



**Stevensville Town Council Meeting
Agenda for
THURSDAY, NOVEMBER 10, 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 09/22/2022
 - [b.](#) Special Town Council Meeting Minutes 09/28/2022
 - [c.](#) Town Council Meeting Minutes 10/13/2022
 - [d.](#) Town Council Meeting Minutes 10/27/2022
5. Approval of Bi-Weekly Claims
 - [a.](#) Claims #18025-#18052
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/Decision: Resolution No. 513, a Resolution Amending the Budget for Fiscal Year 2022/2023
10. Unfinished Business
 - [a.](#) Discussion/Decision: Second Reading of Ordinance No. 150, an Ordinance Amending Chapter 24- Traffic and Vehicles to Read J-Turns are prohibited on Main Street from the North Town Limits to the South Town Limits
11. New Business
 - [a.](#) Discussion/Decision: Suspension of Town Council Rules to Cancel the November 24, 2022, Town Council Meeting in Observance of the Thanksgiving Holiday and Authorizing Claims to be Paid out of Cycle
12. Board Reports
13. Town Council Comments
14. Executive Report
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 09/22/2022

Stevensville Town Council Meeting Minutes
for THURSDAY, SEPTEMBER 22, 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 Councilmembers Barker, 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)

NONE

4. Approval of Minutes

a. Town Council Meeting Minutes 08/25/2022

Mayor Gibson: introduced meeting minutes for 8/25/22

Councilmember Michalson: make a motion to approve meeting minutes for 8/25/22

Councilmember Barker: 2nd.

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

Councilmember Barker:

Councilmember Brown:

Councilmember Michalson:

Councilmember Wolff:

Mayor Gibson: passes 4-0

5. Approval of Bi-Weekly Claims

a. Claims #17848-#17955

Mayor Gibson: introduced bi-weekly claims.

Councilmember Wolff: make a motion to approve the claims #17848-#17955.

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd, any questions regarding the claims.?

Councilmember Wolff: Burnt Fork Commission.

Pam Sosa, Finance Officer: that is actually water that we receive.

Jenelle Berthoud, Town Clerk: that is actual inches of water that we pay for out of the ditch.

Councilmember Wolff: New Fields, \$2140.00 pre-application meeting, I am assuming this is new.

Mayor Gibson: this has to do with the water rights, we are having another meeting with Ross Miller and New Fields, looks like we have \$6500.00 left and if we need more we will come back to the council.

Councilmember Wolff: two people that had a closing with a title company and they over paid and they are being refunded. Does that happen very often?

Pam Sosa, Finance Officer: correct, it has happened a few time before. Not sure if it is the same title company. Melanie has been trying to catch up with the title companies.

Councilmember Brown: I checked one the one and the title company was not who I work for. For the most part the title companies should be calling for a payoff.

Mayor Gibson: any further discussion on the claims? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

6. Administrative Reports

NONE

7. Guests

NONE

8. Correspondence

NONE

9. Public Hearings

a. Discussion/Decision: Bid Opening for Audit Services

Mayor Gibson: introduced public hearing item a.

Jenelle Berthoud, Town Clerk: opened the RFP for audit services. It is from Denning, Downey and Associates out of Kalispell. I will just read the first amount where we talk about the number

of years to be audited and then I will read the dollar amount for those audits and the consulting amount. (Jenelle Berthoud, Town Clerk read the letter provided by Denney, Downing and Associates) dollar amounts are as follows: FY20/21 audit \$57,900.00 consulting at \$255.00 per hour. FY June 2022 audit \$62,900.00 consulting at \$270.00 per hour. FY June 23 audit \$69,900.00 consulting at \$285.00 per hour.

Mayor Gibson: I think that most of you are aware of, we have a problem here and goes back 2-3 years and it is a little costly we have to do something it impacts our grants and many other things. It is up to the council, have Mr. Denny proceed or ask questions.

Councilmember Barker: I think that a presentation would be nice.

Robert Denning: my propose is an all-inclusive proposal I want to bring your attention (waiting on copies for the council) I am aware of the issues that the town is facing. One of the issues is cash balancing, I propose that I come in and balance your cash for the last two years train your staff on closing the books for the last two years, and then audit those books for the last two years and do that all this year, because we are two years behind. I was told that this was not a federal audit, meaning that under those two years you did not receive more than \$750,000.00 in grant money. On the schedule there is a \$7,000.00 charge for this if this happens.

Mayor Gibson: earlier you said \$57,000.00 for the first year is that \$57,000.00 plus \$30,000.00?

Robert Denning: I am assuming that you are going to need the cash balancing for two years so, it would. If we add up the numbers, it would be.

Mayor Gibson: my question is what it is going to cost the first year because we have a budget.

Robert Denning: bottom line, my best estimate is \$200,000.00. you have to have FY21 and FY22 and that is just shy of \$200,000 that is due in June of 2023. FY21 is already late and FY22 is due, and the state is due in June. This is for two fiscal years.

Mayor Gibson: I will ask Pam, where do we get all of this money? I know that we have some CARES money do we know how much CARES money we have left, \$100,000.00

Robert Denning: fix your cash problem, when I say fix your cash problem, I don't mean just gloss over it, we will find everything. For your financial statements, complete and they are due to the state by December 31st. the goal is that you had 15 audit findings last time, if I can work with Pam and at closing time, we can reduce that number. You are being fined right now for the late audit.

Councilmember Michalson: cost of the federal audit, if you don't find anything over \$750,000.00?

Robert Denning: if your federal value was over \$750,000.00 in each year then you do not have to have a federal audit, here is a trick that you should know, if you have a federal audit, they have to pay for that out of the grants.

Mayor Gibson: last year we would not, this year we will with the ARPA grant.

Robert Denning: correct. We would accumulate all of the federal grants.

Councilmember Wolff: is there anything that would exceed these numbers that might affect it.

Robert Denning: I can honestly say no, with the exception if I was to run into fraud, the fraud is not included. If that was to happen, I would come to you directly.

Mayor Gibson: if the council were to approve this you need to know soon.

Robert Denning: yes, here is the dilemma right now there is this massive shortage of auditors I currently have nine other large proposals and they were given the same deadlines. I did make the commitment to Steve that if the council approves this I will sign.

Mayor Gibson: is there any public comment? Is there a motion to approve?

Councilmember Michalson: I make a motion to approve Denning, Downey and Associates.

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd, any further discussion?

Councilmember Barker: I just want to make sure you are confident that we have the funds.

Mayor Gibson: that is why I asked the question.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0.

b. Discussion/Decision: Bid Opening for IT Services

Mayor Gibson: introduced public hearing item b.

Jenelle Berthoud, Town Clerk: we received two bids, the first one is from Kelley Connect they are out of Missoula. The dollar amount for IT services is \$2,600.00 per month. The second one is from First Call, and they are out of Missoula and is who we are currently using. The dollar amount for IT services is \$2,200.00 per month.

Mayor Gibson: a gentleman is here from Kelley Connect would you like him to present.

Councilmember Barker: is there a way to have them both here to present?

Mayor Gibson: Councilmember Michalson would you like to , there are some complicated things here. In relationship to the phone system, my suggestion would be and that is up to you, would be to table this until Jenelle, Jenelle and Pam have been working very hard on this. The current contract runs until November 1st. We could hold a special meeting to discuss this. If somebody would like to make a motion to table.

Councilmember Barker: I would like to make a motion to table this for a Special Town Council Meeting.

Jenelle Berthoud: I would need 48 hours to post this meeting.

Councilmember Barker: I make a motion to table this meeting for September 28th at 6:00 pm.

Councilmember Michalson: 2nd.

Mayor Gibson: I would just want to make sure that Jenelle is good with that.

Jenelle Berthoud: yes, tomorrow I will put that meeting on and invite Kelley Connect and First Call.

Mayor Gibson: can you make it earlier Councilmember Brown.

Councilmember Brown: I can make it earlier.

Councilmember Barker: I will rescind my motion and make it 5:00 pm.

Mayor Gibson: how about 2:00 pm? 3:00 pm. Is everybody okay with 3 or 4.

Jenelle Berthoud: September 28, 2022, at 3:00 pm

Councilmember Barker: September 28, 2022, at 3:00 pm

Councilmember Michalson: I 2nd that.

Mayor Gibson: Jenelle call for the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

c. Discussion/Decision: Bid Opening for Growth Policy Planning

Mayor Gibson: no bids came in for the Growth Policy.

d. Discussion/Decision: First Reading of Ordinance No. 170, an Ordinance Adopting Revised Building & Technical Codes Required by the State of Montana by Amending Chapter 6 of the Stevensville, MT Municipal Code

Mayor Gibson: introduced public hearing item d.

Jenelle Berthoud: tonight, is the first reading and the second reading will be at the next meeting.

Councilmember Michalson: I make a motion to approve the first reading.

Councilmember Wolff: 2nd.

Mayor Gibson: motion and a 2nd. Council discussion? Public comment? Jenelle, please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

10. Unfinished Business

NONE

11. New Business

a. Discussion/Decision: Resolution No. 510 a Resolution Setting a Fee for the Stevensville City Court Judge

Mayor Gibson: introduced new business item a.

Councilmember Michalson: make a motion to approve Resolution No. 510.

Councilmember Wolff: 2nd.

Mayor Gibson: motion and a 2nd. Public comment?

Councilmember Michalson: I would like to make a clarification and I know that it was brought up at the budget meeting. Read from MCA code.

Mayor Gibson: that is correct, any further discussion? Jenelle, please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

b. Discussion/Decision: Resolution No. 511 a Resolution Requesting Distribution of BARSA Funds for FY 22/23

Mayor Gibson: introduced new business item b. It comes in two payments, about \$140,000.

Pam Sosa: I am not sure, but I think that it is less.

Councilmember Wolff: I spoke with Robert, and it is \$36,000.00.

Mayor Gibson: I want to be clear, that the total of the two payments is over \$70,000.00 I would like to know what it is, I would like to wait. Councilmember Wolff made a good point, we might want to table this.

Councilmember Wolff: I make a motion to table resolution No. 511, to the next meeting October 13, 2022.

Councilmember Barker: in the budget that we passed it says \$47,000.00

Councilmember Wolff: could be money that is rolling over.

Mayor Gibson: this is a motion to table is there a 2nd?

Councilmember Michalson: 2nd to table

Mayor Gibson: motion and a 2nd, Jenelle call for the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0 to table.

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

Mayor Gibson: introduced new business item c. we have advertised for the half time position have we had any?

Pam Sosa: we have had one. They did not have any financial experience behind them.

Mayor Gibson: right now, it would run through December, this is from recommendation from Chief Sosa.

Councilmember Wolff: I will make a motion to approve.

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd. Council discussion? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

d. Discussion/Decision: Consent to the Mayor's Appointment of Daniel Revell to the Planning & Zoning Board

Mayor Gibson: introduced new business item d.

Councilmember Michalson: I make a motion to approve.

Councilmember Wolff: 2nd.

Mayor Gibson: motion and a 2nd, any comment.

Councilmember Barker: it would be nice if these people would present when they are appointed to a board.

Mayor Gibson: I agree, further discussion? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

e. Discussion/Decision: Consent to the Mayor's Appointment of Cindy Brown to the Airport Board

Mayor Gibson: introduced new business item e.

Councilmember Barker: make a motion to appoint Cindy Brown to the Airport Board

Councilmember Michalson: 2nd.

Mayor Gibson: motion and a 2nd. Discussion? Jenelle, please take the vote.

Councilmember Barker: aye.

Councilmember Brown: abstain

Councilmember Michalson: aye.

Councilmember Wolff: aye

Mayor Gibson: passes 3-0 with one abstain.

f. Discussion/Decision: Consent to the Mayor's Appointment of Marilyn Wolff to the TIFD/TEDD Board

Mayor Gibson: introduced new business item f.

Councilmember Michalson: make a motion to approve consent of Marilyn Wolff.

Councilmember Barker: 2nd.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye. I accept.

Mayor Gibson: passes 4-0.

12. Executive Report

Mayor Gibson: I was hoping \$100,000.00 but it is very much needed. This is very important a little costly, but we know why. I have confidence in this gentleman. The IT thing is complicated I think that it is good to table it. ARPA has to be to the state by October 24, 2022, so at the next meeting we will see that. It is also complicated. What this hopes to do is fix the leaks and water storage. I don't think that we have to pay this all-up front, it is only as we do stuff.

13. Town Council Comments

14. Board Reports

Councilmember Barker: The Park Board met, and we discussed about bringing back the baseball fields to Lewis & Clark Park, for youth baseball. This would be at no cost to the town, they would supply the dirt and what is needed to bring those fields back up. Spoke about replacing wood chips at the park.

Councilmember Michalson: received a phone call from Cody Ferguson, staffing issues and they are working on the subdivision regulations.

Councilmember Wolff: The Airport Board Meeting was held, most of the items were tabled until they have more information.

Mayor Gibson: Jenelle I spoke with Tim about an item to be put on the agenda.

Councilmember Wolff: there was a presentation on the FBO.

Councilmember Brown: under public hearings number c, bid opening for growth policy?

Mayor Gibson: no one submitted.

15. Adjournment

APPROVE:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

b. Special Town Council Meeting Minutes 09/28/2022

Stevensville Special Town Council Meeting Minutes
for WEDNESDAY, SEPTEMBER 28, 2022, 3:00 PM
206 Buck Street, Town Hall

CONDENSED MINUTES

1. Call to Order and Roll Call

Mayor called the meeting to order, councilmembers Barker, 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)

NONE.

4. Unfinished Business

a. Discussion/Decision: Resolution No. 511 a Resolution Requesting Distribution of BARSAs Funds for FY 22/23

Mayor Gibson: introduced unfinished business, item a. it is pretty self-explanatory you have the sheet on how much we get.

Councilmember Barker: make a motion to approve Resolution No. 511, a Resolution Requesting Distribution of BARSAs Funds for FY 22/23

Councilmember Michalson: 2nd.

Mayor Gibson: motion and a 2nd. Questions or discussion? Councilmember Wolff?

Councilmember Wolff: is there any role over or remaining money from FY21/22.

Pam Sosa, Finance officer: there was about \$6,000.00 that rolled over.

Councilmember Wolff: is that included in our distribution?

Pam Sosa: no.

Councilmember Wolff: so, \$6,000.00 more than that.

Mayor Gibson: is there any public comment? Further discussion? Jenelle, please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

b. Discussion/Decision: RFP for IT Services

Mayor Gibson: introduced unfinished business, RFPs for IT services. As you know we had this on the last agenda and there was some questions. With the council's permission, Jenelle would you please give an overview about the phones.

Jenelle Berthoud, Town Clerk: gave a brief overview of the internet phone systems. First Call was able to give me some background on the phones and we have about 4 years left on the warranty. If we were to change companies the warranty for those phones would follow us.

Mayor Gibson: Jenelle correct me if I am wrong, First Call is \$200.00 less than the other company.

Jenelle Berthoud, Town Clerk: re-read the bids from both companies. First Call they came in at \$2,200.00 per month. Kelley Connect they came in at \$2,600.00 per month.

Mayor Gibson: if First Call representative would like to speak.

Connor Smith: First Call IT services. Simply put I want to have a win-win relationship with the town. I think that there are opportunities to work closer together. We are here to support, there are opportunities to work closer together. Jenelle and I have had some good conversations on where we need to go.

Eric Clausen: Kelley Connect IT services, I appreciate you all having me here. Jenelle has been great allowing us to understand where you are. Being more proactive. Looking at what you have currently and what is the long term for the future. What makes the big difference is the relationship with you.

Mayor Gibson: questions from the council.

Councilmember Wolff: questions for First Call. What would you say is the average number of calls per month for assistance.

Connor Smith: tech time, .3 per hour per end point and there are 18 end points, about 6 hours per month on average. That is actually good.

Councilmember Wolff: what are the issues?

Connor Smith: line of business applications. Software that you use. New users, changers.

Councilmember Wolff: would these fall in extra chargers?

Connor Smith: those do not, all of those covered.

Councilmember Wolff: so those extra charges on the claims what would those be?

Connor Smith: new computer, phone handset, things like that.

Councilmember Wolff: onboarding fee?

Connor Smith: no there is not.

Councilmember Wolff: term policies?

Connor Smith: I did put a note in there about that. Standard terms and conditions. We basically want to comply with what the town needs.

Councilmember Wolff: age limit on the computers?

Connor Smith: age does not matter, just whether it is compatible with current software.

Councilmember Wolff: can the town select their own computers or laptops, or do you have to do the purchasing?

Connor Smith: you can do that and then just use our labor.

Councilmember Wolff: on the cloud back up that you offer, if it gives 250 gigabytes, that is included in the contract.

Connor Smith: right.

Councilmember Wolff: what is our current gigabytes that we have used?

Connor Smith: this is a discussion that we had, where data is being stored. On PC's, on the cloud on the server. Moving to a dot gov. is one of those things.

Councilmember Wolff: I take it we have not exceeded that limit to be charged.

Connor Smith: no.

Councilmember Wolff: what is the price per hour for a virus removal?

Connor Smith: support is part of the agreement, \$130.00 per hour in 15-minute increments.

Mayor Gibson: we are close to getting the dot gov.

Pam Sosa: yes, we just need to get some information from one of these companies.

Connor Smith: yes, that is the correct approach.

Councilmember Michalson: how do you factor cyber security?

Connor Smith: we have that built in. Backups, fire walls in the agreement. Software patch management. Criminal justice may have some higher end requirements and those would have to be worked out.

Councilmember Michalson: police department, public works.

Connor Smith: right, fire walls are in place, off sight logging is in place. House keeping item on where data is being stored. Digital assets and where they are being stored

Councilmember Michalson: email security?

Connor Smith: this will improve, moving into a dot gov and Microsoft 365.

Councilmember Michalson: sometimes we have trouble with our streaming is that included too?

Connor Smith: band width is a separate issue, internet provider, the wireless system and your cameras associated with that.

Mayor Gibson: along those lines, the only real issue that we have now is the sound.

Jenelle Berthoud: yes.

Councilmember Barker: cost, \$2,200.00 per month. 18 PC's. how many PC's do we have with you right now?

Connor Smith: 18.

Councilmember Brown: do you do training to the staff for suspicious emails and stuff?

Connor Smith: we do, fish testing and are included in the agreement, we do not do training on Microsoft 365.

Councilmember Brown: if the staff gets suspicious emails?

Connor Smith: it goes to the help desk, and we research those.

Mayor Gibson: just to clarify, Jenelle and I had conversations early on and how they wanted to be involved with both the council and the staff and in the past, those offers were rejected by the previous administration.

Jenelle Berthoud: yes.

Mayor Gibson: they are more than willing to do that and have offered in the past and it was rejected.

Connor Smith: it goes right to his point, IT anymore, we have to know your people and your objectives. The more we understand and what is going on.

Mayor Gibson: one more clarification, I think that was part of the past, was that I don't think, I think what happened in the past should stay in the past.

Councilmember Wolff: extended hours of service. You and from what I read that there are additional charges outside of that. Cloud backups?

Eric Clausen: cloud backups, we don't have a centralized area to back up. We recommend that you go over to Office 365 and leveraging them to back up data before we add another. If we want to centralize, we can look at that.

Councilmember Wolff: how long is the data stored?

Eric Clausen: office 365, and they back up, you have that back up for ever.

Councilmember Wolff: your contract does not allow pc's to be over 5 years of age.

Eric Clausen: we are a bit lenient about that. It is really about dealing with failing equipment. When it is beyond Microsoft's life, security risk.

Councilmember Wolff: your contract states that we have to go with you when handling the purchase, going through your company.

Eric Clausen: that is not it, you do not have to get it through us. We do not have to be stuck to that.

Councilmember Wolff: the town has “non-standard” phones.\$220.00 per hour.

Eric Clausen: allwarx phones, I talked to them, we can transfer the license for you, we can hold the licenses, and Anders can handle that for \$225.00 per month.

Mayor Gibson: they are internet phones.

Councilmember Brown: same questions about cyber security. I go through that training. Being part of a network system, we hear about others going through an attack.

Eric Clausen: it is a great question; you may have noticed that we have a lot of things around cyber security. This is the future on cyber security, this uses AI technology, hacking behaviors. I would not expect.

Councilmember Wolff: I did see a difference between the two. 18 users.

Eric Clausen: I was going off of the RFP.

Jenelle Berthoud: that is why we are doing this, for clarification.

Connor Smith: confusion is end points versus users. Email accounts, lower number.

Eric Clausen: we are only concerned about users that have an email account.

Councilmember Brown: both of you said, moving to Microsoft 365, I have a question, have both of you looked at the PC's here, police department and at the sewer plant are they capable.

Eric Clausen/Connor Smith: no.

Mayor Gibson: the get out clause, the was 90 days and now it is 30 days, they are both great companies, just keep in mind that we have a 30 day out clause with both companies, First Call and Kelley Connect. Is there a motion

Councilmember Wolff: I would like to stay with our current provider, based on price.

Mayor Gibson: we have a motion for First Call.

Councilmember Barker: 2nd.

Mayor Gibson: there is a motion and a 2nd, is there further discussion? Seeing none, to be clear there is a motion and a 2nd to award the contract to First Call. Jenelle, please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: no.

Councilmember Wolff: aye.

Mayor Gibson: passes 3-1. We will get with First Call and the contract ends November 1st. We will have that attorney review the contract.

5. Adjournment

APPROVE:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

c. Town Council Meeting Minutes 10/13/2022

Stevensville Town Council Meeting Minutes
for THURSDAY, OCTOBER 13, 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, councilmembers Barker, 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)

Jim Tadvick: 509 Mission Street, any way that we can get no J-Turns back on Main Street, Stoneydale Press sign at the corner of Main Street and South Ave, it is blocking the view.

Mayor Gibson: the people have been approached before; they meet the town ordinance. I assume that the family still runs it, I agree it is a problem.

Kelli Weed: 4201 South Cougar Lane, I would like to express my disappointment in the council for making the choice to surplus the courtesy car at the airport. Without the boards consultation and advice. The courtesy car is funded by the state of Montana aeronautics, the insurance that should be provided by the airport fund I believe that this choice has broken trust between the council and the airport board and the state department.

4. Approval of Minutes

a. Special Town Council Meeting Minutes 09/01/2022

Mayor Gibson: introduced the approval of meeting minutes for 9/1/2022

Councilmember Michalson: make a motion to approve 9/1/2022.

Councilmember Wolff: 2nd.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

b. Special Town Council Meeting Minutes (Closed Session) 09/07/2022

Mayor Gibson: introduced closed session meeting minutes, if you have comments, please get those to Jenelle.

Councilmember Michalson: make a motion to approve the closed session meeting minutes of 9/7/22.

Councilmember Wolff: 2nd.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

5. Approval of Bi-Weekly Claims

a. Claims #17912-#17992

Mayor Gibson: introduced bi-weekly claims.

Councilmember Barker: I move that we approve the bi-weekly claims, #17912-#17992.

Councilmember Brown: 2nd.

Mayor Gibson: motion and a 2nd, council discussion?

Councilmember Wolff: page 2, they are mostly information for myself #17970, well pump. It brought up in my mind how old was the pump.

Pam Sosa, Finance Officer: I will have to find out.

Councilmember Wolff: there was still a charge.

Mayor Gibson: yes, but it probably would have been around \$3,000.00 with out the warranty.

Pam Sosa: you pay for them to do the repairs.

Mayor Gibson: I think that we lucked out I think we had about a year to go on the warranty.

Councilmember Wolff: it would just be interesting to know how old and how long these things last.

Mayor Gibson: I am not sure; we were fortunate that it was under warranty.

Councilmember Wolff: #17973, \$1200.00 master meter water license fee.

Pam Sosa: software, a system that reads that meters.

Councilmember Wolff: #17983, Northwestern Energy. Additional town lighting? What does that mean?

Pam Sosa: It is not a lighting district. Bike path?

Mayor Gibson: we are looking into that; we have electricity from the Forest Service down the path.

Councilmember Wolff: #17984, Civic Plus.

Jenelle Berthoud: yearly fee, online meeting building.

Councilmember Michalson: Grizzly Broadband, airport, haven't seen that before.

Pam Sosa: changed the service back in March and it is a monthly fee.

Mayor Gibson: any of questions, any comments? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

6. Administrative Reports

Mayor Gibson: introduced administrative reports.

- 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

a. Discussion/Decision: Rephrasing Request of Twin Creeks Subdivision Phase 3, Reduction of R-1 Lots and Increase of Common Area

Mayor Gibson: introduced public hearing item a. This was approved back in 2021. It reduces the number of lots it stays R-1 and increases the common area.

Ron Ewart, PCI: introduced public hearing item a. I want to make things clear. You all know where Twin Creeks is, (referencing a map) proposing to get rid of 15 lots. It is just too much expense to extend utilities out that far. Just deleting lots.

Mayor Gibson: with council's permission we will go to public comment.

PUBLIC COMMENT

Penny Newman: I live in the Twin Creeks subdivision, I do want to ask a couple of questions , it will be an additional 49 homes moving in there. Let's say that each home has 4 people that is 196 people. I understand that we are on well water has there been a study that we can handle 196 more people.

Mayor Gibson: you are on city water, I just want to make it clear that I understand that you have concerns, but this was approved by the previous council and administration to move forward. It has already been approved.

Penny Newman: it is going to be an additional common area; will that common area belong to the HOA and how will that work?

Ron Ewart: the common area will be owned and maintained by the HOA at no cost to the city.

Penny Newman: so, the homeowners association will be responsible for making sure that if there is any runoff water that they are going to have to encore the cost if there needs to be going on with water or sewage in that area.

Ron Ewart: it will be hooked to Stevensville town sewer.

Penny Newman: but if it is not going to be developed, if you are not going to be developing it is it going to be higher up?

Ron Ewart: I can tell you that each home will be 2 feet higher than the sidewalk which is level with the crown of the street, and we are going through DEQ and engineering staff.

Penney Newman: but the HOA is going to have a responsibility of keeping it up and maintaining a common area, and if that incurs any issues it will be the HOA's responsibilities.

Mayor Gibson: when they get going, they are going to have to pay the town fees to hook up water and sewer and the town has to inspect that. Our public works people have to inspect that.

Penny Newman: so, we will not have to be doing that on ourselves. We will be working with the city to make sure that this is getting done properly.

Mayor Gibson: whoever they hire to do that they pay a fee and then the town has to approve.

Penny Newman: does this need to be done while they are developing it or after.

Mayor Gibson: anything that they ask to build on in phase 2 or 3.

Penny Newman: that common area is in phase 3 so we may be able to wait.

Gene Colber: I live on Holly Lane, across from Cimarron Lane. My questions are mainly technical questions. On the plat there is a note, CA1 and CA2 with dedicated by filing. What does that mean?

Ron Ewart: so that is a good question they won't be filed with the HOA and the state until phase 3 which depends on how quickly they build it out.

Gene Colber: what does that mean, the use of the common area is delayed?

Ron Ewart: recreation area for people, I think that it will be a very nice spot, it will always be open to the people.

Gene Colber: one thing that I see is that the youngsters camp by the creek. I know that the creek is very full of broken trees and stumps and not safe.

Ron Ewart: there will be a lot of work to clean up, there will be nice homes in here.

Gene Colber: I am just concerned.

Ron Ewart: I can assure you that it is okay to walk through there.

Gene Colber: burning of the creek on the north end, is there any plan that with this development that it could be burned at the south as well?

Ron Ewart: I do not know that, but I can look into that.

Gene Colber: yes, and particularly when it freezes it floods.

Ron Ewart: we are welcome to your comments especially from those that have lived there a long time.

Mayor Gibson: thank you any further public comment. Council comment?

Councilmember Michalson: I think that this is a great idea, less strain on our water and sewer. But why would any developer take away from the number of lots.

Ron Ewart: before there

Councilmember Wolff: as Gene indicated, I am happy that you are lowering the number of lots, it does look like a number of creeks, would you say that there is a high-water table there and is that part of the reason to reduce the number of lots.

Ron Ewart: when this first went through the 2 acres to the west of this was part of this and now there is a different owner there, they are okay with this but now that 2 acres comes out of it. Lots in the southwest corner. We started to run the numbers the initial fees for water and sewer, the cost on the return is lower. It is good for the folks that live around there, it is a good deal all around. When we work the extra infrastructure into it not worth it.

Penny Newman: will there be a plan to develop that.

Ron Ewart: it will always be a common area.

Councilmember Wolff: just as Gene indicated, overall, when I looked at the map, there are a lot of creeks, at least one big one, and a pond. Would you say that there is a high-water table there? Is that why they decided to do away with the lots?

Ron Ewart: it is more expensive when dealing with a water table you have to build up and do different drainage. It is really not worth it, you look at the environment around there, the folks that live there. Let's concentrate on more open space.

Mayor Gibson: any other questions, (citizen in the audience, excuse me) we will allow, come on up.

Penny Newman: I am confused, I am talking about the area back there as the common area, the common area in our area is taken care of by the HOA. Is the HOA going to be responsible for this open area.

Ron Ewart: the idea is, your cost will stay the same. The people that live here will have to pay for maintenance, we don't see a lot of maintenance maybe some weed control.

Penny Newman: but it is the HOA's responsibility.

Ron Ewart: right.

Penny Newman: open area is different than common area.

Ron Ewart: they will want to leave this open for the wildlife. That is the goal to leave this open for wildlife.

Penny Newman: so, it is not up to the HOA on what to do with it.

Ron Ewart: it is, but it will be open.

Councilmember Michalson: I make a motion that we accept the rephrasing request for Twin Creeks Subdivision Phase 3, Reduction of R-1 Lots and Increase of Common Area

Councilmember Wolff: 2nd.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

10. Unfinished Business

a. Discussion/Decision: Second Reading of Ordinance No. 170 an Ordinance Adopting Revised Building and Technical Codes Required by the State of Montana by Amending Chapter 6 of the Stevensville MT Municipal Code

Mayor Gibson: introduced unfinished business item a.

Councilmember Wolff: I make a motion to approve 2nd reading of Ordinance No. 170 an Ordinance Adopting Revised Building and Technical Codes Required by the State of Montana by Amending Chapter 6 of the Stevensville MT Municipal Code

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd. Public Comment? Further discussion? Seeing none, Jenelle would you please call for the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

11. New Business

a. Discussion/Decision: Cross Walk and Street Access at South Avenue and Main Street

Mayor Gibson: introduced new business item a. this is from a citizen, goes along with what Mr. Tadvick had to say. There is some problem with the kids going to Burnt Fork Market for lunch and then the left turn, we have all done it. Some day we might be looking at that too.

Councilmember Barker: I move that we approve cross walk and street access at South Ave. and Main Street

Councilmember Michalson: 2nd.

Mayor Gibson: we have a motion and a 2nd. Any public comment?

PUBLIC COMMENT

Jim Tadvick: where would the cross walk be?

Jenelle Berthoud: it would be painted going north and south on South Ave.

Councilmember Michalson: this afternoon Councilmember Wolff and I met to look at the concerns that the lady put on the agenda, not only the crosswalk but the people that are coming in at that angle. I think that the sign needs to be moved maybe more north and that tree needs to be trimmed. We also asked in the owner of Burnt Fork Market was there because we wanted to ask him to either block that entrance or make it an exit only.

Mayor Gibson: believe it or not we have had this discussion and it looks like they have more entrances than are required some in the back are for fire, that is down the road to have that discussion. We will try to contact about the owner of that sign. At the current time it does not violate town code. This is a start if you approve the cross walk.

Councilmember Barker: I believe at one time that entrance was blocked off and I think after the current owners down the road opened it up again. Rachel Burke is the one to get a hold of for Stoneydale Press.

Mayor Gibson: I do it, we all do it. It is misfortunate there is hardly any traffic coming this way.

Councilmember Wolff: a big part of it is the tree.

Mayor Gibson: we will have to look at the tree and if it is in our boulevard.

Councilmember Wolff: I think that it is required by ordinance.

Mayor Gibson: only if it is in a certain area. We have had this discussion before about dead trees, we were responsible to cut them down.

Councilmember Wolff: so, it is not a hazard.

Mayor Gibson: we are going to try and get with the owner.

Councilmember Wolff: I just wanted to add in the tree because I think that it is important.

Mayor Gibson: right now, we are on the crosswalk, that is a future discussion. We have a motion and a 2nd. Mac, do you have something?

Chief Mac Sosa: yes sir, I actually have an agenda item at the next meeting to address these things.

Mayor Gibson: we have a motion and a 2nd. Councilmember Barker?

Councilmember Barker: painting of the crosswalk, will this lead to ADA requirements.

Mayor Gibson: on the crosswalk, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

b. Discussion/Decision: Installation of a Yield Sign at the Corner of E. 3rd Street and Railroad Avenue

Mayor Gibson: introduced new business item b. the officer is ill so I will ask Mac to come up and speak about it.

Chief Mac Sosa: this was brought up by Officer Schaffer he reached out to students, staff, teachers and the business owner on Railroad Ave. surprisingly what he found was the students were the ones that feared that intersection, a lot of near misses when they leave the school campus. There have been a lot of near accidents and that intersection is pretty treacherous. The only thing that is slowing people down is the potholes on that street.

Mayor Gibson: thank you Mac is there a motion?

Councilmember Brown: I will make a motion to approve the installation of the yield sign at the corner of east 3rd Street and Railroad Ave.

Councilmember Barker: 2nd.

Mayor Gibson: we have a motion and a 2nd. Further discussion? Seeing none, Jenelle would you please call for the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

12. Board Reports

Councilmember Brown: I attended my first Airport Board Meeting on October 11, 2022. The board explained to me that there are many items that are going to be presented at the October 27th meeting. I also suggested that the board have all the documents attached so that the council has all of the information. I also asked that they attach information to their board meetings as well.

Mayor Gibson: just a couple of things, received notice today that the county is going to give the money for water and sewer at the airport. Not sure if there is a match at this time. Bi laws will not be on the 27th meeting, they need to be reviewed by our legal counsel.

13. Town Council Comments

Councilmember Michalson: I am willing to help for leaf pickup, contact town hall or myself.

Councilmember Barker: I want to give kudos to the Scarecrow Festival. It has been a long time since we have seen that many people.

14. Executive Report

Mayor Gibson: as you all know there is an increase in traffic, we have issues. What Mac is looking into is like what they have in Hamilton. Placing flags at crosswalks. J-Turns, it is getting worse every day. We are going to do it we just have to go through the process. Mac we are getting a cop car from Helena and we are going to use some of the funds from the chili feed.

Chief Mac Sosa: it was just brought to my attention today of another possible funding opportunity.

Councilmember Michalson: Jenelle knows that I have turned in an agenda item for reinstall the J-Turns into the ordinance.

Councilmember Wolff: I could not find it when we were talking about the obstruction at South, but there is a section of the town code 22-4-26 pruning of trees. (Councilmember Wolff read town code 22-4-26).

15. Adjournment

APPROVE:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

d. Town Council Meeting Minutes 10/27/2022

Stevensville Town Council Meeting Minutes
for THURSDAY, OCTOBER 27, 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, Councilmembers Barker, 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)

NONE

4. Approval of Minutes

a. Town Council Meeting Minutes 09/08/2022

Mayor Gibson: introduced meeting minutes for 09/08/2022

Councilmember Michalson: make a motion to approve the meeting minutes for 09/08/22.

Councilmember Barker: 2nd

Mayor Gibson: there is a motion and a 2nd. Discussion?

Councilmember Wolff: page 6, correction. Mayor Gibson, it says: the town does not have to pay the match of the town's budget. I think from the budget is the intent. Page 7, correction. Jenelle says: they paid for the number of people attending and street closer. It should be closure.

Mayor Gibson: any other comments on the minutes? Public comment on the minutes? Seeing none, Jenelle would you please call for the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

5. Approval of Bi-Weekly Claims

a. Claims #17993-#18024

Mayor Gibson: introduced bi-weekly claims, #17993-#18024

Councilmember Michalson: make a motion to approve bi-weekly claims, #17993-#18024

Councilmember Wolff: 2nd.

Mayor Gibson: motion and a 2nd, discussion? Councilmember Barker.

Councilmember Barker: #18001, new pump currently. What is that for?

Pam Sosa, Finance Officer: these are the meters, but there is a 15-week lead time and that is the proposal.

Councilmember Wolff: over payments, credit for water bills. Is it because of the meter not working or was it a software issue?

Pam Sosa: no, those where the properties were sold, the title company paid the owners paid. And there was one in here where she forgot to cancel her automatic payment.

Councilmember Brown: #18009, copies of GIS maps. Has anyone checked to see if you can get that done at the county for free from the GIS department.

Pam Sosa: we have not looked into that but if that is a possibility, we will look into it.

Councilmember Brown: call GIS and ask for Kim.

Councilmember Michalson: #18017, first claim, First Image. \$148.00.

Pam Sosa: those are just monthly fees for the automatic billing that they do for us.

Mayor Gibson: any further questions? Seeing none, Jenelle please call for the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

6. Administrative Reports

NONE

7. Guests

NONE

8. Correspondence

NONE

9. Public Hearings

a. Discussion/Decision: First Reading of Ordinance No. 150, an Ordinance Amending Chapter 24- Traffic and Vehicles to Read J-Turns are not prohibited on Main Street from the North Town Limits to the South Town Limits

Mayor Gibson: take out the word “not”. First Reading of Ordinance No. 150, an Ordinance Amending Chapter 24- Traffic and Vehicles to Read J-Turns are prohibited on Main Street from the North Town Limits to the South Town Limits

Councilmember Michalson: make a motion to approve the First Reading of Ordinance No. 150, an Ordinance Amending Chapter 24- Traffic and Vehicles to Read J-Turns are prohibited on Main Street from the North Town Limits to the South Town Limits

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd, Public comment? Seeing none, Mr. Michalson would you like too briefly.

Councilmember Michalson: I sat down with Chief Sosa, and I asked if there is anything that he would like on the agenda in the future, and this was one of them. The U-Turns and J-Turns are so out of control. The worst place is the hardware store, the library and the bars.

Mayor Gibson: I have seen two close accidents this week, I don't know how this happened in the first place, but I think that it is a state law on a highway that you can't cross on a double yellow line.

Councilmember Michalson: I did some more research; the former chief of police and Jenelle's husband was a reserve at the time. Somebody went through and took all of the J-Turns and U-Turns signs down and the administration at the time said well I think that it would be easier to take the ordinance away then to get new signs and that is what they did.

Councilmember Barker: now that we have got more police force is this something that we are going to work on and enforce this, not just well it happened one time or two times. Just making sure that we are going to enforce it if we are putting it up.

Mayor Gibson: this is the first reading, and the second reading will be next time, and we will have the cost for signs and the locations.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

10. Unfinished Business

a. Discussion/Decision: Resolution 512 , a Resolution Amending the Time of Town Council Meetings

Mayor Gibson: introduced unfinished business item a. Resolution 512 , a Resolution Amending the Time of Town Council Meetings to 6:00 p.m.

Councilmember Michalson: I make a motion to approve Resolution 512 , a Resolution Amending the Time of Town Council Meetings to 6:00 p.m.

Councilmember Wolff: 2nd

Mayor Gibson: I would like to make a couple comments, this is in no way that I have witnessed, to stop the public to participate. Most of the people that I see here, we have had meetings at 6:00 and at 5:30. I attended a commissioner meeting in Hamilton at 1:00 and the room was packed and most of the people were from Stevensville. I went to a meeting at the library it was at 12:15 and it went until 1:30 and there were about 30 people there. I don't think that it hinders the public's right to participate they also have the ability to stream and can still give public comment. It is really a efficiency for our staff. And it is no way to take away the publics right to participate. Is there any public comment on changing the time, two days a month from 7:00 to 6:00? Seeing none, any further discussion?

Councilmember Wolff: I also want to say in the winter time it is nice for me, because with snow and ice it is safer for us to get home.

Mayor Gibson: with that, Jenelle would you please take the vote.

Councilmember Barker: aye.

Councilmember Brown: no.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 3-1.

b. Discussion/Decision: Approval to Move Forward with Ravalli County ARPA funds for the Stevensville Airport Water & Sewer Project

Mayor Gibson: introduced unfinished business item b. Approval to Move Forward with Ravalli County ARPA funds for the Stevensville Airport Water & Sewer Project.

Councilmember Michalson: I make a motion to move Forward with Ravalli County ARPA funds for the Stevensville Airport Water & Sewer Project.

Councilmember Wolff: 2nd.

Mayor Gibson: I do have a question I don't know if it is for the contractor or Tim Smead. The question is, last time that we met they said that there was no match and where would the

money come from if there was a match. The letter that I read from the county said that there is a match. How much is the match and where does that money come from?

Tim Smead, Airport Manager: there is no match for the grant however Arron had to complete the project from start to finish and present it to the county to get approved. The grant money would cover this type of project. the money that comes from the county there is no match, but the project itself if we were to go with this particular project it would require.

Mayor Gibson: where would the match come from?

Tim Smead: it would come from BIL funding.

Arron, Morrison Mariely: I would not say that it is a match I would say that it is funds to complete the whole scope and project. What we laid out was water system and sewer system efficiencies and what it meant to correct those for the airport. The grant is for a non-community, non-transient. It means it is for the people that use the airport on a day-to-day basis. That serves more than 25 people so the improvement as a base have to be that. So, our water system is scalable from the pump house, and it scales out to accommodate future growth so that is covered in the cost. On the sewer side it is for collection. The base of the project from the ARPA funds would be for a treatment system. It is scalable and that is what we presented. The intent would be to live entirely in the budget from the counties ARPA funds. And to focus on the well and the septic systems.

Mayor Gibson: I think that it is a good project. but to be clear in the future no matter what you call it there is no town money for it. We have our own ARPA grant to fix water leaks and storage and we have to come up with our own \$750,000 match so, there is no money from the town.

Arron: there was a match component. There were three applicants for this pool of money from the county the first two applicants fulfilled the counties match requirements so the remainder sum that was there was burned with out a match requirement.

Councilmember Wolff: there was a letter, it only states sewer it does not say water, so I think that is something that needs to be corrected.

Mayor Gibson: originally it was water and sewer.

Arron: I see what you are saying.

Tim Smead: I will talk to Eric tomorrow and have that changed.

Mayor Gibson: it is up to the council, but you may want to approve but with that stated.

Arron: I don't want to speak on behalf of the commissioners, but I would guess that this is the same form letter that they provided to Corvallis and Victor. And my guess is what happened, hopefully this letter is not necessary for the application. There is the other attachment.

Mayor Gibson: any further discussion?

Councilmember Michalson: you were just talking about the lay out I don't think we have seen that?

Tim Smead: it was given to you when we first approached the meeting

Arron: as part of the process there is engineering review that has to go through DEQ, right how it is a lay out to get cost. Things will change through the process.

Robert Underwood: I am looking at the agreement between the county and the town, the airport. They say water and wastewater improvements.

Mayor Gibson: further discussion? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

11. New Business

a. Discussion/Decision: Consent to the Mayor's Appointment of Donovan Waters as a Volunteer Firefighter Cadet

Mayor Gibson: introduced new business item a. Consent to the Mayor's Appointment of Donovan Waters as a Volunteer Firefighter Cadet.

Councilmember Michalson: make a motion to approve consent to the Mayor's Appointment of Donovan Waters as a Volunteer Firefighter Cadet.

Councilmember Barker: 2nd.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

b. Discussion/Decision: The Stevensville Police Department Implementing Crosswalk Flags at Intersections Located within the Stevensville Town Limits

Mayor Gibson: introduced new business item b. The Stevensville Police Department Implementing Crosswalk Flags at Intersections Located within the Stevensville Town Limits.

Councilmember Wolff: I make a motion to approve the Stevensville Police Department Implementing Crosswalk Flags at Intersections Located within the Stevensville Town Limits

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd. Public comment?

Craig Thomas: 4189 Ember Lane. Several times I have been driving down Main Street in Stevensville driving 37 feet per second and there have people that have been jay walking and have stepped out from like a suburban, and a couple of times it was pretty close, I am older now and it takes me about a second to respond that is 37 feet and about 40 feet to get stopped that is 80 feet. I am in favor of this because when they are at the crosswalk, I will be able to see them better and if they are jay walking it should emphasize that they should go to a crosswalk and cross instead of jay walking, thank you.

Mayor Gibson: there are crosswalks, I had Steve Kruse contact department of transportation about painting crosswalks, they are on Main Street and that is a state highway and they indicated that they would probably do that in the spring.

Councilmember Wolff: in the bid there were 7 of these posts for the flag holders is that meaning that there will be seven intersections that they will be in and if so, which ones will they be.

Chief Sosa: we looked at it as pedestrian traffic from school on lunch time and it was really scary during Scarecrow. So, I identified the intersections at 1st and Main, 2nd and Main, 3rd and Main, 4th and Main and I believe we already have signage at 4th and 5th so we would not put new signs there. The difference at the other intersections is the attachment of the flags and what we are looing at just for cost savings we are looking at PVC piping and we will place the flags in there.

Councilmember Michalson: are the flags they are just going to stay up 24/7?

Chief Sosa: that is our idea, the cheapest bid that I found on flags, by buying them in bulk, I figured if we bought 100 in bulk, we would have plenty left over, obviously we are going to lose some, but that way we can have some replacements. I think that the total cost of flags is \$195.00.

Councilmember Michalson: you can't put a cost on a life, so it is worth it.

Mayor Gibson: any further discussion? Seeing none, Jenelle would you please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

c. Discussion/Decision: To Change the Current Airport Lease Language from a 20 Year Term to a 40 Year Term

Mayor Gibson: introduced new business item c. Change the Current Airport Lease Language from a 20 Year Term to a 40 Year Term.

Councilmember Michalson: I will make a motion to Change the Current Airport Lease Language from a 20 Year Term to a 40 Year Term.

Councilmember Wolff: 2nd.

Mayor Gibson: why go from 20-40 years?

Josh Coberly: I will answer it from the standpoint of someone buying it, you can't get a conventional loan on a 20-year lease. It has to be 30 or greater. So, if I am buying a \$500,000 hanger, I have to do that all out of pocket, the bank won't give it to me on a 20-year lease.

Mayor Gibson: what is the fee for a hanger, Robert?

Robert Underwood: right now, \$0.14 per square foot. Whatever it comes to when the hanger is built.

Josh Coberly: I can get a lease out there all day long it is just that I can not pay for the steel for the building or anyone to build it because they will not finance it at all.

Councilmember Michalson: it has to do with the current leases, so you want to change a current 20-year lease to a 40-year lease, but we are at 11 people that have not paid their lease in over a year and some others haven't paid in two years. You want 40, but we can't keep up on your leases that are 20-years. That is my dilemma here. It has nothing to do with the kid and his loan it has to do with the leases up at the airport. They are not being kept up to date. On July 12th you guys even had an agenda item to extend the leases for 180 days. 180 days, and you are already behind some of you. that is to me lack of oversight, a lack of doing your job up there and I don't know where the fault falls on, but it isn't down here it is up there. It just goes on and on and on all the time.

Tim Smead: Mr. Michalson what it comes to with billing, that is something that was given to me at the beginning of the year previous to that I had nothing to with the town's finances and billing, that came from down here.

Councilmember Barker: looking through what they have for their agreements and terms and conditions, #18 nothing there why? What was taken out?

Tim Smead: I think that was a numbering error.

Councilmember Brown: I have several things. One, reding through the lease yes #18 is missing or misnumbered. The current lese under a section has an option to renew. So, if we go with a 40-year lease they have an option to renew for another 40 years that would make it 80 years. I also saw in here that you can't sublease, so if you can't sublease a new lease is started. So, if somebody is up there purchasing it is automatically starts the lease and the number of years, it does not pick up from where that person was. I noticed in some of the other airport stuff it also

has 20-years. All those documents should be amended also if it passes to 40. I did some research at the clerk and recorder's office I noticed that most of the Hamilton Airport leases are for 10 years I did find one that was for 30 years I also checked into Montana Rail Link leases their leases are for 5-year with 3 additional 5-year periods. Just a couple of comments for people to think about.

Mayor Gibson: I think that they are relevant.

Councilmember Michalson: I have to agree with Councilmember Brown I think that we are going in the opposite direction, I think that we should be going to 10-year and 5-year. No disrespect to your loan, but I think that it would be better oversight for any council in any town to keep track of those leases up there. You put them on a 20-year, which they have been, and then it goes to 40 and then another 40, none of us are going to be around, so who cares. But as a town you have to care, you have to take a stand, 40-years in my opinion is just to long.

Tim Smead: grant assurance #23 states that you can give a longer term, FAA gives a maximum of 50 years. The reason that they do that and recognize that is because it is like building a house, we are leasing the ground to them we are not building the house or maintaining the house. This is hangers that are going to need maintenance in 40-50 years, so the FAA recognizes that, so the State maximum is 40 years. A longer-term lease will help market the airport better.

Mayor Gibson: lets be clear on laws, in the packet that was presented, it refers to MCA code 20/21, 67-10-405 extending lease terms to 40 years. What it says is "may" . There is a difference between may and shall.

Craig Thomas: as a board chair. President Michalson, I confirm with you on the people that do not pay, but as a board don't have specific things that can stimulate payment. If we had a new ordinance, we could service that better. Currently I am unaware of anyway we can go out an solicit payments.

Mayor Gibson: I think that Tim stated that, the airport manager has that ability not the board. The airport manager has the ability to enforce leases.

Craig Thomas: as a representative of the sponsor, thank you.

Robert Underwood: I think that you need to look into this, a lot of leases are coming due, and they were at 5 ½ cents per square foot and 6 cents per square foot. For 20 years those leases were never raised. If you go to a 40-year lease you need the language in there so that in 40 years, we are not paying 14 cents a square foot. With inflation and everything we are not getting the bang for the buck.

Councilmember Brown: I did read in the lease that it can be raised 10% of the current rate every year which 10% of 14 cents does not give you a whole lot of money.

Robert Underwood: two years ago, the council voted to raise the rates 10% for ten years.

Councilmember Wolff: for Tim, I would loke to know if the FAA has a minimum number of years for a lease.

Tim Smead: they do not, the only thing the FAA states is, grant assurance #30, land leases. Hanger construction would be long term.

Mayor Gibson: without further discussion, Jenelle please take the vote.

Councilmember Barker: no.

Councilmember Brown: no.

Councilmember Michalson: no.

Councilmember Wolff: no.

Mayor Gibson: fails 4-0

d. Discussion/Decision: The Stevensville Airport Board would like Permission to Pursue a Development Opportunity with Skydive Montana

Mayor Gibson: introduced new business item d. Does anybody want to explain what this really is, and what you mean by pursue.

Skydive Montana, Wade: what we are looking for is to pursue some time to meet with the airport board and see how we can bring our skydiving business to the Stevensville Airport. What we are looking for now is set aside some meetings with the town, city engineer and the FAA. This is what we would like to build, this is where we would like to put a hanger this is where the drop zone could be. The work and entailing of what a proposal would be.

Mayor Gibson: basically, what you are asking is just the council to approve the idea to look into it, it is up to the council, we would have to have our staff attorney look into as far as liability issues.

Skydive Montana: we do know that there have been some questions about liability raised I do have an example, USDA lays that out and I can give you some examples of that. We know that there were some other skydivers in the past, we are just not a group we are a business.

Tim Smead: from the master plan, that layout. The areas that they would like to look in to is off of that plan, the FAA is willing to look at that.

Councilmember Michalson: make a motion to approve the Stevensville Airport Board to pursue development opportunity with Skydive Montana.

Councilmember Barker: 2nd

Mayor Gibson: motion and a 2nd. Public comment? Further discussion?

Councilmember Wolff: in looking at skydiving and points like councilmember Brown, there are liability issues and reviewing the document I did not see that the business has skydiving insurance and that is available for up to ten million dollars. Liability waivers are not enough. I would like to see that the business has liability insurance and workman's cop for their employees.

Al Phillips: I have been in contact with the USDA, there is not a single insurance company that will cover skydiving. We have waivers that would cover the airport and the city. We would have a lawyer write that up. USDA sets aside money to help with those that are sued.

Mayor Gibson: I am not going to get into a whole legal issue for your information our insurance is through the state of Montana not matter what we do the airport is owned by the town and we would have to discuss this with MMIA who is our insurer. Not trying to say no, but there are some legal issues, and we pay a pretty big premium every month to cover the town of Stevensville. This is to pursue the idea do you want to add to be reviewed by legal and MMIA?

Councilmember Michalson: I would like to amend my motion. I would like to make a motion to approve the airport board to pursue the opportunity for Skydive Montana and be looked at by MMIA and our town attorney.

Mayor Gibson: that is a motion to amend is there a 2nd?

Councilmember Wolff: 2nd.

Mayor Gibson: I have a motion to amend and add the additional language. Any further discussion, seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: now I will take a motion as amended. Jenelle, please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0.

Tim Smead: I would just like to make a correction, that MMIA does not cover the airport.

e. Discussion/Decision: Approval of a 7 Hanger Lot Lease at the Stevensville Airport

Mayor Gibson: introduced new business item e. Approval of a 7 Hanger Lot Lease at the Stevensville Airport

Councilmember Michalson: make a motion to approve, a 7 Hanger Lot Lease at the Stevensville Airport

Councilmember Wolff: 2nd.

Mayor Gibson: we have a motion and a 2nd any presentation.

Josh Coberly: I presented this 6 months ago and this time we have all of the funding ready to go. I called the city engineer, and he did not know that we had an airport, I called the city of Hamilton and then this lady over here killed it. Hamilton was pretty disappointed that this is how it is being run.

Mayor Gibson: how much revenue are you projecting that this will bring in.?

Josh Coberly: 7 hangers to start off, local contracting, USFS want us to build a hanger to put them in there. There is an air museum that wants a hanger, and some flight schools. If these go through, we have people for another 30 hangers which you guys have projected on that map over there. I have at least 15 people that want to by hangers for their planes. I would do the process and once they sell, I have that leased signed over.

Councilmember Michalson: may I ask who is DCE?

Josh Coberly: Dustin Cumming Enterprises. That is our company. I have \$15 million dollars in the bank right now for this project.

Councilmember Michalson: are you going to get a lot of your supplies as local as you can?

Josh Coberly: all of the concrete is coming from Missoula or Hamilton. The contractor is a local guy, and all of the steal is out of ID or WA. 60-year warranty on the steal.

Mayor Gibson: should this be out as an RFP. Robert you are shaking your head no.

Robert Underwood: there is a lot a space and that is what the airport is for. The towns portion of this is just leasing the land. It will bring in more leases for the airport. People just want to come in and buy a hanger, what this gentleman is coming in and doing is building and selling.

Councilmember Wolff: you do not have an issue with the 20-year lease.

Josh Coberly: I would of liked the 40-year lease a lot of people that I have talked to that don't have the money to put up front. People my age can't afford to buy a house let alone a plane.

Mayor Gibson: reminder the council voted 4-0 to not do a 40- year lease.

Councilmember Wolff: my point is if you can afford to buy a plane you can afford to buy a hanger, it seems contradictory to me.

Josh Coberly: you can buy a plane for the same price as a car, but the interest is only at 1% interest. I was able to get a plane when I was 20 years old. Planes hold their value cars do not.

Mayor Gibson: I just want to bring us back here and I thank you for all your information, the 40-year lease thing is out. We have a motion to approve this, is there any further discussion?

Councilmember Barker: we are approving for only 7 lots right now?

Councilmember Brown: how many lots are available to build at the airport.

Time Smead: 36 lots.

Councilmember Barker: and we are at what right now?

Tim Smead: 34 lots I believe.

Mayor Gibson: we are clear on what the motion is, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 4-0

12. Board Reports

Councilmember Michalson: P&Z Board. Subdivision regulations will be handled by the end of the month at the latest and they will come back with ideas and if needed they would come and do a workshop.

Councilmember Barker: Park Board met on the 19th to discuss how the Jean Thomas Fund was spent we were just looking for some more answers so if we could get some type of statement.

Mayor Gibson: to my knowledge and it would be public record this was before me, Father Ravalli Park play structure, Creamery Park picnic tables and \$20,000 for the Splash Pad.

Councilmember Barker: just so we have everything to present to the board. What bank and everything. The youth baseball organization that wants to come in at no cost to the town. Fencing issues that need to be fixed.

Mayor Gibson: to my knowledge we had a citizen that had concerns. Steve Kruse has been informed and work orders have been put out it also involves some head stones, want to get involved with that? (laughter)

Councilmember Barker: it has been nice to come back together.

13. Town Council Comments

Councilmember Wolff: we had a letter from a citizen that we received about the street and the difficulty about the sign on the Burkes property for visibility entering Main Street. Kids going to the market for lunch and the tree on the Burkes property it has been resolved quickly. The tree has been trimmed and the sign has been moved. I think that we have even have plans for people that dive off of Main Street into the market.

Mayor Gibson: if was taken care of quickly, we have a lot of issues with traffic still working on Department of Transportation. Main and Eastside and the walking bridge, who owns it?

Councilmember Barker: I don't own it, but I want to add to council comments as well. I want to give kudos to our public works department. We had a water line break in our back yard and the next morning they were there to help restore water and very professional, thank you.

14. Executive Report

Mayor Gibson: next meeting hopefully we will have a number of budget amendments, ARPA, need to see the match, the audit contract that we signed with the increase so other corrections that will be put in and some other corrections and that will be published and that will be on the next agenda. we will talk on the next agenda about November 24th, and we will ask council to pay out of cycle on the claims. We will also ask council to close town hall on the 25th and keep in mind that people have to take time off.

15. Adjournment

APPROVE:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

a. Claims #18025-#18052

11/04/22
15:28:25

TOWN OF STEVENSVILLE
Claim Approval List
For the Accounting Period: 11/22
For Pay Date: 11/04/22

Page: 1 of 5
Report ID: AP100

For doc #s from 18025 to 18052
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
18025		1758 Ramona Vance	1,000.00					
	November	11/01/22 Police Office Lease Novembe	1,000.00			1000 420100	530	101000
18026		1790 Taz Properties	300.00					
	November	11/01/22 Rent- November	300.00			5610 430300	530	101000
18027		1436 Maureen M. O'Connor	3,000.00					
	Monthly Compensation	\$3000.00						
	November	11/01/22 Monthly Compensation	3,000.00			1000 410360	350	101000
		*** Claim from another period (10/22) ****						
18028		1841 Overstreet Law Group	4,155.00					
	Prosecution	October 2022						
	October	11/01/22 Prosecuting Atty Services	2,580.00			1000 410364	352	101000
	October	11/01/22 General Services	1,575.00			1000 411100	352	101000
		*** Claim from another period (10/22) ****						
18029		1569 Psychological Resources	135.00					
	2210040	10/15/22 PD- psychological evaluation	135.00			1000 420100	350	101000
		*** Claim from another period (9/22) ****						
18030		858 MILLER LAW OFFICE, PLLC	1,150.00					
	1288	11/08/22 W- water rights	1,150.00			5210 430530	352	101000
		*** Claim from another period (10/22) ****						
18031		858 MILLER LAW OFFICE, PLLC	150.00					
	1288	11/08/22 W- water rights	150.00			5210 430530	352	101000
		*** Claim from another period (9/22) ****						
18032		690 Core & Main LP	12,600.00					
	Q694949	09/29/22 W- Replacement water meters	12,600.00*			5210 430550	238	101000
		*** Claim from another period (10/22) ****						
18033		1760 Jon Vercruyssen	475.00					
	Pool, Park and Town	Sprinkler blow out						
	231075	10/17/22 W-sprinkler blow out	200.00			1000 460430	360	101000
	231075	10/17/22 W- TH blow out	275.00			1000 460445	350	101000
		*** Claim from another period (10/22) ****						
18034		1677 Robert Underwood	900.00					
	Hours of work	30.00						
	107	10/27/22 Finance work (30.00 hours)	900.00*			1000 410550	350	101000
		*** Claim from another period (10/22) ****						
18035		1681 Rood & Associates	3,200.00					
	Independent fee estimate for the Airport Master Plan. This is part of the requirement for the master plan.							
	32S-002	10/20/22 A- fee estimate	3,200.00			5610 430300	950	101000

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TOWN OF STEVENSVILLE
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For doc #s from 18025 to 18052
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	Oct 22	10/17/22 Truck garage South	43.24			5210 430520	340	101000
	Oct 22	10/17/22 L&C Yard Light	10.30			1000 460430	340	101000
	Oct 22	10/17/22 L&C Park Irrigation 5hp IRR	52.21			1000 460430	340	101000
	Oct 22	10/17/22 L&C Park Parking Lot	6.00			1000 460430	340	101000
	Oct 22	10/17/22 L&C Park Restrooms/Field light	112.50			1000 460430	340	101000
	Oct 22	10/17/22 214 Buck St. - H2O 25%	9.70			5210 430520	340	101000
	Oct 22	10/17/22 214 Buck St. - Sewer 25%	9.70*			5310 430620	340	101000
	Oct 22	10/17/22 214 Buck St. - PD 50%	19.40			1000 420100	340	101000
	Oct 22	10/17/22 3rd & Park	12.30			1000 430263	340	101000
	Oct 22	10/17/22 421 Airport Rd - SRE 50%	34.87			5610 430300	340	101000
	Oct 22	10/17/22 421 Airport Rd - FD 50%	34.87			1000 420422	340	101000
		Pool	0.00			1000 460445	340	101000
	Oct 22	10/17/22 MBF Well Field	6,888.26			5210 430520	340	101000
	Oct 22	10/17/22 MBF booster station	132.75			5210 430520	340	101000
	Oct 22	10/17/22 Creamery Park (223 Main)	46.69			1000 460430	340	101000
	Oct 22	10/17/22 102 Main Street D-PD	59.79			1000 420100	340	101000
	Oct 22	10/17/22 Dickerson Park	6.56			1000 460430	340	101000
	Oct 22	10/17/22 Water 157 Sewer Works Rd Depot	3.34			5210 430520	340	101000
	Oct 22	10/17/22 Sewer 157 Sewer Works Rd Depot	3.34*			5310 430620	340	101000
	Oct 22	10/17/22 Streets 157 Sewer Works Rd Dep	3.34			1000 430200	340	101000
	Oct 22	10/17/22 Crksde Mdws Lighting Dist #4 1	246.13			2440 430263	340	101000
	Oct 22	10/17/22 Crksde Mdws Lighting Dist #4 2	132.78			2440 430263	340	101000
	Oct 22	10/17/22 Stevensville Cutoff Rd Path	6.00			1000 430263	340	101000
	Oct 22	10/17/22 Twin Creeks Dist #5	425.46			2450 430263	340	101000
	Oct 22	10/17/22 300 Main St seasonal lighting	6.00			1000 430263	340	101000
	Oct 22	10/17/22 206 Buck Fire Dept Lighting	62.75			1000 411201	340	101000
		*** Claim from another period (9/22) ****						
18042		1659 CHS Mountain West CO-OP	182.47					
	September	09/30/22 PW- Fuel	92.47			1000 430100	231	101000
	September	09/30/22 FD -Fuel	90.00			1000 420460	231	101000
		*** Claim from another period (10/22) ****						
18043		1754 Construct Montana, LLC	3,085.85					
	October	Invoice for Permit fees for Inspection/Consultation (80%) Permit Fees for Plan Review (20%)						
		1069 11/04/22 Building Inspections	2,566.60*			2394 420531	350	101000
		1069 11/04/22 Plan Review	519.25*			2394 420531	350	101000
		*** Claim from another period (10/22) ****						
18044		1702 DE Lage Landen Finance Services,	51.02					
	Printer Lease	October 2022						
		77949569 10/22/22 Printer Lease	51.02			1000 410360	320	101000

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TOWN OF STEVENSVILLE
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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		*** Claim from another period (10/22) ****						
18045		6 Eastside Ace Hardware	113.87					
	10/03/22	A- cleaning supplies	57.92			5610 430300	210	101000
	10/07/22	WW-light bulbs WWTP	11.99			5310 430610	230	101000
	10/12/22	W-supplies to repair well	43.96*			5210 430530	230	101000
		*** Claim from another period (10/22) ****						
18046		690 Core & Main LP	6,084.35					
	10/03/22	W- water meter & supplies	3,698.48*			5210 430550	238	101000
	10/17/22	W-water service supplies	1,091.40*			5210 430550	238	101000
	10/20/22	S- WWTP blower repair	1,294.47			5310 430640	212	101000
		*** Claim from another period (10/22) ****						
18047		85 CENTURYLINK	211.46					
	Oct/Nov 10/22/22	WWTP Internet #0185	68.99			5310 430640	340	101000
	Oct/Nov 10/22/02	H2O Plant Phone #7132	68.13*			5210 430540	340	101000
	Oct/Nov 10/22/02	MBF Reservoir #9934	74.34			5210 430530	340	101000
		*** Claim from another period (10/22) ****						
18048		23 VALLEY DRUG AND VARIETY	19.02					
	10/31/22	A- shipment of AWOS for repair	19.02			5610 430300	311	101000
18049		1031 MR ASPHALT, INC.	800.00					
	3485 11/02/22	Asphalt repair L&C main valve	800.00			2820 430200	950	101000
		*** Claim from another period (10/22) ****						
18050		16 MONTANA ENVIRONMENTAL LAB LLC	2,115.15					
	10/04/22	WW- waste water testing	1,750.15			5310 430610	355	101000
	10/04/22	W- water testing	365.00			5210 430510	355	101000
18051		1827 Pintler Billing Services	50.00					
	705 11/02/22	FD- medical billing monthly	50.00			2230 420730	350	101000
		*** Claim from another period (9/22) ****						
18052		1787 Valli Information Systems, Inc.	535.54					
		Sewer On Line Monthly Maintenance, Web posting, manual postage, e-statements, etc						
		84335 09/22/22 1st image ToStevensville	148.00			5210 430510	350	101000
		84335 09/22/22 Manual 1st image	0.60			5210 430510	350	101000
		84335 09/22/22 Foreign 1st image	1.00			5210 430510	350	101000
		84335 09/22/22 E-statement	7.75			5210 430510	350	101000
		84335 09/22/22 Web posting	9.37			5210 430510	350	101000
		84335 09/22/22 Postage	344.03			5210 430510	350	101000
		84335 09/22/22 Manual postage	7.62			5210 430510	350	101000
		84335 09/22/22 ZRO client customer field	6.40			5210 430510	350	101000
		84335 09/22/22 E-text	0.75			5210 430510	350	101000
		84335 09/22/22 Add image	3.24			5210 430510	350	101000
		84335 09/22/22 Manual add image	1.68			5210 430510	350	101000
		84335 09/22/22 Foreign add image	0.12			5210 430510	350	101000
		84335 09/22/22 Foreign postage	4.98			5210 430510	350	101000

of Claims 28 Total: 55,969.11

Total Electronic Claims	1,656.71	Total Non-Electronic Claims	54312.40
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File Attachments for Item:

a. Airport

TOWN OF STEVENSVILLE AIRPORT ACTIVITY REPORT

11/1/22

OCTOBER REPORT:

There is a lot going on with the airport however, most things are still in progress. Typically, I do not provide reports until there are concrete items to update everyone on. Keeping that in mind, I apologize up front for such a lengthy report and will do my best to summarize.

- 1 The entrance gate at the airport should be fully operational by the end of the week. I will notify staff and users once I have more information. The delay has been due to the schedules of both Ravalli Electric and Pavlik Electric.
- 2 The mule deer that hang around the gate I've been able to manage fairly well. They're usually there early in the morning before the sun comes up and sometimes come back mid day or in the evening. The 2 whitetail we've been after for a while, I was able to get one of them off the airfield last week through the cattle fence on the southeast corner. It broke part of the fence and I did repair it. There are a few doe remaining. I will continue to monitor the issues we've been having with the deer on a daily basis as required until the gate is fully functional. Once the gate is operational and all the deer have been removed, it should reduce our liability risks.
- 3 The \$283,452.00 ARPA grant for the airport water and wastewater system project, Our airport engineer and I will need to look at the priority over the 5-year CIP (capital improvement plan). We do know that we would like to see a water system installed first as it will remedy the contaminated system in place now. I would like to circle back around with council on this when we do propose a project. My thoughts are that we should discuss the potential of implementing a hookup fee for current and future tenants.
- 4 After 11 months I'm hopeful that the board will feel comfortable moving forward with working on the business plan after reviewing the airport financials with Mr. Underwood. As I stated in August, I can easily tell you that the airports biggest problem is the lack of a clearly defined path to its highest and best use.

Again, from my position I can tell you that it's extremely difficult to manage and make decisions for the airport without a clear end goal. And with all due respect it's probably just as difficult for town council to support the airport when they don't understand where it's going either.

I have the pre planning stages of laying out the methodology and resources to be utilized wrapped up in a power point presentation that I would like to review with the board first, prior to providing it to town council in seeking approval to carry out the work of creating and implementing a strategic business plan that will serve well in the master plan.

The work will go into the new master plan and the process will be to review and update the strategic plan, which will in turn drive the business plan, which will drive the master plan. All three documents need to align. This plan could take us up to a year, possibly more to complete.

- 5 The AWOS (airport weather equipment) modulator has been sent to OSI for their final tuning. Once I get it back, I will get the system back online. I know this has been ongoing but hopefully this repair will be the final repair needed. If it is not, I will visit with them to continue troubleshooting. An out of service NOTAM (notice to airmen) remains in effect.

There may be a need for OSI to come out and do a site visit later in the month. Should there be a need for a visit we will take a look at the budget and determine what's best.

- 6 Council also approved the skydiving proposal we received that was outside of the ALP (airport layout plan) to go forward to the FAA for review at the last council meeting. I have submitted the necessary documents to the FAA for their review/response. I'm hopeful to have that response back prior to the next council meeting.
- 7 Council approved the leases on the 7 lots DCE requested at the last council meeting. They hope to get working on one later this next month depending on weather and material availability. The plan is for them to build the first one as a spec hangar and already have interested parties looking to purchase hangars. The remaining six should be completed by the summer of 23'.
- 8 The FBO and fuel farm proposal up for consideration to the airport board is being reviewed by both the FAA and Engineering. Once I have that information, I can get it over to the parties making the proposal for their review and further discussion on next best steps.

While they are waiting on answers, they have made the request on Monday to go ahead and move forward with leasing a fuel farm lot on the field. There are some aspects of the fuel farm that I have questions on and have submitted those to engineering and the FAA. The DEQ will most likely need to be involved should council accept their proposal. The board will need to discuss further in December, prior to bring it forward to council.

In addition, I will need to review the airport minimum standards and the current fuel quality control requirements with the FAA, engineering and the board. Should we see a need for any changes, we will bring that forward to council.

- 9 The County has sent a letter with a formal interest in seeking to perform gravel mining operations at the airport. I know we have discussed the possibility of this over the past year and it looks like their proposal may have changed from when they initially presented to the board last.

The mayor would like to get a response to council as soon as he can. Engineering and the FAA are both reviewing their proposal.

- 10 As I stated back in August after months of going through our airport files and working directly with our tenants, Ravalli County Clerk and Records office and the County Department of Revenue to collect the most accurate and up to date tenant lease agreement and contact information, there are only a hand full now that I'm still working through and will be reaching out to Cindy for help on those. Her knowledge and insight on the county level I believe will put us back on the path of a sustainable system when it comes to leases and contact information. I'm relieved by her willingness to help and look forward to working with her.

2021 land lease and business/user fee invoices went out at the end of June. 2022 invoices went out the second week in August. The total amount collected to date is \$20,510.65.

All of our tenants this year have been very patient, helpful, and understanding with the process to fix our systems. Working through current leases we have 5 leases that have expired, some more than 8 years ago. 1 lease will expire in August of next year.

In addition to the 5 expired leases probably the most pressing issue we have is Choice Aviation's lease for the self-serve tank which expired in 2008. I will need to discuss all of these with board further in our December meeting so that I can get renewals in place for town council approval.

One of the things I have been trying to work with them on is their fuel quality control program which I will need to seek support on prior to reporting to council.

File Attachments for Item:

b. Building Department

MONTHLY REPORT

Building Department

October 2022

<u>Permits Issued</u>	<u>Fees Collected</u>
<u>Building</u> (2 permits)	
1. NSFR	\$0
2. New Commercial Building	\$2596.25
3. Renovation/Remodel	\$50.00
4. Demo	\$0
<u>Electrical</u> (2 permits)	
1. NSFR	\$200.00
2. New Commercial Building	\$0
3. Renovation/Remodel	\$75.00
4. Demo	\$0
<u>Mechanical</u> (1 permits)	
1. NSFR	\$110.00
2. New Commercial Building	\$0
3. Renovation/Remodel	\$0
4. Demo	\$0
<u>Plumbing</u> (2 permits)	
1. NSFR	\$142.00
2. New Commercial Building	\$0
3. Renovation/Remodel	\$35.00
4. Demo	\$0
Total permits issued: 7	Total fees collected: \$3208.25
<u>Activities</u>	
1. Inspections and consultations.	
2. Active clearing or archiving old and expired permits, depending on age of activity.	
3. Implement uniform strategies to increase records retention and accessibility thereof.	
<u>Items of Interest</u>	
1. Continued exploration of best ways to universally digitize records and day to day functions to be accessible across pertinent staff for greater efficiency.	

Prepared by Jenelle Berthoud, Town Clerk

File Attachments for Item:

d. Fire Department



STEVENSVILLE FIRE DEPARTMENT

206 BUCK STREET

Activity Report – October 2022

Calls for the Month of October: 35

Calls for Stevensville Town: 12

Calls for Stevensville Rural: 23

Mutual Aid: 0

Medical Response: 29

Fire Calls: 4

Motor Vehicle Crash: 2

Total Calls: 35

Calls for the Year to Date: 533

Calls for Stevensville Town: 206

Calls for Stevensville Rural: 307

Mutual Aid: 20

Missed call: 0

Medical Response: 427

Fire Calls: 85

Motor Vehicle Crash: 21

Total Calls: 533

File Attachments for Item:

e. Police Department

**TOWN OF STEVENSVILLE
POLICE DEPARTMENT ACTIVITY REPORT**

October 2022

MONTHLY REPORT: October 2022 - Police Activity Report

Officers engaged in four (2) arrest in the month of September by assisting RCSO.

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	1	2			20
Traffic Citations	2	7	4	4	3	6	1	0	0	0			27
Traffic Warnings	25	25	18	14	15	32	12	8	3	2			154
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	52	47			609
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	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	1	1			8
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	1	1			5
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	0	0			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	1	1			15
Fraud 2021	2	0	2	0	0	0	1	0	1	1	1	1	9
Fraud	0	0	0	0	1	1	1	0	1	0			4
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	6	5			40
Disturbance 2021	2	2	6	5	2	2	10	5	3	1	1	3	42
Disturbance	4	6	3	3	4	4	0	4	2	4			34
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	1	1			6
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	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	0	6			22
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	0	1			3
SPD AGENCY ASSISTS													
Ravalli County S.O	4	6	8	6	6	8	13	8	5	2			66

File Attachments for Item:

f. Public Works

WO Number	Type	Status	Description	Locations	Assigned To	Requester
001675	SCHEDULED	Completed	Start and drive plow/sander truck to exercise	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001673	SCHEDULED	Completed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
001672	SCHEDULED	Closed	Monthly Meter Reads entire distribution system	Water / Town of Stevensville	Cody Anderson Dustin Tribby Steve Kruse	Steve Kruse
001669	SCHEDULED	Closed	Monthly Meter Readings	Water / Town of Stevensville	Cody Anderson Dustin Tribby Steve Kruse	Steve Kruse
001666	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
001662	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
001661	SCHEDULED	Closed	weekly/biweekly cleaning of channels, clarifiers and bar screen brush	24-Influent Channel / Wastewater / Town of Stevensville 23-Headworks Bldg / Wastewater / Town of Stevensville 19-Final Clarifier 1 / Wastewater / Town of Stevensville 20-Final Clarifier 2 / Wastewater / Town of Stevensville	Cody Anderson Glenn Bies	Steve Kruse
001659	CORRECTIVE	Closed	Identify areas on Main St sidewalk to grind, rent grinder for Thursday	Streets	Cody Anderson Glenn Bies Ian Murray Stephen Lassiter Steve Kruse	Steve Kruse
001657	SCHEDULED	Closed	Influent and effluent DEQ sampling	23-Headworks Bldg / Wastewater / Town of	Cody Anderson Dustin Tribby	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
				Stevensville 39-UV Bldg / Wastewater / Town of Stevensville	Glenn Bies	
001655	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
001654	SCHEDULED	Closed	Start and drive plow/sander truck to exercise	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001653	SCHEDULED	Closed	Backup the SCADA Computer	Town of Stevensville Water / Town of Stevensville		Steve Kruse
001652	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
001651	CORRECTIVE	Closed	Repair water leak at Winslett, Stacy Barkers house, mini ex,	Water / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray Steve Kruse	Steve Kruse
001649	SCHEDULED	Closed	Hose brush on headworks perforated plate screen		Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
001648	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
001646	CORRECTIVE	Closed	Rent scarifier to grind sidewalks, start at Valley Drug	Streets	Cody Anderson Dustin Tribby Glenn Bies Ian Murray Stephen Lassiter Steve Kruse	Steve Kruse
001645	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
			treatment			
001643	CORRECTIVE	Closed	Clean up reservoir building, trashed after sensor replacement	Water / Town of Stevensville	Dustin Tribby Ian Murray	Steve Kruse
001642	CORRECTIVE	Closed	Trim tree and remove sign at South and Main NW corner	Streets	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001641	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
001637	CORRECTIVE	Closed	Install Yield sign on RR Ave and E 3rd, South bound traffic on RR must Yield to E 3rd, NW Corner of intersection	Streets	Cody Anderson	Steve Kruse
001635	SCHEDULED	Closed	Start and drive plow/sander truck to exercise	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001632	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
001628	SCHEDULED	Closed	Backhoe Status fluids/tires/air filter/filters/clean exterior and interior		Glenn Bies Ian Murray	Steve Kruse
001627	SCHEDULED	Closed	Remove boards at Union Ditch Headworks	Town of Stevensville		Steve Kruse
001623	SCHEDULED	Closed	Hose brush on headworks perforated plate screen		Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
001620	CORRECTIVE	Closed	Fix wiper on bank 2	Wastewater / Town of Stevensville		Dustin Tribby

WO Number	Type	Status	Description	Locations	Assigned To	Requester
001619	CORRECTIVE	Closed	Check hydraulic fluid in uv wiper reservoir	Wastewater / Town of Stevensville		Dustin Tribby
001615	CORRECTIVE	Closed	Remove tree from sour doe building	Town of Stevensville	Dustin Tribby	Dustin Tribby
001614	SCHEDULED	Closed	Inspect Mini Excavator			Steve Kruse
001612	SCHEDULED	Closed	Inspect skidsteer			Steve Kruse
001611	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
001603	SCHEDULED	Closed	Start and drive plow/sander truck to exercise	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001600	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
001597	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001595	CORRECTIVE	Closed	Fix heater exhaust Caps on UV building	39-UV Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001594	CORRECTIVE	Closed	Rebuild West wall man door at Well 1 building	Town of Stevensville	Cody Anderson Dustin Tribby Ian Murray Stephen Lassiter	Steve Kruse
001592	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001591	SCHEDULED	Closed	Hose brush on headworks perforated plate screen		Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
001590	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
001587	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001582	CORRECTIVE	Closed	Assist in Scarecrow setup	Town of Stevensville	Cody Anderson Dustin Tribby Ian Murray Stephen Lassiter	Steve Kruse
001581	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001580	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
001578	CORRECTIVE	Closed	Locate sewer service, 5th and park	Streets Town of Stevensville		Dustin Tribby
001577	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
001576	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001574	SCHEDULED	Closed	Start and drive plow/sander truck to exercise	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001573	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001570	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
001569	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001566	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001565	SCHEDULED	Closed	Remove sediment/rags/rocks from	23-Headworks Bldg / Wastewater / Town of	Cody Anderson Dustin Tribby	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
			in front of bar screen	Stevensville	Glenn Bies Ian Murray	
001562	SCHEDULED	Closed	Ggrease perf screen and influent pumps		Glenn Bies	Steve Kruse
001514	CORRECTIVE	Closed	Fix main irrigation line at Maplewood	Town of Stevensville	Dustin Tribby Ian Murray Stephen Lassiter	Steve Kruse
001505	CORRECTIVE	Closed	Winterize Splashpad, install winter feature covers, blow out, remove sensors etc	Town of Stevensville	Cody Anderson Dustin Tribby Stephen Lassiter Steve Kruse	Steve Kruse
001089	CORRECTIVE	Closed	Calibrate level transponders in all basins	Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse

TOWN OF STEVENSVILLE PUBLIC WORKS ACTIVITY REPORT October, 2022

UTILITIES REPORT

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Produced</i>	16,654,000	25,754,000

- 💧 Total Metered/Unmetered Usage 12,203,060
- 💧 Monthly, weekly and Annual reports to the state
- 💧 Monthly Meter Readings
- 💧 Unread Meters: 138
- 💧 Satisfied Permit reporting and testing requirements

Waste Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Treated</i>	5,628,044	5,268,000

- 💧 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
- 💧 Main St sidewalk grinding to mitigate trip hazards
- 💧 Sign at South and Main moved, tree trimmed for line of sight
- 💧 Cemetery fences and headstone maintenance
- 💧 Storm drain inspections and maintenance Nash vac truck
- 💧 Repaired and prepped snow removal equipment
- 💧 Replaced 43 non functional water meters
- 💧 Street maintenance, potholes, sign installation and replacement
- 💧 Main Street sweeping schedule weekly early Friday mornings
- 💧 Garbage removal all grids
- 💧 New street signs, yield and crosswalks painted per Council
- 💧 Closed L and C restrooms and winterized
- 💧 Scarecrow Festival support
- 💧 Ditch maintenance and planning for co-op covering of ditch
- 💧 Water and Waste plants rounds
- 💧 Trouble calls, 2 after hours, water

- 💧 Utility Locates
- 💧 Utility inspections at 2 locations
- 💧 2 3rd party contractor locates
- 💧 Diseased tree removal at 1st and Church, rented 50' lift
- 💧 Repaired Well 1 building at Veterans Park
- 💧 Preventive maintenance at WWTP buildings
- 💧 Vehicle Maintenance
- 💧 Repaired main irrigation line at Maplewood
- 💧 Trouble Calls
- 💧 Cemetery locates and burials
- 💧 Coordinating with engineers, vendors to investigate pumping activity at wellhouse, pumps not keeping up with demand during watering hours.
Propose an engineering report on solutions
- 💧 Replaced level sensor at Reservoir
- 💧 Repaired 2 water main valves in streets
- 💧 Coordinated with Mayor and Finance for ARPA grant submittals

File Attachments for Item:

a. Discussion/Decision: Resolution No. 513, a Resolution Amending the Budget for Fiscal Year 2022/2023

RESOLUTION NO. 513

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF STEVENSVILLE,
MONTANA, PROVIDING FOR THE AMENDMENT OF THE BUDGET FOR THE
FISCAL YEAR 2022-2023**

WHEREAS, the Stevensville Town Council adopted the budget for Fiscal Year 2022-2023 by Resolution No. 509; and

WHEREAS, the General Fund will exceed the appropriations originally set in the Fiscal Year 2022-2023 budget by \$181,654.00; and

WHEREAS, an increase in spending authority is necessary to cover the exceeded appropriations.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, Montana that the fiscal year 2022-2023 budget be amended as follows:

Expenditure Fund 1000 General \$1,416,703.00

BE IT FURTHER RESOLVED that a transfer of funds in the amount of \$543,169.00 from the CARES/ARPA Fund-2991 to the General Fund-1000 in order to facilitate the expenditures and offset revenue shortage for said fund.

WHEREAS, the Ambulance Fund Balance with the approved appropriations originally set in the Fiscal Year 2022-2023 budget will be -\$7,500.00; and

BE IT FURTHER RESOLVED that a transfer of funds in the amount of \$7,500.00 from the CARES/ARPA Fund-2991 to the Ambulance Fund-2230 in order to facilitate the expenditures and offset revenue shortage for said fund.

WHEREAS, the Planning Code Fund Balance with the approved appropriations originally set in the Fiscal Year 2022-2023 budget will be -\$26,000.00; and

BE IT FURTHER RESOLVED that a transfer of funds in the amount of \$26,000.00 from the CARES/ARPA Fund-2991 to the Planning Code Fund-2250 in order to facilitate the expenditures and offset revenue shortage for said fund.

WHEREAS, the BARS Fund, 3rd & 5th Street Projects, exceeded the appropriations originally set in the Fiscal Year 2021-2022 budget by \$21,000.00; and

WHEREAS, an increase in spending authority is necessary to cover the exceeded appropriations.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, Montana that the fiscal year 2021-2022 budget be amended as follows:

Expenditure	Fund 2821 BARS	\$21,000.00
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BE IT FURTHER RESOLVED that a transfer of funds in the amount of \$21,000.00 from the CARES/ARPA Fund-2991 to the BARS Fund-2821 in order to facilitate the expenditures and offset revenue shortage for said fund.

WHEREAS, the Water Fund will exceed the appropriations originally set in the Fiscal Year 2022-2023 budget by \$329,826.00; and

WHEREAS, an increase in spending authority is necessary to cover the exceeded appropriations.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, Montana that the fiscal year 2022-2023 budget be amended as follows:

Expenditure	Fund 5210 Water	\$777,441.00
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BE IT FURTHER RESOLVED that a transfer of funds in the amount of \$80,000.00 for a total of \$280,000.00, \$200,000.00 already appointed, from the CARES/ARPA Fund-2991 to the Water Fund-5210 for our ARPA Water Grant Match.

WHEREAS, the Following Funds will exceed the appropriations originally set in the Fiscal Year 2022-2023 budget by \$508,413.00; and

WHEREAS, an increase in spending authority is necessary to cover the exceeded appropriations.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, Montana that the fiscal year 2022-2023 budget be amended as follows:

Expenditure	Fund 2394 Building Code	\$26,078.00
Expenditure	Fund 5250 Water Bond	\$91,010.00
Expenditure	Fund 5310 Sewer	\$43,725.00
Expenditure	Fund 5350 Sewer Bond	\$47,600.00
Expenditure	Fund 5620 Airport Project (FAA Grant)	\$300,000.00

BE IT FURTHER RESOLVED that the above mentioned fund balances will accommodate the increase in expenditures.

WHEREAS, pursuant to Sections 7-6-4006, MCA, the Town Council of the Town of Stevensville, Montana has held a public hearing on this proposed amendment,

Passed and adopted by the Town Council and Mayor of the Town of Stevensville the 10th day of November 2022.

APPROVED:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

a. Discussion/Decision: Second Reading of Ordinance No. 150, an Ordinance Amending Chapter 24- Traffic and Vehicles to Read J-Turns are prohibited on Main Street from the North Town Limits to the South Town Limits

ORDINANCE NO. 150

**AN ORDINANCE AMENDING CHAPTER 24 - TRAFFIC AND VEHICLES OF THE
STEVENSVILLE, MONTANA MUNICIPAL CODE**

SECTION 1. Sec. 24-56 "Starting Parked Vehicles" shall be renumbered as Sec. 24.57.

SECTION 2. A new Sec. 24-56 "Driving on a Divided Highway" shall be added to read:

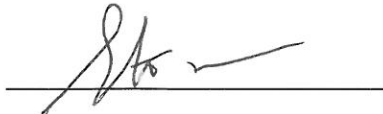
- (a) Where a highway has been divided into two or more roadways by leaving a space delineated by two double line or two yellow lines with a crosshatch pattern or by a physical barrier or a clearly indicated dividing section that is constructed in a way that impedes vehicular traffic, a vehicle may be driven only upon the right-hand roadway unless directed or permitted by official traffic control devices or police officers to use another roadway.
- (b) Excepting those left turns authorized in Sec. 24-55(4), a vehicle may not be driven over, across, or within a space, barrier, or section described in subsection (a) except through an opening in the physical barrier or dividing section or space or at an established crossover or intersection, unless specifically prohibited.

SECTION 3. Sec. 24-17 4. "Limitation on U-turns" shall be amended to read in full as follows:

- (a) An operator of a vehicle may not turn the vehicle to proceed in the opposite direction unless the movement can be made safely and without interfering with other traffic.
- (b) U-turns are strictly prohibited at intersections on Main Street from the north town limits to the south town limits.
- (c) J-turns are strictly prohibited on Main Street from the north town limits to the south town limits.

Passed on First Reading by the Stevensville Town Council this 27th day of October, 2022.

APPROVED:



Steve Gibson, Mayor

ATTEST:



Jenelle S. Berthoud, Town Clerk

Passed and Adopted on the Second Reading by the Stevensville Town Council this ____ day of _____, 2022.

APPROVED:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

a. Discussion/Decision: Suspension of Town Council Rules to Cancel the November 24, 2022, Town Council Meeting in Observance of the Thanksgiving Holiday and Authorizing Claims to be Paid out of Cycle



Stevensville Town Council Meeting

Agenda Item Request

To be submitted BEFORE Noon on the Wednesday immediately preceding the Thursday agenda publishing deadline (8-days ahead of the meeting).

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Steve Gibson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	11/10/2022
Agenda Topic:	Discussion/Decision: Suspension of Town Council Rules to Cancel the November 24, 2022, Town Council Meeting in Observance of the Thanksgiving Holiday and Authorizing Claims to be Paid out of Cycle
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	11/10/2022
Notes:	