

**STEVENSVILLE TOWN COUNCIL MINUTES**  
**Monday, November 27<sup>th</sup>, 2017**  
**7:00 p.m.**

Council for the Town of Stevensville came together at Council Chambers, this being the time set for the regular meeting of the Town Council. Mayor Crews called the meeting to order at 7:00 p.m. Councilmember's Barker, Holcomb, and Michalson were all present. Councilmember Floyd was absent as previously excused. Members of the public were also present.

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

**Approval of minutes from:**

November 13<sup>th</sup> Town Council Meeting

**Councilmember Holcomb made a motion to approve minutes from the November 13<sup>th</sup> Town Council meeting as presented. Councilmember Barker seconded the motion and all voted "aye". Motion carried 3-0.**

**Approval of bi-weekly claims:**

Council reviewed the claims as presented.

**Councilmember Holcomb made a motion to approve the claims as presented. Councilmember Barker seconded the motion and all voted "aye". Motion carried 3-0.**

**Administrative Reports:**

**Airport**

There was no report given.

**Building**

Council reviewed the October Building report.

**Fire**

Fire Chief Jeff Motley presented the October Fire report.

He then informed Council of the recent Fire Department purchase of a 2011 ambulance for \$25,000 from the Town of White Hall. The Town of White Hall is no longer offering ambulance services and SFD was able to get a bid on this ambulance at this price. Chief also reported on the purchase 2 Pierce apparatus from the City of Missoula for \$40,000. These these are twin engines that the Fire Department was able to purchase for a low cost of \$40,000 and some of this cost will be recouped from selling the engines being replaced. The funds for these purchases will come from the CIP funds designated for this purpose.

**Guests:**

There were no guests.

**Correspondence:**

There was no correspondence.

**Public Comments:**

There were no public comments.

**Unfinished Business:**

There was no Unfinished Business.

**New Business:**

**A. Discussion/decision – Approval for the Stevensville School District to Relocate Phillips Street as Part of the School Construction Projects**

Stevensville High School Superintendent Dr. Moore presented the proposed relocation of Phillips Street as part of the school construction projects. This relocation would mitigate the safety issues of K-8 students crossing this street multiple times per day. The school is requesting to vacate the surface easement as it exists and relocate Phillips Street to the South and loop back with all existing utilities remaining the same. The entire proposal is contingent upon a bond passage this spring.

Chief Motley inquired about fire apparatus access. Dr. Moore commented that the school will address this issue.

**Councilmember Holcomb made a motion to approve the Stevensville School District to relocate Phillips Street as part of the school construction projects. Councilmember Michalson seconded the motion. Council inquired about legal review**

**Councilmember Holcomb made a motion to amend upon approval of the Town's Attorney. Councilmember Michalson seconded the motion. Dr. Moore informed Council if the bond passes, the school will be working with the Town on final design prior to construction. The vote was called on the amendment and all voted "aye". Motion carried 3-0.**

**The vote was called for the main motion as amended. All voted "aye". Motion carried 3-0.**

**B. Discussion/decision – Resolution No. 419, A Resolution for Disposition of Found Property**

Mayor Crews read Resolution No. 419 into the record.

**Councilmember Holcomb made a motion to approve Resolution No. 419, a Resolution for Disposition of Found Property. Councilmember Barker seconded the motion and all voted “aye”. Motion carried 3-0.**

**C. Discussion/decision – Approval to Reorganize the Water/Waste Water Department and the Streets/Alleys Department into One Department Titled Public Works**

Mayor Crews read his comments and recommendation to reorganize the water/waste water department and streets/alleys department with one department supervisor. He informed Council that this will save the Town the equivalent of one full-time supervisor wages and benefits.

**Councilmember Holcomb made a motion to approve the reorganization of the Water/Waste Water Department and Streets/Alleys Department into one department title Public Works. Councilmember Barker seconded the motion.** Council inquired of George Thomas’s thoughts on this change. George commented this should have been done a while ago.

Mark Adams inquired about streets/alleys being paid from the general fund and water/sewer being an enterprise fund and how will the wage expenditures be properly accounted for and separated. Jeff Motley inquired about how this affects this year’s budget. **The vote was called and all voted “aye”. Motion carried 3-0.**

**D. Discussion/decision – Resolution No. 417A, A Resolution Setting the Wage for the Public Works Supervisor Job position**

Mayor Crews read Resolution No. 417A into the record.

**Councilmember Holcomb made a motion to approve Resolution No. 417A, A Resolution Setting the Wage for the Public Works Supervisor Job Position with the clerical correction of adding “resolution” into the 3<sup>rd</sup> paragraph. Councilmember Barker seconded the motion and all voted “aye”. Motion carried 3-0.**

**E. Discussion/decision – Reinstatement of the Fire Department Administrative Assistant Position**

Mayor Crews read Fire Chief Motley’s letter requesting the reinstatement of the Fire Department Administrative Assistant position and his comments from the November 13<sup>th</sup> Town Council meeting.

Fire Chief Motley commented on the job description, the supervision of the position being in place and that the position has worked well for the past 17 years. He also commented on there being a demand/need for this position and is fully funded in the 17-18 budget. He is requesting to get this approved as there is a need to recruit and fill this position.

Discussion ensued regarding the amount of time needed for this position; Town Attorney opinion on this position; position supervision; and the creation of the General Services Clerk position.

Mark Adams commented on there being more members on the rural fire and they only have a need to a part-time assistant. He does not see a need for a full-time position and recommended looking at contracting with rural fire or hiring only a part-time fire administrative assistant for the Town.

Chief Motley then commented on 600 plus calls for service and as more calls are received, the more administration will be needed. He stated he is trying to run his department as best fit with appropriate staff and as a department head he could use a full-time position.

Further discussion was held regarding the position.

Council requested to see what job duties the current General Service Clerk is doing 40 hours per week now that the Police duties have been removed.

Chief Motley then reminded Council that the budget was approved for a full-time fire administrative assistant position and no General Services Clerk.

**Councilmember Barker made a motion to reinstate the Fire Department Fire Administrative Assistant. Councilmember Holcomb seconded the motion.** Chief Motley encouraged Council to vote this down and reevaluate to how Council would like to see this position established. There will be a budget amendment needed if they are bringing back the General Service Clerk position. **The vote was called and all voted “nay”. Motion failed 3-0.**

### **Executive Report**

Mayor informed Council of the upcoming press conference on November 30th at the Stevensville Main Street Association regarding the new owners of the Fort Owen Ranch.

### **Town Council Comments:**

Councilmember Holcomb thanked volunteers for their help with the hanging of the Christmas lights and banners.

Councilmember Michalson commented on several board openings needing to be filled.

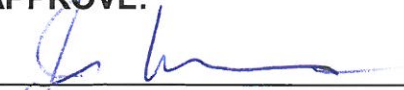
### **Board Reports**

There were no board reports.

**Councilmember Holcomb made a motion to adjourn. Councilmember Barker seconded and all voted “aye”. Motion carried 4-0.**

**Meeting adjourned at 8:10 p.m.**

**APPROVE:**

  
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Jim Crews, Mayor

**ATTEST:**

  
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Stacy Bartlett, Town Clerk