



**Stevensville Town Council Meeting
Agenda for
THURSDAY, SEPTEMBER 08, 2022
6:00 PM
206 Buck Street, Town Hall**

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.](#) Town Council Meeting Minutes 8/11/2022
5. Approval of Bi-Weekly Claims
 - [a.](#) Claims #17900-#17926
6. Administrative Reports
 - [a.](#) Airport
 - [b.](#) Building Department
 - [c.](#) Finance
 - [d.](#) Fire Department
 - [e.](#) Police Department
 - [f.](#) Public Works
7. Guests
8. Correspondence
9. Public Hearings
 - [a.](#) Discussion: FY 2022/2023 Preliminary Budget
10. Unfinished Business
11. New Business
 - [a.](#) Discussion/Decision: Resolution No. 509, a Resolution for Adopting a Budget and Adopting Wages and Salaries for the Town of Stevensville FY 22/23
 - [b.](#) Discussion/Decision: Approval for Town Acceptance of FAA Grant Offer for Stevensville Airport Master Plan Update
 - [c.](#) Discussion/Decision: Special Event Permit for 2022 Scarecrow Festival
 - [d.](#) Discussion/Decision: Town of Stevensville & State of Montana, DOT Memorandum of Agreement for 407 Main Street Sidewalk
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. Town Council Meeting Minutes 8/11/2022

Stevensville Town Council Meeting Minutes

for THURSDAY, AUGUST 11, 2022, 7:00 PM 206 Buck Street, Town Hall

CONDENSED MINUTES

1. Call to Order and Roll Call

Mayor Gibson called the meeting to order. Councilmember Barker was excused. Councilmembers Brown, Michalson and Wolff were all present.

2. Pledge of Allegiance

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

Paul Walters: just purchased a home on Trading Post Lane, just want to introduce myself, myself and my wife we just moved here from Wyoming. We are not here to change the community we are here to be a part of the community.

4. Approval of Minutes

a. Special Town Council Meeting Minutes 07/28/2022

Mayor Gibson: introduced meeting minutes for special town council meeting, 07/28/22.

Councilmember Michalson: make a motion to approve special town council meeting minutes for 7/28/22.

Councilmember Wolff: 2nd.

Mayor Gibson: motion and a 2nd. Public comment? Any further discussion? Councilmember Wolff?

Councilmember Wolff: I did find one incomplete sentence, and it is actually pretty important on page 7, and it is by councilmember Barker, and it is her second comment on that page, this is where councilman Barker said, "I make a motion that the recommendations given to the town council for the fraud examination report." And then we voted, that is incomplete statement. It probably should have said "for the fraud examination report be approved and adopted by the town administration."

Mayor Gibson: any further discussion, seeing none, Jenelle please take the vote.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 3-0

b. Town Council Meeting Minutes 07/28/2022

Mayor Gibson: introduced Town Council Meeting Minutes for 07/28/2022

Councilmember Michalson: I make a motion to approve town council minutes for 07/28/2022.

Councilmember Wolff: 2nd.

Mayor Gibson: motion and a 2nd. Public comment? Further discussion? Seeing none Jenelle call for the vote.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 3-0.

5. Approval of Bi-Weekly Claims

a. Claims #17848-#17879

Mayor Gibson: introduced bi-weekly claims #17848-#17879

Councilmember Wolff: I make a motion that we approve the claims #17848-#17879.

Councilmember Michalson: 2nd

Mayor Gibson: have a motion and a 2nd. Public comment? Further discussion on the claims? Seeing none, Jenelle please take the vote.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 3-0.

6. Administrative Reports

Mayor Gibson: administrative reports are in your packet, if you have any questions, Mr. Kruse and Chief Sosa are here.

a. Airport

b. Building Department

c. Finance

d. Fire Department

e. Police Department

f. Public Works

7. Guests

NONE.

8. Correspondence

NONE.

9. Public Hearings

NONE.

10. Unfinished Business

a. Discussion/Decision: A Motion and a 2nd to Award Morrison-Maierle to complete Master Plan for the Stevensville Airport

Mayor Gibson: introduced unfinished business item a. The only reason that this came up, Jenelle, you can explain it. We passed it.

Jenelle Berthoud, Town Clerk: listening to the audio on that particular item we went straight for a vote, and we did not get a motion and a 2nd for that.

Councilmember Wolff: I make a motion that we award Morrison-Maierle to complete the Master Plan.

Councilmember Michalson: 2nd.

Mayor Gibson: we have a motion and a 2nd. Any discussion? Jenelle, please take the vote.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 3-0.

11. New Business

a. Discussion/Decision: Park Ave. Sewer Main Change Order #1

Mayor Gibson: introduced new business item a. for the councils indulgence I have a recommendation I received an email today; I will read it. This is a little more complicated than the \$56,000 change order. Originally this project was going to happen last fall, it was delayed I believe because of supply issues then it was scheduled for April I received a call from a landowner a week before the project was to start, he stated that he had talked to the previous administration in October with proposed concerns about the sewer line crossing his property in relationship to his water supply. The project was again stopped, and a change order was requested to move the line. Since that time, we have not been able to locate anything in last years budget regarding the \$243,000.00 or where the money was coming from, in other words for this \$56,000.00 change order and the \$243,000.00 to hook up the sewer for this piece of property would be \$300,000. With that in mind I am suggesting that we table for now and post

pone any action until the meeting on the 25th. Currently there is nothing in this year's budget and that is where we are at. We could then take a vote to recon sider our actions tonight if that is what you decide and then schedule for August 25th. This is not about the concept or the idea it is about the money and the taxes payer's money of Stevensville MT. I think this would also give us time to work with the proponents of this project to come up with some other solutions the reconsideration if that is what we do will include the total \$300,000.00. with that if the council would like to do that, I would like to ask for a motion to table and if we have a 2nd I will go to public comment. Motion is to table and that does not mean that it goes away, we would consider this item at the 25th meeting. I think that it is important to understand, we are starting the budget process September 1st and this is not in this years budget.

Councilmember Michalson: I make a motion that we table this and bring it up for reconsideration at the next council meeting.

Councilmember Wolff: 2nd.

Mayor Gibson: with the council's permission I will go to public comment and then come back for discussion if you so desire.

PUBLIC COMMENT:

Bob Thomas: the chair for the community center, I would just like to say thank you for that opportunity to meet with you. There was a contract for \$233,000.00 from the last administration, we don't want to do anything that harms Stevensville or takes away from. We have been working on this for over 20 years. We think that it is worth talking about.

Mayor Gibson: so, you are willing to come back to us with your ideas about the money?

Bob Thomas: yes, we are.

Mayor Gibson: keeping in mind that it is for a place which doesn't exist. At this time, I am not trying to be negative here. Again, there will be questions and we will try to answer. How much money and the plans.

Bob Thomas: we are prepared to negotiate and you all copies of it and the one thing that I wanted to point out we showed the image back from 2005. It shows that facility at 20,000 and that one at that point and time was about a three million project. The last rendering that we did so we could start the process and talk with people and where we wanted to go, that building style was not well received and that is not the building that we are going with. We are trying to work out what is the best building. The brochure is a pretty good history. I would ask for your continued support.

Mayor Gibson: thank you any further comment, the motion is to table and reconsider at the next meeting. I am going to point out one more thing, I have a contract here and it is only signed by the former mayor it is not signed by the contractor. With that is there any further discussion? Councilmember Michalson.

Councilmember Michalson: I also wanted to point out that the contract is null in void if not signed by a finance officer.

Mayor Gibson: we are not talking about the contractor here.

Councilmember Brown: I was trying to go through it, I did notice that the contract was not signed completely, the notice to start work was to be done in April and completed within 30 days, no work has been done. A couple questions and maybe somebody can fill me in on something. This is a city/county boundary the people on the other side of Park Street are in the county.

Mayor Gibson: that is correct,

Councilmember Brown: I was just wondering if there were any plans to get the county to, (pause), with the change order and the original plans.

Mayor Gibson: what happened was in the previous administration there was a person requested to be annexed that was on Park paid the money to be annexed and he was annexed the rest of the people as you said are not in the city we learned later, Mr. Kruse and I, in that resolution that the town now owns Park Street from Middle Burnt Fork to the school. To answer your questions the county has nothing to do with it. If that length of town was to decide to annex it would be up to town if they wanted to annex any of their property or not. That is not my desire, I have been contacted by those people on the other side of the street and they had concerns about that because they have water for irrigation and that is a whole other issue and does not have to do with town.

Councilmember Brown: because I was wondering if their septic systems begin to fail, and that sewer line is in there if there was going to any kind of a permit that town will allow those people to hook up.

Mayor Gibson: it is up to the county. Septic system not the water, if someone requests to hook up to water, they pay.

Councilmember Brown: I was wondering if it would be the same way with the sewer for these people.

Mayor Gibson: they do not have to because they are not annexed. The gentleman that was annexed, I am not going to say his name, found a sewer line connection at the back of his property so he no longer needs sewer.

Councilmember Wolff: I do have a questions for Mr. Thomas, this rendering most recent rendering that you are not quite happy with for the civic center, is this the same square footage as the previous?

Bob Thomas: it was 18,000 square feet.

Councilmember Wolff: so, it is 2,000 square feet less?

Bob Thomas: the budget that we have in place is for a 10,000 square foot and paired it back because of cost.

Mayor Gibson: any further discussion? Seeing none, reminder of what we are voting on here, this is a motion to table with the intent to put it on the 25th agenda to reconsider further actions, Jenelle please take the vote.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 3-0.

b. Discussion/Decision: Contract Between Town of Stevensville and Robert Underwood to perform Financial Duties

Mayor Gibson: introduced new business item b. this is part, one month. This is a recommendation made at our last council meeting. Pam is in here nights and weekends we are trying to catch up on the fact that for two years nothing was reported on the financials, we are getting fined. As part of the budget process, we have to take care of that, again that is what this is, same price, same guy, same place.

Councilmember Wolff: I make a motion that we contract with Robert Underwood for another 30 days, August 12, 2022.

Councilmember Michalson: 2nd.

Mayor Gibson: any public comment? Seeing none, further discussion, seeing none, Jenelle would call for the vote.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 3-0.

12. Town Council Comments

Councilmember Michalson: I got an email back from Renee Lemon from the commerce department Monday and they have agreed to give our subdivision regulations that we worked on from the Planning & Zoning to them and they are going to look over it and give us a timeline and when it will come back to us, I think she said about a week and a half. Also, today I reached out to the company that did the Hamilton Growth Policy and told them that we are putting out an RFP for services for our growth policy here. She wanted to see the documentation and I forwarded that to Jenelle.

Councilmember Wolff: I was at the Stevensville Airport Board Meeting on Tuesday night it was a lengthy meeting; it was in discussion of the airport improvement partnership program which is something that the town council is reviewing as to whether there is a possible sale or lease, private and public partnership on the airport. It was just going over those things and looking at them, it still has to be reviewed more. Discussed tenant hanger lease status. There have been some people concerned about the sale. The gravel pit was brought up and the county is interested. A fuel farm up at the airport, partners that are interested in building that. There is a lot of information that came out of this meeting. I would encourage residents to attend the airport board meetings and in the future some of the town's acronyms will be, there will be a description.

Councilmember Brown: I would like to inform the council and the mayor that I will be out of town starting the 18th and try to be back by the 25th but there is no guarantee.

13. Board Reports

14. Executive Report

Mayor Gibson: we are going to be pretty busy with the budget so I have told the airport manager that there will not be anything on the agenda about the airport. About the lease, I have glanced at it, keep in mind if either were to happen probably five years, so that would be for the next person. Jenelle, correct me if I am wrong. The RFP has gone out for the audit.

Jenelle Berthoud: they will be posted on the Town's website, 5:00 pm on August 16th the newspaper on the 17th and the 24th for that notice and bids are due back by September 15th by 5:00 pm.

Mayor Gibson: there is an RFP for the tech support, IT. We have posted the part time finance officer; on the growth policy we are doing an RFP on that.

Jenelle Berthoud: same date on that, 15th.

Mayor Gibson: we have \$10,000 for that if we use it by December 15th, for the commerce. So, if it was \$15,000, we would pay \$5,000. We are going to start the preliminary budget the 25th we are going to do the levies and the lighting districts because they have to be Regina the clerk by the 26th. Then on September 1st and September 8th we are going to start the preliminary budget. We had to delay it to get the correct revenue estimates. I am making a request that, what we are going to do differently is show the revenue and the spending, department heads will be here to answer any questions. What I am asking is these people do work in the daytime too, to start these two meetings at 6:00 pm. just those two budget meetings, we don't want to be here until 10 at night. I hope that we can get through this, and we have to have this into the state for the 25th.

Councilmember Michalson: the 25th.

Mayor Gibson: the 25th is levies and lighting districts.

Councilmember Michalson: and that is the same as the next council meeting. We should probably put the request on the agenda and formally pass that.

Mayor Gibson: our intent is, Pam is working on that, and I think we are close. The levies are a little complicated and we will get our mills and they increased a little bit so that means that our revenue has increased a little bit. My intent is to recommend that we do not raise taxes. On the lighting districts I think that we are okay, there have been increase on all them I don't think that we are going to have to increase the lighting.

15. Adjournment

APPROVED:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

a. Claims #17900-#17926

09/06/22
16:56:32

TOWN OF STEVENSVILLE
Claim Approval List
For the Accounting Period: 8/22
For Pay Date: 09/06/22

Page: 1 of 5
Report ID: AP100

For doc #s from 17900 to 17926
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
17900		1876 Corporate Warehouse Supply	979.75					
	Toner replacement-	Town Hall						
	65685	08/18/22 A- toner replacements	979.75*			1000 410550	320	101000
17901		708 USA BLUEBOOK	197.90					
	072777	08/09/22 W-Union Ball value	197.90			5210 430540	230	101000
17902		17 MONTANA SAWS LLC	43.00					
	08/19/22	C-Weed-eater premix	43.00			1000 430900	220	101000
17903		1787 Valli Information Systems, Inc.	525.04					
	Sewer On Line Monthly Maintenance, Web posting, manual postage, e-statements, etc							
	83857	08/18/22 S- 1st image	145.20*			5210 430510	350	101000
	83857	08/18/22 S-Manual image	0.60*			5210 430510	350	101000
	83857	08/18/22 S-Web posting	9.11*			5210 430510	350	101000
	83857	08/18/22 S- Postage	337.52*			5310 430610	350	101000
	83857	08/18/22 S- Manual postage	8.25*			5210 430510	350	101000
	83857	08/18/22 S- ZRO Client customer field	2.40*			5210 430510	350	101000
	83857	08/18/22 S- E-text	0.50*			5210 430510	350	101000
	83857	08/18/22 S- Add Image	3.60*			5210 430510	350	101000
	83857	08/18/22 S- Add manual image	1.72*			5210 430510	350	101000
	83857	08/18/22 S- Foreign add image	0.12*			5210 430510	350	101000
	83857	08/18/22 S- E-statement	7.25*			5210 430510	350	101000
	83857	08/18/22 S- Returned statement	0.57*			5210 430510	350	101000
	83857	08/18/22 S- Non-verified address	0.20*			5210 430510	350	101000
	83857	08/18/22 S- Foreign add image	1.00*			5210 430510	350	101000
	83857	08/18/22 S-Foreign Postage	7.00*			5210 430510	350	101000
17904		1282 Valley Irrigation	298.94					
	Plumbing supplies for the pool							
	IN-066164	06/17/22 P- Maxi-flex nitrile gloves	9.28*			1000 460445	220	101000
	IN-066164	06/17/22 P-PVC Coupling (SCH40)	6.06*			1000 460445	220	101000
	IN-066164	06/17/22 P-PVC Union (SCH 40)	27.59*			1000 460445	220	101000
	IN-066164	06/17/22 P-PVC Ell (SCH 40)	3.58*			1000 460445	220	101000
	IN-066164	06/17/22 P-PVC Blishing red (SCH40)	5.29*			1000 460445	220	101000
	IN-066164	06/17/22 P- Ball Valve brass 2 port	69.81*			1000 460445	220	101000
	IN-066164	06/17/22 P-Pipe PVC IPS (SCH40)	3.26*			1000 460445	220	101000
	IN-066011	06/16/22 P- Gate valve	165.56*			1000 460445	220	101000
	IN-066011	06/16/22 P-PVC Adapter	8.51*			1000 460445	220	101000

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17905		108 BITTERROOT STAR	82.50					
	6654	08/24/22 Legal Ad (RFP's)	25.80*			1000 410550	320	101000
	6591	08/17/22 Legal Ad (Budget Hearing)	56.70*			1000 410550	320	101000
17906		1758 Ramona Vance	1,000.00					
	August	08/01/22 Police Office Lease August	1,000.00			1000 420100	530	101000
17907		1790 Taz Properties	300.00					
	August22	09/01/22 Rent- August	300.00*			5610 430300	530	101000
17908		1436 Maureen M. O'Connor	1,500.00					
	Monthly	Compensation \$1500.00						
	09/01/22	Monthly Compensation	1,500.00			1000 410360	350	101000
17909		1841 Overstreet Law Group	1,035.00					
	General	Matters/ Prosecution August 2022						
	August 22	08/15/22 Town Legal Services	345.00*			1000 411100	350	101000
	August 22	08/15/22 Prosecuting Atty Services	690.00*			1000 410364	350	101000
17910		690 Core & Main LP	120.98					
	R385219	08/18/22 W-Meter pit lid	120.98			5210 430550	238	101000
17911		33 NORTHWESTERN ENERGY	15,999.51					
	August 22	08/15/22 Special Lighting District	237.39			2430 430263	340	101000
	August 22	08/15/22 206 Buck 90% TH Facility	236.32			1000 411201	340	101000
	August 22	08/15/22 206 Buck 10% Bldg Dept	26.26			2394 420531	340	101000
	August 22	08/15/22 Peterson Add'n lighting	176.39			2420 430263	340	101000
	August 22	08/15/22 Dayton Add'n lighting	242.52			2410 430263	340	101000
	August 22	08/15/22 Maplewood Cemetery	10.07			1000 430900	340	101000
	August 22	08/15/22 Main St seasonal lighting	8.50			1000 430263	340	101000
	August 22	08/15/22 Orig Town street lights	232.58			1000 430263	340	101000
	August 22	08/15/22 ESH - 5th St. lights	421.27			1000 430263	340	101000
	August 22	08/15/22 5th St - Lange Park lights	33.62			1000 430263	340	101000
	August 22	08/15/22 Add'l Town lighting	152.57			1000 430263	340	101000
	August 22	08/15/22 MBF H2O plant	66.83			5210 430520	340	101000
	August 22	08/15/22 102 Main St pump #1	31.73			5210 430520	340	101000
	August 22	08/15/22 Riverside Cemetery IRR	463.69			1000 430900	340	101000
	August 22	08/15/22 Maplewood Cemetery	302.82			1000 430900	340	101000
	August 22	08/15/22 Sewer lift station W. Centr	9.87*			5310 430620	340	101000
	August 22	08/15/22 Sewer trtmnt plant	2,768.23*			5310 430620	340	101000
	August 22	08/15/22 Truck garage South	41.86			1000 430100	340	101000
	August 22	08/15/22 L&C Yard Light	10.07			1000 460430	340	101000
	August 22	08/15/22 L&C Park Irrigation 5hp IRR	186.87			1000 460430	340	101000
	August 22	08/15/22 L&C Park Parking Lot	6.00			1000 460430	340	101000

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	August 22	08/15/22 L&C Park Restrooms/Field li	111.37			1000 460430	340	101000
	August 22	08/15/22 214 Buck St. - H2O 25%	9.67			5210 430520	340	101000
	August 22	08/15/22 214 Buck St. - Sewer 25%	9.67*			5310 430620	340	101000
	August 22	08/15/22 214 Buck St. - PD 50%	19.35			1000 420100	340	101000
	August 22	08/15/22 3rd & Park	12.12			1000 430263	340	101000
	August 22	08/15/22 421 Airport Rd - SRE 50%	34.41			5610 430300	340	101000
	August 22	08/15/22 421 Airport Rd - FD 50%	34.41			1000 420422	340	101000
	August 22	08/15/22 Pool	458.65			1000 460445	340	101000
	August 22	08/15/22 MBF Well Field	8,528.88			5210 430520	340	101000
	August 22	08/15/22 MBF booster station	122.86			5210 430520	340	101000
	August 22	08/15/22 Creamery Park (223 Main)	45.71			1000 460430	340	101000
	August 22	08/15/22 102 Main Street D-PD	71.52			1000 420100	340	101000
	August 22	08/15/22 Dickerson Park	6.35			1000 460430	340	101000
	August 22	08/15/22 Water 157 Sewer Works Rd De	3.40			5210 430520	340	101000
	August 22	08/15/22 Sewer 157 Sewer Works Rd De	3.40*			5310 430620	340	101000
	August 22	08/15/22 Streets 157 Sewer Works Rd	3.40			1000 430200	340	101000
	August 22	08/15/22 Crksde Mdws Lighting Dist #	242.53			2440 430263	340	101000
	August 22	08/15/22 Crksde Mdws Lighting Dist #	130.81			2440 430263	340	101000
	August 22	08/15/22 Stevensville Cutoff Rd Path	6.00			1000 430263	340	101000
	August 22	08/15/22 Twin Creeks Dist #5	416.31			2450 430263	340	101000
	August 22	08/15/22 300 Main St seasonal lighti	6.00			1000 430263	340	101000
	August 22	08/15/22 206 Buck Fire Dept Lighting	57.23			1000 411201	340	101000
17912		1869 Grizzly Broadband	90.00					
		Airport Office Internet						
		177768 08/01/22 A- Office Internet	90.00			5610 430300	340	101000
17913	E	852 CENEX FLEETCARD	3,614.47					
		Fuel for Town departments						
		246582CL 08/30/22 Fuel for Police	629.88			1000 420100	231	101000
		246582CL 08/30/22 Fuel for Fire Dept	796.57			1000 420460	231	101000
		246582CL 08/30/22 Fuel for Public Works	2,043.87			1000 430100	231	101000
		246582CL 08/30/22 Fuel for Airport	144.15*			5610 430300	231	101000
17914		1678 Colette Taylor	277.25					
		Mileage reimbursement- COLJ Conference						
		Per diem meal reimbursement						
		08/29/22 C- Mileage reimbursement	186.25			1000 410360	370	101000
		08/29/22 C- Per diem meals	91.00			1000 410360	370	101000

09/06/22
16:56:32

TOWN OF STEVENSVILLE
Claim Approval List
For the Accounting Period: 8/22
For Pay Date: 09/06/22

Page: 4 of 5
Report ID: AP100

For doc #s from 17900 to 17926
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
17915		1653 MCKESSON MEDICAL - SURGICAL	244.63					
		Medical supplies						
	08/19/22	FD- Nitrile gloves (Med)	241.60			2230 420730	220	101000
	08/19/22	FD- Shipping & Handling	3.03			2230 420730	220	101000
17916		1702 DE Lage Landen Finance Services, Printer Lease August 2022	51.02					
	77383818	08/15/22 Printer Lease	51.02			1000 410360	320	101000
17917		299 L.N. CURTIS & SONS	54.59					
		Hanging leather patch (Henderson)						
	07/13/22	FD- Hanging leather patch	43.00			1000 420460	226	101000
	07/13/22	FD- Shipping & Handling	11.59			1000 420460	226	101000
17918		1711 Office Solutions & Service	2.15					
		Printer lease						
	107856	08/30/22 FD-Overage on printer	2.15			1000 410360	320	101000
17919		1731 Quadient Finance USA, Inc.	248.14					
		Postage						
	08/12/22	Admin-Postage	71.14			1000 410550	311	101000
	08/12/22	Court- Postage	3.18			1000 410360	311	101000
	08/12/22	PD-Postage	1.71			1000 420100	311	101000
	08/12/22	FD-Postage	2.85			1000 420410	311	101000
	08/12/22	BD-Postage	0.00			2394 420531	311	101000
	08/12/22	W-Postage	84.16			5210 430510	311	101000
	08/12/22	WW- Postage	68.00			5310 430610	311	101000
	08/12/22	AP- Postage	17.10			5610 430300	311	101000
17920		1716 Quadient Leaseing USA, Inc	134.10					
		Postage Machine Lease						
	06/21/22	C-Postage Jun-Sep Lease	19.15			1000 410360	311	101000
	06/21/22	Admin-Postage Jun-Sep Leas	38.30			1000 410550	311	101000
	06/21/22	PD-Postage Jun-Sep Lease	6.83			1000 420100	311	101000
	06/21/22	FD_PostageJun-Sep Lease	9.57			1000 420410	311	101000
	06/21/22	W-Postage Jun-Sep Lease	25.34			5210 430510	311	101000
	06/21/22	WW-Postage Jun-Sep Lease	25.34			5310 430610	311	101000
	06/21/22	A-Postage Jun-Sep Lease	9.57			5610 430300	311	101000

09/06/22
16:56:32

TOWN OF STEVENSVILLE
Claim Approval List
For the Accounting Period: 8/22
For Pay Date: 09/06/22

Page: 5 of 5
Report ID: AP100

For doc #s from 17900 to 17926
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
17921		1267 Witmer Public Safety Group Inc.	109.98					
	Custom leather fronts							
		11/09/21 FD-Custom leather fronts	109.98			1000 420460	226	101000
17922		6 Eastside Ace Hardware	134.82					
	08/17/22 FD-	Program key for #2001	44.99			1000 420460	360	101000
	08/17/22 P-	Park irrigation parts/suppl	89.83			1000 460437	220	101000
17923		29 STEVENSVILLE NAPA AUTO PARTS	56.88					
	700410 08/24/22 PW-	Oil change supplies Dodge	56.88			1000 430100	231	101000
17924		23 VALLEY DRUG AND VARIETY	10.60					
	546529 08/24/22 A-	Shipping for AWOS repair	10.60			5610 430300	311	101000
17925		34 STEVENSVILLE HARDWARE AND RENTAL	1,135.13					
	09/01/22 TH-	batteries council recorder	11.50			1000 410550	210	101000
	08/19/22 FD-	Key identifier (Hydrant)	1.19			1000 420460	230	101000
	07/21/22 P-	park irrigation parts	507.32			1000 460437	220	101000
	07/15/22 Pool-	Signs and stickers	6.32*			1000 460445	222	101000
	08/18/22 WW-	sensor cleaning brush	7.19			5310 430640	220	101000
	08/23/22 W-	fire hydrant lock keys	40.06			5210 430550	220	101000
	07/15/22 P-	Supplies	155.21			1000 460430	220	101000
	07/08/22 C-	Cemetery repairs	15.43			1000 430900	230	101000
	08/03/22 S-	handicap/parking paint	342.60			1000 430200	220	101000
	08/14/22 W-	Wellhouse repair parts	17.55			5210 430530	230	101000
	08/02/22 WW-	key	1.89			5310 430610	220	101000
	08/15/22 P-	pool repair	28.87			1000 460445	230	101000
17926		1883 J & J Excavating and Trucking	5,204.00					
	Contract termination for Park Avenue Sewer project							
	09/06/22 S-	Contract termination	5,204.00*			5310 430610	350	101000
		# of Claims	27	Total:				33,450.38
			Total Electronic Claims	3,614.47	Total Non-Electronic Claims			29835.91

File Attachments for Item:

d. Fire Department



STEVENSVILLE FIRE DEPARTMENT

206 BUCK STREET

Activity Report – August 2022

Calls for the Month of August: 91

Calls for Stevensville Town: 33

Calls for Stevensville Rural: 54

Mutual Aid: 4

Medical Response: 78

Fire Calls: 11

Motor Vehicle Crash: 2

Total Calls: 91

Calls for the Year to Date: 446

Calls for Stevensville Town: 174

Calls for Stevensville Rural: 255

Mutual Aid: 17

Missed call: 0

Medical Response: 359

Fire Calls: 73

Motor Vehicle Crash: 14

Total Calls: 446

File Attachments for Item:

e. Police Department

**TOWN OF STEVENSVILLE
POLICE DEPARTMENT ACTIVITY REPORT**

August 2022

MONTHLY REPORT: August 2022 - Police Activity Report

Officers engaged in four (4) arrest in the month of August. A slight increase was observed in criminal mischiefs, but overall calls for service were down, when compared to the previous year.

PROACTIVE POLICING, CALLS FOR SERVICE, and Investigations: Call for Service tallies do not include Traffic Citations, Traffic Warnings, Vacation Checks, Extra Patrols or Agency Assists

PERSONNEL WORKLOAD	1/22	2/22	3/22	4/22	5/22	6/22	7/22	8/22	9/22	10/22	11/22	12/22	Total
PATROL													
Arrests	1	0	6	2	2	0	2	4					17
Traffic Citations	2	7	4	4	3	6	1	0					27
Traffic Warnings	25	25	18	14	15	32	12	8					149
Calls for Service 2021	55	59	63	76	58	95	72	103	83	50	34	36	784
Calls for Service	59	66	69	48	60	67	66	75					509
INVESTIGATIONS													
Robbery/Homicide 2021	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery/Homicide	0	0	0	0	0	0	0	0					0
Assault 2021	0	0	0	1	1	1	2	1	1	1	0	0	8
Assault	0	1	0	0	1	1	2	1					6
Sex Crime 2021	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Crime	0	0	2	0	0	0	0	1					3
Burglary/Theft 2021	2	2	1	1	1	2	1	2	4	0	2	1	19
Burglary/Theft	4	0	4	2	2	0	0	1					13
Crim Mischief 2021	1	0	0	0	0	0	3	1	0	0	0	0	6
Crim Mischief	3	1	1	0	1	2	3	2					13
Fraud 2021	2	0	2	0	0	0	1	0	1	1	1	1	9
Fraud	0	0	0	0	1	1	1	0					3
Suspicious Incident 2021	0	0	3	3	1	6	3	1	7	6	0	2	32
Suspicious Incident	4	3	5	1	3	6	6	1					29
Disturbance 2021	2	2	6	5	2	2	10	5	3	1	1	3	42
Disturbance	4	6	3	3	4	4	0	4					28
Found Property 2021	0	0	1	0	1	2	1	1	0	0	0	1	7
Found Property	0	0	1	0	1	2	0	0					4
Traffic Hazard 2020	2	0	1	0	0	2	3	0	1	0	1	0	10
Traffic Hazard	0	0	0	0	2	2	0	0					4
Traffic Accidents 2020	0	0	0	0	2	1	3	4	2	1	0	0	13
Traffic Accident	0	0	3	2	3	2	5	1					16
Vacation Checks 2020	0	0	0	0	0	4	10	2	1	2	0	0	19
Vacation Checks	0	0	1	0	0	0	1	0					2
SPD AGENCY ASSISTS													
Ravalli County S.O	4	6	8	6	6	8	13	8					51

File Attachments for Item:

f. Public Works

WO Number	Type	Status	Description	Locations	Assigned To	Requester
001408	SCHEDULED	Closed	Monthly Meter Reads entire distribution system	Water / Town of Stevensville	Cody Anderson Dustin Tribby Steve Kruse	Steve Kruse
001407	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
001398	SCHEDULED	Closed	Influent and effluent DEQ sampling	23-Headworks Bldg / Wastewater / Town of Stevensville 39-UV Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
001394	CORRECTIVE	Closed	Turn on heat at booster station	Water / Town of Stevensville		Steve Kruse
001392	SCHEDULED	Closed	Start and drive plow/sander truck to exercise	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001385	CORRECTIVE	Closed	Weed eat headgate, ditch, inlet, pump house, path to diversion dam	Town of Stevensville	Ian Murray Tristen Murray	Steve Kruse
001381	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001379	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
001378	SCHEDULED	Closed	Check compressor oil level, blow off air and recharge	23-Headworks Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Steve Kruse	Steve Kruse
001374	CORRECTIVE	Closed	Double screen Riverside pump inlet to avoid heads clogging	Town of Stevensville	Cody Anderson Dustin Tribby Ian Murray Stephen Lassiter	Steve Kruse
001373	CORRECTIVE	Closed	Remove old grout around pool and deck transition,	Town of Stevensville	Cody Anderson Dustin Tribby	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
			regROUT and paint		Ian Murray Stephen Lassiter	
001371	CORRECTIVE	Closed	Winterize pool for season, drain, low spots, sensors in storage media	Town of Stevensville	Cody Anderson Dustin Tribby Ian Murray Steve Kruse Tristen Murray	Steve Kruse
001368	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
001366	SCHEDULED	Closed	Influent and effluent DEQ sampling	23-Headworks Bldg / Wastewater / Town of Stevensville 39-UV Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
001362	CORRECTIVE	Closed	Get well 1 ready to run, chlorination etc	Water / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
001359	SCHEDULED	Closed	Start and drive plow/sander truck to exercise	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001358	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001357	SCHEDULED	Closed	Hand water flower buckets on Main St and Creamery park	Town of Stevensville		Steve Kruse
001356	SCHEDULED	Closed	Backup the SCADA Computer	Town of Stevensville Water / Town of Stevensville		Steve Kruse
001355	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
001350	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
001343	SCHEDULED	Closed	Hose brush on headworks perforated plate screen		Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
001338	CORRECTIVE	Closed	Urn burials Saturday and Thursday	Town of Stevensville	Dustin Tribby Glenn Bies	Steve Kruse
001328	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001323	SCHEDULED	Closed	Start and drive plow/sander truck to exercise	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001322	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001321	SCHEDULED	Closed	Hand water flower buckets on Main St and Creamery park	Town of Stevensville		Steve Kruse
001319	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
001318	SCHEDULED	Closed	Backhoe Status fluids/tires/air filter/filters/clean exterior and interior		Glenn Bies Ian Murray	Steve Kruse
001312	SCHEDULED	Closed	maintenance jetting of St Mary's/5th Street/Masonic alley	43-Manholes / Wastewater / Town of Stevensville Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
001309	CORRECTIVE	Closed	Finish flushing all hydrants all grids, do flow tests on 20% in all grids	Streets	Cody Anderson Dustin Tribby Glenn Bies Steve Kruse	Steve Kruse
001305	SCHEDULED	Closed	Inspect Mini Excavator			Steve Kruse
001304	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
001303	SCHEDULED	Closed	Inspect skidsteer			Steve Kruse
001302	SCHEDULED	Closed	Hose brush on headworks perforated plate screen		Cody Anderson Glenn Bies	Steve Kruse
001301	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
001300	SCHEDULED	Closed	Check pool pump house 3 times daily	Town of Stevensville	Cody Anderson Dustin Tribby Steve Kruse	Steve Kruse
001296	CORRECTIVE	Closed	Identify worst storm drains and schedule vac truck	Streets	Cody Anderson Dustin Tribby Steve Kruse	Steve Kruse
001292	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
001288	SCHEDULED	Closed	Influent and effluent DEQ sampling	23-Headworks Bldg / Wastewater / Town of Stevensville 39-UV Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
001284	CORRECTIVE	Closed	Repaint school cross walks and trim branches blocking the 15MPH sign	Streets	Cody Anderson Dustin Tribby Ian Murray Tristen Murray	Steve Kruse
001281	SCHEDULED	Closed	Start and drive plow/sander truck to exercise	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001280	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001277	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
001269	SCHEDULED	Closed	Hose brush on headworks perforated plate screen		Cody Anderson Dustin Tribby	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
					Glenn Bies	
001268	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
001266	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001261	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
001259	SCHEDULED	Closed	Influent and effluent DEQ sampling	23-Headworks Bldg / Wastewater / Town of Stevensville 39-UV Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
001255	CORRECTIVE	Closed	Finalize Splashpad construction, sod, pumps, filter sand, chlorination and PH and Chem Scan, prepare for Inspection and licensing	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray Steve Kruse Tristen Murray	Steve Kruse
001254	CORRECTIVE	Closed	Fix picnic table at West Pavillion L and C	Town of Stevensville	Cody Anderson	Steve Kruse
001249	SCHEDULED	Closed	Put CL17 at Reservoir through cleaning cycle and clean			Steve Kruse
001247	SCHEDULED	Closed	Start and drive plow/sander truck to exercise	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001246	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001245	SCHEDULED	Closed	Remove sediment/rags/rocks from in front of bar screen	23-Headworks Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
001243	SCHEDULED	Closed	Hand water flower buckets on Main St and Creamery park	Town of Stevensville		Steve Kruse
001240	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
001239	SCHEDULED	Closed	Grrease perf screen and influent pumps		Glenn Bies	Steve Kruse
001238	SCHEDULED	Closed	Grease press during operating season		Glenn Bies	Steve Kruse
001237	SCHEDULED	Closed	Check pool pump house 3 times daily	Town of Stevensville	Cody Anderson Dustin Tribby Steve Kruse	Steve Kruse
001236	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001235	SCHEDULED	Closed	Monthly Meter Reads entire distribution system	Water / Town of Stevensville	Cody Anderson Dustin Tribby Steve Kruse	Steve Kruse
001232	SCHEDULED	Closed	Monthly Meter Readings	Water / Town of Stevensville	Cody Anderson Dustin Tribby Steve Kruse	Steve Kruse
001231	SCHEDULED	Closed	Check pool pump house 3 times daily	Town of Stevensville	Cody Anderson Dustin Tribby Steve Kruse	Steve Kruse
001230	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001228	CORRECTIVE	Closed	Creamery prep, stage placement, block parking spots at Main and 3rd early Friday morning, deliver big stage to L and C Thursday, call Liz for exact placement, small stage to Main Friday	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray Steve Kruse Tristen Murray	Steve Kruse
001227	CORRECTIVE	Closed	Pump CL2 at wellhouse and bring to pool to fill barrels	Water / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
					Ian Murray Steve Kruse	
001226	SCHEDULED	Closed	Mowing, weed eating and irrigation for all parks and cemeteries every week	Town of Stevensville		Steve Kruse
001219	CORRECTIVE	Closed	Fix water leak at Lange park, before curb valve	Water / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001217	CORRECTIVE	Closed	Mark all candles and signs with "TOS" with marker	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray Steve Kruse Tristen Murray	Steve Kruse
001213	CORRECTIVE	Closed	Unload, clean and dismount sander	Mobile / Town of Stevensville	Cody Anderson Dustin Tribby Ian Murray	Steve Kruse
001211	CORRECTIVE	Closed	Install Splashpad sign at NE corner of area, sign arrives THursday	Town of Stevensville	Cody Anderson Dustin Tribby Ian Murray	Steve Kruse
001180	CORRECTIVE	Closed	Urn burial August 8th, 10:00 a.m. Riverside	Town of Stevensville		Steve Kruse
001170	CORRECTIVE	Closed	Restore sprinkler heads around splashpad	Town of Stevensville	Cody Anderson Dustin Tribby Steve Kruse	Steve Kruse
001128	CORRECTIVE	Closed	Water valve up to grade at 300 Aspen Trail Creekside, may need concrete and road cut	Streets	Cody Anderson Dustin Tribby	Steve Kruse
001090	CORRECTIVE	In Progress	Seal meter pit at Boxbird, mini ex, backhoe	Water / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray Steve Kruse Tristen Murray	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
000926	CORRECTIVE	Completed	Bring valve cover to grade and straighten at entrance to L and C Park	Town of Stevensville Water / Town of Stevensville	Cody Anderson Dustin Tribby Ian Murray Tristen Murray	Steve Kruse
000813	CORRECTIVE	Closed	Order backup valves for chemical room	Town of Stevensville		Steve Kruse

**TOWN OF STEVENSVILLE
PUBLIC WORKS ACTIVITY REPORT
August, 2022**

UTILITIES REPORT

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Produced</i>	37,013,000	36,051,000

- 💧 Total Metered/Unmetered Usage
- 💧 Monthly, weekly and Annual reports to the state
- 💧 Monthly Meter Readings
- 💧 Unread Meters: 153
- 💧 Satisfied Permit reporting and testing requirements

Waste Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Treated</i>	5,285,027	5,651,000

- 💧 State Reports and EPA, weekly monthly and Annual samples taken and reports submitted.
- 💧 Wasting to drying beds
- 💧 Bi-annual Bac-T test
- 💧 Satisfied Permit reporting, testing and regulatory requirements

○

OTHER

- 💧 Preemptive Sanitary Sewer Jetting in all Grids
- 💧 Meter reads and billing cycle
- 💧 Pool grout repair
- 💧 Brought Well 1 into operable condition
- 💧 Storm drain inspections and scheduled vac truck
- 💧 Renewed crosswalks at school and handicap, no parking zones in town
- 💧 Splashpad completion, subsequent shut down due to surface
- 💧 Street maintenance, potholes, sign installation and replacement
- 💧 Main Street sweeping schedule weekly early Friday mornings
- 💧 Garbage removal all grids
- 💧 National Night Out and Creamery support, stage and benches, power pedestals staged
- 💧 Operation of parks and rest rooms
- 💧 Ditch maintenance and planning for co-op covering of ditch
- 💧 Water and Waste plants rounds
- 💧 New Parks Supervisor hired
- 💧 Extensive repairs in all parks etc, irrigation

- 💧 Trouble calls, 3 sewer
- 💧 Utility Locates
- 💧 Storm drain maintenance, plan on vac truck in August

- 💧 Pool operations daily checks on equipment and staff, chemical testing, pool closed for season
- 💧 2 3rd party contractor locates
- 💧 Meter replacements, received 25 meter registers, started replacing failed meters
- 💧 Hazard tree inspection and mitigation, 1 large Cottonwood limb failed 3rd and Park
- 💧 Flower pots and Main Street gardens
- 💧 Vehicle Maintenance
- 💧 Park building maintenance
 - Fixed substantial water leak in Lange Park, seeing reduced water production at wellhouse St,
 - Trouble Calls
- 💧 Cemetery locates and 3 burials
- 💧 Coordinating with engineers, vendors to investigate pumping activity at wellhouse, pumps not keeping up with demand during watering hours
- 💧 Sod Placement at Riverside and Lange Park
- 💧 Pavillion maintenance and repair

File Attachments for Item:

a. Discussion: FY 2022/2023 Preliminary Budget

TOWN OF STEVENSVILLE
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2022 - 2023

1000 GENERAL

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
410100	Legislative Services										
110	Salaries and Wages			11,500	11,500	12,000	96%	13,200		13,200	110%
140	Employer Contributions			719	1,001	1,025	98%	1,076		1,076	105%
210	Office Supplies & Materia			32	10	200	5%	200		200	100%
212	Small Non-capitalized Equ			228	3,427	3,000	114%	1,500		1,500	50%
330	Publicity, Subscriptions			8,250	3,790	250	***%	250		250	100%
331	Computer Software / Websi					4,895	0%	3,000		3,000	61%
336	Public Relations				17	0	***%			0	0%
350	Professional Services			1,100		0	0%			0	0%
352	Legal Services				3,260	3,300	99%	3,300		3,300	100%
356	Information Technology Se			7,275	1,675	1,500	112%	1,500		1,500	100%
370	Travel					2,000	0%	2,000		2,000	100%
380	Training Services			75		2,000	0%	1,000		1,000	50%
510	Insurance			517	31,441	31,441	100%	2,200		2,200	7%
1100	Lisbility Ins										
	Account:			29,696	56,121	61,611	91%	29,226	0	29,226	47%
410200	Executive Services										
110	Salaries and Wages	1,562	9,848	4,831	5,354	4,800	112%	6,000		6,000	125%
140	Employer Contributions	260	1,650	812	707	824	86%	506		506	61%
210	Office Supplies & Materia	44	2,223	315	209	250	84%	250		250	100%
212	Small Non-capitalized Equ			854		0	0%			0	0%
220	Operating Supplies				50	0	***%			0	0%
226	Clothing and Uniforms		20			0	0%			0	0%
229	Food			41	78	0	***%			0	0%
312	Computer Software			13		0	0%			0	0%
320	Printing, Duplicating, Ty		20			25	0%	25		25	100%
330	Publicity, Subscriptions	535	229	3,193		500	0%	500		500	100%
331	Computer Software / Websi					3,795	0%	1,000		1,000	26%
336	Public Relations			60	17	250	7%	200		200	80%
339	COVID-19 Services		20			0	0%			0	0%
340	Utility Services	439	769	563	326	550	59%	660		660	120%
	20% increase for inflation/increased costs										
350	Professional Services	388		500	152	0	***%			0	0%
352	Legal Services		30		270	0	***%			0	0%
356	Information Technology Se					300	0%	350		350	117%
370	Travel	470	480			2,800	0%	1,000		1,000	36%
380	Training Services	150	175	464	574	760	76%	500		500	66%
510	Insurance	97	111	180	22	25	88%	2,290		2,290	9160%
	Lisbility Ins										
	Account:	3,945	15,575	11,826	7,759	14,879	52%	13,281	0	13,281	89%
410211	Council										
110	Salaries and Wages	9,000	9,400			0	0%			0	0%
140	Employer Contributions	729	777			0	0%			0	0%
210	Office Supplies & Materia	208	180			0	0%			0	0%
212	Small Non-capitalized Equ	1,288	353			0	0%			0	0%
229	Food	45				0	0%			0	0%

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Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
320	Printing, Duplicating, Ty	10				0	0%			0	0%
330	Publicity, Subscriptions	280	153			0	0%			0	0%
350	Professional Services	1,520	1,100			0	0%			0	0%
356	Information Technology Se		1,828			0	0%			0	0%
370	Travel	758	397			0	0%			0	0%
380	Training Services	922	781			0	0%			0	0%
510	Insurance	337	409			0	0%			0	0%
	Account:	15,097	15,378			0	***%	0	0	0	0%
410360	City Court										
110	Salaries and Wages	19,271	11,827	15,054	17,013	17,711	96%	18,580		18,580	105%
140	Employer Contributions	3,116	3,268	6,369	6,905	6,982	99%	7,295		7,295	104%
210	Office Supplies & Materia	250	439	777	252	620	41%	1,046		1,046	169%
212	Small Non-capitalized Equ	975	1,630			700	0%	3,200		3,200	457%
	Raised bench as required by MCA (\$2000)										
220	Operating Supplies				7	0	***%			0	0%
311	Postage, Box Rent, etc.	204	255	259	276	575	48%	575		575	100%
	Annual jury pool, Summons and notices										
	Monthly postage										
312	Computer Software			111		0	0%	500		500	*****%
320	Printing, Duplicating, Ty	95	61	987	676	1,050	64%	1,050		1,050	100%
	Paper, misc printer maintenance with split Stevi FD										
330	Publicity, Subscriptions	349	142	474	385	0	***%	670		670	*****%
	Judge annual magistrate dues										
	Clerk annual dues										
	Zoom subscription										
	Folio views (MCA legal/case law research)										
331	Computer Software / Websi					860	0%			0	0%
335	Memberships & Registratio					235	0%	235		235	100%
339	COVID-19 Services			62		0	0%			0	0%
340	Utility Services	221	217	225	627	250	251%	300		300	120%
	20% increase for inflation/increased costs										
350	Professional Services	19,347	19,330	18,559	18,946	18,500	102%	38,500		38,500	208%
	Judicial compensation 36,000										
	Interpreter/Translator services 1,500										
	Sub services services 1,000										
356	Information Technology Se		894	1,260	1,085	1,260	86%	1,280		1,280	102%
370	Travel	1,442	890	860	891	2,550	35%	4,050		4,050	159%
	Judge fall and spring Conf										
377	Meals			122		0	0%			0	0%
380	Training Services	850	850	250	850	1,150	74%	1,100		1,100	96%
394	Jury and Witness Fees	12				300	0%	750		750	250%
510	Insurance	729	827	1,124	43	45	96%	1,621		1,621	3602%
	Liability Ins 1621										
520	Premiums on Surety Bond	20	9	9	9	9	100%	11		11	122%
	Account:	46,881	40,639	46,502	47,965	52,797	91%	80,763	0	80,763	153%

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		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
410364	Prosecution Services										
331	Computer Software / Websi				375	0	***%			0	0%
350	Professional Services			13,705		0	0%			0	0%
352	Legal Services				14,044	15,000	94%	16,500		16,500	110%
	16,500 on January 2023. Increase for Attorney salary of 10%										
	Account:			13,705	14,419	15,000	96%	16,500	0	16,500	110%
410530	Audit Services										
350	Professional Services	4,110	4,290		4,470	2,500	179%	25,000		25,000	1000%
	Audit Services/ Audit for 2021/2022.										
	Account:	4,110	4,290		4,470	2,500	179%	25,000	0	25,000	1000%
410550	Adminstration										
110	Salaries and Wages	50,043	48,337	74,505	64,778	55,582	117%	91,293		91,293	164%
120	Overtime Wages	81				0	0%			0	0%
140	Employer Contributions	14,787	11,726	22,659	27,152	19,039	143%	30,406		30,406	160%
142	MMIA Retired Employee	240	515	-316	910	0	***%			0	0%
210	Office Supplies & Materia	661	2,462	1,478	1,647	1,500	110%	3,000		3,000	200%
212	Small Non-capitalized Equ	364	717	2,301		0	0%	500		500	*****%
220	Operating Supplies	138	58	216	424	200	212%	640		640	320%
229	Food	45	16		62	0	***%			0	0%
230	Repair & Maintenance Supp	185		262	53	0	***%			0	0%
231	Gas, Oil, Diesel Fuel, Gr	111	24			0	0%			0	0%
239	COVID-19 Supplies			120,371		0	0%			0	0%
311	Postage, Box Rent, etc.	1,265	926	472	315	500	63%	600		600	120%
	To include PO Box annually rental fee										
312	Computer Software		177	764	152	0	***%	1,440		1,440	*****%
	Email 190.00 x 4 = \$780.00										
	MS 165 x 4 = \$373.0										
320	Printing, Duplicating, Ty	293	325	736	659	400	165%	1,060		1,060	265%
330	Publicity, Subscriptions	1,334	2,701	3,329	3,024	1,500	202%	3,000		3,000	200%
	Ads for AFR/Audit, etc. Public notifications, RFP's, etc.										
331	Computer Software / Websi				8,538	8,155	105%	500		500	6%
	Black Mountain Software										
335	Memberships & Registratio				10	1,040	1%	534		534	51%
336	Public Relations				1,077	0	***%			0	0%
339	COVID-19 Services		942	6,908	96	2,500	4%			0	0%
	No funds needed this is fund										
340	Utility Services			263	501	275	182%	330		330	120%
	Increased by 20% due to inflation/increased costs										
350	Professional Services	2,772	2,464	3,229	7,966	4,000	199%	4,500		4,500	113%
355	Laboratory Testing	775	1,058	1,000		0	0%			0	0%
356	Information Technology Se		2,683	3,790	3,496	3,800	92%	4,100		4,100	108%
	First Call										
363	Furniture, Office Machine			514		500	0%	600		600	120%
370	Travel	205	791	10		600	0%	1,500		1,500	250%
380	Training Services	150	475	435	390	625	62%	2,000		2,000	320%
510	Insurance	1,296	1,456	1,982	13,074	13,075	100%	14,000		14,000	107%
	Liability Ins 6500										
	Property Ins 7500										

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Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
511	Insurance Deductible		1,500	1,500		0	0%	1,500		1,500	*****
520	Premiums on Surety Bond	40	22	22	22	50	44%	50		50	100%
555	Bank Service Charges	45	30		591	0	***%	600		600	*****
556	Late Fees		1	94	77	0	***%	600		600	*****
620	Interest		197			0	0%			0	0%
621	Interest/late fees-on acc			9		0	0%			0	0%
	Account:	74,830	79,603	246,533	135,014	113,341	119%	162,753	0	162,753	144%
410600	Elections										
350	Professional Services		1,429		1,591	1,500	106%	1,600		1,600	107%
	Account:		1,429		1,591	1,500	106%	1,600	0	1,600	107%
411100	Legal Services										
350	Professional Services	11,776	17,003	23,324		0	0%			0	0%
352	Legal Services	9,466	15,032		21,940	25,000	88%	25,000		25,000	100%
	27,500 10% increase for Attorney salary beginning January 2023										
	Account:	21,242	32,035	23,324	21,940	25,000	88%	25,000	0	25,000	100%
411201	Town Hall/Annex Building										
212	Small Non-capitalized Equ	81		2,927		0	0%			0	0%
220	Operating Supplies	297	178	26	412	150	275%	420		420	280%
230	Repair & Maintenance Supp	297		320	1,009	0	***%	2,000		2,000	*****
	Fix A/C 1800										
	Replace A/C 18000										
235	Building Repair and Maint	379	560		81	500	16%	500		500	100%
311	Postage, Box Rent, etc.	11				0	0%			0	0%
339	COVID-19 Services		125			0	0%			0	0%
340	Utility Services	6,192	4,442	6,947	6,449	7,200	90%	8,640		8,640	120%
	20% increase for utility costs										
350	Professional Services	21				0	0%			0	0%
360	Repair & Maintenance Serv	1,024	541	545	448	500	90%	2,500		2,500	500%
510	Insurance	140	146	161	170	170	100%	150		150	88%
930	Improvements Other than B			309		0	0%			0	0%
940	Machinery & Equipment	-102				0	0%	18,000		18,000	*****
	New A/C amd Heater units										
	Account:	8,340	5,992	11,235	8,569	8,520	101%	32,210	0	32,210	378%
420100	Law Enforcement Services										
110	Salaries and Wages	110,309	168,481	196,947	238,810	253,194	94%	239,516		239,516	95%
120	Overtime Wages	2,554				0	0%			0	0%
140	Employer Contributions	40,027	54,559	55,458	66,540	84,216	79%	82,885		82,885	98%
210	Office Supplies & Materia	85	840	713	1,387	310	447%	203		203	65%
212	Small Non-capitalized Equ	2,684	1,435	7,315	22,797	5,022	454%	1,564		1,564	31%
	Taser Payment \$1,299										
220	Operating Supplies	803	402	1,657	2,242	1,715	131%	580		580	34%
226	Clothing and Uniforms	2,933	2,504	2,823	6,780	4,005	169%	4,372		4,372	109%
227	Firearm Supplies	353	408	1,197	2,436	450	541%	1,800		1,800	400%
229	Food	74	77	17		0	0%			0	0%

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Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
230	Repair & Maintenance Supp	1,712	55	473	59	0	***			0	0%
231	Gas, Oil, Diesel Fuel, Gr	2,550	3,981	6,477	7,256	10,000	73%	18,000		18,000	180%
232	Motor Vehicle Repair & Ma	2,673	5,742	4,657	1,371	6,000	23%	5,300		5,300	88%
236	Tires and Tubes		604	587	700	1,000	70%	1,800		1,800	180%
239	COVID-19 Supplies			337		0	0%			0	0%
310	Communication & Transport			45		0	0%			0	0%
311	Postage, Box Rent, etc.	171	138	111	197	305	65%	304		304	100%
312	Computer Software			25	487	0	***			0	0%
314	Automobile Licenses & Ti			126		0	0%			0	0%
317	Vehicle Tow-In Services	83	275			300	0%	600		600	200%
320	Printing, Duplicating, Ty	249	677	-64	182	0	***	645		645	****
330	Publicity, Subscriptions	4,435	5,456	4,935	4,179	125	***	225		225	180%
331	Computer Software / Websi				2,600	9,800	27%	11,801		11,801	120%
	Ally 600										
	adobe 300										
	Clear 2,400										
	County Maints 4,780.00										
	Zuercher 1,871										
	Secure Warrant 900										
	Field Ops 780										
335	Memberships & Registratio					100	0%	100		100	100%
336	Public Relations	193	87			0	0%			0	0%
339	COVID-19 Services			3,381		0	0%			0	0%
340	Utility Services	2,423	2,373	4,076	4,135	3,500	118%	3,632		3,632	104%
	30% increase inflation/increased costs										
350	Professional Services	4,186	2,324	4,986	3,204	0	***	2,252		2,252	****
356	Information Technology Se		2,683	4,582	3,595	4,000	90%	4,200		4,200	105%
363	Furniture, Office Machine			358		0	0%			0	0%
370	Travel			467	276	2,000	14%	2,000		2,000	100%
380	Training Services				4,414	0	***	3,000		3,000	****
510	Insurance	6,652	7,419	10,034	1,121	1,125	100%	37,143		37,143	3302%
	Liability Ins 27143										
	Property Ins 10000										
520	Premiums on Surety Bond	20	9	9	9	10	90%	10		10	100%
530	Rent			10,500	12,000	12,000	100%	12,000		12,000	100%
940	Machinery & Equipment	5,000		5,500		0	0%			0	0%
	Account:	190,169	260,529	327,729	386,777	399,177	97%	433,932	0	433,932	109%
420410	Fire Department - Administration										
110	Salaries and Wages	16,438	6,996	21,050	23,260	22,211	105%	25,180		25,180	113%
	\$25 monthly increase for Fire Chief and Asst. Fire Chief										
140	Employer Contributions	6,411	2,652	7,564	8,232	7,609	108%	9,538		9,538	125%
210	Office Supplies & Materia	67	192	169	178	100	178%	200		200	200%
212	Small Non-capitalized Equ	105		55	7,516	6,100	123%	2,500		2,500	41%
220	Operating Supplies	6				0	0%			0	0%
226	Clothing and Uniforms		39			500	0%			0	0%
228	FFR Reimbursement	2,500	2,500	2,500	2,500	2,500	100%	2,500		2,500	100%
229	Food	-52	355	345	293	500	59%	500		500	100%

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Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
231	Gas, Oil, Diesel Fuel, Gr	112				0	0%			0	0%
310	Communication & Transport		1,767	203	-165	1,900	-9%	1,000		1,000	53%
311	Postage, Box Rent, etc.	161	63	111	95	175	54%	250		250	143%
312	Computer Software			96		0	0%			0	0%
320	Printing, Duplicating, Ty	450	225	833	424	900	47%	500		500	56%
330	Publicity, Subscriptions	369	854	2,074	844	340	248%	1,000		1,000	294%
331	Computer Software / Websi				2,134	4,000	53%	1,400		1,400	35%
336	Public Relations	60		268		250	0%			0	0%
338	Firefighter Recruitment				42	500	8%	250		250	50%
339	COVID-19 Services			5,646		0	0%			0	0%
340	Utility Services	157	182	592	361	600	60%	780		780	130%
	30% increase for inflation/increased costs										
350	Professional Services	1,214	770	426	245	0	***%	7,000		7,000	*****%
351	Medical Services		669	3,553	5,063	4,452	114%			0	0%
356	Information Technology Se		894	1,257	1,085	1,500	72%	1,500		1,500	100%
370	Travel	245	102			2,800	0%			0	0%
380	Training Services	330		355	5,806	500	***%			0	0%
510	Insurance	1,024	1,276	1,597	536	540	99%	600		600	111%
520	Premiums on Surety Bond	10				0	0%			0	0%
	Account:	29,607	19,536	48,694	58,449	57,977	101%	54,698	0	54,698	94%
420421	Fire Department - Facilities Station #1										
220	Operating Supplies		64	181	-234	250	-94%			0	0%
230	Repair & Maintenance Supp	200	1,343	29	377	200	189%	800		800	400%
369	Other Repair & Maint Serv		400			0	0%			0	0%
530	Rent			5,000		2,500	0%	2,500		2,500	100%
920	Buildings			22,994		0	0%			0	0%
930	Improvements Other than B			5,100		0	0%			0	0%
	Account:	200	1,807	33,304	143	2,950	5%	3,300	0	3,300	112%
420422	Fire Department - Facilities Station #2										
220	Operating Supplies		28			30	0%			0	0%
235	Building Repair and Maint					100	0%	800		800	800%
340	Utility Services	282	312	467	646	500	129%	600		600	120%
369	Other Repair & Maint Serv				-185	0	***%	200		200	*****%
930	Improvements Other than B	7,707				0	0%			0	0%
	Account:	8,017	312	467	461	630	73%	1,600	0	1,600	254%
420440	Fire Department - Fire Prevention										
223	Educational Supplies	281	149	540	219	500	44%	500		500	100%
	Account:	281	149	540	219	500	44%	500	0	500	100%
420460	Fire Department - Suppression										
212	Small Non-capitalized Equ	1,427	3,703	4,395	2,554	4,100	62%	5,000		5,000	122%
220	Operating Supplies	1,574	2,668	341	609	500	122%	500		500	100%
226	Clothing and Uniforms	3,700	3,726	7,343	3,263	18,000	18%	17,000		17,000	94%
	To use ARPA funds for one time purchase										
229	Food	142				0	0%			0	0%

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Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
230	Repair & Maintenance Supp	118		269	215	300	72%	300		300	100%
231	Gas, Oil, Diesel Fuel, Gr	3,246	3,320	3,781	5,398	3,000	180%	9,000		9,000	300%
	to include 30% increase for inflation/increased costs										
232	Motor Vehicle Repair & Ma	366	7,916	10,188	5,576	4,000	139%	4,000		4,000	100%
236	Tires and Tubes		4,832	1,900		2,000	0%	2,000		2,000	100%
310	Communication & Transport	1,185	742	1,000	1,000	0	***%			0	0%
317	Vehicle Tow-In Services				2,820	0	***%			0	0%
350	Professional Services	3,868	-1,110			0	0%			0	0%
351	Medical Services	1,951				0	0%			0	0%
360	Repair & Maintenance Serv	328	9,887	4,260	25,966	4,475	580%	5,000		5,000	112%
369	Other Repair & Maint Serv	3,745				0	0%			0	0%
380	Training Services	429	665	239	335	1,000	34%	1,000		1,000	100%
510	Insurance	1,818	1,081	1,227	2,242	2,242	100%	2,500		2,500	112%
	Account:	23,897	37,430	34,943	49,978	39,617	126%	46,300	0	46,300	117%
420730	Emergency Medical Services										
220	Operating Supplies	-82		122		0	0%			0	0%
320	Printing, Duplicating, Ty		225			0	0%			0	0%
	Account:	-82	225	122		0	***%	0	0	0	0%
430100	Public Works Administration										
110	Salaries and Wages	34,018	46,064	61,089	44,667	37,814	118%	43,775		43,775	116%
120	Overtime Wages	324				0	0%			0	0%
140	Employer Contributions	9,862	12,381	14,384	15,772	13,569	116%	15,596		15,596	115%
210	Office Supplies & Materia	22	5	160	360	310	116%	100		100	32%
212	Small Non-capitalized Equ	1,725		344		100	0%	100		100	100%
220	Operating Supplies	1,071	45	5		0	0%	100		100	****%
230	Repair & Maintenance Supp	114	36		687	50	***%	700		700	1400%
231	Gas, Oil, Diesel Fuel, Gr	565	1,071	8,125	12,588	9,000	140%	12,000		12,000	133%
232	Motor Vehicle Repair & Ma	1,375	228	788	4,383	4,500	97%	6,000		6,000	133%
233	Machinery & Equipment Par				16	300	5%			0	0%
312	Computer Software			72		0	0%			0	0%
330	Publicity, Subscriptions	15				0	0%			0	0%
331	Computer Software / Websi				2,448	2,500	98%	2,500		2,500	100%
335	Memberships & Registratio				44	75	59%	75		75	100%
339	COVID-19 Services			88		0	0%			0	0%
340	Utility Services	1,608	1,381	2,091	2,119	2,100	101%	2,580		2,580	123%
	20% increase for inflation/increase costs										
350	Professional Services	235	405	113	222	200	111%			0	0%
370	Travel			105		250	0%	250		250	100%
377	Meals			6		0	0%	100		100	****%
380	Training Services				439	500	88%	500		500	100%
510	Insurance	2,756	1,455	1,875	1,896	2,325	82%	2,000		2,000	86%
	Account:	53,690	63,071	89,245	85,641	73,593	116%	86,376	0	86,376	117%
430200	Road & Street Services										
212	Small Non-capitalized Equ	165	193			500	0%	500		500	100%
220	Operating Supplies	401	619	739	1,224	600	204%	1,500		1,500	250%

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Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
230	Repair & Maintenance Supp	1,072	761	1,674	1,292	500	258%	1,500		1,500	300%
231	Gas, Oil, Diesel Fuel, Gr	2,487	1,216	8	30	0	***%			0	0%
232	Motor Vehicle Repair & Ma			3,467	108	0	***%			0	0%
320	Printing, Duplicating, Ty				171	0	***%			0	0%
330	Publicity, Subscriptions		564	228		0	0%			0	0%
340	Utility Services	2,183	1,522	2,174	801	2,111	38%	2,500		2,500	118%
350	Professional Services	3,607	2,207	2,964	1,332	0	***%			0	0%
356	Information Technology Se				210	0	***%			0	0%
359	Rental Services			171	1,050	1,000	105%	2,000		2,000	200%
360	Repair & Maintenance Serv	1,366	4,318	402	2,651	0	***%	300		300	*****%
380	Training Services			351		0	0%			0	0%
400	Building Materials		217	301	92	0	***%	200		200	*****%
510	Insurance	266	203	230	421	240	175%			0	0%
940	Machinery & Equipment	21,346				0	0%	1,000		1,000	*****%
	Account:	32,893	11,820	12,709	9,382	4,951	189%	9,500	0	9,500	192%
430263	Street Lighting										
340	Utility Services	14,194	12,081	10,505	9,979	11,500	87%	11,500		11,500	100%
	Account:	14,194	12,081	10,505	9,979	11,500	87%	11,500	0	11,500	100%
430900	Cemetery Services										
110	Salaries and Wages	2,400	-200			0	0%			0	0%
140	Employer Contributions	331	-27			0	0%			0	0%
212	Small Non-capitalized Equ	480	5	4,834	1,199	2,200	55%	1,500		1,500	68%
220	Operating Supplies	69	176	29	214	300	71%	300		300	100%
230	Repair & Maintenance Supp	576	148	331	321	1,100	29%	300		300	27%
231	Gas, Oil, Diesel Fuel, Gr	175	336			0	0%			0	0%
232	Motor Vehicle Repair & Ma		32	59		0	0%			0	0%
236	Tires and Tubes					65	0%			0	0%
330	Publicity, Subscriptions	970	670			0	0%			0	0%
340	Utility Services	2,530	1,902	1,425	1,512	2,000	76%	2,000		2,000	100%
342	Irrigation water			1,795	1,647	2,000	82%	1,800		1,800	90%
360	Repair & Maintenance Serv	30	257	498	46	190	24%	500		500	263%
510	Insurance	379	430	572	57	58	98%	575		575	991%
940	Machinery & Equipment	6,560				0	0%	8,000		8,000	*****%
	Irrigation water wheel										
	Account:	14,500	3,729	9,543	4,996	7,913	63%	14,975	0	14,975	189%
460300	Community Events										
231	Gas, Oil, Diesel Fuel, Gr		267			0	0%			0	0%
	Account:		267			0	***%	0	0	0	0%
460400	Park & Recreation Services										
220	Operating Supplies		14			0	0%			0	0%
226	Clothing and Uniforms		20			0	0%			0	0%
	Account:		34			0	***%	0	0	0	0%

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Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
460410	Parks Department Administration										
110	Salaries and Wages			35,276	26,233	47,070	56%			0	0%
140	Employer Contributions			15,585	8,197	16,738	49%			0	0%
210	Office Supplies & Materia			23		150	0%			0	0%
226	Clothing and Uniforms					100	0%			0	0%
311	Postage, Box Rent, etc.					110	0%			0	0%
320	Printing, Duplicating, Ty					300	0%			0	0%
330	Publicity, Subscriptions			295		400	0%			0	0%
370	Travel					1,750	0%			0	0%
380	Training Services			345	66	760	9%			0	0%
	Account:			51,524	34,496	67,378	51%	0	0	0	0%
460430	Parks										
110	Salaries and Wages			5,131	4,576	10,552	43%	69,400		69,400	658%
	Salary for Parks Dept Supervisor										
140	Employer Contributions			326	454	1,029	44%	19,661		19,661	1911%
210	Office Supplies & Materia			21	83	200	42%	200		200	100%
212	Small Non-capitalized Equ	480	1,821		1,500	600	250%	1,500		1,500	250%
220	Operating Supplies	821	498	840	809	500	162%	1,000		1,000	200%
226	Clothing and Uniforms					120	0%	120		120	100%
230	Repair & Maintenance Supp	1,101	828	2,816	1,791	1,000	179%	1,200		1,200	120%
231	Gas, Oil, Diesel Fuel, Gr	175	495	76	81	500	16%			0	0%
232	Motor Vehicle Repair & Ma		32			0	0%			0	0%
235	Building Repair and Maint				510	500	102%	500		500	100%
236	Tires and Tubes					200	0%			0	0%
239	COVID-19 Supplies			41		0	0%			0	0%
240	Repair & Maintenance Tool		-542			0	0%	200		200	*****
330	Publicity, Subscriptions			234		0	0%	250		250	*****
331	Computer Software / Websi					2,490	0%	1,500		1,500	60%
339	COVID-19 Services		4	69		0	0%			0	0%
340	Utility Services	2,643	2,392	3,729	3,554	4,000	89%	5,200		5,200	130%
	30% increase for inflation/cost increase										
350	Professional Services	5,566	1,408	3,691	582	0	***	1,000		1,000	*****
356	Information Technology Se					105	0%	350		350	333%
359	Rental Services		176	35	130	0	***	250		250	*****
360	Repair & Maintenance Serv	326	597	477	46	200	23%	200		200	100%
365	Grounds Maintenance				246	1,000	25%	1,000		1,000	100%
380	Training Services			305		100	0%	100		100	100%
390	Other Purchased Services	9,166	4			0	0%			0	0%
400	Building Materials		1,454			0	0%			0	0%
510	Insurance	1,256	880	971	1,115	1,115	100%			0	0%
930	Improvements Other than B		901	6,132		0	0%			0	0%
940	Machinery & Equipment	6,560				0	0%			0	0%
	Account:	28,094	10,948	24,894	15,477	24,211	64%	103,631	0	103,631	428%
460437	Forestry and Nursery										
220	Operating Supplies		2,676	675	26	2,000	1%	2,000		2,000	100%
350	Professional Services		702		529	5,000	11%	10,000		10,000	200%

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Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
359	Rental Services			288		0	0%	800		800	*****
365	Grounds Maintenance				6,237	2,200	284%	1,000		1,000	45%
	Account:		3,378	963	6,792	9,200	74%	13,800	0	13,800	150%
460440	Participant Recreation										
110	Salaries and Wages					5,291	0%			0	0%
140	Employer Contributions					2,012	0%			0	0%
223	Educational Supplies					300	0%			0	0%
229	Food					2,500	0%			0	0%
	Account:					10,103	0%	0	0	0	0%
460445	Swimming Pool / Aquatics										
110	Salaries and Wages			13,091	16,405	17,849	92%	25,559		25,559	143%
140	Employer Contributions			1,924	1,622	3,369	48%	2,498		2,498	74%
210	Office Supplies & Materia				77	100	77%	200		200	200%
212	Small Non-capitalized Equ				4,983	2,100	237%	2,500		2,500	119%
220	Operating Supplies			420	66	200	33%	200		200	100%
222	Chemical, Laboratory & Me				720	750	96%	1,200		1,200	160%
226	Clothing and Uniforms			137		140	0%	200		200	143%
230	Repair & Maintenance Supp			829	330	800	41%	400		400	50%
239	COVID-19 Supplies			47		0	0%			0	0%
330	Publicity, Subscriptions			565	220	600	37%	300		300	50%
340	Utility Services			2,349	3,546	3,500	101%	4,500		4,500	129%
	20% increase for inflation/increased cost										
350	Professional Services			1,270	1,500	500	300%			0	0%
380	Training Services				349	300	116%	400		400	133%
510	Insurance			1,614	825	826	100%	3,250		3,250	393%
	Splash pad										
555	Bank Service Charges			-38	161	0	***			0	0%
	Account:			22,208	30,804	31,034	99%	41,207	0	41,207	133%
460450	Spectator Recreation - Pool										
110	Salaries and Wages	20,279	19,427			0	0%			0	0%
140	Employer Contributions	2,940	3,761			0	0%			0	0%
210	Office Supplies & Materia		25			0	0%			0	0%
212	Small Non-capitalized Equ		17			0	0%			0	0%
220	Operating Supplies	594	2,415			0	0%			0	0%
230	Repair & Maintenance Supp	964	1,187			0	0%			0	0%
330	Publicity, Subscriptions	623	655			0	0%			0	0%
340	Utility Services	3,477	3,381			0	0%			0	0%
350	Professional Services	472	359			0	0%			0	0%
360	Repair & Maintenance Serv	246				0	0%			0	0%
510	Insurance	1,128	1,243			0	0%			0	0%
555	Bank Service Charges	96				0	0%			0	0%
930	Improvements Other than B	3,554				0	0%			0	0%
	Account:	34,373	32,470			0	***	0	0	0	0%

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Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
470280	Code Enforcement										
	220 Operating Supplies	18				0	0%			0	0%
	Account:	18				0	***%	0	0	0	0%
521000	Interfund Operating Transfers Out										
	820 Transfers to Other Funds	639		10,000	10,000	10,000	100%	6,000		6,000	60%
	Transfer \$6,000 to Ambulance Fund										
	Account:	639		10,000	10,000	10,000	100%	6,000	0	6,000	60%
	Fund:	604,935	652,727	1,060,211	1,001,442	1,045,882	96%	1,213,652	0	1,213,652	116%

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2230 AMBULANCE

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
420730	Emergency Medical Services										
212	Small Non-capitalized Equ	2,296				0	0%			0	0%
220	Operating Supplies	852	926	2,556	1,728	2,000	86%	2,000		2,000	100%
226	Clothing and Uniforms					350	0%	300		300	86%
230	Repair & Maintenance Supp		192			100	0%	500		500	500%
231	Gas, Oil, Diesel Fuel, Gr	41	137	93	276	500	55%	500		500	100%
232	Motor Vehicle Repair & Ma	512	945			150	0%	200		200	133%
239	COVID-19 Supplies			100		0	0%			0	0%
310	Communication & Transport		337		100	0	***%			0	0%
336	Public Relations					100	0%			0	0%
340	Utility Services			57	70	0	***%			0	0%
350	Professional Services	569	1,147		325	1,000	33%	1,500		1,500	150%
370	Travel					300	0%			0	0%
380	Training Services	1,255	230	496	1,348	500	270%			0	0%
510	Insurance	380	366	415	758	759	100%	800		800	105%
	Account:	5,905	4,280	3,717	4,605	5,759	80%	5,800	0	5,800	101%
	Fund:	5,905	4,280	3,717	4,605	5,759	80%	5,800	0	5,800	101%

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2250 PLANNING

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
410200	Executive Services										
110	Salaries and Wages				2,308	2,400	96%			0	0%
140	Employer Contributions				290	412	70%			0	0%
	Account:				2,598	2,812	92%	0	0	0	0%
410210	Administration										
110	Salaries and Wages	841	3,071			0	0%			0	0%
140	Employer Contributions	150	654			0	0%			0	0%
330	Publicity, Subscriptions	79	53			0	0%			0	0%
350	Professional Services	390	6,454			0	0%			0	0%
357	Planning & Zoning Service		49			0	0%			0	0%
	Account:	1,460	10,281			0	***%	0	0	0	0%
411000	Planning & Research Services										
320	Printing, Duplicating, Ty		6			0	0%			0	0%
	Account:		6			0	***%	0	0	0	0%
411010	Administration										
110	Salaries and Wages			2,869		11,700	0%	25,625		25,625	219%
140	Employer Contributions			484		4,019	0%	8,496		8,496	211%
210	Office Supplies & Materia					250	0%			0	0%
311	Postage, Box Rent, etc.			248		400	0%			0	0%
330	Publicity, Subscriptions			263		100	0%			0	0%
331	Computer Software / Websi					220	0%			0	0%
350	Professional Services			13,916	240	5,000	5%			0	0%
356	Information Technology Se					750	0%			0	0%
530	Rent			250		0	0%			0	0%
	Account:			18,030	240	22,439	1%	34,121	0	34,121	152%
	Fund:	1,460	10,287	18,030	2,838	25,251	11%	34,121	0	34,121	135%

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2310 TAX INCREMENT FINANCE DISTRICT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
		22-23	22-23	22-23	22-23	22-23	22-23	22-23	22-23	22-23	22-23
410210	Administration										
110	Salaries and Wages	500	550		1,843	17,524	11%	23,625		23,625	135%
140	Employer Contributions	83	92		497	5,721	9%	8,327		8,327	146%
330	Publicity, Subscriptions			2,500		0	0%			0	0%
510	Insurance					1	0%			0	0%
	Account:	583	642	2,500	2,340	23,246	10%	31,952	0	31,952	137%
	Fund:	583	642	2,500	2,340	23,246	10%	31,952	0	31,952	137%

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2311 TARGETED ECONOMIC DEVELOPMENT DISTRICT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
		21-22	21-22	22-23	22-23	22-23	22-23	22-23	22-23	22-23	22-23

521000	Interfund Operating Transfers Out										
820	Transfers to Other Funds	11,250	9,884	12,000	12,000	12,000	100%	9,650		9,650	80%
	Transfer to Airport fund to pay of the MT Aeronautics Loans										
	Account:	11,250	9,884	12,000	12,000	12,000	100%	9,650	0	9,650	80%
	Fund:	11,250	9,884	12,000	12,000	12,000	100%	9,650	0	9,650	80%

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2390 DRUG FINES-FORFEITURES ACCOUNT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
						21-22	21-22	22-23	22-23	22-23	22-23
410200	Executive Services										
	212 Small Non-capitalized Equ	400				0	0%			0	0%
	Account:	400				0	***%	0	0	0	0%
420100	Law Enforcement Services										
	220 Operating Supplies					1,000	0%			0	0%
	Account:					1,000	0%	0	0	0	0%
	Fund:	400				1,000	0%	0	0	0	0%

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2394 BUILDING CODE ENFORCEMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
		21-22	21-22	22-23	22-23	22-23	22-23	22-23	22-23	22-23	22-23
420531	Building Inspection										
110	Salaries and Wages	35,308	26,818	20,595	15,113	40,723	37%	12,353		12,353	30%
140	Employer Contributions	8,153	6,296	5,392	4,315	14,094	31%	3,757		3,757	27%
210	Office Supplies & Materia	396	4,051	70	11	1,000	1%			0	0%
212	Small Non-capitalized Equ	1,397				0	0%			0	0%
220	Operating Supplies	165				1,000	0%			0	0%
230	Repair & Maintenance Supp		115			0	0%			0	0%
311	Postage, Box Rent, etc.	13	73	102	30	25	120%			0	0%
320	Printing, Duplicating, Ty	954	143	61	61	295	21%			0	0%
330	Publicity, Subscriptions	559	811	1,500	28	975	3%			0	0%
331	Computer Software / Websi					2,400	0%			0	0%
340	Utility Services	2,141	2,178	1,952	1,023	2,168	47%	2,818		2,818	130%
	30% increase for inflation/increased cost										
350	Professional Services	1,713	2,551	34,801	57,543	3,000	***%			0	0%
356	Information Technology Se		894	1,285	1,085	2,500	43%			0	0%
369	Other Repair & Maint Serv					1,000	0%			0	0%
370	Travel	613	1,788			3,500	0%			0	0%
380	Training Services	609	635	170		2,500	0%			0	0%
510	Insurance	1,153	1,283	1,706	227	225	101%			0	0%
940	Machinery & Equipment					35,000	0%			0	0%
	Account:	53,174	47,636	67,634	79,436	110,405	72%	18,928	0	18,928	17%
	Fund:	53,174	47,636	67,634	79,436	110,405	72%	18,928	0	18,928	17%

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2410 DAYTON LIGHTING #1 DISTRICT 55

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
410550	Adminstration										
110	Salaries and Wages					1,165	0%			0	0%
140	Employer Contributions					340	0%			0	0%
	Account:					1,505	0%	0	0	0	0%
430263	Street Lighting										
340	Utility Services	3,583	3,020	2,913	2,730	3,300	83%	3,276		3,276	99%
	Includes 20% increase in utilities										
	Account:	3,583	3,020	2,913	2,730	3,300	83%	3,276	0	3,276	99%
	Fund:	3,583	3,020	2,913	2,730	4,805	57%	3,276	0	3,276	68%

TOWN OF STEVENSVILLE
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2420 PETERSON ADDN LIGHTING #2 DISTRICT 80

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
410550	Adminstration										
	110 Salaries and Wages					1,165	0%			0	0%
	140 Employer Contributions					340	0%			0	0%
	Account:					1,505	0%	0	0	0	0%
430263	Street Lighting										
	340 Utility Services	2,605	2,196	2,119	1,985	2,500	79%	2,383		2,383	95%
	Includes 20% increase in utilities										
	Account:	2,605	2,196	2,119	1,985	2,500	79%	2,383	0	2,383	95%
	Fund:	2,605	2,196	2,119	1,985	4,005	50%	2,383	0	2,383	60%

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2430 GEO SMITH LIGHTING #3 DISTRICT 76

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
410550	Adminstration										
	110 Salaries and Wages					1,165	0%			0	0%
	140 Employer Contributions					340	0%			0	0%
	Account:					1,505	0%	0	0	0	0%
430263	Street Lighting										
	340 Utility Services	3,954	3,263	2,986	2,676	3,300	81%	3,212		3,212	97%
	Includes 20% increase in utilities										
	Account:	3,954	3,263	2,986	2,676	3,300	81%	3,212	0	3,212	97%
	Fund:	3,954	3,263	2,986	2,676	4,805	56%	3,212	0	3,212	67%

TOWN OF STEVENSVILLE
Expenditure Budget Report -- MultiYear Actuals
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2440 CREEKSIDE LIGHTING #4 DISTRICT 77

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
		21-22	21-22	22-23	22-23	22-23	22-23	22-23	22-23	22-23	22-23
410550	Adminstration										
110	Salaries and Wages					1,165	0%			0	0%
140	Employer Contributions					340	0%			0	0%
	Account:					1,505	0%	0	0	0	0%
430263	Street Lighting										
340	Utility Services	3,194	3,652	4,121	4,206	5,000	84%	5,047		5,047	101%
	Includes 20% increase in utilities										
	Account:	3,194	3,652	4,121	4,206	5,000	84%	5,047	0	5,047	101%
	Fund:	3,194	3,652	4,121	4,206	6,505	65%	5,047	0	5,047	78%

TOWN OF STEVENSVILLE
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2450 TWIN CREEKS LIGHTING #5 DISTRICT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
410550	Adminstration										
110	Salaries and Wages					1,165	0%			0	0%
140	Employer Contributions					340	0%			0	0%
	Account:					1,505	0%	0	0	0	0%
430263	Street Lighting										
340	Utility Services	5,844	4,475	4,601	4,692	5,000	94%	5,630		5,630	113%
	Includes 20% increase in utilities										
	Account:	5,844	4,475	4,601	4,692	5,000	94%	5,630	0	5,630	113%
	Fund:	5,844	4,475	4,601	4,692	6,505	72%	5,630	0	5,630	87%

TOWN OF STEVENSVILLE
Expenditure Budget Report -- MultiYear Actuals
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2810 POLICE TRAINING & PENSION

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
420100	Law Enforcement Services										
212	Small Non-capitalized Equ					1,000	0%	1,000		1,000	100%
227	Firearm Supplies			712		0	0%			0	0%
231	Gas, Oil, Diesel Fuel, Gr		37		39	500	8%	500		500	100%
370	Travel	26	2,744	60		400	0%	400		400	100%
376	Lodging		264		75	400	19%	400		400	100%
377	Meals		1,364	147	63	200	32%	200		200	100%
380	Training Services	3,386	912	955	650	1,600	41%	1,600		1,600	100%
	Account:	3,412	5,321	1,874	827	4,100	20%	4,100	0	4,100	100%
	Fund:	3,412	5,321	1,874	827	4,100	20%	4,100	0	4,100	100%

TOWN OF STEVENSVILLE
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2820 GAS APPORTIONMENT TAX

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
430200	Road & Street Services										
212	Small Non-capitalized Equ		8,010			0	0%			0	0%
230	Repair & Maintenance Supp		4,939			0	0%			0	0%
350	Professional Services	23,895		47,417	15,708	0	***%			0	0%
360	Repair & Maintenance Serv	9,549	442	700		0	0%			0	0%
931	Roads, Streets & Parking				64,997	0	***%			0	0%
940	Machinery & Equipment		4,700	12,181		0	0%			0	0%
950	Construction					77,000	0%			0	0%
	Account:	33,444	18,091	60,298	80,705	77,000	105%	0	0	0	0%
	Fund:	33,444	18,091	60,298	80,705	77,000	105%	0	0	0	0%

TOWN OF STEVENSVILLE
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2821 BaRSAA (HB 473)

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
						21-22	21-22	22-23	22-23	22-23	22-23
430200	Road & Street Services										
	931 Roads, Streets & Parking				144,616	0	***%			0	0%
	950 Construction					82,000	0%			0	0%
	Account:				144,616	82,000	176%	0	0	0	0%
	Fund:				144,616	82,000	176%	0	0	0	0%

TOWN OF STEVENSVILLE
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2889 HEYER FOUNDATION GRANT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
						21-22	21-22	22-23	22-23	22-23	22-23

420460	Fire Department - Suppression										
212	Small Non-capitalized Equ	1,137	295	235		0	0%			0	0%
	Account:	1,137	295	235		0	***%	0	0	0	0%
	Fund:	1,137	295	235		0	0%	0	0	0	0%

TOWN OF STEVENSVILLE
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2940 ECONOMIC DEVELOPMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
		18-19	19-20	20-21	21-22	21-22	21-22	22-23	22-23	22-23	22-23
410210	Administration										
350	Professional Services	7,550				0	0%			0	0%
	Account:	7,550				0	***%	0	0	0	0%
410550	Adminstration										
110	Salaries and Wages	2,295	522			0	0%			0	0%
140	Employer Contributions	330	74			0	0%			0	0%
220	Operating Supplies				385	0	***%			0	0%
320	Printing, Duplicating, Ty		322			0	0%			0	0%
330	Publicity, Subscriptions		785			0	0%			0	0%
331	Computer Software / Websi					450	0%			0	0%
340	Utility Services		292	24	235	0	***%			0	0%
350	Professional Services	16,154	7,987			10,000	0%			0	0%
730	Grants to Other Instituti	152,400	25,000			0	0%			0	0%
	Account:	171,179	34,982	24	620	10,450	6%	0	0	0	0%
470310	Park Department Administration										
220	Operating Supplies			74		0	0%			0	0%
320	Printing, Duplicating, Ty			-19		0	0%			0	0%
330	Publicity, Subscriptions			2,500		0	0%			0	0%
340	Utility Services			288		0	0%			0	0%
350	Professional Services			1,550		0	0%			0	0%
	Account:			4,393		0	***%	0	0	0	0%
	Fund:	178,729	34,982	4,417	620	10,450	6%	0	0	0	0%

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2987 JEAN THOMAS PARK BEAUTIFICATIION FUND

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
460430	Parks										
212	Small Non-capitalized Equ				16,092	33,000	49%			0	0%
400	Building Materials				510	0	***%			0	0%
730	Grants to Other Instituti			25,000		0	0%			0	0%
930	Improvements Other than B			11,400		0	0%			0	0%
	Account:			36,400	16,602	33,000	50%	0	0	0	0%
	Fund:			36,400	16,602	33,000	50%	0	0	0	0%

TOWN OF STEVENSVILLE
Expenditure Budget Report -- MultiYear Actuals
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2991 American Rescue Plan Act (ARPA)

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
						21-22	21-22	22-23	22-23	22-23	22-23
521000	Interfund Operating Transfers Out					233,787	0%			0	0%
	820 Transfers to Other Funds					233,787	0%	0	0	0	0%
	Account:										
	Fund:					233,787	0%	0	0	0	0%

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4000 CAPITAL IMPROVEMENTS

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
						21-22	21-22	22-23	22-23	22-23	22-23
411201	Town Hall/Annex Building										
	950 Construction	7,052				0	0%			0	0%
	Account:	7,052				0	***%	0	0	0	0%
420100	Law Enforcement Services										
	940 Machinery & Equipment			85,696		0	0%			0	0%
	Account:			85,696		0	***%	0	0	0	0%
420400	Fire Protection & Control										
	940 Machinery & Equipment			26,462		0	0%			0	0%
	Account:			26,462		0	***%	0	0	0	0%
420421	Fire Department - Facilities Station #1										
	930 Improvements Other than B		2,826			0	0%			0	0%
	Account:		2,826			0	***%	0	0	0	0%
420730	Emergency Medical Services										
	940 Machinery & Equipment					0	0%	20,000		20,000	*****%
	Power Loader to load patients in the Ambulance										
	Account:					0	***%	20,000	0	20,000	*****%
430100	Public Works Administration										
	940 Machinery & Equipment			10,500		0	0%			0	0%
	Account:			10,500		0	***%	0	0	0	0%
430200	Road & Street Services										
	940 Machinery & Equipment		20,528			0	0%			0	0%
	Account:		20,528			0	***%	0	0	0	0%
460430	Parks										
	950 Construction	7,685				0	0%			0	0%
	Account:	7,685				0	***%	0	0	0	0%
460445	Swimming Pool / Aquatics										
	930 Improvements Other than B			19,602		0	0%			0	0%
	Account:			19,602		0	***%	0	0	0	0%
521000	Interfund Operating Transfers Out										
	820 Transfers to Other Funds	29,000				0	0%			0	0%
	Account:	29,000				0	***%	0	0	0	0%
	Fund:	43,737	23,354	142,260		0	0%	20,000	0	20,000	*****%

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4001 SIDEWALK IMPROVEMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
430262	Sidewalks Improvements										
	950 Construction				38,536	30,000	128%			0	0%
	Account:				38,536	30,000	128%	0	0	0	0%
	Fund:				38,536	30,000	128%	0	0	0	0%

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4002 FIRE ENGINE CAPITAL IMPROVEMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
420460	Fire Department - Suppression										
	940 Machinery & Equipment		25,000			0	0%	50,000		50,000	*****%
	Light up Upgrade for 2010 and 2510										
	Account:		25,000			0	***%	50,000	0	50,000	*****%
	Fund:		25,000			0	0%	50,000	0	50,000	*****%

TOWN OF STEVENSVILLE
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5210 WATER

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
430500	Water Utilities										
555	Bank Service Charges	5	26			0	0%			0	0%
	Account:	5	26			0	***%	0	0	0	0%
430510	Water Utility Administration										
110	Salaries and Wages	104,181	108,949	122,934	142,646	146,795	97%	154,832		154,832	105%
120	Overtime Wages	686				0	0%			0	0%
140	Employer Contributions	36,948	34,325	40,720	45,855	50,858	90%	49,723		49,723	98%
210	Office Supplies & Materia	340	1,930	695	66	600	11%	150		150	25%
212	Small Non-capitalized Equ	4,636		355	160	1,000	16%	1,000		1,000	100%
220	Operating Supplies	2,201	1,340	275	418	900	46%	800		800	89%
226	Clothing and Uniforms		10		27	1,000	3%			0	0%
229	Food			35		0	0%			0	0%
230	Repair & Maintenance Supp	257	420		49	200	25%	200		200	100%
231	Gas, Oil, Diesel Fuel, Gr	2,703	1,887			0	0%			0	0%
232	Motor Vehicle Repair & Ma	599	349			0	0%			0	0%
239	COVID-19 Supplies			11		0	0%			0	0%
240	Repair & Maintenance Tool				60	1,500	4%	1,500		1,500	100%
311	Postage, Box Rent, etc.	2,172	3,190	2,294	507	1,000	51%	600		600	60%
312	Computer Software			72		0	0%			0	0%
320	Printing, Duplicating, Ty	552	518	394	2,949	3,345	88%	3,800		3,800	114%
330	Publicity, Subscriptions	2,136	2,732	5,135	2,484	2,081	119%	2,500		2,500	120%
331	Computer Software / Websi				1,296	8,000	16%			0	0%
335	Memberships & Registratio	480	633	350	60	400	15%	350		350	88%
339	COVID-19 Services			150		0	0%			0	0%
340	Utility Services	2,073	2,240	3,025	1,197	0	***%			0	0%
345	Telephone				278	636	44%	250		250	39%
350	Professional Services	11,204	11,274	35,018	9,497	250	***%	10,000		10,000	4000%
353	Accounting and Auditing					5,000	0%			0	0%
354	Architectural/Engineering				20,768	9,265	224%			0	0%
355	Laboratory Testing			703	469	0	***%	1,000		1,000	****%
356	Information Technology Se		4,471	6,325	5,605	6,000	93%			0	0%
360	Repair & Maintenance Serv	1,366	3,966	49		3,000	0%	1,500		1,500	50%
370	Travel	836	777	114	491	2,000	25%	500		500	25%
377	Meals					0	0%	125		125	****%
380	Training Services	660	605	60	830	1,200	69%	1,000		1,000	83%
390	Other Purchased Services		19			0	0%			0	0%
500	Help 4 You Assistance	1,164	1,356	1,173	852	1,260	68%			0	0%
510	Insurance	4,810	5,370	7,158	1,193	1,200	99%			0	0%
511	Insurance Deductible		3,000			0	0%			0	0%
520	Premiums on Surety Bond	15	33	33	33	35	94%			0	0%
555	Bank Service Charges		15		2	0	***%			0	0%
940	Machinery & Equipment	22,470	28,928			0	0%			0	0%
	Account:	202,489	218,337	227,078	237,792	247,525	96%	229,830	0	229,830	93%
430520	Facilities - Grounds & Buildings										
340	Utility Services				57,103	77,000	74%			0	0%
510	Insurance					3,556	0%			0	0%
	Account:				57,103	80,556	71%	0	0	0	0%

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5210 WATER

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
430530	Source of Supply & Pumping (Storage & Wells)										
212	Small Non-capitalized Equ	244				0	0%			0	0%
220	Operating Supplies	400	306	7		200	0%	1,000		1,000	500%
230	Repair & Maintenance Supp	599	2,426	145		2,200	0%	500		500	23%
340	Utility Services	62,741	56,440	67,010	8,107	0	***%			0	0%
350	Professional Services	5,480	17,719	2,855		0	0%	15,000		15,000	*****%
352	Legal Services		5,237	4,550	5,494	35,000	16%			0	0%
354	Architectural/Engineering				36,779	8,250	446%			0	0%
360	Repair & Maintenance Serv	6,037	648	1,186	23,384	1,000	***%	1,000		1,000	100%
510	Insurance	765	796	877	916	0	***%			0	0%
930	Improvements Other than B	42,199	12,669			0	0%			0	0%
940	Machinery & Equipment		95,440			0	0%			0	0%
	Account:	118,465	191,681	76,630	74,680	46,650	160%	17,500	0	17,500	38%
430540	Purification and Treatment										
210	Office Supplies & Materia		23			0	0%			0	0%
212	Small Non-capitalized Equ	1,688	3,863	627		0	0%	1,000		1,000	*****%
220	Operating Supplies	13,961	17,725	17,182	3,344	150	***%			0	0%
222	Chemical, Laboratory & Me				2,594	17,250	15%	20,000		20,000	116%
230	Repair & Maintenance Supp	752	73	9,397	581	1,000	58%			0	0%
231	Gas, Oil, Diesel Fuel, Gr		376			0	0%			0	0%
340	Utility Services	3,718	3,160	2,522	725	0	***%			0	0%
346	Internet			360	719	0	***%			0	0%
350	Professional Services	1,517	605			0	0%			0	0%
355	Laboratory Testing			50	430	4,000	11%	1,000		1,000	25%
360	Repair & Maintenance Serv			80		0	0%			0	0%
510	Insurance	2,204	2,293	2,528	2,640	0	***%	2,800		2,800	*****%
556	Late Fees			26		0	0%			0	0%
621	Interest/late fees-on acc			29		0	0%			0	0%
	Account:	23,840	28,118	32,801	11,033	22,400	49%	24,800	0	24,800	111%
430550	Transmission & Distribution (Lines)										
220	Operating Supplies	42,079	41,173	-19	1,249	200	625%	1,500		1,500	750%
230	Repair & Maintenance Supp	6,055	2,512	13,966	1,266	0	***%	7,000		7,000	*****%
238	Water Meters				165	9,750	2%	13,800		13,800	142%
312	Computer Software		701			0	0%			0	0%
331	Computer Software / Websi			10,787		0	0%			0	0%
340	Utility Services	1,855	1,451	1,767	399	0	***%			0	0%
350	Professional Services		6,041	3,486	3,754	2,000	188%	5,000		5,000	250%
360	Repair & Maintenance Serv	8,621	128		198	5,000	4%	1,000		1,000	20%
934	Drainage, Water Supply &				23,044	32,645	71%			0	0%
	Account:	58,610	52,006	29,987	30,075	49,595	61%	28,300	0	28,300	57%
430610	Sewer Utility Administration										
230	Repair & Maintenance Supp				7	0	***%			0	0%
	Account:				7	0	***%	0	0	0	0%

TOWN OF STEVENSVILLE
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2022 - 2023

5210 WATER

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
430630	Collection & Transmission - Main Lines										
350	Professional Services				2,951	0	***%			0	0%
	Account:				2,951	0	***%	0	0	0	0%
430640	Treatment and Disposal										
220	Operating Supplies			20		0	0%			0	0%
	Account:			20		0	***%	0	0	0	0%
521000	Interfund Operating Transfers Out										
820	Transfers to Other Funds					3,500	0%			0	0%
	Account:					3,500	0%	0	0	0	0%
	Fund:	403,409	490,168	366,516	413,641	450,226	92%	300,430	0	300,430	67%
											%

TOWN OF STEVENSVILLE
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2022 - 2023

5250 WATER BOND PRINCIPAL & INTEREST

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
490200	Revenue Bonds										
610	Principal	31,901	32,218	29,243	31,901	136,172	23%			0	0%
620	Interest	59,107	58,790	54,181	59,107	55,775	106%			0	0%
	Account:	91,008	91,008	83,424	91,008	191,947	47%	0	0	0	0%
	Fund:	91,008	91,008	83,424	91,008	191,947	47%	0	0	0	0%

TOWN OF STEVENSVILLE
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2022 - 2023

5310 SEWER

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
430510	Water Utility Administration										
	320 Printing, Duplicating, Ty				1,396	0	***%			0	0%
	Account:				1,396	0	***%	0	0	0	0%
430550	Transmission & Distribution (Lines)										
	230 Repair & Maintenance Supp		158		1,870	0	***%			0	0%
	Account:		158		1,870	0	***%	0	0	0	0%
430600	Sewer Utilities										
	555 Bank Service Charges	5	26			0	0%			0	0%
	Account:	5	26			0	***%	0	0	0	0%
430610	Sewer Utility Administration										
	110 Salaries and Wages	104,175	108,933	122,922	142,607	146,795	97%	154,833		154,833	105%
	120 Overtime Wages	686				0	0%			0	0%
	140 Employer Contributions	36,945	34,275	40,716	45,838	50,859	90%	49,723		49,723	98%
	210 Office Supplies & Materia	265	1,836	745	80	800	10%	800		800	100%
	212 Small Non-capitalized Equ	6,528	4	156		0	0%	6,500		6,500	*****%
	220 Operating Supplies	1,814	565	699	445	1,356	33%	1,200		1,200	88%
	222 Chemical, Laboratory & Me				86	0	***%			0	0%
	226 Clothing and Uniforms		10			0	0%			0	0%
	229 Food			35		0	0%			0	0%
	230 Repair & Maintenance Supp	172	969	182	4	300	1%	300		300	100%
	231 Gas, Oil, Diesel Fuel, Gr	2,694	2,129			0	0%			0	0%
	232 Motor Vehicle Repair & Ma	599	114			0	0%			0	0%
	240 Repair & Maintenance Tool				36	1,500	2%	1,500		1,500	100%
	311 Postage, Box Rent, etc.	2,181	3,196	1,937	436	1,000	44%	500		500	50%
	312 Computer Software			72		0	0%			0	0%
	320 Printing, Duplicating, Ty	425	363	363	2,899	3,345	87%	4,000		4,000	120%
	330 Publicity, Subscriptions	274	777	3,030		0	0%			0	0%
	331 Computer Software / Websi				346	8,000	4%			0	0%
	335 Memberships & Registratio				80	100	80%	100		100	100%
	339 COVID-19 Services			150		0	0%			0	0%
	340 Utility Services	2,072	2,216	3,050	1,222	0	***%			0	0%
	345 Telephone				278	636	44%	200		200	31%
	350 Professional Services	13,605	15,546	32,380	9,999	0	***%	10,000		10,000	*****%
	355 Laboratory Testing			703	2,010	0	***%			0	0%
	356 Information Technology Se		4,471	6,325	5,605	6,500	86%			0	0%
	360 Repair & Maintenance Serv	1,470	4,025	49		0	0%	17,500		17,500	*****%
	370 Travel	561	614	114		1,650	0%	500		500	30%
	380 Training Services	107	590	60	154	1,200	13%	125		125	10%
	500 Help 4 You Assistance	2,492	2,904	2,512	1,825	2,696	68%			0	0%
	510 Insurance	4,708	5,207	6,918	27,750	23,635	117%			0	0%
	511 Insurance Deductible			1,500		0	0%			0	0%
	520 Premiums on Surety Bond	15	33	33	33	35	94%			0	0%
	555 Bank Service Charges		15		2	0	***%			0	0%
	940 Machinery & Equipment	22,470	28,928			0	0%	10,000		10,000	*****%
	Account:	204,258	217,720	224,651	241,735	250,407	97%	257,781	0	257,781	103%

TOWN OF STEVENSVILLE
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2022 - 2023

5310 SEWER

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
						21-22	21-22	22-23	22-23	22-23	22-23
430620	Facilities - Grounds & Buildings										
340	Utility Services				41,241	6,000	687%			0	0%
510	Insurance					11,555	0%			0	0%
	Account:				41,241	17,555	235%	0	0	0	0%
430630	Collection & Transmission - Main Lines										
212	Small Non-capitalized Equ				219	0	***%			0	0%
220	Operating Supplies	26		885	1,457	100	***%	1,800		1,800	1800%
230	Repair & Maintenance Supp	2,499	2,029	769	3,670	4,200	87%	4,200		4,200	100%
332	Publication of Formal & L				418	0	***%			0	0%
340	Utility Services	92	33		25	0	***%			0	0%
350	Professional Services	1,892		5	1,165	3,500	33%			0	0%
354	Architectural/Engineering				11,969	15,385	78%			0	0%
360	Repair & Maintenance Serv	6,877				9,000	0%			0	0%
934	Drainage, Water Supply &				11,937	0	***%			0	0%
	Account:	11,386	2,062	1,659	30,860	32,185	96%	6,000	0	6,000	19%
430640	Treatment and Disposal										
212	Small Non-capitalized Equ	17,616		67		0	0%	23,600		23,600	*****%
220	Operating Supplies	5,446	3,758	6,268	7,339	2,000	367%	8,500		8,500	425%
222	Chemical, Laboratory & Me					4,250	0%	800		800	19%
230	Repair & Maintenance Supp	2,202	634	1,059	2,171	2,000	109%	2,500		2,500	125%
231	Gas, Oil, Diesel Fuel, Gr		173			0	0%			0	0%
313	Freight/Shipping			514	179	0	***%			0	0%
339	COVID-19 Services			871		0	0%			0	0%
340	Utility Services	55,387	48,951	54,239	5,792	0	***%			0	0%
350	Professional Services	16,221	12,002	1,775	1,985	1,125	176%			0	0%
355	Laboratory Testing				9,929	11,100	89%	12,000		12,000	108%
360	Repair & Maintenance Serv	9,236	6,943	4,208	8,059	5,400	149%	3,600		3,600	67%
510	Insurance	9,646	10,032	11,062	11,554	0	***%			0	0%
934	Drainage, Water Supply &					13,000	0%			0	0%
940	Machinery & Equipment	11,169	869			0	0%			0	0%
	Account:	126,923	83,362	80,063	47,008	38,875	121%	51,000	0	51,000	131%
521000	Interfund Operating Transfers Out										
820	Transfers to Other Funds					4,100	0%			0	0%
	Account:					4,100	0%	0	0	0	0%
	Fund:	342,572	303,328	306,373	364,110	343,122	106%	314,781	0	314,781	92%

TOWN OF STEVENSVILLE
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2022 - 2023

5350 SEWER BOND PRINCIPAL & INTEREST

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
490200	Revenue Bonds										
610	Principal	58,161	58,161	51,987	58,161	115,255	50%	6,000		6,000	5%
620	Interest	131,367	131,367	113,379	131,367	114,245	115%	136,000		136,000	119%
	Account:	189,528	189,528	165,366	189,528	229,500	83%	142,000	0	142,000	62%
	Fund:	189,528	189,528	165,366	189,528	229,500	83%	142,000	0	142,000	62%

TOWN OF STEVENSVILLE
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2022 - 2023

5610 AIRPORT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
410210	Administration										
110	Salaries and Wages					27,444	0%			0	0%
140	Employer Contributions					5,163	0%			0	0%
	Account:					32,607	0%	0	0	0	0%
430300	Airport										
110	Salaries and Wages	5,718	5,457	4,967	24,861	0	***%	16,764		16,764	*****%
	20 hours weekly										
140	Employer Contributions	1,633	1,227	3,093	11,415	0	***%	3,178		3,178	*****%
210	Office Supplies & Materia		88	39	441	150	294%	1,230		1,230	820%
	Pens, pads, Notebooks etc \$250.00										
	Printer \$430.00										
	Toilet paer, paper towels Trash can and bags \$400.00										
	Vacuum Cleaner, rage mops claning supplies \$150.00										
212	Small Non-capitalized Equ					0	0%	6,900		6,900	*****%
	Office furniture, signage for entrance at Airport,laptop computer with current operating program \$5,900										
	Tools \$1000.00										
220	Operating Supplies	12	116		129	50	258%			0	0%
230	Repair & Maintenance Supp	121	244	175	7,994	600	***%	3,120		3,120	520%
	Gass Seed \$1,500										
	Weed Killer \$320.00										
	Airfield light bulbs and collars \$200.00										
	Misc suplies - weed trimmer line Etc. \$100.00										
231	Gas, Oil, Diesel Fuel, Gr	343	121	116	374	400	94%	880		880	220%
	20% increase for fuel costs										
232	Motor Vehicle Repair & Ma				43	0	***%	1,000		1,000	*****%
	Maintenance of curtesy car										
	Plow Truck, grounds equipment										
311	Postage, Box Rent, etc.	67	70	101	83	100	83%	110		110	110%
	Pay bills 3x 12 x .57 = 20.52										
	Invoices 50 x .58 = \$28.50										
	Post Office Box \$10.00										
	Shipping \$50.00										
320	Printing, Duplicating, Ty	70	61	61	260	100	260%	100		100	100%
330	Publicity, Subscriptions	70	50			50	0%	50		50	100%
	Airport Associalation \$50.00										
331	Computer Software / Websi					2,350	0%	655		655	28%
	Email \$190.00										
	MS \$165.00										
	ForeFlight Planning service \$300.00 yrs										
332	Publication of Formal & L				579	0	***%	300		300	*****%
	Post RFPs Contracts in paper										
337	Advertising		300			0	0%	3,600		3,600	*****%
	Marketing and Advertising for the Airport.										
339	COVID-19 Services			65		0	0%			0	0%
340	Utility Services	2,281	1,999	2,464	9,067	2,765	328%	5,945		5,945	215%
	Northweast Energy, Ravalli Electric										
	Includes 20% increase for inflation/increased costs										

TOWN OF STEVENSVILLE
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2022 - 2023

5610 AIRPORT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
345	Telephone		39	43		39	0%	1,730		1,730	4436%
	Dedicated phone line for AWOS system		\$65.00 x 12 =	\$720.00							
	Verizon		84.12 x 12 =	\$1,010.00							
346	Internet			360		0	0%	1,080		1,080	*****
	\$90.00 a month										
350	Professional Services	6,660	7,830	4,527	7,755	15,394	50%			0	0%
352	Legal Services					0	0%	300		300	*****
356	Information Technology Se		894	1,260	1,075	0	***	800		800	*****
	First Call		800.00								
360	Repair & Maintenance Serv	4,357	3,239			0	0%	5,000		5,000	*****
	Potential costs for services to the AWOS and Airfield lighting. Past AWOS inspections and repairs have been in excess of \$4000										
370	Travel	327	531			0	0%	500		500	*****
380	Training Services	150			66	6	***			0	0%
510	Insurance	4,208	2,570	2,859	6,418	5,190	124%	6,335		6,335	122%
	1232 Mountain Air Insurance										
	MIA Property Insurance		\$1,500.00								
	Ins for custesy car Insurnace		\$300.00 x 12 =	\$3,600							
530	Rent			900	3,600	0	***	3,600		3,600	*****
	Rent of Airport building from Taz Properties										
555	Bank Service Charges				35	0	***			0	0%
620	Interest		1			0	0%			0	0%
930	Improvements Other than B					1,000	0%			0	0%
950	Construction		41,082	139,626	11,400	60,000	19%			0	0%
	Account:	26,017	65,919	160,656	85,595	88,194	97%	63,177	0	63,177	72%
490500	Other Debt Service Payments										
610	Principal	10,381	8,756	8,756	8,756	0	***	8,760		8,760	*****
620	Interest	1,306	1,129	977	826	0	***	850		850	*****
	Account:	11,687	9,885	9,733	9,582	0	***	9,610	0	9,610	*****
	Fund:	37,704	75,804	170,389	95,177	120,801	79%	72,787	0	72,787	60%

TOWN OF STEVENSVILLE
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2022 - 2023

5620 AIRPORT PROJECT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget	Exp.	Budget	Changes	Budget	Budget
430300	Airport										
230	Repair & Maintenance Supp		36			0	0%			0	0%
350	Professional Services	158,097	5,470			0	0%			0	0%
950	Construction	20,830	391,685	1,217,453	152,494	167,530	91%			0	0%
	Account:	178,927	397,191	1,217,453	152,494	167,530	91%	0	0	0	0%
	Fund:	178,927	397,191	1,217,453	152,494	167,530	91%	0	0	0	0%

TOWN OF STEVENSVILLE
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2022 - 2023

7120 FIREMEN'S DISABILITY

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		18-19	19-20	20-21	21-22	Budget 21-22	Exp. 21-22	Budget 22-23	Changes 22-23	Budget 22-23	Budget 22-23
510300	Other Unallocated Costs										
780	Intergovernmental TRF to	4,012	4,544	4,636		4,703	0%			0	0%
	Account:	4,012	4,544	4,636		4,703	0%	0	0	0	0%
	Fund:	4,012	4,544	4,636		4,703	0%	0	0	0	0%
	Grand Total:	2,204,506	2,400,676	3,740,473	2,706,814	3,228,334		2,237,749	0	2,237,749	

File Attachments for Item:

a. Discussion/Decision: Resolution No. 509, a Resolution for Adopting a Budget and Adopting Wages and Salaries for the Town of Stevensville FY 22/23

RESOLUTION NO. 509

**A Resolution for Adopting a Budget and Adopting Wages and Salaries for the
Town of Stevensville, Montana
Fiscal Year 2022-2023**

WHEREAS, pursuant to Section 7-6-4024, MCA, the Town Council of the Town of Stevensville, Montana has held a public hearing on the proposed budget of Stevensville for the fiscal year 2022-2023 as required by law, and

WHEREAS, pursuant to Local Government Budget Act contained in Title 7, Chapter 6, Part 40 of the Montana Code Annotated, the Town Council of Stevensville has held hearings and passed resolutions as applicable under the above sections.

NOW THEREFORE BE IT RESOLVED, by this Town Council that the budget be approved and adopted, and that checks/warrants be issued in accordance with laws appertaining thereto.

IT IS HEREBY MOVED, SECONDED and CARRIED by the Stevensville Town Council that “this resolution be adopted” for fiscal year 2022-2023 and;

WHEREAS, the above resolution adopting the budget was passed by the Town of Stevensville Council; and

WHEREAS, Section 7-4-4201, Montana Code Annotated, mandates the establishment of wages and compensation of elected and appointed Town officers and all Town employees by ordinance or resolution.

NOW THEREFORE BE IT RESOLVED THAT, the wages and compensation for the elected and appointed Town officers and all Town employees, for Fiscal Year 2022-2023, are hereby established as set forth in the Final Budget attached hereto and by this reference made a part hereof.

BE IT FURTHER RESOLVED THAT, the wages and compensation shall be effective as of July 1, 2022 unless otherwise noted in the attachments hereto.

PASSED AND ADOPTED by the Town Council and approved by the Mayor this 8th day of September 2022.

APPROVE:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

b. Discussion/Decision: Approval for Town Acceptance of FAA Grant Offer for Stevensville Airport Master Plan Update



U.S. Department
of Transportation
Federal Aviation
Administration

Airports Division
Northwest Mountain Region
Montana

Helena Airports District
Office:
FAA Bldg, 2725 Skyway Dr,
Ste 2
Helena, MT 59602-1205

{{DateTime_es_:_signer1:calc(now()):format(date," mmmm d, yyyy")}}

The Honorable Steve Gibson, Mayor
Town of Stevensville
PO Box 30
Stevensville, MT 59870

Dear Mayor Gibson:

The Grant Offer for Airport Improvement Program (AIP) Project No. 3-30-0044-021-2022 at Stevensville Airport in Stevensville, Montana, is attached for execution. This letter outlines the steps you must take to properly enter into this agreement and provides other useful information. Please read the conditions, special conditions, and assurances that comprise the grant offer carefully.

You may not make any modification to the text, terms or conditions of the grant offer.

Steps You Must Take to Enter Into Agreement.

To properly enter into this agreement, you must do the following:

1. The governing body must give authority to execute the grant to the individual(s) signing the grant, i.e., the person signing the document must be the sponsor's authorized representative(s) (hereinafter "authorized representative").
2. The authorized representative must execute the grant by adding their electronic signature to the appropriate certificate at the end of the agreement.
3. Once the authorized representative has electronically signed the grant, the sponsor's attorney(s) will automatically receive an email notification.
4. On the **same day or after** the authorized representative has signed the grant, the sponsor's attorney(s) will add their electronic signature to the appropriate certificate at the end of the agreement.
5. If there are co-sponsors, the authorized representative(s) and sponsor's attorney(s) must follow the above procedures to fully execute the grant and finalize the process. Signatures must be obtained and finalized no later than **September 14, 2022**.
6. The fully executed grant will then be automatically sent to all parties as an email attachment.

Payment. Subject to the requirements in 2 CFR § 200.305 (Federal Payment), each payment request for reimbursement under this grant must be made electronically via the Delphi eInvoicing System. Please see the attached Grant Agreement for more information regarding the use of this System.

Project Timing. The terms and conditions of this agreement require you to complete the project without undue delay and no later than the Period of Performance end date (1,460 days from the grant execution

date). We will be monitoring your progress to ensure proper stewardship of these Federal funds. We expect you to submit payment requests for reimbursement of allowable incurred project expenses consistent with project progress. Your grant may be placed in “inactive” status if you do not make draws on a regular basis, which will affect your ability to receive future grant offers. Costs incurred after the Period of Performance ends are generally not allowable and will be rejected unless authorized by the FAA in advance.

Reporting. Until the grant is completed and closed, you are responsible for submitting formal reports as follows:

- For all grants, you must submit by December 31st of each year this grant is open:
 1. A signed/dated SF-270 (Request for Advance or Reimbursement for non-construction projects) or SF-271 or equivalent (Outlay Report and Request for Reimbursement for Construction Programs), and
 2. An SF-425 (Federal Financial Report).
- For non-construction projects, you must submit [FAA Form 5100-140, Performance Report](#) within 30 days of the end of the Federal fiscal year.
- For construction projects, you must submit [FAA Form 5370-1, Construction Progress and Inspection Report](#), within 30 days of the end of each Federal fiscal quarter.

Audit Requirements. As a condition of receiving Federal assistance under this award, you must comply with audit requirements as established under 2 CFR part 200. Subpart F requires non-Federal entities that expend \$750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to ensure your organization will comply with applicable audit requirements and standards.

Closeout. Once the project(s) is completed and all costs are determined, we ask that you work with your FAA contact indicated below to close the project without delay and submit the necessary final closeout documentation as required by your Region/Airports District Office.

FAA Contact Information. Kenneth Eaton, (406) 449-5291, scott.eaton@faa.gov is the assigned program manager for this grant and is readily available to assist you and your designated representative with the requirements stated herein.

We sincerely value your cooperation in these efforts and look forward to working with you to complete this important project.

Sincerely,

{Sig_es_:signer1: signature}}

Deepeka Munoz
Acting Manager

[ADO has discretion to delegate signature authority to Program Manager]



U.S. Department
of Transportation
Federal Aviation
Administration

FAA Airport Improvement Program (AIP)

GRANT AGREEMENT

Part I - Offer

Federal Award Offer Date	<code>{{DateTime_es_.signer1:calc(now()):format(date," mmmm d, yyyy")}}</code>
Airport/Planning Area	Stevensville Airport
FY2022 AIP Grant Number	3-30-0044-021-2022
Unique Entity Identifier	YMASY7JFDA35
TO:	Town of Stevensville
	(herein called the "Sponsor")

FROM: **The United States of America** (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated May 26, 2022, for a grant of Federal funds for a project at or associated with the Stevensville Airport, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the Stevensville Airport (herein called the "Project") consisting of the following:

Update Airport Master Plan

which is more fully described in the Project Application.

NOW THEREFORE, Pursuant to and for the purpose of carrying out the Title 49, United States Code (U.S.C.), Chapters 471 and 475; 49 U.S.C. §§ 40101 et seq., and 48103; FAA Reauthorization Act of 2018 (Public Law Number 115-254); the Department of Transportation Appropriations Act, 2021 (Public Law 116-260, Division L); the Consolidated Appropriations Act, 2022 (Public Law 117-103); and the representations contained in the Project Application; and in consideration of: (a) the Sponsor's adoption and ratification of the Grant Assurances attached hereto; (b) the Sponsor's acceptance of this Offer; and (c) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurance and conditions as herein provided;

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay ninety (90) percent of the allowable costs incurred accomplishing the Project as the United States share of the Project.

Assistance Listings Number (Formerly CFDA Number): 20.106

This Offer is made on and SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$360,495.00.

The following amounts represent a breakdown of the maximum obligation for the purpose of establishing allowable amounts for any future grant amendment, which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b):

\$ 360,495.00 for planning

\$ 0 airport development or noise program implementation; and,

\$ 0 for land acquisition.

2. **Grant Performance.** This Grant Agreement is subject to the following Federal award requirements:

- a. Period of Performance:

1. Shall start on the date the Sponsor formally accepts this Agreement and is the date signed by the last Sponsor signatory to the Agreement. The end date of the Period of Performance is 4 years (1,460 calendar days) from the date of acceptance. The Period of Performance end date shall not affect, relieve, or reduce Sponsor obligations and assurances that extend beyond the closeout of this Grant Agreement.
2. Means the total estimated time interval between the start of an initial Federal award and the planned end date, which may include one or more funded portions or budget periods. (2 Code of Federal Regulations (CFR) § 200.1).

- b. Budget Period:

1. For this Grant is 4 years (1,460 calendar days) and follows the same start and end date as the period of performance provided in paragraph (2)(a)(1). Pursuant to 2 CFR § 200.403(h), the Sponsor may charge to the Grant only allowable costs incurred during the Budget Period.
2. Means the time interval from the start date of a funded portion of an award to the end date of that funded portion during which the Sponsor is authorized to expend the funds awarded, including any funds carried forward or other revisions pursuant to 2 CFR § 200.308.

- c. Close Out and Termination

1. Unless the FAA authorizes a written extension, the Sponsor must submit all Grant closeout documentation and liquidate (pay-off) all obligations incurred under this award no later than 120 calendar days after the end date of the period of performance. If the Sponsor does not submit all required closeout documentation within this time period, the FAA will proceed to close out the grant within one year of the period of performance end date with the information available at the end of 120 days. (2 CFR § 200.344).

2. The FAA may terminate this Grant, in whole or in part, in accordance with the conditions set forth in 2 CFR § 200.340, or other Federal regulatory or statutory authorities as applicable.
3. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
4. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with 49 U.S.C. § 47109, the regulations, policies, and procedures of the Secretary of Transportation ("Secretary"), and any superseding legislation. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
5. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this Agreement, 49 U.S.C. Chapters 471 and 475, and the regulations, and the Secretary's policies and procedures. Per 2 CFR § 200.308, the Sponsor agrees to report and request prior FAA approval for any disengagement from performing the project that exceeds three months or a 25 percent reduction in time devoted to the project. The report must include a reason for the project stoppage. The Sponsor also agrees to comply with the grant assurances, which are part of this Agreement.
6. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
7. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before **September 14, 2022**, or such subsequent date as may be prescribed in writing by the FAA.
8. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner for any project upon which Federal funds have been expended. For the purposes of this Grant Agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor, that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
9. **United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this Grant Agreement.
10. **System for Award Management (SAM) Registration and Unique Entity Identifier (UEI).**
 - a. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from this requirement under 2 CFR § 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this Grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if

required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).

- b. Unique entity identifier (UEI) means a 12-character alpha-numeric value used to identify a specific commercial, nonprofit or governmental entity. A UEI may be obtained from SAM.gov at <https://sam.gov/content/entity-registration>.

11. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this Agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.
12. **Informal Letter Amendment of AIP Projects.** If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the Sponsor by \$25,000 or five percent (5%), whichever is greater, the FAA can issue a letter amendment to the Sponsor unilaterally reducing the maximum obligation.

The FAA can also issue a letter to the Sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun provided it will not exceed the statutory limitations for grant amendments. The FAA's authority to increase the maximum obligation does not apply to the "planning" component of Condition No. 1, Maximum Obligation.

The FAA can also issue an informal letter amendment that modifies the grant description to correct administrative errors or to delete work items if the FAA finds it advantageous and in the best interests of the United States.

An informal letter amendment has the same force and effect as a formal grant amendment.

13. **Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this Grant Agreement.
14. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all Federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.
15. **Buy American.** Unless otherwise approved in advance by the FAA, in accordance with 49 U.S.C. § 50101, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract and subcontract awarded under this Grant.
16. **Build America, Buy America.** The sponsor must comply with the requirements under the Build America, Buy America Act (Public Law 117-58).
17. **Maximum Obligation Increase.** In accordance with 49 U.S.C. § 47108(b)(3), as amended, the maximum obligation of the United States, as stated in Condition No. 1, Maximum Obligation, of this Grant Offer:
- a. May not be increased for a planning project;
 - b. May be increased by not more than 15 percent for development projects if funds are available;
 - c. May be increased by not more than the greater of the following for a land project, if funds are available:

1. 15 percent; or
2. 25 percent of the total increase in allowable project costs attributable to acquiring an interest in the land.

If the sponsor requests an increase, any eligible increase in funding will be subject to the United States Government share as provided in 49 U.S.C. § 47110, or other superseding legislation if applicable, for the fiscal year appropriation with which the increase is funded. The FAA is not responsible for the same Federal share provided herein for any amount increased over the initial grant amount. The FAA may adjust the Federal share as applicable through an informal letter of amendment.

18. Audits for Sponsors.

PUBLIC SPONSORS. The Sponsor must provide for a Single Audit or program-specific audit in accordance with 2 CFR Part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. Upon request of the FAA, the Sponsor shall provide one copy of the completed audit to the FAA. Sponsors that expend less than \$750,000 in Federal awards and are exempt from Federal audit requirements must make records available for review or audit by the appropriate Federal agency officials, State, and Government Accountability Office. The FAA and other appropriate Federal agencies may request additional information to meet all Federal audit requirements.

19. Suspension or Debarment. When entering into a "covered transaction" as defined by 2 CFR § 180.200, the Sponsor must:

- a. Verify the non-Federal entity is eligible to participate in this Federal program by:
 1. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if the non-Federal entity is excluded or disqualified; or
 2. Collecting a certification statement from the non-Federal entity attesting they are not excluded or disqualified from participating; or
 3. Adding a clause or condition to covered transactions attesting the individual or firm are not excluded or disqualified from participating.
- b. Require prime contractors to comply with 2 CFR § 180.330 when entering into lower-tier transactions (e.g., Sub-contracts).
- c. Immediately disclose in writing to the FAA whenever (1) the Sponsor learns they have entered into a covered transaction with an ineligible entity or (2) the Public Sponsor suspends or debar a contractor, person, or entity.

20. Ban on Texting While Driving.

- a. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.

2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
- b. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts, and subcontracts funded with this Grant.

21. Trafficking in Persons.

- a. You as the recipient, your employees, subrecipients under this Grant, and subrecipients' employees may not:
 1. Engage in severe forms of trafficking in persons during the period of time that the Grant and applicable conditions are in effect;
 2. Procure a commercial sex act during the period of time that the Grant and applicable conditions are in effect; or
 3. Use forced labor in the performance of the Grant or any subgrants under this Grant.
- b. We as the Federal awarding agency, may unilaterally terminate this Grant, without penalty, if you or a subrecipient that is a private entity:
 1. Is determined to have violated a prohibition in paragraph (a) of this condition; or
 2. Has an employee who is determined by the agency official authorized to terminate the Grant to have violated a prohibition in paragraph (a) of this Condition through conduct that is either –
 - a. Associated with performance under this Grant; or
 - b. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement), as implemented by our agency at 2 CFR Part 1200.
- c. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph (a) of this Condition.
- d. Our right to terminate unilaterally that is described in paragraph (a) of this Condition:
 1. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. § 7104(g)), and
 2. Is in addition to all other remedies for noncompliance that are available to us under this Grant Agreement.

22. Exhibit "A" Property Map. The Exhibit "A" Property Map dated 3/11/2015, is incorporated herein by reference or is submitted with the project application and made part of this Grant Agreement.

23. Employee Protection from Reprisal.

- a. Prohibition of Reprisals

1. In accordance with 41 U.S.C. § 4712, an employee of a Sponsor, grantee, subgrantee, contractor, or subcontractor may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph (a)(2) below, information that the employee reasonably believes is evidence of:
 - i. Gross mismanagement of a Federal grant;
 - ii. Gross waste of Federal funds;
 - iii. An abuse of authority relating to implementation or use of Federal funds;
 - iv. A substantial and specific danger to public health or safety; or
 - v. A violation of law, rule, or regulation related to a Federal grant.
2. Persons and bodies covered. The persons and bodies to which a disclosure by an employee is covered are as follows:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Federal employee responsible for contract or grant oversight or management at the relevant agency;
 - v. A court or grand jury;
 - vi. A management official or other employee of the Sponsor, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct; or
 - vii. An authorized official of the Department of Justice or other law enforcement agency.
3. Submission of Complaint. A person who believes that they have been subjected to a reprisal prohibited by paragraph (a) of this Condition may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.
4. Time Limitation for Submittal of a Complaint. A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.
5. Required Actions of the Inspector General. Actions, limitations, and exceptions of the Inspector General's office are established under 41 U.S.C. § 4712(b).
6. Assumption of Rights to Civil Remedy. Upon receipt of an explanation of a decision not to conduct or continue an investigation by the OIG, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c)(2).

SPECIAL CONDITIONS

24. **Airport Layout Plan**. The Sponsor understands and agrees to update the Airport Layout Plan to reflect the construction to standards satisfactory to the FAA and submit it in final form to the FAA as prescribed by 49 U.S.C. § 47107(a)(16). It is further mutually agreed that the reasonable cost of developing said Airport Layout Plan Map is an allowable cost within the scope of this project, if applicable.
25. **Disadvantaged Business Enterprise (DBE)/Airport Concessions Disadvantaged Business Enterprise (ACDBE) Program**. The Sponsor understands and agrees that the FAA will not make nor be obligated to make any payments on this Grant until the Sponsor has received from the FAA Office of Civil Rights approval of its DBE Program (reflecting compliance with 49 CFR Part 26), and, if applicable its ACDBE program (reflecting compliance with 49 CFR Part 23).

26. **Master Plan Coordination.** The Sponsor agrees to coordinate this master planning study with metropolitan planning organizations, other local planning agencies, and with the State Airport System Plan prepared by the State's Department of Transportation and consider any pertinent information, data, projections, and forecasts which are currently available or as will become available. The Sponsor agrees to consider any State Clearinghouse comments and to furnish a copy of the final report to the State's Department of Transportation.
27. **Airport Layout Plan Coordination.** The Sponsor has made available to (or will make available to) and has provided (or will provide) upon request to the metropolitan planning organization, if any, in the area in which the airport is located, a copy of the proposed airport layout plan or ALP amendment to depict the project and a copy of any airport master plan in which the project is described or depicted.
28. **Airports Geographic Information System (GIS) Survey.** If the Airport's GIS survey is not reflected on an updated Airport Layout Plan (ALP) that meets FAA requirements within four (4) years from the date of the Phase 1 grant (regardless of whether it is generated using the AGIS/eALP system or through some other computer-aided design platform), then the Sponsor may be required to repay that portion of this Grant that relates to the survey work.
29. **Consultant Contract and Cost Analysis.** The Sponsor understands and agrees that no reimbursement will be made on the consultant contract portion of this Grant until the FAA has received the consultant contract, the Sponsor's analysis of costs, and the independent fee estimate.
30. **Preliminary Scope of Work.** This Grant is made and accepted upon the basis of a preliminary scope of work. The parties agree that within 30 days from the date of acceptance of this Grant, the Sponsor will furnish a final scope of work to the FAA and that no work will commence, nor will there be any contract signed for accomplishment of such work, until the final scope of work has been approved by the FAA. The Sponsor and the FAA further agree that any reference to the scope of work made in this Grant or in the project application is in respect to the final scope of work.
31. **Buy American Executive Orders.** The Sponsor agrees to abide by applicable Executive Orders in effect at the time this Grant Agreement is executed, including Executive Order 14005, Ensuring the Future Is Made in All of America by All of America's Workers.

The Sponsor's acceptance of this Offer and ratification and adoption of the Project Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Project and compliance with the Grant Assurances, terms, and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.¹

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**

{{Sig_es_ :signer1:signature:dimension(height=12mm, width=70mm)}}

(Signature)

{{N_es_ :signer1:fullname }}

(Typed Name)

{{*Ttl_es_ :signer1:title }}

(Title of FAA Official)

¹ Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. § 1001 (False Statements) and could subject you to fines, imprisonment, or both.

Part II - Acceptance

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the Grant Assurances, terms, and conditions in this Offer and in the Project Application.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.²

Dated {{DateTime_es_:signer2:calc(now()):format(date," mmmm d, yyyy")}}

Town of Stevensville

(Name of Sponsor)

 {{Sig_es_:signer2:signature:dimension(height=12mm,width=70mm)}}

(Signature of Sponsor's Authorized Official)

By: {{N_es_:signer2:fullname}}

(Typed Name of Sponsor's Authorized Official)

Title: {{*Ttl_es_:signer2:title}}

(Title of Sponsor's Authorized Official)

² Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. § 1001 (False Statements) and could subject you to fines, imprisonment, or both.

CERTIFICATE OF SPONSOR'S ATTORNEY

I, **{{N_es :signer3: fullname}}**, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Montana. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative, who has been duly authorized to execute this Grant Agreement, which is in all respects due and proper and in accordance with the laws of the said State; and Title 49, United States Code (U.S.C.), Chapters 471 and 475; 49 U.S.C. §§ 40101 et seq., and 48103; FAA Reauthorization Act of 2018 (Public Law Number 115-254); the Department of Transportation Appropriations Act, 2021 (Public Law 116-260, Division L); the Consolidated Appropriations Act, 2022 (Public Law 117-103); and the representations contained in the Project Application. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.³

Dated at **{{DateTime_es :signer3:calc(now()):format(date," mmmm d, yyyy")}}**

By: **{{Sig_es :signer3:signature:dimension(height=12mm, width=70mm)}}**

(Signature of Sponsor's Attorney)

³ Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. § 1001 (False Statements) and could subject you to fines, imprisonment, or both.

ASSURANCES

AIRPORT SPONSORS

A. General.

1. These assurances shall be complied with in the performance of grant agreements for airport development, airport planning, and noise compatibility program grants for airport sponsors.
2. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of Title 49, U.S.C., subtitle VII, as amended. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
3. Upon acceptance of this grant offer by the sponsor, these assurances are incorporated in and become part of this Grant Agreement.

B. Duration and Applicability.

1. Airport development or Noise Compatibility Program Projects Undertaken by a Public Agency Sponsor.

The terms, conditions and assurances of this Grant Agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise compatibility program project, or throughout the useful life of the project items installed within a facility under a noise compatibility program project, but in any event not to exceed twenty (20) years from the date of acceptance of a grant offer of Federal funds for the project. However, there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport. There shall be no limit on the duration of the terms, conditions, and assurances with respect to real property acquired with federal funds. Furthermore, the duration of the Civil Rights assurance shall be specified in the assurances.

2. Airport Development or Noise Compatibility Projects Undertaken by a Private Sponsor.

The preceding paragraph (1) also applies to a private sponsor except that the useful life of project items installed within a facility or the useful life of the facilities developed or equipment acquired under an airport development or noise compatibility program project shall be no less than ten (10) years from the date of acceptance of Federal aid for the project.

3. Airport Planning Undertaken by a Sponsor.

Unless otherwise specified in this Grant Agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 23, 25, 30, 32, 33, 34, and 37 in Section C apply to planning projects. The terms, conditions, and assurances of this Grant Agreement shall remain in full force and effect during the life of the project; there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport.

C. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this grant that:

1. General Federal Requirements

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds for this Grant including but not limited to the following:

FEDERAL LEGISLATION

- a. 49, U.S.C., subtitle VII, as amended.
- b. Davis-Bacon Act, as amended — 40 U.S.C. §§ 3141-3144, 3146, and 3147, et seq.¹
- c. Federal Fair Labor Standards Act - 29 U.S.C. § 201, et seq.
- d. Hatch Act – 5 U.S.C. § 1501, et seq.²
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 U.S.C. § 4601, et seq.^{1, 2}
- f. National Historic Preservation Act of 1966 – Section 106 - 54 U.S.C. § 306108.1.¹
- g. Archeological and Historic Preservation Act of 1974 - 54 U.S.C. § 312501, et seq.¹
- h. Native Americans Grave Repatriation Act - 25 U.S.C. Section § 3001, et seq.
- i. Clean Air Act, P.L. 90-148, as amended - 42 U.S.C. § 7401, et seq.
- j. Coastal Zone Management Act, P.L. 92-583, as amended - 16 U.S.C. § 1451, et seq.
- k. Flood Disaster Protection Act of 1973 – Section 102(a) - 42 U.S.C. § 4012a.¹
- l. 49 U.S.C. § 303, (formerly known as Section 4(f)).
- m. Rehabilitation Act of 1973 - 29 U.S.C. § 794.
- n. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin).
- o. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.) (prohibits discrimination on the basis of disability).
- p. Age Discrimination Act of 1975 - 42 U.S.C. § 6101, et seq.
- q. American Indian Religious Freedom Act, P.L. 95-341, as amended.
- r. Architectural Barriers Act of 1968, as amended - 42 U.S.C. § 4151, et seq.¹
- s. Powerplant and Industrial Fuel Use Act of 1978 – Section 403 - 42 U.S.C. § 8373.¹
- t. Contract Work Hours and Safety Standards Act - 40 U.S.C. § 3701, et seq.¹
- u. Copeland Anti-kickback Act - 18 U.S.C. § 874.¹
- v. National Environmental Policy Act of 1969 - 42 U.S.C. § 4321, et seq.¹
- w. Wild and Scenic Rivers Act, P.L. 90-542, as amended – 16 U.S.C. § 1271, et seq.
- x. Single Audit Act of 1984 - 31 U.S.C. § 7501, et seq.²
- y. Drug-Free Workplace Act of 1988 - 41 U.S.C. §§ 8101 through 8105.
- z. The Federal Funding Accountability and Transparency Act of 2006, as amended (P.L. 109-282, as amended by section 6202 of P.L. 110-252).

- aa. Civil Rights Restoration Act of 1987, P.L. 100-259.
- bb. Build America, Buy America Act, P.L. 117-58, Title IX.

EXECUTIVE ORDERS

- a. Executive Order 11246 – Equal Employment Opportunity¹
- b. Executive Order 11990 – Protection of Wetlands
- c. Executive Order 11998 – Flood Plain Management
- d. Executive Order 12372 – Intergovernmental Review of Federal Programs
- e. Executive Order 12699 – Seismic Safety of Federal and Federally Assisted New Building Construction¹
- f. Executive Order 12898 – Environmental Justice
- g. Executive Order 13166 – Improving Access to Services for Persons with Limited English Proficiency
- h. Executive Order 13985 – Executive Order on Advancing Racial Equity and Support for Underserved Communities Through the Federal Government
- i. Executive Order 13988 – Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation
- j. Executive Order 14005 – Ensuring the Future is Made in all of America by All of America’s Workers
- k. Executive Order 14008 – Tackling the Climate Crisis at Home and Abroad

FEDERAL REGULATIONS

- a. 2 CFR Part 180 – OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).
- b. 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.^{4,5}
- c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment.
- d. 14 CFR Part 13 – Investigative and Enforcement Procedures.
- e. 14 CFR Part 16 – Rules of Practice For Federally-Assisted Airport Enforcement Proceedings.
- f. 14 CFR Part 150 – Airport Noise Compatibility Planning.
- g. 28 CFR Part 35 – Nondiscrimination on the Basis of Disability in State and Local Government Services.
- h. 28 CFR § 50.3 – U.S. Department of Justice Guidelines for the Enforcement of Title VI of the Civil Rights Act of 1964.
- i. 29 CFR Part 1 – Procedures for Predetermination of Wage Rates.¹
- j. 29 CFR Part 3 – Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States.¹

- k. 29 CFR Part 5 – Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (Also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and Safety Standards Act).¹
- l. 41 CFR Part 60 – Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and Federally-assisted contracting requirements).¹
- m. 49 CFR Part 20 – New Restrictions on Lobbying.
- n. 49 CFR Part 21 – Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964.
- o. 49 CFR Part 23 – Participation by Disadvantage Business Enterprise in Airport Concessions.
- p. 49 CFR Part 24 – Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs.^{1 2}
- q. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs.
- r. 49 CFR Part 27 – Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance.¹
- s. 49 CFR Part 28 – Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities Conducted by the Department of Transportation.
- t. 49 CFR Part 30 – Denial of Public Works Contracts to Suppliers of Goods and Services of Countries That Deny Procurement Market Access to U.S. Contractors.
- u. 49 CFR Part 32 – Governmentwide Requirements for Drug-Free Workplace (Financial Assistance).
- v. 49 CFR Part 37 – Transportation Services for Individuals with Disabilities (ADA).
- w. 49 CFR Part 38 – Americans with Disabilities Act (ADA) Accessibility Specifications for Transportation Vehicles.
- x. 49 CFR Part 41 – Seismic Safety.

FOOTNOTES TO ASSURANCE (C)(1)

¹ These laws do not apply to airport planning sponsors.

² These laws do not apply to private sponsors.

³ 2 CFR Part 200 contains requirements for State and Local Governments receiving Federal assistance. Any requirement levied upon State and Local Governments by this regulation shall apply where applicable to private sponsors receiving Federal assistance under Title 49, United States Code.

⁴ Cost principles established in 2 CFR part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses.

⁵ Audit requirements established in 2 CFR part 200 subpart F are the guidelines for audits.

SPECIFIC ASSURANCES

Specific assurances required to be included in grant agreements by any of the above laws, regulations or circulars are incorporated by reference in this grant agreement.

2. Responsibility and Authority of the Sponsor.

a. Public Agency Sponsor:

It has legal authority to apply for this Grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

b. Private Sponsor:

It has legal authority to apply for this Grant and to finance and carry out the proposed project and comply with all terms, conditions, and assurances of this Grant Agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. Sponsor Fund Availability.

It has sufficient funds available for that portion of the project costs which are not to be paid by the United States. It has sufficient funds available to assure operation and maintenance of items funded under this Grant Agreement which it will own or control.

4. Good Title.

- a. It, a public agency or the Federal government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.
- b. For noise compatibility program projects to be carried out on the property of the sponsor, it holds good title satisfactory to the Secretary to that portion of the property upon which Federal funds will be expended or will give assurance to the Secretary that good title will be obtained.

5. Preserving Rights and Powers.

- a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this Grant Agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.
- b. Subject to the FAA Act of 2018, Public Law 115-254, Section 163, it will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise compatibility program project, that portion of the property upon which Federal funds have been expended, for the duration of the terms, conditions, and assurances in this Grant Agreement without approval by the Secretary. If the transferee is found by the Secretary to be eligible under Title 49, United States Code, to assume the obligations of this Grant Agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or

document transferring or disposing of the sponsor's interest, and make binding upon the transferee all of the terms, conditions, and assurances contained in this Grant Agreement.

- c. For all noise compatibility program projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise compatibility program project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.
- d. For noise compatibility program projects to be carried out on privately owned property, it will enter into an agreement with the owner of that property which includes provisions specified by the Secretary. It will take steps to enforce this agreement against the property owner whenever there is substantial non-compliance with the terms of the agreement.
- e. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with these assurances for the duration of these assurances.
- f. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to ensure that the airport will be operated and maintained in accordance with Title 49, United States Code, the regulations and the terms, conditions and assurances in this Grant Agreement and shall ensure that such arrangement also requires compliance therewith.
- g. Sponsors of commercial service airports will not permit or enter into any arrangement that results in permission for the owner or tenant of a property used as a residence, or zoned for residential use, to taxi an aircraft between that property and any location on airport. Sponsors of general aviation airports entering into any arrangement that results in permission for the owner of residential real property adjacent to or near the airport must comply with the requirements of Sec. 136 of Public Law 112-95 and the sponsor assurances.

6. Consistency with Local Plans.

The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

7. Consideration of Local Interest.

It has given fair consideration to the interest of communities in or near where the project may be located.

8. Consultation with Users.

In making a decision to undertake any airport development project under Title 49, United States Code, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.

9. Public Hearings.

In projects involving the location of an airport, an airport runway, or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

10. Metropolitan Planning Organization.

In projects involving the location of an airport, an airport runway, or a major runway extension at a medium or large hub airport, the sponsor has made available to and has provided upon request to the metropolitan planning organization in the area in which the airport is located, if any, a copy of the proposed amendment to the airport layout plan to depict the project and a copy of any airport master plan in which the project is described or depicted.

11. Pavement Preventive Maintenance-Management.

With respect to a project approved after January 1, 1995, for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed or repaired with Federal financial assistance at the airport. It will provide such reports on pavement condition and pavement management programs as the Secretary determines may be useful.

12. Terminal Development Prerequisites.

For projects which include terminal development at a public use airport, as defined in Title 49, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under 49 U.S.C. § 44706, and all the security equipment required by rule or regulation, and has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning and deplaning from aircraft other than air carrier aircraft.

13. Accounting System, Audit, and Record Keeping Requirements.

- a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this Grant, the total cost of the project in connection with which this Grant is given or used, and the amount or nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.
- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this Grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a Grant or relating to the project in connection with which this Grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United

States not later than six (6) months following the close of the fiscal year for which the audit was made.

14. Minimum Wage Rates.

It shall include, in all contracts in excess of \$2,000 for work on any projects funded under this Grant Agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor under 40 U.S.C. §§ 3141-3144, 3146, and 3147, Public Building, Property, and Works), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

15. Veteran's Preference.

It shall include in all contracts for work on any project funded under this Grant Agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in 49 U.S.C. § 47112. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

16. Conformity to Plans and Specifications.

It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this Grant Agreement, and, upon approval of the Secretary, shall be incorporated into this Grant Agreement. Any modification to the approved plans, specifications, and schedules shall also be subject to approval of the Secretary, and incorporated into this Grant Agreement.

17. Construction Inspection and Approval.

It will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms to the plans, specifications, and schedules approved by the Secretary for the project. It shall subject the construction work on any project contained in an approved project application to inspection and approval by the Secretary and such work shall be in accordance with regulations and procedures prescribed by the Secretary. Such regulations and procedures shall require such cost and progress reporting by the sponsor or sponsors of such project as the Secretary shall deem necessary.

18. Planning Projects.

In carrying out planning projects:

- a. It will execute the project in accordance with the approved program narrative contained in the project application or with the modifications similarly approved.
- b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.
- c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.

- d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.
- e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.
- f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.
- g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.
- h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a Federal airport grant.

19. Operation and Maintenance.

- a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable Federal, State and local agencies for maintenance and operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary. In furtherance of this assurance, the sponsor will have in effect arrangements for:
 - 1. Operating the airport's aeronautical facilities whenever required;
 - 2. Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
 - 3. Promptly notifying pilots of any condition affecting aeronautical use of the airport. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood, or other climatic conditions interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.
- b. It will suitably operate and maintain noise compatibility program items that it owns or controls upon which Federal funds have been expended.

20. Hazard Removal and Mitigation.

It will take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

21. Compatible Land Use.

It will take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft. In addition, if the project is for noise compatibility program implementation, it will not cause or permit any change in land use, within its jurisdiction, that will reduce its compatibility, with respect to the airport, of the noise compatibility program measures upon which Federal funds have been expended.

22. Economic Nondiscrimination.

- a. It will make the airport available as an airport for public use on reasonable terms and without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport.
- b. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or to engage in any aeronautical activity for furnishing services to the public at the airport, the sponsor will insert and enforce provisions requiring the contractor to:
 1. Furnish said services on a reasonable, and not unjustly discriminatory, basis to all users thereof, and
 2. Charge reasonable, and not unjustly discriminatory, prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.
- c. Each fixed-based operator at the airport shall be subject to the same rates, fees, rentals, and other charges as are uniformly applicable to all other fixed-based operators making the same or similar uses of such airport and utilizing the same or similar facilities.
- d. Each air carrier using such airport shall have the right to service itself or to use any fixed-based operator that is authorized or permitted by the airport to serve any air carrier at such airport.
- e. Each air carrier using such airport (whether as a tenant, non-tenant, or subtenant of another air carrier tenant) shall be subject to such nondiscriminatory and substantially comparable rules, regulations, conditions, rates, fees, rentals, and other charges with respect to facilities directly and substantially related to providing air transportation as are applicable to all such air carriers which make similar use of such airport and utilize similar facilities, subject to reasonable classifications such as tenants or non-tenants and signatory carriers and non-signatory carriers. Classification or status as tenant or signatory shall not be unreasonably withheld by any airport provided an air carrier assumes obligations substantially similar to those already imposed on air carriers in such classification or status.
- f. It will not exercise or grant any right or privilege which operates to prevent any person, firm, or corporation operating aircraft on the airport from performing any services on its own aircraft with its own employees (including, but not limited to maintenance, repair, and fueling) that it may choose to perform.
- g. In the event the sponsor itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by commercial aeronautical service providers authorized by the sponsor under these provisions.

- h. The sponsor may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.
- i. The sponsor may prohibit or limit any given type, kind or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

23. Exclusive Rights.

It will permit no exclusive right for the use of the airport by any person providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, the providing of the services at an airport by a single fixed-based operator shall not be construed as an exclusive right if both of the following apply:

- a. It would be unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide such services, and
- b. If allowing more than one fixed-based operator to provide such services would require the reduction of space leased pursuant to an existing agreement between such single fixed-based operator and such airport. It further agrees that it will not, either directly or indirectly, grant or permit any person, firm, or corporation, the exclusive right at the airport to conduct any aeronautical activities, including, but not limited to charter flights, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products whether or not conducted in conjunction with other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity, and that it will terminate any exclusive right to conduct an aeronautical activity now existing at such an airport before the grant of any assistance under Title 49, United States Code.

24. Fee and Rental Structure.

It will maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport, taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for which a Grant is made under Title 49, United States Code, the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate basis in establishing fees, rates, and charges for users of that airport.

25. Airport Revenues.

- a. All revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. The following exceptions apply to this paragraph:
 - 1. If covenants or assurances in debt obligations issued before September 3, 1982, by the owner or operator of the airport, or provisions enacted before September 3, 1982, in governing statutes controlling the owner or operator's financing, provide for the use of the

revenues from any of the airport owner or operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.

2. If the Secretary approves the sale of a privately owned airport to a public sponsor and provides funding for any portion of the public sponsor's acquisition of land, this limitation on the use of all revenues generated by the sale shall not apply to certain proceeds from the sale. This is conditioned on repayment to the Secretary by the private owner of an amount equal to the remaining unamortized portion (amortized over a 20-year period) of any airport improvement grant made to the private owner for any purpose other than land acquisition on or after October 1, 1996, plus an amount equal to the federal share of the current fair market value of any land acquired with an airport improvement grant made to that airport on or after October 1, 1996.
3. Certain revenue derived from or generated by mineral extraction, production, lease, or other means at a general aviation airport (as defined at 49 U.S.C. § 47102), if the FAA determines the airport sponsor meets the requirements set forth in Section 813 of Public Law 112-95
 - b. As part of the annual audit required under the Single Audit Act of 1984, the sponsor will direct that the audit will review, and the resulting audit report will provide an opinion concerning, the use of airport revenue and taxes in paragraph (a), and indicating whether funds paid or transferred to the owner or operator are paid or transferred in a manner consistent with Title 49, United States Code and any other applicable provision of law, including any regulation promulgated by the Secretary or Administrator.
 - c. Any civil penalties or other sanctions will be imposed for violation of this assurance in accordance with the provisions of 49 U.S.C. § 47107.

26. Reports and Inspections.

It will:

- a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;
- b. for airport development projects, make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreements, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request;
- c. for noise compatibility program projects, make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of this Grant Agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request; and
- d. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:
 1. all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and

2. all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

27. Use by Government Aircraft.

It will make available all of the facilities of the airport developed with Federal financial assistance and all those usable for landing and takeoff of aircraft to the United States for use by Government aircraft in common with other aircraft at all times without charge, except, if the use by Government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by Government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that:

- a. Five (5) or more Government aircraft are regularly based at the airport or on land adjacent thereto; or
- b. The total number of movements (counting each landing as a movement) of Government aircraft is 300 or more, or the gross accumulative weight of Government aircraft using the airport (the total movement of Government aircraft multiplied by gross weights of such aircraft) is in excess of five million pounds.

28. Land for Federal Facilities.

It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein as the Secretary considers necessary or desirable for construction, operation, and maintenance at Federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four months after receipt of a written request from the Secretary.

29. Airport Layout Plan.

- a. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, it will keep up to date at all times an airport layout plan of the airport showing:
 1. boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto;
 2. the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities;
 3. the location of all existing and proposed non-aviation areas and of all existing improvements thereon; and
 4. all proposed and existing access points used to taxi aircraft across the airport's property boundary.

Such airport layout plans and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The

sponsor will not make or permit any changes or alterations in the airport or any of its facilities which are not in conformity with the airport layout plan as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility or efficiency of the airport.

- b. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, if a change or alteration in the airport or the facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested, by the Secretary:
 1. eliminate such adverse effect in a manner approved by the Secretary; or
 2. bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities except in the case of a relocation or replacement of an existing airport facility due to a change in the Secretary's design standards beyond the control of the airport sponsor.

30. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, color, and national origin (including limited English proficiency) in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4); creed and sex (including sexual orientation and gender identity) per 49 U.S.C. § 47123 and related requirements; age per the Age Discrimination Act of 1975 and related requirements; or disability per the Americans with Disabilities Act of 1990 and related requirements, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program and activity conducted with, or benefiting from, funds received from this Grant.

- a. Using the definitions of activity, facility, and program as found and defined in 49 CFR §§ 21.23(b) and 21.23(e), the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by or pursuant to these assurances.
- b. Applicability
 1. Programs and Activities. If the sponsor has received a grant (or other federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the sponsor's programs and activities.
 2. Facilities. Where it receives a grant or other federal financial assistance to construct, expand, renovate, remodel, alter, or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.
 3. Real Property. Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.
- c. Duration.

The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is

to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

1. So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or
 2. So long as the sponsor retains ownership or possession of the property.
- d. Required Solicitation Language. It will include the following notification in all solicitations for bids, Requests For Proposals for work, or material under this Grant Agreement and in all proposals for agreements, including airport concessions, regardless of funding source:
- “The (**Town of Stevensville**), in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, [select businesses, or disadvantaged business enterprises or airport concession disadvantaged business enterprises] will be afforded full and fair opportunity to submit bids in response to this invitation and no businesses will be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in consideration for an award.”
- e. Required Contract Provisions.
1. It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the Department of Transportation (DOT), and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT acts and regulations.
 2. It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.
 3. It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.
 4. It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:
 - a. For the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
- f. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other

participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.

- g. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

31. Disposal of Land.

- a. For land purchased under a grant for airport noise compatibility purposes, including land serving as a noise buffer, it will dispose of the land, when the land is no longer needed for such purposes, at fair market value, at the earliest practicable time. That portion of the proceeds of such disposition which is proportionate to the United States' share of acquisition of such land will be, at the discretion of the Secretary, (1) reinvested in another project at the airport, or (2) transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order:

1. Reinvestment in an approved noise compatibility project;
2. Reinvestment in an approved project that is eligible for grant funding under 49 U.S.C. § 47117(e);
3. Reinvestment in an approved airport development project that is eligible for grant funding under 49 U.S.C. §§ 47114, 47115, or 47117
4. Transfer to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport; or
5. Payment to the Secretary for deposit in the Airport and Airway Trust Fund.

If land acquired under a grant for noise compatibility purposes is leased at fair market value and consistent with noise buffering purposes, the lease will not be considered a disposal of the land. Revenues derived from such a lease may be used for an approved airport development project that would otherwise be eligible for grant funding or any permitted use of airport revenue.

- b. For land purchased under a grant for airport development purposes (other than noise compatibility), it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value or make available to the Secretary an amount equal to the United States' proportionate share of the fair market value of the land. That portion of the proceeds of such disposition which is proportionate to the United States' share of the cost of acquisition of such land will, upon application to the Secretary, be reinvested or transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order:

1. Reinvestment in an approved noise compatibility project;
2. Reinvestment in an approved project that is eligible for grant funding under 49 U.S.C. § 47117(e);
3. Reinvestment in an approved airport development project that is eligible for grant funding under 49 U.S.C. §§ 47114, 47115, or 47117
4. Transfer to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport; or
5. Payment to the Secretary for deposit in the Airport and Airway Trust Fund.

- c. Land shall be considered to be needed for airport purposes under this assurance if (1) it may be needed for aeronautical purposes (including runway protection zones) or serve as noise buffer land, and (2) the revenue from interim uses of such land contributes to the financial self-sufficiency of the airport. Further, land purchased with a grant received by an airport operator or owner before December 31, 1987, will be considered to be needed for airport purposes if the Secretary or Federal agency making such grant before December 31, 1987, was notified by the operator or owner of the uses of such land, did not object to such use, and the land continues to be used for that purpose, such use having commenced no later than December 15, 1989.
- d. Disposition of such land under (a), (b), or (c) will be subject to the retention or reservation of any interest or right therein necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with operation of the airport.

32. Engineering and Design Services.

If any phase of such project has received Federal funds under Chapter 471 subchapter 1 of Title 49 U.S.C., it will award each contract, or sub-contract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping or related services in the same manner as a contract for architectural and engineering services is negotiated under Chapter 11 of Title 40 U.S.C., or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.

33. Foreign Market Restrictions.

It will not allow funds provided under this Grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

34. Policies, Standards, and Specifications.

It will carry out any project funded under an Airport Improvement Program Grant in accordance with policies, standards, and specifications approved by the Secretary including, but not limited to, current FAA Advisory Circulars (<https://www.faa.gov/airports/aip/media/aip-pfc-checklist.pdf>) for AIP projects as of May 26, 2022.

35. Relocation and Real Property Acquisition.

- a. It will be guided in acquiring real property, to the greatest extent practicable under State law, by the land acquisition policies in Subpart B of 49 CFR Part 24 and will pay or reimburse property owners for necessary expenses as specified in Subpart B.
- b. It will provide a relocation assistance program offering the services described in Subpart C of 49 CFR Part 24 and fair and reasonable relocation payments and assistance to displaced persons as required in Subpart D and E of 49 CFR Part 24.
- c. It will make available within a reasonable period of time prior to displacement, comparable replacement dwellings to displaced persons in accordance with Subpart E of 49 CFR Part 24.

36. Access By Intercity Buses.

The airport owner or operator will permit, to the maximum extent practicable, intercity buses or other modes of transportation to have access to the airport; however, it has no obligation to fund special facilities for intercity buses or for other modes of transportation.

37. Disadvantaged Business Enterprises.

The sponsor shall not discriminate on the basis of race, color, national origin, or sex, in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26, or in the award and performance of any concession activity contract covered by 49 CFR Part 23. In addition, the sponsor shall not discriminate on the basis of race, color, national origin or sex in the administration of its Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE) programs or the requirements of 49 CFR Parts 23 and 26. The sponsor shall take all necessary and reasonable steps under 49 CFR Parts 23 and 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts, and/or concession contracts. The sponsor's DBE and ACDBE programs, as required by 49 CFR Parts 26 and 23, and as approved by DOT, are incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the sponsor of its failure to carry out its approved program, the Department may impose sanctions as provided for under Parts 26 and 23 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. § 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. §§ 3801-3809, 3812).

38. Hangar Construction.

If the airport owner or operator and a person who owns an aircraft agree that a hangar is to be constructed at the airport for the aircraft at the aircraft owner's expense, the airport owner or operator will grant to the aircraft owner for the hangar a long term lease that is subject to such terms and conditions on the hangar as the airport owner or operator may impose.

39. Competitive Access.

- a. If the airport owner or operator of a medium or large hub airport (as defined in 49 U.S.C. § 47102) has been unable to accommodate one or more requests by an air carrier for access to gates or other facilities at that airport in order to allow the air carrier to provide service to the airport or to expand service at the airport, the airport owner or operator shall transmit a report to the Secretary that:
 1. Describes the requests;
 2. Provides an explanation as to why the requests could not be accommodated; and
 3. Provides a time frame within which, if any, the airport will be able to accommodate the requests.
- b. Such report shall be due on either February 1 or August 1 of each year if the airport has been unable to accommodate the request(s) in the six month period prior to the applicable due date.

File Attachments for Item:

c. Discussion/Decision: Special Event Permit for 2022 Scarecrow Festival

TOWN OF STEVENSVILLE
APPLICATION FOR SPECIAL EVENT PERMIT

APPLICATION DATE: 8-25-22 (Must be at least 14 days prior to event)

NAME OF GROUP OR ORGANIZATION: Scarecrow Festival

CONTACT PERSON: Wesley Knapp 406 529 9715
Cretchen Spiess TELEPHONE: 406-360-6716

ACTIVITY: Scarecrow Festival (not the Brewfest)

LOCATION REQUESTING: Main Street, Bike Path, 3rd Street to Church & Veterans Park

DATE: October 7-8 STARTING TIME: 3pm Friday ENDING TIME: 9pm Friday
9am Saturday 9pm Saturday

ESTIMATED NUMBER OF PEOPLE ATTENDING: 3000 per day

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

HIGHWAY OR STREET CLOSURE? YES NO If yes, please attach MDOT
Street Closure Permit Main Street from Church to 3rd Street

REQUEST FOR BONFIRE? YES NO If yes, please attach Town Burn Permit
1 at corner of Main at Rocky Mt Bank

IS OVERNIGHT CAMPING REQUESTED? YES NO

DO YOU HAVE INSURANCE? YES NO

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

WILL SECURITY BE REQUIRED? YES NO

IF YES, PLANS FOR SECURITY: _____

PLANS FOR CLEAN UP: Friday night / Saturday night / Sunday 2-5

FEE: \$ 315 pd.

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

stevensville scarecrow festival.org



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/25/22

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER BRIAN K POTTON INSURANCE AGENCY 221 Main St Stevensville, MT 59870 10775	CONTACT NAME: Brian Pottton PHONE (A/C, No, Ext): (406)777-3626 E-MAIL ADDRESS: bpotton@farmersagent.com	FAX (A/C, No): (406)777-3526
	INSURER(S) AFFORDING COVERAGE	
INSURED Project 59870 Victoria Howell, Chairman PO Box 8 STEVENSVILLE, MT 59870	INSURER A: United States Liability Insurance Co	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	N	MSE022Y9294	10/07/22	10/08/22	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Special events coverage, Scarecrow Festival 10/7/2022 to 10/10/2022

CERTIFICATE HOLDER**CANCELLATION**

Town of Stevensville
 206 Buck St
 Stevensville, MT 59870

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



SPECIAL EVENT PERMIT APPLICATION

Departmental Review

Event Name: Scarecrow Festival

Date(s): 10/7 + 10/8 2022

Location(s):

Fire Department

Comments:

Approval: [Signature] yes

Name/Title: Chief

Police Department

Comments: Provide road closure plan & purpose i.e. band, vendors, food, beverage.

Approval: [Signature] yes

Name/Title: Officer

Public Works Department

STAGE SET ON FRIDAY A.M.

Comments: PROVIDE ROAD CLOSURE PLAN, PROVIDE ADEQUATE GARBAGE CAPACITY, APPROPRIATE SIGNAGE, DISCUSS SPRINKLER LINE LOCATIONS W/ PW TO AVOID DAMAGE?

Approval: [Signature]

Name/Title: PWORKS

Administration

Comments:

Approval: [Signature] 8-30-22

Name/Title: Steve Gibson Mayor

File Attachments for Item:

d. Discussion/Decision: Town of Stevensville & State of Montana, DOT Memorandum of Agreement for 407 Main Street Sidewalk

**TOWN/STATE
MEMORANDUM OF AGREEMENT
Main St. (S-269)- Sidewalk
September 2022**

This Memorandum of Agreement (Agreement) is made and entered into by and between the Town of Stevensville (Town), a municipal corporation organized and existing under the laws of the State of Montana, 316 N. Park, Helena, MT 59623 and the State of Montana Department of Transportation (“MDT” or “the State”), whose address is 2701 Prospect Ave., P.O. Box 201001, Helena, MT 59620-1001, together referred to as “the Parties.”

The Purpose of this Agreement is to set forth the respective responsibilities and duties of the Parties associated with the maintenance of the sidewalk along Main St (S-269) alongside 407 Main Street (RP 19.6), per MDT’s Detailed Drawings, 608-609 in the Town of Stevensville. This agreement sets forth terms necessary to provide long term maintenance of the sidewalk on Main St. Any encroachment permit granted to the Developer for construction of the Project is explicitly subject and subordinate to the rights and title of MDT and the State of Montana.

WHEREAS, MDT is responsible for planning, designing, constructing and maintaining State highway and roadway associated transportation facilities, including associated pull-offs, parking areas, and rest areas for the use and benefit of the traveling public, in a safe and efficient manner in accordance with Title 23 United States Code (U.S.C.) and Title 60 Montana Code Annotated (MCA) including Main St. (S-269), a commission-designated highway system; and

WHEREAS, The Town has agreed to maintain, or cause to be maintained, the Project; and

WHEREAS, This Agreement must be fully executed before initiation of construction of the Project within commission-designated right-of-way; and

NOW, THEREFORE, The Parties set forth the fundamental duties and responsibilities necessary for the encroachment of the Project into state designated right-of-way.

ARTICLE I. GENERAL OBLIGATIONS OF MDT

1. If the Town does not fulfill their maintenance requirements as stated herein, MDT may complete the required maintenance and seek compensation from the Town. In doing so, MDT must first provide notice to the Town allowing 60 days to complete any such maintenance. If MDT performs such maintenance under this section, it must provide detailed invoices of such costs to the Town.

2. MDT may complete any maintenance required due to public emergency and seek compensation from the Town for any costs incurred. In doing so, MDT may first provide notice to the Town, when possible, allowing time to complete any such maintenance. If MDT performs maintenance under this section, it must provide detailed invoices of such costs to the Town.

ARTICLE II. GENERAL OBLIGATIONS OF THE TOWN

1. The Town agrees any maintenance within MDT right-of-way that requires lane closure or equipment must be reviewed and approved by MDT Missoula District maintenance staff prior to initiation of the maintenance.
2. The Town agrees that no fixture, building, structure, or other permanent installation will be constructed or placed within MDT right-of-way without prior written approval from MDT.
3. The Town shall complete the necessary environmental processes for modification to the state highways and roadways and demonstrate that all, if any, environmental issues associated with the proposed project have been identified and mitigated. The Town agrees it will prepare and file any required environmental documents and apply for and obtain any permits required by other governmental agencies at no expense to MDT prior to maintenance taking place within MDT right-of-way.
4. The Town agrees to be responsible for any and all damages to MDT's facilities caused by the Town, the Town's staff or contractors, or resulting from the Town's operations. The Town must repair any and all damages, at its sole expense, after notification of damage by MDT and approval of repair work needed, method of repair, and schedule for repair.
5. If the Town fails to perform or cause to be performed, the maintenance obligations as required by this agreement within 60 days of written notification from MDT, MDT may complete the required maintenance and the Town shall be required to compensate MDT for its performance of said maintenance.
6. MDT may complete any maintenance required due to a public emergency without prior notice to the Town. The Town agrees to be responsible for and to reimburse MDT for said maintenance, including Indirect Costs.

ARTICLE III-PROJECT SPECIFIC FEATURES

1. Sidewalk
 - a. Upon completion of the Project by the Town and its Contractor, the Town agrees that it is responsible, at no cost to MDT, to service, maintain, repair, and pay the cost of operating the sidewalk within the project limits, such that it does not negatively impact the operation of the sidewalk or the safety of the traveling

public. If all or part of the Project becomes unsafe for use, the Town agrees to restrict access to the affected area until the condition has been remedied.

- b. For the purposes of this Agreement, “maintenance of a sidewalk” is defined as: grinding or milling down displacements; surface patching; crack sealing; sweeping; cleaning; washing; replacing portions of damaged sidewalk; removal of snow and ice; repair of chipped, fractured, or broken surface from any cause, including but not limited to frost heaving, landscaping, tree roots, or encroachments; removal of debris and other obstructions or impediments to safe pedestrian travel; and any and all other normally accepted maintenance practices.

ARTICLE IV – GENERAL TERMS AND CONDITIONS

1. **Term** – The term of this Agreement shall be ten (10) years. After the initial ten (10) year term, this Agreement will renew automatically, for successive one (1) year terms, unless superseded by a new Agreement between the parties.
2. **Termination** – This Agreement may be terminated by MDT if the Town has violated or breached any term, condition or article of this Agreement and the Town has failed to correct the same within 60 days of receiving notice in writing addressed to the Town at the addresses shown above, from MDT of such violation or breach of any term condition or article of this Agreement. If this Agreement is terminated, the improvements become the property of MDT, without reimbursement. MDT will maintain the Project as it sees fit and may remove it without Town approval. MDT may seek compensation for maintenance or removal of the Project from the Town.
3. **Hold Harmless & Indemnification**

The Town agrees to protect, defend, indemnify, and hold MDT, its elected and appointed officials, agents, and employees, while acting within their duties as such, harmless from and against all claims, liabilities, demands, causes of action, and judgments (including the cost of defense and reasonable attorney fees) arising in favor of or asserted by the Town’s employees or third parties on account of personal or bodily injury, death or damage to property, arising out of the acts or omissions of the Town, its agents, or sub-contractors, under this Agreement, except the negligence of MDT.

The State and Department of Transportation agrees to protect, defend, indemnify, and hold the Town, its elected and appointed officials, agents, and employees, while acting within their duties as such, harmless from and against all claims, liabilities, demands, causes of action, and judgments (including the cost of defense and reasonable attorney fees) arising in favor of or asserted by the MDT’s employees or third parties on account of personal or bodily injury, death or damage to property, arising out of the acts or omissions of MDT, its agents, or sub-contractors, under this Agreement, except the negligence of the Town.

4. Insurance

- a. **General Requirements:** Each party shall maintain for the duration of this Agreement, at its own cost and expense, insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the duties and obligations in this Agreement by each party, its agents, employees, representatives, assigns, or sub-contractors. This insurance shall cover such claims as may be caused by any negligent act or omission.
- b. **General Liability Insurance:** Each party shall purchase and maintain occurrence coverage with combined single limits for bodily injury, personal injury, and property damage of \$1 million per occurrence and \$2 million aggregate per year to cover such claims as may be caused by or arising out of any negligent acts or omissions in work or services performed under this Agreement, or as established by statutory tort limits as provided by a public entity self-insurance program either individually or on a pool basis as provided by Mont. Code Ann. Title 2, Chapter 9.
- c. **General Provisions:** All insurance coverage must be with a carrier licensed to do business in the State of Montana or by a public entity self-insured program either individually or on a pool basis. Each party must notify the other immediately of any material change in insurance coverage, such as changes in limits, coverage, change in status of policy, etc. Each party reserves the right to request complete copies of the other party's insurance policy or self-insured memorandum of coverage at any time.
- d. **Workers' Compensation Insurance:** The Town must maintain workers' compensation insurance and require its contractors and its contractor's sub-contractors to carry their own workers compensation coverage while performing work within MDT right-of-way in accordance with Mont. Code Ann. §§39-71-401 and 39-71-405. Neither the contractor nor its employees are employees of MDT. This insurance/exemption must be valid for the entire Agreement period.

5. Public Safety

If any repairs to the elements of the Project must be performed to address or prevent a public hazard, the Town will immediately protect the area from public access, contact MDT Missoula District Maintenance, and make reasonable and timely effort to correct or repair the hazard.

6. Invoicing and Indirect Cost (IDC)

If MDT incurs any costs resulting from this Agreement, MDT shall be entitled to be compensated for such costs by the Town and the Town shall pay the same within thirty (30) days of its receipt of such invoices.

Section 17-1-106, MCA, requires any state agency, including MDT, which receives non-general funds to identify and recover its indirect costs (IDC). These costs are in addition to direct project costs. MDT's IDC rate is determined annually as a percentage of the project's direct costs to cover the project's share of MDT's IDC as defined by 2 CFR Part

200, Appendix VII. MDT's current IDC rate is 10.71% for fiscal year 2023 (July 1, 2022 to June 30, 2023). If the work occurs or extends into fiscal year 2023 or beyond the IDC rate will be charged at the rate agreed to by MDT and the Federal Highway Administration (FHWA).

- a. Invoice will be sent to:

Town of Stevensville
Attn: Town Clerk
206 Buck Street
Stevensville, MT 59870

- b. Payments shall be made to:

Montana Department of Transportation
Attention: Collections
2701 Prospect Avenue
PO Box 201001
Helena, MT 59620-1001

9. Choice of Law and Venue

This Agreement shall be governed by the laws of Montana. The parties agree that any litigation concerning this Agreement must be brought in the First Judicial District Court, in and for the County of Lewis and Clark, State of Montana, and each party shall pay its own costs and attorney fees, except as otherwise noted in this Agreement on Indemnification. In case of conflict between the terms and conditions of this Agreement and the laws of the State of Montana, the laws of the State of Montana shall control.

10. Binding Effect – The benefits and obligations set forth in this Agreement shall be binding upon, and inure to the benefit of, their respective successors, administrators and assigns of the Parties.

11. Relationship of Parties – Nothing contained in this Agreement shall be deemed or construed (either by the Parties hereto or by any third party) to create the relationship of principal and agent or create any partnership joint venture or other association between the Parties.

12. Non-Discrimination – The Town will require that during the performance of any work arising out of this Agreement the Town, for itself, assignees, and successors shall comply with all applicable non-discrimination regulation set forth in Attachment “A” attached hereto and made part of this Agreement.

13. ADA - MDT requires that any construction or maintenance resulting from this Agreement must include appropriate pedestrian facilities that meet or exceed current MDT standards for accessibility as set forth by the United States Department of Justice

2010 ADA Standards for Accessible Design, United States Access Board Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way (2011 PROWAG), and MDT's Detailed Drawings, 608 series.

14. Audit – The Legislative Auditor and the Legislative Fiscal Analyst may, without prior notice and during normal business hours, audit, at their own cost and expense, all records, reports, and other documents the Town maintain in connection with this Agreement.
15. Access and Retention of Records – The Town agrees to provide the State, Legislative Auditor, or their authorized agents access to any records necessary to determine compliance with this MOA (Mont. Code Ann. §18-1-118). The Town agrees to create and retain records supporting this Agreement for a period of three years after the completion date of this Agreement or the conclusion of any claim, litigation or exception relating to the Agreement taken by the State of Montana or a third party.
16. Highway Modifications – If MDT modifies or improves Prospect Avenue or roadway facilities, the Town will modify, upon reasonable notice at no expense to MDT, the Project accordingly.
17. Revocation – This Agreement is revocable by MDT in the event that the Project facilities within the right-of-way cease to be used by the Town for a period of one year or abandoned otherwise. Upon revocation or abandonment, the system facilities must be removed in compliance with this Agreement.
18. Utilities – The right of any private or public utility now lawfully occupying the right-of-way to operate and maintain utility facilities supersedes any right granted by this Agreement to the Town. Copies of existing utility permits may be obtained from the MDT District Utility Agent.
19. Amendment and Modification – The Parties may modify or amend this Agreement only by a written Addendum signed by the Parties. In addition to the terms and conditions contained herein, the provisions of any Addendum may be incorporated and made a part hereof by this reference in the terms of the amendment so provided. In the event of any conflict between the terms and conditions hereof and the provision of any Addendum, the provision of the Addendum shall control, unless the provisions thereof are prohibited by law.
20. Representatives
 - a. Town's Representative: The Town's Representative for this Agreement shall be the Town Mayor or designee or such other individual as Town shall designate in writing. Whenever approval or authorization from or communication or submission to Town is required by this Agreement, such communication or submission shall be directed to the Town's Representative and approvals or authorizations shall be issued only by such Representative; provided, however, that

in exigent circumstances when Town's Representative is not available, MDT may direct its communication or submission to other designated Town personnel or agents.

- b. MDT's Representative: The MDT Representative for this Agreement shall be the District Administrator or Maintenance Chief or such other individual as MDT shall designate in writing. Whenever direction to or communication with MDT is required by this Agreement, such direction or communication shall be directed to MDT's Representative; provided, however, that in exigent circumstances when MDT's Representative is not available, Town may direct its direction or communication or submission to other designated MDT personnel or agents.

21. Counterpart Execution - This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same Agreement. The counterparts of this Agreement may be executed and delivered by facsimile or other electronic signature by any of the parties to any other party and the receiving party may rely on the receipt of such document so executed and delivered by facsimile or other electronic means as if the original had been received.

(Signature Pages to Follow)

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representative effective as of the date of final signature.

SIGNATURES:

MONTANA DEPARTMENT OF TRANSPORTATION

Date: _____ By: _____
Montana Department of Transportation

Title Printed name

Approved for Legal Content: By: _____

Approved for Civil Rights Content: By: _____

TOWN OF STEVENSVILLE

TOWN MAYOR
Town of Stevensville, Montana

ATTEST:

APPROVED AS TO FORM AND CONTENT:

Town Clerk

Town Attorney

ATTACHMENT A

MDT Nondiscrimination and Disability Accommodation Notice

MDT NONDISCRIMINATION AND DISABILITY ACCOMMODATION NOTICE

Montana Department of Transportation (“MDT”) is committed to conducting all of its business in an environment free from discrimination, harassment, and retaliation. In accordance with State and Federal law MDT prohibits any and all discrimination and protections are all inclusive (hereafter “protected classes”) by its employees or anyone with whom MDT does business:

Federal protected classes

Race, color, national origin, sex, sexual orientation, gender identity, age, disability, income-level & Limited English Proficiency

State protected classes

Race, color, national origin, parental/marital status, pregnancy, childbirth, or medical conditions related to pregnancy or childbirth, religion/creed, social origin or condition, genetic information, sex, sexual orientation, gender identification or expression, ancestry, age, disability mental or physical, political or religious affiliations or ideas, military service or veteran status, vaccination status or possession of immunity passport

For the duration of this contract/agreement, the PARTY agrees as follows:

(1) Compliance with Regulations: The PARTY (hereinafter includes consultant) will comply with all Acts and Regulations of the United States and the State of Montana relative to Non-Discrimination in Federally and State-assisted programs of the U.S. Department of Transportation and the State of Montana, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

(2) Non-discrimination:

- a. The PARTY, with regard to the work performed by it during the contract, will not discriminate, directly or indirectly, on the grounds of any of the protected classes in the selection and retention of subcontractors, including procurements of materials and leases of equipment, employment, and all other activities being performed under this contract/agreement.
- b. The PARTY will provide notice to its employees and the members of the public that it serves that will include the following:
 - i. A statement that the PARTY does not discriminate on the grounds of any protected classes.
 - ii. A statement that the PARTY will provide employees and members of the public that it serves with reasonable accommodations for any known disability, upon request, pursuant to the Americans with Disabilities Act as Amended (ADA).
 - iii. Contact information for the PARTY’s representative tasked with handling non-discrimination complaints and providing reasonable accommodations under the ADA.
 - iv. Information on how to request information in alternative accessible formats.

- c. In accordance with Mont. Code Ann. § 49-3-207, the PARTY will include a provision, in all of its hiring/subcontracting notices, that all hiring/subcontracting will be on the basis of merit and qualifications and that the PARTY does not discriminate on the grounds of any protected class.

(3) Participation by Disadvantaged Business Enterprises (DBEs):

- a. If the PARTY receives federal financial assistance as part of this contract/agreement, the PARTY will make all reasonable efforts to utilize DBE firms certified by MDT for its subcontracting services. The list of all currently certified DBE firms is located on the MDT website at mdt.mt.gov/business/contracting/civil/dbe.shtml
- b. By signing this agreement, the PARTY assures MDT that:

The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

- c. The PARTY must include the above assurance in each contract/agreement the PARTY enters.

(4) Solicitation for Subcontracts, Including Procurement of Materials and Equipment: In all solicitations, either by competitive bidding, or negotiation, made by the PARTY for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the PARTY of the PARTY's obligation under this contract/agreement and all Acts and Regulations of the United States and the State of Montana related to Non-Discrimination.

(5) Information and Reports: The PARTY will provide all information and reports required by the Acts, Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information and its facilities as may be determined by MDT or relevant US DOT Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the PARTY will so certify to MDT or relevant US DOT Administration, as appropriate, and will set forth what efforts it has made to obtain the information.

(6) Sanctions for Noncompliance: In the event of a PARTY's noncompliance with the Non-discrimination provisions of this contract/agreement, MDT will impose such sanctions as it or the relevant US DOT Administration may determine to be appropriate, including, but not limited to:

- a. Withholding payments to the PARTY under the contract/agreement until the PARTY complies; and/or
- b. Cancelling, terminating, or suspending the contract/agreement, in whole or in part.

(7) Pertinent Non-Discrimination Authorities: During the performance of this contract/agreement, the PARTY, for itself, its assignees, and successor in interest, agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Federal

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21;
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airways Improvement Act of 1982, (49 U.S.C. § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (broadened the scope, coverage, and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients, and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Non-Discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English Proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);

- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. § 1681 *et seq.*).
- Executive Order 13672 prohibits discrimination in the civilian federal workforce on the basis of gender identity and in hiring by federal contractors on the basis of both sexual orientation and gender identity.

State

- Mont. Code Ann. § 49-3-205 Governmental services;
- Mont. Code Ann. § 49-3-206 Distribution of governmental funds;
- Mont. Code Ann. § 49-3-207 Nondiscrimination provision in all public contracts.

(8) Incorporation of Provisions: The PARTY will include the provisions of paragraph one through seven in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and/or directives issued pursuant thereto. The PARTY will take action with respect to any subcontract or procurement as MDT or the relevant US DOT Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the PARTY becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the PARTY may request MDT to enter into any litigation to protect the interests of MDT. In addition, the PARTY may request the United States to enter into the litigation to protect the interests of the United States.