



**Stevensville Town Council Meeting
Agenda for
THURSDAY, SEPTEMBER 23, 2021
7:00 PM
NVPL 208 Main Street**

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. 8/12/2021 Meeting Minutes
 - b. 8/26/2021 COW Meeting Minutes
 - c. 8/26/2021 Meeting Minutes
5. Approval of Bi-Weekly Claims
 - a. Claims #17024-#17036
6. Administrative Reports
7. Guests
8. Correspondence
9. Public Hearings
10. Unfinished Business
 - a. Discussion/Decision: Reconsideration of Resolution No. 491, Adopting a Master Fee Schedule for FY2022
11. New Business
 - a. Discussion/Decision: Lease Agreement with Dustin Cumming for Lot 3, Block 2 of the Stevensville Airport
 - b. Discussion/Decision: Contract with Cote & Associates for AFR Preparation and Financial Statement Preparation Services
 - c. Discussion/Decision: Resolution No. 492, Approving a petition to annex and annexing land into the Town of Stevensville
 - d. Discussion/Decision: Resolution No. 493, Declaring the second Monday of October as Indigenous Peoples' Day in the Town of Stevensville and encouraging other institutions to recognize this day in honor of the indigenous people who traditionally lived in the area
 - e. Discussion/Decision: Resolution No. 494, Amending the wages and compensation of elected and appointed officers and all employees of the Town of Stevensville for Fiscal Year 2021-2022 and establishing an effective date for wages and compensation
 - f. Discussion/Decision: Resolution No. 495, Authorizing the sale of 6.47 acres of Town owned land/property in the Home Acres Orchard No. 3 Subdivision
 - g. Discussion/Decision: Resolution No. 496, Requesting distribution of Bridge and Road Safety and Accountability Program funds for the fiscal year 2021-2022
12. Executive Report
13. Town Council Comments
14. Board Reports
15. Adjournment

Welcome to Stevensville Town Council Chambers

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

It is essential that we treat each other with respect.

We expect that participants will:

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

We further expect that participants will refrain from disrespectful displays:

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

Guidelines for Public Comment

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

During any council meeting you have two opportunities to comment:

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

Comment made outside of these times may not be allowed.

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

Thank you for observing these guidelines.

File Attachments for Item:

a. 8/12/2021 Meeting Minutes

Stevensville Town Council Meeting Minutes
for THURSDAY, AUGUST 12, 2021, 7:00 PM

1. Call to Order and Roll Call

Mayor Dewey called the meeting to order, councilmembers Allen, Devlin, Ludington and Wandler were all present.

2. Pledge of Allegiance

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

Bob Michalson: (condensed) 222 Turner Street, gave public comment on \$49,986 for computer services with First Call. Mr. Michalson quoted dollar amounts that the town has spent on computer services and computer programs. Mr. Michalson read from a posting/texting/email.

Leanna Rodabaugh: (condensed) Cin Tay supposedly doesn't like me. 204 Ravalli Street. Quoted from (unclear what Ms. Rodabaugh stated she was reading from) gave public comment on her opinion of the mayor and his actions. Stated that town employees have harassed her.

Carolyn Mickens: (condensed) 211 Buck Street gave public comment on the French drains on Buck Street I would appreciate that the French drain be cleaned out so that it doesn't flood my house.

4. Approval of Minutes

a. 5/13/2021 Meeting Minutes

b. 5/27/2021 Meeting Minutes

c. 6/10/2021 Meeting Minutes

Mayor Dewey: introduced the meeting minutes.

Councilmember Devlin: make a motion.

Councilmember Wandler: 2nd

Mayor Dewey: it has been moved by Ms. Devlin and 2nd by Ms. Wandler. Is there any council discussion?

Councilmember Ludington: corrections on May 13th meeting minutes, references to fiscal that is misspelled.

Mayor Dewey: any further council discussion? Public comment?

PUBLIC COMMENT

Jim Crews: (condensed) 318 9th Street, gave public comment regarding the minutes just a general comment. I made a point in reading and listening to the minutes.

Mayor Dewey: any further public comments? Hearing none, Ms. Berthoud will you call for the vote.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: okay.

5. Approval of Bi-Weekly Claims

a. Claims #16913-#16969

Mayor Dewey: introduced the bi-weekly claims. HDR just notified us that DEQ needs a check, claim #16970 \$477.00 to the claims list. The claims list in front of you and include a correction and that is a reduction to our inspector contract. When we audited the inspections that he had listed there was a miscalculation in fees, so we reduced that bill and the correct amount is listed in the packet for you, I don't recall which claim it is though. 16964, thanks Wendi, the correct amount is \$11,105.75.

Councilmember Ludington: I will move to approve claims as presented.

Councilmember Devlin: 2nd

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

Councilmember Ludington: claim #16942 there is a solid waste \$25.74.

Mayor Dewey: building code fund, garbage bill.

Councilmember Wandler: claim #16924 I don't understand, the seller paid before (unclear audio)?

Mayor Dewey: what happens is when a property sells in Stevensville those title companies will contact the town to get a closing balance for their water and sewer bill, we provide that, and they put that in the closing charges when they close property for sale. Occasionally what happens is some property owners receive a water bill from the town after closing and that is the case here and they pay it, but their closing already paid the water bill, so we have to give them their money back and that is that whole process.

Councilmember Devlin: Claim 16969, liability insurance. That is really high in comparison to last year. There is quite an increase.

Mayor Dewey: yeah, so what our liability was last year, a year ago was about \$23,000 it has gone up a 130% we contacted MMIA to kind of do some research and verify that that was the correct amount. Our mod went from 1.4-2.4 this year. That way that works is the last five years of losses stay on a record for a mod factor which is how your liability insurance is calculated. The last five years of claims to our liability program resulted in a total paid of \$288,000.

Councilmember Devlin: over five years?

Mayor Dewey: yes, over five years a good share of those are sewer backups that occurred primarily in 2017 and the public works department has done a really good job at curbing that and making sure that sewer backups are less frequent. Because they are costly so a big share of that is sewer backups, however what is more a share is the recent Tribbensee lawsuits that MMIA covered one lawsuit was covered against the town of Stevensville one lawsuit was covered for Bob Michalson.

Councilmember Devlin: do we have a number?

Mayor Dewey: those amounts add up to six figures, I don't have then specifically but it is six figures worth of losses.

Councilmember Devlin: from two losses from the town and then one directly against Mr. Michalson is that correct?

Mayor Dewey: a single lawsuit against the town and a single lawsuit against Mr. Michalson. The insurance company covered both lawsuits combined they add up to six figures of losses. And those losses will stay on our mod factor for five years. The way you see the allocations done on the claim sheet is that we calculated what our insurance, what our liability insurance should be based on a mod factor of zero which is sometimes hard to obtain, that means you really don't have any liability claims so we calculated that at zero and then we allocated that based on the amount of payroll we pay in each department. Then what we did is whichever department is responsible for the losses, of that \$288,000 whatever percentage, for example the sewer department contributed to losses we allocated that to the sewer fund and like so through the rest of the departments as you see there. Obviously, that resulted in a very significant hit to the general fund budget.

Councilmember Devlin: do you know the previous years (unclear audio) what kind of claims where on that do you know? It is 2017, the sewer backups, that was already figured into last years mod and last year's premiums.

Mayor Dewey: there wasn't any claims in 2016 we didn't have any liability claims in 16. Prior to that the next claim was in 2015.

Councilmember Devlin: we had zero (unclear audio) that added to the six-figure digit.

Mayor Dewey: correct.

Councilmember Wandler: so, the increase was as result of the liability to the council (unclear audio)

Councilmember Ludington: town hall.

Mayor Dewey: administration. So those are each of the lines in the budget that each of the departments contribute a portion to the total invoice so you will see those departments that have the lower dollar amounts either didn't have losses or their losses where very low, for example there was I think a parks and recreation claim for the incident at the swimming pool very low loss, but we covered it, the insurance company did. So, you will see parks does have,

rather the pool does have a higher share of that bill and those departments that have a higher liability loss because of previous claims carry more of the bill. Ordinarily what we would have done is we would have allocated the entire bill based on payroll that would have been upwards of a \$20,000 hit to the police departments budget because they are the greatest share of payroll. That isn't fair to the police department to penalize their budget or inflate their budget for a liability invoice that they have no control over because there are no claims allocated to the police department in this mod, from a liability perspective which I think speaks a lot to our police department and their ability to limit liability to the town of Stevensville because a lot of other cities have a hard time with liability in police departments we don't have that problem so it is fair to say that they have a smaller share of that bill. It is designed to incentivize departments to limit their liability so by doing this we have incentivized the sewer department to cease in letting things backup. And they have already taken pro active steps in recent years to ensure backups are less and less frequent.

Councilmember Devlin: I know from the line of work that I am in is that insurance companies will, there are negotiations that can happen, programs that they have that you can go through to lower your liabilities, steps you can take in your organization, and they give you percentages off from your insurance is that offered at all?

Mayor Dewey: what MMIA does offer is risk management, education with the organization, so they will come in and do as much risk management training that we ask them to do, and they do that at no charge to us. The caveat to that is that it is to prevent future losses not necessarily forgive you from past losses. MMIA is not like a typical insurance company, they are not an insurance company at all, they are an insurance pool with the rest of the municipalities within the state, so whatever losses they pay on our behalf the pool is going to expect us to pay them back. We saw an increase in property insurance this year typically for vehicles and we didn't necessarily see any vehicle losses in Stevensville in the last fiscal year however there were some high dollar losses in other cities in the state which resulted in all of seeing a higher property rate. Billings lost a fire engine and that was a heavy loss and there were a few other crashes across the state with vehicles and apparatus so, we all, 126 of us across the state cities and towns have some share in the pool and so there is not really a rebate program unless your liability comes down really low and you pay more into the pool than you paid out in losses. It will take us a while to get there, it is an unfortunate situation because there, it is an incredible increase in insurance for us in something that is preventable.

Councilmember Allen: so, to clarify it says liability PD, so if our officers were found responsible to hurt somebody these damages would come out of this. So, our police department is charged \$509.00 which is insignificant so is our fire and our council is at \$30,000?

Mayor Dewey: correct.

Councilmember Allen: so, our town hall \$13,000.00?

Mayor Dewey: correct.

Councilmember Allen: so, our council and town hall are more likely to hurt somebody than our police officers.

Mayor Dewey: that is correct. Based on the invoice yes. And these numbers don't reflect losses necessarily like money paid out in claims it just reflects what we owe the insurance pool. It is relative to the risk of that department, that is a good way to put it. And one other note, last year we had a similar conversation when insurance premiums increased for the liability program \$10,000. So, now we have seen a \$10,000 increase and now we are experiencing a much larger increase to the tune of 130% any further questions from council on the claims, public comment.

Bob Michalson: (condensed) 222 Turner Street, gave public comment on the BD phone also for Sage hill plumbing. Sewer line at 3rd and Park. Can I ask what that is Brandon?

Mayor Dewey: does the council object to answering? The building department phone we do not supply the building department with a phone, but we do have a phone line under contract, and we are waiting for that expire. The camera bill for east 3rd street was to camera a main that was too small for our camera, and we had to call in a specialist to bring in their camera that was smaller and could navigate the line easier.

Bob Michalson: (condensed) public comment on the claim for Construct Montana LLC. Can I ask what that is about?

Mayor Dewey: that is for quarterly inspections that is paid to the contractor that inspects our inspections that is for building code. Any further comment on the claims? Hearing none we will call for the vote, Ms. Berthoud.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: that motion passes.

6. Administrative Reports

a. Airport

Tim Smead: (condensed) gave a report to the council about the airport activity. Choice Aviation out of Hamilton, we had an agreement with them and have tracked them down. Past three days we have had some sealing and striping done on the ramps. Good crew and made it out quick. Gate project, FAA will fund the entire project. Ultra-light flying is looking for a place to fly, electric planes landing on a grass runway. Late October event coming up.

Councilmember Devlin: I have a statement; I really appreciate the correspondence that you are having with us through email. It is really nice to see you.

Councilmember Allen: I have also appreciated that correspondence. It has been cool to see the airplanes and helicopters at the airport.

b. Community Development

Report provided in their packet. Supplemented report for the council at their table tonight. Planning and zoning we do have a request from Mr. Croci the development that he has proposed I think that it is 36 lots adjacent to Creekside, they have just asked us this afternoon for a pre-application meeting so we are coordinating with department heads to get something scheduled there once that pre-application meeting occurs with in a couple of weeks of that they will probably have an application for preliminary plat submitted to the town with the appropriate fees then the plat process for that subdivision. Outside the building department the zoning activity is relatively low the calls go on about property for sale and what they can do with it.

c. Finance

Wendi Planty: (condensed) I am in my third week here and want to give you a brief overview of what I have been up to, updating personal records, auditors will be here August 30, once we get 2020 done. Speaking of audits our town is currently behind on audits so when we get 2020 done then we will audit for our 2021 audit once the bank reconciliations are done. Once we get the audits done you will see a monthly report. Currently working on our preliminary budget and the mayor will address this in is executive report.

Councilmember Devlin: why are we behind?

Wendi Planty: your bank reconciliations were never completed I believe they are completed through 6/30/2020.

Councilmember Devlin: through 6/30/2020?

Councilmember Wandler: (unclear audio) reconciling.

Councilmember Allen: you do these a month at a time, if we were caught up today then we would be working on them.

Wendi Planty: that is correct, a finance person is a month behind because you are waiting for your bank statements, but they should be monthly.

Councilmember Allen: how long do you think it takes to do a standard month?

Wendi Planty: I guess I don't know here I haven't done one, ours would take a couple of days.

Councilmember Allen: where you ever behind previously?

Wendi Planty: no, like we might miss a month if we went on vacation so we would extend our financial report but not necessarily be behind in reconciling.

Councilmember Allen: but not a year behind?

Wendi Planty: no.

Mayor Dewey: any further questions from council?

Councilmember Devlin: you are doing HR as well, correct? I guess there was an issue with W-4's.

Wendi Planty: there are a few issues with many of the HR records, yes.

Councilmember Devlin: what are you doing to get that fixed?

Wendi Planty: I went through all of the records, and I have a list of everything that we are missing, and I don't know if it is necessarily missing or if it was taken out and put into storage, I would just like to get them up to date and current with what I am doing.

Councilmember Devlin: so, it is not something that recently happened? This is something that happened in the past.

Wendi Planty: yes, I mean they are just not, like a lot of them were missing your I-9 or your Montana W-4 when they changed the W-4 Montana has the W-4 now.

Councilmember Devlin: right, but that was changed in 2020.

Wendi Planty: correct.

Councilmember Devlin: and we are in 2021.

Wendi Planty: correct a lot of them don't have that 2020 information in them so I would like to get them caught up before the auditors come because they usually audit your personal records too.

Mayor Dewey: we found that a number of our seasonal staff returned but their files were moved to inactive and what happened before Wendi showed up is we purged the inactive drawers and moved those into the archives and we think a number of those seasonal employees were moved to the archives and shouldn't have been before we purged it so they were moved over prior to Mr. Underwood's departure and the seasonal came back and we noticed the files were in the archives so that is part of the reason that we missing a number of things.

Councilmember Devlin: you don't perceive that as being a compliance issue?

Wendi Planty: if we can get them all corrected no. and if they are in the computer correct, they should be okay. They are working on 2020 the audit so they would more likely be looking at 2020 records than 2021. The audit that they are coming to do is for 2020.

Councilmember Devlin: right, I guess I am confused, Montana W-4's came out in 2020 so you are saying that they were not handed out to employees for 2021?

Wendi Planty: I guess I don't know; I wasn't here so I believe Montana W-4 came out in 2020.

Councilmember Devlin: I am sorry, you had just said that they were missing so I am just trying to figure out is it for 2020 that they are missing or 2021 that they are missing?

Wendi Planty: so, I guess, like the seasonal's they were employed in 2020 so I think their records were put away so all we have this year is an application currently, so we need all of the information for them to be up to date.

Mayor Dewey: any further questions for Ms. Planty?

d. Fire Department

Chief Motley: gave his report to the council. Report was provided to the council in their packet. We are trying to bolster our ranks; things are changing in the medical services. Ambulance requests are going up. Fill the Boot \$6500.00 collected, the most ever. Question, do we have internet access to the airport for Forest Service? I think that is a great deal. Repair is underway for 2011.

Councilmember Allen: how do we recruit volunteers? Because I think so often, we have young people that want to volunteer, and they don't know quiet how. How do we recruit people to the fire department?

Chief Motley: (condensed) that is a great point, all volunteer, about a 300 hour a year commitment. We recruit via our website, different events, word of mouth generally is our best recruitment tool. Our banner on Main Street worked great but consequently what happens is "great we want to have you we don't have any equipment to issue you to put you in the field" About \$3600 to outfit a volunteer. We can't keep things on hand not knowing what size to order or that volunteer, then when we get them, we have to wait 3-4 months to get the turnout gear in. it is hard to put them into a training without the equipment. You will see coming up in the budget that there is an amount for turn out gear. Florence Fire Department had a grant and that is something that they put together in a grant

Councilmember Allen: can you be a volunteer and drive an ambulance if that is where we are short? I can't totally understand that we can have 40 people walk in and say they want to be a volunteer fire fighter and it is \$3500 a pop and they don't quiet understand the commitment. Can we recruit ambulance drivers?

Chief Motley: everyone is volunteer the whole county is volunteer except for Marcus Daly Ambulance which are employees. Yes, I can have a fireman be the driver of the ambulance, however if we are transporting, we have to have a legal crew which is two EMT qualified personal so if I take the non-qualified personal and put them in the seat that is great, I still have to have two in the back.

Councilmember Ludington: obviously you must be involved with Marcus Daly and trying to figure out how they can better staff their ambulance do they have a plan in place are they working on something that you know.

Chief Motley: the communication between them and other fire department up and down the valley is pretty tight lipped. They just rotate different crews from other areas and try to fill and yeah, I mean last night we waited for Hamilton to show up we didn't deem it as emergent as we have to go right now, we felt that it was as case that we could wait, we are fine 15 minutes before they get here not that critical. Now if it is a critical situation no hesitation, we are going to make the call we are going to load and we are going to go we are not going to hesitate and wait if it is that critical. So, the communication piece, no it is not that prevalent when we get our information is when the crew from Hamilton shows up and says you guys understand that there are no paramedic ambulance or buses in the county for now and there wont be for a couple of hours, that is our communication with them and then we know when the page goes off in the next couple of hours the responding ambulance from where ever is going to be delayed and we take that into account when we get there and yes this person needs to go now and we are

loading and going. The communication is on the operations level not so much from management at the hospital. Couple with staff shortages and COVID. Something to keep in the back of our minds, we can transport, and we can bill for that transport.

Councilmember Wandler: two things that I would like to address, do you think when Kootenai Health comes in Marcus Daly will provide for us?

Chief Motley: I am not sure of all of the services that they will offer out of that clinic, but I have my doubts it will be any emergent. I doubt any emergent at all. Community medical center we respond to their emergent calls, they don't do anything it is all done through the ambulance. I have my doubts that we will see anything from the emergent care from the clinic.

Councilmember Wandler: do you have EMT and paramedics on the fire department?

Chief Motley: we do not we are at EMT basic service currently, we used to have a couple, but they have moved on we have a few people that are able to some skills above what the basics can do so we do have a few of those guys, but again we are volunteer we are not a scheduled staff ambulance crew. We don't know who is coming on any given call.

e. Parks Department

Bobby Sonsteng: gave his report to the council. Report was provided to the council in their packet. Thanked all town staff for helping with Creamery Picnic. Father Ravalli Park play structure. Pool has had a good season, no more swim lessons in August, short staff. Free Swim at Creamery Picnic was a big hit we had 103 patrons.

f. Police Department

Chief Sosa: gave his report to the council. Report was provided to the council in their packet. Creamery Picnic went well with zero arrests. Sex Crime numbers are lower than what was thought when I came in.

g. Public Works

Steve Kruse: gave his report to the council. Report was provided to the council in their packet. July was busy and I thank the public works crew stepping up. For 10 days, mid-month, we had no ditch water at Riverside.

Councilmember Wandler: any plans for removal of branches and yard debris?

Steve Kruse: we will have a fall cleanup same as spring cleanup. Can bring it to the park and those that can't there are resources at town hall to help with that.

Councilmember Devlin: I think people are wondering if that is going to happen in the fall and an outline to when and what that is going to look like.

Steve Kruse: it is going to happen it will look the same as in the spring and I don't have a date on that this will be my first fall cleanup.

Mayor Dewey: generally, that has happened in October. We have it open for a month and I think October is typically when that happens. If there are concerns from citizens direct them to the office and we will address that with property owners.

7. Guests

NONE

8. Correspondence

NONE

9. Public Hearings

NONE

10. Unfinished Business

NONE

11. New Business

a. Discussion/Decision: to nominate and elect a Councilmember to serve Council President in accordance with Town Council Rules Part XII

Mayor Dewey: introduced new business item (a) last meeting you we down a member so you appointed Mr. Ludington to serve at interim president and then when you had a full council you asked to reappoint a permanent council president, and this is your opportunity to do so.

Councilmember Devlin: I will nominate Paul Ludington to that role.

Councilmember Allen: 2nd

Mayor Dewey: Ms. Devlin nominated Mr. Ludington and it was 2nd by Ms. Allen. Council discussion? Public comment? Hearing none, Ms. Berthoud would you call for the vote.

Councilmember Allen: aye

Councilmember Devlin: aye

Councilmember Ludington: abstained.

Councilmember Wandler: aye.

Mayor Dewey: motion passes 3 with 1 abstained.

b. Discussion/Decision: Appointment of Councilperson to serve on Planning & Zoning Board in accordance with Stevensville municipal Code §2-313

Mayor Dewey: introduced new business item (b) currently Mr. Ludington serves on that board.

Councilmember Devlin: I would like to appoint Paul.

Councilmember Wandler: 2nd.

Mayor Dewey: Ms. Devlin has nominated Mr. Ludington and Ms. Wandler has 2nd. Council comments? Public comment? Hearing none, Ms. Berthoud would you call for the vote.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: motion passes.

c. Discussion/Decision: Appointment of Councilperson to serve on TIFID/TEDD Board in accordance with Stevensville Municipal Code §2-330

Mayor Dewey: introduced new business item (c) currently Ms. Devlin serves on that board.

Councilmember Ludington: I will nominate Jaime Devlin.

Councilmember Wandler: 2nd

Mayor Dewey: Mr. Ludington nominated Jaime Devlin and Ms. Wandler 2nd. Council comments? Public comment? Hearing none, Ms. Berthoud call for the vote.

Councilmember Allen: can we talk about what that board does?

Mayor Dewey: that is a great question we welcome participation. The TIFID/TEDD board advises administration and town council on initiatives that utilize tax money we have districts; one is the north district that encompasses our north industrial zone and then we have a target economic development at the airport both are tax increments it captures funding from improvements on those properties through taxes and directs those to the town and we are able to make improvements to those districts in terms of infrastructure and road improvements. So, the TIFID/TEDD board should meet quarterly to advise the administration on it and council on how to allocate those funds.

Councilmember Devlin: a good example of that is what they are doing around the mall.

Mayor Dewey: correct, a lot of tax finance money is being invested into the mall as well as south crossing in Missoula. MRA's board helps with that. South crossing and Southgate mall is a great example. They have been able to finance those projects at a competitive price and the city gets that money back. We don't really have that yet. Anything further from council? Public comment? Hearing none, Ms. Berthoud call for the vote.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: motion passes.

d. Discussion/Decision: Appointment of Councilperson to serve on Park Board

Mayor Dewey: introduced new business item (d)

Councilmember Devlin: nominate Ms. Allen

Councilmember Wandler: 2nd

Mayor Dewey: Ms. Devlin nominated Ms. Allen and Ms. Wandler 2nd. Council comments? Public comment? Hearing none, Ms. Berthoud call for the vote.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler:

Mayor Dewey:

e. Discussion/Decision: Appointment of Councilperson to serve on the Airport Board in accordance with Stevensville Municipal Code §3-33

Mayor Dewey: introduced new business item (e)

Councilmember Ludington: nominate Ms. Wandler.

Councilmember Devlin: 2nd.

Mayor Dewey: Mr. Ludington has nominated Ms. Wandler and it has been 2nd by Ms. Devlin. Council discussion? Public comment? Hearing none, Ms. Berthoud would you call for the vote.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: abstained.

Mayor Dewey: that motion passes 3 with 1 abstained.

f. Discussion/Decision: Appointment of Councilperson to serve on the Climate Action Ad. Board

Mayor Dewey: introduced new business item (f) we have no members.

Councilmember Allen: I will nominate myself.

Councilmember Ludington: 2nd.

Mayor Dewey: Ms. Allen has nominated herself and it has been 2nd by Mr. Ludington. Council comments? Public Comment? Hearing none, Ms. Berthoud would you call for the vote.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: motion passes.

g. Discussion/Decision: Declaration of Emergency Termination

Mayor Dewey: introduced new business item (g) Mr. Crews would you like to step to the podium and present the item to the council.

Jim Crews: (condensed) this is a multiple part agenda item. Mr. Crews read from town and Montana code. Ordinance 166. I am confused by the declaration. (Pages 114 and 115 from the agenda packet will be part of the record at the end of the council minutes for this meeting)

Councilmember Allen: I am looking at item 1 your suggested motion is that we request the mayor to rescind the Stevensville Disaster. That is assuming that we are not in a state of emergency. I just listened to the chief of fire that there are not ambulance shifts being covered because of COVID beds. I was just told that I will be masking with my third-grade students when I come back. So, this would assume that we are not still a state of emergency I feel like this is opinionated and does not require (unclear audio) I understand that many community members feel that we have surpassed the state of emergency but what I just heard from the fire chief it feels like I am stepping on somebody else's toes making this decision. There is a reason that the council did not call a state of emergency, I understand that I have the power that is the executive branch, that is a governor that is a president, and this is assuming that we are no longer in a state of emergency, and I can't sit here and say that.

Jim Crews: re-read, June 30th governor terminated the emergency for the state of Montana. If there is another emergency out there, then another declaration must be made this is regarding the COVID-19 emergency.

Councilmember Devlin: and I think that to play the devil's advocate, the state of emergency has been canceled and the question would be, why are we still in a state of emergency if our governor has said we are no longer in a state of emergency we are not following suit by what was originated to cause us to follow that suit. Am I paraphrasing that?

Jim Crews: that is correct, part of this declaration, or in this case the mayors' terms of disaster emergency he assumed a lot of powers in that declaration. The mayor can't sign a contract without council consent the mayor can't change the budget without councils consent the mayor can't change job duties for employees with out council consent that is your job, he can't change the salary that is you job. The mayor is the supervisor of the town, and he implements the directives that the council issues. This declaration of disaster emergency is assumed a lot of powers of the council and the council did not sign this declaration of emergency or declaration of disaster emergency he did not do this by resolution he did this by emergency ordinance, and it expired 90 days after he put it in place. At that point he would have had to revisit and reinstate it and that did not happen and this disaster emergency you can't assign powers from the council to the mayor that are not issued to the mayor by the legislature. Your duties and

obligations are the same and so are his. You can't suspend the law, what I am asking you to do is to ask the mayor to terminate the declaration. (condensed) Why is this meeting right here why is it not at town hall? Understand your council rules. These meeting have been going on unregulated for 3 years. You need to take control. You are responsible for the expenditures. You need to get the people back on track. It is your job to say yes or no. I am not an old grouchy guy I am a rules guy. Ms. Devlin you had a nice house over there and I know you made some money on that; I got a pretty good house ad that is a life investment for us and if we don't run this town properly, we are all going to lose everything. That is why it is so important to take action.

Councilmember Allen: I guess that I struggle with flexibility, we are arguing on where to hold a meeting. Flexibility is one of my core values when things go awry, we change things to make it work and this is a very appropriate place to have a meeting during a pandemic.

Jim Crews: with all due respect I do apologize for cutting you off, if you want to change your meeting place you need to suspend council rules to move the meeting and you do it in advance or you change council rules those resolutions are just as effective as laws, they are law, council makes those rules. You just can't close your eyes and say we are going to hold a meeting here this week, you can't do it you have to suspend council rules move the meeting or you change the resolution and the rules, it is kind of like this. Stop sign down the road I am going to run the stop sign and ask the council next week if it is okay. That is not right.

Councilmember Devlin: why would we want to still be running our government under a state of emergency?

Mayor Dewey: we are still responding to the COVID-19 pandemic. One example is we are still having challenges getting into some residents to change water meters due to COVID-19 concerns especially with the increase in cases in the community that is just one example we do have some concerns with the staff exposure still that we are trying to be flexible with. And we are also closing monitoring the situation because we are seeing an uptick. While the state of Montana and the governor have stated that the emergency doesn't exist across the state it doesn't necessarily mean that it is the same locally. Mayor Dewey quoted the declaration. It was less about COVID and more about funding, FEMA requires this declaration merely verbatim to insure that the town is eligible for the FEMA funding aside from the other responses that we are still engaged in with COVID-19 if a funding opportunity became available and the town could take advantage of the funds to respond to the pandemic further then we would like to have that flexibility to do so rather than waiting two weeks for a council meeting to see if it is okay if we seek this money from another source to help the community and insure the health and safety and their wellbeing. And that is why these things exist, I have no problem with rules and some rules are impractical when you are trying to respond to an emergency the meeting situation when you go back to when this emergency was declared frankly our government kind of grinded to a halt because we have councilmembers that were adamantly opposed to attending a meeting virtually and I had staff members that would not attend a meeting in person because of the safety concerns. We needed flexibility and even with the flexibility we still had obstruction to actually participate. We finally came around when we found a space that was suitable and could fulfill the needs of the community and even with the crowd that we have this evening we would have a hard time fitting into city hall. There is just not enough seating in that room to

adequately distance people that wish to be distanced and accommodate everyone with live streaming and communications there are other things we are still seeing an increase or high attendance in live streaming and we had live streaming before the pandemic and it is a more robust system than it was we are still adjusting, if for whatever reason COVID -19 got really bad, we would be putting this exact declaration back into place, I did not write this declaration I took out city A and put in Stevensville this was provided by the Montana League of Cities and Towns general council reviewed it, the city attorney reviewed it and had no issue with it what so ever. I understand when there are normal procedures and when things work, but when we have to adapt and respond to something that most of us have not lived through in a pandemic, we need the flexibility we need to be innovative frankly this is not giving me free will to ignore the purchasing policy it says in response to the emergency. So, I am not just buying crackers for everyone because it is fun and I can do it because of the purchasing policy is suspended, we are making purchase to respond to the pandemic. Some dollar figures were thrown out in regard to computers and most and all of the expenditures related to the computers were entirely funded with funding from other agencies because we had these things in place, and we could quickly respond to them we could quickly put things in place and take advantage of it and respond accordingly. We had a pandemic to deal with we needed to separate officers out of a communal office and try to distant our staff members we had outbreaks running through the office and it made it very difficult so we purchased the equipment to keep the town running we could keep people say we could keep everything going we could make sure that our water flowed because we were one brick away from not having a water and sewer operator, if that person doesn't show up for work people get very upset with us. Your toilets don't work.

Councilmember Devlin: what about the expiration in June?

Mayor Dewey: the ordinance? So, the, I think the emergency ordinance was council action and that was done before the emergency declaration we waited as long as we could to declare a state of local emergency until FEMA kind of forced our hand on it, if you want to be available for FEMA funding you need to have this in place. Because it was quickly falling into a political issue, and we were facing a lot of scrutiny. There was scrutiny when we had snow and I did not do it. The ordinance serves a different purpose than what the declaration did, the ordinance put a lot more things into place and into play there was a lot of conversation around that I think that you were on council when that was adopted and that was legislative action the legislature of Montana gave the authority to adopt several ordinances. They have given me the authority to declare an emergency when I see that it is fit for our community.

Jim Crews: may I make a comment real quick, you stated other cities, those cities were probably strong mayoral cities a local emergency or disaster has to be declared in accordance with the (unclear audio) government this is a weak mayoral and that means that our other laws are still in effect, nothing that I could find in title 10 (recited title 10) I can't find anything that the mayor can have that authority. I will be happy to admit it (unclear audio).

Mayor Dewey: out of 129 municipalities 114 have the same form of government that we do.

Jim Crews: are they strong or weak?

Mayor Dewey: they are the same form of government.

Councilmember Devlin: so that again.

Mayor Dewey: there are 129 municipalities in Montana, 114 have the same government that we do and use the same declaration.

Councilmember Devlin: (unclear audio)

Mayor Dewey: I don't.

Councilmember Ludington: you keep referring to the town of Stevensville disaster emergency declaration I haven't been able to find that.

Jim Crews: if you go to the town website and look under resources look under news. (Recited the posting on the website)

Councilmember Devlin: as I shared with you there is sometimes some grey area, and it can get a little bit fuzzy so can we clarify something really quick. So, you are saying that we can ask to have this done and you are saying that we don't have the power to have this done are we talking about the same thing, I am sorry I am getting two different requests, but you don't have to agree, correct?

Mayor Dewey: it is very specific that the termination is when the principal executive determines the emergency no longer exists.

Jim Crews: that is why I suggested that "we the town council body".

Mayor Dewey: just to go back to the question that you asked Ordinance 166, I indicated 166 for immediate measures where into play we would not have had the authority to even do it with the declaration, even things like the council suspended late fees on water accounts we would not have sonde that under the declaration we would not have that ability and when the emergency , excuse me when the ordinance 166 did expire we did come back to council and said would you please renew the waiver of late fees. You approved emergency leave for employees that couldn't work because they were sick the emergency declaration gave us the ability to send people home and work from home but if they were sick, we did not have leave for them outside of their regular sick leave a lot of our employees did not because they are so new. It authorized us to pay claims out of cycle for a period of time because there were meetings that you went ahead and suspended until we figured out what this looked like then the declaration came into place, and we had a path forward.

Councilmember Devlin: this has been a topic that has been on the table for about 6 weeks, when do we have our meetings back at town hall everyone is screaming to have this back to normal, right? For the sake of the people, I would like to see it go back to how it was and be able to put into place a policy if needed. Which personally goes against a lot of my personal views I wasn't elected for my personal views a lot of people want this. If we are doing it for funding what is the alternative under a declaration of emergency to get that funding or can we have special meetings.

Mayor Dewey: FEMA yes, you have to have the declaration.

Councilmember Allen: my concern is, and I think that we could redeclare a state of emergency is that correct? With the DELTA Variant that is my concern. We are getting to a point where we can move forward but I don't know if I can make that statement in two weeks. I don't know.

Mayor Dewey: if we are really hell bent on wanting to have the meetings back in the closet at city hall just ask. The declaration doesn't prohibit us from holding them wherever we want to I mean the declaration is really administrative mechanism to make sure that we can adequately and quickly respond to the emergency when it is warranted but when it comes to holding a meeting at town hall versus the library fine just all I need is the council to say look, as a collective body we would like to start holding our meetings at town hall. Conveniently this space was available for us for the distancing but prior to the pandemic even starting the administration had been considering/proposing this space anyways for meetings because there wasn't enough room at town hall for the people that show up for the meetings there just wasn't enough space we are capped out at like twelve chairs so if any fashion of the community shows up in masks we are liking at moving the meeting for any controversial subject that we seem to carry a lot of those.

Councilmember Delvin: I think that this space is the physical piece that people can have ownership of, so I think that is easy to say that, but I think there is a lot behind that, or would it be the meeting space (unclear audio) I have had conversation. Meeting space is where we start and then we go back, because they don't have control over this, but they do have control over where they sit. I think it is more than that.

Mayor Dewey: I guess my point is if it is an issue of where the meetings are and getting back to normal, I think we can get back to normal without rescinding an emergency so if we have to take baby steps back to where we were we do that instead of prematurely be at normal and rescind the emergency instead of working towards normal and rescinding the emergency that is how I would determine to lead the community. I will use a firefighting reference; I would rather put the fire out before I turn the water off than start turning the water off before the fire and then have the fire flair up because the water was turned off to early. You are not hurting anything leaving this in place if we put a COVID recovery plan into place this is how we expect the administration to act in getting us back to normal and we get to hit that goal we are back to normal and we rescind the emergency. I have no objection to that whatsoever.

Councilmember Devlin: I think the hard part of that was at the last council meeting when we saw those claims that were paid out of cycle that is the hard pill to swallow in the grand scheme of things. I just think that is what is upsetting some people is why, that is not the piece that they can touch they just see it after the fact. Where we have our meetings is the place that they can touch. That coming up at our last meeting speaks to a lot of this it is not, it is the little pieces that are easy to have an answer to but the bigger picture we are having to answer to (unclear audio) this request.

Mayor Dewey: sure and so as stewards of the government I would just ask that you try to separate those issues and the fact that a substantial claim came back to you seven months after the fact was more of an administrative failure on staff parts than it is in response to the emergency meaning the emergency response was what prompted the purchase in the first place, the delay in getting it to council had nothing to do with the emergency it had nothing to

do with bringing it back to you and we have acknowledged that. Under normal circumstances if we would have brought the claim in January that entire sent of claims in January would have been scheduled to come back the conversation would have been entirely different.

Councilmember Devlin: I am not denying that (unclear audio)

Mayor Dewey: sure, that is why you are in the positions that you are in so that you can analyze and separate those issues and treat them respectively.

Jim Crews: there is no motion on the floor.

Councilmember Devlin: I am just saying (unclear audio)

Jim Crews: you hit the nail on the head, with the claims coming back after seven months that is a sore spot in the community there are not that many people here tonight it is the same back row people that are still seating it out trying to get things to run the way that they are supposed to and sometimes we are little more abrupt that we should be my nick name was 60 grit, that is me and I am not going to hide it. The problem is a lot of people don't want to come to council meetings any more I remember our council meetings were sometimes packed because people were very interested in what was going on people respond to the way that they are treated and the way that they feel. So if they don't feel welcome, if they don't think that they are going to be heard they wont say anything, there are a lot of people that want to be heard who need to be heard and they need to see some positive reinforcement coming from the council to let them know that you are looking out for their interests and the declaration of emergency you know these things come and go if you want to put out a COVID recovery plan fine, then make an emergency for a COVID recovery plan but make sure that you do it with accordance with the law in the town resolutions of the town and with the state, (unclear audio) item eight her this is what people are looking at, (read item eight). If you look at this declaration, I don't see a council signature on their anywhere. I don't remember this coming up for a vote before council.

Mayor Dewey: Mr. Crews would you like to finish that paragraph.

Jim Crews: I will, the second paragraph (read the second paragraph). That is an irrelevant sentence in my opinion. I could do this with out your permission, you have to approve all purchases. (condensed) set up a budget I don't remember seeing a budget amendment for any of this COVID money coming in. so what is the deal, are we just taking money from the government. It was given to the town and the town is expecting it to be spent properly. Part two, three and four are in line with part one. You need to have a paper trail I think with your approval I will sit down. This is not a refecation on the mayor this is not picking on the mayor.

Mayor Dewey: would the council like to make a motion on the floor or would like to make the discussion on the floor be reflected on the record and move on.

Councilmember Ludington: I am not sure how to proceed here so I am going to say a few things. In my opinion I really can't disagree with anything that Mr. Crews has said I realize that there may be some serious concerns involving the citizens and the financial status of the town I personally have more concern about the financial status of the country than I do of the town. We have only control over our budget that is the only control we have we don't have control

over how much money we get we don't have any control of who says how much money we get we don't have any control over how many mills we have or how much those mills are worth. That is all told to us, all that we have control over is if they say we have and how we can relocate that or delegate that in a budget when I look at the claims what I want to see is that they are not outside their budgetary allotment I think departments within a small town like Stevensville need to be able to have some authority to say that I have "x" number of dollars in my budget and I am going to spend them on these kinds of things it doesn't always happen. It does happen in police departments and administration not so much in public works and fire department as different things happen, public works have to respond to things that are kind of out of the ordinary and sometimes they have to buy a really expensive valve that they did not budget for or maybe they did put some money in their budget for something like that it doesn't mean that we cant buy that valve and install it before the bill is paid that is how you stay in good credit standing with your vendors if they are outside of their budget I want to know why every single time and like I said at the last public meeting, as long as I am on this council I will never allow us to pay claims out of cycle again ever period. I don't care if we are in a state of emergency or not. Somebody needs to be able to say "I saw this I want to make sure that somebody else knows in the citizenry what it was and that money was paid out" it is unacceptable to me for that to happen again I am continued to be shocked to what was contained in that, granted this is unprecedented territory for everybody in this room we have never been here before and god help us that we are ever again I don't want to be shut up at my house for six months and not be able to go out and touch and talk to the people that I know I don't want to do that. We need to try to do what we can to respect the issues of those around us yeah I would love to go back to town hall I think that would be a great idea I don't think that I will say this and will say it publicly and might as well I have known Brandon since he was in high school I don't know of another person in this town that is more dedicated to the town of Stevensville than Brandon is I am not sure why people assume that he is out to screw us I don't understand that I have been in towns and been part of towns where there was somebody in charge that did not like anybody or specially the town. When I lived in Minnesota, I lived in a small town there nobody could stand the mayor and he did not like anybody and he kind of did what he wanted. That is not the case here, if that was the case we would be in a lot more trouble than what we are now, to believe that he would do something specifically to harm the town, put residence in danger is beyond me the same with everybody that is sitting up here and the same for you folks that are sitting out there you are concerned about the people in this town and I don't blame you I would be concerned too. But we are doing what we can in our small little bit and you know what not everything runs smoothly but I don't think that we are in a financial risk and to me that is the only detriment that we have right now in this town we have a great public works department an unbelievable opportunity with the police chief that we have so, the safety and the health of the town is in a pretty good spot right now we have water we went through extremely hot temperatures with as much water that we have had recently we (unclear audio) disaster. I moved to this town in 1992 and there were water restrictions then we will always have water restrictions always, the problem that we had was that people got to water as much as they wanted, we don't get to do that anymore because we have that much water going down the drain, so we are working on that. We have an opportunity with some of the funds from the recovery to try to fix a bunch of that stuff so that we are in a better position than we were

before, if it wasn't for dedicated individuals this town would not be here. (unclear audio) do I think that we can do things better, yep I won't argue that point at all but as a bunch of amateurs sitting up here am I going to make sure that we follow procedure to the letter every single time, I will do the best that I can that is all that you can ask of these people up here (unclear audio) I guess that is all.

Councilmember Devlin: could we terminate this and rewrite a new one? With (unclear audio) dumb this down take this out.

Mayor Dewey: I am not apposed to that, here is the thing you can do whatever you want. Yes, there are rules and there are side boards that you have to operate in, you are the governing body who sets the laws so if there is a problem with the rules or the laws you are the people that fix it. So, I mean the point has been sent home we all get it don't spend any money and being the claim back seven months later that point is made it is set in stone we get that. We are not about spending money before council gets to approve it, we do that every day you guys, you are approving claims as a formality a checks and balances to what the branch is doing. Everything in the claims packet is sitting on a charge account or a credit card and a lot of those good are rendered services it is done. So, I think if there, I guess what I would like to see as the executive would be that the legislative branch takes an interest in how this community comes out of the pandemic and that you put a plan together that says how we are going to come back from this and here is the policy in which we are going to do it in. Great, I don't for see, I am not going to come into work tomorrow morning and say I am responding to the pandemic today and I am going to blow \$15 grand. Yes, I could rescind the emergency and put a new one into place and there is a process that go with that and think we have already waisted enough time frankly I think that this is an important conversation for our community I don't think that this is the way to go about it. I would rather have this conversation around recovery instead of do and not do. That is where my interests would lay. Instead of leaving it up to Brandon at city hall why don't we take some initiative, not being derogatory of this board but why don't we take some initiative and help him out because first three or four months of this pandemic I pretty much flew solo for the town not much help from the council they did not support me. Now I finally have a group of people in front of me that can guide the organization from a policy level and here is how we want you to respond to this pandemic today and we want you to guide our recovery for this community, that is your role to help guide that, not leave it that is where we all get into trouble at this table, it is left up to us we make a decision and everyone hates us for it rather than, (to the audience please stop), we all represent, I am not hearing the public comment on a day to day basis saying this emergency declaration needs to go or anything like that people as far as we are concerned they are not concerned about it we don't hear about it at the front counter we still see people come in with masks on it is a mix, like all things COVID no matter what we do we will probably offend the other half of the people, half of the population we upset with whatever direction we chose rather than brining this conversation down to a, lack of a better term micromanaging, why don't we talk about recovery and how do we get to how this can get rescinded, how do we get there. I think that you guys are key (audience, we will call for public comment when we are ready to call for public comment Ms. Raudabaugh you know the routine you have been to enough meetings) you are that body that hears from your constituents and can guide the recovery so we know what to do and we can open the book and

see that council wanted this, this is their initiative how do we implement that, let's do it, that is our role. We have been left up to the book and then implement it. I would rather not write the book that is your job.

Councilmember Devlin: one more question, but what are we gaining from this?

Mayor Dewey: what are you losing?

Councilmember Devlin: (unclear audio) what are we gaining from what we have in place.

Mayor Dewey: we have it in place because the town is still responding to the pandemic actively, it is not the same level as it was in March of 2020 and it is not the same level as it was in November of 2020 we are still responding to the pandemic and we do not have any other plan to respond with so tonight the motion that I would entertain is that the council convene and develop a recovery plan for the rest of the pandemic put that in place and then release the emergency have a plan. If you rescind the emergency or you ask me to rescind the emergency to do that, we don't have a plan to do so and we still have things to do we are still dealing with stuff. So, I would really encourage tonight's motion should be let's put a plan in place so we can move this off the record and be done with it.

Councilmember Allen: could part of this plan look like rewriting this?

Mayor Dewey: for step one we are going to scale back the town's response to what COVID -19 looks like.

Councilmember Allen: many community members agree that there are parts of this that can be changed appropriately so but I think that the other half, I think that if we do rewrite it and adjust things, we will kind of appeal to everybody.

Mayor Dewey: absolutely, I think that you could write the plan with the elements of this that you like and the elements of what you don't like you can discard. There doesn't need to be a declaration even being rewritten you could just write a three-page paper, here it is.

Councilmember Devlin: I want to make a motion to schedule a COW meeting ASAP, sit down and finalize this declaration. See if we need more of an emergency if we do what does it look like, if we don't what does it look like. We need to do it now; we were supposed to have a COW meeting to go over the purchasing policy and we never scheduled it.

Mayor Dewey: I wrote COW meeting, COVID recovery plan, is that what is stated? Is there a second to that. Ms. Wandler?

Councilmember Wandler: what would be (unclear audio) until it was rewritten?

Councilmember Devlin: it would stay as it is until we decide, or we rewrite it or terminate it whatever.

Mayor Dewey: is that a 2nd? It has been moved by Ms. Devlin and 2nd by Ms. Wandler to schedule a COW meeting asap to discuss a COVID recovery plan. Council discussion? Public Comment?

PUBLIC COMMENT

Leanna Rodabaugh: (condensed) everyone must have their ear plugs in. the point Mr. Crews made is that after it is 90 days it is dead. Mr. Dewey sits there and says he will make a decision, it is not his decision it is yours. Spoke about meeting minutes, spoke about Homebase and Mayor Dewey watching the employees.

Stacie Barker: 104 Winslet. (condensed) I have been listening to Mr. Crews and listening to you. I think that the meetings need to go back to town hall.

Mayor Dewey: any further public comment? Ms. Wandler did you have a remark?

Councilmember Wandler: is the FEMA money (unclear audio)

Mayor Dewey: it is still open that is part of the reason.

Councilmember Wandler: that is why we have kept this, if we have the agreement than it is there (unclear audio)

Mayor Dewey: I remember receiving the email from FEMA and the funding is available through the public assistance program, before CARES came out. I went ahead and gathered the paperwork that they requested from local governments to get funding the gal that manages it in Helena emailed me and said I need a declaration to complete the file and we will have you rostered, I remembered calling her and saying do I have to do a declaration, and she said you have to have one done. Because I knew putting this into place would cause some feelings, but we had to do it in order to qualify for the funding that we received.

Councilmember Devlin: is this expired?

Mayor Dewey: no, it is not. The declaration does not expire until the local emergency is terminated. Ms. Rodabaugh mentioned ordinance 166 and that has ended. With that if there is no further comment from council, we will call for the vote with the motion to hold a COW meeting. Ms. Berthoud call for the vote.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: motion passes unanimously.

h. Discussion/Decision: Approval of Contract for the Stevensville Airport Gate Project

Mayor Dewey: introduced new business item (h). I don't have the contract price in this document, let me see if we have it. It is Pavlik, the dollar amount that you opened at the last meeting, bid amount. \$117,200.00.

Councilmember Devlin: make a motion to approve.

Councilmember Ludington: 2nd.

Mayor Dewey: it has been moved by Ms. Devlin and 2nd by Mr. Ludington.

Councilmember Ludington: 100% covered by FAA funds?

Mayor Dewey: that is correct.

Councilmember Ludington: ordinarily that would be 90/10.

Mayor Dewey: that is correct, due to COVID.

Councilmember Ludington: also, because we had an accident with a deer and an airplane.

Mayor Dewey: the accident prompted us up to the top of the list and COVID gave us the other 10%.

Councilmember Ludington: the amount that is going to be written into this contract is \$117,200.00.

Mayor Dewey: any further council discussion on the contract. Public comment? Hearing none we will call for the vote, Ms. Berthoud.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: motion passes unanimously.

I. Discussion/Decision: First Addendum to Attorney Contract with City Attorney Scott Owens

Mayor Dewey(condensed) introduced new business item (i) we have advertised for four or five months now. We have been advertising for a city attorney and have had no response, we have been flexible in the advertising, do you want prosecution or the civil work, pick one maybe try top find two attorneys. We have been trying to be creative in advertising it. The town would have a hard time not having an attorney especially in the court. It really bogs down the criminal justice system if we don't have a prosecuting attorney. Mr. Owens has agreed to a month-to-month basis to stay on staff and hold on to that position until another attorney comes on, but he does have some stipulations with his contract mainly, when the contract was originally written he was commuting from Missoula and now he has moved to Helena and so we would reimburse milage to and from Helena on the new contract. The administration is taking steps during this phase to limit milage, all of the civil work he has not had to come, so as the town attorney he has not had to come or charge any milage for a long time. Where it gets pricy in the prosecution the judge is less apt to allow telephonic appearances so I am gearing to having a conversation with her on how we can be more flexible and allow the city attorney because now there is a cost to have him come over here from Helena. It will add up over time so we are going to encourage telephonic appearances as much as can. We are kind of in a rock and a hard place

and we don't have many options and we are gracious that Mr. Owens will stay on as long as we modify that term.

Councilmember Devlin: he is only willing to stay on for two months?

Mayor Dewey: I think we are taking baby steps. The clock is ticking, by the end of the year we will be out of time.

Councilmember Devlin: make a motion to approve.

Councilmember Allen: 2nd.

Mayor Dewey: it has been moved by Ms. Devlin and 2nd by Ms. Allen. Council discussion? Public comment? Hearing none, Ms. Berthoud will you call for the vote.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: motion passes.

12. Executive Report

Mayor Dewey: (condensed) 3rd Street is wrapping up. We do have some citizens concerned about holes and repairs in yards and we will be addressing those concerns. The company has been wonderful in working with the town. Received word today from Mr. Owens that the investigation into the claims is wrapping up and he is anticipating a response tomorrow if not Monday. I would like to set dates for budget workshops, (council members discussed among themselves dates and times) August 18, 2021, at 5:00 pm for a budget workshop. August 25, 2021, at 5:00 pm for a budget workshop. August 26, 2021, (comment from Jeff Motley in the audience about having a COW meeting) at 7:00 pm for a COW meeting and the council meeting to follow. Creamery Picnic went well thank you staff members that came in to help out with everything. At your next council meeting I hope that your admin reports are more interactive with mysidewalk. Gave a response to the comment made about Homebase from a citizen. Other comment Mr. Ludington made about there is room for improvement; this is the most pleasant experience I have had. I also want to, without rehashing, I have made decisions and taken actions that have caused a lot of stir amongst a group in the community and it has made your experience in this room and on council less than desirable and for that you do have my apology it was not my intent when o took those actions to drag you all through something that was unpleasant it was not my intent to drag our citizens through something that was unpleasant and not for the staff either. I apologize for the way that those things unfolded. I did not learn how to this job in another city, in fact one of the people that I learned how to do this job from is sitting across the table from me. And I appreciate that mentorship that he offers. I do what I do because of my experiences here at town hall. There is always room for improvements.

13. Town Council Comments

Councilmember Wandler: something that I don't think people realize is how much more expensive things become, I thought about it when you were talking about the fire department, my husband was on the fire department 50 years ago they showed up with their clothes on and fought a fire, now insurance requires equipment people don't realize that laws change and time change, I don't think that the community understands that the costs go up because of the changing times.

Councilmember Delvin: Creamery Picnic was outstanding, thank you to everyone.

14. Board Reports

Councilmember Ludington: P&Z had a meeting that we are looking at the board of commerce subdivision regulations blanket policy that they put out for towns to edit. Had one member of the community there and it was a pretty productive meeting. I think we got through some things that are in there that we may or may not like somethings. We are hoping again to visit that at the end of the month I think that is the 25th. Anybody that is interested please join. Received an email for Paul O'Bagy so I forwarded it to Tim.

15. Adjournment

APPROVE:

ATTEST:

Brandon E. Dewey, Mayor

Jenelle S. Berthoud, Town Clerk

The Mayor of the Town of Stevensville has declared a State of Local Disaster Emergency. Reference the Proclamation Dated 3-31-2020.

The Mayor of the Town of Stevensville declared a State of Local Disaster Emergency on the 31st Day of March, 2020 and made the declaration retroactive to the 12th of March 2020. This by itself could become a legal issue regardless of the actions of the State of Montana

In the Declaration, item 4, page 2 of the declaration, the Mayor committed to implement all directives provided by the Governor of the State of Montana.

As the Governor has lifted the State of Emergency for the State of Montana effective June 30th, 2021 it seems to me that the Mayor should have complied and immediately lifted the Town's Declaration of a Local Disaster Emergency.

This Citizen is confused by the Declaration as the Governor(s) of the State of Montana did not declare a disaster, but declared a state of emergency and the President of the United States did not declare a disaster but a state of emergency. **The Mayor declared a Disaster Emergency.**

Item 1 of this Agenda Request

The Mayor should issue and order immediately to terminate his declared Disaster Emergency as none exists.

As it is the mayor that makes the determination that a Disaster or Emergency exists, the Council cannot direct the mayor to terminate the declaration. However, Emergency Ordinance 166 expired on June 17, 2020 and was not reviewed by either the executive branch or the legislative branch, thus the ordinance is a dead ordinance. .

Suggested Motion-I move that We, the Body of this Town Council, hereby request the Mayor to rescind the Town of Stevensville Disaster Emergency Declaration immediately, restore the Town of Stevensville to its constitutional form of government, resume normal meeting schedules and locations.

Item 2 of this Agenda Request

A comprehensive list of all agreements, contracts and purchases made between March 12, 2020 and the date the Declaration of Disaster Emergency termination needs to be compiled and brought forward so that the public can see what has transpired.

- This is a routine form of transparency that has not been demonstrated by the current administration.

Suggested Motion-I move that the Mayor and Finance Officer shall assemble a list of all agreements, contracts and purchases made between March 12, 2020 and the date the Declaration of Disaster Emergency has been terminated, so that this information can be brought forward for the Council and the Public may readily access and peruse the information as they see fit and that each purchase shall provide a justification for failure to comply with the provisions of the Town of Stevensville Purchasing Policy.

Item 3 of this Agenda Request

The Council should direct and implement a review of all contracts and expenditures consummated by the Mayor of the Town of Stevensville from March 12, 2020 until the date the Declaration of Disaster Emergency is terminated.

- This is necessary in order to determine the validity of all agreements, contracts and purchases made in order to verify compliance with items 7 and 8 of the Declaration of Disaster Emergency.
- The review is necessary as the current administration has shown a propensity to procrastinate bringing claims before the council. This has been shown to be the case as indicated during the council

of July 22, 2021 approximately \$92,000 worth of claims for computer purchases where presented approximately 7 months after the purchases. **This was noted by Council Member Allen, who did not, nor the remaining members of the Council, take formal action to stop this sort of activity by the current administration.**

- This is necessary to restore and validate the Checks and Balances between the Executive and Legislative Branches of our local government.
- The Declaration of Disaster Emergency did not include this provision in order to protect the Citizens of the Town of Stevensville and their assets and best interest.

Suggested Motion-I move that the Council shall schedule Council of the Whole meetings (COW Meeting) in order to review and determine the validity of all agreements, contracts and purchases made during the Disaster Emergency Declaration.

Item 4 of this Agenda Request

The Town of Stevensville Purchasing Policy, Section 9, states that the Purchasing Rules under the purchasing policy may be suspended during an emergency or disaster declared under § 10-3-401 MCA.

I believe a formal decision by the council is needed to direct the Mayor to comply with the Town of Stevensville Purchasing Policy.

- This Citizens does not believe that the Town of Stevensville Town Council formally suspended the purchasing policy, nor is it mentioned in the Disaster Emergency Declaration.
- The Council gave the Mayor powers that are reserved and assigned to the Town Council, which I believe is not legal as the Council cannot assign powers to a Mayor that are not assigned by the state legislature.

Suggested Motion-I move that the Mayor of the Town of Stevensville shall be required to comply with all provisions of the Town of Stevensville Purchasing Policy and recognize that the Town Council has not suspended the Purchasing Policy in regard to the Declaration of Disaster Emergency.

File Attachments for Item:

b. 8/26/2021 COW Meeting Minutes

Stevensville Committee of the Whole Meeting Minutes
for THURSDAY, AUGUST 26, 2021, 6:30 PM

1.Call to Order and Roll Call

Mayor Dewey: called the meeting to order, Councilmember's Allen, Devlin, Ludington were all present. (Councilmember Wandler joined after roll call)

CONDENSED MINUTES

2. Discussion on the Following Items

a. Discussion/Decision: COVID-19 Recovery Plan

Mayor Dewey: introduced COVID-19 Recovery Plan. Handed out changes to Town Services During Phase 1 of Governor's Reopening Plan. This document was authored back in April 2020. This is the best reference that I have in terms of planning that has been done to modify services as we move into recovery of COVID-19. A lot has changed since this was authored.

Councilmember Devlin: we want to modify this declaration and create a plan? What direction do we want to take?

Mayor Dewey: I think that you need to have a plan so that we can get rid of the declaration all together, spending time on modifying the declaration when what we need to do is get rid of it, I would like to see the plan being put into place. And then we can work towards getting rid of the declaration altogether.

Councilmember Wandler: (unclear audio) FEMA funding?

Mayor Dewey: the plan would have to be in place to receive FEMA funding.

Councilmember Delvin: we had a discussion around this, I just have a question about the benefits of when we do receive funds to the town, how that is reallocated into our budget.

Mayor Dewey: there are several different streams of funding that have been made available to the town of Stevensville. When the declaration was made it was to take advantage of FEMA money. that was before CARES and stimulus packages. When CARES was released, it changed the FEMA funds. We had to be specific with CARES funds, provide copies of checks and narratives. We were not sure how much was coming from CARES or from FEMA, today CARES don't exist all that money has been used up and we are now utilizing ARPA. ARPA is more flexible than the CARES funding was meaning there was some treasury money that came directly to the town and how you could use it. If there is a relationship between the pandemic and the town. If you are improving your infrastructure, it is much more flexible. We have already received the first half in June and will receive the second half next June. As I understand there is still some FEMA money available, we have not sot that funding at this time because we don't feel that we need to. the advantage of having the declaration in place for one is that it is required by FEMA to submit for the funding. We don't know what that looks like until we get an email that says this is what is available. Having the declaration in place we can move forward.

We set up things in the background so that we were ready. They want to see that you need it. (Gave an example of how that might work). CARES ended and the state stepped in.

Councilmember Devlin: I wasn't able to find any other municipality that is still under an emergency for COVID. Obviously, there are some benefits to staying, funding wise but is that enough to keep us in this.

Mayor Dewey: we have discussed already whether or not the declaration should stay in place to goal is to develop a plan to recover from the pandemic and get rid of the declaration. We need to focus on how is our community going to move forward.

Councilmember Devlin: I agree the question that I am asking determines phase 1 how long we stay in that what is the importance of it?

Mayor Dewey: you will have to answer that.

Councilmember Devlin: that is what I am asking if it is important.

Mayor Dewey: I think we go day by day. What I need from you is a threshold to rescind the emergency that does not exist, there is no threshold that says when this happens it is rescinded, and right now it is up to me and that is what upsets people. There is no policy for me to go up against. I am looking to you. If you develop a plan that either looks like this or your own plan. I need a trigger to let me know, then I will know what the expectation is.

Councilmember Ludington: this is what I am coming up against in the amount of time that I have had to do some research. They talk a lot about how to interact with the public. I think that we are in phase 3 of the reopening plan. (Unclear audio)

Mayor Dewey: according to the Montana state dashboard 48% of the eligible population in Ravalli County is fully vaccinated.

Councilmember Devlin: that is the reason for my questions too. We have had a short amount of time to do research. I don't know what they would be I know the questions that I am asked and the concerns that we will have. To come up with steps and there are people that say get rid of it completely people that say they don't care, people say keep it some say modify it. Then figuring out a phased-out plan.

Mayor Dewey: I think if you can articulate the element of a plan that you would like to see as specifically as possible allows the administration to pull it together for you, but we need to know what that starting place is.

Councilmember Allen: can we give a percentage of people that we want vaccinated before we change, like could we say 75% of people vaccinated in Ravalli County. We could do separate things.

Councilmember Devlin: we can create whatever guidelines we want. Going through Ravalli County emergency plan is from 2010 some apply some don't. I don't like the vaccination portion of this, I watched the school go through this. This year the school is just going moving along except for the on the school bus, you have to wear a mask on the school bus. There is not a solid plan that makes sense for steps. I do think that we are in phase three as well, which tells me we

are pretty much over it. Then I get on Ravalli County public health, and I read “pull up your bootstraps because here we go again”.

Mayor Dewey: if cases weren't climbing and we weren't getting notification that our hospitals in Missoula are at capacity I don't think we would be having this conversation. I would have rescinded the declaration myself, but that is not the case. We just happen to have this conversation the same time that everything is going the other direction in terms of case counts and impact on the community.

Councilmember Devlin: I am not prepared to come up with a phased plan.

Mayor Dewey: it is not my expectation that you dive deep into this, this evening. I think what is important is that you started the conversation. We are getting information from both Ravalli and Missoula County.

Councilmember Devlin: I am feeling discouraged, very discouraged.

Councilmember Ludington: I think that we are looking at a new sense of normal, I don't know what that is. We are looking at something that is comfortable enough for the mayor to reside the order. We have to be able to come up with something that is viable for the community to stay safe. The primary concern that we are dealing with at this point is parts of this declaration are giving parts of our community extreme heart burn. We have to look at what is safe for our people. I would like to think that there is not anything at this point that we are acting in any sense of emergency. I don't think that the mayor is going to supersede the authority of the council unless it becomes necessary. I don't know how to proceed from here I am like Jaime, I am a little uncomfortable. These are the things that we are dealing with and have not had to deal with, and we are trying to put our heads around this. Who are we taking care of ourselves, each other, our community? I am only interested in what is best for the community. If I had any inkling that something was going on I don't spend a lot of time at town hall, but I have spent my whole career around people and I know how they interact with me and each other and I can say that if there is something we will never find it until it is to late. I would like to state my reputation on the fact that there is nothing going on. I

Mayor Dewey: one option that you have if you want other resources from other communities, we can gather that for you and relay that to you. The fact is that prior to this meeting you were in budget mode and you and us did not have time to research this.

Councilmember Devlin: I think that would be helpful. There is contradicting information.

Mayor Dewey: we are kind of forging our own way, through different leagues and associations we may have some additional information.

Councilmember Allen: I think that it is important to have the data. I think what we have to look at is the numbers.

Mayor Dewey: is there anything else from the council before we open for public comment.

3. Public Comment

Jim Crews, 316 9th Street, the biggest problem that I have is section 8. Mr. Crews read from section 8. Noting in Title 10 says this. Have you seen the city attorneys review? I haven't. Where is the written plan? I haven't seen one. Mr. Crews commented on power of the mayor and the council.

Leanna Rodabaugh: 204 Ravalli Street, the problem that we have here is the last meeting that we had Mr. Crews explained the kind of government that we have. Ms. Rodabaugh commented on strong and weak mayor. Gave her opinion of the mayor.

Mayor Dewey: any further public comment, hearing none we will adjourn.

4. Adjournment

APPROVE:

ATTEST:

Brandon E. Dewey, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

c. 8/26/2021 Meeting Minutes

Stevensville Town Council Meeting Minutes
for THURSDAY, AUGUST 26, 2021, 7:30 PM

CONDENSED MINUTES

1. Call to Order and Roll Call

Mayor Dewey called the meeting to order, Councilmembers Allen, Devlin, Ludington and Wandler were all present.

2. Pledge of Allegiance

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

No public comment.

4. Approval of Minutes

a. April 22, 2021, Meeting Minutes Closed Session

b. June 28, 2021, Meeting Minutes Closed Session

c. June 28, 2021, Meeting Minutes

d. July 08, 2021, Meeting Minutes

e. July 22, 2021, Meeting Minutes

Mayor Dewey: introduced approval of minutes as listed above.

Councilmember Devlin: I will make a motion to approve.

Councilmember Wandler: I will 2nd.

Mayor Dewey: it has been moved by Ms. Devlin and 2nd by Ms. Wandler to approve the minutes.

Councilmember Ludington: clarification all minutes of closed session minutes?

Mayor Dewey: please restate you motion.

Councilmember Delvin: I will make a motion to approve April 22, 2021, June 28, 2021, Meeting Minutes Closed Session.

Councilmember Ludington: 2nd.

Mayor Dewey: it has been moved by Ms. Devlin and 2nd by Mr. Ludington to approve the closed session minutes.

Councilmember Allen: I would like to recuse myself from voting I was not at the April 22 meeting and there is no audio available.

Mayor Dewey: no problem, any further council comments? Any public comment on the approval of the closed session minutes? Okay, hearing none we will call for the vote.

Councilmember Allen: abstained.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: abstained.

Mayor Dewey: that motion passes with two aye's and two abstained. Move on to the rest of your minutes.

Councilmember Allen: I will make a motion to approve.

Councilmember Ludington: 2nd

Mayor Dewey: it has been moved by Ms. Allen and 2nd by Mr. Ludington. Council discussion? Public comment. Hearing none we will call for the vote.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

5. Approval of Bi-Weekly Claims

a. Claim #16437

b. Claims #16940-16991

Mayor Dewey: introduced claims #16437 and #16940-#16991. Council asked that they consider this claim after the investigation to that specific matter, the results of that investigation have been provided with that claim in your packet. I will turn the chair over to council president Mr. Ludington.

Councilmember Ludington: is there a motion on claim number #16437?

Councilmember Devlin: I will make a motion to approve claim #16437.

Councilmember Allen: 2nd.

Councilmember Ludington: it has been moved and 2nd to approve claim #16437. Council discussion.

Councilmember Devlin: this is a hot topic. We are revisiting it after we had an investigation done. We discussed that we did not believe that there was any criminal activity. Ms. Devlin resighted what was stated by the investigator. This all comes out to zero, an approval of this was approving that it is a zero claim.

Councilmember Ludington: further discussion? Public comment?

PUBLIC COMMENT:

Vickie Motley: 318 9th Street, just clarification, if you vote for this are you paying Brandon back those fees.

Councilmember Devlin: this is not asking for indemnifications.

Vickie Motley: so, you are approving a claim that is at a zero balance now?

Councilmember Devlin: correct.

Victoria Howell: I think that it would be helpful for the public to know what the investigation cost.

Leanna Rodabaugh: me again. to my knowledge the attorney spoke with, Mr. Dewey, town hall employees and Robert Underwood. Fact of the matter is, and this is fact, Mr. Dewey had the check written to himself and that was a bobo. There was no reason for the check to be written out to Mr. Dewey.

Councilmember Ludington: additional public comment. Hearing none we will call for the vote, Ms. Berthoud.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: no

Councilmember Wandler: aye.

b. Claims #16940-16991

Mayor Dewey: introduced claims #16940-16991. That includes claim number 16982 to a question in public comment in reference to the investigation fees. The amount was \$3260.00

Councilmember Ludington: so, moved.

Councilmember Devlin: 2nd

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

Councilmember Allen: #16974, big bear sign? Police RAM, correct? #16978 Miller Law Office?

Mayor Dewey: correct. Mr. Miller is specifically our attorney to handle the water rights. Twin Creeks well field. This is a couple of hours of his work.

Councilmember Ludington: there is also \$1900.00 to HDR engineering for that same thing #16986?

Mayor Dewey: good news is we are looking good and moving forward with water rights. Any further council comment? Public comment?

PUBLIC COMMENT

Stacie Barker: 104 Winslett Ave. #16965 for Facebook for \$20.00 what is that?

Mayor Dewey: it would either be for a job announcement or swimming pool. Any further public comment on the claims, Ms. Berthoud.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: Motion passes unanimously.

6. Administrative Reports

None

7. Guests

None

8. Correspondence

a. Stevensville Civic Club

Victoria Howell; read a letter written by the Stevensville Civic Club to the mayor and the council. (Letter will be attached to the minutes of this meeting). The event was very successful we netted about \$18,000.00 which most of that will go towards the splash pad.

9. Public Hearings

a. FY2021-2022 Preliminary Budget

Mayor Dewey: introduced the public hearing item (a) also under agenda item 11 c.

Councilmember Ludington: so, point of order we discovered last night that the projector does not work we probably should have had the other one.

Mayor Dewey: is there any public comment?

PUBLIC COMMENT

Stacie Barker: 104 Winslett Ave. seeing this it is hard to read. As a citizen of the town, I want to see what my tax dollars are going to. it needs to be broke down so we can see it. General Government line item, nothing in that line item how do we know?

Mayor Dewey: any further public comment? Hearing none we will close the public hearing.

10. Unfinished Business

11. New Business

a. Discussion/Decision: Consent to the Mayor's Appointment of Susan Devlin to the Park Board

Mayor Dewey: introduced new business item (a)

Councilmember Allen: I will make a motion to consent.

Councilmember Wandler: 2nd.

Mayor Dewey: it has been moved by Ms. Allen and 2nd by Ms. Wandler. Council discussion?

Councilmember Allen: thank you for volunteering for the park board.

Mayor Dewey: any further council comment? Public comment? Hearing none we will call for the vote, Ms. Berthoud.

Councilmember Allen: aye.

Councilmember Devlin: abstained.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: the motion passes, three with one abstention.

b. Discussion/Decision: Painting of Yellowjacket Bees on Stevensville Side Streets

Mayor Dewey: introduced new business item (b)

Stevensville Booster Club: introduced the plan behind item (b). School is doing a rebranding, we are trying to do public involvement, a new plan is to paint the bees down 3rd Street. From 3rd to Park. Introduced the stencil of the bee to the council. We would like to propose the idea to paint it on city sidewalks also.

Councilmember Allen: as it stands now there are two bees one on 3rd street and one on Park?

Booster Club: no, we would like to paint one on each block and maybe a swarm of them in areas.

Councilmember Ludington: it is probably going to be chip sealed but probably not until spring.

Mayor Dewey: there are no plans to chip seal it. It would be nice, but we are waiting to see what that costs.

Councilmember Ludington: so, you are maybe looking at 8, 10, 12?

Booster Club: I should have done some research, how many blocks? Each intersection would be cool and then one in between. Maybe up to 18. On Park we will have a discussion with the school.

Councilmember Devlin: are you asking about streets and the sidewalks?

Booster Club: if you have a different idea about approval of the sidewalks we can wait.

Mayor Dewey: we remember a conversation about the sidewalks, right Fran?

Fran: you left that open ended for us, so we will have to wash the old ones off and apply the new ones. It will be the same size.

Mayor Dewey: the question is for the council is non uniform painting on the streets.

Councilmember Devlin: make a motion to approve.

Councilmember Wandler: 2nd.

Mayor Dewey: it has been moved by Ms. Devlin and 2nd by Ms. Wandler. Council discussion?

Councilmember Ludington: I would ask that you would meet with public works.

Booster Club: we would not mind finding a spot to do a practice painting.

Councilmember Ludington: I would suggest that.

Mayor Dewey: I do have a question, what color?

Booster Club: black and gold, we will have to do a mock paint up to see what works with the street being black.

Mayor Dewey: what is the intent/concept of the council. They do a mock up and then come back?

Councilmember Devlin: I am not interested in them coming back.

Councilmember Allen: I would say just meet with public works.

Councilmember Wandler: is there plans for maintenance of these.

Booster Club: we will have to take that one and address it.

Mayor Dewey: Any public comment?

Vickie Motley: in the intersections, what size will these be?

Booster Club: sidewalk size around 2 feet. 3 foot in size for the street.

Mayor Dewey: any further public comment? Hearing none we will call for the vote, Ms. Berthoud.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: motion passes we will coordinate with public works department.

c. Discussion/Decision: Resolution No. 490 - Adopting a Budget, Establishing Mill Levies, and Adopting Wages and Salaries for the Fiscal Year 2021-2022

Mayor Dewey: introduced new business item (c) I will address a couple of things, there was a comment about general government addressing salaries. There are a couple of places that you can reference that. The narrative does not give specific numbers. In the budget detail it is broken down. Follow the columns across and it shows what we are spending. The document has a yellow line through it, we updated the general fund we did not get the other lines updated since last night's meetings. How would you like to proceed?

Councilmember Ludington: I am looking at the resolution, I don't see mills in the fireman's disability fund?

Mayor Dewey: we no longer set aside mills for the fireman's disability fund, we are just a pass through for that money. Discussed the general fund.

Councilmember Ludington: one of the things that we did not talk about last night was the lighting district.

Mayor Dewey: right, rates have gone up more than we expected so there was some spending down. What you see here is going to catch us back up. We experienced that last year, in one specific district we had to increase. We have established that we will have a cushion of 25%.

Councilmember Allen: we had a public comment earlier about how hard this is to read. As a community member I want to know how much the town is paying its employees. We budgeted in the fire department for one amount last year and we spent over that. What are personal services?

Mayor Dewey: it is salaries or a benefit. It is the entire cost of having a human being work for you. pay roll, health insurance, workman's compensation.

Councilmember Allen: operating and maintenance, the cost of having.

Mayor Dewey: that is the stuff that we buy, not capitalized, things that cost less than \$5000. It is consumables, heating bills, operating costs.

Councilmember Allen: fire prevention, last year budgeted for \$800, and we spent \$500, who came up with the \$500 number?

Mayor Dewey: the fire chief. Anything else from council? You will probably notice that investments in the capital improvement are pretty low we are not actually using capital improvement fund in this proposed budget and the reason for that is. Our utility is well taken care of, and we pay engineers to take care of that and make sure that they are up to date. We plan for basic functions, fire trucks, police cars, city hall. Need to update that capital improvement plan, the fund has a hard time staying funded. Would like to hold a council workshop to discuss that plan. There are some projects coming up that we will more specifically address with the council, you do not see the Park Ave sewer main in the budget so that the council can have say in that plan.

Councilmember Allen: I have a question I don't think that we discussed this last night, ARPA funding, I want to go back to our discussion about ending the declaration and FEWMA funding. That money is not in the budget we are not including that funding in the budget.

Mayor Dewey: correct, we are not anticipating FEMA funding.

Councilmember Ludington: lets talk about city court, this is a significant increase, are we behind in prosecution or is there a back log.

Mayor Dewey: we are anticipating more because the police department has increased. We do anticipate an increased case load in the court. The judge usually gives us case numbers on a calendar year we are asking that they give us a count on a fiscal year to help with projections. The increase in police officers and the number of staffed shifts there is a natural increase in tickets and a possible increase in revenue numbers. Also, can depend on the type of cases some take more time and money and others do not.

Councilmember Ludington: I will speak to that this has been a little different to what I am used to, I am proud of this council for the decisions that we have made. We want to make sure that we retain the people that work for us. This is the best work force that I have seen in the last several years, so we need to retain that. Not a single employee came to us and asked for this, the council came up with this decision. I am proud of you guys (council) for doing that. It is costing us a little money, but it is making a way for us to continue moving forward.

Councilmember Allen: what we said yesterday when we walked away was that zero was not an option. I am proud to lead by example and I am proud of the employees that we have.

Councilmember Devlin: I want to thank you again; wages have been discussed before; I am glad that we went down the path that we did. I am proud of the works that work for us. This is for our community. While I thank you all I thank the town employees.

Councilmember Wandler: I agree with everyone on the council. These are our people, and we want to keep them. I think that it is important that we pay a living wage.

Mayor Dewey: is there a direction that you would like to take this evening.

Councilmember Allen: you went to a lot of work to get to that wage; can you speak to that.

Mayor Dewey: we started with 1% and the council asked that we come back with a better percentage. When we determined target rates, East Helena, Columbus, looked at regional towns, Darby, Hamilton. We knew we could not compete with Missoula. We know that we have to market to a living wage. We know that we have to market to a small community. We know that we are going to lose to a larger town. But if they are happy with where they are then we want to treat these people well. The target rate we found was some wages were in 1-3 % and then we found some that were 11%. I approached this preliminary budget not knowing what to expect from all of you. So, I started on the lower end. I appreciate the staff and what they do.

Councilmember Ludington: I ran into three staff members today and they said thank you stepping up and taking care of us.

Mayor Dewey: whether it is good or bad, it is unique. This group of people will step up to the plate and continue to work hard.

Councilmember Allen: make a motion to approve.

Councilmember Devlin: 2nd.

Mayor Dewey: it has been moved by Ms. Allen and 2nd by Ms. Devlin. Council discussion? Public comment?

PUBLIC COMMENT

Stacie Barker: 104 Winslett Ave. it would be nice to see the break down of the wages, I think that it should be public. I work for the public and you make more than I do. I would like to see what those numbers are.

Sue Devlin: 305 6th Street, employee retention was on the biggest things that I talked about with my employer. We have had a lot of turnover some due to poor behavior and some due to low wages. The employees are valuable.

Vickie Motley: one of my questions is how much of the ARPA funds are being used to balance the budget? ARPA funds are a one-time thing. Just want to make sure that what you are using ARPA funds for is a onetime thing. My other thing Paul is for information about the fireman's relief fund. We have not had to come to you in a while but will have to in the future. If it is a stipend, is it coming from that department?

Councilmember Ludington: I will say Vickie that there is some ARPA funding that are being used in this case, but we are looking at other places to find additional funding, like annexation and expanding the tax base. We are told that we are getting this much I anticipate that there is going to be something coming forth to rain that in. We are facing the challenges, what do we do if the pandemic upswings or the housing market drops.

Mayor Dewey: regarding taxes, when your property value increases so do your taxes, but the amount that the town is allowed to collect in mills off of your property is capped every year. We can't collect taxes further than half the rate of inflation. What ever the inflation rate is for the year you can cut that in half and that is the value of the mill. It can't increase more than .97%. all of the things increase but not our mills.

PUBLIC COMMENT:

Leanna Rodabaugh: most of the time I just say silly things why is it necessary that we spend every last piece of income that we have. What happens if we put money back what happens if there is an emergency? We don't need new computers; we don't need this stuff. We don't want more people here; you have to spend money to have them here. You don't have to annex.

Mayor Dewey: further comment? Hearing none, we will call for the vote, Ms. Berthoud.

Councilmember Allen: aye.

Councilmember Devlin: aye.

Councilmember Ludington: aye.

Councilmember Wandler: aye.

Mayor Dewey: motion passes unanimously.

12. Executive Report

Mayor Dewey: I want to address some notes that I have here there is a lot of mis information at the podium, you take time to research so bear with me. There was not a check written to Brandon Dewey it was written to the attorney. The investigation was more than just a phone call there were documents provided I spent more than an hour with the investigator at one point in a follow up. I appreciate that those of you that read the report I appreciate that. As it hurts to spend that money. Mr. Underwood was not fired and that is all that I will say on that matter. In regard to the budget if you actually look at the numbers, we have plenty to fix the water leaks, we have been very responsible with our funds. You did not have anyone at the budget workshops to watch you through that process. We don't spend more than we have. We can't have more than 50% in our general fund. The building code enforcement fund is another example of that.

13. Town Council Comments

None.

14. Board Reports

Councilmember Ludington: The Planning and Zoning Board met for about an hour last night. Going over subdivision regulations that we have sliced and diced to try to find something that works for us. We will bring that document forward to the council soon.

15. Adjournment

APPROVE:

ATTEST:

Brandon E. Dewey, Mayor

Jenelle S. Berthoud, Town Clerk



Stevensville Civic Club
P.O. Box 676
Stevensville MT 59870

August 17, 2021

Mayor & Town Council
206 Buck
Stevensville MT 59870

Dear Mayor Dewey & Town Council members:

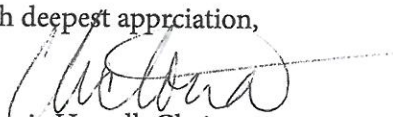
On behalf of the Stevensville Civic Club, I would like to express my appreciation for all the help we received from the Town of Stevensville in putting on the 108th Creamery Picnic. By all accounts, this was one of the biggest Picnics in terms of attendance, certainly in recent memory. To my knowledge, there were no major negative incidents of any kind.

An event of this size requires a lot of physical labor, from moving stages and erecting tents, mowing the park lawns and hooking up extra electricity and hoses, placing traffic barricades and signs, to providing extra police and fire security. Town staff did all this and much more.

In fact, there is absolutely no way we could have staged such an excellent and successful event without the Town's help. From the very moment that planning started, I was able to call on Mayor Dewey for advice and suggestions and general problem-solving. His response to my concerns was most often, "How can we help?" I talked numerous times with council members, the police chief, the town clerk, members of the fire department, public works and the parks and recreation department, and every time each person was so positive and helpful. And as the event grew closer, so many Town personnel pitched in and helped with the "heavy lifting" that was required and that some of us older folks just can't do anymore. It was a real pleasure to work with such an accommodating crew. I am so grateful.

The Town of Stevensville is a community within a community. The person in the leadership role sets the tone for that "micro" community. Mayor Dewey set a tone of positivity and exhibited a "can do" attitude that certainly contributed to this year's Creamery Picnic success. For that I thank the Mayor and the Town Council and I look forward to more partnerships like this in the future.

With deepest appreciation,


Victoria Howell, Chair
108th Creamery Picnic

File Attachments for Item:

a. Claims #17024-#17036

* ... Over spent expenditure

Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
17024	141 CNA SURETY	105.00					
	MT Public Employee Position Bond \$30,000 11/04/21 to 11/04/22						
	FY 21-22 11/04/21 Surety bond UB Clerk	26.25			5210 430510	520	101000
	FY 21-22 11/04/21 Surety bond UB Clerk	26.25			5310 430610	520	101000
	FY 21-22 11/04/21 Surety bond Treasurer	6.57			5210 430510	520	101000
	FY 21-22 11/04/21 Surety bond Treasurer	6.56			5310 430610	520	101000
	FY 21-22 11/04/21 Surety bond Treasurer	13.12			1000 410550	520	101000
	FY 21-22 11/04/21 Surety bond Court Clerk	8.75			1000 410360	520	101000
	FY 21-22 11/04/21 Surety bond Town Clerk	8.75			1000 410550	520	101000
	FY 21-22 11/04/21 Surety bond PD Clerk	8.75			1000 420100	520	101000
	*** Claim from another period (6/21) ****						
17025	1031 MR ASPHALT, INC.	700.00					
	3045 06/24/21 Asphalt Patch Winslett Avenue	700.00			2820 430200	360	102000
17026	115 BURNT FORK COMMISSION	173.44					
	August 21 09/03/21 450" H2O delivered	173.44			1000 430900	342	101000
	*** Claim from another period (7/21) ****						
17027	17 MONTANA SAWS LLC	25.00					
	310 07/07/21 Trimmer head spool	10.00			1000 430900	220	101000
	310 07/07/21 Strap	15.00			1000 430900	220	101000
17028	1021 STEVENSVILLE SCHOOL DISTRICT	1,295.00					
	Bark purchased by school for parks						
	001 09/13/21 1/2 load of bark for parks	1,295.00			2987 460430	212	101000
17029	1826 Drive Payments dba DP Serivce	2.00					
	ACH transaction serivce fee for 1 return payment						
	14352 09/10/21 ACH return service charge	1.00*			5210 430510	555	101000
	14352 09/10/21 ACH return service charge	1.00*			5310 430610	555	101000
17030	1754 Construct Montana, LLC	4,648.60					
	1022 09/10/21 quarterly inspections	4,648.60*			2394 420531	350	101000
	*** Claim from another period (8/21) ****						
17031	289 MONTANA DEPT. OF ENVIRONMENTAL	1,736.00					
	FY 21-22 Annual Community Connection Fee						
	512201345 08/30/21 Annual Comm Connection Fee	1,736.00			5210 430510	330	101000
17032	728 HDR ENGINEERING, INC.	4,097.36					
	1200373826 09/10/21 Water sys Engineering repo	836.48			5210 430510	354	101000
	1200373827 09/10/21 Water sys Engineering repo	3,260.88			5310 430630	354	101000

* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$				Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account
17033	289 MONTANA DEPT. OF ENVIRONMENTAL	290.00					
	22-1184 08/13/21 Park Ave Sewer Extsion plan f	290.00			5310 430630	354	101000
	*** Claim from another period (8/21) ****						
17034	1823 Visa c/o Rocky Mountain Bank	1,361.65					
	2102408 08/01/21 BD BFM Staff Training	19.76*			1000 410550	229	101000
	621945 08/08/21 BD Super 1	16.62*			1000 410100	336	101000
	621945 08/08/21 BD Super 1	16.61			1000 410200	336	101000
	518412 08/19/21 BD Stevi Hardware light bulbs	11.99*			1000 411201	230	101000
	2243412 08/24/21 Amazon FD gloves ambulance	1,102.45			2230 420730	220	101000
	2836248 08/23/21 Amazon FD American flag decal	23.84			1000 420410	330	101000
	58636/5867 08/02/21 Pool Valley Irrigation	22.02			1000 460445	230	101000
	1221000057 08/09/21 Parks Costco tp	18.99			1000 460430	220	101000
	641341 08/26/21 Pool Napa antifreeze	28.74			1000 460445	230	101000
	517684 08/12/21 Parks Stevi hardware concrete	86.65			1000 460430	365	101000
	518293 08/12/21 Parks Stevi hardware Glue & ta	13.98			1000 460430	210	101000
	*** Claim from another period (8/21) ****						
17035	1787 Valli Information Systems, Inc.	518.78					
	June 21 Water & Sewer Billing						
	78058 08/31/21 August 21 Water Billing	259.39			5210 430510	320	101000
	78058 08/31/21 August 2021 Sewer Billing	259.39			5310 430610	320	101000
17036	33 NORTHWESTERN ENERGY	15,461.49					
	Sept 21 09/03/21 Spec lighting #3	246.30			2430 430263	340	101000
	Sept 21 09/03/21 206 Buck 90% TH Facility	295.12			1000 411201	340	101000
	Sept 21 09/03/21 206 Buck 10% Bldg Dept	32.79			2394 420531	340	101000
	Sept 21 09/08/21 Peterson Add'n lighting	183.17			2420 430263	340	101000
	Sept 21 09/08/21 Dayton Add'n lighting	251.85			2410 430263	340	101000
	Sept 21 09/03/21 Maplewood Cemetery	10.44			1000 430900	340	101000
	Sept 21 09/03/21 Main St seasonal lighting	12.61			1000 430263	340	101000
	Sept 21 09/08/21 Orig Town street lights	240.59			1000 430263	340	101000
	Sept 21 09/08/21 ESH - 5th St. lights	434.45			1000 430263	340	101000
	Sept 21 09/08/21 5th St - Lange Park lights	68.86			1000 430263	340	101000
	Sept 21 09/08/21 Add'l Town lighting	157.82			1000 430263	340	101000
	Sept 21 08/01/21 NW LDS parking lot	0.00			2430 430263	340	101000
	Sept 21 09/02/21 MBF H20 plant	61.55			5210 430520	340	101000
	Sept 21 09/03/21 102 Main St pump #1	44.83			5210 430520	340	101000
	Sept 21 09/02/21 Riverside Cemetery IRR	174.87			1000 430900	340	101000
	Sept 21 09/03/21 Maplewood Cemetery	186.39			1000 430900	340	101000
	Sept 21 09/03/21 Sewer lift station W. Central	9.69*			5310 430620	340	101000
	Sept 21 09/07/21 Sewer trtmnt plant	3,544.78*			5310 430620	340	101000
	Sept 21 09/03/21 Truck garage South	87.47			1000 430100	340	101000
	Sept 21 09/03/21 L&C Yard Light	10.44			1000 460430	340	101000
	Sept 21 09/03/21 L&C Park Irrigation 5hp IRR	62.41			1000 460430	340	101000
	Sept 21 09/03/21 L&C Park Parking Lot	6.00			1000 460430	340	101000

* ... Over spent expenditure

Claim	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org	Acct	Object	Proj	Cash Account
Sept 21	09/08/21	L&C Park Restrooms/Field ligh	312.23				1000	460430	340		101000
Sept 21	09/03/21	214 Buck St. - H2O 25%	9.81				5210	430520	340		101000
Sept 21	09/03/21	214 Buck St. - Sewer 25%	9.81*				5310	430620	340		101000
Sept 21	09/03/21	214 Buck St. - PD 50%	19.61				1000	420100	340		101000
Sept 21	09/02/21	3rd & Park	24.94				1000	430263	340		101000
Sept 21	09/02/21	421 Airport Rd - SRE 2/3	57.12				5610	430300	340		101000
Sept 21	09/02/21	421 Airport Rd - FD 1/3	28.57				1000	420422	340		101000
Sept 21	09/07/21	Pool	797.87				1000	460445	340		101000
Sept 21	09/02/21	MBF Well Field	6,920.03				5210	430520	340		101000
Sept 21	09/02/21	MBF booster station	124.28				5210	430520	340		101000
Sept 21	09/03/21	Creamery Park (223 Main)	47.34				1000	460430	340		101000
Sept 21	09/03/21	102 Main Street D-PD	74.18				1000	420100	340		101000
Sept 21	09/08/21	Dickerson Park	6.57				1000	460430	340		101000
Sept 21	09/08/21	Water 157 Sewer Works Rd Depo	3.11				5210	430520	340		101000
Sept 21	09/08/21	Sewer 157 Sewer Works Rd Depo	3.11*				5310	430620	340		101000
Sept 21	09/08/21	Streets 157 Sewer Works Rd De	3.11				1000	430200	340		101000
Sept 21	09/03/21	Crksde Mdws Lighting Dist #4	252.06				2440	430263	340		101000
Sept 21	09/08/21	Crksde Mdws Lighting Dist #4	135.84				2440	430263	340		101000
Sept 21	09/02/21	Stevensville Cutoff Rd Path	6.00				1000	430263	340		101000
Sept 21	09/03/21	Twin Creeks Dist #5	432.78				2450	430263	340		101000
Sept 21	09/03/21	300 Main St seasonal lighting	6.00				1000	430263	340		101000
Sept 21	09/03/21	206 Buck Fire Dept Lighting	64.69				1000	411201	340		101000
			# of Claims	13	Total:	30,414.32					

09/21/21
12:42:49

TOWN OF STEVENSVILLE
Claim Approval Signature Page
For the Accounting Period: 9 / 21

Page: 5 of 5
Report ID: AP100A

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

Council

Council

Council

Council

Mayor

Date Approved _____

File Attachments for Item:

a. Discussion/Decision: Reconsideration of Resolution No. 491, Adopting a Master Fee Schedule for FY2022



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	Unfinished Business
Person Submitting the Agenda Item:	Sydney Allen
Second Person Submitting the Agenda Item:	Karen Wandler
Submitter Title:	Council Member
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	9/23/2021
Agenda Topic:	Discussion/Decision: Reconsideration of Resolution No. 491, Adopting a Master Fee Schedule for FY2022
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	9/23/2021
Notes:	

RESOLUTION NO. 491

A RESOLUTION ADOPTING A MASTER FEE & CHARGES SCHEDULE FOR SERVICES BY THE TOWN OF STEVENSVILLE

WHEREAS, 7-1-4123(7) MCA authorizes local governments to charge reasonable fees for the provision of services; and

WHEREAS, the Stevensville Municipal Code provides that usage rates, service charges, and license and permit fees be appropriately set by resolution of the Town Council; and

WHEREAS, the Town Council adopted the FY2022 budget, which requires a reasonable increase in fees to support the adopted revenue budget; and

WHEREAS, the Town Council periodically sets fees and charges for various services provided by the Town.

NOW, THEREFORE, BE IT RESOLVED that the Town Council hereby amends and adopts the fees as shown in the attached schedule with an effective date of September 15, 2020.

Passed and adopted by the Town Council of the Town of Stevensville, Montana, this 23rd day of September 2021.

Approved:

Attest:

Brandon E. Dewey, Mayor

Jenelle Berthoud, Town Clerk

MASTER FEE SCHEDULE (Revised FY 21/22)

ADMINISTRATION

ANIMAL TYPE

Chickens/Rabbits/Ducks	\$25.00/year
Dogs	\$10.00/year/dog

BUSINESS TYPE

General Business License	\$50.00/year
Junk Dealer License (add-on):	\$10.00/year
Pawnbroker License (add-on):	\$50.00/year
Non-Profit Organization	N/A
Itinerant/Transient Vendor	\$75.00/year
Alcohol Off-premises Consumption	\$200.00/year
Alcohol On-premises Consumption	\$250.00/year
Alcohol All Beverage	\$350.00/year
Alcohol License Transfer Fee (plus new license)	\$100.00/transfer

(60 DAYS TO PAY BUSINESS LICENSE, FEE DOUBLES ON DAY 61)

SPECIAL EVENT

Special Event Application Fee (non-refundable)	\$20.00/event
Special Event Permit Fee	
0-500 people	\$50.00/event
500-1000 people	\$100.00/event
1000 + people	\$150.00/event
Farmers Market Event Fee	\$100.00/season
Special Event with Alcohol (additional)	\$200.00/event
Special Event Road Closure Fee	\$25.00/block
Stage Setup/Moving Fee	\$100.00/per stage
Special Event Signage	\$5.00/sign + Man Hours
Event Power Panel	\$20.00/panel

RECORDS REQUEST

Archived Documents/Multiple Files Search (Documents outside the current fiscal year)	\$25.00 per search
Audio Copies of Meetings	\$15.00 per CD
General Records Request	\$5.00 plus \$.50/page
Research based records requests (additional)	\$15.00/hour

COMMUNITY DEVELOPMENT

PLANNING & ZONING

Zoning Change Application Fee	\$850.00
Conditional Use Permit Application Fee	\$650.00
Variance (Board of Adjustment) App Fee	\$750.00
Appeal (Board of Adjustment) App Fee	\$750.00
Annexation Application Fee	\$1000.00
Minor Subdivision Pre-application Review	\$200.00 (2-5 lots)
Minor Subdivision Preliminary Plat Application & Review Fee (2-5 Lots)	\$1200.00 + 40.00/lot
Minor Subdivision Final Plat Review	\$200.00 (2-5 lots)
Major Subdivision Pre-Application Review	\$400.00
Major Subdivision Preliminary Plat Application & Review Fee (6 or more lots)	\$2,000 + \$40/lot
Major Subdivision Final Plat Review	\$500.00 + \$10/lot
Plat Filing Deadline Extension	\$100.00
Re-Phasing Request	\$450.00
Zoning Verification Letter	\$150.00/parcel
Zoning Interpretation Letter	\$250.00
Floodplain Permit:	\$150.00
Floodplain Variance:	\$450.00
Floodplain Appeal:	\$450.00

BUILDING FEES

Total Valuation of Project
(materials & labor)

Fee

\$1-\$500	\$35.00 (minimum fee);
\$501-\$2,000	\$35 for the first \$500 + \$6 for each additional \$100 or fraction thereof;
\$2,001-\$20,000	\$125 for the first \$2000 + \$16 for each additional \$1000 or fraction thereof;
\$20,001-\$50,000	\$413 for the first \$20,000 + \$12 for each additional \$1000 or fraction thereof;
\$50,001-\$100,000	\$773 for the first \$50,000 + \$8 for each additional \$1000 or fraction thereof;
\$100,001-\$200,000	\$1, 173 for the first\$100,000 + \$7.00 for each additional \$1,000 or fraction thereof;
\$200,001-\$500,000	\$1,873 for the first \$200,000 + \$6.00 for each additional \$1,000 or fraction thereof;
\$500,001-\$1,000,000	\$3,673 for the first \$500,000 + \$5.00 for each additional \$1,000 or fraction thereof;
\$1,000,000 and up	\$6,173 for the first \$1,000,000 + \$3.50 for each additional \$1,000 or fraction thereof.

NOTE: Plan review fee is 25% of calculated building fee

ELECTRICAL FEES

Residential

_ New SFR, dwelling, cabin, etc. 100-200 amp service	\$200.00
_ New addition, remodel interior rewire	\$100.00
_ Service change-out or upgrade	\$75.00
_ Accessory building (garage, barn, shed, greenhouse, etc.) up to 200 amps	\$100.00
_ 201-300 amps	\$200.00
_ Over 300 amps	\$300.00
_ Misc. work not considered interior remodel/rewire	\$30.00
_ Mobile home, RV, modular, etc.	
_ On rental space with existing service	\$50.00
_ Private lot with existing	\$75.00
_ Private lot, new service	\$100.00

Multi-family (duplex through 12 units)

\$200 plus \$75.00 each unit (number of units_ x \$75 = ___ + \$200)

Commercial

The total cost of the project (including labor, materials and equipment installed) determines the permit fee according to the fee schedule below. Applicant may be

required to show verification/documentation of all costs in order to have permit processed.

Total cost of work {materials+ labor) \$ _____ _
 \$ 1 - \$1,000 \$60.00
 \$ 1,001-\$10,000: \$60 for the first \$1,000 + .006 of remainder
 \$ 10,001 -\$50,000: \$114 for the first \$10,000 + .015 of remainder
 Over \$50,000: \$714 for the first \$50,000 + .025 of remainder

MECHANICAL FEES

Fees are based on the cost of the mechanical work (labor & materials) to be done

Cost	Permit Fee
\$1- \$10,000	\$50.00_ first \$1,000 plus \$15.00 for each additional \$1,000 or fraction thereof above \$1,000;
\$10,000-\$50,000	\$185.00 first \$10,000 plus \$10.00 for each additional \$1,000 or fraction thereof above \$10,000;
\$50,000 and up	\$585.00 first \$50,000 plus \$5.00 for each additional \$1,000 or fraction thereof above \$50,000;

PLUMBING FEES

Enter how many of each fixture to be installed, add total number of fixtures and enter total as indicated:

Area drain
 Backflow preventer
 Bar sink
 Bidet
 Car wash sump
 Clothes washer
 Coffee maker
 Dishwasher
 Drinking fountain
 Dental chair
 Floor drain
 Floor sink
 Indirect waste
 Kit sink {domestic)
 Kit sink (comm)
 Lavatory
 Lawn/fire sprklr
 Roof drains
 Service/utility sink
 Shower
 Sump drain
 Traps

Urinal
 Water closet
 Grease trap
 Water heater
 Ice maker
 Wash tray

Each permit fee \$25.00
 Water piping repair, replace or alter \$10.00
 Drain repair, replace or alteration, \$10.00
 Vent piping repair, replace or alteration \$10.00
 Fixture or trap repair, replace or alter \$10.00
 Fuel gas piping, 1-4 outlets \$10.00
 " 5 or more outlets add \$6.00
 Water heater replace/repair \$10.00 each
 Med gas/vacuum piping, 1-5 outlets \$110.00
 "\$10.00 ea additional outlet
 Water service \$10.00
 SUB-TOTAL \$ ____ _
 TOTAL NUMBER OF FIXTURES FROM LIST ABOVE _ multiply x \$9.00

FIRE DEPARTMENT

Ambulance (Res 441):	
Ambulance Mileage:	\$10.00 per loaded mile
Transport, BLS Emergent:	\$500.00
Oxygen (1/2 hour increments):	\$30.00
Defibrillation supplies:	\$125.00
BLS Routine Supplies:	\$25.00
Ambulance Attendants:	\$150.00
Bonfire Permit	\$50.00
Fire Reports	See records Requests

POLICE DEPARTMENT

Fingerprinting Services	\$20.00/card
Police Reports	See Records Requests

AIRPORT

Land Lease /Construction Permit:	\$50.00	non-refundable
Land Lease Rate:	\$0.14 square foot	annually
Infrastructure Fee:	\$0.65/square foot	one-time
3-phase power site:	\$500.00	one-time
Airport Business License:	\$250.00	annually
Airport User fee:	\$125.00/user	
Tie-down Fee (single engine):	\$15.00/month	\$3.00/day
Tie-down Fee (twin engine):	\$25.00/month	\$5.00/day
Commercial Landing Fee:	\$8.00/operation	single engine
	\$10.00/operation	twin engine
	\$1.00/thousand pounds over 12,500	

GENERAL PUBLIC WORKS

Town Employee w/ Backhoe	\$135.00 per hour
Town Employee w/ Truck	\$50.00 per hour
Town Employee w/Dump truck	\$75.00 per hour
Town Employee	\$25.00 per hour

CEMETERY

Grave Spaces	
Town Residents	\$500.00
Non- Residents	\$750.00
Cremation Spaces	
Town Residents	\$500.00
Non-Residents	\$750.00
Grave Site Opening and Closing	
Town Residents	\$250.00
Non-Resident	\$400.00
Cremation Opening and Closing	
Town Residents	\$150.00
Non-Residents	\$250.00
Niche - All Residents	\$600.00 *includes opening & closing
Delivery charges Extra	\$40.00
Engraving Extra	\$101.00
2nd Niche Opening	
Opening & closing	\$150.00
Delivery Charges Extra	\$40.00
Engraving	\$101.00
Disinterment	
All Residents	\$700.00

STREETS & TRANSPORTATION

Paved Excavation:	\$150.00
Un-paved Excavation:	\$75.00
Snow Removal Non-Compliance Fee	\$50.00/per snow event
Curb-cut fee:	\$150.00

WATER & WASTEWATER

Infrastructure (Res 345):

Size of Water Service	*EDU's	Water IAF	Sewer IAF	Total IAF
5/8" or 3/4"	1	\$3,850	\$1,035	\$4,885
1 inch	1.7	\$6,545	\$1,760	\$8,305
1.5 inch	3.3	\$12,705	\$3,416	\$16,121
2.0 inch	5.3	\$20,405	\$5,486	\$25,891
3.0 inch	10.00	\$38,500	\$10,350	\$48,850

Water Main Tap:	\$125.00 one-time fee
Sewer Main Tap:	\$125.00 one-time fee

Fire Suppression/Sprinkler Service Line/per connection \$250.00 Annual Charge

PARKS & RECREATION

PARK USE & EVENTS

Organized League Field Use	\$3.00/player
Pavilion Rental, Resident/Non-resident	\$30.00/\$50.00
Special Use of Parks	
#1 50 people of less	\$50.00/use
#2 51-250 people	\$100.00/use
#3 251 plus	\$150.00/use
Power Panel Fees	\$20.00/panel
Park Use/Event with Alcohol (additional)	\$200.00/event

SWIMMING POOL

Swimming - Per Entry	
Youth (Ages 3-11)	\$3.00
Student (Ages 12-17)	\$4.00
Adults (Ages 18-62)	\$5.00
Senior (62+) or Public Service	\$4.00
Swimming Lessons & Classes	
Group Sessions	\$55.00
Private Sessions	\$80.00
Water Aerobics	\$5.00/class
Season Swim Passes	
Individual Passes	
Youth	\$55.00
Student	\$65.00
Adult	\$85.00
Senior/Public Service	\$65.00
Family Passes	
Family of 6 in same household	\$270.00
Pool Parties	
Up to 20 Swimmers	\$60.00/hour
21-40 Swimmers	\$80.00/hour
41-60 Swimmers	\$100.00/hour
Civic/Church groups	
Up to 20 Swimmers	\$50.00/hour
21-40 Swimmers	\$70.00/hour
41-60 Swimmers	\$90.00/hour

(For pool parties over 61 people an extra guard is needed, \$25.00/hour)

File Attachments for Item:

a. Discussion/Decision: Lease Agreement with Dustin Cumming for Lot 3, Block 2 of the Stevensville Airport



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Brandon E. Dewey
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	9/23/2021
Agenda Topic:	Discussion/Decision: Lease Agreement with Dustin Cumming for Lot 3, Block 2 of the Stevensville Airport
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	9/23/2021
Notes:	

Stevensville Airport Land Lease

This land lease is made and entered into this 1 day of September, 2021, pursuant to Stevensville Town Resolution 478 (attached as Exhibit A), any other approved Town Resolutions and incorporated by reference herein, between the TOWN OF STEVENSVILLE, hereafter "Lessor" and **Dustin Cumming**, hereafter "Lessee".

I. Purpose

1. Lessor agrees to lease to the Lessee **2500** square feet of land described as **Lot 3, Block 2** (attached as Exhibit B) of the Stevensville Airport, hereafter "Premises" subject to the terms and conditions set forth herein.
2. The parties agree that the Lessee shall use Premises for general aviation-related purposes such as storing, maintaining, repairing, rebuilding, and inspecting aircraft.

II. Term and Renewal of Lease

3. **Term.** This lease shall be for a twenty (20) year period, beginning upon execution of the agreement and ending on the **1st day of September 2041** unless terminated as set forth by the terms of this lease.
4. **Renewal.** If Lessee has made all required lease payments and has remained in full compliance with all terms and obligations of this lease the Lessee shall have the option to renew the lease under similar terms and conditions and as mutually agreed upon with the Lessor.

III. Payment

5. **Annual Rate.** Lessee agrees to pay Lessor **\$0.14** per square foot annually for **2500** square feet beginning upon the effective date of this lease. Annual lease payments shall be due on July 1 of each year until its expiration or termination date, with the first year of the lease and final year prorated to July 1 and/or the expiration date.
 - 5.1. **Location.** Lessee agrees to pay all obligations of the lease in check, cash, or money order at the Town of Stevensville at 206 Buck Street, Stevensville, Montana 59870.
6. **Rate Increases.** Lessor, at its discretion may annually increase the rate charged in this lease. Lessor shall give notice to Lessee of any such increase on or before June 1 of any given year, which rate shall be effective on July 1; provided that that no single rate increase shall exceed ten (10) percent and that any rate increase shall apply uniformly to the same lease rate at the airport. Failure to give such notice shall prohibit Lessor from increasing the rate for that year.
7. **Infrastructure Fee.** Lessee agrees to a one-time infrastructure fee of \$ N/A per square foot of building size to be paid at the time of the execution of this lease for a total sum of \$ NA due.

Stevensville Airport Land Lease

IV. Terms and Conditions

8. **Condition of Premises.** Lessee has inspected and accepts Premises in its present condition.
9. **Compliance with Law.** Lessee shall utilize the land in compliance with all applicable state and federal laws, town ordinances and resolutions, and FAA regulations in effect as of the execution of this agreement. Lessee further agrees to observe and obey all new rules and regulations that Lessor may from time-to-time promulgate during the term of this lease and any successive renewals.
10. **Hangar Construction.** Lessor acknowledges that Lessee will construct hanger on Premises and that the same will conform to the existing building codes enforced in the Town of Stevensville and requirements set forth by the FAA.
 - 10.1. **Additional Construction or Modification of Existing Structures.** Lessee may, during the term of this lease, including renewals, erect other buildings and improvements only with Lessor's prior written consent. Lessee further agrees that any such building shall also conform to the existing building codes enforced in the Town of Stevensville and requirements set forth by the FAA. Lessee shall not modify any existing structure or land on the lease premises, except as expressly permitted by Lessor in writing.
11. **Maintenance.** Lessee shall keep all buildings and improvements well painted and in good repair and good maintenance. Lessee shall store all trash, debris, and waste matters in metal containers and shall keep the area Lessee may use around such structures in neat and clean appearance.
12. **Hazards.** Lessee shall not permit hazards or anything that might be defined as a hazard by Lessor to exist on the Premises. Lessor reserves the right to abate any hazard considered immediate by the Lessor without notice. In the event of abatement by Lessor, Lessee shall be liable to Lessor for the costs of such abatement. The term "hazard" shall mean any course of conduct or condition which might subject the Stevensville Airport or any person using the same, to loss of life, limb, or property, or any course of conduct or condition which is or may be defined by Lessor as constituting a hazard.
13. **Indemnification.** Lessee agrees to indemnify and hold Lessor harmless from and against all liability for injuries to persons or damage to property cause by Lessee's negligent use or occupancy of the Premises; provided however, that Lessee shall not be liable for any injury, damage, or loss occasioned the negligence of the Lessor.
14. **Notice of Lawsuit.** Lessor agrees to give prompt and timely notice of any claim made or suit instituted which in anyway directly or indirectly, contingently, or otherwise, affects or might affect Lessee, and Lessee shall have the right to compromise and defend the same to the extent of Lessee's own interest.
15. **Inspection of Property.** Lessor reserves the right, for itself and its agents, to enter upon and inspect the Premises and any improvements constructed thereon, provided that such

Stevensville Airport Land Lease

inspection shall occur during normal business hours and shall be preceded by reasonable notice to Lessee.

16. **Violations of Terms.** In case of violation of any terms by Lessee, and upon Lessee's failure to cure or discontinue such violation within ten (10) days after written notice is delivered to Lessee, then this lease shall become null, void, and terminated and Lessor or its agents may immediately re-enter and take possession of the Premises without further demand or notice.
17. **Failure to Pay/Late Fees.** Failure on the part of Lessee to make a lease payment within 30 days of its due date shall result in a twenty (20) percent penalty being assessed against the Lessee. If payment of the full amount due, plus any penalty assessment, is not made within 60 days of the original due date, the Lessee shall be considered in default of the lease.
18. **Termination.** In case of Lessee's failure to cure such default within ten (10) days after written notice is delivered to Lessee, then this lease shall become null, void, and terminated.
19. **Attorney's Fees.** Should any action be brought by either Lessee or Lessor to enforce any of the terms of this Agreement, the prevailing party in such action shall be entitled to such reasonable attorney fees as the court shall determine
20. **Severability.** In the event that any term(s) or provision(s) is held to be invalid by any court of competent jurisdiction, the invalidity of any such term or provision shall not materially prejudice either Lessor or Lessee in their respective rights and obligations contained in the remaining and valid terms and provisions of this agreement.
21. **Waiver.** No failure by Lessor to exercise any right contained in this agreement shall be construed as a waiver of any such right.
22. **Assignment and Subleasing.** This Agreement shall bind the parties and their respective heirs, personal representatives, and successors in title; provided however that the Lessee hereunder may not assign his or her rights, sublease, or delegate its obligations hereunder without the prior written consent of the Lessor and a new lease entered into.
23. **Notice and Service.** Service of any notice required may be made personally or by written notice. Written notice shall be deemed given when hand delivered or when mailed by first class mail, postage pre-paid, to the addresses specified below:

If notice to the Lessor:	If notice to the Lessee:
Town of Stevensville PO Box 30 206 Buck Street Stevensville, MT 59870	Dustin Cumming 921 Locust Missoula, Mt 59802

Stevensville Airport Land Lease

V. Termination of Lease

24. **Termination of Lease.** Upon expiration or other termination of this agreement, or any renewal, Lessee's rights to use the premises, facilities, rights, licenses, services, and privileges herein shall cease and upon expiration Lessee shall surrender the same.
- 24.1. **Removal of Buildings.** Lessee is specifically allowed to remove the steel hangar that Lessee caused to be erected on the premises. Lessee shall not be obligated to remove the concrete foundation upon which the hangar is situated if the foundation is in good repair.
- 24.2. **Damage from Removal.** Lessee shall, upon removal of the building, concrete foundation, and other personal property, repair all damages resulting from such removal.
- 24.3. **Time for Removal.** Any property not removed by Lessee shall, within thirty (30) days after the expiration or termination of the lease, become a part of the real property and title shall vest in Lessor.

VI. Modification and Completeness

25. **Modification.** This instrument contains the full text of the lease agreement between the parties and may not be altered or modified except by a written agreement signed by both parties.
26. **Entire Agreement.** This instrument is an integrated agreement (i.e. an integrated contract) that constitutes the final, entire, and complete expression of the agreement of the parties. No prior, subsequent, or additional terms, conditions, or representations are to be considered as part of the contract between the parties. This agreement supersedes all prior negotiations, understandings, and agreements between the parties with respect to the subject matter hereof, and the parties intend that no parol or extrinsic evidence shall be admitted to vary or supplement its terms. There are no other subsisting agreements or understandings between the parties, either oral or written, with respect to the subject matter hereof.

IN WITNESS WHEREOF, the parties hereto have signed this agreement this ____ day of _____, 21__.

Lessor
Town of Stevensville

By: _____
Mayor

Attest:

Town Clerk

Lessee

By: _____
By: _____

File Attachments for Item:

b. Discussion/Decision: Contract with Cote & Associates for AFR Preparation and Financial Statement Preparation Services



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Brandon E. Dewey
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	9/23/2021
Agenda Topic:	Discussion/Decision: Contract with Cote & Associates for AFR Preparation and Financial Statement Preparation Services
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	9/23/2021
Notes:	

COTE & ASSOCIATES, CPA, PLLC

Phone: 406-543-8088
Fax: 406-543-8088

1225 Cleveland, Suite 1
P.O. Box 430
Missoula, MT 59806

August 30, 2021

Mayor and Town Council
Town of Stevensville
206 Buck Street
Stevensville, MT 59870

PREPARATION OF THE TOWN OF STEVESNVILLE ANNUAL FINANCIAL REPORT

Objective

This letter is an engagement letter to assist the Town of Stevensville (Town) with closing the year ended June 30, 2021 and compile the Annual Financial Report (AFR) for the Town as of and for the year ended June 30, 2021 in accordance with accounting standards generally accepted in the United States of Americas as required by the State of Montana. Closing work for fiscal 21 will include examination of beginning balances in the town's Black Mountain software and communicating any missing closing journal vouchers from work I performed to close the year ended June 30, 2020.

Management Responsibility

It is the responsibility of the business manager of the Town of Stevensville (Town) to provide the underlying accounting representation of the balances and activities of the Town for the fiscal year ended June 30, 2021. The business manager will also be expected to complete schedules for capital assets, debt and other balances at the end of the fiscal year; the manager may make these adjusting entries before forwarding the Town's financial information to the compiler or present the schedules for review by the compiler and receipt of draft journal entries.

My Responsibility

My responsibility is to deliver financial statements which will consist of a management discussion and analysis, basic financial statements, notes to the financial statements, required supplemental information, and other information in accordance with all governmental accounting standards applicable at the fiscal year ended June 30, 2021. In addition, the basic financial statements will be entered in a standard excel worksheet provided by Local Government Services to serve as a "database ledger load" when filing the AFR with the State of Montana

Once the engagement is completed, most schedules or work papers that I have created will be available electronically to the business manager and may be forwarded to the Town's auditor. For any detail work papers I consider to be proprietary to my business, summarized information will still be available for the business manager and auditor.

My compilation should not be considered a review or audit though I may ask some questions of management to clarify information or question balances.

Timing

The goal will be to start work about September 1, 2021 and complete work by October 31, 2021 for Town management review and AFR filing by December 31, 2021. This time line assumes that the new business manager will have time to prepare schedules and the audit report for June 30, 2020 will be available for consideration.

Fee for closing FY 21, Annual Financial Report and accompanying DLL

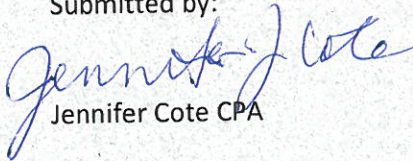
The fees for this engagement will be \$45 per hour with an estimate of 60 to 100 hours.

OPTION FOR ADDITIONAL WORK

Should accounting issues arise during the year from the time of this engagement letter until twelve months after the date of this engagement letter I will be available to provide assistance. Short emails with Wendi Planty or others are not charged. Questions which require research on my part will be charged by ¼ hours at a rate of \$65 per hour. Issues requiring compilation, consulting or other time will be quoted before starting work but will usually be \$45 per hour. I will no longer be available for review or other attestation work since I am no longer independent with respect to the Town of Stevensville.

Within the time estimate for closing fiscal 2021 and completing the AFR is the assumption that some time will be used acquainting Wendi with reporting for the State of Montana and related accounting issues so that the task at hand can be completed. If further training is desired, please ask for a quote.

Submitted by:


Jennifer Cote CPA

I have read and agreed to the terms of the preceding engagement letter:

For the Town of Stevensville:

Signature

Title

Date

File Attachments for Item:

c. Discussion/Decision: Resolution No. 492, Approving a petition to annex and annexing land into the Town of Stevensville



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Brandon E. Dewey
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	9/23/2021
Agenda Topic:	Discussion/Decision: Resolution No. 492, Approving a petition to annex and annexing land into the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	9/23/2021
Notes:	

RESOLUTION NO. 492

**A RESOLUTION APPROVING A PETITION TO ANNEX AND
ANNEXING LAND INTO THE TOWN OF STEVENSVILLE, MONTANA**

WHEREAS, Norman Nisley, as owner of the parcel of land described in Exhibit 1 as a Tract of Land Located in Section 26, Township 9 North, Range 20 West, 2.12 Acres, CS #477490-TR Tract A, has filed a Petition for Annexation to the Town, pursuant to MCA Title 7, Chapter 2, Part 46; and

WHEREAS, pursuant to §7-2-4601(3)(a)(ii), Norman Nisley represents more than 50% owners of real property in the total area to be annexed; and

WHEREAS, the parcel to be annexed and described herein is connected to the Town of Stevensville Municipal Water System, and the owner is desirous of connecting to the Town's Sanitary Sewer System; and

WHEREAS, a plan for services has been developed in accordance with MCA 7-2-4205 and deemed adequate by the Town Council; and

WHEREAS, the Town council has determined that it is in the best interest of the Town of Stevensville that the legally described parcel of land described in Exhibit 1, attached hereto, be annexed along with any adjacent right-of-way pursuant to MCA 7-2-4211.

NOW THEREFORE BE IT RESOLVED, that the Town Council of the Town of Stevensville hereby approves the petition to annex and annexes the parcel of land legally owned by Norman Nisley as described in Exhibit 1; and

BE IF FURTHER RESOLVED, that the Town Council of the Town of Stevensville also annexes the Park Avenue Right-of-Way from Middle Burnt Fork Road north to the existing Town Limit.

PASSED AND ADOPTED by the Town of Stevensville, Montana this 23rd day of September, 2021.

Approved:

Attest:

Brandon E. Dewey, Mayor

Jenelle Berthoud, Town Clerk



DATE RECEIVED

Town of Stevensville
ANNEXATION BY PETITION

received
6-18-21

APPLICATION FEE: \$750.00
(Payable to the Town of Stevensville)
ALL FEES ARE NON-REFUNDABLE

phone # 273-1650

The undersigned, being all the Property Owner(s) or as legally authorized by all the Property Owner(s), of the property herein described, petitions the Town of Stevensville to annex the same under the provisions of Title 7, chapter 2, part 46, MCA.

In support of this Petition, undersigned provides the following information:

- 1. IS THE PROPERTY CONTIGUOUS TO EXISTING CITY LIMITS? Yes No
- 2. HAS THE PROPERTY BEEN PREZONED? Yes No

If so, what is the zoning? R-1 or R-2

- 3. IF NOT CURRENTLY PREZONED, WHAT ZONING IS PROPOSED? R-2

- 4. PRESENT AND PROPOSED USE: (attach additional information if necessary)

Current 1/4 ^{2-acre} vacant lot with 1-1,200 sq. ft. 3-bedroom dwelling on property, requesting R-2 zoning to build 4-4-plex apartments

- 5. IF WATER AND SEWER SERVICE DO NOT EXIST, HOW DO YOU PROPOSE TO GET SERVICE TO THE PROPERTY? It has water service sewer going down Park Ave this Fall

- 6. IN WHICH FIRE DISTRICT OR FIRE SERVICE AREA IS THE PROPERTY LOCATED? Stevensville

- 7. IS THE PROPERTY SERVED BY A PRIVATE GARBAGE SERVICE? Yes No Fire

Application Instructions

INTENT: Application to the Town Council for annexation into the Town of Stevensville as described in §7-2-46, MCA.

GENERAL: Please submit the following:

- 1. Completed Application to the Town Clerk. The application fee must be paid at the time of application submittal.
- 2. Application must be COMPLETED and SIGNED by the applicant and property owner. An incomplete application may delay review of your request. Attach additional information if needed.
- 3. Vicinity map of the area with the application form. This map must show the location of the property in relation to surrounding land and zoning in the immediate area; and City streets.

- 4. A description of the boundaries of the area to be annexed.
- 5. Storm water drainage plan, unless waived by the Public Works Director.
- 6. Site plan.

REQUIREMENTS FOR SUBMITTING SITE PLAN:

- 1. Five (5) 11" x 17" copies of the site plan are required, plus one (1) copy reduced to either 8½" x 11" or 8½" x 14".
- 2. All lines must be drawn legibly. (Black or blue line prints from an original are acceptable.)
- 3. Drawn to one of the following scales: 1"=10'; 1"=20'; 1"=50'
- 4. Your site plan must have the following information (check each item prior to submitting application):

- complete legal description of property - name of addition/subdivision with block and lot number(s);
- lot dimensions and square footage;
- location, names, and widths of boundary streets, alleys and existing sidewalks;
- location and size of existing and proposed utilities such as sewer, water lines, fire hydrants phone, gas, power, etc.;
- locations, dimensions, and square footage of all structures and uses on the property;
- distance of all structures from property lines (front/side/rear yard setbacks);
- dimensions of any signs and their locations in relation to all property lines; and
- north arrow and scale.
- describe the legal and physical access to the property.

NEW CONSTRUCTION MUST COMPLY WITH THE FOLLOWING:

- 1. Building and fire codes, including required building and occupancy permits, and
- 2. The property owner must submit plans for review by the Town of Stevensville for compliance with City infrastructure, zoning, and other Code requirements, provide proof of compliance with all building and fire codes for all new construction or remodels subsequent to the adoption of this resolution and prior to annexation of the property, and pay all fees for such reviews in the same manner and on the same basis as do owners of properties already in the City.

NOTE: ANNEXATION IS EFFECTIVE ONLY AFTER THE CONDITIONS OF ANNEXATION HAVE BEEN MET AND THE TOWN COUNCIL HAS PASSED THE RESOLUTION OF ANNEXATION. INSTALLATION OF CITY WATER AND SEWER MAINS, FIRE HYDRANTS, STREETS, SIDEWALKS, CURBS AND GUTTERS MAY BE REQUIRED PRIOR TO ANNEXATION.

IT IS THE POLICY OF THE TOWN COUNCIL NOT TO ACT ON A PROPOSAL IF THE APPLICANT/APPLICANT'S REPRESENTATIVE IS NOT PRESENT AT THE COUNCIL MEETING. Town Planning Staff represents the Town; staff cannot answer questions for the applicant.

- 3. Taxes and assessments must be paid and current at the time of filing the Resolution of Annexation.

Dated this 18th day of June, 2021.

COME NOW the undersigned and respectfully petitions the Town Council of the Town of Stevensville requesting city annexation of the following real property into the Town of Stevensville.

The petitioner(s) requesting Town of Stevensville annexation of the property described herein hereby mutually agree with the Town of Stevensville that immediately upon annexation of the land all Town of Stevensville municipal services will be provided to the property described herein on substantially the same basis and in the same manner as such services are provided or made available within the rest of the municipality prior to annexation.

Petitioner(s) hereby agrees and submits the real property described herein to municipal taxation and assessments upon annexation, including but not limited to water and sanitary sewer utility assessments, in the same manner as other private property within the city is taxed and assessed for municipal tax, assessment and utility service purposes.

Petitioner(s) hereby states that there is no need to prepare a Municipal Annexation Service Plan for this annexation pursuant to Section 7-2-4610, MCA since the parties are in agreement as to the provision of municipal services to the property requested to be annexed.

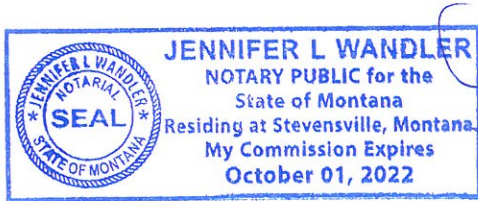
LEGAL DESCRIPTION OF PROPERTY TO BE ANNEXED: Section 26-526, T09N, R20W
Acres 2.12, T4 - NW/4SW/4 - Index 40 - CS # 477490 -
TR - Tract - A

PROPERTY ADDRESS: 607 Park St. Stevensville, MT
Norman Nisley Owner
OWNER(S) NAME, TITLE NAME, TITLE

STATE OF MONTANA)
) ss.
County of Ravalli)

On this 18 day of June, 2021, before me the undersigned, a Notary Public for the State of Montana, personally appeared NORMAN A NISLEY, known to me personally (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name/s is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Official Seal on the day, month, and year in this certificate first above written.



(SEAL)

Jennifer L Wandler
Jennifer L Wandler
(Printed name required)
Notary Public for the State of Montana.
Residing at Stevensville
My Commission Expires: October 01 2022
MM/DD/YY

CS-477490-TR

CERTIFICATE OF SURVEY

TO SHOW THE RETRACEMENT OF AN EXISTING TRACT OF LAND LOCATED IN THE SW1/4SW1/4 OF SEC. 26, T.9N., R.20W., P.M.M., RAVALLI COUNTY, MONTANA

LEGAL DESCRIPTION

That tract of land described in Book 218, of Page 749 of deed records of Ravalli County, located in and being a portion of the Southwest one-quarter of the Southwest one-quarter (SW1/4SW1/4) of Section 26, Township 9 North, Range 20 West, P.M.M., Ravalli County, Montana, and being more particularly described as follows:

Commencing at the section corner common to sections 26, 27, 34 and 35; thence along the line common to sections 26 and 27, N 00°18'27"W, 989.00 feet to the northern corner of said Book 218, Page 749, thence S 89°23'31"E, 600.26 feet to the right-of-way line of Park Avenue, thence along said right-of-way, S 00°18'24"E, 153.50 feet to a point on the right-of-way boundary of said Book 218, Page 749; thence along said south boundary, N 89°23'31"W, 600.27 feet to the true point of beginning.

Containing 2.12 acres, more or less, being subject to all easements or rights-of-way as shown, existing, apparent or of record, and all according to the attached Certificate of Survey.

WARRANTY

We warrant that the purpose of this survey is to release existing boundaries and that no portion of land is created or destroyed by this survey. Therefore, this survey is exempt from the provisions of the Subdivision and Platting Act and the Montana Subdivision and Platting Act.

Darlene M. Elspuru
 Darlene M. Elspuru
 STATE OF MONTANA
 COUNTY OF RAVALLI



This instrument was acknowledged before me on April 4, 2001, by Darlene M. Elspuru.

Henry V. Bullock
 Henry V. Bullock
 Notary Public for the State of Montana
 My Commission Expires 03/31/2007

SURVEYOR'S CERTIFICATION

I hereby certify that the attached Certificate of Survey represents a true and correct survey made under my supervision, and that the same complies with the state survey laws.

Thomas M. Harman
 Thomas M. Harman, Professional Land Surveyor
 Montana Registration No. 315325



PURPOSE OF SURVEY

This survey was prepared pursuant to Section 78-3-104, M.C.A. to show the retracement of the exterior boundary of existing parcels, and no division of land is hereby created.

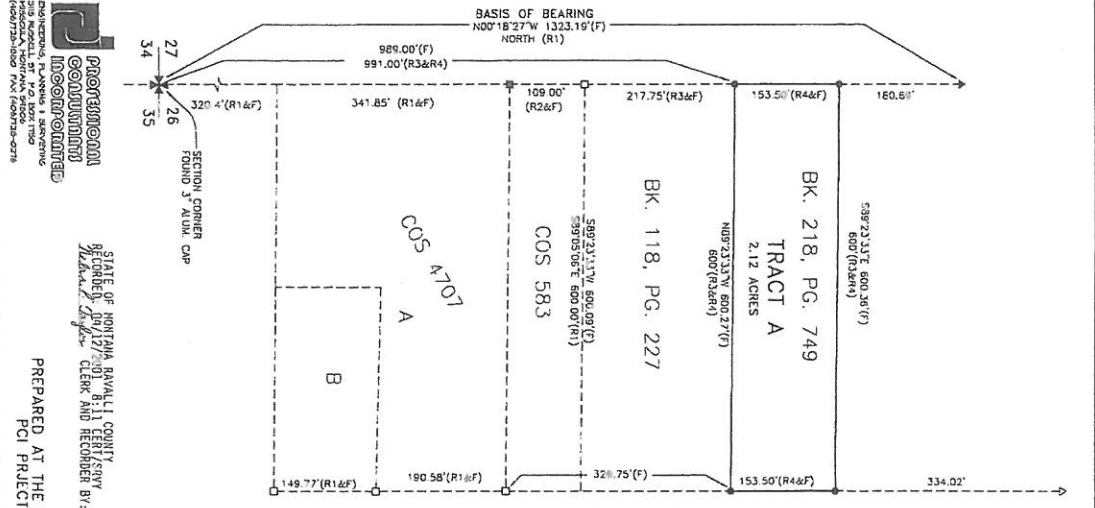
LEGEND

- ▲ SET 3/8"x24" REDUCED WITH 1-1/2" ALUMINUM CAP (HAINSON, 315325)
- ▲ FOUND 3" ALUMINUM CAP (SCHUBERT, 31025)
- FOUND 1-1/2" YELLOW PLASTIC CAP (HEICHERT)
- FOUND 1-1/2" YELLOW PLASTIC CAP (NEUMAN, 34945)
- ▲ RECORD PER COS 4107 (NEUMAN, 31945)
- ▲ RECORD PER COS 583 (NEUMAN, 32795)
- ▲ RECORD PER BOK. 218, PAGE 749 (REEDS)
- ▲ RECORD PER BOK. 218, PAGE 749 (REEDS)

OWNER
 DARLENE M. ELESPIURU (Document No. 476367)

1/4	SEC. 1.	R.
26	9N	20W

Sheet 1 of 1
 Ravalli County, Montana
 Certificate of Survey No. _____



STATE OF MONTANA
 RAVALLI COUNTY
 REGISTERED PROFESSIONAL LAND SURVEYOR
 Thomas M. Harman, Professional Land Surveyor
 Montana Registration No. 315325
 PREPARED AT THE REQUEST OF: DARLENE ELESPIURU
 FCI PROJECT NO. 6431-01 Z78-07

PROFESSIONAL ENGINEER
 ENGINEERING NUMBER 1 587616
 218 RECORD PER BOK. 218, PAGE 749 (REEDS)
 (400/1723-1050) FAX (400/723-0278)

607 PARK AVENUE

TRACT A, CERTIFICATE OF SURVEY #477490

2.12 ACRES

PHONE, NATURAL GAS AND ELECTRIC UTILITIES ARE IN PARK AVENUE R.O.W.

FIRE HYDRANT IS +/-650 FEET NORTH

SEE SITE MAP FOR BUILDING DIMENSIONS AND SETBACKS



PARK AVENUE
(PAVED WIDTH 22' - ROW WIDTH VARIES)

Town of Stevensville
Annexation Service Plan
For Annexation CS 477490-R (Tract A)
607 Park Avenue

I. TERRITORY

This service plan is applicable to 2.12 acres of land located in Section 26, Township 9 North, Range 20 West, 2.12 Acres, CS #477490-TR Tract A, in Ravalli County, Montana. The territory is located more specifically at 607 Park Avenue. A map of the area is attached hereto and incorporated herein by reference. The territory consists primarily of vacant land with a single-family residence and outbuildings.

II. GENERAL PROVISIONS

a. Effective Term. This service plan shall be in effect for a five-year period commencing on the effective date of the annexation.

b. Amendment or Renewal. This service plan may be amended from time to time as provided by Law. Renewal of the service plan shall be at the sole option of the Stevensville Town Council.

c. Intent. It is the intent of the Town of Stevensville that this service plan shall provide for the delivery of full municipal services to the annexed area in accordance with State law. The failure of this plan to describe any particular service shall not be deemed to be an attempt to omit the provision of such services from the annexed area. The delivery of municipal services may be accomplished through any means permitted by law.

d. Level of Services to be Provided. It is the intent of the Town of Stevensville to provide the level of services required by State law. The Town Council finds and determines that the level of services, infrastructure and infrastructure maintenance provided within the area prior to annexation is not greater than is provided in the Town. The Town Council finds and determines that the services, infrastructure and infrastructure maintenance proposed by this plan are comparable to that provided to other parts of the Town with topography, land use, and population density reasonably similar to the annexed area. The Town Council finds and determines that implementation of this plan in the manner proposed will not reduce the level of fire, police, and emergency medical services available within the Town.

III. SERVICES TO BE PROVIDED AT ANNEXATION

These services will be provided within the annexed area immediately upon the effective date of the annexation. In the case of a gated subdivision, it will be the responsibility of the Property Owners Association (POA) to provide emergency service and Town staff access, particularly in cases where the access mechanism changes on or after annexation.

a. Police Protection. Police services include criminal investigations, routine patrol, traffic enforcement, and dispatched response to both emergency and non-emergency service calls.

As a result of this annexation, no new patrol officers or patrol units are necessary to serve the area. It is anticipated that police services within the annexed area will be provided utilizing existing levels of personnel and equipment.

Currently, the nearest police station is Police Headquarters, which is located at 102 Main Street, Suite D.

b. Fire Protection. The Stevensville Fire Department will provide emergency fire suppression and routine fire prevention services within the annexed area.

The Stevensville Fire Department does not provide primary EMS services. Marcus Daly Ambulance Service currently provides EMS services throughout the County. Firefighters may be dispatched to the scene of accidents or other medical emergencies to assist Ambulance Service EMS personnel or to provide “first responder” services pending the arrival of EMS personnel.

The Fire Department currently operates two fire stations that are located on Buck Street and Stevensville Airport Road. The annexed area will initially be incorporated in the zones served by Fire Station No. 1 on Buck Street. The station(s) assigned to the annexed area may be altered from time to time in response to service demands, shifts or growth in population, future annexations or other relevant considerations.

Stevensville Rural Fire District currently provides fire protection services to the area. After the area is annexed to Stevensville, SRFD will remove the area from their response territory/jurisdiction.

c. Solid Waste Collection. Privately owned solid waste management service providers currently provide collection services within the annexation territory area and shall continue to provide such services.

d. Maintenance of Water and Wastewater Facilities. The annexation territory is presently within the service area of the Town of Stevensville.

The property is already connected to the Town's municipal water system with an account in good standing.

The Town does not maintain privately owned water wells or septic or aerobic wastewater systems. Property owners who currently have water wells, septic or aerobic wastewater systems may keep them if they are maintained in proper working order. When Town wastewater disposal facilities are available to serve existing development, the Town may require connection to the Town system instead of permitting the installation of new septic or aerobic disposal systems. Mandatory connection to the Town wastewater system may not be required where existing systems remain in good working order and do not present a threat to public health or safety.

e. Maintenance of Roads, Streets and Street Lighting. The Town is not responsible for the maintenance of private streets or roads in the annexed area.

The Town will assume the responsibility for maintenance of public streets and roads adjacent to or within the annexation territory. Any such streets or roads formerly maintained by Ravalli County that become subject to Town maintenance will be maintained in a condition which is at least equal to the County maintenance standard, however, the Town will not be required to reconstruct or upgrade such streets to a higher standard.

It is the responsibility of the developer to construct or provide those streets or roads necessary to serve the demands of new development in the areas to be annexed. The Town may accept the dedication of public streets constructed in accordance with applicable development regulations of the Town and will thereafter be responsible for their maintenance.

f. Maintenance of Parks, Playgrounds and Swimming Pools. There are no public parks, playgrounds, or swimming pools within the area to be annexed. Private recreational facilities, open spaces and swimming pools are unaffected by the annexation.

g. Maintenance of any other Public Building, Facility or Service. Annexation does not transfer ownership of most public buildings, facilities or services, all of which should continue to be maintained or provided by the public entity that currently owns or provides them. Privately owned facilities, including privately owned and operated storm water detention facilities, are not affected by the annexation.

An appropriate Town Department will be assigned to assume responsibility for the maintenance or provision of any facilities or services which become the responsibility of the Town and are not covered by this service plan.

IV. CAPITAL IMPROVEMENTS

a. Police Protection. No additional capital improvements are needed at this time to provide police services.

b. Fire Protection. No capital improvements are needed at this time to provide fire protection services.

c. Solid Waste Collection. No capital improvements are needed at this time to provide solid waste collection services.

d. Water and Wastewater Facilities. The Town is proceeding with plans to increase the storage capacity of the water system and extend a wastewater main south from the existing main at the old Phillips Street to Middle Burnt Fork Road.

e. Roads, Streets and Streetlights. No new roads, streets or alleys are needed at this time. The Town will pursue street lighting and pedestrian safety improvements including sidewalks as the overall area develops. It will be the responsibility of the developer of the property to provide the roads and streets necessary to serve and future development within the annexed area.

f. Parks, Playgrounds and Swimming Pools. No capital improvements are needed at this time to provide recreational services.

g. Other Public Buildings, Facilities or Services. No capital improvements are needed at this time to provide other public services.

V. WATER AND WASTEWATER SERVICE EXTENSION POLICIES

The Town provides fee-based water and wastewater services to the portions of the Town which are not within an area served by another water or wastewater utility. Water and wastewater services are generally only provided to lots that have been properly subdivided or platted. The Town may decline to provide service to any property that is not platted.

For lots that have water or wastewater lines in an abutting street or easement, the owner may receive water or wastewater service by applying for a tap and paying any required fees.

The provision of water and wastewater facilities for new development within the Town is primarily governed by the Town's building code and subdivision ordinances that are found in Chapters 6, 10 and 26 of the Town Code of Ordinances. New development must be served by owner/developer provided public water and wastewater facilities that meet the Town's standard requirements. Upon construction and dedication by the owner/developer the Town agrees to

provide services via the facilities and thereafter to maintain them in accordance with municipal code and state law.

Facilities necessary to serve a new development are provided at the sole cost of the owner/developer. Such facilities include not only those which are located within the owner/developer's property, but also any exterior mains which must be extended to connect the property under development to the point of connection with the Town's existing facilities. The Town need not compensate the owner/developer for the ordinary costs of extending exterior mains.

The Town may require that the owner/developer provide oversized water or wastewater facilities. In such cases the Town will pay the reasonable cost of such oversizing. Whether or not a particular line sizing constitutes "oversizing," is determined upon the basis of generally accepted sound engineering design practices.

In newly annexed areas the Town examines the need for line extensions to serve existing development that does not currently receive water or wastewater services. The Town will determine the need for the construction of lines and facilities to serve existing development after giving due consideration to the topography, land use, population density, the adequacy of existing private water wells and septic tanks and anticipated levels of demand. The Town will not undertake line extensions to serve such existing development unless the new lines will be logical, reasonable and prudent extensions of the Town's existing facilities.

From time to time, upon the request of an interested property owner the Town will consider whether or not line extensions previously deemed unnecessary have become necessary as a result of changed conditions.

The Town may recover the capital costs of extending water or wastewater facilities to serve existing development through the use of infrastructure fees, assessments or any other method authorized by law.

Once sewer lines become available in an abutting street or easement the Town may require that existing development connect to the Town's sewer system.

File Attachments for Item:

d. Discussion/Decision: Resolution No. 493, Declaring the second Monday of October as Indigenous Peoples' Day in the Town of Stevensville and encouraging other institutions to recognize this day in honor of the indigenous people who traditionally lived in the area



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Brandon E. Dewey
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	9/23/2021
Agenda Topic:	Discussion/Decision: Resolution No. 493, Declaring the second Monday of October as Indigenous Peoples' Day in the Town of Stevensville and encouraging other institutions to recognize this day in honor of the indigenous people who traditionally lived in the area
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	9/23/2021
Notes:	

RESOLUTION NO. 493

A RESOLUTION TO DECLARE THE SECOND MONDAY OF OCTOBER AS INDIGENOUS PEOPLES' DAY IN THE TOWN OF STEVENSVILLE AND ENCOURAGE OTHER INSTITUTIONS TO RECOGNIZE THIS DAY IN HONOR OF THE INDIGENOUS PEOPLE WHO TRADITIONALLY LIVED IN THIS AREA.

WHEREAS, the Town of Stevensville, recognize that the Indigenous Peoples of the lands that would later become known as the Americas have occupied these lands since time immemorial; and

WHEREAS, the Town of Stevensville recognizes the fact that Stevensville is built upon homelands and villages, and traditional use areas of the Salish, Pend d'Oreille, and Kootenai of this region; and

WHEREAS, the Town of Stevensville has the responsibility to oppose the systematic racism toward Indigenous Peoples which perpetuates high rate of poverty and income inequality, which enhances historical trauma which contributes to the disproportionate health, educational and social crises; and

WHEREAS, the Town of Stevensville recognizes and values the contribution to our society's progress made by American Indian technology, thought, theory, process and culture; and

WHEREAS, the Town of Stevensville understands that to help enhance the understanding of Indigenous Peoples they, with other government entities, organizations and other public institutions should include an acknowledgement of its American Indian history experiences; and

WHEREAS, the ideas of Indigenous Peoples Day was first proposed in 1977 by a delegation of Native nations to the United Nations-sponsored International Conference on Discrimination Against Indigenous Populations in the Americas; and

WHEREAS, the United States endorses the United Nations Declaration on the Rights of Indigenous Peoples on December 16, 2010 and the Declaration recognizes that "indigenous peoples have suffered from historical injustices as a result of, inter alia, their colonization and dispossession of their lands, territories and resources," and

WHEREAS, other cities and towns across the country are passing Indigenous Peoples Day recognizing Indigenous Peoples Day;

NOW, THEREFORE, BE IT RESOLVED, the Stevensville Town Council, shall recognize Indigenous Peoples Day on the second Monday in October.

BE IT FURTHER RESOLVED that Indigenous Peoples Day shall be used to reflect upon the ongoing struggles of Indigenous people in our community, and to celebrate the thriving culture and value that the Bitterroot Salish, Pend O'Reille, Kootenai, Blackfeet, Chippewa Cree, Little Shell Chippewa, Assiniboine, A'aninin (Gros Ventre), Dakota/Nakota/Lakota Sioux, Northern Cheyenne, Crow, and other Indigenous nations add to our community.

BE IT FURTHER RESOLVED, the Town Council encourages other businesses, organizations, and public entities to recognize Indigenous Peoples Day.

PASSED AND ADOPTED by the Town of Stevensville, Montana this 23rd day of September, 2021.

Approved:

Attest:

Brandon E. Dewey, Mayor

Jenelle Berthoud, Town Clerk

File Attachments for Item:

e. Discussion/Decision: Resolution No. 494, Amending the wages and compensation of elected and appointed officers and all employees of the Town of Stevensville for Fiscal Year 2021-2022 and establishing an effective date for wages and compensation



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Brandon E. Dewey
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	9/23/2021
Agenda Topic:	Discussion/Decision: Resolution No. 494, Amending the wages and compensation of elected and appointed officers and all employees of the Town of Stevensville for Fiscal Year 2021-2022 and establishing an effective date for wages and compensation
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	9/23/2021
Notes:	

RESOLUTION NO. 494

A RESOLUTION AMENDING THE WAGES AND COMPENSATION OF ELECTED AND APPOINTED OFFICERS AND ALL EMPLOYEES OF THE TOWN OF STEVENSVILLE FOR FISCAL YEAR 2021-2022 AND ESTABLISHING AN EFFECTIVE DATE FOR WAGES AND COMPENSATION.

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

WHEREAS, on August 26, 2021, the Town Council of the Town of Stevensville adopted Resolution 490 which approved an annual budget, fixed mills, and established wages and compensation of elected and appointed officers and all employees of the Town for FY2021-2022, and

WHEREAS, the Town Council of the Town of Stevensville is desirous of amending by resolution the wages and compensation of elected and appointed Town officers and all Town employees,

NOW THEREFORE, BE IT RESOLVED by the Town Council of the Town of Stevensville, Montana:

- Section 1. That all resolutions of any portion thereof in conflict here within are hereby revoked.
- Section 2. That the wages and compensation for the elected and appointed Town officers and all Town employees, for Fiscal Year 2021 – 2022, are hereby established as set forth in the schedules attached hereto and by this reference made a part hereof.
- Section 3. That the wages and compensation shall be effective as of July 1, 2021 unless otherwise noted.

PASSED AND ADOPTED by the Town Council of the Town of Stevensville, Montana, this 23rd day of September 2021.

APPROVED:

ATTEST:

Brandon E. Dewey, Mayor

Jenelle Berthoud, Town Clerk

Town of Stevensville - FY2021-2022 Wages & Salaries Amended by Resolution No. 494

Administration Pay Matrix FY22			
	Entry Level Hourly	Mid-Point Hourly	Maximum Hourly
Administrative Assistant I	\$ 15.05	\$ 16.56	\$ 18.21
Administrative Assistant II	\$ 16.05	\$ 17.66	\$ 19.42
Deputy Clerk	\$ 17.00	\$ 18.70	\$ 20.57
Town Clerk	\$ 18.13	\$ 19.94	\$ 21.94
	Entry Level Salary	Mid-Point Salary	Maximum Salary
Director of Finance & HR	\$ 50,003.00	\$ 62,503.75	\$ 75,004.50
Council Member	\$ 3,000.00		
Mayor	\$ 24,000.00		

Court Pay Matrix FY22			
	Entry Level Hourly	Mid-Point Hourly	Maximum Hourly
Court Clerk / Admin Asst. II	\$ 16.05	\$ 17.66	\$ 19.42

Fire Department Pay Matrix FY21			
	Entry Level Hourly	Mid-Point Hourly	Maximum Hourly
Administrative Assistant II	\$ 1,605.00	\$ 1,765.50	\$ 1,942.05
Honorariums (Monthly)			
Fire Chief	\$ 250.00		
Assistant Fire Chief	\$ 250.00		

Airport Pay Matrix FY22			
	Entry Level Hourly	Mid-Point Hourly	Maximum Hourly
Airport Director	\$ 22.63	\$ 24.89	\$ 27.38

Parks & Recreation Pay Matrix FY2022			
	Entry Level Hourly	Mid-Point Hourly	Maximum Hourly
Aquatics Instructor	\$ 11.00	\$ 12.10	\$ 13.31
Lifeguard	\$ 10.00	\$ 11.00	\$ 12.10
Park Attendant/Maintenance	\$ 15.00	\$ 16.50	\$ 18.15
Recreation Facilitator	\$ 15.00	\$ 16.50	\$ 18.15
Parks & Recreation Director	\$ 21.63	\$ 27.04	\$ 32.45

Community Development Pay Matrix FY22			
	Entry Level	Mid-Point	Maximum
Building Inspector I	\$ 16.90	\$ 18.59	\$ 20.45
Building Inspector II	\$ 18.52	\$ 20.37	\$ 22.41
Building Inspector III	\$ 18.80	\$ 20.68	\$ 22.75
Building Official	\$ 20.56	\$ 22.62	\$ 24.88
Community Development Director	\$ 21.63	\$ 27.04	\$ 32.45

File Attachments for Item:

f. Discussion/Decision: Resolution No. 495, Authorizing the sale of 6.47 acres of Town owned land/property in the Home Acres Orchard No. 3 Subdivision



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Brandon E. Dewey
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	9/23/2021
Agenda Topic:	Discussion/Decision: Resolution No. 495, Authorizing the sale of 6.47 acres of Town owned land/property in the Home Acres Orchard No. 3 Subdivision
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	9/23/2021
Notes:	

RESOLUTION NO. 495

A RESOLUTION AUTHORIZING THE SALE OF 6.47 ACRES OF TOWN OWNED LAND/PROPERTY IN THE HOME ACRES NO. 3 SUBDIVISION

WHEREAS, 7-8-4201 MCA authorizes local governments to sell, dispose of, donate, or lease any property belonging to the town; and

WHEREAS, the land described as HOME ACRES ORCHARD NO 3, SECTION 13, TOWNSHIP 8 NORTH, RANGE 20 WEST, BLOCK 4, LOT 11 6.47 ACRES has served its use for the Town of Stevensville's purposes and needs; and

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

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF STEVENSVILLE, MONTANA, AS FOLLOWS:

- I. That the Town staff is authorized to proceed with the sale and conveyance by warranty deed of approximately six point four seven (6.47) acres of land in Home Acres Orchard No. 3 under the requirements of 7-8-4201 of the Montana Code Annotated; and,
- II. That the Mayor is authorized to execute all documents legally necessary to complete this sale and transfer of ownership of said property.

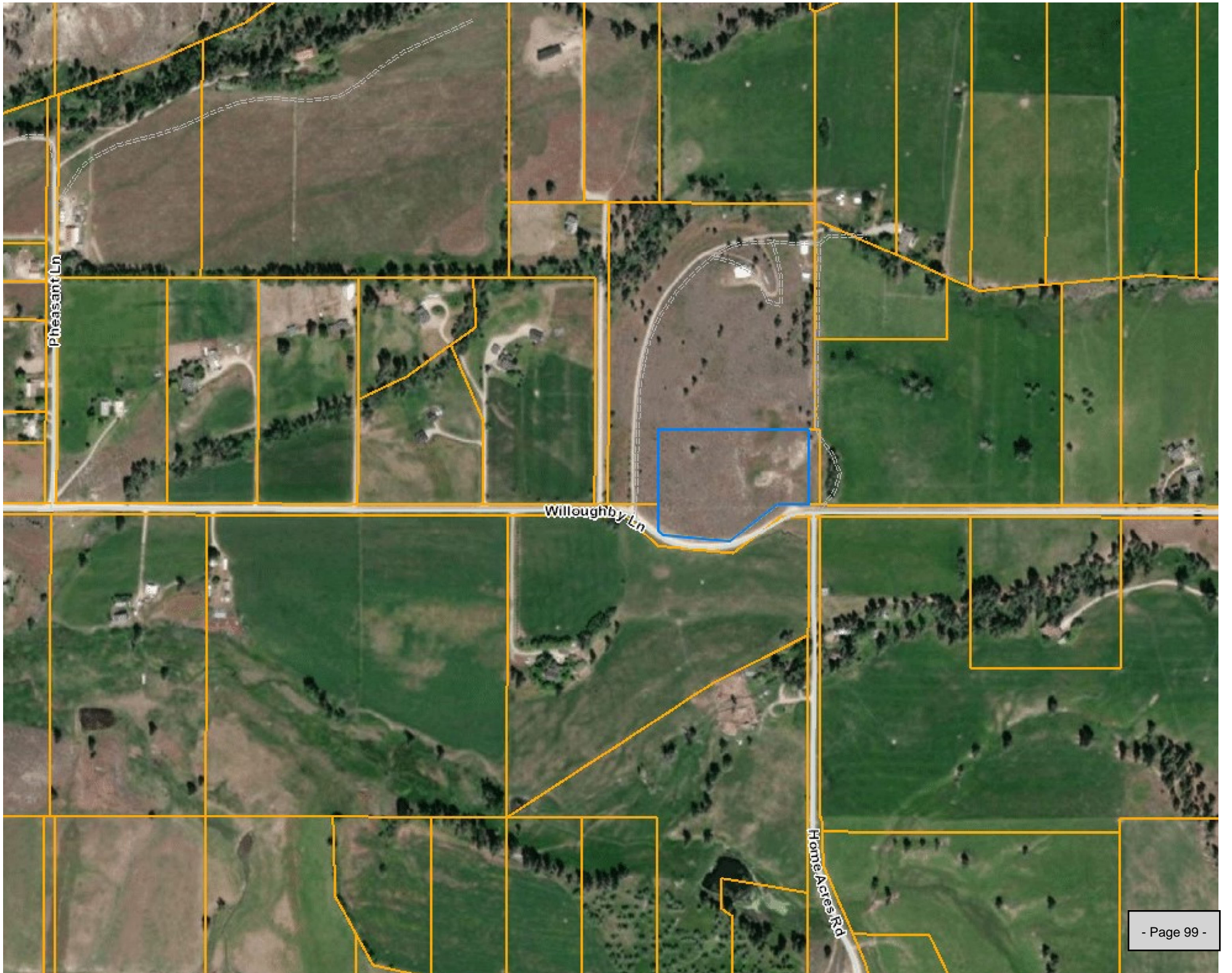
Passed and adopted by the Town Council of the Town of Stevensville, Montana, this 23rd day of September 2021.

Approved:

Attest:

Brandon E. Dewey, Mayor

Jenelle Berthoud, Town Clerk



Pheasant Ln

Willoughby Ln

Home Acres Rd

THIS INDENTURE, Made the 31st day of July in the year of our Lord, one thousand nine hundred and Forty three between L. C. Battles and Ruth H. Battles, his wife, of the County of Ravalli State of Montana, as the parties of the first part and

The Town of Stevensville, a municipal corporation of the County of Ravalli, State of Montana

the party of the second part, WITNESSETH, that the said parties of the first part, for and in consideration of the sum of Twenty three & No / 100 DOLLARS lawful money of the United States of America to them in hand paid

by the said party of the second part, the receipt of which is hereby acknowledged, do es remise, release and forever quit claim unto the said party of the second part, and to their heirs and assigns, the following described real estate, situated in the County of Ravalli and State of Montana, to wit:

Commencing at the South Quarter Corner of Section 13, Township 8, Range 20 West, and running North 330 feet; thence West 660 feet; thence South 330 feet; thence Easterly along the County road to place of beginning. Containing five acres more or less.

TOGETHER with all the tenements, hereditaments and appurtenances thereunto, belonging, and the revision and revisions, remainder and remainders, rents, issues and profits thereof; and also all the estate, right, title, interest property possession, claim and demand whatsoever; as well as in law as in equity, of the said parties of the first part of, in or to the said premises, and every part and parcel thereof

TO HAVE AND TO HOLD, All and singular, the said premises, with the appurtenances

unto the said party of the second part, their heirs and assigns, forever.

IN WITNESS WHEREOF, The said parties of the first part have hereunto set their handS and sealS the day and year first above written.

Signed, Sealed and Delivered in the Presence of

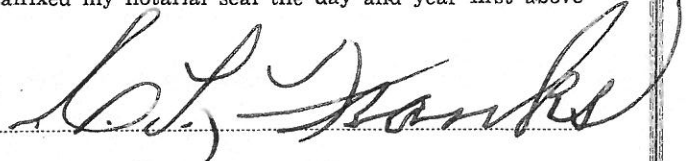
L. C. Battles (SEAL)
Ruth H. Battles (SEAL)
(SEAL)

STATE OF MONTANA }
County of Ravalli } ss.

On this 31st day of July in the year one thousand nine hundred and forty three before me C. L. Franks, a Notary Public in and for the State aforesaid, personally appeared L. C. Battles and Ruth H. Battles, his wife (Name of Party) known to me

to be the person s whose name names are subscribed to the within instrument and acknowledged to me that t he y executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal the day and year first above written.



Notary Public for the State of Montana, residing at Stevensville, Montana.

My commission expires March 31st, 19 45

Compared
90679
90679

QUITCLAIM DEED

L. C. & Ruth H. Battles

TO

Town of Stevensville

STATE OF MONTANA }
County of Ravalli } ss.

Filed for Record

August 10th, A. D. 19 43

at 11:15 o'clock A. M., and

recorded in Book 84 of

Deeds, page 235, Records of
Ravalli County Montana.



County Recorder

By _____ Deputy

Fee \$ 1.00 *chg*

When recorded, County Clerk will please
return to Fulton & Kain

Stevensville

Library fund	25.00
Salary fund	143.00
Water Works fund	174.87
Cemetery fund	122.40
eneral fund	72.20
Street & Alley fund	3.42
Total	<u>540.89</u>

The matter of appropriating money to defray the expenses and liabilities of the Town of Stevensville, Montana for the fiscal year ending June 30th, 1944, come up for consideration and whereupon the following levies were agreed upon and set for the several different funds.

General fund	10 Mills
Library fund	2.5 "
Salary fund	7.5 "
Street & Alley fund	2.5 "
Cemetery fund	.5 "
Street Oiling fund	5 "
Emergency Warrant fund	5 "

Total 33 Mills x

Ordinance No. 175, An Ordinance appropriating money to defray the expenses and liabilities of the Town of Stevensville, Montana, for the fiscal year beginning July 1st, 1943 and ending June 30th, 1944, was read in its entirety once and by title twice, whereupon Alderman McLaughlin moved that Ordinance No. 175 be adopted, motion seconded by Alderman Redding and upon roll call the following vote was recorded; Alderman McLaughlin, Aye, Alderman Redding, Aye, Alderman Rodgers, Aye, Noes None, Whereupon the Mayor declared the motion to have carried and Ordinance No. 175, duly adopted.

An ordinance setting salaries for the Mayor and Alderman was given due consideration and the following ordinance was adopted.

Ordinance No. 176, An Ordinance setting the salaries of the Mayor and Alderman of the Town of Stevensville, Montana, effective date of Ordinance, and repealing all ordinances and parts of ordinances in conflict herewith, was read in its entirety once and by title twice, whereupon Alderman Redding moved that Ordinance 176 be adopted, motion seconded by Alderman McLaughlin and upon roll call the following vote was recorded; Alderman McLaughlin, Aye, Alderman, Redding, Aye, Alderman Rodgers, Aye, Noes None, Whereupon the Mayor declared the motion to have carried and Ordinance No. 176, duly adopted.

Alderman McLaughlin moved the the salaries of O. R. Hightower and Clara Baggs be raised five dollars per month each, motion seconded by Alderman Redding, motion carried.

Alderman Redding moved that the Town buy the gravel pit from L. C. Battles for \$23.00 on a quitclaim deed, motion seconded by Alderman Rodgers, motion carried.

Alderman McLaughlin voved that the Council Adjourn to a blank date, Motio seconded by Alderman Redding, motio carried, Council Adjourned.

Attest *C. L. Frank* *R. H. Remmon* - Page 102 -
Mayor

File Attachments for Item:

g. Discussion/Decision: Resolution No. 496, Requesting distribution of Bridge and Road Safety and Accountability Program funds for the fiscal year 2021-2022



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Brandon E. Dewey
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	9/23/2021
Agenda Topic:	Discussion/Decision: Resolution No. 496, Requesting distribution of Bridge and Road Safety and Accountability Program funds for the fiscal year 2021-2022
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	9/23/2021
Notes:	

RESOLUTION NO. 496

**A RESOLUTION OF THE STEVENSVILLE TOWN COUNCIL REQUESTING
DISTRIBUTION OF
BRIDGE AND ROAD SAFETY AND ACCOUNTABILITY PROGRAM FUNDS FOR
THE TOWN OF STEVENSVILLE, MONTANA
FISCAL YEAR 2021-2022**

WHEREAS, the Bridge and Road Safety and Accountability Account requires the Montana Department of Transportation to allocate accrued funds to cities, towns, counties, and consolidated city-county governments for construction, reconstruction, maintenance, and repair of rural roads, city or town streets and alleys, bridges, or roads and streets that the city, town, county, or consolidated city-county government has the responsibility to maintain; and,

WHEREAS, a city, town, county, or consolidated city-county government that requests funds under the Bridge and Road Safety and Accountability Account must match each \$20 requested with \$1 of local government matching funds; and,

WHEREAS, a city, town, county, or consolidated city-county government requesting distribution of allocated funds may make such a request to the Department of Transportation between March 1 and November 1 of the year the funds were allocated; and,

WHEREAS, the project(s) to be funded is for Road Maintenance in the Town of Stevensville; and,

WHEREAS, the local match for the allocated funds has been budgeted from the General Fund.

NOW THEREFORE BE IT RESOLVED, by the Town Council of the Town of Stevensville that the Fiscal Year 2019-2020 distribution of its share of the allocated Bridge and Road Safety and Accountability funds to be used for the projects identified herein; and

That the Council hereby empowers and authorizes the Mayor or other necessary staff to execute such further documents as may be necessary to facilitate the distribution of those funds.

PASSED AND ADOPTED this 23rd day of September, 2021, after motion and second at a regular meeting of the Town Council.

Approved

Attest:

Brandon E. Dewey, Mayor

Jenelle Berthoud, Town Clerk