

STEVENSVILLE TOWN COUNCIL MINUTES
Thursday, February 9th, 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, 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:

January 26th Town Council Meeting

Amendments to the minutes were discussed as: Old Business Item A, adding the word "table" in the motion and Old Business F, changing the word "of" to "for" in the first sentence after expenditure.

Councilmember Holcomb made a motion to approve minutes from the January 26th Town Council meeting as amended. Councilmember Barker seconded the motion and all voted "aye". Motion carried 4-0.

Approval of bi-weekly claims:

Council reviewed the claims as presented.

Councilmember Holcomb made a motion to approve the claims as presented. Councilmember Floyd seconded the motion. Discussion was held with regards to the expense of a ground thaw unit and Public Works man-hours due to several frozen lines. **The vote was called and all voted "aye". Motion carried 4-0.**

Administrative Reports:

Building

Council reviewed Building Inspector Dennis Monroe's reports for January.

Fire

Fire Chief Motley presented the Fire Department report for January. He reminded Council he will bring his request to consider moving Council meeting nights to accommodate the fire department with holding mutual training on Thursdays.

Council thanked the fire department for the recent awards banquet.

Streets/Alleys

Streets Supervisor Ed Sutherlin was not able to attend. George Thomas reported on ice and snow removal and clearing drains.

Water/Sewer

Water/Sewer Supervisor George Thomas reported on water and sewer issues including frozen water and sewer lines.

Guests:

Tonya Eckert reported on her meeting with FW&P regarding the possibility of installing a river access north of the dumpsite at River Park. FW&P would need anywhere from 1 month to 9 months to study this site and informed her they need to report upcoming projects to the State by the end of March for funding and budgeting purposes. Tonya then reported that the Capps property is no longer on the market for sale.

Correspondence:

Mayor informed Council of an email that went out regarding proposed airport projects and read his response email into the record. (Emails are attached to these minutes)

Mayor then read the following correspondence into the record:

- ISO Letter Regarding a Recent Public Protection Classification Survey
- Thank you letter from St. Mary's Mission for the \$400 grant and for the work done to Charlos Street this past summer.

Public Comments:

There were no public comments.

Unfinished Business:

A. Discussion/decision –Counsel Consent to Mayors Appointment of Roxanne Wagner as Finance Officer for the Town of Stevensville, Tabled from January 26th Council meeting and Setting Oath Date if Confirmed
Mayor Crews introduced Roxanne Wagner.

Councilmember Holcomb made a motion to Consent to Mayor's Appointment of Roxanne Wagner as Finance Officer for the Town of Stevensville and Setting an Oath Date of February 14th, 2017 at 9:00 a.m. Councilmember Floyd seconded the motion. The vote was called. Councilmembers Holcomb, Floyd and Michalson all voted "aye". Councilmember Barker voted "nay". Motion carried 3-1.

New Business:

A. Discussion/decision – Approval of North Stevensville Tax Increment Financing Industrial District FY16/17 Annual Work Plan and Budget

Mayor Crews introduced Ravalli County Economic Development Authority Director Julie Foster.

Julie Foster informed Council that the work plans and budget were presented and approved by Council in the FY16/17 budget process, but were not formally adopted at a Council meeting due to the changes in administration at Town Hall. The TIFID/TEDD Board will be working on FY17/18 work plan and budget soon and will bring these back to Council for adoption prior to June.

Julie then presented the Work Plan and Budget for Tax Increment Finance Industrial District (TIFID).

Councilmember Holcomb made a motion to approve the North Stevensville Tax Increment Financing Industrial District FY16/17 Annual Work Plan and Budget. Councilmember Floyd seconded the motion. The vote was called and all voted “aye”. Motion carried 4-0.

B. Discussion/decision – Approval of Stevensville Airport Targeted Economic Development District FY16/17 Annual Work Plan and Budget

Julie Foster presented the Work Plan and Budget for the TEDD.

Councilmember Holcomb made a motion to approve the Stevensville Airport Targeted Economic Development District FY 16/17 Annual Work Plan and Budget. Councilmember Barker seconded the motion. The vote was called and all voted “aye”. Motion carried 4-0.

Julie then informed Council of the current legislation proposed on the Tax Increment Finance Districts that, if passed, would affect and possibly eliminate revenue for these districts.

C. Discussion/decision –Approval of Non-Federal Reimbursable Agreement between the Department of Transportation Federal Aviation Administration and the Town of Stevensville for Special Flight Inspection of the PAPI on Runway 12 at the Stevensville Airport

Airport Manager Chris Soto informed Council of the need to re-certify the Airport PAPI (precision approach path indicator) after being moved from the Airport Construction Project.

Mayor Crews presented the Agreement between FAA and the Town for certification of the PAPI. The cost is approximately \$10,000 with FAA reimbursing of 90% and the Town’s portion being approximately \$1,000. Mayor also informed Council that cost to the Town is part of the Airport project funds and the Town’s Attorney has reviewed the Agreement.

Councilmember Holcomb made a motion to approve the Non-Federal Reimbursable Agreement between the Department of Transportation Federal Aviation Administration and the Town of Stevensville for Special Flight Inspection of the PAPI on Runway 12 at the Stevensville Airport. Councilmember Floyd seconded the motion and all voted “aye”. Motion carried 4-0.

D. Discussion/decision – Approval of Airport Manager’s Attendance to the Annual MT Aviation Conference

Mayor Crews presented Airport Manager Chris Soto’s request to attend the Annual Aviation Conference.

Councilmember Holcomb made a motion to approve the Airport Manager’s attendance to the Annual MT Aviation Conference. Councilmember Floyd seconded the motion and all voted “aye”. Motion carried 4-0.

E. Discussion/decision – Establish Committee of the Whole Agenda Topics for 2017

Mayor presented several items to be included on the COW agendas including: personnel manual changes, utility billing reduced rate program, hiring manual and budget workshops.

Councilmember Holcomb made a motion to set the COW agenda topics as follows:

- Personnel Manual – Feb
- UB Reduced Rate – Mar
- Hiring Manual – April
- Budget workshops – June, July and August

Councilmember Floyd seconded the motion and all voted “aye”. Motion carried 4-0.

Executive Report:

Mayor Crews reported on the following items:

- Safety Committee Meetings
- Attendance to the Montana Safety Fest
- Reminder to all Town Boards to bring items back that have been tabled
- Mayor recommending 1 staff member becoming a Certified Playground Safety Inspector
- 2 remaining frozen lines
- Water buildup from snowmelt and water entering the Annex building
- Reminder to homeowners and businesses of sidewalk snow removal

Town Council Comments:

Councilmember Barker commented on complaints of Second Street yield violations. Chief Marble informed Council will he will be doing a 3-week traffic study to be able to make an educated decision on installing a stop sign versus a yield sign.

Councilmember Barker also commented on Winslett not being plowed.

Board Reports


Councilmember Michalson and Joe Moore reported on the Planning & Zoning Board meeting.

Mayor informed Council there will be a Park Board meeting next Monday night and an Airport Board meeting on Tuesday night.

Councilmember Holcomb made a motion to adjourn. Councilmember Floyd seconded and all voted "aye". Motion carried 4-0.


Meeting adjourned at 8:25 p.m.

APPROVE:



Jim Crews, Mayor

ATTEST:



Stacy Bartlett, Town Clerk

