

**STEVENSVILLE TOWN COUNCIL MINUTES**  
**Thursday, March 23<sup>rd</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.

Roll call was taken and Councilmember's, Barker, Holcomb, Floyd and Michalson were all present. There were several members of the public present also.

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

**Approval of minutes from March 9<sup>th</sup> Town Council Meeting and March 16<sup>th</sup> Committee of the Whole Meeting**

**Councilmember Holcomb made a motion to approve minutes from the March 9<sup>th</sup> Town Council Meeting as presented. Councilmember Floyd seconded the motion and all voted "aye". Motion carried 4-0.**

**Councilmember Michalson made a motion to approve minutes from the March 16<sup>th</sup> Committee of the Whole Meeting as presented. Councilmember Floyd seconded the motion. The vote was called and Councilmembers Floyd, Michalson, and Barker all voted "aye". Councilmember Holcomb abstained due to not being at this meeting. 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 and Councilmember Floyd seconded the motion. Council inquired about several claims. The vote was called and all voted "aye". Motion carried 4-0.**

**Administrative Reports:**

Airport

Airport Manager Chris Soto was unable to attend. Mayor updated Council on the Airport issues.

Police

Chief Marble was unable to attend and no Police report was given. Mayor updated Council on Officer Jessop's recovery.

Finance Officer/Treasurer

Finance Officer Roxanne Wagner reviewed her Financial Report updating Council on Town Finances.

Mayor Crews reported on the increase in business licenses received and on the new business license application for Airport businesses.

**Guests:**

There were no guests introduced.

**Correspondence:**

Mayor Crews read the following correspondence into the record:

- Municode Letter Regarding an Increase in Rates for the Upcoming Year
- DL&I Letter Regarding Inspection and Violations

**Public Comments:**

Brandon Dewey, 121 Turner Street, commented on concerns with the Town's delinquent FY14/15 and FY15/16 Audits and the 2016 Annual Financial Report. He commented on the Council being out of touch with the financial status of the Town and failing the citizens in their duty to keep the Town financially sound. He inquired how the Council can adopt a budget without accurate balances and commented on the Council not taking the public trust for granted.

There were no further public comments.

**Unfinished Business:**

There was no Unfinished Business.

**New Business:**

**A. Discussion/decision –Approval of Lot Reconfiguration for Bell/Hindle Lots at 512 and 518 Church Street**

Mayor Crews reviewed the ongoing dispute regarding the boundary line of these two lots and reported the property owners have come to a resolution which requires approval from Town Council for a lot reconfiguration.

**Councilmember Holcomb made a motion to approve the lot configuration for Bell/Hindle Lots at 512 and 518 Church Street. Councilmember Barker seconded the motion. The vote was called and all voted “aye”. Motion carried 4-0.**

**B. Discussion/decision – Habitat for Humanity Request for Grant Funds**

Habitat for Humanity Executive Director Mike Kibler presented his request to Council for the infrastructure fees to be refunded on the new home being built in the Twin Creeks Subdivision. He informed Council that this is the 4<sup>th</sup> home built in Stevensville and the Town Council had previously refunded or waived these fees.

Councilmember Holcomb made a motion to approve Habitat for Humanity's request to refund the infrastructure fees on the new home being built in the Twin Creeks Subdivision. Councilmember Floyd seconded the motion. The voted was called and all voted "aye". Motion carried 4-0.

**C. Discussion/decision – Resolution No. 387A, A Resolution Amending the Town Council Rules for the Town of Stevensville**

Mayor Crews read Resolution No. 387A into the record. He reviewed the amendments to the Council Rules including changing Council meeting nights from the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays to the 2<sup>nd</sup> and 4<sup>th</sup> Mondays, changing the deadline of agenda submissions and publication of Council agenda, along with a few spelling corrections.

**Councilmember Floyd made a motion to approve Resolution No. 387A, A Resolution Amending the Town Council Rules for the Town of Stevensville as presented. Councilmember Holcomb seconded the motion.** Discussion was held regarding the change of agenda submission and Council packet publication. Brandon Dewey commented on these deadlines being less time for review. Mayor confirmed. **The vote was called and all voted "aye". Motion carried 4-0.**

**D. Discussion/decision – Resolution No. 401, A Resolution Adopting the Personnel Manual for the Town of Stevensville**

Mayor Crews recommended Council table this item due to changes to the document after the staff meeting.

**Councilmember Holcomb made a motion to table this item until the April 13<sup>th</sup> Town Council meeting. Councilmember Floyd seconded the motion. The vote was called and all voted "aye". Motion carried 4-0.**

**E. Discussion/decision – Resolution No. 403, A Resolution Adopting a Controlled Substances and Alcohol Use Policy for the Town of Stevensville**

Mayor Crews informed Council that the Town is required by state law and per the Town's drug and alcohol testing contract to have a policy in place. He read Resolution No. 403 into the record and informed Council that the policy has been reviewed by Streets Supervisor Ed Sutherlin, the Town's Attorney and the Drug Testing Company.

**Councilmember Floyd made a motion to approve Resolution No. 403, A Resolution Adopting a Controlled Substances and Alcohol Use Policy for the Town of Stevensville. Councilmember Holcomb seconded the motion.** Council held discussion regarding the Town's CDL holders and the drug/alcohol testing.

Brandon Dewey commented on the policy not being clear of who is affected by this policy as many fire fighters hold CDL's but not for their duties in the Fire

Department. He recommended using MMIA's template policy versus Lane and Associates and the policy needs additional work prior to moving forward. Further discussion was held on policy clarification of CDL holders.

**Councilmember Floyd made a motion to amend the applicability section of the policy to clearly state which employees are subject to the CDL requirements; specifically all the employees of the Wastewater Treatment Plant and Streets/Alleys who are subject to the CDL requirements. Councilmember Holcomb seconded the motion and all voted "aye". Motion carried 4-0.**

**The vote was called on the main motion with policy amendments and all voted "aye". Motion carried 4-0.**

**Executive Report:**

Mayor Crews reported on the following:

- Letter of Support for Ravalli County Transportation Alternatives Grant Application for pathway along Eastside Highway from Huckleberry Lane, Florence to Wildflower Lane, Stevensville

**Town Council Comments:**

Councilmember Holcomb commented on the recycle bin not being removed and requested the Mayor contact the Recycling Center to inquire about its removal. Mayor agreed to contact the Recycling Center.

Councilmember Michalson informed Council he will be out of Town for the April 13<sup>th</sup> Council meeting.

Councilmember Holcomb informed Council she will be out of Town March 29<sup>th</sup> through the weekend.

**Board Reports**

Councilmember Barker reported on the Park Board meeting and informed Council the Park Board will be meeting on the first Tuesday of the months beginning in May.

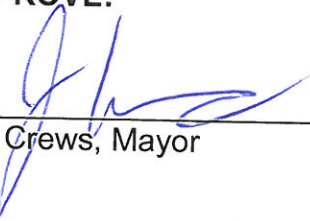
Councilmember Floyd reported on the Airport Board meeting. She informed Council that the Forest Service has withdrawn its proposed helitack pad at the Stevensville Airport and of several items that will be brought forward to Council for approval.

Mayor Crews reported that some of the runway millings have been left at the Airport to facilitate the Motor Vehicle Department if they chose this site for their drive tests and on a new avionics business at the Airport.

Councilmember Holcomb made a motion to adjourn. Councilmember Floyd seconded and all voted "aye". Motion carried.

Meeting adjourned at 8:00 p.m.

APPROVE:

  
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Jim Crews, Mayor

ATTEST:

  
\_\_\_\_\_  
Stacy Bartlett, Town Clerk

