

STEVENSVILLE TOWN COUNCIL MINUTES
Thursday, August 27, 2015

Council for the Town of Stevensville came together at Council Chambers, this being the time set for the regularly scheduled meeting of the Town Council. Mayor Mim Mack called the meeting to order at 7:00 p.m. Councilmember's Holcomb, Perrin, Crews and Hunter were all present. Several citizens were also present.

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

Approval of minutes from:

August 13th Town Council meeting

Councilmember Holcomb made a motion to approve the August 13th Council meeting minutes. Councilmember Perrin seconded the motion and all voted "aye". Motion carried 4-0.

Approval of bi-weekly claims:

Council reviewed the biweekly claims presented.

Councilmember Perrin made a motion to approve the bi-weekly claims as presented. Councilmember Holcomb seconded the motion and all voted "aye". Motion carried 4-0.

A. Discussion/decision – Treasurer to pay claims out of cycle for the month of September

Treasurer Mapelli reported she will pay all current claims prior to her leaving and will pay the incoming September claims when she returns.

Councilmember Perrin made a motion to approve the Treasurer to pay claims out of cycle for the month of September. Councilmember Holcomb seconded the motion and all voted "aye". Motion carried 4-0.

Administrative Reports:

Airport

Airport Manager Bob Otte was unable to attend. Mayor Mim Mack updated Council regarding Airport activities.

Court

Council reviewed Judge Klaphake's memorandum stating he would begin reporting quarterly beginning in October, 2015.

Police

Chief Marble presented the July report and updated Council on department issues.

Discussion was held on vandalism, speeding issues mobile radar signs, frequent black bear sightings in Town, officer body worn cameras, security of playground materials being delivered, and skateboarding issues on Main Street.

Councilmember Crews volunteered to watch playground materials at Lewis & Clark Park.

Treasurer

Council reviewed the Treasurer's monthly report including utility billing and collections.

Discussion was held regarding the pool profit/loss and the pool being high value to the community.

Guests:

There were no guests.

Correspondence:

Mayor Mim Mack read an invitation to the St. Mary's Mission 2015 Founder's Day Event scheduled for September 27th.

Public Comments:

There were no public comments.

Business:

A. Standing Agenda Item: Sewer Project

1. Discussion/decision: Change Order #2, Phase II Waste Water Treatment Plant Improvements

HDR Project Representative Tom Hanou reviewed Change Order #2 as 2 separate options for Council to decide on: Option 1 – replace only submerged piping in the amount of \$33,574.94; Option 2 – replace all piping in the amount of \$45,637.81. Tom reported RD and HDR recommend option 2 to replace all piping in the digester.

Mayor informed Council he discussed the proposed change orders with Water/Sewer Supervisor George Thomas who concurred to replace all piping.

Councilmember Perrin made a motion to approve Change Order #2 in the amount of \$45,637.81 for Phase II Waste Water Treatment Plant Improvements. Councilmember Crews seconded the motion and all voted "aye". Motion carried 4-0.

Councilmember Crews requested a “milestone” construction schedule. Tom then gave an update on the construction schedule.

B. Discussion/decision – First Reading Ordinance No. 157, An Ordinance Establishing a Tree Ordinance in the Town of Stevensville, MT and Adding a New Article to Chapter 22 of the Stevensville, Montana Municipal Code

Mayor Mim Mack introduced the Tree Ordinance as a required part of the Tree City USA program. He then presented two minor amendments to exempt Main Street from Eastside Highway to Middle Burnt Fork Road from Sections 22-421 and 22-422.

Councilmember Perrin made a motion to approve First Reading of Ordinance No. 157 with the proposed amendments. Councilmember Holcomb seconded the motion. Discussion ensued regarding the definition of resident and citizen for the Tree Board member requirement and the budgeting process. **The vote was called and all voted “aye”. Motion carried 4-0.**

C. Discussion/decision – Skate Park Crew Trailers and Temporary Camping at Lewis & Clark Park during Skate Park Construction

Raymond Smith presented his request to allow construction workers to camp at the construction site in Lewis & Clark Park for approximately 6-8 weeks, weather depending. Discussion ensued regarding the number of trailers and people camping, and bathroom facilities. Councilmember Crews offered housing at his residence if needed. There was further discussion of alcohol being permitted in the park.

Councilmember Crews made a motion to allow camping on a temporary basis for construction workers of the skate park in a designated area of Lewis & Clark Park to be determined by the Mayor. Councilmember Holcomb seconded the motion and all voted “aye”. Motion carried 4-0.

Raymond Smith thanked Council and Mayor for all the support given on this project.

Mayor called for a 5 minutes recess.
The meeting reconvened.

New Business:

A. Discussion/decision – Stevensville Fire Department Position Descriptions

Mayor introduced the SFD position descriptions.

Fire Chief Motley gave a detailed review of the position descriptions and the process of putting them together. He informed Council the fire department has never had any document explaining the duties of jobs within the fire department

and stated the many benefits to the department and the Town of having descriptions.

Discussion ensued regarding requiring annual medical physicals, and title of firefighter/EMT. Mayor complimented Chief Motley for his work in getting these job descriptions done. Mayor then commented on the Rural Fire District's concerns and recommended Council table this item to a specific date until the Rural District has an opportunity to review them. There was further discussion regarding Rural's concerns.

Councilmember Crews made a motion to approve the Stevensville Fire Department Position Descriptions as written. Councilmember Holcomb seconded the motion. Discussion ensued regarding tabling this item temporarily or moving forward at this time due to Rural Districts concerns. **The vote was called and Councilmember's Crews and Holcomb voted "aye" and Councilmember's Perrin and Hunter voted "nay". Motion failed 2-2.**

Councilmember Perrin made a motion to table this item for 45 days until October 8th. Councilmember Hunter seconded the motion. Further discussion was held on tabling this issue. **The vote was called and Councilmember's Perrin and Hunter voted "aye" and Councilmember's Holcomb and Crews voted "nay". Motion failed 2-2.**

B. Discussion/decision – Resolution No. 374, A Resolution Adopting FY15/16 Final Budget for the Town of Stevensville

Mayor reviewed the budget process.

Councilmember Crews made a motion to approve Resolution No. 374, adopting the FY15/16 Final Budget for the Town of Stevensville. Councilmember Holcomb seconded the motion. Discussion was held on Council increasing Councilmember honorariums to \$200 and the budget items of playground equipment and stage being carried forward from the CIP from 2012.

Mayor then informed Council of St. Mary's Mission donation request for the \$2,000 for the 2016 Founders Day event. Due to the Council's support for this event, the \$2,000 was included in the budget under Grants to Others.

There was further discussion on CIP items, maximum mills, and budget funds balancing.

Councilmember Crews made a motion to amend his previous motion to approve the FY15-16 Final Budget with the removal of 2 budget line items for the Stevensville Main Street Association in the amounts of \$2000 and \$3500. Councilmember Holcomb seconded the motion. Discussion ensued regarding administrative procedures to remove budget items, Council's spending authority on budget items, SMSA contract funding not coinciding with the Town's

budget cycle and treating SMSA the same as Town department budget approvals. **The vote was called and Councilmember's Crews and Holcomb voted "aye" and Councilmember's Hunter and Perrin voted "nay". Motion failed 2-2.**

The vote was called on the main motion to approve the FY15-16 Budget. Councilmember's Hunter, Holcomb and Perrin voted "aye". Councilmember Crews voted "nay". Motion carried 3-1.

Mayor commented on the work involved by all parties to create and approve an annual budget.

C. Discussion/decision – Resolution No. 377, A Resolution to Levy 1.7 Mills Carried Forward from Fiscal Year 2000-2001 for the Purpose of Funding Sidewalk Repair or Replacement

Mayor Mim Mack introduced Resolution No. 377.

Councilmember Crews made a motion to approve Resolution No. 377. Councilmember Holcomb seconded the motion and all voted "aye". Motion carried 4-0.

D. Discussion/decision – Resolution No. 376, A Resolution Adopting FY15/16 Fiscal Policies

Mayor introduced Resolution No. 376 and the Fiscal Policies stating there were only a few typographical errors changed from last year's policy.

Councilmember Hunter made a motion to approve Resolution No. 376, FY15/16 Fiscal Policies. Councilmember Holcomb seconded the motion and all voted "aye". Motion carried 4-0.

Executive Report:

Mayor Mim Mack reported on the following items:

- MLCT Annual Conference
- SHS Homecoming Special Event Approval
- Building Department office remodel completion
- Mayor's Appointment Process and recommendation of a special meeting to interview applicants Monday September 14th at 7pm
- FAA Update
- HRC/MHA Letter of support
- Police Clerk hire being Brandon Dewey

Town Council Comments:

Councilmember Crews inquired about the waste disposal site and recycling center. Mayor Mim Mack updated Council the issue with the Capps dispute stating it is at the final negotiations stage and he hopes to resolve the issue one

way or another by fall. Mayor then informed Council the recycling center issues seemed to be resolved since cardboard is no longer being picked up.

Councilmember Perrin commented on the budget process improved from previous years and the economic development program "branding" information.

Board Reports:


Councilmember Perrin reported on the Main Street Assn Board meeting.

Crews commented on Father Ravalli Park and requested bags for dog waste basket and signage for dog waste only.

Mayor commented he will move the benches to Father Ravalli Park.

Meeting was adjourned at 9:35 p.m.

APPROVE:



Gene Mim Mack, Mayor

ATTEST:



Stacy Bartlett, Town Clerk