been under that mask requirement for 28 days and over that 238 days they can note that it is two incubation cycles of COVID-19 and they have noted a decrease in cases since the mask requirement went into effect as of today, both yesterday and today no new cases were identified in Ravalli County and as of 4:00 today we are down to 6 cases in the county. It is an encouraging sign and I wanted to share that with you it came to us through a press release. Other than that, I will let Ms. Devlin speak to the matter.

Councilmember Devlin: sure, I am in no way shape or form suggesting that everybody wear masks or nobody wear masks I am actually pretty natural on that whole topic I am not sure that it is our place to say something like that at this point. I have heard that it is very divided and people are very strongly opinionated on one end and strongly opiniated on the other end. My hope because we filter a lot of these conversations on these questions my hope would be that when we receive these questions and have people concerns on both sides that we are able to remain in control and be that we have something to say instead of "oh thanks for the call I can't help you" sometimes it is just a voice sometimes it is an education piece or they want us to do something and act. I guess more I wanted to see what could we come up with so both sides can't have it all their way we have to have a compromise and meet in the middle wondering if there is a place we can meet in the middle on this and what it would look like again it is discussion I am not looking for a vote I am not looking for a mandate by any means bi am looking for a way to meet in the middle and maybe achieve 80% instead of 50% of our community.

Mayor Dewey: any other councilmembers have any feedback?

Councilmember Vick: I have done a lot of thinking the last few weeks over masks and I think there is no question I think that everyone has figured out that I am very much pro mask however I people do have a right to not wear masks people have a right to wear masks people have a right to lick rats and have a right to not lick rats my personal stance is if the governor has his mandate and we may or may not have or meet the standards of everyone wearing a mask or what not but the thing is I have the right to take my business to places that are pro mask if I choose to so does every other person in this town and if you want to. If I do end up going into one of our business that is not pro mask I accept a risk of possibly contracting COVID-19 and there are some business' that I frequent that are not pro mask but the things is and looking at the majority of public comment that I have heard over the last week I am glad that we are just doing a discussion here I don't think that Stevensville as a local government should try to enforce a mask mandate being as the governor has already issued one.

Councilmember Devlin: that is not my intent by no means I hope that we can have a discussion about and meet in the middle and basically have something to tell people when they are coming apart on the phone and email when they are having a big issue this is not an easy discussion to have with some body, people are either extremely for masks or not for

masks. And some how we have to have a conversation to get to that (live feed cut out unable to hear what was said) I am not asking for a decision or I am not even asking that we instill a mask mandate am asking for us to come together for a neutral here is the best that we have. What is our best right now? Because right now we are saying you don't like it write the governor.

Councilmember Vick: I think that on a neutral stance as the town is concerned that is the best direction to go. It is something that is out of our hands and it has to do with the governs office you don't agree with the mask mandate you need to contact the governor's office and the legislature.

Councilmember Holcomb: I have to agree with that.

Councilmember Devlin: Whitefish instilled their own ordinance, right? We have towns that have instilled their own ordinance that I am becoming aware of through people in our community. I can't turn around say oh you are right they did it but please go ahead and write the governor, that is not a fair answer. I hear what you are saying and there are times when that conversation is the direction that you need to go, but there is also a time when it is not.

Councilmember Holcomb: I guess I am going to have to agree with Councilmember Dempsey was saying you I have heard more from people that do not want to wear the mask and I don't see us enforcing it. I am one that does not want to wear a mask because I can't breathe in it. I don't think we should be forcing people to wear a mask so I think if they have an issue with it, they need to be contacting our governor.

Councilmember Devlin: I agree, I agree what would the answer be if they say why aren't you guys creating your own mask ordinance to enforce masks. I can't tell them to go ahead and call the governor this is our town this is something that the council has to do. I am asking what is our stance going to be are we saying that this is not something that we are considering at this time or thanks for your input at some point we can't refer them to the governor if it is not a governor issue.

Councilmember Vick: I do agree that in the end I do believe that this should have been a government issue and not something from the governor's office because Montana is so vast, we have some counties that maybe only have 10 people in them you have 4 people that have the virus actively you are losing out. Now the entire county has to wear masks. My stance on this is the governor has already made his mandate that is really the only place we can point people to is the governor's office. Or even to the Ravalli county public health.

Councilmember Holcomb: and then you come to the Ravalli county already said they weren't going to enforce it. So, I think the best way is to direct them to the governor of Montana's website and issue directive.

Councilmember Devlin: I understand that, but is our stance that we are not going to participate in this discussion (live feed broke up unable to hear what was said) other communities, I don't have an answer for that I just need your feedback on there are sometimes that it is appropriate to direct them to the governor or it is appropriate to direct them to Ravalli Public Health but there are incidents that is not appropriate (live feed broke up unable to hear what was said) when they ask what is our stance and we are not going one way or the other and we could create an ordinance and implement it so what is our stance for that what is our conversation so the people listening moving forward and receive

these kind of discussions or conversations or questions we can't just say talk to the governor this is a governor issue this is our town, so (live feed broke up unable to hear what was said) Mayor Dewey: to recap where we are at right now. Ms. Devlin is asking should or can the town council as a body take a position on masks being used as a tool or face coverings being used as a tool to limit the spread of COVID 19 in our town. It doesn't sound like she is asking the town council if that would be enforced or a mandate would be enforced to back the governor or not I think that it is more or less a conversation about should the town council be encouraging its citizens one way or another or is it a, what I am hearing from the community is a reasonable approach to say wearing a mask is an effective way to limit the spread, it is a tool to limit the spread of COVID 19 like washing your hands, keeping your hands out of your face and a number of other measures if we couple that with the measures we are much more successful of limiting the spread of an out break in our community and trade that off, if you don't want to wear a mask then just distance 6 feet from other people where you can and that makes everyone happy they can choose not to wear a mask and have a way to participate in the conversation and those that choose to wear a mask feel that they have also had a seat at the table and a happy meeting medium so recap that does the town council want to take a stance or a position or give some sort of recommendation to the community is it something that you care maybe to continue as an ongoing conversation or do you just not care to take a position at all. I think kinda that is what Ms. Devlin is after this evening. I will just say, you can do this a variety of ways you can just move on with the conversation tonight if you want, you could make a motion to take a stance, you could designate one of your own to draft a letter that the rest of the council needs to review before it is published to the community saying we as the town council have this advice to lend to the community on the subject. You have lots of different avenues to lend to the subject at your disposal or you can table this to another meeting and have more of a conversation if you choose to. I just want you to be informed of your options.

Councilmember Vick: I think it is best if each council person takes a stance rather than a whole such as myself and Ms. Devlin are both very much pro-mask and as a Robin has stated and is not and I don't know where Bob sits on this but I think it is best if we take an individual stance on this. Rather than as a whole.

Councilmember Holcomb: I agree cause I am not going to condone someone if they want to wear a mask and I am not going to condone someone if they don't wear a mask. I believe that it has to be upon that individual person.

Councilmember Devlin: I appreciate both of your feed backs thank you.

Mayor Dewey: Jaime does that satisfy the need for your conversation there?

Councilmember Devlin: I think that works.

12. Executive Report.

Mayor Dewey: that concludes the business portion of tonight's agenda. The executive report you have heard from the department heads tonight on the array of activity that is going on in the organization that we have worked on this summer and have made the positive impact. I apologize if over the last 20 minutes I have appeared to be distracted, the 30 or so people that were at Mr. Michalson's house have come to city hall and are causing a decent ruckus up front and so as that is being handled by law enforcement of course I am at the office right now it is easier for me to ZOOM at the office than at

home. And my window right her in front of the parking lot, I do want to apologize and speak to it and I feel compelled to and forgive me I am shooting off the hip to a degree. As I have just stated I am extremely proud of this organization and its accomplishments this summer and over the recent history I cant say the say for that fraction of our community I realize that they feel very passionate about an issue, we are all very passionate about an issue there is a time and a place and a way to express yourselves and the display we saw tonight was not that and I continue to find myself saying this it doesn't speak to the character of this community and as I repeat myself and continue to say that maybe on a daily basis when these incidents happen it causes me to pause and really ponder what does the character of this community really look like what do you want it to look like because I feel like in the era of 2020 it has been maybe we are in a position to redefine that maybe we need to do a better job defining what the character of this community truly is. So, I just encourage those of you out there who are communicating with us through the avenues we have provided, continue to let yourselves be heard in the way you are doing so respectfully I realize that this is challenging, these virtual meetings are challenging just right down to the lack of internet speed in this community is frustrating and so I will just continue to ask the community to be extremely patient with us as we continue to try to keep ourselves safe and you safe and all those things that go with virtual meetings it is hard on all of us, it is hard on our citizens it is hard on our staff and it is hard on us as elected officials. We are put in an impossible position. I will say that you will probably not be surprised by the amount of public comment in fact just this virtual meeting alone has probably produced more public comment than a hand full of city council meetings have in person in some history. We will have a lot of public comment that will be included in the packet or in the minutes everyone can read that public comment, we are not hiding anything but we have to have a system in place, a plan in place for how information is disseminated and considered in the interest, in all of our times it is not feasible to read every last comment in public comment form, that is just the reality of our system as much as I would love to hear from our constituent that is the system that we have to go by. So, we are going to continue to cretic this I hope that as cases continue to decrease maybe in September we can continue to do our in person meetings and my hope is that when those in person meeting continue there is a level of peace in our community that we don't see the displays of disrespect that we are seeing now and that maybe we can find a way to unify and with that I will turn it over to council comments. Mr. Vick.

13. Town Council Comments

Councilmember Vick: I jut want to go back and say again like I was saying earlier in our discussion earlier. The entire community knows that I am pro-mask and that I will continue to promote the use of masks but however our people are here in Stevensville and they feel that it may be an invasion of their rights if local government did enforce a mask mandate they would feel like it is an invasion of their rights because the governor has done that I personally do not feel that way however I do want to say that social distancing has been going very well in town at all of our restaurants and bars and places of business and I am very thrilled to see that , I am also thrilled to see that the slow in Ravalli county or the spread in Ravalli county is a lot slower then in the rest of the state

it is probably because most of us that live in the Bitterroot are pretty much social distancing champions but lastly I just want to say I hope that we can pull through this and we will be able to see in person meetings again soon and everyone have a good couple of weeks.

Mayor Dewey: any other council comments? (None) Okay.

14. Board Reports

Any board reports tonight?

Bobby: the park board met briefly to discuss some design aspects of a potential splash deck that the civic club is working on, just let you know that.

15. Adjournment

Mayor Dewey: thanks Bobby. With that it is 8:15 and we will adjourn the meeting. Thanks everyone for your participation have a good evening.

APPROVE:

ATTEST:

Brandon E. Dewey, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

b. August 27, 2020 Meeting Minutes

Stevensville Town Council Meeting Minutes For

Thursday, August 27, 2020 7:00 PM

1. Call to Order and Roll Call

Mayor Dewey called the meeting to order Councilmembers Devlin, Holcomb, Michalson and Vick were all present.

2. Pledge of Allegiance

3. Public Comments

Mayor Dewey: this is an opportunity for public comment on things not on tonight's agenda. We have not received any public comment from our public comment forms on our website. We have received public comment on future meetings but none for this meeting specificity and does not appear that we have anyone on the phone either so we will move on.

4. Approval of Minutes

a. Memo from Mayor Dewey regarding meeting minutes

Council has a memo from me in their packet, when Jenelle returns she will continue to work through the back log that was created from when Monica was vacant from the position so she is working on that and I accept that you will have some minutes to approve if not the whole on slot pending. I know that people were eager to see public comments submitted from the past meetings and we have made that available on our website under the view details sections of each meeting on the meetings page so folks can go there to review all of the comment received by email or in writing and those were scanned in as well.

5. Approval of Bi-Weekly Claims

Mayor Dewey: you have approval of the bi-weekly claims, Mr. Underwood sent them to you folks last night, is that correct Robert?

Robert: yep.

Mayor Dewey: so you have in front of you tonight claim number 16167-16189 with the addition of 16179 that is included in that range but it is a separate sheet for you folks outlining the liability insurance claim for our annual liability renewal. I will entertain a motion to approve the claims.

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

Councilmember Holcomb: 2nd.

Mayor Dewey: it has been moved by Mr. Vick and 2nd by Ms. Holcomb of the bi-weekly claims, questions from council. Hearing no questions I will call for the vote.

Councilmember Devlin: aye.
Councilmember Holcomb: aye.
Councilmember Michalson: aye.
Councilmember Vick: aye.
Mayor Dewey: motion passes animus.

6. Administrative Reports

None.

7. Guests

None.

8. Correspondence

None.

9. Public Hearings

None.

10. Unfinished Business

None.

11. New Business

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

Mayor Dewey introduced new business item (a). This primarily comes from Mr. Vick that proposed a time limit on public comment he has initially had written a separate resolution for the time limit the administration went ahead and incorporated that into the amendment of the council rules so that everything thing was in one place rather than in two separate places in terms of rules. In the spirit and nuts and bolts of Mr. Vicks sentiments from his original motion are incorporated here in. Mr. Vick do you want to speak to this any further?

Councilmember Vick: I want to go ahead make a motion to table this until we go back to in person meetings.

Mayor Dewey: okay is there a 2nd?

Councilmember Devlin: I will 2nd.

Mayor Dewey: it has been moved by Mr. Vick and 2nd by Ms. Devlin to table the item until we return to in person meetings. Is there any further discussion from council? (making sure I am not receiving any comment) okay you did receive a comment from Vicky Motley under general public comments for your review look at that it will be uploaded on the website. If there is no

council discussion or public comment, I will call for the vote to table this item until in person meetings.

Councilmember Vick: aye.

Councilmember Michalson: aye.

Councilmember Holcomb: aye.

Councilmember Devlin: aye.

b. Discussion/Decision: Resolution No. 479, declaring certain property as surplus and authorizing its disposal

Mayor Dewey: introduced the new business item (b). you have three additional vehicles for last round of surplus since you declared; 2005 Crown Victoria which is the police cruiser, the 1982 Chevy van from the public works department and the 1998 Chevy Lumina from the administrative. Administration asks that council consider all of these vehicle surplus we do not need to keep them around by any means and once this action is complete the administration, mainly finance and the town clerk, will undertake the bidding process to dispose of these items forth with.

Councilmember Michalson: I make a motion to approve Resolution 479 declaring certain property as surplus and authorizing its disposal.

Councilmember Holcomb: 2nd.

Mayor Dewey: it has been moved by Mr. Michalson and 2nd by Ms. Holcomb to approve Resolution 479 declaring certain property as surplus and authorizing its disposal.

Councilmember Michalson: I was going back through the minutes and last August this came up when you were discussing the police vehicles and it was discussed and approved then to put three squad vehicles to be surplus and then I had an email from February 19th from Chief Marble and I, where he was going to surplus these vehicles. I guess my question is why just this one and not those three that are sitting out there.

Mayor Dewey: the rest of those were already declared surplus in your last resolution so this is one vehicle that we were keeping for a backup and now that we have ordered the two police vehicles there is no need for this vehicle to serve as a backup because we will have vehicles to serve as a backup. So, when the third officer is hired this will leave us all total in police vehicle it will leave us with one spare vehicle as a reserve. Those other vehicles sitting there are already declared surplus the council already completed that action.

Councilmember Michalson: so, you are going to surplus the ones tonight and the ones already declared surplus?

Mayor Dewey: correct the ones that have already been declared surplus will be sold with these ones we are waiting on the sale of those until these were declared, these were holding up the other vehicles, other wise the other ones would have been gone by now.

Councilmember Michalson: okay thank you.

Mayor Dewey: your welcome. Any other council comment? All right I don't see any public comment coming through. The motion is to approve Resolution 479 and so with that if there is no further discussion from the council, I will call for the vote.

Councilmember Devlin: aye.

Councilmember Holcomb: aye.

Councilmember Michalson: aye.

Councilmember Vick: aye.

Mayor Dewey: the motion passes unanimously.

12. Executive Report

Mayor Dewey: that covers the business portion of tonight's agenda I know that it was brief and a lot to take. Executive report this evening I can tell you that I plan to return to the office on Monday in my full regular capacity prior to the birth of my daughter I am anxious to get my sleeves rolled up and get back in all though I have been doing this remotely the staff and I are ready to get back to it. and get to work this fall. Regular office hours will resume Monday for me the police department is rapidly preparing to move into their new location on Main Street that facility needs a few finishing touches and then it will be 100% ready to go, some of the equipment and such will start transiting over next week if not later this week and perhaps over the weekend but for sure next week we will start moving over a bulk of that stuff over and we look forward to hosting the council for an open house so you can get your eyes on that facility and see the improvement it will be for the police department we are very excited about that transition. I know that there has been a plethora of correspondence between the council and the planning and zoning board and citizens in the community regarding the Burnt Fork Estates sub division. Please bear with us while we sift through that, there were a lot of email chains to follow. I have expressed my reasoning, position, decisions, theory, and all of that to the council in terms as of why we continue to hold virtual meetings. Mind you the administration and I are watching this on a daily basis we review the press releases coming out of public health and we are tracking the number of cases as they increase and decrease in Ravalli county to get a sense of when it is safe to hold in person meetings again. My intent all along has been that your September 10th council meeting will be an in-person meeting and we are going to plan that direction as much as we can but there are not guarantees. Of course, if we see community spread that may not be the case and we will be stuck this way. A number of municipalities are holding virtual meetings some have not met since March in person some have not met at all. Very small communities out there have chosen to not hold meetings at all, I don't think that is an option for us of course I will leave that issue there as I have already expressed that to the council in an email. Other wise the executive report, obviously I don't have much else to report there that has not already been shared with you, you can expect some more in-depth conversation at the September 10th meeting once I am back in the office and have my hands back on tings and departments have their monthly reports. So, unless there are any questions from council, I will entertain them.

Jeff Motley: Brandon, do you want to give a brief synopsis of what is going on up at the airport. If anyone has some questions on that try to fill them in the best, we can so everyone is on board.

Mayor Dewey: yes, forgive me, I recall Robert sending out an email out and I thought that it went out to the council and if it missed you folks we will recap, the Forest Service has re-activated the land use agreement to use the airport as a heli-base for the Cinnabar Fire, as of today I believe there are 4 helicopters staged up there and they are using the snow removal building we are basically on stand by for any further services whether they need fire fighter services or anything from the town of Stevensville under our contract with them we are prepared fully to provide that to our abilities. We are kind of in a holding pattern they are and have set up a spike camp adjacent to the airport it is not on town property it is adjacent to it and that relates to the Cynibar Fire as well, fire season certainly looks different this year given the pandemic we are in, but fortunately the fire season being what it has been the fire department and Robert have done a fabulous job on making sure we are prepared when the call comes in so the community can sleep sound tonight knowing that when forest service calls and asks for services we can deliver it. I think that hits everything I need to hit if I forget anything, I can touch base with you folks but I will turn it over to town council comments.

13. Town Council Comments

Councilmember Holcomb: I will not make it on the September 10th so I will send an email to everybody to get an approval, or I will send you an email and you can pass it along.

Mayor Dewey: thanks Robin. If you just copy Jenelle on it we will both see it.

Councilmember Holcomb: I will.

Mayor Dewey: any further council comments from the council?

Councilmember Michalson: Brandon, I would still like to stand fast with my opinion and many others in this town I am glad that you are thinking seriously about coming back to the September 10th meeting public but I would also really encourage you to change you mind on the planning and zoning I have talked to Many Old Hands that did the Creek Side Development in 2004 and there was no way that they did not one meeting and knowing the depth and the magnitude of this development I think it would be a disservice to try and do it in one night in one ZOOM meeting it could impact our town and our business and everything else in so many ways don't see how we can possibly get it done in one night and rush the public hearings it is something that the public needs to be involved in in person and I know that you have your feeling too Brandon, but I am telling you this is a big deal in this town and these people need to hear by voice. So, please please Brandon reconsider this, thank you.

Councilmember Devlin: a couple of topics that I wanted to touch on Mr. Michalson I agree with what you are saying in the hard position we are in is there is one side people that are saying yes we want to have public in person meetings we have a whole other side of the people that like it how it is. From the emails that I have seen the planning and zoning board there are three member of that board that are not comfortable having in person meetings in the pandemic we are in. I think that imposes a little snafu if you will, I believe that it was referred to Mr. Chilcott

who referred it back to Brandon. I am not sure if the board had made that decision when they were given the opportunity to do so as a whole there were three people for and four people against. Moving forward there are people that are totally thrilled with how things are going and I am not saying that we do it one way or the other I am just saying that we have to be mindful of everyone we are not going to hit it we are not going to make everyone happy. Like I said in our last meeting we have to find that middle ground which brings me to my next point, everything at this moment in our town and in our nation is hugely emotional charged I would like to see us all take a little breath and step back a little bit, it does not always have to be one way or the other we can agree to disagree we can agree to meet in the middle. Everybody has an opinion, everybody has a strong opinion the four of us councilmembers and the mayor are in a tough position because we hear from everyone, we hear everyone's viewpoints, pros, cons, you know we have to be the voice of that I just ask that everybody maybe be kind to one another be kind to us this is a difficult situation difficult just a difficult time we are having to make hard decisions that we would not normally be faced up against, so patience and kindness goes a long way. None of us elected, you have heard me say this before, none of us were elected taking on the role of maneuvering through hatred, right? So I don't think any of us are in the position that we want to be in a hateful situation or be having to negotiate and work through and discuss things in a hateful manner so I would encourage everybody, lets find some medium ground what ever your stance is lets be kind, remember that at the end of the day we are all humans and we all are trying to get through this and make as many people happy as we can sometimes we nail it and sometimes we don't but when we don't it is not for lack of trying, right? So, let's remember that and be kind to inner movements forward.

Mayor Dewey: thank Jaime. Mr. Vick any comment? You are the only one that has not gone yet.

Councilmember Vick: I am just happy to be here and everyone have a good night and hope to see everyone in two weeks.

Mayor Dewey: thanks Dempsey.

14. Board Reports

None.

15. Adjournment

Mayor Dewey: you will have some business on your agenda, and of course you will have your administrative reports for September 10th. You will also have some other things to consider we are not planning a whole that of material, not planning to put a lot of business material on the agenda other than some light items that have been requested that is largely in part because September 10th is the first scheduled public hearing, the first of three public hearings on the Burnt Fork Subdivision so that public hearing will occur during the town council meeting and there will be two follow up public hearings following that. A note on those meetings before we adjourn, and this may address one concern Mr. Michalson had, if the Planning and Zoning board meets and they feel that they can make a recommendation in a single meeting then it is up to them to schedule additional meetings. Planning and Zoning Board is not driven by the mayors office in helping facilitate meeting scheduled that is really up there chair person and there board and when they meet on these things in this case I scheduled a virtual

meeting because no one on there board wanted to make that decision and I need to get that notice out on the board for that public meeting but I think if the board decides on September 3rd that they need to have another meeting then we will publish another agenda and have another meeting, that board can meet as many times as they need to, to make a decision or a recommendation and mind you town council can hold hearings in unison with that there is no problem having multiple meetings perhaps the more the merrier, the town is only required to hold one we want to provide as much opportunity as possible to be heard so just know that and if the town council can't reach a decision by the 2nd meeting in September we will schedule a second meeting for you to consider the subdivision. We are trying to stick to that October 1st dead line because we have a commitment to do that out of state statute and if we need to hold more meetings between now ang then that is exactly what we will do, no matter what that venue looks like. I appreciate your consideration in that. If there is nothing else for the good of the order we will adjourn.

APPROVE:

ATTEST:

Brandon E. Dewy, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

Claims # 16309-16371

All Bank Accounts
* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (9/20) ****									
16309	E	852 CENEX FLEETCARD		943.58					
		201714CL 09/30/20 Admin - Fuel		0.00			1000 410550	231	101000
		201714CL 09/30/20 PD - Fuel		386.17			1000 420100	231	101000
		201714CL 09/30/20 FD - Fuel		160.77			1000 420460	231	101000
		201714CL 09/30/20 PW - Fuel		386.87			1000 430100	231	101000
		201714CL 09/30/20 Amulance - Fuel		0.00			2230 420730	231	101000
		201714CL 09/30/20 Airport - Fuel		0.00			5610 430300	231	101000
		201714CL 09/30/20 Finance Charge		9.77*			1000 410550	556	101000
*** Claim from another period (7/20) ****									
16321	E	1166 VISA		4,054.15					
		July 20 06/22/20 SBC Switchboard Live		35.00*			1000 410550	339	101000
		July 20 06/24/20 USPS Stamps water cards		297.50*			5210 430510	311	101000
		July 20 06/25/20 ID Card Supplies Amazon		46.57			1000 410550	210	101000
		July 20 06/26/20 Spectrum PD Phone Bill		241.49			2394 420531	340	101000
		July 20 06/28/20 Lowes officer supplies park		10.48			1000 460430	220	101000
		July 20 06/28/20 Lowes town hall supplies		10.98*			1000 410550	239	101000
		July 20 06/28/20 Lowes white striping parks		24.98*			1000 460430	239	101000
		July 20 06/28/20 Costco Surface Pro Laptops		1,599.98*			1000 410550	239	101000
		July 20 06/28/20 Costco Pool supplies		35.98			1000 460445	220	101000
		July 20 06/28/20 Costco Admin townhall supplie		22.78*			1000 410550	220	101000
		July 20 06/30/20 Amazon basket ball nets parks		25.92			1000 460430	230	101000
		July 20 06/30/20 Amazon Forehead thermometer		214.81*			1000 410550	239	101000
		July 20 06/30/20 Amazon facemasks X500		230.06*			1000 410550	239	101000
		July 20 07/01/20 DNH Godaddy .com Domain renew		18.17			1000 410550	350	101000
		July 20 07/06/20 Amazon water printer ink		45.54			5210 430510	210	101000
		July 20 07/06/20 Amazon sewer printer ink		45.54			5310 430610	210	101000
		July 20 08/09/20 Adobe Computer Software		13.11			1000 410550	330	101000
		July 20 08/09/20 M-Acrobat Pro monthly Subs		13.12			1000 410200	330	101000
		July 20 08/09/20 PD-Acrobat Pro monthly Subs		25.24			1000 420100	330	101000
		July 20 07/07/20 Amazon Water Ikong 950XL ink		11.07			5210 430510	210	101000
		July 20 07/07/20 Amazon Sewer Ikong 950 XL ink		11.06			5310 430610	210	101000
		July 20 07/09/20 Amazon fire dept rubber stam		15.99*			1000 420410	210	101000
		July 20 07/09/20 Amazon Court legal stickers		11.89			1000 410360	210	101000
		July 20 07/11/20 Lowes pool anti bacterial wip		9.48*			1000 460445	239	101000
		July 20 07/11/20 Costco Admin Towel		25.99			1000 411201	220	101000
		July 20 07/11/20 Costco Lysol Jumbo Bath Cloro		37.97*			1000 460445	239	101000
		July 20 07/11/20 Costco Admin Batteries postd		52.97*			1000 410550	220	101000
		July 20 07/11/20 Costco copy paper		9.60			1000 410550	210	101000
		July 20 07/11/20 Costco Copy Paper PD		3.20			1000 420100	210	101000
		July 20 07/11/20 Costco Copy Paper FD		3.20*			1000 420410	210	101000
		July 20 07/11/20 Copy Paper Bldg Dept		3.20			2394 420531	210	101000
		July 20 07/11/20 Copy Paper Water Dept		19.19			5210 430510	210	101000
		July 20 07/11/20 Copy Paper Sewer Dept		19.19			5310 430610	210	101000
		July 20 07/11/20 Copy Paper Court		3.20			1000 410360	210	101000

All Bank Accounts
* ... Over spent expenditure

Claim	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
	July 20	07/11/20	Copy Paper Airport	3.21			5610		430300	210		101000
	July 20	07/12/20	Road Manager	50.00*			1000		430200	330		101000
	July 20	07/15/20	Zoom continuity subscription	15.55*			1000		410550	339		101000
	July 20	07/16/20	Apple.com Admin Rush	9.99*			1000		410550	339		101000
	July 20	07/16/20	Amazon Blod/vomit kits PD	74.95*			1000		420100	239		101000
	July 20	07/17/20	Amazon Gorilla grip slip glov	21.93			5210		430510	210		101000
	July 20	07/17/20	Amazon Gorilla grip slip glov	21.93			5310		430610	210		101000
	July 20	07/17/20	Amazon pool elastic gauze	6.78			1000		460445	220		101000
	July 20	07/17/20	Amazon admin KN95 Mask	115.00*			1000		410550	239		101000
	July 20	07/17/20	Amazon Admin face masks	299.98*			1000		410550	239		101000
	July 20	07/18/20	EIG Constantconcact continuit	45.00*			1000		410550	339		101000
	July 20	07/20/20	Amazon Alcohol wet wipes	113.40*			1000		410550	239		101000
	July 20	07/20/20	Amazon Medical Gloves	81.98*			1000		410550	239		101000
			*** Claim from another period (8/20) ****									
16322	E	1166	VISA	1,892.62								
	August 20	08/01/20	TH office Supplies	72.63			1000		410550	210		101000
	August 20	08/01/20	Wateroffice supplies	15.98			5210		430510	210		101000
	August 20	08/01/20	Sewer office supplies	15.98			5310		430610	210		101000
	August 20	08/01/20	Court offie Supplies	7.98			1000		410360	210		101000
	August 20	08/01/20	Police Dept office equipmen	95.82			1000		420100	210		101000
	August 20	08/01/20	Fire dept office supplies	56.45*			1000		420410	210		101000
	August 20	08/01/20	Bldg dept office supplies	7.98			2394		420531	210		101000
	August 20	08/01/20	Parks	77.67			1000		460430	220		101000
	August 20	08/01/20	Streets road manager	50.00*			1000		430200	330		101000
	August 20	08/01/20	PD Adobe subscription	25.24			1000		420100	330		101000
	August 20	08/01/20	Admin Adobe subscription	13.11			1000		410550	330		101000
	August 20	08/01/20	M Adobe subscription	13.12			1000		410200	330		101000
	August 20	08/01/20	Admin Covid	105.54*			1000		410550	339		101000
	August 20	08/01/20	Police Uniform & equip	99.11			1000		420100	226		101000
	August 20	08/21/20	Admin office equipment	412.83*			1000		410550	212		101000
	August 20	08/21/20	Court ORG Domain reg	0.51			1000		410360	350		101000
	August 20	08/21/20	Admin ORG Domain reg	1.53			1000		410550	350		101000
	August 20	08/21/20	Fire Dept ORG Domain Reg	1.02			1000		420410	350		101000
	August 20	08/21/20	Bldg Dept ORG Domain Reg	0.51*			2394		420531	350		101000
	August 20	08/21/20	Water Dept ORG Domain Reg	3.05*			5210		430510	350		101000
	August 20	08/21/20	Sewer Dept ORG Domain Reg	3.02			5310		430610	210		101000
	August 20	08/21/20	Airport Dept ORG Domain Reg	0.51*			1000		430200	330		101000
	August 20	08/21/20	M Office Equipment	249.99*			1000		410200	212		101000
	August 20	08/21/20	PD Office Equipment	99.99			1000		420100	212		101000
	August 20	08/21/20	Police Dept Phone & Interne	35.99			1000		420100	340		101000
	August 20	08/21/20	Fire Dept Phone & Internet	15.00			1000		420410	340		101000
	August 20	08/21/20	Court Phone & Internet	15.00*			1000		410360	340		101000
	August 20	08/21/20	Admin Phone & Internet	15.00*			1000		410550	340		101000
	August 20	08/21/20	ED Phone & Inernet	29.99*			2940		410550	340		101000
	August 20	08/21/20	H2O Dept Phone & Internet	127.97			5210		430510	340		101000

All Bank Accounts
* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	August 20	08/21/20	Sewer Dept Phone & Internet	127.97			5310 430610	340	101000
	August 20	08/21/20	Parks/Pool Phone & Internet	39.99			1000 460445	340	101000
	August 20	08/21/20	FD Postage	4.90			1000 420410	311	101000
	August 20	08/21/20	Admin Certified Letter	7.25			1000 410550	311	101000
	August 20	08/21/20	PD Apple.Com bill	3.99			1000 410200	330	101000
	August 20	08/21/20	Facebk AVMs2v6vq2	40.00			1000 410550	330	101000
			*** Claim from another period (10/20) ***						
16327		1721	Elan City, Inc	5,819.00					
	20-1708	09/21/20	PW-Solar Radar Speed Signs x2	5,819.00*			2820 430200	940	101000
			*** Claim from another period (10/20) ***						
16328		1711	Office Solutions & Service	13.39					
	INV88562	10/28/20	Copies, Color & BW	13.39*			1000 410550	320	101000
			*** Claim from another period (10/20) ***						
16331		230	Verizon Wireless	348.42					
	9865181858	10/18/20	Cell Phone - Mayor	46.65			1000 410200	340	101000
	9865181858	10/18/20	Cell Phone - PD	139.95			1000 420100	340	101000
	9865181858	10/18/20	Cell Phone - BD	24.50			2394 420531	340	101000
	9865181858	10/18/20	Cell Phone - H2O	59.04			5210 430510	340	101000
	9865181858	10/18/20	Cell Phone - Sewer	59.05			5310 430610	340	101000
	9865181858	10/18/20	Cell Phone - Airport	19.23			5610 430300	340	101000
			*** Claim from another period (10/20) ***						
16333		1702	DE Lage Landen Finance Services,	51.02					
	70024289	10/24/20	Printer lease	51.02*			2940 410550	320	101000
			*** Claim from another period (10/20) ***						
16334		1026	RTC CONSTRUCTION, LLC	2,858.00					
	1325	10/22/20	BD-New window in Police Depar	2,858.00*			1000 420100	339	101000
16335		1146	Motorola Solutions, Inc.	375.00					
			Nova Software - Monthly Subscriptions						
	8230296921	11/01/20	Nova Subscription	75.00			1000 410364	350	101000
	8230296921	11/01/20	Nova Subscription	300.00			1000 420100	330	101000
			*** Claim from another period (10/20) ***						
16336		74	STEVENSVILLE RURAL FIRE DISTRICT	35.02					
	96	10/21/20	Food for Meeting	35.02			1000 420410	229	101000
			*** Claim from another period (10/20) ***						
16337		633	Marcus Daly Memorial Hospital	318.00					
	1085168	06/10/20	Firefighter Physical B Hender	318.00			1000 420410	351	101000
16338		1436	Maureen M. O'Connor	1,500.00					
	November 2	11/01/20	Monthly Compensation	1,500.00			1000 410360	350	101000

All Bank Accounts
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
16339	2032208	1267 Witmer Public Safety Group Inc. 10/10/20 Leather Front MEAD & Freigh	66.98 66.98		MEAD	1000 420460	226	101000
		*** Claim from another period (10/20) ****						
16340		85 CENTURYLINK Sept 2020 10/22/20 MBF Reservoir #9934 Sept 20 Oct 2020 10/22/20 MBF Reservoir #9934 Oct 20 Oct 2020 10/22/20 Finance Charge Dept billing	113.50 50.94 49.56 13.00*			5210 430530 5210 430530 5210 430540	340 340 621	101000 101000 101000
16342	3042 3043	1667 Owens Law Firm, PLLC 11/02/20 Town Legal Services 11/02/20 Prosecuting Atty Services	1,738.00 506.00 1,232.00			1000 411100 1000 410364	350 350	101000 101000
16343	457297	386 MONTANA RAIL LINK, INC. Annual fee 7/15/20 to 7/14/21 11/03/20 U/G Water Pipeline Xing	66.00 66.00			5210 430550	340	101000
		*** Claim from another period (10/20) ****						
16344	October 20	1330 Burnt Fork Market 10/31/20 Water for sewer plant	18.45 18.45			5310 430640	220	101000
16345	October 20	23 VALLEY DRUG AND VARIETY 10/14/20 Laminating Streets	15.00 15.00*			1000 430200	220	101000
		*** Claim from another period (10/20) ****						
16346	2010	1754 Construct Montana, LLC 11/02/20 42 Hours October Inspection	2,100.00 2,100.00*			2394 420531	350	101000
		*** Claim from another period (10/20) ****						
16347	15101467	1061 WESTERN BUILDING CENTER 10/08/20 P-5 2x6x12 treated post Vet	76.02 76.02			1000 460430	230	101000
		*** Claim from another period (10/20) ****						
16348	October 20	85 CENTURYLINK 10/22/20 WWTP Internet #0185 10/22/20 H2O Plant Phone #7132 10/22/20 Finance Charge	127.37 68.99 45.38 13.00*			5310 430640 5210 430540 5210 430540	340 340 556	101000 101000 101000
		*** Claim from another period (10/20) ****						
16349	07-1966656	53 SUPER 1 FOODS 10/01/20 S-Water for testing	17.35 17.35			5310 430640	220	101000
		*** Claim from another period (10/20) ****						
16350	17064606	1653 MCKESSON MEDICAL - SURGICAL 50% charged to District 10/19/20 FD- Gloves Nitrile PF	47.44 47.44*			2230 420730	220	101000

All Bank Accounts
* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date	Vendor #/Name/ Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (10/20) ****									
16351		717	Cash and Go Cars	876.00					
	93158	10/21/20	FD- Suburban Command Rig 2005	876.00			1000 420460	232	101000
*** Claim from another period (10/20) ****									
16352		29	STEVENSVILLE NAPA AUTO PARTS	354.24					
	592622	10/01/20	fitting for sander	11.38*			1000 430200	232	101000
	587949	10/01/20	power steering fl sander	15.37*			1000 430200	232	101000
	587965	10/07/20	flat black paint sander	3.56*			1000 430200	232	101000
	588883	10/07/20	hi-temp split loom sander	36.27*			1000 430200	232	101000
	588941	10/07/20	loom sander	0.21*			1000 430200	232	101000
	588942	10/15/20	gmc truck sewer	57.10			5310 430610	230	101000
	590300	10/16/20	battery/core dep 04 suburban F	116.09			1000 420460	232	101000
	590470	10/16/20	core dep refund	-18.00			1000 420460	232	101000
	591000	10/20/20	relay switch sweeper	19.59*			1000 430200	232	101000
	591149	10/21/20	starter universal sweeper	13.11*			1000 430200	232	101000
	591446	10/22/20	FHP powerrated belt Sewer	21.59			5310 430640	230	101000
	591865	10/24/20	Wire nozzle tip snow plow	77.97*			1000 430200	232	101000
*** Claim from another period (10/20) ****									
16353		33	NORTHWESTERN ENERGY	14,167.27					
	October 20	10/05/20	Spec lighting #3	375.54			2430 430263	340	101000
	October 20	10/05/20	206 Buck 90% TH Facility	229.02			1000 411201	340	101000
	October 20	10/05/20	206 Buck 10% Bldg Dept	25.45			2394 420531	340	101000
	October 20	10/05/20	Peterson Add'n lighting	174.68			2420 430263	340	101000
	October 20	10/05/20	Dayton Add'n lighting	240.17			2410 430263	340	101000
	October 20	10/05/20	Maplewood Cemetery	13.01			1000 430900	340	101000
	October 20	10/05/20	Main St seasonal lighting	7.81			1000 430263	340	101000
	October 20	10/05/20	Orig Town street lights	231.53			1000 430263	340	101000
	October 20	10/05/20	ESH - 5th St. lights	420.27			1000 430263	340	101000
	October 20	10/05/20	5th St - Lange Park lights	33.63			1000 430263	340	101000
	October 20	10/05/20	Add'l Town lighting	11.55			1000 430263	340	101000
	October 20	10/05/20	NW LDS parking lot	0.00			2430 430263	340	101000
	October 20	10/05/20	MBF H2O plant	124.89			5210 430540	340	101000
	October 20	10/05/20	102 Main St pump #1	0.00			5210 430530	340	101000
	October 20	10/05/20	Riverview Cemetery IRR	4.75			1000 430900	340	101000
	October 20	10/05/20	Maplewood Cemetery	144.20			1000 430900	340	101000
	October 20	10/05/20	Sewer lift station W. Cent	10.95			5310 430640	340	101000
	October 20	10/05/20	Sewer trtmnt plant	3,840.70			5310 430640	340	101000
	October 20	10/05/20	Truck garage South	63.36			1000 430100	340	101000
	October 20	10/05/20	L&C Yard Light	10.04			1000 460430	340	101000
	October 20	10/05/20	L&C Park Irrigation 5hp IR	88.52			1000 460430	340	101000
	October 20	10/05/20	L&C Park Parking Lot	5.80			1000 460430	340	101000
	October 20	10/05/20	L&C Park Restrooms/Field 1	66.43			1000 460430	340	101000
	October 20	10/05/20	214 Buck St. - H2O 25%	29.96			5210 430510	340	101000
	October 20	10/05/20	214 Buck St. - Sewer 25%	29.97			5310 430610	340	101000
	October 20	10/05/20	214 Buck St. - PD 50%	59.93			1000 420100	340	101000

All Bank Accounts
* ... Over spent expenditure

Claim	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	October 20	10/05/20	3rd & Park	29.56			1000 430263	340	101000
	October 20	10/05/20	421 Airport Rd - SRE 2/3	154.37			5610 430300	340	101000
	October 20	10/05/20	421 Airport Rd - FD 1/3	77.19			1000 420422	340	101000
	October 20	10/05/20	Pool	73.17			1000 460445	340	101000
	October 20	10/05/20	MBF Well Field	7,556.20			5210 430530	340	101000
	October 20	10/05/20	MBF booster station	3.93			5210 430550	340	101000
	October 20	10/05/20	Creamery Park (223 Main)	0.00			1000 460430	340	101000
	October 20	10/05/20	102 Main Street D-PD	30.69			1000 420100	340	101000
16354			16 MONTANA ENVIRONMENTAL LAB LLC	1,418.60					
	2010790	10/07/20	Water testing	46.00*			5210 430510	350	101000
	2010464	10/08/20	Sewer testing	166.20			5310 430610	350	101000
	2010767	10/14/20	Sewer testing	359.00			5310 430610	350	101000
	2010779	10/27/20	Sewer testing	510.00			5310 430610	350	101000
	2011193	10/20/20	Sewer testing	166.20			5310 430610	350	101000
	2011376	10/27/20	Sewer testing	171.20			5310 430610	350	101000
			*** Claim from another period (10/20) ****						
16355			957 FIRE APPARATUS REPAIR, LLC	1,050.00					
	5500	09/21/20	FD=annual pump testing	1,050.00			1000 420460	360	101000
			*** Claim from another period (10/20) ****						
16356			1659 CHS Mountain West CO-OP	182.59					
	October	10/08/20	PW-Fuel	182.59			1000 430100	231	101000
16357			178 Ravalli County Treasurer	7.90					
	1st half	10/27/20	George May Property Tax pmt	7.90*			5210 430510	350	101000
			*** Claim from another period (10/20) ****						
16358	E		852 CENEX FLEETCARD	870.19					
	203262CL	10/31/20	Admin - Fuel	0.00			1000 410550	231	101000
	203262CL	10/31/20	PD - Fuel	422.91			1000 420100	231	101000
	203262CL	10/31/20	FD - Fuel	180.95			1000 420460	231	101000
	203262CL	10/31/20	PW - Fuel	251.32			1000 430100	231	101000
	203262CL	10/31/20	Amulance - Fuel	15.01			2230 420730	231	101000
	203262CL	10/31/20	Airport - Fuel	0.00			5610 430300	231	101000
	203262CL	10/31/20	Finance Charge	0.00*			1000 410550	556	101000
			*** Claim from another period (10/20) ****						
16359			1653 MCKESSON MEDICAL - SURGICAL	31.89					
			50% charged to District						
	17068698	10/23/20	FD- Gloves Nitrile PF	31.89*			2230 420730	220	101000
			*** Claim from another period (10/20) ****						
16360			108 BITTERROOT STAR	11.52					
	10990	10/21/20	Ad Legal Surplus Sale	11.52			1000 410550	330	101000

All Bank Accounts
* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (10/20) ****									
16361			228 Norco, Inc.		10.85				
FY 18-19 Annual Community Connection Fee									
	30568417	10/31/20	Cylinder Rental Streets	3.62*			1000 430200	220	101000
	30568417	10/31/20	Cylinder Rental Water	3.62			5210 430510	220	101000
	30568417	10/31/20	Cylinder Rental Sewer	3.61			5310 430610	220	101000
*** Claim from another period (10/20) ****									
16362			84 MMIA		656.00				
	1020019	10/30/20	Duane Bell Deductible	656.00*			1000 410550	511	101000
*** Claim from another period (10/20) ****									
16363			1564 Kalispell Regional Medical		200.00				
	10302020	10/30/20	(3)Admin CPR cards	60.00			1000 410550	380	101000
	10302020	10/30/20	Park CPR card	20.00*			1000 460430	380	101000
	10302020	10/30/20	(4) PD CPR cards	80.00			2810 420100	380	101000
	10302020	10/30/20	FD CPR card	20.00			1000 420410	380	101000
	10302020	10/30/20	PW CPR card 1/2	10.00			5210 430510	380	101000
	10302020	10/30/20	PW CPR card 1/2	10.00			5310 430610	380	101000
16364	E		59 BITTER ROOT DISPOSAL		499.80				
	3554062	11/01/20	Court solid waste	5.00*			1000 410360	340	101000
	3554062	11/01/20	H2O Dept TH facility	29.99			5210 430510	340	101000
	3554062	11/01/20	Sewer Dept TH facility	29.99			5310 430610	340	101000
	3554062	11/01/20	PD solid waste	14.99			1000 420100	340	101000
	3554062	11/01/20	TH solid waste	14.99			1000 411201	340	101000
	3554062	11/01/20	BD solid waste	5.00			2394 420531	340	101000
	3553893	11/01/20	Street solid waste	149.94*			1000 430200	340	101000
	3553893	11/01/20	Sewer plant solid waste	49.98			5310 430640	340	101000
	3553893	11/01/20	Parks	199.92			1000 460430	340	101000
16365			1760 Jon & Dina Vercreyssen		123.31				
Account 160800 Sellers paid past due amount on day of closing after final amount had been sent to Stewart Title for final closing									
		10/29/20	Water sales	55.02			5210 343022		101000
		10/29/20	Sewer billing	31.60			5310 343031		101000
		10/29/20	Water Bond	16.39			5250 363020		101000
		10/29/20	Sewer Bond	20.30			5350 363020		101000
16366			1271 Sweet Pea Sewer & Septic		65.00				
	90497	11/02/20	LCP Porta Potty Service	65.00			1000 460430	350	101000

All Bank Accounts
* ... Over spent expenditure

Claim	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
16367			33 NORTHWESTERN ENERGY	915.88					
	November 2	11/03/20	Crksde Mdws Lighting Dist	238.78			2440 430263	340	101000
	November 2	11/03/20	Crksde Mdws Lighting Dist	128.85			2440 430263	340	101000
	November 2	11/03/20	Water-157 Sewer Works Rd D	3.60			5210 430510	340	101000
	November 2	11/03/20	Sewer-157 Sewer Works Rd D	3.60			5310 430610	340	101000
	November 2	11/03/20	Streets-157 Sewer Works Rd	3.60*			1000 430200	340	101000
	November 2	11/03/20	Stevensville Cutoff Rd Path	10.14			1000 430263	340	101000
	November 2	11/03/20	Twin Creeks Dist #5	409.84			2450 430263	340	101000
	November 2	11/03/20	300 Main St seasonal light	10.77			1000 430263	340	101000
	November 2	11/03/20	Dickerson Park	6.27			1000 460430	340	101000
	November 2	11/03/20	206 Buck Fire Dept lightin	100.43			1000 411201	340	101000
			*** Claim from another period (10/20) ****						
16368			1285 UV Doctor Lamps, LLC	825.18					
	13850	10/29/20	UV bulbs & shipping	825.18			5310 430640	220	101000
			*** Claim from another period (10/20) ****						
16369			1285 UV Doctor Lamps, LLC	825.17					
	13849	10/29/20	UV bulbs & shipping	825.17			5310 430640	220	101000
16370			1692 DPHSS-FCSS	200.00					
			2021 License Renewal - MT Department of Public Health and Human Services, Food and Consumer Saftey Section						
			2021 11/06/20 2021 License Renewal	200.00*			1000 460450	330	101000
			*** Claim from another period (10/20) ****						
16371			5 USPS	561.35					
	i204640	10/08/20	lift rental & clamps streets	205.59*			1000 430200	230	101000
	A483094	10/08/20	clamps main st banners	16.11*			1000 430200	230	101000
	A483187	10/09/20	blk cable tie sewer plant	22.49			5310 430640	230	101000
	A483205	10/09/20	Step bit sewer plant	39.99			5310 430640	230	101000
	C454739	10/09/20	sander bulk fastner	1.64*			1000 430200	230	101000
	A483701	10/13/20	Glass clnr goo gone stripper	19.57			1000 420100	210	101000
	C455134	10/15/20	Water meter repair plug	5.37*			5210 430550	230	101000
	A483875	10/15/20	Bulk Fastners streets	50.07*			1000 430200	230	101000
	A484429	10/19/20	Starter Fluid sewer plant	7.98			5310 430640	230	101000
	A484564	10/21/20	Gate Hinge sewer plant	29.49			5310 430640	230	101000
	A484635	10/21/20	Masking tape police dept	2.49			1000 420100	210	101000
	B454522	10/24/20	4" disk/nipple streets	25.31*			1000 430200	230	101000
	B454524	10/24/20	4" disk/elbow streets	28.01*			1000 430200	230	101000
	A485206	10/26/20	WD40 /fstnr plow	7.98*			1000 430200	230	101000
	C456065	10/28/20	3 keys sewer plant	5.67*			5210 430640	220	101000
	C456195	10/29/20	Photo battery/light bulb poli	52.05			1000 420100	220	101000
	A485492	10/30/20	2 stakes/screws parks	22.78			1000 460430	230	101000
	A485498	10/30/20	pvc pipe coupling parks	18.76			1000 460430	230	101000

of Claims 44 Total: 46,447.05

Total Electronic Claims 8,260.34 Total Non-Electronic Claims 38186.71

TOWN OF STEVENSVILLE
Fund Summary for Claims
For the Accounting Period: 11/20

Fund/Account	Amount
1000 GENERAL	
101000 Cash - Operating	\$19,841.39
2230 AMBULANCE	
101000 Cash - Operating	\$94.34
2394 BUILDING CODE ENFORCEMENT	
101000 Cash - Operating	\$2,408.13
2410 DAYTON LIGHTING #1 DISTRICT 55	
101000 Cash - Operating	\$240.17
2420 PETERSON ADDN LIGHTING #2 DISTRICT 80	
101000 Cash - Operating	\$174.68
2430 GEO SMITH LIGHTING #3 DISTRICT 76	
101000 Cash - Operating	\$375.54
2440 CREEKSIDE LIGHTING #4 DISTRICT 77	
101000 Cash - Operating	\$367.63
2450 TWIN CREEKS LIGHTING #5 DISTRICT	
101000 Cash - Operating	\$409.84
2810 POLICE TRAINING & PENSION	
101000 Cash - Operating	\$80.00
2820 GAS APPORTIONMENT TAX	
101000 Cash - Operating	\$5,819.00
2940 ECONOMIC DEVELOPMENT	
101000 Cash - Operating	\$81.01
5210 WATER	
101000 Cash - Operating	\$8,721.30
5250 WATER BOND PRINCIPAL & INTEREST	
101000 Cash - Operating	\$16.39
5310 SEWER	
101000 Cash - Operating	\$7,620.52
5350 SEWER BOND PRINCIPAL & INTEREST	
101000 Cash - Operating	\$20.30
5610 AIRPORT	
101000 Cash - Operating	\$176.81
Total:	\$46,447.05

11/12/20
17:06:39

TOWN OF STEVENSVILLE
Claim Approval Signature Page
For the Accounting Period: 11 / 20

Page: 11 of 11
Report ID: AP100A

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

Council

Council

Council

Council

Mayor

Date Approved _____

File Attachments for Item:

c. Finance



Town of Stevensville Finance Report

Nov 12, 2020

- Cash on hand as of 11/04/20 – **\$3,907,392.70**
- BaRSAA Funds received on 10/26/20 – **\$41,319.10**
- Sewer and Water Loan Refi – Working on data
- Credit Card Program Improvement – RMB

- Statement of Budget vs Actual 10/20 as of 11/04/20
- CARES Grant
- CARES Grant Project
- FY 18-19 Audit is finalized – Publishment in the Bitterroot Star



Town of Stevensville
Statement of Expenditures - Budget vs. Actual Report
Account Period 10/20 as of 11/4/20

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	%
						Spent
1000 GENERAL	77,507.41	294,696.84	917,617.00	917,617.00	622,920.16	0.32
2230 AMBULANCE	0.00	2,497.67	4,400.00	4,400.00	1,902.33	0.57
2250 PLANNING	233.60	13,162.99	28,200.00	28,200.00	15,037.01	0.47
2310 TAX INCREMENT FINANCE DISTRICT	0.00	0.38	13,725.00	13,725.00	13,724.62	0.00
2311 TARGETED ECONOMIC DEVELOPMENT	0.00	0.00	12,000.00	12,000.00	12,000.00	0.00
2390 DRUG FINES-FORFEITURES ACCOUNT	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00
2394 BUILDING CODE ENFORCEMENT	1,718.19	17,493.60	136,818.00	136,818.00	119,324.40	0.13
2410 DAYTON LIGHTING #1 DISTRICT 55	0.00	714.03	2,100.00	2,100.00	1,385.97	0.34
2420 PETERSON ADDN LIGHTING #2 DISTRICT 80	0.00	519.28	1,500.00	1,500.00	980.72	0.35
2430 GEO SMITH LIGHTING #3 DISTRICT 76	0.00	699.93	2,400.00	2,400.00	1,700.07	0.29
2440 CREEKSIDE LIGHTING #4 DISTRICT 77	368.25	1,104.81	3,195.00	3,195.00	2,090.19	0.35
2450 TWIN CREEKS LIGHTING #5 DISTRICT	410.21	1,230.73	5,844.00	5,844.00	4,613.27	0.21
2810 POLICE TRAINING & PENSION	323.00	351.04	4,360.00	4,360.00	4,008.96	0.08
2820 GAS APPORTIONMENT TAX	14,210.84	26,709.86	145,000.00	145,000.00	118,290.14	0.18
2821 BaRSAA (HB 473)	0.00	0.00	82,000.00	82,000.00	82,000.00	0.00
2889 HEYER FOUNDATION GRANT	0.00	0.00	235.00	235.00	235.00	0.00
2940 ECONOMIC DEVELOPMENT	77.12	364.00	10,000.00	10,000.00	9,636.00	0.04
4000 CAPITAL IMPROVEMENTS	10,500.00	33,605.00	96,820.00	96,820.00	63,215.00	0.35
4001 SIDEWALK IMPROVEMENT	0.00	0.00	20,000.00	20,000.00	20,000.00	0.00
5210 WATER	13,862.23	109,648.06	363,789.00	363,789.00	254,140.94	0.30
5250 WATER BOND PRINCIPAL & INTEREST	7,584.00	30,336.00	191,947.00	191,947.00	161,611.00	0.16
5310 SEWER	14,268.96	91,790.07	310,447.00	310,447.00	218,656.93	0.30
5350 SEWER BOND PRINCIPAL & INTEREST	15,794.00	63,176.00	229,500.00	229,500.00	166,324.00	0.28
5610 AIRPORT	627.77	38,835.13	86,285.00	86,285.00	47,449.87	0.45
5620 AIRPORT PROJECT	2,429.45	294,258.24	1,769,597.00	1,769,597.00	1,475,338.76	0.17
7120 FIREMEN'S DISABILITY	0.00	0.00	4,000.00	4,000.00	4,000.00	0.00
Totals	159,915.03	1,021,193.66	4,442,779.00	4,442,779.00	3,421,585.34	0.23



CARES Grant

CARES Reimbursement for 9/25/20

	Mar-May	June	July & Aug	Total
Public Safety		16,500.45	30,757.44	47,257.89
First Responders		1,781.72	7,253.26	9,034.98
Park Sanitation		3,733.26	10,140.87	13,874.13
COVID HELP		840.40	6,880.12	7,720.52
Sub-Total		22,855.83	55,031.69	77,887.52
Public Safety	10,085.93			10,085.93
First Responders	254.17			254.17
	10,340.10			10,340.10
Cleaning		769.86	\$ 1,664.71	2,434.57
Supplies		2,085.21	3,036.70	5,121.91
Video		156.51	323.19	479.70
Total	10,340.10	25,867.40	60,056.30	96,263.80
2nd Reimbursement				93,584.00
			Diff	(2,679.80)
1st Reimbursement				33,447.00
Total Reimbursement to date				<u>\$ 127,031.00</u>



CARES Grant Projects

Project	Status	Amount
Fire Door Enlargement	Construction in Dec	\$22,993.50
Phone System	Installation on	\$19,85.95
COVID compliant Hvac for TH	Acquiring Bids	
Toughbook 20s (10) Police & Fire Vehicles	Research & Bids Acquired. Prepared to order	
Laptops & Docking Stations	Research & Bids Acquired. Prepared to order	\$18,000
Council / Court Audio System	Researching systems	
Dictation Software	Researching	
Water & Sewer Billing Online	Researching	



Audit Findings

- June 30, 2019 Annual Financial Report (AFR), the Town did not report the Economic Development fund as a major fund while it met the major fund criteria, which is not in compliance with GASB 34. This was corrected in the accompanying financial statements.
- June 30, 2019 AFR, the Town reported reimbursement from the Capital Improvements fund to the General fund as a transfer between the funds, which is not in compliance with GASB 34. This was corrected in the accompanying financial statements
- The Town did not report an accrued liability for the Fire Department Relief Association (FDRA) pension trust fund in its Annual Financial Report (AFR) as of June 30, 2019
- The Town issued building code permits without documenting the value of the associated projects.
- The Town's Annual Financial Report (AFR) for fiscal year 2019 reported amounts that differed from the underlying accounting records.
- The Town did not file their AFR within the prescribed time frame. Effect: The Town was not in compliance with MCA 2-7-503.
- The Town exceeded their budgetary authority in some funds and cash reserves in another fund exceeded allowable limits.

File Attachments for Item:

d. Fire Department



STEVENSVILLE FIRE DEPARTMENT

206 BUCK STREET

Activity Report – October 2020

Calls for the Month of October: 66

Calls for Stevensville Town: 21

Calls for Stevensville Rural: 44

Mutual Aid: 1

Medical Response: 48

Fire Calls: 14

Motor Vehicle Crash: 4

Total Calls: 66

Calls for the Year to Date: 552

Calls for Stevensville Town: 241

Calls for Stevensville Rural: 293

Mutual Aid: 18

Medical Response: 406

Fire Calls: 117

Motor Vehicle Crash: 29

Total Calls: 552

File Attachments for Item:

e. Parks & Recreation



November 12, 2020 Report to Council

Here's what's happening in your parks:

Lewis and Clark Park:

- ◆ 1 Pavilion rentals
- ◆ Fall Cleanup

Park Cleaning/Sanitizing:

- ◆ Spraying playgrounds at Lewis and Clark Park, Father Ravalli Park, and Lange Park benches and tables up to times per day depending on weather.
- ◆ Trash clean up every morning.

River Park/River Park Trail:

- ◆ Fall cleanup of debris and clearing leaves off path.

Living Legacy Native Plant Garden:

- ◆ Working with the Garden Club and Stevensville third grade class to clean up this park. Next spring the Garden Club and third grade class will plant and care for this area.
- ◆ Parks is working to refinish the signage at the park and update the drip line irrigation system for this project.

Veteran's Park:

- ◆ Working with the American Legion Veterans and Garden Club to complete renovations.
 - Gold and Blue Star monuments relocated
 - Working on installation of flag poles and lighting

Pool:

- ◆ HDR is working on a repair plan and we are expecting to receive that soon. Considering the time of year, this repair will most likely take place in early spring.

Events:

- ◆ Scarecrow on Bike Path Oct. 16-Oct. 31, 2020.
 - We had 16 participants and had the StoryWalk along with it to utilize all the space on the bike path. Considering COVID-19, a very successful

event.

Other:

- ◆ Assisting Public Works with park fall clean up.
- ◆ Working with Lori Lewis to figure out if we can facilitate a safe “Turkey Trot” 5K race for Thanksgiving. Due to the COVID-19 cases at the school we had to postpone our meeting. It is scheduled for Friday November 6, 2020.
- ◆ Working with the President of Whitetail Golf Course to implement a cross country skiing program for this winter.

Sincerely,

Bobby Sonsteng
Parks and Recreation Director

File Attachments for Item:

f. Police Department

**TOWN OF STEVENSVILLE
POLICE DEPARTMENT ACTIVITY REPORT
October 2020**

MONTHLY REPORT:

We have completed the traffic study of the area of 5th and 6th Streets. I will be compiling the data and will make it available as soon as possible.

The surplus PD vehicles have been sold and have been moved off Town property.

We are still waiting for phones for the PD but that should be happening soon.

We had a hard drive failure in our PD server but are getting that addressed through IT services. It has set us back a bit in our data backups but we should be back up and running soon.

We are still working through the hiring process for the 4th officer. We are looking at one Montana certified applicant right now but are at the preliminary stages in the process. Hopefully I will have more information for you next council meeting.

We have been experiencing an influx of complex cases and felony cases which have occupied a considerable amount of my time. I recently finished one such case regarding a rash of thefts from vehicles that happened at the end of September. The case involved writing multiple search warrants and a disproportionate number of manhours dedicated to completing the case. The case involves multiple jurisdictions. I am working with the victims to get their property returned as soon as possible but unfortunately the wheels of justice move slowly.

Our night shift officers are doing a great job of deterring criminal activity and apprehending violators. We have a great crew working right now and I appreciate their diligence and their efforts in addressing the concerns of our citizenry.

Stats:

(Contained in the following pages)

Call For Service Report

Stevensville Police Department
Stevensville, MT 59870
(406) 777-3011


REPORT CRITERIA:

When Reported In Range

NUMBER OF CALLS FOR SERVICE: 50

Key	Nature	When Occurred	Responsible Officer	Area
CFS-4070	Officer Advice	After : 10/31/2020 22:28 Before : 10/31/2020 23:12	Guida, Jacob Rocco	North Main
CFS-4069	Agency Assistance	After : 10/31/2020 22:36 Before : 10/31/2020 23:02	Guida, Jacob Rocco	Ravalli County
CFS-4068	Agency Assistance	After : 10/31/2020 20:44 Before : 10/31/2020 20:51	Guida, Jacob Rocco	Southwest Area
CFS-4067	Agency Assistance	After : 10/28/2020 22:18 Before : 10/28/2020 22:25	Ellington, John Patrick	Ravalli County
CFS-4066	911 Hang Up	After : 10/29/2020 21:40 Before : 10/29/2020 21:50	Ellington, John Patrick	North Main
CFS-4065	Officer Advice	After : 10/29/2020 13:08 Before : 10/29/2020 13:23	Marble, James Robert	
CFS-4064	Suspicious Person, Circumstance	After : 10/28/2020 18:00 Before : 10/28/2020 18:42	Ellington, John Patrick	South Main
CFS-4063	Warrants	After : 10/21/2020 19:27 Before : 10/21/2020 19:51	Marble, James Robert	Northwest Area
CFS-4062	Agency Assistance	After : 10/28/2020 00:35 Before : 10/28/2020 00:40	Guida, Jacob Rocco	General Area
CFS-4061	Welfare Check	After : 10/26/2020 21:45 Before : 10/26/2020 22:11	Guida, Jacob Rocco	North Main
CFS-4060	Agency Assistance	After : 10/25/2020 00:30 Before : 10/25/2020 00:46	Ellington, John Patrick	Ravalli County
CFS-4059	Agency Assistance	After : 10/25/2020 01:18 Before : 10/25/2020 03:25	Guida, Jacob Rocco	Ravalli County
CFS-4058	Agency Assistance	After : 10/24/2020 02:11 Before : 10/24/2020 02:21	Ellington, John Patrick	Ravalli County
CFS-4057	Assault	After : 10/23/2020 16:51 Before : 10/23/2020 17:50	Ellington, John Patrick	South Main
CFS-4056	Officer Advice	After : 10/23/2020 00:09 Before : 10/23/2020 00:21	Ellington, John Patrick	Ravalli County
CFS-4055	City Ordinance Violation	After : 10/22/2020 13:36 Before : 10/22/2020 13:36	Marble, James Robert	Northeast Area
CFS-4054	Transport By L.E.O	After : 10/19/2020 08:56 Before : 10/19/2020 11:11	Marble, James Robert	
CFS-4053	Agency Assistance	After : 10/21/2020 23:00 Before : 10/22/2020 01:12	Ellington, John Patrick	Ravalli County
CFS-4052	911 Hang Up	After : 10/22/2020 00:12 Before : 10/22/2020 00:25	Ellington, John Patrick	Southeast Area
CFS-4051	Disturbance, General	After : 10/02/2020 15:42 Before : 10/02/2020 16:25	Marble, James Robert	North Main
CFS-4050	Agency Assistance	After : 10/21/2020 00:58 Before : 10/21/2020 01:37	Guida, Jacob Rocco	Ravalli County
CFS-4049	Victim Notification	After : 10/20/2020 16:31 Before : 10/20/2020 20:05	Guida, Jacob Rocco	South Main
CFS-4048	Animal Problem	After : 10/20/2020 16:16 Before : 10/20/2020 18:48	Guida, Jacob Rocco	Northeast Area
CFS-4046	Disturbance, General	After : 10/19/2020 21:25 Before : 10/19/2020 21:56	Guida, Jacob Rocco	Southeast Area

Key	Nature	When Occurred	Responsible Officer	Area
CFS-4044	PFMA	After : 10/18/2020 01:00 Before : 10/18/2020 03:20	Ellington, John Patrick	South Main
CFS-4043	Disturbance, General	After : 10/17/2020 21:34 Before : 10/17/2020 21:48	Ellington, John Patrick	North Main
CFS-4042	Suicidal Subject	After : 10/16/2020 10:19 Before : 10/16/2020 10:46	Ellington, John Patrick	Northwest Area
CFS-4041	Suspicious Person, Circumstance	After : 10/14/2020 16:17 Before : 10/14/2020 16:28	Ellington, John Patrick	North Main
CFS-4040	Traffic Accident with Damage	After : 10/14/2020 15:44 Before : 10/14/2020 16:18	Ellington, John Patrick	Northeast Area
CFS-4039	Suspicious Person, Circumstance	After : 10/14/2020 15:49 Before : 10/14/2020 16:30	Ellington, John Patrick	Southwest Area
CFS-4038	Burglary	After : 10/13/2020 08:59 Before : 10/13/2020 08:59	Guida, Jacob Rocco	Northeast Area
CFS-4037	Traffic Accident with Damage	After : 10/09/2020 14:18 Before : 10/09/2020 15:30	Guida, Jacob Rocco	Southwest Area
CFS-4036	Information Report	After : 10/09/2020 15:41 Before : 10/09/2020 15:41	Guida, Jacob Rocco	
CFS-4035	Officer Advice	After : 10/09/2020 11:17 Before : 10/09/2020 11:56	Guida, Jacob Rocco	Northeast Area
CFS-4034	Criminal Mischief	After : 10/09/2020 11:10 Before : 10/09/2020 11:42	Guida, Jacob Rocco	Northwest Area
CFS-4033	Extra Patrol	After : 10/08/2020 18:46 Before : 10/08/2020 20:33	Guida, Jacob Rocco	North Main
CFS-4032	Drug Information	After : 10/09/2020 11:40 Before : 10/09/2020 11:40	Guida, Jacob Rocco	Northeast Area
CFS-4031	Drug Activity	After : 10/08/2020 21:00 Before : 10/08/2020 21:30	Marble, James Robert	Northwest Area
CFS-4030	Motor Vehicle Theft	After : 10/08/2020 14:10 Before : 10/08/2020 17:15	Guida, Jacob Rocco	Southwest Area
CFS-4029	Suicidal Subject	After : 10/06/2020 13:09 Before : 10/06/2020 13:55	Marble, James Robert	Northeast Area
CFS-4028	Disturbance, General	After : 10/05/2020 09:55 Before : 10/05/2020 11:24	Marble, James Robert	Northeast Area
CFS-4020	Community Relations	After : 10/02/2020 17:55 Before : 10/03/2020 01:39	Ellington, John Patrick	North Main
CFS-4019	Suspicious Person, Circumstance	After : 10/02/2020 21:05 Before : 10/02/2020 21:44	Guida, Jacob Rocco	School
CFS-4018	Suspicious Person, Circumstance	After : 10/02/2020 21:17 Before : 10/02/2020 21:43	Ellington, John Patrick	North Main
CFS-4016	Disorderly Conduct	After : 10/01/2020 16:58 Before : 10/01/2020 17:23	Marble, James Robert	Northeast Area
CFS-4015	Drug Information	After : 10/01/2020 13:20 Before : 10/01/2020 13:44	Marble, James Robert	School
CFS-4014	Suspicious Person, Circumstance	After : 10/01/2020 21:36 Before : 10/01/2020 21:45	Guida, Jacob Rocco	North Main
CFS-4013	911 Open Line	After : 10/01/2020 19:46 Before : 10/01/2020 20:03	Guida, Jacob Rocco	North Main
CFS-4012	Child Abuse or Neglect	After : 10/01/2020 17:05 Before : 10/01/2020 17:25	Ellington, John Patrick	Southeast Area
CFS-4011	Sex Offense	After : 10/01/2020 10:02 Before : 10/01/2020 11:08	Marble, James Robert	School

Report generated on 11/04/2020 by James R. Marble
Nova - A Motorola Solutions Product

File Attachments for Item:

g. Public Works

**TOWN OF STEVENSVILLE
PUBLIC WORKS ACTIVITY REPORT
October 2020**

UTILITIES REPORT

Water Production

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Produced</i>	34,481,000	23,465,000

- 💧 Monthly sampling and reports to the state
- 💧 Well #5 off electric problem, electrician working on it
- 💧 Installed new water meters, Twin Creeks and at 105 Peterson Pl.
- 💧 Water & Sewer taps for Jesse Reeves
- 💧 Frozen water line, 223 Spring St.
- 💧 Shut off irrigation water at 410 Church, 521 Buck St & Town Parks

Waste Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Treated</i>	6,000,000	5,225,000

- 💧 State Reports and EPA
- 💧 Manhole checks Jetting sewer main from manhole
- 💧 3.44 to 3.45 sewer plugged, cleaned sewer main at Medical Center
- 💧 RAS Pump #2 at sewer plant plugged, cleaned and back in service

STREETS & TRANSPORTATION

- 💧 Down tree limbs, clean up due to wind
- 💧 Swept Main St. to get leaves cleaned up
- 💧 Snow plowing and sidewalk cleaning
- 💧 Hauling brush out of the park and down to sewer plant

CEMETERY'S

- 💧 One grave
- 💧 Had to plow snow for a service

**New public works employee will be starting mid-November.

File Attachments for Item:

Discussion/Decision: Conduct of Councilmember Michalson



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:	(Council as a Whole)
Second Person Submitting the Agenda Item:	
Submitter Title:	Council Member
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	11/12/2020
Agenda Topic:	Discussion/Decision: Conduct of Councilmember Michalson
Backup Documents Attached?	No
If no, why not?	Continuance of 10/22/2020 discussion.
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	11/12/2020
Notes:	

File Attachments for Item:

Discussion/Decision: Review of policies relevant to conduct of Councilmembers



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:	(Council as a Whole)
Second Person Submitting the Agenda Item:	
Submitter Title:	Council Member
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	11/12/2020
Agenda Topic:	Discussion/Decision: Review of policies relevant to conduct of Council,embers
Backup Documents Attached?	No
If no, why not?	Continuance of 10/22/2020 discussion.
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	11/12/2020
Notes:	

File Attachments for Item:

a. Discussion/Decision: Suspension Council Rules to cancel the November 26, 2020 Town Council meeting in observance of Thanksgiving and authorizing claims to be paid out of cycle



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:	11/12/2020
Agenda Topic:	Discussion/Decision: Suspension Council Rules to cancel the November 26, 2020 Town Council meeting in observance of Thanksgiving and authorizing claims to be paid out of cycle
Backup Documents Attached?	No
If no, why not?	N/A
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	11/12/2020
Notes:	

File Attachments for Item:

Discussion/Decision: Extension of Final Plat Filing Deadline for Phase 2 of the Twin Creeks Subdivision



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:	11/12/2020
Agenda Topic:	Discussion/Decision: Extension of Final Plat Filing Deadline for Phase 2 of the Twin Creeks Subdivision
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	11/12/2020
Notes:	

Agenda Item: New Business

Discussion/Decision: Extension of Final Plat Filing Deadline for Phase 2 of the Twin Creeks Subdivision

Other Council Meetings

Exhibits

- A. Letter from PCI requesting extension
- B. Preliminary Plat Filing Extension Agreement

This agenda item provides Council with the ability to authorize the extending the deadline to file the final plat for Phase II of the Twin Creeks Subdivision.

Background:

PCI Engineering, on behalf of the new owners of the second phase of the Twin Creeks Subdivision, has requested an extension to file the final plat of Phase II. The original deadline is January 15, 2021. The attached letter outlines the rationale behind the request, which seeks to extend the deadline 1 year to January 15, 2022. The filing deadline for Phase III remains unchanged.

Preliminary plat for all phases of the subdivision had been previously approved by the Town Council in 2008 with conditions of approval and a phasing plan.

Montana Code allows the governing body to grant extensions of the filing deadline for phased developments. Each phase is then subject to a public hearing prior to final approval.

Board/Commission Recommendation: Applicable - Not Applicable

Alternative(s): do not approve an extension

MOTION

I move to: grant a 1-year extension of the final plat filing deadline for Phase II of the Twin Creeks Subdivision as set forth in the proposed agreement.

October 15, 2020

Town of Stevensville
Mayor and Council Members
P.O. Box 30
Stevensville, MT 59870

RE: TWIN CREEKS SUBDIVISION PHASE 2 EXTENSION REQUEST

Dear Mayor and Council Members:

Please accept this as our formal request for an extension to the deadline for filing of the Final Plat for Phase 2 of Twin Creeks Subdivision. We would like to request a one-year extension allowing our new deadline to be January 15th, 2022, rather than the current deadline January 15th, 2021.

Phase 1 required three separate extensions, and finally was filed on or before January 3, 2014.

The Town of Stevensville Town Council approved the Twin Creeks Subdivision on February 11, 2008, subject to 11 conditions of approval. This subdivision was approved with 3 phases and with deadlines as follows:

- Phase 1 to be filed by July 1, 2013
- Phase 2 to be filed by January 15, 2021
- Phase 3 to be filed by January 15, 2026

The phasing plan was subsequently amended on December 19, 2011, and on October 1, 2013, and then again on January 3, 2014. The first extension appears to have been requested due to unexpected delays. The second extension appears to have been requested because of a phasing plan change and a parkland dedication issue affecting Phase 1, requiring some re-design. In addition to this it appears there were some late comer agreements that slowed the process of filing. The third extension request appears to have been requested because of the need for a current platting report, covenants, an appraisal to justify the parkland change amount, and a resolution to the asphalt situation.

Our client is requesting just a 1-year extension of the Phase 2 Final Plat due to the following circumstances:

1. A new developer bought the lot just this year, there has been no progress on the Phase 2 of this subdivision since back when the subdivision was first approved and designed in 2008. The new developer has hired a new Engineering firm, Professional Consultants, Inc., a little over a month ago, instead of Territorial Landworks, Inc. to file the plat. We are requesting the extension so the subdivision can be properly designed and issues vetted to identify areas needed for mitigation. We hope to perform this design process over the winter of 2020-2021, gaining the necessary approvals, constructing in the spring and summer of 2021, and filing the plat by the end of 2021.
2. Phase 1 being extended for nearly two years, has not helped Phase 2 to be constructed and filed on time either. The phase 1 extension is another reason as to why an extension should be granted to phase 2. The developer at the present time does not see a need for an extension for phase 3, as they were planning on doing phase 3 as quickly as possible after phase 2 is complete.
3. Complications from the COVID-19 pandemic crisis have resulted in delays.

We are only asking for a 1-year extension for Phase 2. The phasing boundaries for all phases and the dates for Phase 3 would remain unchanged, however the requested dates for Phase 2 would change as follows:

- Phase 2 to be filed by January 15, 2022

If the amendment is granted, the conditions of approval will not be affected and there will be no disruption to public facilities.

Enclosed, you will find the approved Phasing Plan approval from December 19, 2011, and a Preliminary Plat, showing the current proposed Phasing Plan dates. We respectfully request your support of our request. If you have any questions, please contact us immediately.

Sincerely,
Professional Consultants, Inc.



Jeff Standaert, Professional Engineer
Enclosures



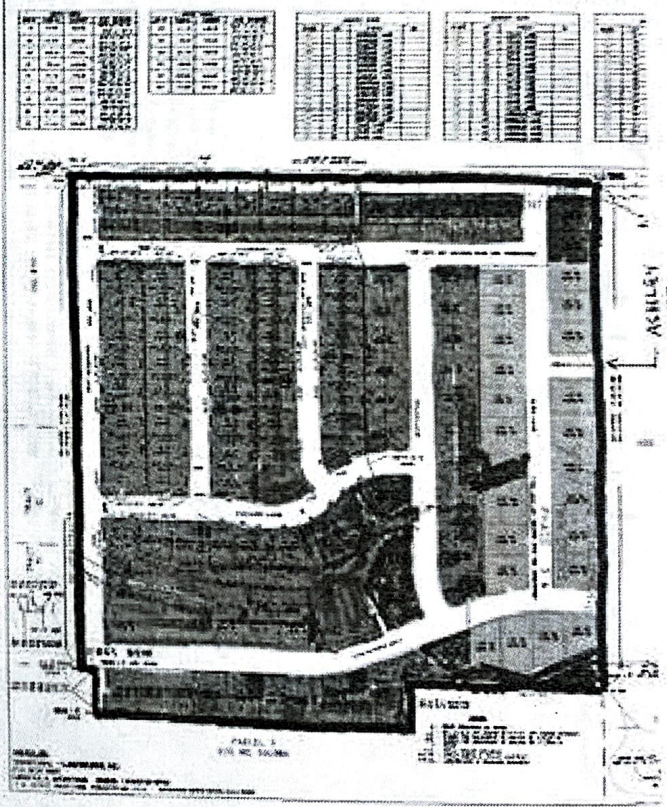
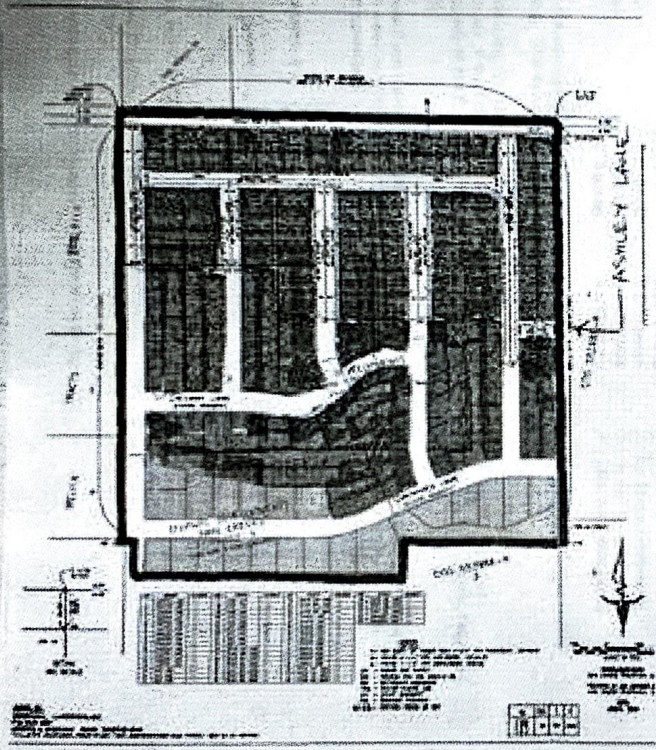
**CURRENT
VERSION**

- PHASE 1
- PHASE 2
- PHASE 3

**ORIGINALLY
APPROVED**

• PHASING AND LOCATION OF ASHLEY LN

TWIN CREEKS, PHASE



PRELIMINARY PLAT APPROVAL EXTENSION

AGREEMENT

This AGREEMENT is entered into this _____ day of _____, 2020 by **Stan and Ellen Hendricksen**, hereinafter referred to as the “Hendricksen’s”, and the **Town of Stevensville**, hereinafter referred to the “Town”, a municipal corporation with a mailing address of P.O. Box 30, Stevensville, MT 59870.

RECITALS

WHEREAS, the Stevensville Town Council approved the Twin Creeks Subdivision with conditions on November 26, 2007. The approval of the subdivision included filing of the final plats for the subdivision in three phases according to the schedule presented in the “Phasing Plan for Twin Creeks Subdivision” included within the original applicant/owner’s subdivision application.

WHEREAS, the new developer/owner of the Twin Creeks Subdivision has experienced unexpected delays in the ability to file the Final Plat for Phase 2.

WHEREAS, MCA 76-3-601 as amended by the 2011 Montana Legislature, permits a governing body, at the request of the developer/owner, to extend the Preliminary Plat approval period for a mutually agreed-upon period of time. The mutually agreed-upon extension must be in writing and dated and signed by the members of the governing body and the developer/owner or his agent.

NOW THEREFORE, both Hendricksen and the Town agree the mutually agreed-upon schedule for filing of the final plats for the next two phases of the Twin Creeks Subdivision shall be as follows

1. The final plat for Phase 2 shall be filed no later than January 15, 2022.
2. The final plat for Phase 3 shall be filed no later than January 15, 2026.

ACKNOWLEDGEMENT

Stan and Ellen Hendricksen

Signature

Print Name

Signature

Print Name

Town of Stevensville: Councilmember #1

Signature

Print Name

Town of Stevensville: Councilmember #2

Signature

Print Name

Town of Stevensville: Councilmember #3

Signature

Print Name

Town of Stevensville: Councilmember #4

Signature

Print Name

Town of Stevensville: Mayor

Signature

Print Name

File Attachments for Item:

Discussion/Decision: Placement of a "No Outlet" sign on Peterson Place



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:	Robin Holcomb
Second Person Submitting the Agenda Item:	
Submitter Title:	Council Member
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	11/12/2020
Agenda Topic:	Discussion/Decision: Placement of a "No Outlet" sign on Peterson Place
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	11/12/2020
Notes:	

Agenda Item: New Business

Discussion/Decision: Placement of a “No Outlet” sign on Peterson Place

Other Council Meetings

Exhibits

This agenda item provides Council with the ability to authorize the installation of a “No Outlet” or “Dead End” sign on Peterson Place

Background:

At the October 22, 2020 Town Council meeting, Councilmember Holcomb requested that the Town Council consider the placement of a sign alerting drivers that Peterson Place does not connect with Park Avenue from Spring Street.

The Town Council has the authority to authorize traffic control signage in the community and must approve the installation in order for the Public Works Department to proceed with action.

Board/Commission Recommendation: Applicable - Not Applicable

Alternative(s): do not approve the installation of a sign

MOTION

I move to: approve the installation of a “No Outlet” sign on Peterson Place.

File Attachments for Item:

Discussion/Decision: Town Council Vacancies in Ward 1 and Ward 2



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:	11/12/2020
Agenda Topic:	Discussion/Decision: Town Council Vacancies in Ward 1 and Ward 2
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	11/12/2020
Notes:	

Agenda Item: New Business

Discussion/Decision: Town Council Vacancies in Ward 1 and Ward 2

Other Council Meetings

Exhibits

- a. Bob Michalson Resignation Letter
- b. Robin Holcomb Resignation Letter
- c. Town Council Rules (vacancy section)

This agenda item provides Council with the ability to review the process for filling 2 vacancies on the Town Council and establish special meeting dates to review applications, conduct interviews, and make appointments.

Background:

The Mayor received resignations from Robin Holcomb and Bob Michalson on Thursday, November 5, 2020. The resignations were effective as of that date.

Public noticing according to Council Rules was completed by the Town Clerk on Monday, November 9, 2020. Notice has been placed on the posting board and will run in the Bitterroot Star on November 11 and November 18. Consistent with Council Rules, applications will be accepted for ten (10) calendar days and are due at 5:00pm on November 18.

The Town Council should consider and set dates for selecting applicants for interviews, and then holding those interviews. A special meeting will be necessary for the appointments to the vacant positions.

Board/Commission Recommendation: Applicable - Not Applicable

Alternative(s):

MOTION

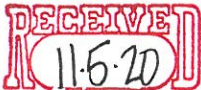
I move to:

As of Thursday, November 5th, 2020, I hereby resign my position as Town Council Person (Ward 2) for the Town of Stevensville.

Robert M. Clark

RECEIVED
11.5.20

As of Thursday, November 5th, 2020, I hereby resign my position as Town Council Person (Ward 1) for the Town of Stevensville.

A handwritten signature in black ink that reads "John Helcom". The signature is written in a cursive style with a large initial 'J'.A red rectangular stamp with the word "RECEIVED" in a bold, sans-serif font at the top. Below the word, the date "11.5.20" is stamped in a similar font. The stamp has a double-line border.

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.