

**STEVENSVILLE TOWN COUNCIL MINUTES**  
**Thursday, March 27th, 2014**  
**7:00 p.m.**

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. Councilpersons Perrin, Klaphake, Holcomb and Crews were all present as well as several members of the public.

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

**Approval of minutes from:**

March 13<sup>th</sup> CDBG-ED Public Hearing, Public Hearing, Town Council Meeting and March 20<sup>th</sup> COW Meeting

Councilperson Klaphake requested the March 13<sup>th</sup> Council minutes be amended to correct the clerical error on Item C under Unfinished Business changing Ordinance No. 144 to No. 145 and amend the March 20<sup>th</sup> COW minutes to reflect his absence. Council concurred with the amendments.

**Councilperson Klaphake made a motion to approve the March 13<sup>th</sup> CDBD-ED Public Hearing minutes, the March 13<sup>th</sup> Public Hearing minutes, and the March 13<sup>th</sup> Council minutes and the March 20<sup>th</sup> COW minutes with amendments discussed. Councilperson Holcomb seconded the motion and all voted "aye". Motion carried 4-0.**

**Approval of bi-weekly claims:**

Council reviewed the biweekly claims presented.

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

**Administrative Reports:**

**Airport**

Airport Manager Steve Knopp reported on the recent aviation conference he attended in Billings, the 2<sup>nd</sup> Annual Fly-in which is scheduled for June 7<sup>th</sup>, Eagle Flight's being offered on June 8<sup>th</sup>, snowplowing, the environmental assessment; plans for the first 8-pack T hangar; non-compliance issues with lights which will be resolved when the ground dries up, and the Airport Area Ordinance to be presented at the next Council meeting.

### Court

Mayor Mim Mack updated Council on the recruitment process for the City Court Judge position. Current Judge Birkeneder's term of office expires June 14, 2014. A wage recommendation will be brought back to Council by Resolution for the Judge's position.

Discussion ensued with regards to the Full Court System and possible drug testing of Town employees.

### Police

Chief Marble reported on the cemetery incidents and two arrests of the earlier incidents and vandalism on Main Street, Lewis & Clark Park and one of Gene Mim Mack's buildings. He also reported on parking issues in front of the Stevensville High School and recommended Council consider permit parking in that area. He reported on the drug dog being used at the school and these vehicles are not getting checked.

Chief Marble and Officer Mason reported on the alleyway behind 5<sup>th</sup> Street continually having juvenile issues and neighborhood complaints. He recommended Council consider a loitering ordinance for that area. Further discussion regarding juveniles in the alleyway ensued.

Council requested Chief put his recommendations in writing and Council can research what other Towns have done and consider permit parking and a loitering ordinance.

Clerk Bartlett reported on the recent Montana Board of Crime Control Quality Review. Mayor Mim Mack informed Council that the MBCC commented on Clerk Bartlett's accuracy of reporting.

Chief Marble reported on January and February statistics. Council requested the Police statistics be included in their packets for review prior to the meeting. He then informed Council he received call statistics from Ravalli County Sheriff's Office and there were 819 total calls for service in the Stevensville jurisdiction in 2013, 188 of which were handled by the Sheriff's Office.

Councilperson Crews inquired about more detailed reporting and firearms seized in crimes.

### Treasurer

Council reviewed Treasurer Mapelli's monthly report including Utility Billing Collections. She stated that Utility Billing Clerk Denise Philley requested Councilperson Perrin be thanked for his guidance to her several months ago with regard to collections.

Also reviewed were the web statistics and water usage.

Council expressed their thanks to Utility Billing Clerk Denise Philley for her hard work on the collection of utility bills.

Mayor Mim Mack then informed the public and Council of Treasurer Mapelli's hard work the past two years in bringing our finances and policies in order and wanted to give recognition for her work which exceeded expectations. He also commented on the Town no longer paying penalties for late financials due to Treasurer Mapelli.

Mayor then informed Council on Building Inspector Dennis Monroe's recent certification completion in ADA compliance.

Councilperson Klaphake moved to suspend Council rules to have Sapphire Community Health give their presentation at this time. Council concurred.

**Discussion/decision on Letter of Support for Sapphire Community Health, Inc.**

Jim Morton and Janet Woodborn gave a presentation on Sapphire Community Health, Inc. and the needs of the community for primary care. Sapphire Community Health has been operating since 2002 and is currently applying for a grant which will provide approximately \$650,000/yr for continued operations. Jim requested support from the Town of Stevensville for this grant application. He stated the clinic closed 2011 with over 900 patients.

Council inquired about the Clinic's budget and of the clinic being a "medical home" with regard to medical records for many patients.

**Councilperson Holcomb made a motion to approve a letter of support to Sapphire Community Health, Inc. Councilperson Klaphake seconded the motion and all voted "aye". Motion carried 4-0.**

**Guests:**

Mayor Mim Mack introduced Jim Morton and Janet Woodburn of Sapphire Community Health, Inc. and Sportsmen's Church representative TJ Robbins.

**Correspondence:**

Mayor Mim Mack read a thank you note from the school for the recent street sweeping and a letter from USDA Area Specialist Dan Johnson regarding the Town's 2010, 2011 and 2012 Financial Audits.

**Public Comments:**

There were no public comments.

**Unfinished Business:**

**A. Standing Agenda Item: Water Project**

PCI Donny Ramer was not available to report, however PCI Mike Whelehon reported on the water. He informed Council the construction has resumed on March 24<sup>th</sup> and they are almost to Church Street. Well house work is also continuing with chlorination testing scheduled. Mayor Mim Mack stated 5<sup>th</sup> Street paving should be done mid-late April.

**B. Standing Agenda Item: Sewer Project**

PCI Mike Whelehon updated Council on the sewer project construction resuming also on March 24<sup>th</sup>. LS Jenson will be bringing in a second crew to attempt to complete construction near the agreed upon date. Mike stated they will still go over on the deadline and will be charged liquidated damages of \$250/day until completion. He then reported on a concern with the sewer line by-pass pumping noise which may pose an issue for residents. Mayor Mim Mack stated there are 5 primary residents that will be affected. Council requested the residents be contacted ahead of time to help mitigate issues.

Discussion ensued with regard to sound barriers. Councilperson Crews offered to loan his sound meter to the contractor.

Mike then reported on sewer treatment plant redesign on segment E.

Fire Chief Motley requested a copy of the traffic control plan for 2<sup>nd</sup> Street during construction. Mike will get a copy for the Fire Department.

Mayor updated Council on HDR's work on the final design of next phase and financing.

**New Business:**

**A. Discussion/decision on Special Event Permit for 5K March to Remember for Victims of the Lolo Crash on March 29, 2014 – Sportsmen's Church**

TJ Robbins presented her Special Event Permit to Council.

Councilperson Klaphake commented on the construction at Church and Second Streets may pose an issue with the route. Mayor Mim Mack will check on the route and contact Ms. Robbins.

**Councilperson Holcomb made a motion to approve the Special Event Permit for the 5K March to Remember. Councilperson Crews seconded the motion and all voted "aye". Motion carried 4-0.**

Fire Chief Motley reported there will be a second ambulance service available in Town for this event.

**B. Discussion/decision on Request for Grant Funds for Habitat for Humanity's Second Home on Mission Street – Ravalli County Habitat for Humanity**

Mayor Mim Mack presented a letter from Ravalli County Habitat to help with the financial burden when building the second home on Mission Street in Stevensville.

Council discussed the legalities of waiving infrastructure fees and requested more information on the legalities and on what the Town did to help them with the first house.

**Councilperson Klaphake made a motion to table this item until the April 10<sup>th</sup> Council meeting when more information can be presented. Councilperson Holcomb seconded the motion and all voted "aye". Motion carried 4-0.**

**C. Discussion/decision on Letter of Support for Sapphire Community Health, Inc.**

This item was discussed prior to Guests on the agenda above.

**D. Discussion on Permissive Levies**

Mayor Mim Mack reviewed permissive levies and the minimum impact to the Town taxpayers to help the Town manage the cost of increasing medical insurance to Town staff. Mayor recommended holding a public hearing and Council consider a permissive levy by resolution.

Discussion ensued regarding permissive levies.

Council recommended scheduling a public hearing on this item.

**Executive Report:**

Mayor Mim Mack updated Council on the following items:

- Upcoming Employee Evaluations and Department Budget Meetings
- Proclamation for National Volunteer Services Week. Mayor will be visiting as many volunteer organizations in the Town as he can.

**Town Council Comments:**

Councilperson Perrin complimented crews on snowplowing, street sweeping and clean up done in a short period of time.

Councilperson Klaphake commented on the upcoming Airport Affected Area Ordinance and requested the Clerk email the draft to Council for review prior to the next Council meeting.

He also commented he is still waiting on a sidewalk improvement plan.

**Board Reports:**

Mayor informed Council the Planning & Zoning Board will be reviewing a re-zone request for proposed storage units south of Town off the Eastside Highway and a conditional use permit for Bitterroot River B&B on South Avenue.

Councilperson Klaphake requested looking into getting a Town base map with overlays to hang in the Council Chambers.

Councilperson Crews reported on his hovercraft classes.

Councilperson Perrin commented on the upcoming parking committee presentation he and SMSA President Michael Sharkey will be giving to the Planning and Zoning Board. He also commented on working on the Growth Policy in the near future.

Mayor reported on the completion of the community survey for the Trails Grant and stated that it will be sent out next week along with a press release in the paper.

**Meeting adjourned at 9:15 p.m.**

**APPROVE:**

  
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Gene-Mim Mack, Mayor

**ATTEST:**

  
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Stacy Bartlett, Town Clerk