

STEVENSVILLE TOWN COUNCIL MINUTES
Thursday, August 13th, 2015
7:00 p.m.

Council for the Town of Stevensville came together at Council Chambers, this being the time set for the rescheduled regular meeting of the Town Council. Mayor Mim Mack called the meeting to order at 7:00p.m. Councilmember's Perrin, Holcomb, Crews and Hunter 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 23rd Town Council Meeting and the August 3rd Public Meeting

Councilmember Holcomb made a motion to approve the minutes as presented. Councilmember Crews seconded the motion and all voted "aye". Motion carried 4-0.

Approval of bi-weekly claims:

Council reviewed the biweekly claims presented.

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

Administrative Reports:

Building Dept

Council reviewed the Building Inspector's July report.

Councilperson Holcomb inquired if a building permit had been pulled for a remodel of a house on the southwest corner of 3rd and Spring. Mayor Mim Mack responded he would check with the Building Inspector.

Fire

Fire Chief Motley presented the Fire Department July report.

Streets/Alleys

Streets Supervisor Ed Sutherlin was not available to attend the Council meeting.

Water/Sewer

Water/Sewer Supervisor George Thomas updated Council on water/sewer, streets issues and the sewer plant improvement project.

Guests:

A. Wipfli Auditor Ryan Lindsay gave a summary presentation on the FY13/14 Audit. Ryan reviewed the one significant deficiency found in account reconciliations, checking account did not reconcile to the annual financial report, which has been corrected. He then reported that the utility billing reports did not reconcile to the accounts receivable balance as reported on the annual financial report.

Ryan reported the audit was given an “adequate and functional” rating.

Mayor Mim Mack informed the public that the Audit is available on the Town’s website in its entirety.

B. Town of Stevensville’s Attorney Brian West gave a presentation to Council with regard to the procedure of filling the Mayor position upon resignation of the current Mayor.

Brian then recommended any Councilmember entering their name for potential consideration of the Mayor’s position recuse themselves from the selection process to avoid any possible conflict by participating.

Discussion ensued regarding the selection process, timeline to fill the position, Councilmember’s recusing themselves and potential conflict (MCA 2-2-121).

Brian clarified his recommendation by stating Councilmember’s putting their names forward for the Mayor position should recuse themselves to avoid the appearance of impropriety or potential conflict due to their power to select candidates for interviewing and their power to interview, showing extra advantage over other candidates.

Further discussion ensued.

Mayor Mim Mack called for a 5 minute recess.
The meeting reconvened.

Correspondence:

Mayor Mim Mack read the following correspondence into the record:

- 1) Email from Selway Driver Kelly Vigne regarding the Creamery Parade and thanking Stevensville PD for keeping everyone safe.
- 2) Email from Bob Daniels thanking Stevensville PD regarding a potentially dangerous problem being resolved in his neighborhood.

Public Comments:

Bob Michalson, 222 Turner Street, commented on the recycling program and the issue of cardboard being put in with non-cardboard items causing extra work for volunteers.

Unfinished Business:

A. Standing Agenda Item: Sewer Project

Water/Sewer Supervisor George reported on the sewer project under his department report.

B. Discussion/decision – Police Clerk Position Tabled from July 9th and June 25th Council Meetings

Mayor Mim Mack reviewed the previous discussions and informed Council and the public that this position will remain part-time as determined by Council at the previous budget workshop. Council reviewed the position description.

Councilmember Perrin made a motion to approve the Police Records Clerk Position Description. Councilmember Holcomb seconded the motion and all voted “aye”. Motion carried 4-0.

C. Discussion/decision – Water/Sewer Fund Reserve Accounts Tabled from June 9th and June 25th

Treasurer Mapelli presented her recommendation regarding investment options from Foster & Foster and Rocky Mountain Bank for the water/sewer reserve accounts and requested further direction from Council on how they would like to proceed.

Discussion ensued regarding investments and risks.

Councilmember Perrin made a motion to establish a 4-year ladder CD investment with 6 months, 12 months, 24 months, 36 months, and 48 months. Councilmember Hunter seconded the motion and all voted “aye”. Motion carried 4-0.

New Business:

A. Discussion/decision– Planning & Zoning Board Recommendation Regarding Stevensville Hotel Conditional Use Application to Allow for Seasonal Tent Camping Bicycle Camp

Mayor Mim Mack recused himself from this item due to conflict of interest and turned the floor over to Councilmember Perrin.

Councilmember Perrin read the recommendation letter from the Stevensville Planning & Zoning Board into the record. The recommendation was a unanimous decision to grant the conditional use permit to allow for seasonal tent camping for bicycle tourists with a condition of a four night limit be imposed.

Council held discussion regarding the condition of a four night limit, which resulted from hotel neighbors being concerned with people camping all summer.

Councilmember Crews made a motion to approve the Conditional Use Permit to allow seasonal tent camping for bicycle tourists at the Stevensville Hotel with a four night stay limit. Councilperson Holcomb seconded the motion.

Councilmember Crews amended the motion to approve the Conditional Use Permit to allow seasonal tent camping for bicycle tourists at the Stevensville Hotel with a four night stay limit. Councilperson Holcomb seconded the motion.

Discussion ensued regarding whether the Conditional Use Permit should be permanent due to the hotel being for sale.

The vote was called and all voted “aye”. Motion carried 4-0.

B. Discussion/decision – Rescind Motion from June 25th Approving Stevensville Bicycle Camp Location

Councilmember Crews made a motion to rescind the motion from the June 25th Council meeting approving the Stevensville Bicycle Camp location at Lewis & Clark Park. Councilmember Holcomb seconded the motion. The vote was called and all voted “aye”. Motion carried 4-0.

C. Discussion/decision – Resolution No. 373, A Resolution Determining the Salaries and Compensation of Elected and appointed Officers and All Employees of the Town of Stevensville for FY15/16 and Establishing an Effective Date for Salaries and Compensation

Mayor Mim Mack introduced Resolution No. 373 and read it into the record.

Discussion was held with regards to the Ad Hoc Executive Compensation Committee’s recommendation of the Mayor’s salary and Council’s need to determine the salary.

Discussion ensued regarding approving this resolution prior to the approval of the budget, procedure to set the mayor’s salary, Council’s acceptance of the Ad Hoc Committee’s recommendation and salary rates.

There was additional discussion of increasing the Mayor’s current salary from \$1,600/mo to \$1,667 making the salary \$20,000/year and allowing the Mayor the option to hire an executive assistant with wages coming from that \$20,000.

Councilmember Hunter made a motion to approve Resolution No. 373, with an amendment to the Mayor’s salary of \$1,667/month. Councilmember Perrin seconded the motion.

Councilmember Crews moved to amend the motion to establish the Mayor's Executive Compensation Package at \$20,000/year in order for the Mayor to fund an executive assistant position as necessary.

Councilmember Hunter seconded the motion amendment. Discussion ensued regarding the Mayor's authority to hire an executive assistant if necessary and wages for that position to be taken out of the \$20,000 Mayor's compensation package. Comments were made regarding approving the salary package prior to the budget approval. **The vote was called and Councilmember's Crews, Perrin and Hunter all voted "aye". Councilmember Holcomb voted "nay". Motion carried 3-1.**

D. Discussion – Transfer of Funds to CIP Budget

Councilmember Perrin reviewed his proposal for Council to look at funds carried forward in the General Fund and transferring a portion of those funds into the CIP.

Discussion was held. Mayor Mim Mack and Treasurer Mapelli research this further report back to Council.

Executive Report:

Mayor gave an update on the following items:

- Sewer plant project
- Mayor's resignation effective October 1, 2015
- Proposed Tree Ordinance

Town Council Comments:

Councilmember Perrin commented on Fire District improvements and activities.

Board Reports

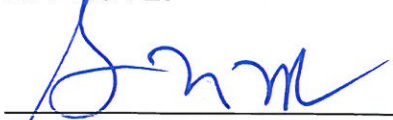
Councilmember Crews reported on the Airport Board meeting.

Councilmember Hunter reported on the Planning & Zoning Board meeting.

Councilmember Perrin reported on the TIFD Board upcoming meeting.

Meeting adjourned at approximately 8:40 p.m.

APPROVE:



Gene Mim Mack, Mayor

ATTEST:



Stacy Bartlett, Town Clerk

