

RESOLUTION NO. 196D

RESOLUTION TO AMEND PROCEDURES FOR STEVENSVILLE TOWN COUNCIL
MEETINGS

WHEREAS, it has been found necessary to amend and enforce Stevensville Town Council meeting procedures,

NOW THEREFORE, be it resolved by this Town Council that this resolution be approved and adopted as follows:

TO AMEND Resolution the procedure of minutes of Town Council Meetings to be taken by the Town Clerk and be presented at the next council meeting at which time they are corrected (if necessary) and approved. The Town Clerk shall record minutes in a format (see exhibit A, attached hereto) as approved by Town Council on May 23, 2011. At this time, the minutes become official record and are available for public review. Voice recordings will be made as an aid to preparing the minutes and the recordings shall be retained as public record.

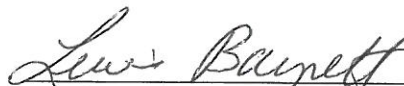
FURTHER BE IT RESOLVED, this Resolution 196D shall amend Resolution 196 as it applies to the proceedings of the Town Council Minutes. All other items of Resolution 196 shall remain as written.

NOW THEREFORE, be it resolved that on the 13 day of June, 2011 this Resolution was passed by a majority vote of the Stevensville Town Council.

ATTEST:



Susan L. Gibson
Town Clerk/Treasurer



Lewis Barnett
Mayor

STEVENSVILLE TOWN COUNCIL MEETING
Minutes For
Monday, April 25, 2011
7:00 p.m.

This being the time set for the regularly scheduled meeting of the Stevensville Town Council, Mayor Barnett called the meeting to order at 7:01 p.m. Role called was conducted and all council members were present.

The Pledge of Allegiance was given by the Mayor, the Council, and all in attendance.

Council Person Holcomb made a motion to approve the minutes of the previous meeting, which was seconded by Council Person Towle. There being no objections, the minutes from the Council meeting of April 11, 2011 were approved by all council.

Council Person Holcomb made a motion to approve and pay the bi-monthly claims and was seconded by Council Person Groninger. There being no objection, the bi-monthly bills will be paid as approved by all council.

There was no correspondence to be read into the record.

Under Public Comment:

Mark Gauthier of Kleen-Rite, explained to council the reasoning behind the separate billing aside from the insurance settlement. Council person Holcomb then inquired as to the continuing issue with this bill. Council Person Groninger then questioned Mark regarding the invoice. This not being the proper time for action, Mr. Gauthier was advised to fill out the proper agenda item and have it submitted for next council meeting.

Victoria Howell of the Bitterroot Star, advised the Council and Mayor that it was illegal for them to whisper among themselves, pass notes, or text each other during council meetings.

There were no Guests present at this Council Meeting.

Council then proceeded to hear and discuss Unfinished Business items as follows:

- A. There being a clerical error in listing this agenda item, Council Person Mullan, liaison for the Airport Board, withdrew the item regarding the audit discussions.
- B. Town Attorney Worthington conducted the First Reading of Permanent Water Ordinance Number 108. Town Attorney Worthington advised Council that Water Ordinance 108 be read into the record, and was supported by Council Person Holcomb. The Mayor then read Ordinance 108 into the record. The second reading, required by law, will be posted for no less than 12 days and read into the record on May 9, 2011 at the next Council Meeting.
- C. Town Attorney Worthington advised the Council of the difficulties with the Sewer Ordinance and the shut off issues regarding said Ordinance. She then advised Council of the options, according to law and statutes, regarding the collection process of delinquent Sewer bills. George Thomas, Water and Sewer Department Head was asked for his input. Council Person Towle then inquired of Mr. Thomas regarding this issue. Andy Medford, PCI, then commented on the sewer issue. Council Person Towle also commented on this issue and the problems of habitual and chronic delinquency. Council Person Mullan then returned comment regarding the gray areas of delinquency. Town Attorney Worthington responded. Further discussion ensued and it was decided that rates would be researched and compared to other cities and towns. This matter was then tabled to May 9, 2011.

D. Fire Chief Motley presented an update of the Inter-local Agreement. There was discussion regarding the per-gallon cost of water. Discussion was had regarding charging the department for water and replacement of hydrants. Council Person Towle commented on the hydrant issue. Fire Chief Motley then clarified that he was not seeking action at this time and was open to discussion regarding these issues. Council Person Holcomb then commented on the agreement and asked for input from Town Attorney Worthington. Council Person Towle then responded. The Mayor and Council Person Groninger commented further. Andy Medford, PCI, gave input regarding the rate of water per gallon. Council Person Groninger suggested that this matter be tabled and officially set as agenda item for the next meeting. Further discussion ensued. Said matter was then tabled to May 9, 2011. Town Attorney Worthington will continue her research on this matter.

E. Mayor Barnett brought the issue of building permits for non-profit organizations. Town Attorney Worthington reported on her findings regarding the waiver of said fees. Council Person Towle then responded and proposed a 10% waiver of the fee. Town Attorney Worthington then stated that she would like to do further research on this issue. There being no vote necessary, this matter was then tabled to May 9, 2011.

Council then proceeded to hear and discuss New Business as follows:

A. Girl Scout Troup 3750 along with their leader Sonja Lockwood, requested the use of Police Chief Marble's patrol car in a commercial. A unanimous Administrative decision was reached in the positive.

B. Janet Schott of Stevensville School, posted an agenda item to receive pool passes for 4th, 5th and 6th grades. Ms. Schott not being present, a motion in absentia was made by Council Person Holcomb and was seconded by Council Person Mullan. Motion was passed with a unanimous vote of Yes.

C. Andy Medford of Professional Consultants, Inc., asked council for a recommendation of award to Callison Drilling be submitted to Rural Development concurrence. Council Person Groninger made the motion, which was seconded by Council Person Towle. Said motion was passed with a unanimous vote of Yes.

D. Andy Medford of Professional Consultants, Inc., TSEP Management Plan/Grant Administrator, informed Council of processes for paying bills and requested PCI become Grant Administrator. Mr. Medford then pointed out a few changes to be made, i.e. typing and name changes to be made. A discussion was had regarding the grant administration versus the financial management. Mayor Barnett requested that Mr. Medford revise the contract, forward it to Town Attorney Worthington for review and present to the Council for final approval at the next meeting of May 9, 2011.

E. Andy Medford of Professional Consultants, Inc., informed Council that bids for metering contract will be opening soon, and anticipates a final approval to be ready on May 9, 2011. This matter was tabled to next meeting May 9, 2011.

F. Police Chief James Marble came before council regarding the Police training and pension account. This matter was referred to Auditor Burke and will be tabled for further discussion at a later date.

G. Council Person Groninger requested permission to register and attend the Elected Officials Seminar in Billings. There being no objections, Council Person Groninger's request to attend Elected Officials Seminar in Billings was motioned by Council Person Holcomb, seconded by Council Person Mullan, carried and passed with a unanimous vote of Yes.

Under the Executive Report:

A discussion took place regarding Mr. Anderson and the Kelley Well Field issue. No decisions or votes were taken regarding this issue.

Under Town Council Comments:

Council Person Mullan made a comment in the positive regarding the communication issue.

Council Person Towle requested to reschedule the meeting of the whole for the transient business license meeting of the whole be set for May 4, 2011 at 6:00 – 8:00 pm.

Under Administrative Reports:

Fire Chief Motley reported the following:

A. Receipt of a letter regarding notification of banning on radio frequencies to be in effect January 1, 2013, and that town radios will need to be modified.

B. Presented form FFP equipment agreement with the USFS to be on DOD FFP equipment exchange program, which gives legal authority to place bids and order for Department of Defense surplus equipment, and needs a signature.

C. Gave an update on equipment as follows: received 4 life-pack in new condition to be shared with surrounding jurisdictions of Victor and Pinesdale, and we will retain two of them.

D. Informed Council he is the recipient of a 1996 Chevy coach ambulance. This will replace the Suburban.

E. Eligible for equipment and other necessities through the DNRC out of Missoula.

Police Chief Marble reports an increase in juvenile cases. Address issue of drug problems, issues and the need for intervention. Reports on other criminal activities taking place in the Stevensville community. Chief Marble gave a donation of a laptop and will be used in the patrol car.

Water/Sewer Superintendent George Thomas had no report.

Don Misivec, Airport Manager, gave report.

Clerk/Treasurer Sue Gibson gave report regarding meeting with PCI, coverage for office during absence at school, field trip to Darby, and new part-timer on the way.

Board Reports were as follows:

A. Council Person Mullan gave report of the Airport.

B. Council Person Holcomb gave report of the Pool.

C. Council Person Towle gave report of the Planning Board and Personnel Board. She then voiced a suggestion of appointing a budget committee, aside from the general council input.

D. Mayor Barnett informed Council that he would like to have a town meeting regarding the emergency flooding issue and asked for a response from Council, to which they all replied in the positive.

Council meeting was then closed to the public, there being a personnel issued in need of discussion. Council Person Towle, Liaison for Personnel stated she did not wish to participate in the closed session and recused herself from the meeting.

Closed session: Further discussion on personnel issues.

Closed session being resolved, meeting was back on the record. Clerk/Treasurer Sue will present council with the amount of hours that she and Denise worked from the time of Roni's departure to the time of Sue's swearing in. A budget amendment may be needed. Mayor Barnett will look into the possibility of using the reserve funds and come back to council with amount. Matter was then tabled to a later date, pending the outcome of the Mayor's research.

Dennis Monroe, Building Inspector, informed the Council that part-time inspector Steve Grote has submitted his resignation and that he will be looking for another fill-in inspector.

Mayor Barnett then inquired of Mr. Monroe regarding the handicap requirement for the toilet.

There being no other issues, meeting adjourned at 9:44 p.m.

Attest:

Susan Gibson
Town Clerk/Treasurer

Lewis C. Barnett
Mayor

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