

**STEVENSVILLE TOWN COUNCIL MINUTES**  
**Thursday, August 11<sup>th</sup>, 2016**  
**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, Freeman 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:**

July 28<sup>th</sup> Town Council Meeting

**Councilmember Holcomb made a motion to approve the July 28<sup>th</sup> Town Council minutes as presented. 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 Freeman seconded the motion and all voted "aye". Motion carried 4-0.**

**Administrative Reports:**

Building

Council reviewed Building Inspector Dennis Monroe's report for June and July.

Mayor informed Council and Public of the change on how we issue building permits and business licenses, due to the ordinance requiring approval of the Zoning Administrator. This approval process may cause a delay in the issuance of these permits and licenses.

Fire

Fire Chief Motley presented the Fire Department report for July. He reported on a structure fire responded to on Tuesday night, work comp knee injury from that incident, use of and payment for one of the engine's used in the Roaring Lion Fire, and MDA donation collections over the Creamery weekend.

Council thanked the Fire Department for responding to the Roaring Lion Fire.

Mayor apologized for not attending the Fire Department awards ceremony held recently.

### Streets/Alleys

Streets Supervisor Ed Sutherlin as not in attendance. Mayor will report on the Park Avenue reconstruction project later in the meeting.

### Water/Sewer

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

Mayor reported that the brush dump will be opened on a limited basis once the details can be worked out.

### Guests:

Stevensville Main Street Association Director Joan Prather presented the Association's Quarterly report and the FY15-16 Year-end report.

Council inquired about the NorthWestern Energy grant funds held by SMSA for park security lighting. Joan informed Council the grant funds are earmarked and held for the Town until a decision is made as to the lighting. Council also inquired about a grant for lights on Main Street. Joan informed Council that SMSA was not awarded grant funds for this project.

### Correspondence:

There was no correspondence.

### Public Comments:

There were no public comments.

### Unfinished Business:

#### **A. Discussion/decision – Approval of Forest Service Emergency Facility Use Agreement for the Stevensville Airport Tabled from the July 14<sup>th</sup> and July 28<sup>th</sup> Town Council Meetings**

Mayor Crews provided an update from the Town's Attorney and recommended the Town approve the Land Use Agreement for 3-4 months until the contract language can be worked out.

**Councilmember Freeman made a motion to approve the Forest Service Emergency Facility Use Agreement for the Stevensville Airport for 3 months until the contract language can be worked out. Councilmember Holcomb seconded the motion.** Airport Board member Craig Thomas inquired about the rates and if this approval was for the existing contract. Mayor Crews responded by stating this approval is for the new agreement. **The vote was called and all voted "aye". Motion carried 4-0.**

### New Business:

#### **A. Discussion – Park Street Paving Project Update**

Mayor Crews gave an update on the Park Street Paving Project.

**B. Discussion – Airport Reconstruction Project Update**

Mayor Crews introduced Airport Board Chairman Craig Thomas. Craig gave an update on the reconstruction project.

Mayor informed Council that Perry Baucus with the Ravalli Republic will be here tomorrow for a tour of the Airport. Mayor also recommended no one go into the construction area, he would be willing to take anyone up there if interested.

**C. Discussion/decision –**

**1. Setting the Date for the Public Hearing Regarding the Proposed FY16-17 Budget**

**Councilmember Holcomb made a motion to set the FY16-17 Budget Public Hearing on August 18<sup>th</sup>, 2016. Councilmember Barker seconded the motion and all voted “aye”. Motion carried 4-0.**

**2. Setting the Date for the Adoption of the Proposed FY16-17 Budget**

**Councilmember Holcomb made a motion to adopt the FY16-17 Budget at the regular Council meeting on August 25, 2016. Councilmember Barker seconded the motion.** Discussion was held regarding possible comments at the public hearing and whether there would be enough time to adjust the budget prior to adoption. **The vote was called and all voted “aye”. Motion carried 4-0.**

**Executive Report:**

Mayor Crews reported on the following items:

- exploring terminating the recycling contract
- possible use of a private shooting range for SPD and subsequent agreement
- working on Zoning Administrator position description
- looking at several ordinances needing minor revisions, specifically City Court Judge selection process, duties and responsibilities of Zoning Administrator, building and technical code, and the special event permit process due to the recent injury during Creamery Picnic
- next week all staff will be reading the personnel manual as it exists; this includes all Council and Executive staff. A sign-up sheet will be available to sign up to come into the office to read the manual and sign off that it has been read.
- the proposed budget is in the process of re-examination to find areas needing to be cut

**Town Council Comments:**

Councilmember Holcomb commented on the article last week in the Bitterroot Star and is very disappointed the meeting was published as it is none of the

Town's business what the staff talks about. She further commented that what was said about the Council and Mayor was very disturbing to her.

Councilmember Michalson also commented on the Bitterroot Star article with regard to the feeling of mistrust between staff and Council. He does not see how the staff would have mistrust issues with new members of the Council who are still learning their roles.

Councilmember Barker commented on the Bitterroot Star article, stating we have a great Mayor and how things are falling into place where they need to be. She also commented that following our procedures and policies are our biggest thing right now and we all need to play our parts.

### **Board Reports**


Councilmember Michalson reported on the following Board meetings:

- 1) Airport Board meeting and the Airport Boards request to resolve Airport funding issues and possibly selling the runway millings
- 2) Planning & Zoning meeting on the growth plan
- 3) Founders Day Committee

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

**Meeting adjourned at    p.m.**

**APPROVE:**

  
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Jim Crews, Mayor

**ATTEST:**

  
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Stacy Bartlett, Town Clerk