



**Stevensville Town Council Meeting
Agenda for
THURSDAY, APRIL 11, 2019
7:00 PM**

AMENDED 4/5/2019

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Approval of Minutes
 - [a.](#) January 24, 2019 Council Meeting Minutes
 - [b.](#) March 20, 2019 Special Council Meeting Minutes
 - [c.](#) March 21, 2019 Committee of the Whole Meeting Minutes
 - [d.](#) March 28, 2019 Council Meeting Minutes
4. Approval of Bi-Weekly Claims
 - [a.](#) Claims #14814, 15081-15109 Totaling \$41,910.34
5. Administrative Reports
 - [a.](#) Airport Report
 - [b.](#) Building Department Report
 - [c.](#) Finance Report
 - [d.](#) Fire Department Report
 - [e.](#) Police Department Report
 - [f.](#) Public Works Report
6. Guests
7. Correspondence
 - [a.](#) Heather Thurs, March 21, 2019 Email
8. Public Comments
9. Unfinished Business
10. New Business
 - [a.](#) Discussion/decision to approve a Stevensville Airport Land Lease for Lot #5, Block 5
 - [b.](#) Discussion/Decision regarding Employee Health Care Benefits for Fiscal Year 2020
 - [c.](#) Discussion/decision to approve a Stevensville Airport Land Lease for Lot #15, Block 1
 - [d.](#) **Discussion/decision to hold a Committee of the Whole Meeting for the purpose of discussing the Mayor's Employee Reorganization Plan and its implementation**
11. Executive Report
12. Town Council Comments
13. Board Reports
14. Adjournment

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 the official public comment period should come forward to the podium and state their name and address for the record. Comment during this time maybe time limited, as determined by the chair, to allow as many people as possible to comment. Citizens wishing to comment on a motion for decision before any vote can come forward or stand in place as they wish. Comment must remain on the motion before the council.



**Stevensville Town Council Meeting Minutes
THURSDAY, JANUARY 24, 2019
7:00 PM**

- 1. Council for the Town of Stevensville came together in the Council Chambers, this being the time set for the regular meeting of the Town Council.**

Mayor Dewey called the meeting to order at 7:00 pm

Roll Call: Mayor Dewey, Councilmembers Barker, Holcomb, Phillips and Michalson were all present. Staff and members of the public were also present.

- 2. The Council and all present rose, faced the flag and recited the Pledge of Allegiance**

- 3. Approval of Minutes:** None

- 4. Approval of Bi-Weekly Claims**

Councilmember Holcomb moved to approve Claims (#14933 – 14958).

Councilmember Michalson seconded the motion. Council asked questions about the claims.

Fire Chief Motley asked questions about reviewing the claims in advance of the meeting.

The vote was called and all voted “aye”. Motion passes 4-0

- 5. Administrative Reports**

- a. Fire**

Fire Chief Jeff Motley presented the Fire Report

Council asked questions about fire engine numbering

- b. Building**

- c. Airport**

- 6. Guests**

None

- 7. Correspondence**

- Mayor Dewey read a letter to the Mayor and Council from Sheryl Olson, 304 10th Street
- Mayor Dewey read a letter to Mayor and Council from:
 - Dr. Amy Berglund, Owner Active Care Family Chiropractic
 - Renee Christensen, Office Manager, Active Care Family Chiropractic
 - Andrea Buchanan, Owner, Cedar and Sage Herbal Medicine
 - James Fix, Owner, Your Energy Fix

8. Public Comments

Town Clerk Audree Tribbensee addressed Councilmembers Michalson, Holcomb and Barker regarding her concerns with agenda items 9 c, 10 d, 10 e, and 10 f as they directly and indirectly involved her. Some of the supporting documents include inaccurate, wrong assumptions and questionable information. Her comments tonight are directed at Councilmembers Michalson, Holcomb and Barker and are not directed at Councilmember Phillips. In regards to agenda item 10e, discussion, responsibilities of the Mayor to enforce Council rules during Council meetings; this item was requested by Councilmember Michalson and Barker. Reading the supplemental documentation, it is safe to say that Council is concerned that the Mayor is not following the rules. They list two examples, 1, submission of agenda item requests, and 2, the accusation that “the Mayor on several occasions has allowed members of the public and staff to spread unfounded allegations about members of the public, belittle and bully members of the Council and allow intimidation to be used against the Council in order to influence the decisions of several council members.” Michalson and Barker reference the November 8th meeting when Council initially chose Mr. Jim Crews to fill the vacant Council seat, but later rescinded that motion and picked Councilmember Jerry Phillips. At this meeting various members of the public spoke, professionally, intelligently and rationally about their opinions on who should fill this seat. It is the public’s absolute right and civic duty to participate in their government, to keep their elected and appointed officials, representatives informed of their concerns, opinions and ideas and to weigh in on who they feel is the best candidate to serve as their Council representative.

Clerk Tribbensee stated that she believes it is shameful that Council is seeking to direct the Mayor to break the law and repress the public’s participation in the decision-making process. The Montana Code Annotated provides specific regulations that support public participation. To repress public participation, she does not understand why Council would want to do that. The hypocrisy of that item as it relates to item 10f, discussion/decision Council direction to the Mayor to abolish all Town Social Media Websites and cease video recording and broadcasting of Town Council Meetings, under 10 e, Council wants to direct the Mayor to repress public input so that Council decision-making process is not influenced, this item is accusing the Mayor of censoring public comment. The Council wrongfully accuses the Mayor and staff of monitoring and editing comments of the public on the Town’s Social Media website. “The monitoring and censorship of any social media website is not a prescribed duty of the clerk or any other member of the staff or elected official.” Clerk Tribbensee commented that Council must have forgotten that the job descriptions are examples of typical duties and there is this other item called “and all other duties as assigned.” Council states in their backup documentation that the “Censorship of public comments may be a violation of the Right of Free Speech/Expression under the 1st Amendment of the Constitution of the United States.” Clerk Tribbensee

comments that ironically, this is exactly what Council is directing the Mayor to do under the agenda item 10e – censor the public’s comments to ensure that the public is not influencing Council’s decision-making process, folks, you can’t have it both ways.

Clerk Tribbensee commented that she suspects the primary reason behind Councilmembers Michalson and Barkers request to abolish all town social media websites and cease video recording, if you look back on any Council meeting video and comments submitted, a majority of those comments are spouses of our Councilmembers. Very few comments from anyone else in the public. There is concern that staff is monitoring and deleting and not including these comments that are being made. Clerk Tribbensee stated that is not true, staff is not doing that. The Town’s social media website, Facebook has profanity filters in place, which means Facebook, not staff, automatically hides comments that fall into Facebook’s filter parameters. Facebook does not delete, but rather hides profane and vulgar comments. Clerk Tribbensee commented that she finds it ironic that one agenda item, direct the Mayor to censor public comments and then the next agenda item, “don’t censor the spouses’ comments”.

Regarding 10 e - Discussion Responsibilities of the Mayor to enforce Council Rules during Council meetings, requested by Councilmembers Michalson and Barker, Clerk Tribbensee comments that in Council’s backup documentation they indicate that if an agenda item request is submitted and it will not be considered during a requested meeting time, the Mayor or the Clerk is obligated to contact the person submitting the request and advise the person as to when it will be considered and if not, why it won’t be considered. What Councilmember Michalson and Barker are referring to is another item on tonight’s agenda, 9c Discussion/decision to revoke on a Resolution to vacate an alley. This was originally brought forward by Councilmembers Barker and Holcomb to be placed on an earlier Council agenda. However, because of Council rules, the Mayor did not place that item on that agenda but, in accordance with the Council rules, informed by Councilmembers Holcomb and Barker that it was not going to be placed as requested. If the Mayor placed that item on the agenda as requested, the Mayor would have been in violation of the Town Council’s Rules.

Placing this item on the agenda violates two separate laws, and as you fondly remind everyone, Mr. Michalson, the law is the law. These two regulations or laws include: 1 – Council Rules Part V, Order of Business, Section 2 – Motion to Reconsider. “A motion to reconsider any action may be made at any time before or during the second regular meeting after such action is taken. This action was taken on October 22, since that time there have been approximately 10 meetings. Clerk Tribbensee commented that placing this on to reconsider a motion is in violation of the Town Council Rules. The Town Attorney has previously and subsequently provided information to the Council that there are a number of legal requirements that have to take place first before Council can consider this item. Those legal requirements have not been met. Clerk Tribbensee commented that ironically, the hypocrisy of these two items 10 e and 9 c is ludicrous. What Council appears to be saying essentially is the

Mayor must follow all rules, unless Council doesn't want him to and Council can pick and choose which rules, they may or may not follow.

Regarding Councilmembers Michalson and Barker's item 10d, Discussion/Decision to the Mayor to establish an Office for the Town Council and a Council Reference Library, they state that the Mayor has restricted Council's access to the Town Hall including Town Council Records. Clerk Tribbensee stated that they are not Town Council Records, they are the Town's records. Council states that in doing so is creating an adversarial condition between Elected Officials and staff. They further state that this is inhibiting the ability of Council to perform its functions as the Legislative body and is fostering a hostile, unfriendly and insubordinate condition in Town Hall. They further state that the Mayor has determined the town hall staff must supervise the Elected Officials in the performance of their work, simply not true. And as a result, Council is requesting a secured office for the exclusive use of Town Council, available 24/7 with a copy machine, fax machine, and desk top computer, and phone. The office will have no video or audio recording devices. Clerk Tribbensee asked Council why this demand, what is Council, trying to hide from the public with such blatant lack of transparency? Clerk Tribbensee commented as a public official you have no right to privacy; as a citizen you do have the right to privacy, but as a public official representing the citizens of Stevensville, the public's right to know outweighs your right to privacy. Council authorized the installation of video cameras to monitor our citizens who frequent the Lewis and Clark Park but demands that no videoing or recording of any kind be allowed when Council is performing their elected and appointed duties in a public facility.

Clerk Tribbensee commented that Council also demands that the office will be equipped with a presentable desk, chair, guest chairs and a meeting table and asked Council where in Town Hall they want this office and meeting space and how do they plan on funding this expenditure. Clerk Tribbensee commented that this is interesting when we are really struggling to fund and staff our Police Department.

Clerk Tribbensee also commented that Council jumped to a wrong conclusion as the Mayor did not determine that Council members must be supervised in the performance of their work; nobody said that. Clerk Tribbensee stated that she is obligated by law to maintain the integrity of all of the Town's documents and records and she, not the Mayor, informed Mr. Michalson that she is happy to provide copies of any document he seeks, but she will not hand over the Town's original documents. The originals are the originals, there are no backups. If something happens to these documents, we don't have the originals anymore. Clerk Tribbensee stated that this is very concerning to her and should be to the public. Last September the Town experienced a significant and serious situation regarding the deletion of over 500 Town documents, electronic files. These were important files. They were important to our daily function. They were stored in a shared on-line software program, Dropbox. Dropbox was the Town's way to share documents between staff, the Mayor and Council members and post to the Town's web page. The only people who had authorized access to Dropbox were, staff, the Mayor and Council members.

However, Mr. Michalson added citizens Jim Crews and Mark Adams to Dropbox who both had full and unrestricted access to the Town's important documents. While Mr. Crews and Mr. Adams have the right to public documents, absolutely, they do not have special rights that allow them privileges that all other citizens do not have. When investigating the deletion of the over 500 Town document files, the Town learned through the Dropbox electronic paper trail, that all of these documents were deleted through Mr. Bob Michalson's home computer. Clerk Tribbensee asked why should she hand over original documents to anyone.

Clerk Tribbensee commented that it's important to note two things, Dropbox requires that you delete each file individually. And then it asks you again, are you really sure you want to delete this, as you are going to delete this for everybody; you have to delete each file two times, you have to hit that key for over 1000 times. This wasn't an accident, this was intentional. Clerk Tribbensee asked Council and the public, why would she give the original files, the Town's original documents, laws and ordinance, to any member of the public, including Council without supervision? Clerk Tribbensee stated that she will give anybody who requests copies but she would not give the original documents out. The Town was fortunate that the deleted files were restored. But, original files, if they are destroyed, tampered with, the integrity is gone. We don't have any way to restore those documents. Clerk Tribbensee stated that she personally would be negligent in the performance of her job if she did not responsibly ensure the safety of all of the Town's documents and that she is bound by law to do so and this would constitute a violation of her Oath and bond.

Clerk Tribbensee concluded that she finds it interesting that based on several of the items placed on tonight's agenda by Councilmembers Michalson and Barker, that it appears this Council finds it unacceptable for the public to "bully" and "intimidate" Council members, but perfectly acceptable for the Council to bully and intimidate the Mayor and staff.

Joe Moore 514 Central, reminder, from the Town of Stevensville webpage, and your pictures, Councilmembers, are all on there. Mr. Moore read the write up "the Town of Stevensville from the Montana Genesis" this ends with the Town's charm has remained unchanged.

Rich Marcus, 109 Winslet, a resident for 34 years, has a few comments he would like to make and wants to avoid someone from saying, that he is not from here. He is a tax-paying citizen and owns a business in town and properties. The agenda item about the website prompted Mr. Marcus to do some research and called the Montana State Library and asked if the state has records of any cities and towns that do or do not have websites to disseminate public information. He was directed to Wikipedia who has a list of cities and towns. He found a list of 129 cities and towns in Montana according to the 2010 census. 81 of the 129 have links to websites, 63%, 48 do not have links, equaling 37%. The average population of the 48 towns who do not have websites, is 503. 2010 Census gives Stevensville a population of 1809, more than 3 times the average size of the towns who doesn't have a website. The Montana Law

Library dissemination of public information, MCA 2017 2-6-10 public access to information, safety and secured exemptions, Montana historic exemptions. There are two exemptions, basically if you have an on-going police investigation and the Montana Historical Society has a list of private donors that do not have to be made public. Mr. Marcus read from MCA 2-6-1003, access to public information, exemptions provided, every person has the right to examine, obtain a copy of any public information in this state. We all have access to public information. Having it recorded with audio visual equipment captures much more of the nuances and tones in voices, whereas a stenographer writing on something down is never going to be able to capture if someone says sarcastically or empathetically in some way, and certainly audio-visual equipment to record these meetings would seem to be less expensive way to provide public information as the state laws says we are required to do. Members living in town or not, has lived here for 34 years, but he did live in a big city, Chicago, and that was an issue there. The simple way they resolved it was that not essential members, like staffing members, were exempt and could live anywhere they want as long as they got to work on time. Essential members like police and fire, needed to live within X minutes from headquarters. Maybe this is a simple way to resolve this issue.

Anne Marie McCormick, 1005 College Street, commented that she is not new to some of Council as she had thrown her hat in for Council consideration, but is kind of glad she didn't get it after a couple of these meetings. To be honest, she is appalled. The courage and the ability to articulate the ideas and opinions, she was proud of the Clerk for speaking. As her Council representatives, she is asking Council to vote against 10 c, d, e, f and g. Ms. McCormick indicated that she is representing a number of people.

Michael Sharkey, 203 St. Mary's Drive, suggest that the issue of social media and video the meeting on the internet, is a big advantage for those who are handicapped who may not be able to attend meetings. Watching it on the internet may be their only opportunity to participate. This could apply to other people with children. Or the weather is so bad they cannot make the meeting. Here is an opportunity to spread the word to all the constituents rather than just a handful who have the ability to show up. Mr. Sharkey encourages Council to think about the practical aspects of communicating with your constituents via social media.

Jan Perrin, 503 Charlos, looking at your 8 agenda items, and after listening to our clerk, and after coming to meetings and being told that it is very intimidating by Stacie for her and Bill to come to the Council meetings, we decided to stay home and watch them on the internet, so as not to be intimidating to Council or be accused of bullying, so then we sit home watch your meetings and then you make a comment, "well where are they all now". Well, they met your request and they stayed home. Ms. Perrin commented that she would like to challenge Council to spend as much time representing the good people in our community as you do disrupt what you were voted to do. It appears that you are more concerned about being disruptive as to doing good things for our community. One more thing, the abolishing of our Park

Board, if you look around our community, all of things and wonderful improvements that have happened in our community, the Park, the skateboard park, the baseball diamonds, the soccer fields, all were done by your community members, for no money, as volunteers, and you want to abolish the Park Board. Requesting your community members to no longer serve our community and improve it? I am sorry I don't know where your heads are, you need to think about our community and the people in it. There are a lot of good people here.

9. Unfinished Business

a. Discussion/decision regarding the Visitor Kiosk to be located at Veteran's Park

Mayor Dewey introduced the item and provided an overview of the issues to fulfill the Town's support of this project.

Councilmember Phillips discussed his knowledge of Job Corp and feels that this would be a good place to start, but if worse came to worse, he has the tools and experience to help with the work if necessary.

No action taken.

b. Discussion/decision to consider possible Town Council meeting format options

Mayor Dewey introduced the item.

Council discussed the number of meetings, scheduling too many meetings, and the potential for burn out. Council agrees to keep the system as it exists today and schedule COW meetings as needed.

No action taken.

c. Discussion/decision to revote on Resolution of the Town of Stevensville, MT to vacate the 40 ft alley running through block 17, Lots 3-18 of the Original Townsite of Stevensville leaving a utility easement.

Mayor Dewey introduced the item and turned it over Councilmember Holcomb.

Council indicated that it may be best to table this item until a public hearing is scheduled and held.

Mayor Dewey read the Town Attorney's email regarding this item.

Councilmember Michalson indicated that he spoke with the Town's Attorney, Brian who felt everything was good and the only thing missing was a map and easement.

Council asked questions about the petition and the process.

Carolyn Mickens asked questions about the process, steps and what specifically is needed for consideration.

No action taken.

10. New Business

a. **Presentation/Discussion regarding Stevensville Police Department Crime Watch Program**

Police Clerk Jenelle Berthoud presented a PowerPoint highlighting the department's new Crime Watch Program

Joe Moore asked about areas with cul-de-sacs, is it something where you can identify a street with a sign that says 'no outlet'?

Mayor Dewey responded that is something the Town can do.

Police Clerk Berthoud explained that Crime Watch signs will be installed in the neighborhoods.

Vicki Motley asked if people who sign up as volunteers for the program will be required to go through a background check.

Michael Sharkey commented that a lot of streets do not have sidewalks, and so some streets have lower speed limits which need to be enforced. Will this be part of the program?

Trevor Motley commented that the River Park is included but not the Airport. Will the Airport be included?

b. **Discussion/decision to hold a Committee of the Whole (COW) meeting to discuss a draft Code of Conduct**

Mayor Dewey introduced the item.

Councilmember Phillips moved to hold a Committee of the Whole meeting on Thursday, February 7, 2019 at 6:30 pm. Seconded by Councilmember Holcomb. The vote was called and all voted "aye". Motion passes 4-0

c. **Discussion/decision to Rescind Resolution 11, to abolish the Park Board**

Mayor Dewey turned the item over to Councilmember Barker.

Councilmember Holcomb indicated that she wanted to submit this item but wasn't able to get it in on in time. Councilmember Holcomb explained the reason behind her request to abolish the Park Board and felt that Council did pretty well during the six years when the Town did not have a Park Board. Last year, there were a couple of people on the Park Board and all they wanted to do was argue.

Councilmember Michalson commented that he has heard time and time again, about how people have come to the podium and have asked the Council for guidance and direction. Where Park is an advisory board and they are the ones that should be out there looking for things and doing things and bringing them to Council. Councilmember Michalson believes that it is kind of backwards. Council has to do their work too, but we just don't have the people, and those that are on the Board, aren't showing up. All boards fall under the purview of the Mayor. If there are problems with boards not getting to meetings on time, or boards not going to their meetings in a timely fashion, he believes that the Mayor needs to step up his game and make sure they do that because the Mayor is the one that runs the boards, not the Council.

Mayor Dewey commented that specifically, the Park Board sought direction from Council due to a situation where they went out and sought an idea, they wanted to develop a master plan for parks and site plans to help the Town plan where priorities should fall for spending in the parks. They did that, and found grant funding. Council then shot it down. Their concern, as he understands, not speaking for the board, is the Park Board is frustrated because they went out, with Jim Crews administration's support, and then when they brought this back to Council, Council shot it down. Mayor Dewey believes they are seeking direction from Council because, if that is not a project Council wants us to work on, what is Council willing to let the Park Board work on.

Councilmember Michalson stated that he can think of a few examples we sent to the Park Board, like the bathroom at Lewis & Clark Park. It's going on its fourth year now, it came through the Park Board to get that fixed. It was approved through the Council, budgeted by the Council, but not done. There is a fence at Ravalli Park that we have asked to get done, that never went nowhere and on and on. These are some of the examples that came before Council that have never have been done.

Mayor Dewey responded that it's not a Park Board failure; the administration is failing to implement.

Councilmember Phillip commented that the Park Board needs the Council's and administrations support. Councilmember Phillips provided an example of a time when the Planning and Zoning Board vetted a project, but when it was brought to Council, Council said no, we aren't going to listen to the Board and Council voted the way they wanted. The Park Board is an asset, we have citizens in Town and outside the city limits, we need to support them and give them the tools they

need. Councilmember Phillips commented that he does not support abolishing the Park Board.

Councilmember Michalson commented that what if the Council only met twice a year, where would we be. The Park Board is not meeting but twice a year.

Mayor Dewey responded that if our snow plow breaks, do we stop plowing the streets or do we fix the snow plow. This applies to the Park Board.

Councilmember Phillips commented that the Planning and Zoning Board is required to meet so many times a year. With the Park Board we can write in that they meet so many times per year, which might draw some interest.

Councilmember Barker commented that maybe we keep it, but if they don't meet the expectations in a year, it goes away.

Mayor Dewey explained that it is the administration's intent to bring forward an ordinance governing their functions.

Councilmember Barker indicated that would benefit the Park Board.

Mayor Dewey summarized that we move forward with the Park Board and develop an ordinance.

Council discussed the Town's boards whether they are advisory or can be allowed to have limited decision-making abilities.

d. Discussion/decision: Town Council direction to the Mayor to establish an Office for the Town Council and a Council Reference Library within 30 days

Mayor Dewey turned the item over to Councilmember Michalson.

Councilmember Michalson stated that due to the recent chain of events that started this last fall with the complaints and everything, it got to the point where he did not feel comfortable coming alone to Town Hall. Councilmember Michalson stated that he cannot do a lot of the research that he wants to do, resolutions, ordinances, agendas, and the reason he put that out there was so that he can reign it back in. Councilmember Michalson stated that he does not have a problem coming in here, having his own office, and doesn't need to be somewhere secluded without cameras, etc. Councilmember Michalson commented that he wants to have access to the office and documents, like it used to be. There used to be a desk right across from Denise where we could sit down in front of everybody, Councilmember Michalson stated that he was not going to steal anything and he is not going to take anything, staff can watch him on everything. Councilmember Michalson stated that he just wants to look at his

research and then ask staff to make a copy of the documents. Right now, he can't get in there to get anything.

Mayor Dewey commented that he is unaware of any time that any staff member denied him access to the office.

Councilmember Michalson responded that he has never really asked for it, except for one time, back in the heated time, when the Mayor said he didn't even want Councilmember Michalson in his office or that office. We had to have permission first, set up an appointment to see the Mayor. Also once when he wanted to get records from Audree to get an ordinance, she said that he could come in, but today was not a good day and he understood that but Councilmember Michalson thought if you give me a desk, in the corner, he doesn't need a phone, or a computer, just give him a desk where he has access to the documents, where he can do his research during working hours. He wants this not just for himself, but for the other Councilmembers as well.

Mayor Dewey commented the policy on office access, which remains unchanged, once the lock went on, if you were invited into the office or you requested access and was authorized by one of the clerks, there would be no problem. To date, the Mayor is not aware of any circumstance where Council has requested access to the office and were told no, you can't come in.

Councilmember Michalson clarified that the Mayor was the only one that told him that. If you can let me in the office, put me in a corner to do my research, to look at Council minutes, agendas and ordinances, he doesn't have a problem with anything else.

Councilmember Holcomb commented that she called 4 or 5 cities; no other place has a lock on their door that won't allow their Council to walk in. She asked if they had to get permission or make an appointment to get something, no. As soon as someone asked for it, they went and got it. We are being locked out.

Town Clerk Tribbensee responded that she has contacted the Ravalli County Clerk Recorder who indicated that the biggest problem with Stevensville is that the Town documents are not in their offices. All of our documents should be stored in their office. Then we have copies here where it won't matter if something happens to the documents because everything is backed up. Nobody should have access to those documents. The advice received was to protect the documents until we can get backups. In regards to Councilmember Michalson's request for information, the issue was he was not sure what he wanted. Clerk Tribbensee told Councilmember Michalson that she was happy to help him, even offering to do the research for him. But, Clerk Tribbensee happened to be in court that day and 20 minutes later, court proceedings started, so she could not do anything. Councilmember Michalson has never been denied access to

information, and that she will gladly provide copies of any documents upon request.

Mayor Dewey explained that all of the information will be eventually placed on line, to assist the Council and the public in doing their research.

Councilmember Michalson commented that the governing body, Council makes the laws, there has to be a level of trust. The way to gain the trust is meet in the middle. Last year was a disaster.

No action taken.

e. Discussion Responsibilities of the Mayor to enforce Council Rules during Council meetings

Mayor Dewey turned the item over to Councilmember Michalson.

Councilmember Michalson stated that this item was not meant for Mayor Dewey but was meant for all of us in a lot of ways. Councilmember Michalson stated that he thinks the Council needs to tighten up our ship and gave an example where at the Nov 8th meeting, members of the public directed their comments towards Councilmembers Barker and Holcomb. Those comments should have went through the Mayor as the governing Mayor, when it got out of hand, you should have said point of order and stopped it, which you didn't. For Audree to say that they were very respectful and everything, if they were so respectful, how come both Councilmembers were crying at the end of the meeting? Going forward the Mayor needs to take into consideration that the Council gets beats to death quit a bit, rightfully so, Council isn't perfect.

Councilmember Michalson asked the Mayor not to laugh, it's not funny. Councilmember Michalson stated that they are the governing body and they have just as much rights to be here as the Mayor. To sit there and smirk at him when he is trying to tell the Mayor how to do his meetings in a better fashion is wrong. Council is getting tired of times where the Mayor interrupts the Council and the public. Councilmember Michalson suggested that the Mayor work on this. Councilmember Michalson stated that the Mayor has allowed the public to address Councilmembers directly during a Council meeting when their comments should be directed to you, that's Roberts Rules of Order. On a good point, the Mayor has been here a year and since the very beginning Mayor Dewey you have come along ways. For the first six or seven months you were all over the place. Councilmember Michalson sees the Mayor is gaining confidence and is getting better at what he is doing. There is always room for improvement, not just with the Mayor but all of Council.

Councilmember Michalson stated that the main reason he put this item on the agenda is because he does not want this year to start out like last year. If we are

going to go down this road like we did last year, then we might as well a turn in our badges. Because we put a smear on the Town, it puts a smear on us, everyone has had sleepless nights. Poor Audree got dumped in the middle of the fray. Right in the middle of a fire she was warned, and with her complaint, she had many sleepless nights. None of us deserve that. It's all of our fault.

Mayor Dewey responded that to address the alleged smirk, he has a hard time hearing Councilmember Michalson say that it is not fair that the Council gets beat up. For the last 11 months, 13 months, he, as the Mayor has been beat up at this table, by three of the Councilmembers. That is not fair.

Councilmember Holcomb commented but its fair that you to make comments and allegations in the paper?

Mayor Dewey responded that he is happy to enforce the rules as they are written, which will include any exchange between you and who stands at that podium, it will come through the Mayor. He will enforce the rules on the public and on Council. He would much rather that Council go through the meeting calmly and get through things in an ordinary fashion. But if we need to be a stickler by the rules, and he needs to be a jerk about it, he can do that. He doesn't like to, but he can, if that is Council's direction. Mayor Dewey commented that it is interesting to him that you say, this isn't directed at you Mayor, but you, Councilmember Michalson recited essentially a report card on his performance over the past 12 months. That is not fair either. As the Mayor he is not necessarily accountable to Council; he is accountable to the public. That is who elects him. There is a separation of powers and it needs to be made very clear that Council is not the Mayor's boss.

Councilmember Holcomb responded, yes, we are.

Mayor Dewey responded that Council is elected by the people.

Councilmember Holcomb stated, we are your boss.

Mayor Dewey, no. Council sets policy for the organization, which he implements. Mayor Dewey commented that he has a memorandum from the Town Attorney if Council would like to read it.

No action taken.

f. Discussion/Decision Council direction to the Mayor to abolish all Town Social Media Websites and cease video recording and broadcasting of Town Council Meetings

Mayor Dewey turned the item over to Councilmember Michalson.

Councilmember Michalson indicated that this is not his agenda item.

Councilmember Barker stated that they are not trying to get rid of everything. The problem that she has is that the freedom of speech is being taken away. Not only as was stated in the Stevensville Star, that a spouse discrepancy; no it's not a spouses discrepancy for one. Councilmember Barker stated that she has gone through after meetings and seen other comments that were made by other people, and those comments were taken out. Prime example, Councilmember Barker went in to see the who had made comments for the new public works position. She believes that the Mayor's mother-in-law commented that this might be something for Brandon, its 8 times more than what you are making now. And your comment was, no it makes 10 times mores than what I make now, I don't do it for the pay. Councilmember Barker's spouse commented on it, and boom! Yours was gone. Councilmember Barker stated to the Mayor, tell her that these aren't getting deleted by somebody, whether by you as an administrator. All of her spouses' comments were deleted and there was no derogatory, there was nothing in there, and they were gone again too. If we are going to have public meetings, the filter needs to be shut off or comments need to be shut off and we don't see any of them. That camera should be just for the meeting itself, no comments. That may stop part of this. What has been going on, on that site has been great, its very informational, but how we are monitoring, as she looked at other websites to see how they monitor theirs, a lot of the different places have policies. Maybe we need to put a policy in place for social media.

Mayor Dewey responded that any comments he makes personally, he reserves the right to delete those personally, and so does her mother-in-law.

Councilmember Michalson commented not if it is a government run website, which this is. Not if its on a municipal page. You do not have that right.

Mayor Dewey responded that absolutely he does. If someone makes a comment and then wants to retract the comment, the Mayor can't stop them doing that.

Councilmember Michalson responded that is why we need a policy, like the email policy. We need to have a social media policy.

Mayor Dewey responded that we don't have the physical ability to stop someone from deleting their comments.

Councilmember Michalson read into the record a Montana social media records act, MCA Title 2, Chapter 6 and he stated that a personal Facebook page is one thing, but if a comment is on a Town page, we have to draw a strict policy to ensure all records are maintained. If we want to do this right, we have to go by guidelines. Councilmember Michalson volunteered to draft a good solid social media policy.

Mayor Dewey responded that he is confused, if it is the Council's desire to have a policy in place, why wasn't that the item that was submitted. You have a community all worked up about abolishing when really you were just seeking a policy to govern.

Councilmember Barker commented that she doesn't think it would have been worked up if you had not posted that we were getting rid of the Police Department, the Fire Department, all these different departments on that page.

Mayor Dewey responded that Council's submittal said that you were intending to abolish all Town social media websites and cease video recording. All Town social media websites include the Fire Department, the Police Department, the swimming pool.

Councilmember Michalson responded that is correct and the reason Council put that in there is because it would cover all bases when you are at Council. You start with the big end because if you leave something out, you can't add it on to the agenda. We kept a broad scope and then reigned it in. We never intended to do anything with the Police Department or the Fire Department. The only two sites we looked at was the live streaming and the municipal government because when you posted the last agenda item on there, and you highlighted the Fire Department and the Police Department, by law you can't do that. Because that is a government page.

Mayor Dewey responded that it is not highlighted, its tagged.

Councilmember Michalson whatever, it was still on the agenda item.

Mayor Dewey responded that the post was just a synopsis of what is on the agenda.

Councilmember Michalson replied it is still a government page. You are using government page, it isn't a social page for like, at home.

Mayor Dewey commented that the item is whether or not you are going to abolish all Town social media web sites and cease video recording. The item is not a decision to move forward with a social media policy.

Councilmember Michalson made a motion that we abolish all Town media websites, not all but, the live streaming and the municipal government web site until we have a policy in place.

Mayor Dewey asked Councilmember Michalson to restate his motion.

Councilmember Michalson stated I make a motion that we abolish the live streaming site and the municipal government site until we have a policy in place that adheres to all sections of this.

Motion failed due to a lack of a second.

g. Discussion/Decision to modify the Stevensville Municipal Code to require the Chief of Police, Chief of the Fire Department, the Town Clerk, all Deputy Clerks and the Finance Officer/Treasurer to be residents of the Town of Stevensville

Mayor Dewey turned the item over to Councilmember Michalson.

Councilmember Michalson indicated that he did research and called other towns. This town has never had a policy in place as to what, who is in town, who is out of town as far as working. Councilmember Michalson read into the record information provided by the Town Attorney regarding this item and the ability of the Town to adopt explicit residency requirements for officers in a rationale relationship to legitimate government purposes. The Town Attorney provided that his sole caution is that the application of the requirements should only apply to new hires and could not affect someone who has already been appointed and is currently holding an officer's position.

Councilmember Michalson recommends that we need to draw up an ordinance, as to how far out. He understands that it is hard to get good working people. No one in the office lives in the town limits. We have to have a boundary, like a mile limit, 10 minutes, 10 miles, 15 miles out. Councilmember Michalson stated that he has been told we have to have a boundary.

Mayor Dewey responded that we don't have to have a boundary. We are completely legal in the system we have now.

Councilmember Michalson replied, we are, but a lot of towns do it for insurance purposes, litigation purposes.

Mayor Dewey asked Councilmember Michalson what the advantages of ligation or insurance, having somebody live within a 10-mile radius of city hall?

Councilmember Michalson replied time to get there if something were to happen to them.

Councilmember Michalson made a motion that we modify the Stevensville Municipal Code to have the Officers of the Town, we can set a guideline to where the boundaries of where they have to live. Of course, it would not apply to the Chief or Fire Chief, they have to be here, am I right Jeff?

Fire Chief Jeff Motley responded it is up to Council to set the guidelines.

Mayor Dewey informed Councilmember Michalson that his motion has gone by the wayside, it became a very long motion and asked him to restate his motion. Mayor Dewey stated that we are scratching Councilmember Michalson's first motion as we can't have a conversation for a motion.

Councilmember Michalson made a motion to modify the Stevensville Municipal Code to require the Town Clerk, all Deputy Clerks, the Finance Officer and Treasurer to be residents of or around the Town of Stevensville to be determined by the Council. Seconded by Councilmember Barker.

Councilmember Phillips commented that he is concerned about limiting the residency, we have good quality people, but to get good people, we may need to look a little farther. To get the best qualified people we have to expand it out not just a few miles, maybe even to Missoula. He is aware of Deputy Sheriffs who live in town and commute to Missoula. In a bigger city, yes, you have a bigger pool of qualified people, but for Stevensville Councilmember Phillips recommends that we determine what those boundaries are at a COW meeting if we really do need that.

Joe Moore 514 Central, reminded that according to Town Code, under Article IV Officers and Employees, Section 2-117, vacancy of office, it states "This subsection does not apply to an appointed municipal officer who resides outside the town limits with the approval of council and within a distance of town approved by the municipal council." It's already in the code. He reminds Council that there are two outstanding job descriptions online and the general job description, for the part-time clerk and the building official, there are no references for where you live. It doesn't have anything in there about where you live, how far out you live, what town you live in. It sounds like from the code you have already accepted and you are living by, that it is approved within a distance of the Town, and something you would have as a discussion with somebody during an interview provided it is not for a critical need like the fire department, but you already have that in the Town Code. Agrees with Mr. Phillips that it is very difficult to put a time and distance together to have someone come in and get a job.

Jan Perrin, 503 Charlos, commented that one of the most important things that our community wants is good service, good people to serve our community. A perfect example is our school. A very high percentage of our teachers in this town are not from Stevensville, they come from Missoula, the south. If this was such a great idea, why wouldn't schools be putting these limitations on them. You need to think about that when you address this. You are just looking for good quality people, why do you need to dictate where they live?

John Monk, when he moved here, applied for a job, it was required that he live in town and he worked for the school. That was a requirement for years and years. He commented that he was talking to a young teacher the other day, he teaches in Stevensville. He hunted for two years to find reasonable housing in Stevensville, because they were pushing him to live in town. He found a place that fit his budget, his pay scale, and he went and told them about it. That is acceptable, but there is still a push to live in town even though many don't because prices here are pretty high.

Michael Sharkey, 203 St. Mary's Drive, suggested that one thing that you haven't brought up tonight is if you are hiring for a position within the town, an applicant that lives in Kalispell, sees the help wanted ad, are you going to let them apply for the job or are you going to require that they move here first. Maybe you should include that in your considerations. While we are at it, why don't we insist that people work in town and insist that their children attend school in Stevensville. Perhaps they should have to be property tax payers in Town. This is silly. Tonight's agenda was a total waste of his time. Unfortunately, this has become typical and hopes Council can come to some kind of resolution and get on to the Town's business. You are wasting time, when you should be talking about something important, like taking care of sidewalks.

Rich Marcus, procedural question; if you had 2 applicants for a posted job and one lived in Missoula and one in Stevensville and the one in Missoula being very qualified and the one living in Stevensville marginally qualified, and you told the Missoula applicant they weren't going to be considered. Would that be discrimination? I am not considered for a job I am qualified for and I am willing to show up on time, because I live 25 miles away instead of in the Town limits.

Vicki Motley, 318 9th Street, stated that she does not want to see Council vote this through as you limit your options. There are a lot of good people who live outside the Town's limits, they might live in Hamilton and they would be excellent people to work in our Town. Maybe that would encourage them, once they are working for the Town, to move down here. To automatically limit that is not in the best interest of the Town.

Jeff Motley, 318 9th Street, it seems like the motion on the table is exactly what we already have. The motion on the table is they live within the Town, or a distance around town, that is workable. Isn't this already what we are doing. He doesn't understand the motion.

Councilmember Michalson responded that Jeff is right, but he left out the to be determined as far as the radius. Councilmember Michalson stated that the City of Hamilton specifically states that their employees have to live in the City limits.

Councilmember Barker disagrees with Councilmember Michalson statement about Hamilton.

Mayor Dewey responded that Hamilton is larger than Stevensville and has a much larger population to pull from.

The vote was called and Councilmembers Phillips, Barker and Holcomb voted “nay” Councilmember Michalson voted “aye”. The motion fails 3-1

11. Executive Report

- Surveillance camera installed and fully operational
- Moving forward with the reorganization of staff roles and responsibilities, some modifications have been made. Positions are being recruited now.
- Update on the land purchase related and moving forward with an appraisal.

12. Town Council Comments

Councilmember Barker thank Dean Whitesitt for being the Town’s sexton for many years. Councilmember Barker stated that she doesn’t feel that the way this was handled was very good, and could have been handled in a more tactful way. Dean has done a lot, he has cleaned up some records that were a mess, and she hopes that now it is in the Town’s hands, in the office, that these people can hold up to what Dean did before. Greetings those families on Memorial Day when somebody needed help finding a plot, with a grieving family, she hopes staff can hold up to what Dean did. She appreciates what Dean did.

Councilmember Holcomb concurs with Councilmember Barker and appreciates what Dean has done for many years with the cemetery. Councilmember Holcomb wants Council to review the purchasing policy, the events permits and resolution 281a. The Town’s Attorney has brought it up many times that he would like Council to revisit the resolution. Also, Councilmember Holcomb would like Council to discuss a social media policy. We keep talking about moving forward. Councilmember Holcomb clarified that her spouse has never been on Facebook and doesn’t even have a Facebook page, that was very disappointing to have the Clerk say that. And for you to make comments like this about your Council, this is an embarrassment. You talk about Council always bashing you, but you are bashing us constantly in the paper. Before we can move forward, we need to stop this for one. It was brought to Councilmember Holcomb’s attention that when the Mayor did the press release for the Police Department, on what happened at the school, you put it out there before the school could even contact any of the parents. Personally, she thinks that the press releases need to be done by the Fire Department and the Police Department. Unless they ask for your help, help in getting it out there. The school is not very happy right now, that is what she was told. The press releases need to be done by the Fire and Police Department.

13. Board Reports - none

14. Adjournment

Mayor Dewey adjourned the meeting.

The meeting was adjourned at approximately 9:25 p.m.

APPROVE:

ATTEST:

Brandon Dewey, Mayor

Audree Tribbensee, Town Clerk

DRAFT



Stevensville Special Town Council Meeting Minutes
THURSDAY, MARCH 20, 2019
7:00 PM

Council for the Town of Stevensville came together in the Council Chambers, this being the time set for the special meeting of the Town Council.

Mayor Dewey called the meeting to order at 7:00 p.m.

1. Call to Order and Roll Call

Roll Call: Mayor Dewey, Councilmembers Barker, Holcomb, Phillips and Michalson were all present. Staff and members of the public were also present.

2. Public Comments

Raymond Smith, 326 Valley View, commented that he is wondering who would we talk to about the responsibility to repair the gutters and sidewalks along his street and the flower beds that were damaged in the snow removal. Mr. Smith indicated that he was speaking for a neighbor that is out of town and has already contacted Town Hall three times and really hasn't received a response. Wondering if the whole block would have to make a complaint to George?

Michael Sharkey, 203 St. Mary's Drive, thanked Council and the Mayor for taking the initiative to remove the snow. Mr. Sharkey indicated that he lives on a street that has no sidewalks, children use the streets to get to school and home from school. Children play in the street, on a day like this, he observed two young girls with a blanket in the middle of the street having a picnic today, celebrating the first day of spring. Also, there were piles of snow so high that it was difficult to see around corners when you entered intersections, for instance College from 7th Street; it was very important that you did what you did and it is appreciated.

Lew Barnett, 419 College Street, thanked the Mayor for answering his questions, he knows he was busy. It cleared up a lot of the things for him. Main Street is a State highway and by ordinance, Main Street stores have to get the snow off the sidewalks by 9 am. That was done in a great manner. Then they cleared, 3rd and 5th Street because of the schools, those are priorities. They removed the snow from the streets that are paved from curb to curb because the water has no where to go except storm drains. For the rest of the Town, like College Street, Pine, Spring, and Church, that have dirt that can absorb the water. He lives on a corner of 5th and College, when they plow 5th Street, he gets the berm at his back door. When they plow College Street, you can't park in the front or back and we don't plow the alleys, so he can't get his truck out of his garage. If something goes wrong, emergency services are going to have a hard time getting to him. He has great neighbors. In

heavy snow, Pete McKinnely is out with his four-wheel making him a place so he can pull in and park. That is his concern, at some point we have to get access to our parking spots and to garages. He thinks with the good weather over the past days, crews could have cleared some of the berms away.

Craig Thomas, Airport Board Chair, commented that he could not call a special meeting on the short notice. As a citizen he would go to the Airport Board, as they have a small fund of money at the Airport that could possibly be loaned to the Town of Stevensville to get out of this predicament here or whatever they can do to help. He can't say that as a citizen, he has to take it the Board. If this is something that would be of benefit in the interest of paying the contractors who operated in good faith, he would do the best he could to make a recommendation to the Board to make a loan with funding available to the Airport.

3. Approval of Bi-Weekly Claims

a. Approval of snow removal claims

Mayor Dewey introduced the item and discussed what he experienced and learned from the snow event.

Councilmember Holcomb moved that we approve the bi-weekly claims. Seconded by Councilmember Phillips.

Council commented that if the Town is considering taking these expenditures from the Gas Tax funds, and questioned if the Town can legally do this as the funds were already set aside for a different project.

Mayor Dewey responded that with the approval of these claims, Council can change the direction of that project and what is available for that project and indicated that additional gas tax funding is coming available.

Council expressed concern as the Gas Tax funds are not yet budgeted into the next budget.

April VanTassel, Finance Officer provided an explanation of the Gas Tax funds.

Mayor Dewey explained that this is the original Gas Tax funds which allows for the maintenance of streets. The intent was to reserve that for the 3rd Street project, this project isn't going to start before June 30th and we do have the spending authority in that fund and the administration can seek other ways to make up that \$26,000 difference.

BARSA money can be used on the 3rd Street project.

Council believes that more of the Gas Tax funds may be needed as 3rd Street is coming apart as is Spring Street. The snow fall has gotten under the roads. They are literally coming apart.

Finance Officer VanTassel commented that she is looking at several granting opportunities to help contribute to the 3rd Street project.

Mayor Dewey indicated that 3rd and Spring Streets have been designated as priority routes to repair because of the conditions they have been in the last couple of years.

Fire Chief, Jeff Motley, 318 9th Street, seems like we would use these Gas Tax funds to take care of the claim at hand. However it impacts the 3rd Street project, is how it impacts it. That is a project that we are trying to put together. This is something we need to take care of tonight. It would behoove us to act quickly and swiftly as the contractors did with the removal of the snow. It was a call, and they were here, and they were working, and it was great work. Since we have the funds available, thinks that we would reciprocate and take care of the claims that we do owe.

Loey Knapp, 526 E. 3rd Street, she understands that the intersections were tough to see an oncoming car. The decision tonight is pretty easy. The other decision that you could have been making is what do we do because the Mayor did not make that decision. That there was no snow removal and you were in an accident, you were killed in an accident in an intersection, now are you going to take responsibility for that? That would be the hard decision. At that point you would have to tell the Mayor that he has a dereliction of duty. So, the decision you are facing is money, its not life, is not injury, its nothing.

Raymond Smith, to be honest he did not ever see it being an issue that the contractors would not and could not be paid by the Town of Stevensville. That is not the issue as he sees it. As an ex-Councilmember, he sees the overstepping of the Manorial role and there are roles that we play. Council has a role and the Mayor has a role. You want to sit and chastise the Council for lack of communication, but yet, again, the situation of communication has been tarnished by the way you communicate and lack of communication. So, we get down to the laws, realistically by law, we have to pay this claim, no if ands or buts. But, realistically under law, there are repercussions to regain or remunerate the community for your failure to follow the law that is set out in both our state and local laws. If you read your local law, you would understand, as Councilmembers, as the Mayor, you are responsible, if you make a decision against the Town that causes the Town money. So, you can be sued to get that money back. The issue is what is Council going to do for these actions that should have never been taken. We have had more severe snow storms than this and never called out forces like this. Who consulted with the Maintenance Department? Only you, supposedly. Again, you consulted with yourself again, instead of consulting with Council, an email is fine, but a phone call is even better. We have to follow the laws as Councilmembers and as the Mayor. There are laws that govern this situation and he expects it to be done.

Joe Moore, 514 Central, clarified it is his understanding, as a result of being at the last meeting, that the Council in fact took this issue of not approving the claims on themselves, blaming the Mayor. In fact, at that meeting he complimented the Council for their swift actions taking care of the streets. And, there were about 4 or 5 letters that came in under general comment where

people were thanking you all for your efforts. At that meeting you spent a lot of time blaming the Mayor because he hadn't called a special meeting to get their approval, the night we got 26 inches dumped on us.

The vote was called and all voted "aye". Motion passes 4-0.

14. Adjournment

Mayor Dewey adjourned the meeting at approximately 7:22 pm.

APPROVE:

ATTEST:

Brandon Dewey, Mayor

Audree Tribbensee, Town Clerk

DRAFT



**Stevensville Town Council
Committee of the Whole Meeting Minutes
THURSDAY, MARCH 21, 2019
6:30 PM**

1. **Call to Order and Roll Call:** Council for the Town of Stevensville along with Mayor Dewey came together at Council Chambers for a Committee of the Whole meeting. Mayor Dewey called the meeting to order at 6:30 p.m.

Roll Call: Councilmembers Barker, Holcomb, Michalson and Phillips were all present. Staff and several members of the public were also present.

2. **Council held discussion regarding:**

- a. **Purchasing Policy**

Mayor Dewey introduced the item and clarified that the Purchasing Policy in Council's packet is the Purchasing Policy adopted by Resolution 361, October 2014. However, the Purchasing Policy was amended, not by resolution but by motion. When the Clerk prepared Council's packet, she pulled the Purchasing Policy Resolution. The Clerk was not aware of that it had been amended. This is a good example of the recent Council discussion regarding how to amend resolutions.

Finance Officer April VanTassel provided an overview of the Purchasing Policy adopted by resolution and then later amended by motion and explained the differences between the two.

Councilmember Barker suggested letting existing vendors know what is going on and looking to see if anyone has something cheaper.

Mayor Dewey explained that staff contact vendors to verify lower pricing.

Ms. VanTassel explained that the Town does try to ensure that we are getting the best deal possible.

Public Works Supervisor George Thomas commented that you also have to consider dependability.

Councilmember Barker commented that the section regarding meal purchases should be changed; per diem is \$25 per day, not broken down.

Mayor Dewey recommends changing it in the Personnel Policy, instead of the Purchasing Policy so it is only located in one place, eliminating the need make multiple updates in multiple documents when changes are made.

Ms. VanTassel recommends changes to the credit card section, as she does not believe that the Town's credit card information should be stored online.

Public Works Supervisor Thomas suggested having some language in the Policy when a major piece of equipment requires repair that staff has the ability to purchase necessary items rather than wait 2 to 3 weeks for Council approval.

Councilmember Holcomb indicated that she is fine with that as long as Council knows about it.

Mayor Dewey further explained that the situation may be an internal emergency, such as a pump failing, and recommends that language is included when it is deemed in the interest of the public to provide authority to staff to address the situation.

Councilmember Barker asked if we have always had the 2 written quotes, a she always thought that it was 3.

Ms. VanTassel clarified when 2 written quotes and 3 written quotes are required.

Council held a discussion regarding sole source vendors and services.

Councilmember Phillips asked how the document will be amended?

Mayor Dewey indicated that staff can make the changes based on the discussion and bring it back at a future Council meeting.

Councilmember Holcomb will work with the Finance Officer to make recommended changes to the Purchasing Policy.

b. Special Events Ordinance

Mayor Dewey introduced the item and provided an overview of the history of the document.

Councilmember Holcomb indicated that she would like to see the criteria changed to reflect that all applications go before Council.

Councilmember Barker commented that review should include proofing language for consistency, for example one section refers to 14 days and another section refers to 30 days.

Clerk Tribbensee indicated that she would like to see a little more information provided as part of the application.

Mayor Dewey indicated that Council may want to consider charging fees for electricity, trash removal, police response, etc.

Clerk Tribbensee commented that one way to address this is through conditions of approval, for example the applicant could chose to remove their trash, or pay an hourly rate for staff to remove the trash, or if police were dispatched paying an hourly fee for that service.

Councilmember Barker commented on how the Farmers Market deals with trash and electricity.

Mayor Dewey explained that a possible way to deal with electricity is to set a flat fee.

Councilmember Phillips suggested looking at other communities and their applications.

Mayor Dewey explained the intent behind the 1000 people attendance and a possible solution to provide verification of attendance.

Councilmember Holcomb, indicated that the Lighting Ceremony and Scarecrow festival had a lot more than 1000 people in attendance.

Public Works Supervisor Thomas suggested going with a lower number, such as 500.

Clerk Tribbensee will work on amendments to the Special Events Permits Ordinance and bring back options for Council's consideration.

c. Legal Counsel Contact

Councilmember Holcomb commented that this resolution should go away.

Mayor Dewey asked if Council wants to do away with Resolution 281a and/or 281 and provided an overview of both Resolutions.

Councilmember Holcomb asked what concerns the Attorney has with Resolution 281a.

Councilmember Michalson explained his understanding of the Attorney's concerns. Councilmember Michalson admitted that he did not follow Resolution 281a and did not seek approval from the Mayor.

Michalson indicated that the Attorney told him today, that he would like to see the Attorney meetings resume with the Council President and the Mayor.

Mayor Dewey explained his understanding of the Attorney's perspective of the resolution, as the Council doesn't necessarily follow the policy which puts the Attorney in a bad spot. If we all agreed to follow 281a, he believes that the Attorney's concerns are addressed.

Councilmember Phillips commented that several constituents asked him about this. They say that the attorney fees did get way out of hand in the past and that they would like to see 281a continue. Councilmember Phillips supports the Council President, Mayor, Attorney's monthly meetings as he believes these meetings are very productive.

Mayor Dewey also provided an option to have the attorney attend one meeting a month explaining that the administrative reports will be placed on the first meeting of the month. This will allow for more time during the second meeting of the month, if Council would like to have the attorney present for that meeting.

Councilmember Michalson asked to clarify that if the attorney is present at the meeting, would the discussion be based on what is on the agenda or have a discussion off the agenda.

Mayor Dewey explained that discussion would be limited to the agenda items. Mayor Dewey also provided another option of having the Town attorney on a salary basis instead of hourly. The Town is putting together an RFP for legal services as the Town Attorney's contract is coming up.

Councilmember Michalson supports the Town Attorney's idea of resuming monthly meetings. Councilmember Michalson indicated that he spoke to Brian West, the Town's Attorney today on the phone. Mr. West indicated that he would like to pull back a little bit and spend more time with his family.

Councilmember Holcomb commented that she is happy staying with what we have now.

Councilmember Michalson commented that we need to tighten the reigns in regards to Resolution 281a, as we gotten out of hand.

Councilmember Barker commented that she would like to see the three of them meeting however many times a month.

4. **Public Comment** - None

5. **Adjournment**

The meeting was adjourned at approximately 7:24 p.m.

APPROVE:

ATTEST:

Brandon Dewey, Mayor

Audree Tribbensee, Town Clerk

DRAFT



**Stevensville Town Council Meeting Minutes
THURSDAY, MARCH 28, 2019
7:00 PM**

Council for the Town of Stevensville came together in the Council Chambers, this being the time set for the regular meeting of the Town Council.

Mayor Dewey called the meeting to order at 7:00 p.m.

1. Call to Order and Roll Call

Roll Call: Mayor Dewey, Councilmembers Barker, Holcomb, Phillips and Michalson were all present. Staff and members of the public were also present.

2. The Council and all present rose, faced the flag and recited the Pledge of Allegiance

3. Approval of Minutes

- a. March 14, 2019 Public Hearing Minutes
- b. March 14, 2019 Council Meeting Minutes

Councilmember Michalson moved to approve the March 14, 2019 Public Hearing Minutes and the March 14, 2019 Council Meeting Minutes. Seconded by Councilmember Phillips. The vote was called and all voted "aye". Motion passes 4-0

4. Approval of Bi-Weekly Claims

Councilmember Holcomb moved to approve the Bi-Weekly claims for March 28, 2019 financial claims. Seconded by Councilmember Michalson.

Council asked several questions about the claims and cash reserves.

The vote was called and all voted "aye". Motion passes 4-0.

5. Administrative Reports - None

6. Guests – None

7. Correspondence – None

8. Public Comment – None

9. Unfinished Business

- a. **Discussion/decision to approve Resolution 444, a Resolution of the Town of Stevensville, Town Council Establishing Code of Conduct for Elected and Appointed Officials**

Mayor Dewey introduced the item.

Councilmember Phillips moved to approve Resolution 444, a Resolution of the Town of Stevensville, Town Council Establishing a Code of Conduct for Elected and Appointed Officials. Councilmember Holcomb seconded the motion.

Council asked the Mayor who he intends to pick for the Ethics Committee. Mayor Dewey responded that there will not be an Ethics Committee and explained that this is simply a policy of behavior. There are no ethics standards included and explained that in a previous Council meeting, Council considered creating a Code of Ethics and creating an ethics committee or ethics board, and that Council chose not to move forward on that.

Mayor Dewey informed Council that April VanTassel pulled together a receipt page that is formatted similarly to our Personnel Policy Manual where the elected officials and those it all applies to, sign that they have received a copy of the code of conduct, which will be kept on file.

The vote was called and Councilmembers Holcomb, Barker and Phillips voted “aye”. Councilmember Michalson abstained. Motion passes 3-0.

10. New Business

a. Discussion/decision regarding the Planning and Zoning Board’s 2019 Work Program

Mayor Dewey introduced the item and explained that Planning and Zoning Board Chair, John Kellogg is seeking Council’s direction on what the Board’s 2019 work program should look like and what types of things that Council would like Planning and Zoning to move forward with – such as policy revisions, code reviews etc. before the Planning and Zoning Board meets next month.

Council asked if it would be okay for Carolyn Micken’s item to go before the Planning and Zoning Board as he thinks it falls under their prevue and suggested that it would not hurt to have a second pair of eyes review it.

Mayor Dewey responded that he doesn’t think that the Planning and Zoning Board is looking for direction on specific issues but looking for general things that they should be working on, not necessarily at a level of resolving issues for us. However, if that is Council’s direction, they can undertake that alley vacate, but alley vacates are typically not a Planning and Zoning issue.

Council discussed the new Physical Therapy business going in across from the laundry mat, suggesting that there may be issues with it such as curbing that the Planning Board could look at.

Mayor Dewey explained the kind of direction that the Board is seeking.

Council asked if it is possible to know about projects as they are approved.

Mayor Dewey explained the building permit approval process and explained that Chair John Kellogg intends to hold a meeting, but is asking for Council direction in advance of the meeting.

Council requested to see more communication about what is coming to town.

Mayor Dewey explained that is not a Planning and Zoning Board item, those are things that are handled administratively. The Board is primarily looking for direction from Council.

No action taken.

b. Discussion/decision to replace Police Department tasers

Police Chief Marble provided an overview of the Police Department tasers. Chief Marble provided 3 possible options for Council consideration:

- 1 – purchase on payment plan at \$1299 a year
- 2 – \$6495 purchase outright
- 3 – \$1299 first year and pay the remaining balance next year. Drawback would lose the 5-year warranty. Would then need to purchase a warranty.

Chief Marble recommends Option 1.

Council asked about the warranty for option #2 and #1.

Police Chief Marble explained the benefit of having tasers. Council asked how long the last ones lasted and how many times has Stevensville used the tasers.

Police Chief Marble explained that the only time they were used was in the “spark” capacity. Stating that we haven’t used them, but we do use them as a deterrent. Council asked if the capacitor could be replaced.

Police Chief Marble explained that it is a self-contained unit, molded together. You essentially have to destroy the unit to replace its guts.

Council asked why the Town was considering replacing the tasers for the reserve officers.

Police Chief Marble explained if we move forward to augment the police department, we should always have one in reserve in case one goes down. Have 3 officers with a taser, plus one for the court officer, and then one in reserve.

Councilmember Holcomb made a motion that we allow the Police Department to purchase 5 tasers using the 5-year payment plan. Seconded by Councilmember Michalson.

Brad Smith, 827 Airport Road, asked about how many times the tasers sent in under warranty. Clarified that you had no failures from the time of purchase till now.

The vote was called and all voted “aye”. Motion passes 4-0.

11. Executive Report

Mayor Dewey provided an update the following items:

- Extended an offer of employment for a new police officer. Will send out additional details to Council when it becomes available
- New Physical Therapy building on Main Street
- Highwater issues and road surface problems

12. Town Council Comments

Councilmember Holcomb commented that she guesses she made a weird face when the Mayor read his letter last Wednesday so she finds she needs to defend herself. At the Special Meeting on Wednesday, March 20th when the Mayor read a letter into the record, he stated he emailed the Council daily on the issue of the snow removal. Councilmember Holcomb informed the Town that he only emailed her three times, 2/25, 2/26 and 2/27. That is far from being emailed daily. The one that he sent on 2/27 was at 9:07 pm, and he had already stated that the contractors had already been hired. She would like to see the Mayor start taking accountability for his mistakes and quit blaming it on the past Mayors and Councils when he makes a mistake on something.

Councilmember Barker on the February 14 meeting, we talked about Resolution 435, which was amending the wages and compensations of elected and appointed officials along with the discussion of the reorganization of the Mayor’s Town employees. That item was actually tabled and she believes that Jerry commented on the fact that there was a Court Clerk that was going to be hired for that position and at that time we were told that it was undecided due to the fact that we had not been able to go back in and discuss this item. This item was tabled; however, she received an email from the Mayor stating that a new Court Clerk was in the works. Councilmember Barker’s question is in regards to her pay scale, because we are taking that away from Audree’s job description and questioned if we are going to cut Audree’s pay down as well because she is no longer taking that. The other concern that she has is in regards to an email she sent to the Mayor on the fact of some meeting minutes that still had not been addressed. It was over a week before she got a response from the Mayor. Councilmember Barker commented that she is appalled because the it says that the clerk is doing her best she can based on her part-time status as the Town Clerk. Training the new Court Clerk should be completed soon and Audree will have more time to commit to the Council affairs. However, it is important to note that the existing schedule of deadlines of the Council packet is currently challenging to complete the minutes on time. Audree only has Fridays and Mondays to complete the

minutes after Thursday's meeting and she will be committed to the Court on Tuesdays and Wednesdays. This issue is obviously compounded if we have more meetings in between regular meetings. I appreciate your understanding, patience as we can do our best, with this, with available resources going forward, please expect the times presented for approval at the second meeting following the meeting minutes related to.

Councilmember Barker stated that she has a problem with that because we rescheduled our Town Council meetings by moving them to Thursdays so we would have more time for the Clerk to be able to get our packets out and all that information. Councilmember Barker stated that she does believe when went to a training, we talked about also having three meetings a month. There was possibly 4 and we decided to go with three. She would sincerely like to see this changed, five weeks of those meetings from January 24's meetings that we did not approve on February 14, there has been five weeks in there. All we asked was for the comments to be addressed.

13. Board Report

Councilmember Holcomb commented that they finally had TIFID/TEDD Board meeting and hopefully Julie will be putting that together for Council's next meeting.

14. Adjournment

Mayor Dewey adjourned the meeting at approximately 7:40 pm.

APPROVE:

ATTEST:

Brandon Dewey, Mayor

Audree Tribbensee, Town Clerk

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date	Vendor #/Name/ Date/Description	Document #/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
			*** Claim from another period (11/18) ****									
14814		1610	Stevensville Youth Soccer	93.13								
		8	11/05/18 Replace soccer net	93.13			1000		460430	230		101000
			Replacement net for vandalized soccer goal									
			*** Claim from another period (3/19) ****									
15081		669	Arbor Day Foundation	10.00								
		2019	04/01/19 2019 Arbor Day Membership	10.00			1000		410550	330		101000
			*** Claim from another period (3/19) ****									
15082	E	59	BITTER ROOT DISPOSAL	299.88								
		Mar 19	04/01/19 Court solid waste	5.00			1000		410360	340		101000
		Mar 19	04/01/19 H2O Dept TH facility	29.99			5210		430510	340		101000
		Mar 19	04/01/19 Sewer Dept TH facility	29.99			5310		430610	340		101000
		Mar 19	04/01/19 PD solid waste	14.99			1000		420100	340		101000
		Mar 19	04/01/19 TH solid waste	14.99			1000		411201	340		101000
		Mar 19	04/01/19 BD solid waste	5.00			2394		420531	340		101000
		Mar 19	04/01/19 StreetsDept solid waste	159.94			1000		430200	340		101000
		Mar 19	04/01/19 Sewer plant solid wase	39.98			5310		430640	340		101000
			*** Claim from another period (3/19) ****									
15083		690	Core & Main LP	108.00								
		K276528	03/21/19 Marking Paint - H2O	36.00*			5210		430510	220		101000
		K276528	03/21/19 Marking Paint - Sewer	36.00*			5310		430610	220		101000
		K276528	03/21/19 Marking paint - Streets	36.00*			1000		430200	220		101000
			*** Claim from another period (3/19) ****									
15084	E	1596	Charter Communications	29.99								
		Apr 19	03/23/19 Pool telephone 4/3-5/2	29.99			1000		460450	340		101000
			*** Claim from another period (3/19) ****									
15085	E	1596	Charter Communications	134.97								
		03/31/19-4/30/19										
		Apr 2019	03/21/19 H2O/Sewer office phone & int	67.49			5210		430510	340		101000
		Apr 2019	03/21/19 H2O/Sewer office phone & int	67.48			5310		430610	340		101000
			*** Claim from another period (3/19) ****									
15086		1633	Creekstone Appraisal Services,	1,500.00								
		C2-19	03/22/19 Middle Burnt Fork appraisal	1,500.00			5210		430530	930		101000
			*** Claim from another period (3/19) ****									
15087	E	852	CENEX FLEETCARD	1,165.28								
		173790	03/31/19 PD fuel	166.52			1000		420100	231		101000
		173790	03/31/19 FD fuel	156.02			1000		420460	231		101000
		173790	03/31/19 Water fuel	179.00*			5210		430510	231		101000
		173790	03/31/19 Sewer fuel	179.00*			5310		430610	231		101000
		173790	03/31/19 Streets fuel	396.99			1000		430200	231		101000
		173790	03/31/19 Airport fuel	87.75			5610		430300	231		101000

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
15088			728 HDR ENGINEERING, INC. Engineering services for Phase IV of the water system improvement project	2,602.66								
		1200180809	03/19/19 Engineering for Phase IV H	2,602.66			5210		430530	930		101000
			*** Claim from another period (3/19) ****									
15089			728 HDR ENGINEERING, INC. Task #4: WWTP discharge permit renewal	1,892.39								
		1200180811	03/19/19 WWTP discharge permit rene	1,892.39			5310		430630	350		101000
			*** Claim from another period (3/19) ****									
15090			1632 Livingston Auto Center 32619 03/26/19 2019 Dodge Ram - Streets 32619 03/26/19 2019 Dodge Ram - H2O 32619 03/26/19 2019 Dodge Ram - Sewer	24,039.00 8,013.00 8,013.00 8,013.00			1000 5210 5310		430200 430510 430610	940 940 940		101000 101000 101000
15091			1146 Motorola Solutions, Inc. Nova Software - Monthly Subscription 4/1-4/30/19	375.00								
		40046	03/01/19 April Nova Subscription	75.00			1000		411100	352		101000
		40046	03/01/19 April Nova SW Subscription	300.00			1000		420100	330		101000
			*** Claim from another period (3/19) ****									
15092	E		8 RAVALLI ELECTRIC CO-OP Mar 19 03/31/19 Airport Utilities - Lights Ele Mar 19 03/31/19 Airport Utilities - Water Pump	89.13 54.72 34.41			5610 5610		430300 430300	340 340		101000 101000
			*** Claim from another period (3/19) ****									
15093			351 STANFORD POLICE SUPPLY 94226 03/19/19 Jacket for Chief-less credit	42.05 42.05			1000		420100	226		101000
			*** Claim from another period (3/19) ****									
15094			689 Stevensville Firemen's Relief Disbursement of insurance apportionment share FY18-19 FY18-19 04/01/19 FY18-19 ins apportionment	4,012.00 4,012.00*			7120		510300	780		101000
			*** Claim from another period (3/19) ****									
15095			74 STEVENSVILLE RURAL FIRE DISTRICT 72 03/21/19 Cookies & salad	5.76 5.76			1000		420460	229		101000
			*** Claim from another period (3/19) ****									
15096	E		230 Verizon Wireless Mar 19 03/18/19 Cell Phone - Mayor Mar 19 03/18/19 Cell Phone - PD Mar 19 03/18/19 Cell Phone - BD Mar 19 03/18/19 Cell Phone - H2O Mar 19 03/18/19 Cell Phone - Sewer Mar 19 03/18/19 Cell Phone - Airport	339.92 37.41 112.43 106.88 32.25 32.25 18.70			1000 1000 2394 5210 5310 5610		410200 420100 420531 430510 430610 430300	340 340 340 340 340 340		101000 101000 101000 101000 101000 101000

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (3/19) ****									
15097	E	1166	VISA	1,431.77					
	Feb 2019	02/18/19	PD Adobe subscription	24.99			1000 420100	330	101000
	Feb 2019	02/19/19	Mayor Adobe subscription	14.99			1000 410200	330	101000
	Feb 2019	02/21/19	Admin ass't business cards	21.49*			1000 410550	210	101000
	Feb 2019	02/21/19	PD gloves & shoe covers	138.22			1000 420100	220	101000
	Feb 2019	02/22/19	H2O training lodging - GF	104.72			5210 430510	370	101000
	Feb 2019	02/22/19	Admin banker boxes	23.99*			1000 410550	210	101000
	Feb 2019	02/26/19	Snow removal meals	22.25*			1000 430200	220	101000
	Feb 2019	02/27/19	Snow removal meals	78.25*			1000 430200	220	101000
	Mar 2019	03/04/19	Bldg Dept email account-Josh	59.88*			2394 420531	330	101000
	Mar 2019	03/04/19	Building Dept training	209.00*			2394 420531	380	101000
	Mar 2019	03/07/19	Court clerk phone	49.98			1000 410360	212	101000
	Mar 2019	03/07/19	Court clerk email acc't	59.88			1000 410360	330	101000
	Mar 2019	03/07/19	T Netzley business cards-BD	43.96			2394 420531	210	101000
	Mar 2019	03/07/19	Chief ties/boots/belt	193.90			1000 420100	226	101000
	Mar 2019	03/11/19	Bldg Dept email account-Tim	58.86*			2394 420531	330	101000
	Mar 2019	03/11/19	PD bus. cards-Oberhofer	35.25			1000 420100	220	101000
	Mar 2019	03/14/19	Admin office supplies	13.76*			1000 410550	210	101000
	Mar 2019	03/15/19	H2O printer cartridge	67.99			5210 430510	210	101000
	Mar 2019	03/17/19	FO Adobe subscription	14.99			1000 410550	330	101000
	Mar 2019	03/17/19	TH pens/pencils	99.81*			1000 410550	210	101000
	Mar 2019	03/17/19	Building dept. printer ink	29.98			2394 420531	210	101000
	Mar 2019	03/17/19	Council flash drives	25.65*			1000 410211	210	101000
	Mar 2019	03/18/19	PD Adobe subscriptions	24.99			1000 420100	330	101000
	Mar 2019	03/19/19	Mayor Adobe subscription	14.99			1000 410200	330	101000
*** Claim from another period (3/19) ****									
15098		748	Allegra Print & Imaging	178.50					
	60978	03/11/19	1000 #10 window envelopes	28.80*			5310 430610	320	101000
	60978	03/11/19	1000 #10 window envelopes	28.80*			5210 430510	320	101000
	60978	03/11/19	1000 #10 window envelopes	4.80*			1000 410360	320	101000
	60978	03/11/19	1000 #10 window envelopes	4.80			2394 420531	320	101000
	60978	03/11/19	1000 #10 window envelopes	4.80			5610 430300	320	101000
	60978	03/11/19	1000 #10 window envelopes	24.00			1000 410550	320	101000
	60978	03/11/19	500 #10 regular envelopes	24.75*			5310 430610	320	101000
	60978	03/11/19	500 #10 regular envelopes	24.75*			5210 430510	320	101000
	60978	03/11/19	500 #10 regular envelopes	4.12*			1000 410360	320	101000
	60978	03/11/19	500 #10 regular envelopes	4.13			2394 420531	320	101000
	60978	03/11/19	500 #10 regular envelopes	4.13			5610 430300	320	101000
	60978	03/11/19	500 #10 regular envelopes	20.62			1000 410550	320	101000

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
			*** Claim from another period (3/19) ****									
15099		85	CENTURYLINK	153.72								
	Mar 2019	03/22/19	WWTP Internet #0185	68.99			5310		430640	340		101000
	Mar 2019	03/22/19	H2O Plant Phone #7132	40.15			5210		430540	340		101000
	Mar 2019	03/22/19	MBF Reservoir #9934	44.58			5210		430530	340		101000
			*** Claim from another period (3/19) ****									
15101		53	SUPER 1 FOODS	9.95								
	05-1390791	03/22/19	CwaC supplies	9.95			1000		420100	336		101000
			*** Claim from another period (3/19) ****									
15102		661	Mid American Research Chemical	377.90								
	0660897-IN	03/22/19	Purple Power lift stain cl	377.90			5310		430630	230		101000
			*** Claim from another period (3/19) ****									
15103		1044	Brian J. West	875.50								
	9901	04/02/19	MAR PROSECUTING ATTY SERVICES	255.00			1000		411100	352		101000
	9901	04/02/19	MAR TOWN LEGAL SERVICES	620.50*			1000		411100	350		101000
			*** Claim from another period (3/19) ****									
15104		1623	406 Computer	273.00								
	00221	04/01/19	Configure BD computer	250.00*			2394		420531	350		101000
	00221	04/01/19	Malwarebytes	23.00*			2394		420531	330		101000
			*** Claim from another period (3/19) ****									
15105	E	557	MOUNTAIN WEST CO-OP	92.25								
	121893	03/05/19	Bobcat fuel	25.99			1000		430200	231		101000
	121951	03/07/19	PD wiper fluid	2.99			1000		420100	232		101000
	121972	03/08/19	Bob fuel	13.58			1000		430200	231		101000
	122392	03/25/19	Black Ford fuel-Streets	16.56			1000		430200	231		101000
	122392	03/25/19	Black Ford fuel-H2O	16.57*			5210		430510	231		101000
	122392	03/25/19	Black Ford fuel-Sewer	16.56*			5310		430610	231		101000
			*** Claim from another period (3/19) ****									
15106		23	VALLEY DRUG AND VARIETY	19.27								
	272930	03/25/19	Batter for SRE garage opener	2.19			1000		420422	220		101000
	273394	03/27/19	Expandable file - PD	13.49			1000		420100	220		101000
	273986	03/29/19	Card for Martha Phillips	3.59*			1000		410550	210		101000
			*** Claim from another period (3/19) ****									
15107		16	MONTANA ENVIRONMENTAL LAB LLC	899.60								
	Mar 19	04/01/19	Water testing - Mar 2019	59.00			5210		430540	350		101000
	Mar 19	04/01/19	Sewer testing - Mar 2019	840.60			5310		430640	350		101000
			*** Claim from another period (3/19) ****									
15108		29	STEVENSVILLE NAPA AUTO PARTS	561.57								
	496842	03/01/19	Diesel additive	12.79			1000		430200	231		101000
	497726	03/07/19	Snow plow air filter	78.97*			1000		430100	232		101000
	497814	03/07/19	Backhoe tractor fluid	51.47*			1000		430100	232		101000
	498391	03/12/19	GMC driving light relay	13.71*			1000		430100	232		101000
	498437	03/12/19	GMC starter & terminals	81.86*			1000		430100	232		101000
	498505	03/13/19	PD Charger oil	6.96			1000		420100	231		101000
	499685	03/21/19	Backhoe battery	233.66*			1000		430100	232		101000

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	500363	03/26/19	Seat cover/mats for 2019 Ram	53.07*			1000 430100	220	101000
	500689	03/28/19	Sea cover for 2019 Ram	29.08			1000 430100	230	101000
			*** Claim from another period (3/19) ****						
15109			34 STEVENSVILLE HARDWARE AND RENTAL	298.15					
	C78473	03/01/19	Snow plow hitch pin	7.29			1000 430100	230	101000
	i18454	03/04/19	Well house pump numbers	9.27*			5210 430530	220	101000
	B203267	03/06/19	Snow plow repair parts	7.57			1000 430100	230	101000
	A423842	03/19/19	Sewer plant hose	9.99*			5310 430640	220	101000
	B203738	03/20/19	H2O lines valve	16.99*			5210 430550	230	101000
	i18593	03/25/19	Sewer plant reducer	4.79*			5310 430640	220	101000
	i18601	03/25/19	Water lines galv elbows	19.78*			5210 430550	230	101000
	A424468	03/27/19	PW rope (50')	14.35*			1000 430100	220	101000
	A424476	03/27/19	Sewer vinyl tube	1.96*			5310 430640	220	101000
	C79694	03/27/19	TH front door keys	5.67*			1000 411201	220	101000
	B203324	03/07/19	Bobcat rental	192.50			1000 430200	350	101000
	B203929	03/29/19	Sewer plant muriatic acid	7.99*			5310 430640	220	101000
			# of Claims	29					
			Total:	41,910.34					
			Total Electronic Claims	3,583.19			Total Non-Electronic Claims	38327.15	



Treasurer's Report to Council

TO: Stevensville Town Council
From: April VanTassel, Finance Officer
Re: Finance Officer's Report to Council
Date: April 11, 2019

1. Utility Billing

Utility Billing Aging Report			
Time Frame	Amount Owning as of 02/28/2019	Time Frame	Amount Owning as of 03/31/2019
Current	\$9,999.12	Current	\$(7,327.05)
30 Days Past Due	\$154.20	30 Days Past Due	\$18,799.37
60 Days Past Due	\$6,551.19	60 Days Past Due	\$6,513.13
90 Days Past Due	\$3,467.23	90 Days Past Due	\$4,312.39
120 Days Past Due	\$7,252.83	120 Days Past Due	\$9,376.98
Total Due	\$27,424.57	Total Due	\$31,674.82

2. Utility Billing updates

Two properties have been repossessed and finance companies are not paying utility bills. Payment will be received when houses sell.
 Twenty-two accounts have payments plans and thirteen accounts are on budget billing.
 In March, there were 32 skipped meters, 36 stopped meters and 37 leaks.

3. Airport updated

All leases have now been paid in full or are on a payment plan. Renewal notices will be sent out for payment in July.
 There are two new leases on the agenda for Council approval and two more leases pending final paperwork.
 There are three users and two tie-downs still unpaid.

4. Stevensville City Court fines

March 2019 court fines and fees totaling \$325.00 were received April 1, 2019.



Treasurer's Report to Council

5. 2019 Business License

As of April 4, 74% of 207 business license renewals have been received. Reminder notices were sent to those businesses not yet renewed on March 22.

6. Gas Tax money transferred

Gas tax money has been released from the restrictions and transferred to operating to cover the cost of snow removal. This is an action allowed by MCA 15-70-101 (4) "All funds allocated by this section to counties, cities, towns, and consolidated city-county governments must be used for the construction, reconstruction, maintenance, and repair of rural roads or city or town streets..." According to both MLCT and LGC, use of this money is permitted.

TOWN OF STEVENSVILLE
Cash Report
For the Accounting Period: 4/19

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
1000 GENERAL						
101000 Cash - Operating	339,352.62	486.15	0.00	0.00	1,461.79	338,376.98
2230 Ambulance						
101000 Cash - Operating	-4,071.22	0.00	0.00	0.00	0.00	-4,071.22
2250 PLANNING						
101000 Cash - Operating	249.38	2.00	0.00	0.00	72.94	178.44
2310 Tax Increment Finance District						
101000 Cash - Operating	178,850.41	0.00	0.00	0.00	48.61	178,801.80
2311 Targeted Economic Development District						
101000 Cash - Operating	4,315.43	0.00	0.00	0.00	0.00	4,315.43
2390 Drug Fines-Forfeitures Account						
101000 Cash - Operating	-50.00	0.00	0.00	0.00	0.00	-50.00
101010 Cash - Investment / Savings Acco	2,990.66	0.00	0.00	0.00	0.00	2,990.66
Total Fund	2,940.66					2,940.66
2394 BUILDING CODE ENFORCEMENT						
101000 Cash - Operating	88,718.85	0.00	0.00	0.00	72.94	88,645.91
2410 Dayton Lighting #1 District 55						
101000 Cash - Operating	5,462.78	0.00	0.00	0.00	0.00	5,462.78
2420 Peterson Addn Lighting #2 District 80						
101000 Cash - Operating	2,564.52	0.00	0.00	0.00	0.00	2,564.52
2430 Geo Smith Lighting #3 District 76						
101000 Cash - Operating	5,811.13	0.00	0.00	0.00	0.00	5,811.13
2440 Creekside Lighting #4 District 77						
101000 Cash - Operating	1,626.19	0.00	0.00	0.00	0.00	1,626.19
2450 Twin Creeks Lighting #5 District						
101000 Cash - Operating	3,141.58	0.00	0.00	0.00	0.00	3,141.58
2810 POLICE TRAINING & PENSION						
101000 Cash - Operating	9,529.60	0.00	0.00	0.00	0.00	9,529.60
2820 GAS APPORTIONMENT TAX						
102000 Cash - Restricted	93,851.25	0.00	0.00	0.00	0.00	93,851.25
2821 BaRSAA (HB 473)						
101000 Cash - Operating	13,411.94	0.00	0.00	0.00	0.00	13,411.94
2889 Heyer Foundation Grant						
101000 Cash - Operating	530.16	0.00	0.00	0.00	0.00	530.16
2916 COPS Grant						
101000 Cash - Operating	1,348.92	0.00	0.00	0.00	0.00	1,348.92
2940 Economic Development						
101000 Cash - Operating	35,845.70	0.00	0.00	0.00	0.00	35,845.70
2987 Jean Thomas Park Beautification Fund						
101000 Cash - Operating	75,000.00	0.00	0.00	0.00	0.00	75,000.00
4000 CAPITAL IMPROVEMENTS						
101000 Cash - Operating	88,797.80	0.00	0.00	0.00	0.00	88,797.80
4001 Sidewalk Improvements						
101010 Cash - Investment / Savings Acco	52,567.82	0.00	0.00	0.00	0.00	52,567.82
4002 Fire Engine Capital Improvement						
101000 Cash - Operating	9,950.00	0.00	0.00	0.00	0.00	9,950.00

TOWN OF STEVENSVILLE
Cash Report
For the Accounting Period: 4/19

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
102000 Cash - Restricted	17,519.55	0.00	0.00	0.00	0.00	17,519.55
Total Fund	27,469.55					27,469.55
5210 WATER						
101000 Cash - Operating	631,772.07	1,173.20	0.00	0.00	442.02	632,503.25
102000 Cash - Restricted	1,769.41	0.00	0.00	0.00	0.00	1,769.41
102110 Cash - Restricted for constructi	362,028.00	0.00	0.00	0.00	0.00	362,028.00
102220 Cash - Restricted for future yea	91,008.00	0.00	0.00	0.00	0.00	91,008.00
102240 Cash - Restricted for replacemen	169,000.00	0.00	0.00	0.00	0.00	169,000.00
Total Fund	1,255,577.48	1,173.20			442.02	1,256,308.66
5250 WATER BOND Principal & Interest						
101000 Cash - Operating	302,909.95	1,098.83	0.00	0.00	0.00	304,008.78
5310 SEWER						
101000 Cash - Operating	72,273.58	1,873.91	0.00	0.00	442.01	73,705.48
102000 Cash - Restricted	331,387.11	0.00	0.00	0.00	0.00	331,387.11
Total Fund	403,660.69	1,873.91			442.01	405,092.59
5350 SEWER BOND PRINCIPAL & INTEREST						
101000 Cash - Operating	203,321.66	1,132.66	0.00	0.00	0.00	204,454.32
5610 AIRPORT						
101000 Cash - Operating	12,981.19	0.00	0.00	0.00	162.40	12,818.79
101010 Cash - Investment / Savings Acco	92,397.11	0.00	0.00	0.00	0.00	92,397.11
101104 CD's - Airport - Farmers	16,873.39	0.00	0.00	0.00	0.00	16,873.39
Total Fund	122,251.69				162.40	122,089.29
5620 Airport Project						
101000 Cash - Operating	-15,325.71	0.00	0.00	0.00	0.00	-15,325.71
7120 FIREMEN'S DISABILITY						
101000 Cash - Operating	4,015.15	0.00	0.00	0.00	0.00	4,015.15
7910 PAYROLL FUND						
101000 Cash - Operating	5,680.35	0.00	2,402.06	1,402.55	0.00	6,679.86
7930 CLAIMS FUND						
101000 Cash - Operating	24,020.38	0.00	300.65	0.00	0.00	24,321.03
Totals	3,333,426.71	5,766.75	2,702.71	1,402.55	2,702.71	3,337,790.91

*** Transfers In and Transfers Out columns should match. There are a couple exceptions to this: 1) Canceled Electronic Checks and 2) Payroll Journal Vouchers that include local deductions set up with receipt accounting. Please see cash reconciliation procedure in manual or call for more details.

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 19

1000 GENERAL

Account	Received		Estimated Revenue	Revenue		
	Current Month	Received YTD		To Be Received	% Received	
310000 TAXES						
311010 Real Property Taxes	0.00	192,036.69	279,369.00	87,332.31	69 %	
311020 Personal Property Taxes	0.00	2,044.65	2,533.00	488.35	81 %	
311021 Mobile Homes	0.00	121.55	227.00	105.45	54 %	
312000 P & I on Delinquent Taxes	0.00	1,006.41	802.00	-204.41	125 %	
314140 Local Option Tax	0.00	43,386.47	48,000.00	4,613.53	90 %	
Account Group Total:	0.00	238,595.77	330,931.00	92,335.23	72 %	
320000 LICENSES AND PERMITS						
322010 Alcohol Beverage Licenses and Permits	0.00	1,700.00	2,050.00	350.00	83 %	
322030 Franchise Fees	0.00	6,834.40	7,500.00	665.60	91 %	
323030 Animal Licenses	0.00	80.00	276.00	196.00	29 %	
323050 Business Licenses	100.00	4,075.00	4,725.00	650.00	86 %	
Account Group Total:	100.00	12,689.40	14,551.00	1,861.60	87 %	
330000						
334121 DNRC Grant	0.00	0.00	300.00	300.00	0 %	
335120 Gambling Machine Permits	0.00	5,700.00	5,290.00	-410.00	108 %	
335230 State Entitlement Share (HB124)	0.00	150,232.26	200,310.00	50,077.74	75 %	
Account Group Total:	0.00	155,932.26	205,900.00	49,967.74	76 %	
340000 CHARGES FOR SERVICES						
342010 Law Enforcement	0.00	3,007.75	2,112.00	-895.75	142 %	
342013 Law Enforcement - Other Revenue	20.00	1,005.00	9,600.00	8,595.00	10 %	
342020 Fire Protection	0.00	1,500.00	1,500.00	0.00	100 %	
343310 Cemetery Charges	0.00	7,550.00	0.00	-7,550.00	** %	
343320 Sale of Cemetery Plots	0.00	1,200.00	2,000.00	800.00	60 %	
343340 Opening and Closing Charges	0.00	1,150.00	3,750.00	2,600.00	31 %	
346030 Swimming Pool Fees	0.00	13,380.35	21,796.00	8,415.65	61 %	
346050 Culture & Recreation Park Fees	0.00	342.50	300.00	-42.50	114 %	
Account Group Total:	20.00	29,135.60	41,058.00	11,922.40	71 %	
350000 FINES AND FORFEITURES						
351030 City Courts	325.00	9,563.81	17,350.00	7,786.19	55 %	
Account Group Total:	325.00	9,563.81	17,350.00	7,786.19	55 %	
360000 MISCELLANEOUS REVENUE						
360000 MISCELLANEOUS REVENUE	41.15	41.15	0.00	-41.15	** %	
361000 Rents/Leases	0.00	9,000.00	12,000.00	3,000.00	75 %	
362000 Other Miscellaneous Revenue	0.00	113.00	0.00	-113.00	** %	
365000 Contributions and Donations	0.00	4,922.00	4,200.00	-722.00	117 %	
367000 Sale of Junk or Salvage	0.00	35,000.00	0.00	-35,000.00	** %	
Account Group Total:	41.15	49,076.15	16,200.00	-32,876.15	303 %	
370000 INVESTMENT AND ROYALTY EARNINGS						
371010 Investment Earnings	0.00	13.76	19.00	5.24	72 %	
Account Group Total:	0.00	13.76	19.00	5.24	72 %	
380000 Other Financing Sources						
383000 Interfund Operating Transfer In	0.00	0.00	29,000.00	29,000.00	0 %	

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 19

1000 GENERAL

Account	Recei ved		Esti mated Revenue	Revenue		% Recei ved
	Current Month	Recei ved YTD		To Be	Recei ved	
Account Group Total :	0.00	0.00	29,000.00	29,000.00	0 %	
Fund Total :	486.15	495,006.75	655,009.00	160,002.25	76 %	

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 19

2230 Ambul ance

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
340000 CHARGES FOR SERVI CES					
342050 Ambul ance Servi ces	0.00	0.00	9,500.00	9,500.00	0 %
Account Group Total :	0.00	0.00	9,500.00	9,500.00	0 %
Fund Total :	0.00	0.00	9,500.00	9,500.00	0 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 19

2250 PLANNING

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
340000 CHARGES FOR SERVI CES					
341070 Pl anni ng Fees	2.00	1,344.50	7,005.00	5,660.50	19 %
Account Group Total :	2.00	1,344.50	7,005.00	5,660.50	19 %
Fund Total :	2.00	1,344.50	7,005.00	5,660.50	19 %

2310 Tax Increment Finance District

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
310000 TAXES					
311001 TIF Revenue	0.00	18,784.64	27,753.00	8,968.36	68 %
312000 P & I on Delinquent Taxes	0.00	36.83	0.00	-36.83	** %
Account Group Total :	0.00	18,821.47	27,753.00	8,931.53	68 %
Fund Total :	0.00	18,821.47	27,753.00	8,931.53	68 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 19

2311 Targeted Economic Development District

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
310000 TAXES					
311002 TEDD Revenue	0.00	9,037.28	5,500.00	-3,537.28	164 %
312000 P & I on Delinquent Taxes	0.00	45.35	25.00	-20.35	181 %
Account Group Total :	0.00	9,082.63	5,525.00	-3,557.63	164 %
Fund Total :	0.00	9,082.63	5,525.00	-3,557.63	164 %

2390 Drug Fines-Forfeitures Account

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
370000 INVESTMENT AND ROYALTY EARNINGS					
371010 Investment Earnings	0.00	1.61	0.00	-1.61	** %
Account Group Total :	0.00	1.61	0.00	-1.61	** %
Fund Total :	0.00	1.61	0.00	-1.61	** %

2394 BUILDING CODE ENFORCEMENT

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
320000 LICENSES AND PERMITS					
323010 Building & Related Permits	0.00	40,870.02	36,350.00	-4,520.02	112 %
Account Group Total :	0.00	40,870.02	36,350.00	-4,520.02	112 %
Fund Total :	0.00	40,870.02	36,350.00	-4,520.02	112 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 19

2420 Peterson Addn Lighting #2 District 80

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
360000 MISCELLANEOUS REVENUE					
363000 Special Assessments	0.00	1,680.21	1,750.00	69.79	96 %
Account Group Total :	0.00	1,680.21	1,750.00	69.79	96 %
Fund Total :	0.00	1,680.21	1,750.00	69.79	96 %

2440 Creekside Lighting #4 District 77

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
360000 MISCELLANEOUS REVENUE					
363000 Special Assessments	0.00	839.09	1,400.00	560.91	60 %
Account Group Total :	0.00	839.09	1,400.00	560.91	60 %
Fund Total :	0.00	839.09	1,400.00	560.91	60 %

2450 Twin Creeks Lighting #5 District

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
310000 TAXES					
312000 P & I on Delinquent Taxes	0.00	2.85	0.00	-2.85	** %
Account Group Total :	0.00	2.85	0.00	-2.85	** %
360000 MISCELLANEOUS REVENUE					
363000 Special Assessments	0.00	4,809.65	7,800.00	2,990.35	62 %
Account Group Total :	0.00	4,809.65	7,800.00	2,990.35	62 %
Fund Total :	0.00	4,812.50	7,800.00	2,987.50	62 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 19

2810 POLICE TRAINING & PENSION

Account	Recei ved		Esti mated Revenue	Revenue		% Recei ved
	Current Month	Recei ved YTD		To Be Recei ved	Recei ved	
330000						
335050 Insurance Premi um Apportionment	0.00	0.00	3,708.00	3,708.00	0 %	
Account Group Total :	0.00	0.00	3,708.00	3,708.00	0 %	
Fund Total :	0.00	0.00	3,708.00	3,708.00	0 %	

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 19

2820 GAS APPORTIONMENT TAX

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
330000					
335040 Gasoline Tax Apportionment	0.00	25,818.39	34,425.00	8,606.61	75 %
Account Group Total :	0.00	25,818.39	34,425.00	8,606.61	75 %
Fund Total :	0.00	25,818.39	34,425.00	8,606.61	75 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 19

2821 BaRSAA (HB 473)

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
330000					
335040 Gasoline Tax Apportionment	0.00	12,772.94	44,705.00	31,932.06	29 %
Account Group Total :	0.00	12,772.94	44,705.00	31,932.06	29 %
380000 Other Financing Sources					
383000 Interfund Operating Transfer In	0.00	639.00	639.00	0.00	100 %
Account Group Total :	0.00	639.00	639.00	0.00	100 %
Fund Total :	0.00	13,411.94	45,344.00	31,932.06	30 %

2940 Economic Development

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
330000					
334075 Big Sky Economic Development Grant	0.00	150,000.00	150,000.00	0.00	100 %
Account Group Total:	0.00	150,000.00	150,000.00	0.00	100 %
Fund Total:	0.00	150,000.00	150,000.00	0.00	100 %

4000 CAPITAL IMPROVEMENTS

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
370000 INVESTMENT AND ROYALTY EARNINGS					
371010 Investment Earnings	0.00	305.72	200.00	-105.72	153 %
Account Group Total :	0.00	305.72	200.00	-105.72	153 %
Fund Total :	0.00	305.72	200.00	-105.72	153 %

4001 Sidewalk Improvements

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
370000 INVESTMENT AND ROYALTY EARNINGS					
371010 Investment Earnings	0.00	19.71	24.00	4.29	82 %
Account Group Total :	0.00	19.71	24.00	4.29	82 %
Fund Total :	0.00	19.71	24.00	4.29	82 %

4002 Fire Engine Capital Improvement

Account	Recei ved		Esti mated Revenue	Revenue		% Recei ved
	Current Month	Recei ved YTD		To Be	Recei ved	
360000 MISCELLANEOUS REVENUE						
367000 Sale of Junk or Salvage	0.00	10,000.00	0.00	-10,000.00	**	%
Account Group Total :	0.00	10,000.00	0.00	-10,000.00	**	%
370000 INVESTMENT AND ROYALTY EARNINGS						
371010 Investment Earnings	0.00	22.73	46.00	23.27	49	%
Account Group Total :	0.00	22.73	46.00	23.27	49	%
Fund Total :	0.00	10,022.73	46.00	-9,976.73	***	%

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 19

5210 WATER

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
330000					
334131 USDA Grant	0.00	1,424.40	5,252.00	3,827.60	27 %
Account Group Total :	0.00	1,424.40	5,252.00	3,827.60	27 %
340000 CHARGES FOR SERVI CES					
343022 Metered & Unmetered Water Sales	0.00	225,786.87	290,503.00	64,716.13	78 %
343025 Water Permits	0.00	42,350.00	26,950.00	-15,400.00	157 %
Account Group Total :	0.00	268,136.87	317,453.00	49,316.13	84 %
370000 INVESTMENT AND ROYALTY EARNINGS					
371010 Investment Earnings	0.00	1,602.75	3,500.00	1,897.25	46 %
Account Group Total :	0.00	1,602.75	3,500.00	1,897.25	46 %
Fund Total :	0.00	271,164.02	326,205.00	55,040.98	83 %

5250 WATER BOND Principal & Interest

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
360000 MISCELLANEOUS REVENUE					
363020 Bond Principal and Interest Assessments	0.00	141,119.54	185,624.00	44,504.46	76 %
Account Group Total :	0.00	141,119.54	185,624.00	44,504.46	76 %
Fund Total :	0.00	141,119.54	185,624.00	44,504.46	76 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 19

5310 SEWER

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
330000					
334131 USDA Grant	0.00	1,424.39	5,202.00	3,777.61	27 %
Account Group Total :	0.00	1,424.39	5,202.00	3,777.61	27 %
340000 CHARGES FOR SERVICES					
343030 Sewer Revenues	0.00	165.00	0.00	-165.00	** %
343031 Sewer Service Charges	0.00	250,683.56	343,019.00	92,335.44	73 %
343033 Sewer Permi ts	0.00	11,385.00	7,245.00	-4,140.00	157 %
Account Group Total :	0.00	262,233.56	350,264.00	88,030.44	75 %
370000 INVESTMENT AND ROYALTY EARNINGS					
371010 Investment Earnings	0.00	1,056.02	1,850.00	793.98	57 %
Account Group Total :	0.00	1,056.02	1,850.00	793.98	57 %
Fund Total :	0.00	264,713.97	357,316.00	92,602.03	74 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 19

5350 SEWER BOND PRINCIPAL & INTEREST

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
360000 MISCELLANEOUS REVENUE					
363020 Bond Principal and Interest Assessments	0.00	168,612.88	216,318.00	47,705.12	78 %
Account Group Total :	0.00	168,612.88	216,318.00	47,705.12	78 %
Fund Total :	0.00	168,612.88	216,318.00	47,705.12	78 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 19

5610 AIRPORT

Account	Recei ved		Esti mated Revenue	Revenue	
	Current Month	Recei ved YTD		To Be Recei ved	% Recei ved
310000 TAXES					
311010 Real Property Taxes	0.00	4,672.84	4,000.00	-672.84	117 %
312000 P & I on Delinquent Taxes	0.00	35.32	0.00	-35.32	** %
Account Group Total :	0.00	4,708.16	4,000.00	-708.16	118 %
340000 CHARGES FOR SERVICES					
343062 Aviation Fuel	0.00	930.60	500.00	-430.60	186 %
343063 Tie Down Fees	0.00	909.00	900.00	-9.00	101 %
343064 Hanger and Land Lease	0.00	9,721.84	8,421.00	-1,300.84	115 %
343065 User and Business Fees	0.00	8,587.50	11,000.00	2,412.50	78 %
Account Group Total :	0.00	20,148.94	20,821.00	672.06	97 %
360000 MISCELLANEOUS REVENUE					
365000 Contributions and Donations	0.00	560.00	0.00	-560.00	** %
Account Group Total :	0.00	560.00	0.00	-560.00	** %
370000 INVESTMENT AND ROYALTY EARNINGS					
371010 Investment Earnings	0.00	194.44	185.00	-9.44	105 %
Account Group Total :	0.00	194.44	185.00	-9.44	105 %
380000 Other Financing Sources					
383000 Interfund Operating Transfer In	0.00	11,250.00	11,250.00	0.00	100 %
Account Group Total :	0.00	11,250.00	11,250.00	0.00	100 %
Fund Total :	0.00	36,861.54	36,256.00	-605.54	102 %

5620 Airport Project

Account		Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
330000						
331129	Federal Aeronautics Administration (FAA)	0.00	120,380.53	165,465.00	45,084.47	73 %
	Account Group Total:	0.00	120,380.53	165,465.00	45,084.47	73 %
	Fund Total:	0.00	120,380.53	165,465.00	45,084.47	73 %

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 19

7120 FIREMEN'S DISABILITY

Account		Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
330000						
335050	Insurance Premium Apportionment	0.00	4,012.00	3,708.00	-304.00	108 %
	Account Group Total:	0.00	4,012.00	3,708.00	-304.00	108 %
	Fund Total:	0.00	4,012.00	3,708.00	-304.00	108 %
	Grand Total:	488.15	1,778,901.75	2,276,731.00	497,829.25	78 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 19

1000 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Availabl e Appropriation	% Committed
410000 General Government							
410200 Executive Services							
	110 Salaries and Wages	124.99	1,249.90	2,250.00	2,250.00	1,000.10	56 %
	140 Employer Contributions	20.83	208.23	375.00	375.00	166.77	56 %
	210 Office Supplies & Materials	0.00	37.24	75.00	75.00	37.76	50 %
	320 Printing, Duplicating, Typing &	0.00	0.00	22.00	22.00	22.00	%
	330 Publicity, Subscriptions & Dues	0.00	489.91	525.00	525.00	35.09	93 %
	340 Utility Services	0.00	336.69	450.00	450.00	113.31	75 %
	350 Professional Services	0.00	388.30	150.00	150.00	-238.30	259 %
	370 Travel	0.00	467.64	958.00	958.00	490.36	49 %
	380 Training Services	0.00	150.00	100.00	100.00	-50.00	150 %
	510 Insurance	0.00	96.93	273.00	97.00	0.07	100 %
	Account Total:	145.82	3,424.84	5,178.00	5,002.00	1,577.16	68 %
410211 Council							
	110 Salaries and Wages	800.00	7,800.00	9,600.00	9,600.00	1,800.00	81 %
	140 Employer Contributions	64.84	631.79	776.00	776.00	144.21	81 %
	210 Office Supplies & Materials	0.00	186.19	64.00	64.00	-122.19	291 %
	212 Small Non-capitalized Equipment	0.00	1,288.12	750.00	1,741.36	453.24	74 %
	229 Food	0.00	44.90	0.00	0.00	-44.90	%
	320 Printing, Duplicating, Typing &	0.00	10.45	0.00	0.00	-10.45	%
	330 Publicity, Subscriptions & Dues	0.00	201.96	125.00	125.00	-76.96	162 %
	350 Professional Services	0.00	1,520.34	0.00	0.00	-1,520.34	%
	370 Travel	0.00	0.00	1,876.00	1,876.00	1,876.00	%
	380 Training Services	0.00	396.61	900.00	900.00	503.39	44 %
	510 Insurance	0.00	337.36	830.00	337.00	-0.36	100 %
	Account Total:	864.84	12,417.72	14,921.00	15,419.36	3,001.64	81 %
410360 City/Municipal Court							
	110 Salaries and Wages	0.00	14,334.84	18,720.00	18,720.00	4,385.16	77 %
	120 Overtime Wages	0.00	0.00	1,296.00	1,296.00	1,296.00	%
	140 Employer Contributions	0.00	2,451.92	3,463.00	3,463.00	1,011.08	71 %
	210 Office Supplies & Materials	0.00	220.58	260.00	260.00	39.42	85 %
	212 Small Non-capitalized Equipment	0.00	184.97	950.00	950.00	765.03	19 %
	311 Postage, Box Rent, etc.	0.00	73.30	234.00	234.00	160.70	31 %
	320 Printing, Duplicating, Typing &	0.00	68.34	0.00	0.00	-68.34	%
	330 Publicity, Subscriptions & Dues	0.00	94.88	269.00	269.00	174.12	35 %
	340 Utility Services	0.00	160.31	222.00	222.00	61.69	72 %
	350 Professional Services	0.00	14,469.46	19,840.00	19,840.00	5,370.54	73 %
	370 Travel	0.00	931.33	3,300.00	3,300.00	2,368.67	28 %
	380 Training Services	0.00	850.00	850.00	850.00	0.00	100 %
	394 Jury and Witness Fees	0.00	0.00	600.00	600.00	600.00	%
	510 Insurance	0.00	728.99	263.00	729.00	0.01	100 %
	520 Premiums on Surety Bond	0.00	20.00	8.00	8.00	-12.00	250 %
	Account Total:	0.00	34,588.92	50,275.00	50,741.00	16,152.08	68 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 19

1000 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai l ab le Appropriation	% Commi tted
410530	Yearly Audi t						
	350 Professional Services	0.00	3,288.00	4,110.00	4,110.00	822.00	80 %
	Account Total:	0.00	3,288.00	4,110.00	4,110.00	822.00	80 %
410550	Adminstration						
	110 Salaries and Wages	0.00	37,915.41	47,929.00	47,929.00	10,013.59	79 %
	120 Overtime Wages	0.00	81.48	1,990.00	1,990.00	1,908.52	4 %
	140 Employer Contributions	0.00	11,561.24	14,657.00	14,657.00	3,095.76	79 %
	142 MMIA Retired Employee	0.00	-79.00	0.00	0.00	79.00	%
	210 Office Supplies & Materials	0.00	635.59	500.00	500.00	-135.59	127 %
	212 Small Non-capitalized Equipment	0.00	364.24	239.00	239.00	-125.24	152 %
	220 Operating Supplies	0.00	33.79	0.00	0.00	-33.79	%
	229 Food	0.00	44.90	0.00	0.00	-44.90	%
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	79.07	60.00	60.00	-19.07	132 %
	311 Postage, Box Rent, etc.	0.00	886.06	1,280.00	1,280.00	393.94	69 %
	320 Printing, Duplicating, Typing &	0.00	231.39	400.00	400.00	168.61	58 %
	330 Publicity, Subscriptions & Dues	0.00	1,087.24	1,365.00	1,365.00	277.76	80 %
	350 Professional Services	0.00	2,771.71	1,474.00	1,474.00	-1,297.71	188 %
	355 Codi fy Ordi nances	0.00	550.00	0.00	0.00	-550.00	%
	370 Travel	0.00	205.30	711.00	711.00	505.70	29 %
	380 Trai ning Servi ces	0.00	150.00	623.00	623.00	473.00	24 %
	510 Insurance	0.00	1,296.23	1,501.00	1,296.00	-0.23	100 %
	520 Premi ums on Surety Bond	0.00	40.00	21.00	21.00	-19.00	190 %
	Account Total:	0.00	57,854.65	72,750.00	72,545.00	14,690.35	80 %
411100	Legal Servi ces						
	350 Professional Services	0.00	9,274.00	5,100.00	5,100.00	-4,174.00	182 %
	352 Legal Servi ces	75.00	7,385.50	11,100.00	11,100.00	3,714.50	67 %
	Account Total:	75.00	16,659.50	16,200.00	16,200.00	-459.50	103 %
411201	Town Hall/Annex Building						
	212 Small Non-capitalized Equipment	0.00	80.74	100.00	100.00	19.26	81 %
	220 Operating Supplies	0.00	249.23	90.00	90.00	-159.23	277 %
	230 Repair & Maintenance Supplies	0.00	289.37	1,063.00	1,063.00	773.63	27 %
	235 Building Repair and Maintenance	0.00	379.16	295.00	295.00	-84.16	129 %
	311 Postage, Box Rent, etc.	0.00	10.66	0.00	0.00	-10.66	%
	340 Utility Services	0.00	4,498.08	5,277.00	5,277.00	778.92	85 %
	350 Professional Services	0.00	21.15	21.00	21.00	-0.15	101 %
	360 Repair & Maintenance Servi ces	0.00	1,024.00	952.00	952.00	-72.00	108 %
	510 Insurance	0.00	140.10	140.00	140.00	-0.10	100 %
	Account Total:	0.00	6,692.49	7,938.00	7,938.00	1,245.51	84 %
	Account Group Total:	1,085.66	134,926.12	171,372.00	171,955.36	37,029.24	78 %
420000	Public Safety						
420100	Law Enforcement Servi ces						
	110 Salaries and Wages	0.00	72,785.98	106,246.00	106,246.00	33,460.02	69 %
	120 Overtime Wages	0.00	2,159.69	3,113.00	3,113.00	953.31	69 %
	140 Employer Contributions	0.00	25,295.34	39,413.00	39,413.00	14,117.66	64 %
	210 Office Supplies & Materials	0.00	62.11	150.00	150.00	87.89	41 %
	212 Small Non-capitalized Equipment	0.00	1,327.73	1,510.00	1,510.00	182.27	88 %
	220 Operating Supplies	0.00	520.65	829.00	829.00	308.35	63 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 19

1000 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai l ab le Appropriation	% Commi tted
226	Clothing and Uni forms	0.00	1,967.02	2,430.00	2,430.00	462.98	81 %
227	Fi rearm Suppl ies	0.00	0.00	218.00	218.00	218.00	%
229	Food	0.00	73.61	50.00	50.00	-23.61	147 %
230	Repair & Maintenance Suppl ies	0.00	444.93	940.00	940.00	495.07	47 %
231	Gas, Oil, Diesel Fuel, Grease, etc.	0.00	1,514.49	6,020.00	6,020.00	4,505.51	25 %
232	Motor Vehicle Repair & Maintenance	0.00	1,616.73	5,700.00	5,700.00	4,083.27	28 %
236	Tires and Tubes	0.00	0.00	850.00	850.00	850.00	%
311	Postage, Box Rent, etc.	0.00	144.15	254.00	254.00	109.85	57 %
317	Vehicle Tow-In Services	0.00	0.00	200.00	200.00	200.00	%
320	Printing, Duplicating, Typing &	0.00	221.86	381.00	381.00	159.14	58 %
330	Publici ty, Subscriptions & Dues	300.00	3,460.08	4,215.00	4,215.00	754.92	82 %
336	Public Relations	0.00	93.42	500.00	500.00	406.58	19 %
340	Utility Services	0.00	1,670.57	3,467.00	3,467.00	1,796.43	48 %
350	Professional Services	0.00	3,451.89	2,075.00	2,075.00	-1,376.89	166 %
370	Travel	0.00	0.00	300.00	300.00	300.00	%
510	Insurance	0.00	6,652.07	5,535.00	6,652.00	-0.07	100 %
520	Premiums on Surety Bond	0.00	20.00	8.00	8.00	-12.00	250 %
940	Machinery & Equipment	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Account Total:	300.00	123,482.32	189,404.00	190,521.00	67,038.68	65 %
420410 Fire Department - Administration							
110	Salaries and Wages	200.00	12,773.71	19,391.00	19,391.00	6,617.29	66 %
140	Employer Contributions	23.55	4,657.02	6,546.00	6,546.00	1,888.98	71 %
210	Office Suppl ies & Materials	0.00	67.15	100.00	100.00	32.85	67 %
212	Small Non-capitalized Equipment	0.00	105.00	0.00	0.00	-105.00	%
220	Operating Suppl ies	0.00	6.49	0.00	0.00	-6.49	%
228	FFR Reimbursement	0.00	2,500.00	2,500.00	2,500.00	0.00	100 %
229	Food	0.00	-52.19	350.00	350.00	402.19	-15 %
231	Gas, Oil, Diesel Fuel, Grease, etc.	0.00	60.64	0.00	0.00	-60.64	%
311	Postage, Box Rent, etc.	0.00	151.36	175.00	175.00	23.64	86 %
320	Printing, Duplicating, Typing &	0.00	450.00	225.00	225.00	-225.00	200 %
330	Publici ty, Subscriptions & Dues	0.00	330.00	198.00	198.00	-132.00	167 %
336	Public Relations	0.00	60.00	0.00	0.00	-60.00	%
340	Utility Services	0.00	115.71	162.00	162.00	46.29	71 %
350	Professional Services	0.00	1,094.43	0.00	0.00	-1,094.43	%
370	Travel	0.00	244.72	426.00	426.00	181.28	57 %
380	Training Services	0.00	0.00	374.00	374.00	374.00	%
510	Insurance	0.00	1,024.06	825.00	825.00	-199.06	124 %
520	Premiums on Surety Bond	0.00	10.00	0.00	0.00	-10.00	%
	Account Total:	223.55	23,598.10	31,272.00	31,272.00	7,673.90	75 %
420421 Fire Department - Facilities Station #1							
230	Repair & Maintenance Suppl ies	0.00	200.12	100.00	100.00	-100.12	200 %
369	Other Repair & Maint Service	0.00	0.00	500.00	500.00	500.00	%
	Account Total:	0.00	200.12	600.00	600.00	399.88	33 %

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Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
420422 Fire Department - Facilities Station #2							
	220 Operating Supplies	0.00	28.18	50.00	50.00	21.82	56 %
	340 Utility Services	0.00	209.76	305.00	305.00	95.24	69 %
	369 Other Repair & Maint Service	0.00	0.00	500.00	500.00	500.00	%
	510 Insurance	0.00	0.00	109.00	109.00	109.00	%
	930 Improvements Other than Buildings	0.00	7,706.50	5,000.00	5,000.00	-2,706.50	154 %
	Account Total:	0.00	7,944.44	5,964.00	5,964.00	-1,980.44	133 %
420440 Fire Department - Fire Prevention							
	223 Educational Supplies	0.00	280.57	250.00	250.00	-30.57	112 %
	Account Total:	0.00	280.57	250.00	250.00	-30.57	112 %
420460 Fire Department - Suppression							
	212 Small Non-capitalized Equipment	0.00	499.18	3,500.00	3,500.00	3,000.82	14 %
	220 Operating Supplies	0.00	903.04	2,500.00	2,500.00	1,596.96	36 %
	226 Clothing and Uniforms	0.00	3,700.33	5,050.00	5,050.00	1,349.67	73 %
	229 Food	0.00	112.42	150.00	150.00	37.58	75 %
	230 Repair & Maintenance Supplies	0.00	47.61	0.00	0.00	-47.61	%
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	2,293.70	4,500.00	4,500.00	2,206.30	51 %
	232 Motor Vehicle Repair & Maintenance	0.00	366.33	4,000.00	4,000.00	3,633.67	9 %
	310 Communication & Transportation	0.00	1,000.00	2,000.00	2,000.00	1,000.00	50 %
	336 Public Relations	0.00	0.00	100.00	100.00	100.00	%
	338 Firefighter Recruitment	0.00	0.00	200.00	200.00	200.00	%
	350 Professional Services	0.00	1,647.90	7,000.00	7,000.00	5,352.10	24 %
	351 Medical Services	0.00	1,274.00	4,620.00	4,620.00	3,346.00	28 %
	360 Repair & Maintenance Services	0.00	327.50	0.00	0.00	-327.50	%
	369 Other Repair & Maint Service	0.00	813.22	6,000.00	6,000.00	5,186.78	14 %
	380 Training Services	0.00	261.99	1,200.00	1,200.00	938.01	22 %
	510 Insurance	0.00	1,818.00	1,719.00	1,739.00	-79.00	105 %
	Account Total:	0.00	15,065.22	42,539.00	42,559.00	27,493.78	35 %
420730 Emergency Medical Services							
	220 Operating Supplies	0.00	7.92	0.00	0.00	-7.92	%
	Account Total:	0.00	7.92	0.00	0.00	-7.92	%
Account Group Total:		523.55	170,578.69	270,029.00	271,166.00	100,587.31	63 %
430000 Public Works							
430100 Public Works Administration							
	110 Salaries and Wages	0.00	23,731.90	45,901.00	45,901.00	22,169.10	52 %
	120 Overtime Wages	0.00	323.70	1,689.00	1,689.00	1,365.30	19 %
	140 Employer Contributions	0.00	7,159.61	11,533.00	11,533.00	4,373.39	62 %
	210 Office Supplies & Materials	0.00	22.41	0.00	0.00	-22.41	%
	212 Small Non-capitalized Equipment	0.00	1,725.25	1,843.00	1,843.00	117.75	94 %
	220 Operating Supplies	0.00	963.56	450.00	450.00	-513.56	214 %
	230 Repair & Maintenance Supplies	0.00	113.76	200.00	200.00	86.24	57 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	69.10	1,750.00	1,750.00	1,680.90	4 %
	232 Motor Vehicle Repair & Maintenance	0.00	1,030.56	955.00	955.00	-75.56	108 %
	330 Publicity, Subscriptions & Dues	0.00	0.00	7.00	7.00	7.00	%
	340 Utility Services	0.00	1,092.54	1,657.00	1,657.00	564.46	66 %
	350 Professional Services	0.00	234.73	465.00	465.00	230.27	50 %
	510 Insurance	0.00	2,756.13	2,128.00	1,256.00	-1,500.13	219 %

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1000 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Availabl e Appropriation	% Committed
Account Total:		0.00	39,223.25	68,578.00	67,706.00	28,482.75	58 %
430200 Road & Street Services							
	212 Small Non-capitalized Equipment	0.00	164.99	183.00	183.00	18.01	90 %
	220 Operating Supplies	0.00	374.43	150.00	150.00	-224.43	250 %
	230 Repair & Maintenance Supplies	0.00	871.75	2,593.00	2,593.00	1,721.25	34 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	2,203.65	3,500.00	3,500.00	1,296.35	63 %
	340 Utility Services	0.00	1,703.47	2,666.00	2,666.00	962.53	64 %
	350 Professional Services	0.00	1,963.80	5,300.00	5,300.00	3,336.20	37 %
	360 Repair & Maintenance Services	0.00	1,366.34	4,000.00	4,000.00	2,633.66	34 %
	510 Insurance	0.00	265.71	307.00	266.00	0.29	100 %
	940 Machinery & Equipment	0.00	21,346.00	23,333.00	23,333.00	1,987.00	91 %
Account Total:		0.00	30,260.14	42,032.00	41,991.00	11,730.86	72 %
430263 Street Lighting							
	340 Utility Services	0.00	9,694.87	13,000.00	13,000.00	3,305.13	75 %
Account Total:		0.00	9,694.87	13,000.00	13,000.00	3,305.13	75 %
430900 Cemetery Services							
	110 Salaries and Wages	200.00	2,000.00	2,400.00	2,400.00	400.00	83 %
	140 Employer Contributions	27.58	274.18	323.00	323.00	48.82	85 %
	212 Small Non-capitalized Equipment	0.00	479.95	534.00	534.00	54.05	90 %
	220 Operating Supplies	0.00	0.00	400.00	400.00	400.00	%
	230 Repair & Maintenance Supplies	0.00	452.26	250.00	250.00	-202.26	181 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	41.72	400.00	400.00	358.28	10 %
	330 Publicity, Subscriptions & Dues	0.00	970.00	0.00	0.00	-970.00	%
	340 Utility Services	0.00	1,569.84	1,472.00	1,472.00	-97.84	107 %
	360 Repair & Maintenance Services	0.00	29.51	250.00	250.00	220.49	12 %
	510 Insurance	0.00	379.44	248.00	379.00	-0.44	100 %
	940 Machinery & Equipment	0.00	6,559.56	7,000.00	7,000.00	440.44	94 %
Account Total:		227.58	12,756.46	13,277.00	13,408.00	651.54	95 %
Account Group Total:		227.58	91,934.72	136,887.00	136,105.00	44,170.28	68 %
460000 Cul ture and Recreation							
460430 Parks							
	212 Small Non-capitalized Equipment	0.00	479.93	533.00	533.00	53.07	90 %
	220 Operating Supplies	0.00	265.54	400.00	400.00	134.46	66 %
	230 Repair & Maintenance Supplies	0.00	931.83	1,250.00	1,250.00	318.17	75 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	41.72	400.00	400.00	358.28	10 %
	340 Utility Services	0.00	1,728.79	2,200.00	2,200.00	471.21	79 %
	350 Professional Services	0.00	2,451.00	840.00	840.00	-1,611.00	292 %
	360 Repair & Maintenance Services	0.00	325.51	250.00	250.00	-75.51	130 %
	390 Other Purchased Services	0.00	4,639.72	4,915.00	4,915.00	275.28	94 %
	510 Insurance	0.00	1,255.93	1,256.00	1,256.00	0.07	100 %
	940 Machinery & Equipment	0.00	6,559.56	7,000.00	7,000.00	440.44	94 %
Account Total:		0.00	18,679.53	19,044.00	19,044.00	364.47	98 %

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Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
460450	Spectator Recreation - Pool						
	110 Salaries and Wages	0.00	18,572.19	35,936.00	35,936.00	17,363.81	52 %
	140 Employer Contributions	0.00	2,660.46	5,063.00	5,063.00	2,402.54	53 %
	220 Operating Supplies	0.00	173.91	2,210.00	2,210.00	2,036.09	8 %
	226 Clothing and Uniforms	0.00	0.00	100.00	100.00	100.00	%
	230 Repair & Maintenance Supplies	0.00	597.45	345.00	345.00	-252.45	173 %
	330 Publicity, Subscriptions & Dues	0.00	260.00	660.00	660.00	400.00	39 %
	340 Utility Services	0.00	2,538.13	2,619.00	2,619.00	80.87	97 %
	350 Professional Services	0.00	264.60	175.00	175.00	-89.60	151 %
	360 Repair & Maintenance Services	0.00	245.51	297.00	297.00	51.49	83 %
	510 Insurance	0.00	1,128.11	1,075.00	1,128.00	-0.11	100 %
	555 Bank Service Charges	0.00	95.65	0.00	0.00	-95.65	%
	930 Improvements Other than Buildings	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Account Total:	0.00	26,536.01	53,480.00	53,533.00	26,996.99	50 %
	Account Group Total:	0.00	45,215.54	72,524.00	72,577.00	27,361.46	62 %
470000							
470280	Code Enforcement						
	220 Operating Supplies	0.00	17.77	0.00	0.00	-17.77	%
	Account Total:	0.00	17.77	0.00	0.00	-17.77	%
	Account Group Total:	0.00	17.77	0.00	0.00	-17.77	%
520000	Other Financing Uses						
521000	Interfund Operating Transfers Out						
	820 Transfers to Other Funds	0.00	639.00	639.00	639.00	0.00	100 %
	Account Total:	0.00	639.00	639.00	639.00	0.00	100 %
	Account Group Total:	0.00	639.00	639.00	639.00	0.00	100 %
	Fund Total:	1,836.79	443,311.84	651,451.00	652,442.36	209,130.52	68 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
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2230 Ambulance

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
420000	Public Safety						
420730	Emergency Medical Services						
	212 Small Non-capitalized Equipment	0.00	2,296.07	1,855.00	1,855.00	-441.07	124 %
	220 Operating Supplies	0.00	708.65	3,500.00	3,500.00	2,791.35	20 %
	226 Clothing and Uniforms	0.00	0.00	160.00	160.00	160.00	%
	230 Repair & Maintenance Supplies	0.00	0.00	100.00	100.00	100.00	%
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	0.00	600.00	600.00	600.00	%
	232 Motor Vehicle Repair & Maintenance	0.00	118.00	600.00	600.00	482.00	20 %
	311 Postage, Box Rent, etc.	0.00	0.00	25.00	25.00	25.00	%
	320 Printing, Duplicating, Typing &	0.00	0.00	525.00	525.00	525.00	%
	336 Public Relations	0.00	0.00	100.00	100.00	100.00	%
	350 Professional Services	0.00	569.00	45.00	45.00	-524.00	*** %
	370 Travel	0.00	0.00	300.00	300.00	300.00	%
	380 Training Services	0.00	0.00	500.00	500.00	500.00	%
	510 Insurance	0.00	379.50	760.00	760.00	380.50	50 %
	Account Total:	0.00	4,071.22	9,070.00	9,070.00	4,998.78	45 %
	Account Group Total:	0.00	4,071.22	9,070.00	9,070.00	4,998.78	45 %
	Fund Total:	0.00	4,071.22	9,070.00	9,070.00	4,998.78	45 %

TOWN OF STEVENSVILLE
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2250 PLANNING

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
410000	General Government						
410210	Administration						
	110 Salaries and Wages	62.50	778.98	4,064.00	4,064.00	3,285.02	19 %
	140 Employer Contributions	10.44	139.66	921.00	921.00	781.34	15 %
	311 Postage, Box Rent, etc.	0.00	0.00	40.00	40.00	40.00	%
	320 Printing, Duplicating, Typing &	0.00	0.00	15.00	15.00	15.00	%
	330 Publicity, Subscriptions & Dues	0.00	36.99	30.00	30.00	-6.99	123 %
	350 Professional Services	0.00	389.92	88.00	88.00	-301.92	443 %
	Account Total:	72.94	1,345.55	5,158.00	5,158.00	3,812.45	26 %
	Account Group Total:	72.94	1,345.55	5,158.00	5,158.00	3,812.45	26 %
	Fund Total:	72.94	1,345.55	5,158.00	5,158.00	3,812.45	26 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
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2310 Tax Increment Finance District

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
410000	General Government						
410210	Administration						
	110 Salaries and Wages	41.67	416.70	500.00	500.00	83.30	83 %
	140 Employer Contributions	6.94	69.37	83.00	83.00	13.63	84 %
	350 Professional Services	0.00	0.00	500.00	500.00	500.00	%
	Account Total:	48.61	486.07	1,083.00	1,083.00	596.93	45 %
	Account Group Total:	48.61	486.07	1,083.00	1,083.00	596.93	45 %
	Fund Total:	48.61	486.07	1,083.00	1,083.00	596.93	45 %

2311 Targeted Economic Development District

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
520000	Other Financing Uses						
521000	Interfund Operating Transfers Out						
	820 Transfers to Other Funds	0.00	11,250.00	11,250.00	11,250.00	0.00	100 %
	Account Total:	0.00	11,250.00	11,250.00	11,250.00	0.00	100 %
	Account Group Total:	0.00	11,250.00	11,250.00	11,250.00	0.00	100 %
	Fund Total:	0.00	11,250.00	11,250.00	11,250.00	0.00	100 %

2390 Drug Fines-Forfeitures Account

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
420000	Public Safety						
420100	Law Enforcement Services						
	555 Bank Service Charges	0.00	50.00	0.00	0.00	-50.00	%
	Account Total:	0.00	50.00	0.00	0.00	-50.00	%
	Account Group Total:	0.00	50.00	0.00	0.00	-50.00	%
	Fund Total:	0.00	50.00	0.00	0.00	-50.00	%

2394 BUILDING CODE ENFORCEMENT

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
420000	Public Safety						
420531	Building Inspector						
	110 Salaries and Wages	62.50	21,482.87	25,396.00	25,396.00	3,913.13	85 %
	140 Employer Contributions	10.44	5,035.66	5,884.00	5,884.00	848.34	86 %
	210 Office Supplies & Materials	0.00	147.93	200.00	200.00	52.07	74 %
	212 Small Non-capitalized Equipment	0.00	1,396.75	716.00	716.00	-680.75	195 %
	220 Operating Supplies	0.00	35.77	700.00	700.00	664.23	5 %
	311 Postage, Box Rent, etc.	0.00	11.93	0.00	0.00	-11.93	%
	320 Printing, Duplicating, Typing &	0.00	130.49	205.00	205.00	74.51	64 %
	330 Publicity, Subscriptions & Dues	0.00	539.21	150.00	150.00	-389.21	359 %
	340 Utility Services	0.00	1,606.57	2,189.00	2,189.00	582.43	73 %
	350 Professional Services	0.00	1,532.95	1,095.00	1,095.00	-437.95	140 %
	370 Travel	0.00	0.00	475.00	475.00	475.00	%
	380 Training Services	0.00	534.44	75.00	75.00	-459.44	713 %
	510 Insurance	0.00	1,153.31	543.00	543.00	-610.31	212 %
	Account Total:	72.94	33,607.88	37,628.00	37,628.00	4,020.12	89 %
	Account Group Total:	72.94	33,607.88	37,628.00	37,628.00	4,020.12	89 %
	Fund Total:	72.94	33,607.88	37,628.00	37,628.00	4,020.12	89 %

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2410 Dayton Lighting #1 District 55

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430263	Street Lighting						
	340 Utility Services	0.00	2,431.98	3,275.00	3,275.00	843.02	74 %
	Account Total:	0.00	2,431.98	3,275.00	3,275.00	843.02	74 %
	Account Group Total:	0.00	2,431.98	3,275.00	3,275.00	843.02	74 %
	Fund Total:	0.00	2,431.98	3,275.00	3,275.00	843.02	74 %

TOWN OF STEVENSVILLE
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2420 Peterson Addn Lighting #2 District 80

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430263	Street Lighting						
	340 Utility Services	0.00	1,768.68	2,896.00	2,896.00	1,127.32	61 %
	Account Total:	0.00	1,768.68	2,896.00	2,896.00	1,127.32	61 %
	Account Group Total:	0.00	1,768.68	2,896.00	2,896.00	1,127.32	61 %
	Fund Total:	0.00	1,768.68	2,896.00	2,896.00	1,127.32	61 %

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2430 Geo Smith Lighting #3 District 76

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430263	Street Lighting						
	340 Utility Services	0.00	2,683.00	3,620.00	3,620.00	937.00	74 %
	Account Total:	0.00	2,683.00	3,620.00	3,620.00	937.00	74 %
	Account Group Total:	0.00	2,683.00	3,620.00	3,620.00	937.00	74 %
	Fund Total:	0.00	2,683.00	3,620.00	3,620.00	937.00	74 %

TOWN OF STEVENSVILLE
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2440 Creekside Lighting #4 District 77

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430263	Street Lighting						
	340 Utility Services	0.00	2,167.78	2,923.00	2,923.00	755.22	74 %
	Account Total:	0.00	2,167.78	2,923.00	2,923.00	755.22	74 %
	Account Group Total:	0.00	2,167.78	2,923.00	2,923.00	755.22	74 %
	Fund Total:	0.00	2,167.78	2,923.00	2,923.00	755.22	74 %

TOWN OF STEVENSVILLE
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2450 Twin Creeks Lighting #5 District

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430263	Street Lighting						
	340 Utility Services	0.00	3,968.33	5,300.00	5,300.00	1,331.67	75 %
	Account Total:	0.00	3,968.33	5,300.00	5,300.00	1,331.67	75 %
	Account Group Total:	0.00	3,968.33	5,300.00	5,300.00	1,331.67	75 %
	Fund Total:	0.00	3,968.33	5,300.00	5,300.00	1,331.67	75 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
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2810 POLICE TRAINING & PENSION

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
420000	Public Safety						
420100	Law Enforcement Services						
	370 Travel	0.00	26.45	1,000.00	1,000.00	973.55	3 %
	380 Training Services	0.00	2,061.93	5,885.00	5,885.00	3,823.07	35 %
	Account Total:	0.00	2,088.38	6,885.00	6,885.00	4,796.62	30 %
	Account Group Total:	0.00	2,088.38	6,885.00	6,885.00	4,796.62	30 %
	Fund Total:	0.00	2,088.38	6,885.00	6,885.00	4,796.62	30 %

TOWN OF STEVENSVILLE
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2820 GAS APPORTIONMENT TAX

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430200	Road & Street Services						
	350 Professional Services	0.00	26,775.00	0.00	0.00	-26,775.00	%
	950 Construction	0.00	0.00	70,588.00	70,588.00	70,588.00	%
	Account Total:	0.00	26,775.00	70,588.00	70,588.00	43,813.00	38 %
	Account Group Total:	0.00	26,775.00	70,588.00	70,588.00	43,813.00	38 %
	Fund Total:	0.00	26,775.00	70,588.00	70,588.00	43,813.00	38 %

TOWN OF STEVENSVILLE
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2821 BaRSAA (HB 473)

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430200	Road & Street Services						
	950 Construction	0.00	0.00	13,412.00	13,412.00	13,412.00	%
	Account Total:	0.00	0.00	13,412.00	13,412.00	13,412.00	%
	Account Group Total:	0.00	0.00	13,412.00	13,412.00	13,412.00	%
	Fund Total:	0.00	0.00	13,412.00	13,412.00	13,412.00	%

TOWN OF STEVENSVILLE
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2889 Heyer Foundation Grant

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
420000	Public Safety						
420460	Fire Department - Suppression						
	212 Small Non-capitalized Equipment	0.00	1,136.50	1,667.00	1,667.00	530.50	68 %
	Account Total:	0.00	1,136.50	1,667.00	1,667.00	530.50	68 %
	Account Group Total:	0.00	1,136.50	1,667.00	1,667.00	530.50	68 %
	Fund Total:	0.00	1,136.50	1,667.00	1,667.00	530.50	68 %

TOWN OF STEVENSVILLE
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2940 Economic Development

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
410000	General Government						
410550	Administration						
	110 Salaries and Wages	0.00	1,964.04	1,260.00	1,260.00	-704.04	156 %
	140 Employer Contributions	0.00	281.84	178.00	178.00	-103.84	158 %
	350 Professional Services	0.00	3,000.00	13,000.00	13,000.00	10,000.00	23 %
	730 Grants to Other Institutions	0.00	152,400.00	157,800.00	157,800.00	5,400.00	97 %
	Account Total:	0.00	157,645.88	172,238.00	172,238.00	14,592.12	92 %
	Account Group Total:	0.00	157,645.88	172,238.00	172,238.00	14,592.12	92 %
	Fund Total:	0.00	157,645.88	172,238.00	172,238.00	14,592.12	92 %

TOWN OF STEVENSVILLE
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4000 CAPITAL IMPROVEMENTS

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
410000	General Government						
410550	Administration						
	555 Bank Service Charges	0.00	50.00	0.00	0.00	-50.00	%
	Account Total:	0.00	50.00	0.00	0.00	-50.00	%
411201	Town Hall/Annex Building						
	950 Construction	0.00	2,121.63	15,500.00	15,500.00	13,378.37	14 %
	Account Total:	0.00	2,121.63	15,500.00	15,500.00	13,378.37	14 %
	Account Group Total:	0.00	2,171.63	15,500.00	15,500.00	13,328.37	14 %
420000	Public Safety						
420421	Fire Department - Facilities Station #1						
	930 Improvements Other than Buildings	0.00	0.00	5,400.00	5,400.00	5,400.00	%
	Account Total:	0.00	0.00	5,400.00	5,400.00	5,400.00	%
	Account Group Total:	0.00	0.00	5,400.00	5,400.00	5,400.00	%
460000	Culture and Recreation						
460430	Parks						
	950 Construction	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Account Total:	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Account Group Total:	0.00	0.00	5,000.00	5,000.00	5,000.00	%
520000	Other Financing Uses						
521000	Interfund Operating Transfers Out						
	820 Transfers to Other Funds	0.00	0.00	21,600.00	21,600.00	21,600.00	%
	Account Total:	0.00	0.00	21,600.00	21,600.00	21,600.00	%
	Account Group Total:	0.00	0.00	21,600.00	21,600.00	21,600.00	%
	Fund Total:	0.00	2,171.63	47,500.00	47,500.00	45,328.37	5 %

4002 Fire Engine Capital Improvement

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
420000	Public Safety						
420460	Fire Department - Suppression						
	555 Bank Service Charges	0.00	50.00	0.00	0.00	-50.00	%
	940 Machinery & Equipment	0.00	0.00	0.00	10,500.00	10,500.00	%
	Account Total:	0.00	50.00	0.00	10,500.00	10,450.00	%
	Account Group Total:	0.00	50.00	0.00	10,500.00	10,450.00	%
	Fund Total:	0.00	50.00	0.00	10,500.00	10,450.00	%

TOWN OF STEVENSVILLE
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5210 WATER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Availabl e Appropriation	% Committed
430000	Public Works						
430510	Administration						
	110 Salaries and Wages	250.00	77,979.81	97,536.00	97,536.00	19,556.19	80 %
	120 Overtime Wages	0.00	685.89	5,109.00	5,109.00	4,423.11	13 %
	140 Employer Contributions	41.69	28,210.64	31,592.00	31,592.00	3,381.36	89 %
	210 Office Supplies & Materials	0.00	297.45	302.00	302.00	4.55	98 %
	212 Small Non-capitalized Equipment	0.00	4,636.25	4,815.00	4,815.00	178.75	96 %
	220 Operating Supplies	0.00	2,016.80	600.00	600.00	-1,416.80	336 %
	230 Repair & Maintenance Supplies	0.00	214.91	100.00	100.00	-114.91	215 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	1,947.39	1,750.00	1,750.00	-197.39	111 %
	232 Motor Vehicle Repair & Maintenance	0.00	514.40	955.00	955.00	440.60	54 %
	311 Postage, Box Rent, etc.	150.33	1,790.51	1,890.00	1,890.00	99.49	95 %
	320 Printing, Duplicating, Typing &	0.00	551.70	441.00	441.00	-110.70	125 %
	330 Publicity, Subscriptions & Dues	0.00	1,999.50	2,291.00	2,291.00	291.50	87 %
	335 Membership & Registration Fees	0.00	390.00	609.00	609.00	219.00	64 %
	340 Utility Services	0.00	1,541.08	1,619.00	1,619.00	77.92	95 %
	350 Professional Services	0.00	10,331.37	12,669.00	12,669.00	2,337.63	82 %
	360 Repair & Maintenance Services	0.00	1,366.34	2,500.00	2,500.00	1,133.66	55 %
	370 Travel	0.00	835.69	1,520.00	1,520.00	684.31	55 %
	380 Training Services	0.00	660.00	900.00	900.00	240.00	73 %
	500 Help 4 You Assistance	0.00	858.75	983.00	983.00	124.25	87 %
	510 Insurance	0.00	4,810.35	4,561.00	4,561.00	-249.35	105 %
	520 Premiums on Surety Bond	0.00	15.00	0.00	0.00	-15.00	%
	940 Machinery & Equipment	0.00	22,469.50	23,333.00	23,333.00	863.50	96 %
	Account Total:	442.02	164,123.33	196,075.00	196,075.00	31,951.67	84 %
430530	Source of Supply & Pumping (Wells)						
	212 Small Non-capitalized Equipment	0.00	244.40	2,750.00	2,750.00	2,505.60	9 %
	220 Operating Supplies	0.00	399.51	270.00	270.00	-129.51	148 %
	230 Repair & Maintenance Supplies	0.00	577.94	200.00	200.00	-377.94	289 %
	340 Utility Services	0.00	44,227.15	58,750.00	58,750.00	14,522.85	75 %
	350 Professional Services	0.00	5,480.00	1,000.00	1,000.00	-4,480.00	548 %
	360 Repair & Maintenance Services	0.00	6,036.55	1,488.00	1,488.00	-4,548.55	406 %
	510 Insurance	0.00	765.00	765.00	765.00	0.00	100 %
	930 Improvements Other than Buildings	0.00	30,654.84	1,000,000.00	1,000,000.00	969,345.16	3 %
	Account Total:	0.00	88,385.39	1,065,223.00	1,065,223.00	976,837.61	8 %
430540	Purification and Treatment (Plant)						
	220 Operating Supplies	0.00	10,192.78	12,930.00	12,930.00	2,737.22	79 %
	230 Repair & Maintenance Supplies	0.00	752.09	200.00	200.00	-552.09	376 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	0.00	476.00	476.00	476.00	%
	340 Utility Services	0.00	2,358.68	2,885.00	2,885.00	526.32	82 %
	350 Professional Services	0.00	1,252.00	4,000.00	4,000.00	2,748.00	31 %
	510 Insurance	0.00	2,204.33	2,204.00	2,204.00	-0.33	100 %
	Account Total:	0.00	16,759.88	22,695.00	22,695.00	5,935.12	74 %

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5210 WATER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430550	Transmission & Distribution (Lines)						
	220 Operating Supplies	0.00	28,333.14	6,060.00	6,060.00	-22,273.14	468 %
	230 Repair & Maintenance Supplies	0.00	2,625.51	1,105.00	1,105.00	-1,520.51	238 %
	340 Utility Services	0.00	1,268.06	1,633.00	1,633.00	364.94	78 %
	350 Professional Services	0.00	0.00	11,000.00	11,000.00	11,000.00	%
	360 Repair & Maintenance Services	0.00	8,621.00	11,750.00	11,750.00	3,129.00	73 %
	510 Insurance	0.00	0.00	99.00	99.00	99.00	%
	Account Total:	0.00	40,847.71	31,647.00	31,647.00	-9,200.71	129 %
	Account Group Total:	442.02	310,116.31	1,315,640.00	1,315,640.00	1,005,523.69	24 %
	Fund Total:	442.02	310,116.31	1,315,640.00	1,315,640.00	1,005,523.69	24 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 19

5250 WATER BOND Principal & Interest

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
490000	Debt Service Reserve						
490200	Revenue Bonds						
	610 Principal	0.00	23,925.78	35,170.00	35,170.00	11,244.22	68 %
	620 Interest	0.00	44,330.22	55,838.00	55,838.00	11,507.78	79 %
	Account Total:	0.00	68,256.00	91,008.00	91,008.00	22,752.00	75 %
	Account Group Total:	0.00	68,256.00	91,008.00	91,008.00	22,752.00	75 %
	Fund Total:	0.00	68,256.00	91,008.00	91,008.00	22,752.00	75 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 19

5310 SEWER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Availabl e Appropriation	% Committed
430000	Public Works						
430510	Administration						
	210 Office Supplies & Materials	0.00	22.79	0.00	0.00	-22.79	%
	350 Professional Services	0.00	12.50	0.00	0.00	-12.50	%
	Account Total:	0.00	35.29	0.00	0.00	-35.29	%
430610	Administration						
	110 Salaries and Wages	250.00	77,975.79	97,536.00	97,536.00	19,560.21	80 %
	120 Overtime Wages	0.00	685.50	5,109.00	5,109.00	4,423.50	13 %
	140 Employer Contributions	41.69	28,209.27	31,592.00	31,592.00	3,382.73	89 %
	210 Office Supplies & Materials	0.00	213.58	277.00	277.00	63.42	77 %
	212 Small Non-capitalized Equipment	0.00	6,528.06	7,444.00	7,444.00	915.94	88 %
	220 Operating Supplies	0.00	1,610.20	500.00	500.00	-1,110.20	322 %
	230 Repair & Maintenance Supplies	0.00	171.57	100.00	100.00	-71.57	172 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	1,938.72	1,750.00	1,750.00	-188.72	111 %
	232 Motor Vehicle Repair & Maintenance	0.00	514.39	955.00	955.00	440.61	54 %
	311 Postage, Box Rent, etc.	150.32	1,799.63	1,790.00	1,790.00	-9.63	101 %
	320 Printing, Duplicating, Typing &	0.00	424.92	341.00	341.00	-83.92	125 %
	330 Publicity, Subscriptions & Dues	0.00	22.50	3,274.00	3,274.00	3,251.50	1 %
	335 Membership & Registration Fees	0.00	0.00	269.00	269.00	269.00	%
	340 Utility Services	0.00	1,540.99	1,755.00	1,755.00	214.01	88 %
	350 Professional Services	0.00	10,281.52	12,669.00	12,669.00	2,387.48	81 %
	360 Repair & Maintenance Services	0.00	1,428.63	4,000.00	4,000.00	2,571.37	36 %
	370 Travel	0.00	93.71	1,470.00	1,470.00	1,376.29	6 %
	380 Training Services	0.00	107.04	800.00	800.00	692.96	13 %
	500 Help 4 You Assistance	0.00	1,839.24	2,106.00	2,106.00	266.76	87 %
	510 Insurance	0.00	4,707.67	4,360.00	4,360.00	-347.67	108 %
	520 Premiums on Surety Bond	0.00	15.00	0.00	0.00	-15.00	%
	940 Machinery & Equipment	0.00	22,469.50	23,333.00	23,333.00	863.50	96 %
	Account Total:	442.01	162,577.43	201,430.00	201,430.00	38,852.57	81 %
430630	Collection & Transmission - Main Lines						
	220 Operating Supplies	0.00	17.07	200.00	200.00	182.93	9 %
	230 Repair & Maintenance Supplies	0.00	1,909.49	3,970.00	3,970.00	2,060.51	48 %
	340 Utility Services	0.00	92.00	92.00	92.00	0.00	100 %
	350 Professional Services	0.00	1,892.39	17,750.00	17,750.00	15,857.61	11 %
	360 Repair & Maintenance Services	0.00	6,876.50	8,750.00	8,750.00	1,873.50	79 %
	510 Insurance	0.00	0.00	228.00	228.00	228.00	%
	Account Total:	0.00	10,787.45	30,990.00	30,990.00	20,202.55	35 %
430640	Treatment and Disposal - Plants						
	212 Small Non-capitalized Equipment	0.00	17,616.49	20,024.00	20,024.00	2,407.51	88 %
	220 Operating Supplies	0.00	5,018.50	4,058.00	4,058.00	-960.50	124 %
	230 Repair & Maintenance Supplies	0.00	1,856.69	200.00	200.00	-1,656.69	928 %
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	0.00	476.00	476.00	476.00	%
	340 Utility Services	0.00	38,119.01	51,481.00	51,481.00	13,361.99	74 %
	350 Professional Services	0.00	10,992.60	21,700.00	21,700.00	10,707.40	51 %
	360 Repair & Maintenance Services	0.00	9,161.46	7,191.00	7,191.00	-1,970.46	127 %
	510 Insurance	0.00	9,646.25	9,646.00	9,646.00	-0.25	100 %
	940 Machinery & Equipment	0.00	11,169.33	10,000.00	10,000.00	-1,169.33	112 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 19

5310 SEWER

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
	Account Total :	0.00	103,580.33	124,776.00	124,776.00	21,195.67	83 %
	Account Group Total :	442.01	276,980.50	357,196.00	357,196.00	80,215.50	78 %
	Fund Total :	442.01	276,980.50	357,196.00	357,196.00	80,215.50	78 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 19

5350 SEWER BOND PRINCIPAL & INTEREST

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
490000	Debt Service Reserve						
490200	Revenue Bonds						
	610 Principal	0.00	43,620.39	74,502.00	74,502.00	30,881.61	59 %
	620 Interest	0.00	98,525.61	111,313.00	111,313.00	12,787.39	89 %
	Account Total:	0.00	142,146.00	185,815.00	185,815.00	43,669.00	76 %
	Account Group Total:	0.00	142,146.00	185,815.00	185,815.00	43,669.00	76 %
	Fund Total:	0.00	142,146.00	185,815.00	185,815.00	43,669.00	76 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 19

5610 AIRPORT

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000 Public Works							
430300 Airport							
	110 Salaries and Wages	141.67	4,502.62	5,592.00	5,592.00	1,089.38	81 %
	140 Employer Contributions	20.73	1,212.80	1,585.00	1,585.00	372.20	77 %
	210 Office Supplies & Materials	0.00	0.00	25.00	25.00	25.00	%
	220 Operating Supplies	0.00	11.97	25.00	25.00	13.03	48 %
	230 Repair & Maintenance Supplies	0.00	29.99	0.00	0.00	-29.99	%
	231 Gas, Oil, Diesel Fuel, Grease, etc.	0.00	319.42	350.00	350.00	30.58	91 %
	311 Postage, Box Rent, etc.	0.00	53.62	69.00	69.00	15.38	78 %
	320 Printing, Duplicating, Typing &	0.00	69.62	115.00	115.00	45.38	61 %
	330 Publicity, Subscriptions & Dues	0.00	50.00	50.00	50.00	0.00	100 %
	340 Utility Services	0.00	1,724.55	2,870.00	2,870.00	1,145.45	60 %
	350 Professional Services	0.00	1,549.73	920.00	920.00	-629.73	168 %
	360 Repair & Maintenance Services	0.00	3,282.72	4,600.00	4,600.00	1,317.28	71 %
	370 Travel	0.00	253.16	200.00	200.00	-53.16	127 %
	380 Training Services	0.00	150.00	120.00	120.00	-30.00	125 %
	510 Insurance	0.00	4,207.67	2,509.00	2,509.00	-1,698.67	168 %
	555 Bank Service Charges	0.00	50.00	0.00	0.00	-50.00	%
	Account Total:	162.40	17,467.87	19,030.00	19,030.00	1,562.13	92 %
	Account Group Total:	162.40	17,467.87	19,030.00	19,030.00	1,562.13	92 %
490000 Debt Service Reserve							
490500 Other Debt Service Payments							
	610 Principal	0.00	10,380.70	10,381.00	10,381.00	0.30	100 %
	620 Interest	0.00	1,306.09	1,306.00	1,306.00	-0.09	100 %
	Account Total:	0.00	11,686.79	11,687.00	11,687.00	0.21	100 %
	Account Group Total:	0.00	11,686.79	11,687.00	11,687.00	0.21	100 %
	Fund Total:	162.40	29,154.66	30,717.00	30,717.00	1,562.34	95 %

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 19

5620 Airport Project

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
430000	Public Works						
430300	Airport						
	350 Professional Services	0.00	114,876.01	0.00	167,800.00	52,923.99	68 %
	950 Construction	0.00	20,830.23	0.00	0.00	-20,830.23	%
	Account Total:	0.00	135,706.24	0.00	167,800.00	32,093.76	81 %
	Account Group Total:	0.00	135,706.24	0.00	167,800.00	32,093.76	81 %
	Fund Total:	0.00	135,706.24	0.00	167,800.00	32,093.76	81 %

7120 FIREMEN'S DISABILITY

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
510000	Miscellaneous						
510300	Other Unallocated Costs						
	780 Intergovernmental TRF to other	0.00	4,012.00	3,708.00	3,708.00	-304.00	108 %
	Account Total:	0.00	4,012.00	3,708.00	3,708.00	-304.00	108 %
	Account Group Total:	0.00	4,012.00	3,708.00	3,708.00	-304.00	108 %
	Fund Total:	0.00	4,012.00	3,708.00	3,708.00	-304.00	108 %
	Grand Total:	3,077.71	1,663,381.43	3,030,028.00	3,209,319.36	1,545,937.93	52 %



STEVENSVILLE FIRE DEPARTMENT

206 BUCK STREET

Activity Report – March 2019

Calls for the Month of March: 51

Calls for Stevensville Town: 17

Calls for Stevensville Rural: 32

Calls for Emergency Medical Response: 44

Mutual Aid: 2

Fire Department: 5

Motor Vehicle Accident: 2

Calls for the Year to Date: 152

Calls for Stevensville Town: 65

Calls for Stevensville Rural: 83

Calls for Emergency Medical Response: 122

Mutual Aid: 4

Fire Department: 19

Motor Vehicle Accident: 11

**TOWN OF STEVENSVILLE
POLICE DEPARTMENT ACTIVITY REPORT
April 11th, 2019**

MONTHLY REPORT:

Coffee with a Cop for the month of March was well attended and the police department was proud to welcome the Stevensville High School Key Club as our guest speaker. The Key Club's contribution to our school and community is greatly appreciated and we look forward to hearing from them at a later date.

POLICE DEPARTMENT STATISTICS: March 2019

There were 59 calls for the month of March.

Water Produced: 15,106,000

- Monthly sampling reports to State
- Water meter repairs
- Numbering system changed on wells at Well Field
- Frozen water line 407 College Street
- Water in basement at 100 Pine Street due to snow melting
- Reports to EPA, State, Monthly and Weekly Samplings
- Frozen line, unable to press sludge

Streets

- Plow and hauling snow
- Jetting culverts on north end of Pine Street – full of rocks
 - 200' culvert was only able to jet 75' of one end and 5' of the other end
- New employee, Garrick Bore started work on March 22, 2019

Denise Philley

From: Heather Thurs <heather.thurs@gmail.com>
Sent: Thursday, March 21, 2019 1:02 PM
To: Denise Philley
Subject: info@townofstevensville.com, george@townofstevensville.com

Thank you for keeping Stevensville open for business during the recent historic snow storm! At the bed and breakfast, we had numerous out of town guest scheduled to visit Stevensville during that time. We are happy to report that ALL of our guests kept their reservations during the week of the storm. Some of our guest were here for medical treatment, others were visiting families in Stevensville. It was great to see how the community rallied together to keep Stevensville open for business. Our guests were able to go out to dinner at the local restaurants, continue shopping at local stores, and continue their medical care. Although our business is located off the beaten path of Main Street, our road was kept plowed enough for emergency crews and our own vehicles to access the B&B. In the peak of the storm, when our elderly guests were recuperating from medical procedures, I was able to access local stores and restaurants safely, on their behalf. All of our guests were able to arrive and departure Stevensville to and from MSO safely during the entire storm! As a small business, we depend on every dollar that comes in, especially during the off season. Please accept our gratitude and congratulations on a job well done during extreme circumstances, we couldn't have stayed open without the support of the Town.

Best regards,
Heather

--

Heather Thurs

Bitterroot River Bed and Breakfast, LLC
501 South Avenue
Stevensville, MT 59870
406-777-5205

<http://www.bitterrootriverbb.com/>



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:	04/11/2019
Agenda Topic:	Discussion/decision to approve a Stevensville Airport Land Lease for Lot #5, Block 5
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/11/2019
Notes:	



**TOWN COUNCIL
Council Communication**

**Regular Meeting
April 11, 2019**

Agenda Item: 10a, New Business
Discussion/Decision to approve Stevensville Airport Land Lease Lot #5, Block #5

Other Council Meetings

Exhibits A. Stevensville Airport Land Lease

This agenda item provides Council to approve a land lease agreement for Lot #5, Block #5 of the Stevensville Airport.

Background:

The Airport Board held a meeting on April 9, 2019. As part of this meeting, the Board recommended approval of a new land lease for Airport Lot #5, Block #5.

Board/Commission Recommendation: Applicable - Not Applicable

Alternative(s):

MOTION

I move to: approve Stevensville Airport Land Lease Lot #5, Block #5

Stevensville Airport Land Lease

This land lease is made and entered into this 9th day of April, 2019, pursuant to Stevensville Town Resolution (attached as Exhibit A) and incorporated by reference herein, between the **TOWN OF STEVENSVILLE**, hereafter "Lessor" and **Lindsay W. Hale**, hereafter "Lessee" at **711 S. Carson Street, Suite #4 Carson City, Nevada 89701**.

I. Purpose

1. Lessor agrees to lease to the Lessee **5,250 square feet** of land described as **Lot No. 5**, **Block 5** (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 **9th day of April, 2039** 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 **\$.06 per square foot** annually for **5,250 square feet** in the amount of **\$315.00** 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 Office of the Town Clerk at 206 Buck Street, Stevensville, Montana 59870.

Stevensville Airport Land Lease

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 all leases 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 **\$.65 per square foot** of building size to be paid at the time of the execution of this lease for a total sum of **\$ N/A** .

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.

Stevensville Airport Land Lease

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 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 ten (10) 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

Stevensville Airport Land Lease

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	Lindsay W. Hale 711 South Carson Street, Suite #4 Carson City, Nevada 89701 (775) 338-3228

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.

Stevensville Airport Land Lease

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 _____, 20__.

Lessor
Town of Stevensville

Attest:

By: _____
Brandon Dewey, Mayor

Audree Tribbensee, Town Clerk

Lessee:

Lindsay W. Hale

RESOLUTION NO. 340

A RESOLUTION ADOPTING FEES, PERMIT AND LEASE RATES AND CHARGES AT THE STEVENSVILLE AIRPORT

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, current land lease rates, infrastructure fees, airport business license fees, user fees, tie down fees, and landing fees were adopted by the Town Council by Resolution 143 on February 24, 1997; and

WHEREAS, the current rates and charges provide the financial resources to operate the Stevensville Airport and are comparable to charges at other general aviation airports in Montana.

NOW, THEREFORE, BE IT RESOLVED by the Stevensville Town Council that the current rates and charges at the Stevensville Airport be reaffirmed and adopted in accordance with Sec. 3-37 of the Stevensville Municipal Code as set forth below:

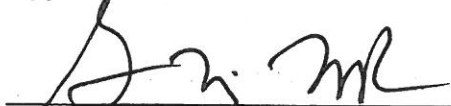
- 1.) Land Lease/Construction Permit – \$50.00 non-refundable application fee paid to the Town prior to review and approval.
- 2.) Land Lease Rate – \$.06 per square foot per year, due on July 1st of each year, prorated for first year based upon date of execution of lease agreement.
- 3.) Infrastructure Fee
 - a. Standard Site – one-time fee of \$.65 per square foot upon execution of land lease agreement.
 - b. Site with 3-phase power – \$500.00 one-time fee
3. Airport Business License Fee – annual, non-prorated fee of \$250.00, due on July 1st of each year, as required by Sec. 3.36 of the Stevensville Municipal Code and further herein defined as “any person, corporation, partnership, company, association or other legal entity engaged in any occupation, vocation, pursuit, trade, industry, professional or commercial activity of any kind for the purposes of economic benefit or profit or engaged in for livelihood or gain upon or within the confines of the Stevensville Airport, including industrial, retail, wholesale, service and “through-the-fence” operations as well as the rental of hanger space.”
4. Airport User Fee – annual, non-prorated fee of \$125.00 for each user of the airport, herein defined as “any person, corporation, partnership, company, association or other legal entity that owns, leases, operates or stores any aircraft, whether or not operational, upon or within the confines of the Stevensville Airport, including those “through-the-fence” users permitted access to the Stevensville Airport.”

EXHIBIT A

5. Monthly Tie-Down Fee – \$15.00 per month for single engine; \$25.00 per month for twin engine.
6. Daily Tie-Down Fee – \$3.00 per 24-hour period or fraction thereof for single engine; \$5.00 per 24-hour period or fraction thereof for twin engine.
7. Landing Fee for Commercial Operations – \$8.00 per operation for single engine; \$10.00 per operation for twin engine; \$10.00 per operation plus \$1.00 per thousand pounds for aircraft of 12,500 gross weight and higher.

Passed and adopted by the Town Council of the Town of Stevensville, Montana, this 10th day of April, 2014.

Approved:



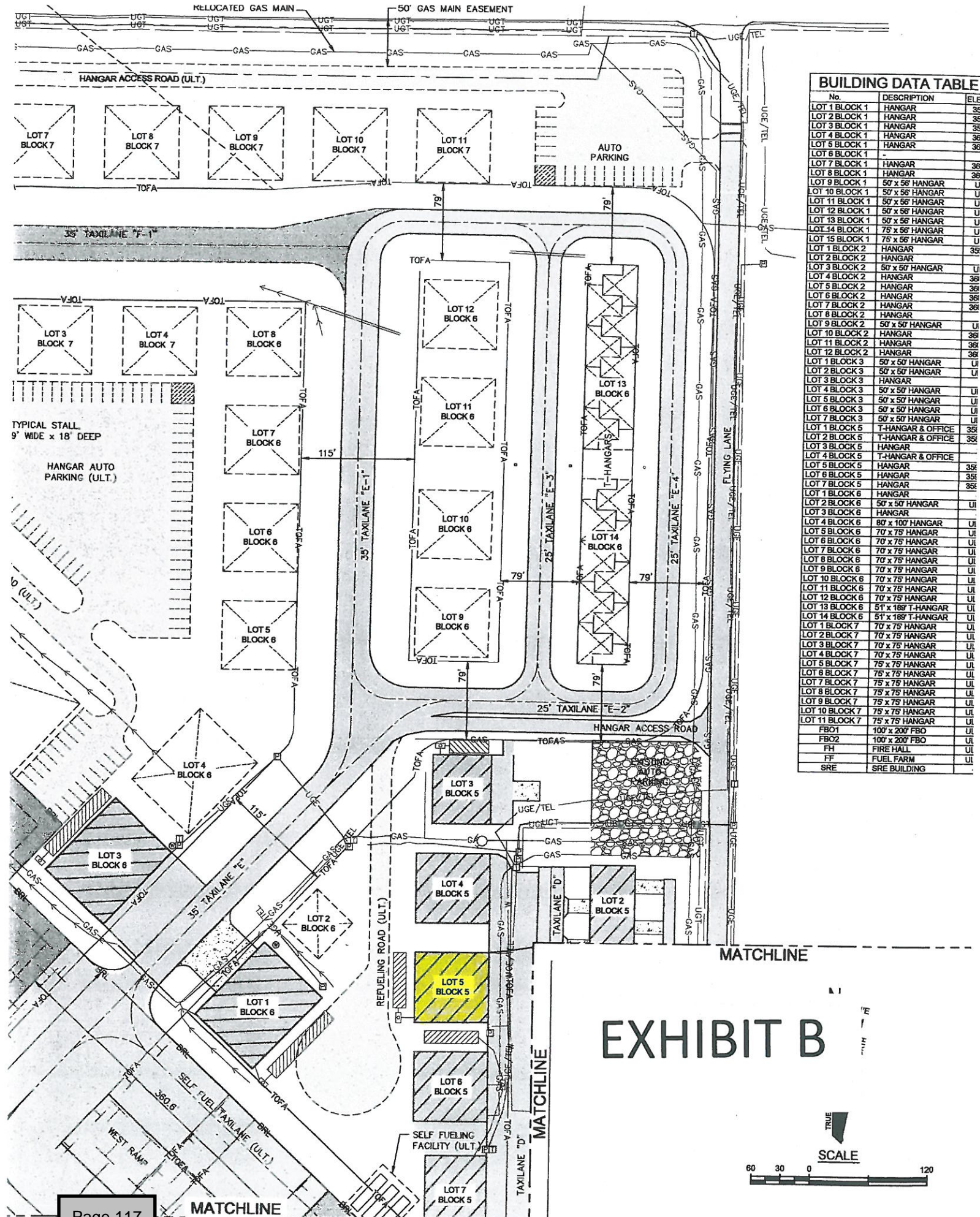
Gene Mim Mack, Mayor

Attest:



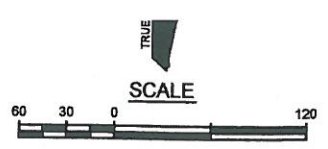
Stacy Bartlett, Town Clerk

EXHIBIT A



BUILDING DATA TABLE		
No.	DESCRIPTION	ELE
LOT 1 BLOCK 1	HANGAR	35
LOT 2 BLOCK 1	HANGAR	35
LOT 3 BLOCK 1	HANGAR	35
LOT 4 BLOCK 1	HANGAR	35
LOT 5 BLOCK 1	HANGAR	35
LOT 6 BLOCK 1	HANGAR	35
LOT 7 BLOCK 1	HANGAR	35
LOT 8 BLOCK 1	HANGAR	35
LOT 9 BLOCK 1	50' x 56' HANGAR	U
LOT 10 BLOCK 1	50' x 56' HANGAR	U
LOT 11 BLOCK 1	50' x 56' HANGAR	U
LOT 12 BLOCK 1	50' x 56' HANGAR	U
LOT 13 BLOCK 1	50' x 56' HANGAR	U
LOT 14 BLOCK 1	75' x 56' HANGAR	U
LOT 15 BLOCK 1	75' x 56' HANGAR	U
LOT 1 BLOCK 2	HANGAR	35
LOT 2 BLOCK 2	HANGAR	35
LOT 3 BLOCK 2	50' x 50' HANGAR	U
LOT 4 BLOCK 2	HANGAR	35
LOT 5 BLOCK 2	HANGAR	35
LOT 6 BLOCK 2	HANGAR	35
LOT 7 BLOCK 2	HANGAR	35
LOT 8 BLOCK 2	HANGAR	35
LOT 9 BLOCK 2	50' x 50' HANGAR	U
LOT 10 BLOCK 2	HANGAR	35
LOT 11 BLOCK 2	HANGAR	35
LOT 12 BLOCK 2	HANGAR	35
LOT 1 BLOCK 3	50' x 50' HANGAR	U
LOT 2 BLOCK 3	50' x 50' HANGAR	U
LOT 3 BLOCK 3	HANGAR	35
LOT 4 BLOCK 3	50' x 50' HANGAR	U
LOT 5 BLOCK 3	50' x 50' HANGAR	U
LOT 6 BLOCK 3	50' x 50' HANGAR	U
LOT 7 BLOCK 3	50' x 50' HANGAR	U
LOT 1 BLOCK 5	T-HANGAR & OFFICE	35
LOT 2 BLOCK 5	T-HANGAR & OFFICE	35
LOT 3 BLOCK 5	HANGAR	35
LOT 4 BLOCK 5	T-HANGAR & OFFICE	35
LOT 5 BLOCK 5	HANGAR	35
LOT 6 BLOCK 5	HANGAR	35
LOT 7 BLOCK 5	HANGAR	35
LOT 1 BLOCK 6	HANGAR	35
LOT 2 BLOCK 6	50' x 50' HANGAR	U
LOT 3 BLOCK 6	HANGAR	35
LOT 4 BLOCK 6	80' x 100' HANGAR	U
LOT 5 BLOCK 6	70' x 75' HANGAR	U
LOT 6 BLOCK 6	70' x 75' HANGAR	U
LOT 7 BLOCK 6	70' x 75' HANGAR	U
LOT 8 BLOCK 6	70' x 75' HANGAR	U
LOT 9 BLOCK 6	70' x 75' HANGAR	U
LOT 10 BLOCK 6	70' x 75' HANGAR	U
LOT 11 BLOCK 6	70' x 75' HANGAR	U
LOT 12 BLOCK 6	70' x 75' HANGAR	U
LOT 13 BLOCK 6	51' x 189' T-HANGAR	U
LOT 14 BLOCK 6	51' x 189' T-HANGAR	U
LOT 1 BLOCK 7	70' x 75' HANGAR	U
LOT 2 BLOCK 7	70' x 75' HANGAR	U
LOT 3 BLOCK 7	70' x 75' HANGAR	U
LOT 4 BLOCK 7	70' x 75' HANGAR	U
LOT 5 BLOCK 7	75' x 75' HANGAR	U
LOT 6 BLOCK 7	75' x 75' HANGAR	U
LOT 7 BLOCK 7	75' x 75' HANGAR	U
LOT 8 BLOCK 7	75' x 75' HANGAR	U
LOT 9 BLOCK 7	75' x 75' HANGAR	U
LOT 10 BLOCK 7	75' x 75' HANGAR	U
LOT 11 BLOCK 7	75' x 75' HANGAR	U
FBO1	100' x 200' FBO	U
FBO2	100' x 200' FBO	U
FH	FIRE HALL	U
FF	FUEL FARM	U
SRE	SRE BUILDING	U

EXHIBIT B



ASSIGNMENT OF LESSEE'S
INTEREST IN LAND LEASE

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, D.P.M., Limited Liability Co., by Elizabeth Mogensen, Mark Mogensen and Jeanine G. Bush, its Members, of P.O. Box 8, Victor, MT 59875, hereinafter referred to as ASSIGNOR, for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration to ASSIGNOR paid by Lindsay W. Hale, of 711 South Carson Street, Suite #4, Carson City, NV 89701, hereinafter referred to as ASSIGNEE, the receipt of which is hereby acknowledged, hereby transfers, conveys, sets over and assigns to ASSIGNEE all of ASSIGNOR'S right, title and interest in and to that certain Land Lease dated August 31, 2000, in which the Town of Stevensville, of P.O. Box 30, Stevensville, MT 59870, was the LESSOR.

ASSIGNOR hereby irrevocably appoints ASSIGNEE as ASSIGNOR'S Attorney-in-Fact to take all lawful means to secure, enforce and protect the rights transferred hereunder in the same manner and to the same intent and purposes as the ASSIGNOR might or could do were these presents not executed.

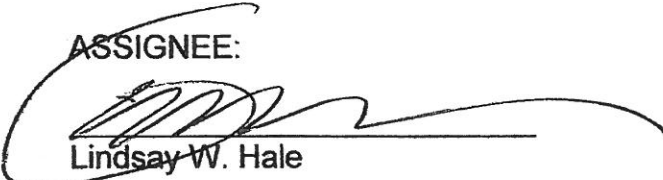
ASSIGNOR further declares that this assignment is absolute in character and that, by reason thereof, ASSIGNEE shall be entitled to all of the rights and benefits of LESSEE under the Land Lease.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed this 27th day of March, 2019.

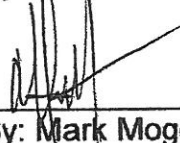
ASSIGNOR:

D.P.M., Limited Liability Co.

ASSIGNEE:


Lindsay W. Hale


By: Elizabeth Mogensen, Member


By: Mark Mogensen, Member


By: Jeanine G. Bush, Member

AGREEMENT TO SELL AND PURCHASE

The Seller agrees to sell, and the Buyer agrees to purchase:

Lindsay W. Hale, of 711 South Carson Street, Suite #4, Carson City, NV 89701, (Buyer) agrees to purchase for the sum of ONE HUNDRED EIGHTY FIVE THOUSAND DOLLARS AND NO/100 (\$185,000.00) as payment of the purchase price of the following described property situated in Ravalli County, State of Montana, to-wit:

Airport hangar/structure located on Lot No. 5, Block 5, of the Stevensville Airport, being 70' X 75' X 18'6" (eve height)

Auxiliary Power Unit 28 Volt generator located in the above-described airport hangar.

TOTAL PURCHASE PRICE IS: ONE HUNDRED EIGHTY FIVE THOUSAND AND NO/100 DOLLARS (\$185,000.00), to be paid in cash at closing.

The costs of closing shall be shared equally between the parties.

Personal property to be conveyed by Bill of Sale

Interest in land lease to be conveyed by Assignment of Lessee's Interest in Land Lease for airport hangar.

TIME IS OF THE ESSENCE of this agreement, this agreement is binding upon the heirs, executors, administrators, successors and assigns of each of the parties hereto.

Possession shall be delivered to the Buyers on closing. This sale shall close on or before March 29, 2019.

Buyer enters into this agreement in full reliance upon his independent investigation and judgment. No agreements, warranties or representations, verbal or other, modify or affect this agreement. Sale is "as is". All warranties are disclaimed, except as to title.

The Buyer agrees that this contract does authorize the Seller to enforce the remedy of specific performance. The Seller agrees that this contract does authorize the Buyer to enforce the remedy of specific performance.

Buyer hereby agrees to purchase the above described property and pay the price as set forth above.

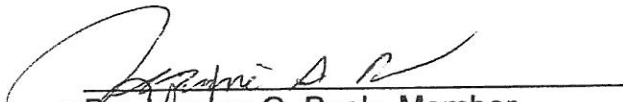
For valuable consideration, Seller agrees to sell and convey to the Buyer the above described property on the terms and conditions above stated. Sale is made in good faith, title will be free of encumbrances, except for the lease obligation which Buyer will assume.


Dated this 27th day of March, 2019.

SELLER:

D.P.M. Limited Liability Co.

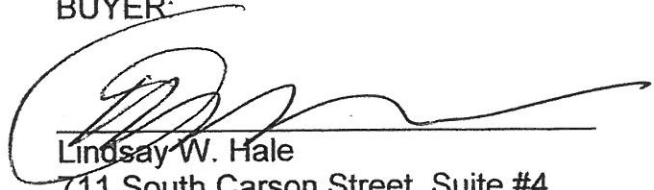

By: Elizabeth Mogensen, Member


By: Jeanine G. Bush, Member


By: Mark Mogensen, Member

P.O. Box 8
Victor, MT 59875

BUYER:


Lindsay W. Hale
711 South Carson Street, Suite #4
Carson City, NV 89701



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:	April VanTassel
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	04/11/2019
Agenda Topic:	Discussion/Decision regarding Employee Health Care Benefits for Fiscal Year 2020
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/11/2019
Notes:	



TOWN COUNCIL
Council Communication

Regular Meeting
April 11, 2019

Agenda Item: 10b, New Business
Discussion/Decision regarding Employee Health Care Benefits for Fiscal Year 2020

Other Council Meetings
Exhibits A. Notification from MMIA
B. Proposed Employer Contributions

This agenda item allows to discuss and adopt Employer Contributions for Health Care Benefits for fiscal year 2020.

Background:

The Town of Stevensville is annually notified of any increase to its employee health benefits plans managed by the Montana Municipal Interlocal Authority (MMIA). This year, MMIA has confirmed that the increase in premiums for all plans will be 8%.

The Town offers the following health insurance benefits to employees, their spouses and dependents:

- Medical Insurance (1 High Deductible Plan, 3 Standard Plans)
Vision Insurance
Dental Insurance

Currently, the Town contributes \$557.47 toward an employee's medical insurance benefits and covers half the cost for vision and dental insurance for the employee only. If an employee enrolls their spouse in a plan, it is covered through a payroll deduction. Additionally, the Town offers all these benefits to the Town's elected officials and retirees. The cost of the plan for these individuals is the responsibility of the individual, the Town does not contribute to the cost.

To address the increase for FY2020 the Administration proposes increasing the health insurance contribution to \$594.00, covering the cost of the lowest of the 3 standard medical plans. The Administration also recommends sharing the increase in the vision and dental plans by continuing to share in the cost of the plan at 50%.

The attached spreadsheets demonstrate the scenarios relative to the increase in premiums. Scenario 1 is increasing the contribution 8%. Scenario 2 is a contribution of \$594 as proposed.

Board/Commission Recommendation: [] Applicable - [] Not Applicable

Alternative(s): Take no action on employee healthcare benefits for FY2020.

MOTION

Move to: Accept the proposed employee healthcare benefits package for FY2020



MONTANA MUNICIPAL INTERLOCAL AUTHORITY EMPLOYEE BENEFITS PROGRAM

TO: MMIA Employee Benefits Members

FROM: Amanda Clark
Employee Benefits Program Manager

DATE: March 25, 2019

RE: **EMPLOYEE BENEFITS PROGRAM FY 2019-20 RENEWAL**

The MMIA Board of Directors has approved a final base rate adjustment for the medical benefit program of 8%. The Board has also approved final rate adjustments in the dental, vision and life programs. Please see enclosures for specific premium amounts. This is also the time of year to make your group elections for the upcoming renewal year.

FINAL RATES FOR FY 2019-2020

Medical Benefits

I. Baseline Pricing

A baseline renewal adjustment is applied to all plans, taking into consideration such items as claims history, medical inflation, plan design, and expenses. This year, the preliminary baseline adjustment is 8%.

II. Claim Performance Risk Assessment (CPRA)

The rating methodology adopted by the Board of Directors gives groups the opportunity to affect their own rates based on claims experience, while still benefiting from the security of the broader pool. An experience based rate adjustment, Claim Performance Risk Assessment (CPRA), is applied to adjust plan rates annually to move in the direction of actual claims experience. Custom groups are assessed individually, while all members that are rated as Standard are included together as one group for this assessment. Based on an analysis of claim variance by size, a corridor is used to limit the impact on any one group. To further limit the impact in a year, a maximum adjustment of +/-5% is used.

Your overall medical rate adjustment for this year's final rates, including the baseline plus the CPRA is:

8% Final Medical Rate Adjustment

Dental Benefits

No rate change is being made to the Dental Benefits. Rates for the orthodontic benefit are in addition to the monthly dental plan rates and are optional. See the enclosed document for the dental rates for the 2019-2020 fiscal year.

Vision Benefits

No rate change is being made to the Vision Benefits. See the enclosed document for the vision rates for the 2019-2020 fiscal year.

	A	B	C	D	E	F	G	H	I	J	K
1	MMIA Insurance Premiums for FY 19 - 20										
2											
3	<i>Health Insurance</i>										
4	Mission (2 EE's)			Madison (1 EE)			Bridger (6 EE's)			HDHP	
5	FY 18-19	FY 19-20		FY 18-19	FY 19-20		FY 18-19	FY 19-20		FY 18-19	FY 19-20
6	\$ 550.00	\$ 594.00		\$ 596.00	\$ 644.00		\$ 616.00	\$ 665.00		\$ 465.00	\$ 502.00
7											
8	Annual			Annual			Annual			Annual	
9	\$13,200.00	\$ 14,256.00		\$7,152.00	\$ 7,728.00		\$ 44,352.00	\$47,880.00		\$ -	\$ -
10											
11	Town currently paying \$557.47 per employee for health benefits										
12	8% increase FY 19-20 new Town cost per employee = \$602.07										
13											
14											
15											
16											
17	Dental Insurance (11 EE's)			Vision Insurance (11EE's)							
18	FY 18-19	FY 19-20		FY 18-19	FY 19-20						
19	\$ 33.00	\$ 33.00		\$ 8.15	\$ 8.15						
20											
21	Annual			Annual							
22	\$ 4,356.00			\$ 1,075.80							
23	Note: Town pays 50% of dental/vision										
24											
25	Total Annual Cost Dental + Vision = \$5,431.80										

	Medical Premium				Dental / Vision Premium			
	General Fund	Water	Sewer	Airport	General Fund	Water	Sewer	Airport
Police Chief	\$ 7,128.00				\$ 246.96			
Police Officer	\$ 7,128.00				\$ 246.96			
Police Officer SRO	\$ 7,128.00				\$ 246.96			
Police Clerk	\$ 7,128.00				\$ 246.96			
Treasurer	\$ 3,564.00	\$ 1,782.00	\$ 1,782.00		\$ 123.48	\$ 61.74	\$ 61.74	
Admin Assistant	\$ 7,128.00				\$ 246.96			
UB Clerk		\$ 3,207.60	\$ 3,207.60	\$ 712.80		\$ 111.13	\$ 111.13	\$ 24.70
Public Works Supervisor	\$ 2,376.00	\$ 2,376.00	\$ 2,376.00		\$ 82.32	\$ 82.32	\$ 82.32	
Public Works Assistant	\$ 2,376.00	\$ 2,376.00	\$ 2,376.00		\$ 82.32	\$ 82.32	\$ 82.32	
Public Works Assistant	\$ 2,376.00	\$ 2,376.00	\$ 2,376.00		\$ 82.32	\$ 82.32	\$ 82.32	
Public Works Assistant	\$ 2,376.00	\$ 2,376.00	\$ 2,376.00		\$ 82.32	\$ 82.32	\$ 82.32	
Fund Total	\$ 48,708.00	\$14,493.60	\$14,493.60	\$ 712.80	\$ 1,687.56	\$ 502.15	\$ 502.15	\$ 24.70

Town annual health insurance cost (all funds)	\$ 78,408.00	\$ (1,065.24)
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Current Town annual insurance cost	\$ 66,896.40	
Annual increase	\$ 11,511.60	\$ (1,065.24)
Monthly increase	\$ 959.30	\$ (88.77)

Total Monthly health benefit increase cost to Town	\$959.30
Total Monthly health benefit increase cost to Staff	\$644.00

Town annual dental/vision cost	\$ 2,716.56
---------------------------------------	--------------------

Current Town annual dental/vision cost	\$ 2,221.98
Annual increase	\$ 494.58
Monthly increase	\$ 41.22

5,574.70 5,940.00
\$365.30/month increase for existing employees



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:	04/11/2019
Agenda Topic:	Discussion/decision to approve a Stevensville Airport Land Lease for Lot #15, Block 1
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/11/2019
Notes:	

Agenda Item: 10c, New Business
Discussion/Decision to approve Stevensville Airport Land Lease Lot #15, Block #1

Other Council Meetings

Exhibits

A. Stevensville Airport Land Lease

This agenda item provides Council to approve a land lease agreement for Lot #15, Block #1 of the Stevensville Airport.

Background:

The Airport Board held a meeting on April 9, 2019. As part of this meeting, the Board recommended approval of a new land lease for Airport Lot #15, Block #1.

Board/Commission Recommendation: Applicable - Not Applicable

Alternative(s):

MOTION

I move to: approve Stevensville Airport Land Lease Lot #15, Block #1

Stevensville Airport Land Lease

This land lease is made and entered into this ___ day of _____, 2019, pursuant to Stevensville Town Resolution (attached as Exhibit A) and incorporated by reference herein, between the **TOWN OF STEVENSVILLE**, hereafter "Lessor" and **Robert Z Stephens and Russell Z Stephens**, hereafter "Lessee" at **3555 Big Flat Road, Missoula, MT 59804**.

I. Purpose

1. Lessor agrees to lease to the Lessee **4,200 square feet** of land described as **Lot No. 15**, **Block 1** (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 ___ day of _____, **2039** 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 **\$.06 per square foot** annually for **4,200 square feet** in the amount of **\$252.00** 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 Office of the Town Clerk at 206 Buck Street, Stevensville, Montana 59870.

Stevensville Airport Land Lease

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 all leases 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 **\$.65 per square foot** of building size (**4,200 sq. ft.**) to be paid at the time of the execution of this lease for a total sum of **\$2,730.00.**

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.

Stevensville Airport Land Lease

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 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 ten (10) 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

Stevensville Airport Land Lease

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	Robert Z Stephens Russell Z Stephens 3555 Big Flat Road Missoula, MT 59804 (406) 240-0580 Redz102@hotmail.com

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.

Stevensville Airport Land Lease

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 _____, 20__.

Lessor
Town of Stevensville

Attest:

By: _____
Brandon Dewey, Mayor

Audree Tribbensee, Town Clerk

Lessee:

Robert Z Stephens

Russell Z Stephens

RESOLUTION NO. 340

A RESOLUTION ADOPTING FEES, PERMIT AND LEASE RATES AND CHARGES AT THE STEVENSVILLE AIRPORT

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, current land lease rates, infrastructure fees, airport business license fees, user fees, tie down fees, and landing fees were adopted by the Town Council by Resolution 143 on February 24, 1997; and

WHEREAS, the current rates and charges provide the financial resources to operate the Stevensville Airport and are comparable to charges at other general aviation airports in Montana.

NOW, THEREFORE, BE IT RESOLVED by the Stevensville Town Council that the current rates and charges at the Stevensville Airport be reaffirmed and adopted in accordance with Sec. 3-37 of the Stevensville Municipal Code as set forth below:

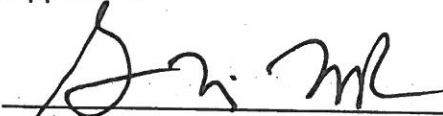
- 1.) Land Lease/Construction Permit – \$50.00 non-refundable application fee paid to the Town prior to review and approval.
- 2.) Land Lease Rate – \$.06 per square foot per year, due on July 1st of each year, prorated for first year based upon date of execution of lease agreement.
- 3.) Infrastructure Fee
 - a. Standard Site – one-time fee of \$.65 per square foot upon execution of land lease agreement.
 - b. Site with 3-phase power – \$500.00 one-time fee
3. Airport Business License Fee – annual, non-prorated fee of \$250.00, due on July 1st of each year, as required by Sec. 3.36 of the Stevensville Municipal Code and further herein defined as “any person, corporation, partnership, company, association or other legal entity engaged in any occupation, vocation, pursuit, trade, industry, professional or commercial activity of any kind for the purposes of economic benefit or profit or engaged in for livelihood or gain upon or within the confines of the Stevensville Airport, including industrial, retail, wholesale, service and “through-the-fence” operations as well as the rental of hanger space.”
4. Airport User Fee – annual, non-prorated fee of \$125.00 for each user of the airport, herein defined as “any person, corporation, partnership, company, association or other legal entity that owns, leases, operates or stores any aircraft, whether or not operational, upon or within the confines of the Stevensville Airport, including those “through-the-fence” users permitted access to the Stevensville Airport.”

EXHIBIT A

5. Monthly Tie-Down Fee – \$15.00 per month for single engine; \$25.00 per month for twin engine.
6. Daily Tie-Down Fee – \$3.00 per 24-hour period or fraction thereof for single engine; \$5.00 per 24-hour period or fraction thereof for twin engine.
7. Landing Fee for Commercial Operations – \$8.00 per operation for single engine; \$10.00 per operation for twin engine; \$10.00 per operation plus \$1.00 per thousand pounds for aircraft of 12,500 gross weight and higher.

Passed and adopted by the Town Council of the Town of Stevensville, Montana, this 10th day of April, 2014.

Approved:



Gene Mim Mack, Mayor

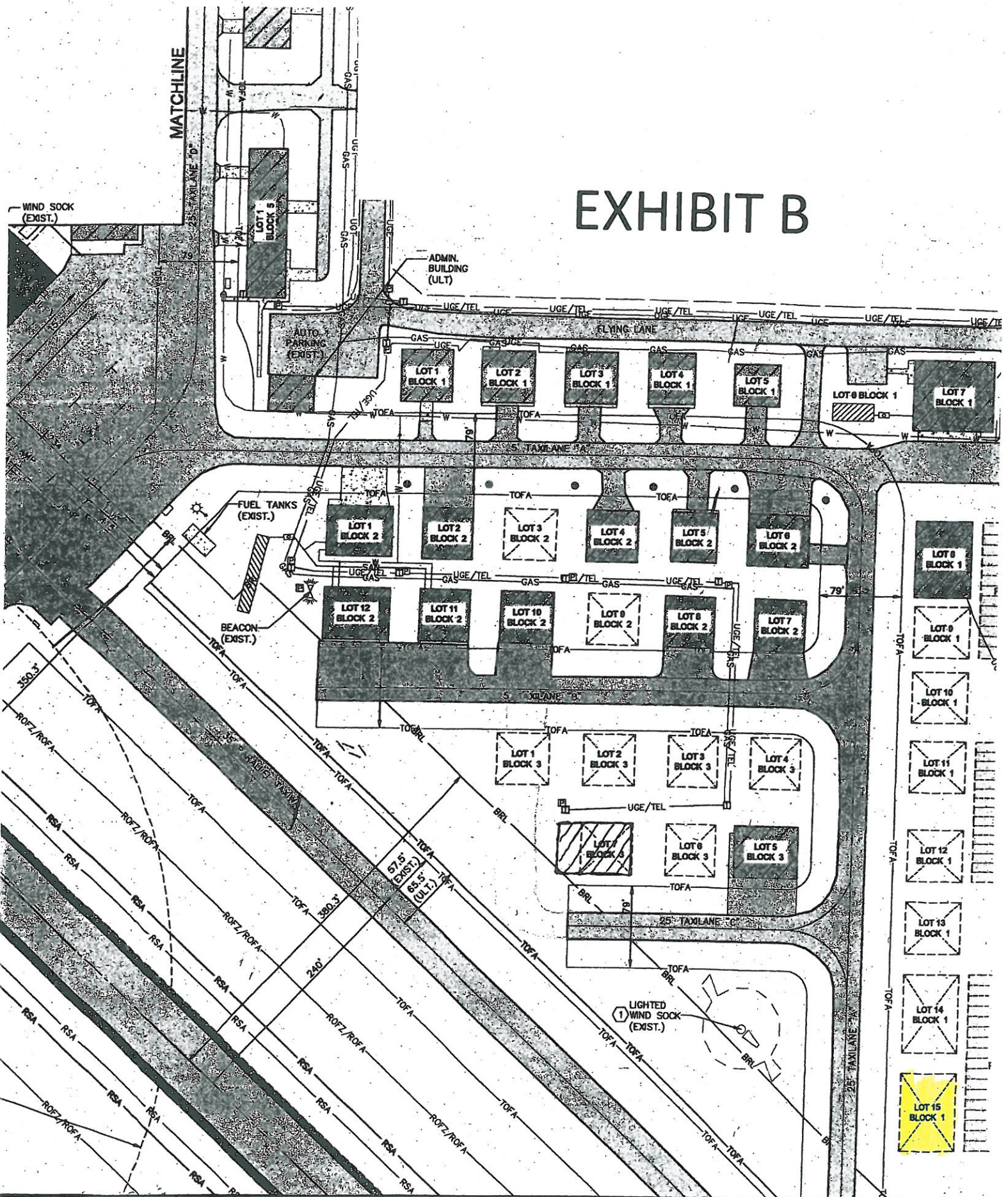
Attest:

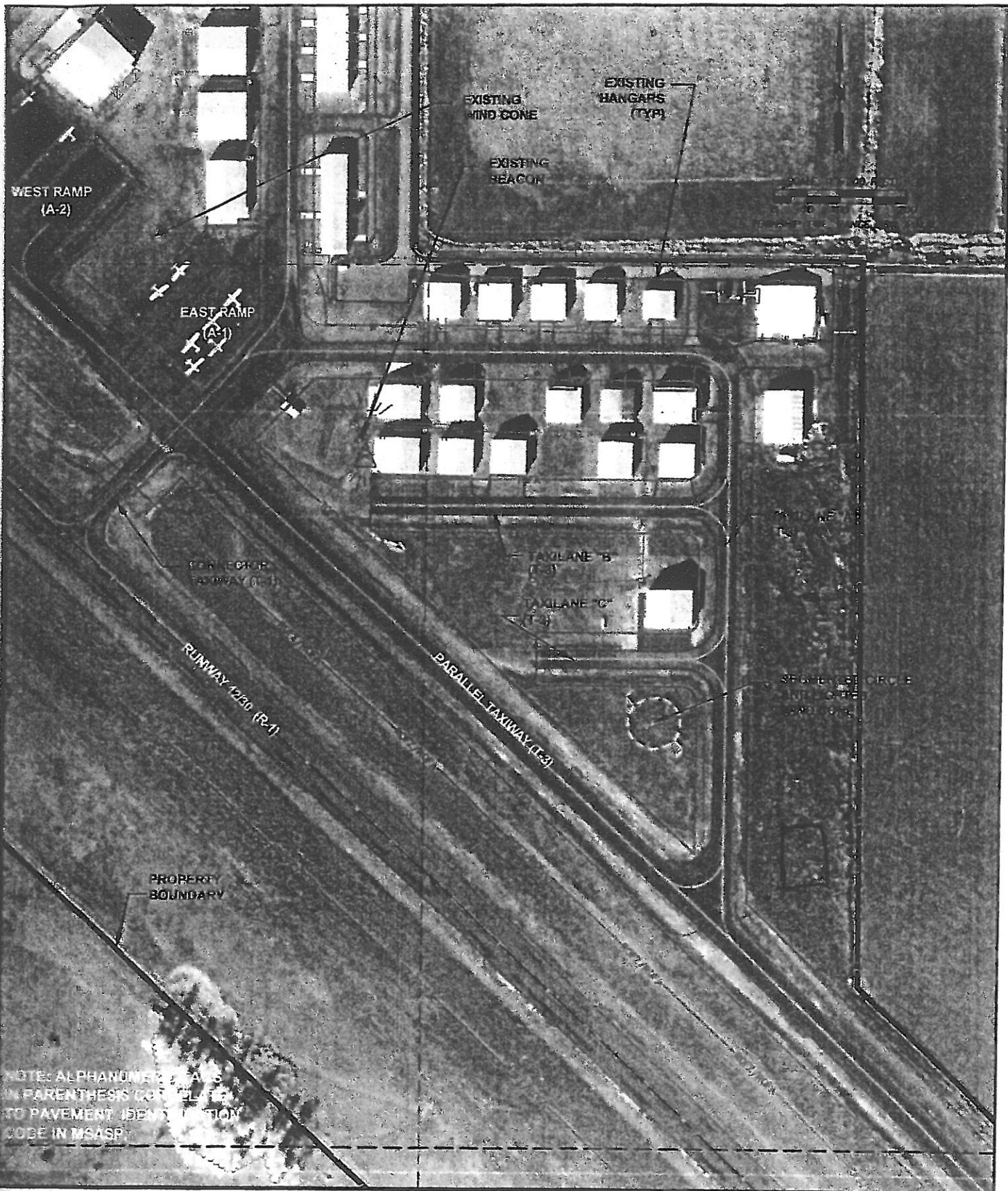


Stacy Bartlett, Town Clerk

EXHIBIT A

EXHIBIT B





NOTE: ALPHANUMERIC IDENTIFIERS IN PARENTHESES CORRELATE TO PAVEMENT IDENTIFICATION CODE IN MSASP

SE Engineering
 Planning
 Consulting
Stelling
Engineers, INC.

1372 Airport Road
 Kalspell, MT 59901
 Phone: (406)755-8602
 Fax: (406)755-8710

EXHIBIT 3-7
STEVENSVILLE AIRPORT
EXISTING HANGAR 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:	04/11/2019
Agenda Topic:	Discussion/decision to hold a Committee of the Whole Meeting for the purpose of discussing the Mayor's Employee Reorganization Plan and its implementation
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/11/2019
Notes:	

Agenda Item: 10d, New Business

Discussion/decision to hold a Committee of the Whole Meeting for the purpose of discussing the Mayor's Employee Reorganization Plan and its implementation

Other Council Meetings

January 10, 2019
February 14, 2019
March 14, 2019
April 4, 2019

Exhibits

This agenda item provides Council with the ability to set a date and time to hold a Committee of the Whole Meeting to discuss the Mayor's Employee Reorganization and its implementation.

Background:

On April 4, 2019, Council discussed the Mayor's Employee Reorganization Plan in a Committee of the Whole (COW) meeting. At this meeting Council asked that a COW meeting be scheduled to continue the discussion.

Suggested dates include:

Thursday April 18, 2019
Thursday May 2, 2019

Board/Commission Recommendation: Applicable - Not Applicable

Alternative(s): Do not a date to hold a Committee of the Whole (COW) Meeting

MOTION

I move to: hold a Committee of the Whole meeting on **[DATE]** at **[TIME]** to discuss a draft the Mayor's Employee Reorganization Plan its implementation.