

**Stevensville Town Council Meeting Minutes  
for THURSDAY, SEPTEMBER 10, 2020 7:00 PM**

1. Call to Order and Roll Call

Mayor Dewey called the meeting to order Councilmembers Devlin, Michalson, and Vick were all present. (Councilmember Holcomb was excused absence)

2. Pledge of Allegiance

3. Public Comments

None.

4. Approval of Minutes

Mayor Dewey: Ms. Berthoud would you please provide the council and update on where we are at.

Ms. Berthoud: Sure, can I am currently in mid-June and have located meeting notes and am going through the audio not much in July and will cross my fingers to get that completed. I will keep you posted if that is going to change.

Mayor Dewey: thanks, Jenelle, I apologize I know that I promised you those. Jenelle is in a new position so getting used to the meetings format and locating meetings in the meantime the meeting audio is on our web site and is available you can re-watch those if you want to.

5. Approval of Bi-Weekly Claims

Mayor Dewey: we have approval of Bi-Weekly Claims, Robert you have the claim sheet for us.

Robert: there are actually 3 sets of claims for you, the first, one is for what we do every month have to pay it at the end of the month #16191 \$308.00 (audio was unclear, unable to understand) that is how it works. The second claim is a contractor claim for Knife River we had to hold back 1% of that money (audio was unclear, unable to understand) the regular claims claim #16119-16226 for \$19, 858.42.

Mayor Dewey; do we have a motion to approve the bi-weekly claims?

Councilmember Michalson: I make a motion to approve the bi-weekly claims.

Councilmember Vick: I 2<sup>nd</sup>.

Mayor Dewey: it has been moved by Mr. Michalson and 2<sup>nd</sup> by Mr. Vick to approve the bi-weekly claims. Questions?

Councilmember Michalson: yes, Robert #16192 Optical Systems \$1673.17.

Robert: that is for the guy that comes to calibrate at the airport.

Councilmember Michalson: I see that the travel expenses are \$750.00.

Robert: yes, he comes and does this in the area and does all the airports in the area.

Councilmember Michalson: okay, thank you.

Councilmember Vick: I just wanted to say that for about a year now but did we ever get that Verizon (audio was unclear, unable to understand) with some others.

Robert: yeah. (audio was unclear, unable to understand) for two months the airport had data and they get a cut rate.

Mayor Dewey: any other questions about the claims? Any public comment? Then I will call for the vote.

Councilmember Devlin: aye.

Councilmember Michalson: aye.

Councilmember Vick: aye.

## 6. Administrative Reports

### a. Airport

Robert: gave the airport report. Had a meeting on Tuesday. We talked about putting out an RFP for the building we had an update on the construction project. We were approved for funding. Hopes are that we get at least the south apron done would like to get both done. Big discussion was about the forest service and their lease. We also talked about temporary pads for helicopters. Have Knife River put the millings in the spot and then the forest service laying cement on top of those piles for landing pads. We also talked about bringing in Jet-A fuel. (audio was unclear, unable to understand) talked about doing a hanger inspection. According to FAA rules there has to be aviation functions going on in the hangers. We talked about parking. Talked about training for the snow plow at the airport.

Councilmember Michalson: airport manager?

Robert: I have one person and they are out of town half of the time. No one else has applied or put in an application.

Mayor Dewey: any further questions?

### b. Building Department

Mayor Dewey: building department report is in your packet. Just as an update, Mr. Netzley (audio was unclear, unable to understand) however that is needs to be someone that is certified. You will see his contract come forth at the next meeting. Having Tim have so many certifications it is rare to find that. So that will be addressed at your next meeting. In the meantime, he will continue to do the inspections so we will not see anything different in that.

c. Finance

Robert: the AFR was done by the state. Building code enforcement is one of the things that came up. Before they left, we talked about this and with the department of labor and finally found the right person. We are going through the procedures. We are looking at a local auditor to do this 1500-3000 bucks so just hope that they can come back and do it for that. We want them to do it quickly to get that off of our finding. (audio was unclear, unable to understand) so really make sure that everything is being charged due to our ordinance. (audio was unclear, unable to understand) fined last year. That is all that I got.

Mayor Dewey: any questions? Our auditor has learned something from us and this will be addressed in the full audit report.

d. Fire Department

Chief Motley: I am pretty sure that your stats are in your packet. Chief Motley read his report to the council. Fire Fly fund raiser. You can have a recreational fire in your back yard, you can also burn starting October 1<sup>st</sup> you can burn lawn debris. Reminded of the 9-11 Memorial, came and participate.

Mayor Dewey: any questions for Chief?

e. Parks & Recreation

Bobby: a few updates read from his park and recreation report in the packet. New park signs for when the park is open and closed. Still sanitizing three times per day. Working with the American Legion with Veterans Park for the memorial service. Having programs and teamed up with the library. Update on the pool, kiddie pool is the problem, reached out to HDR on that.

Councilmember Vick: did we ever figure out the irrigation on the bike path?

Bobby: 3<sup>rd</sup> grade and the garden club will be working on that. The irrigation does work just working through it.

Councilmember Vick: what about on the corners?

Bobby: the ones on Main? They have drains and I spoke to public works and they don't know where that connecting piece is but they all have their own drains. I would need someone a little bit more knowledgeable on irrigation systems to look at it.

f. Police Department

Chief Marble: referred to the report in the packet. Working with the police clerk starting should be doing training. We are in the new space and working through that. I would like to add an open house at the end of the month. We have had a lot of vehicle issues, alternator out in the truck, check engine light on the charger. (audio was unclear, unable to understand) as far as the stats go, Chief read the stats from his report. Is there any questions?

Councilmember Devlin: is this a new report?

Chief Marble: yes.

Councilmember Devlin: I like that break down thank you.

Councilmember Michalson: is there any way to get the percentage of crimes solved?

Chief Marble: sure, understand that those are calls for service. When an incident is created it is going to be a different number. This can be mis leading. (audio was unclear, unable to understand)

Councilmember Vick: I was just going to make a comment that there is one similarity to all three-vehicle breaking down.

g. Public Works

Mayor Dewey: George is off tonight; report is in your packet. So, if you have any questions just get that to us.

#### 7. Guests

None.

#### 8. Correspondence

None.

#### 9. Public Hearings

None.

#### 10. Unfinished Business

a. Discussion/Decision: Late fees on utility bills, non-payment service suspensions during COVID-19 pandemic emergency

Mayor Dewey: introduced item a under unfinished business. Stevensville went into a state of emergency due to the COVID-19 pandemic we discussed some time ago you suspended late fees and no shut offs. In June we extended the program into September 1<sup>st</sup> it is back tonight to see if you want to extend that or not. You can refer to the packet the accounts or balances in March the total balance that we carried was \$30,836.00 (audio was unclear, unable to understand) we ran that report again in June and determined that the balances were \$34,538.00, current balances were at (audio was unclear, unable to understand) then we ran the report again I ran these right after we did the billing. (audio was unclear, unable to understand) we are seeing past due balances trickle up a bit and we don't want to see that number get out of control, Laura has done a great job reducing those balances (audio was unclear, unable to understand) so that is good news, we do have systems ready to go if you decide to reinstate late fees. We do want to give people an opportunity through the state of Montana to file claims through the pandemic, but it does allow us to go forward and get up to speed. I would imagine that we are seeing it trickle up due to the watering season. Your water usage naturally goes up we would like to go into winter with those balances down so that we don't go into spring next year and we have people with high balances.

Councilmember Vick: what is the approval process for the claiming?

Mayor Dewey: we have to provide them a way to notify us that they have certain criteria, many communities have already developed the form that we can utilize it so they fill out a form and they say "hey I am laid off or whatever the case is, I can't pay my bill" so they submit that paperwork and then they are exempt from shut off.

Councilmember Vick: I make a motion to reinstate late fees and shut offs.

Councilmember Devlin: I will 2<sup>nd</sup>.

Mayor Dewey: it has been moved by Mr. Vick and 2<sup>nd</sup> by Ms. Devlin to reinstate late fees and shut offs. Council discussion? Mr. Michalson.

Councilmember Michalson: does it hurt the town if you extend it a bit longer because of COVID. If we reinstate it now (audio was unclear, unable to understand) will it set the town back.

Mayor Dewey: I guess it is up to the council on how much liability they want to take on balances I am willing to let that (audio was unclear, unable to understand) the administration's request is to be allowed to restart. This is coming down the pipe. If you want to set a date to say now that we are going to notify everyone on their October 1<sup>st</sup> bill, they all know that it is going to show up and I would entertain that. We will do whatever the council's direction is we just want enough notice (audio was unclear, unable to understand) that they have time to plan with the charges and such our hope is perhaps but nothing is for sure, our hope is that we can touch base with some of these folks this fall (audio was unclear, unable to understand) we can't count on it, understand that this is coming and work to get your balance down.

Councilmember Vick: how about we resume late fees at 60 days and shut off notices at 120 days (audio was unclear, unable to understand).

Councilmember Devlin: when unemployment rolls out that \$400 dollars a week until the end of the year that is additional money, that is for this. There are other programs that will help people financially (audio was unclear, unable to understand) used to keep you going, right? We have been doing this for quite a while we already have some past due 30, 60, 90 and 120 days. So, what would you propose to do with those three classes?

Mayor Dewey: we would more than likely, we can delay shut offs for as long as you want later than policy. (audio was unclear, unable to understand) We can facilitate that, our system won't let us do that you can only get a late fee at this date. I am not sure (audio was unclear, unable to understand) if it is easy to change.

Councilmember Devlin: how long are you thinking?

Councilmember Michalson: we are doing 60 days?

Councilmember Devlin: I don't know in the beginning we said what if we hold on to (audio was unclear, unable to understand).

Councilmember Michalson: we started in March and Brandon said that every three months we would bring this back.

Mayor Dewey: I think that is how it looked. Every three months so we haven't been working necessary to transfer fees and shut offs, so their April bill there was no late fee, May no late fee, June with no late fee so I guess there has been 6 bills with no late fees.

Councilmember Devlin: (audio was unclear, unable to understand)

Councilmember Michalson: (audio was unclear, unable to understand)

Mayor Dewey: we won't see a late fee show up.

Councilmember Vick: a normal year about what is the percentage of the people that pay online.

Mayor Dewey: I don't know that off the top of my head and I don't know how consistent that is, you would think it would be consistent depending what is going on, Laura has actually brought collections down considerably from where they have been. So that is good, so I don't know the percentage of the people that are paying their bills on line, we are making some process that will make it easier to pay their bill on line were you can actually go in and see your water bill on the website we are trying to do that to minimize the interruption of a water payment so we can make this easiest as possible and having recurring bill charges. The only other consideration that I would offer is that when a late fees do get reinstated, we suspended it right? But that late fee is attached to their balance so whatever their balance is for example January they have nine months of non-payment and then that late fee is going to be a lot larger if we billed them in October (audio was unclear, unable to understand) that is one thing to consider is it is a percentage of the past due (audio was unclear, unable to understand).

Councilmember Devlin: if we do this like a bank so they did a six-month deferral like on loans business loans mortgages things like that, they tacked it on to the end of the loan. I am not really sure of the nine month, (audio was unclear, unable to understand) especially going into winter when people's incomes are little bit harder or lower, they tend to be in the winter. In January (audio was unclear, unable to understand) I don't know if that is there.

Mayor Dewey: I guess from my situation and the conversations and the observations in the office, (audio was unclear, unable to understand) we do worry about our aging population in Stevensville especially around water rates those folks aren't having as much of a problem when paying their bills, it is the working class that we see with these challenges. There are a number of people that we keep in touch and that is positive (audio was unclear, unable to understand) considering from our experience that they are very religious on paying at the beginning of the month that is kind of how we know where we are (audio was unclear, unable to understand) those folks are still coming in.

Councilmember Vick: do we have a round about number on how much of this is residential vs commercial?

Mayor Dewey: I guess I can break it down this way for you, I can't necessarily speak to what is residential and commercial but I, we could, when did she run that report? I can tell you that a handful of past dues are at 120 are either are long overdue foreclosures where we are waiting for the banks in fact one of our 120's came in paid in full today which will knock that down 600-700 dollars considerably so that is a bulk of those 30, 60, 90's a lot of our 30 day people that is

why we gave them the extra month it just happens that the 15 day turn around and then they pay their bill the day before we run the next bill, that is why you will see that come down our 60, 90's I think we are (audio was unclear, unable to understand) early on in June Laura and I printed the list of each account and wanted to make sure that we reached out to the people that may find themselves in trouble and we didn't see any business' and that is partly because of the stimulus money small business loans and places that were helping those business'. I would venture to say that a bulk of those are residential if not all.

Councilmember Devlin: I think we need to be very careful in providing to help people in getting them into a really bad position I am (audio was unclear, unable to understand) we are enabling them kicking the can down the road when you are faced with it and can't pay for it now how are you going to pay for it then, (audio was unclear, unable to understand) and then they are looking at shut off of water in the winter we are creating kind of a big issue that we can nurture so to speak.

Mayor Dewey: we are still required by the governors directive to provide this, so no matter what those people that claim an exemption, the town can do an affective job asking for an exemption they have that opportunity, some of the folks that have a higher balance and don't want to (audio was unclear, unable to understand) for those people and the people that are current that have a chunk due (audio was unclear, unable to understand) we do have a regular business with these folks (audio was unclear, unable to understand). At lease in the last year we haven't shut anyone off for non-payment. We haven't shut any one off, usually we put a notice on their door and give them three days, three business days to pay for whatever reason our bill (audio was unclear, unable to understand) that is why we are trying to make it easier to pay online receiving their bill on a post card in the mail is seems kind of archaic. (audio was unclear, unable to understand). Mr. Michalson?

Councilmember Michalson: the help program, any more money in that?

Robert: I think we have three more years on that.

Mayor Dewey: we are not really seeing that population or as many enrolments in that program. So, the motion on the floor is to reinstate the water and sewer late fees. With that I will call for public comment. (no public comment) Any further discussion from the council? Mr. Michalson?

Councilmember Michalson: when will they show up?

Mayor Dewey: they would show up on the October bill so we would have roughly 3 weeks so we are at a place where we can let them know where they are at with their current balances.

Councilmember Devlin: did they receive something saying that they were not being charged late fees?

Mayor Dewey: I think that it was on the bottom of a water bill the (audio was unclear, unable to understand).

Councilmember Devlin: so, no one has ever come in to ask about it, or the late fee.

Mayor Dewey: Would you? (laughing in the background)

Councilmember Devlin: that is my point. That is my point exactly.

Councilmember Vick: I think too that if we reinstate this tonight that we have to find a way to let people know about this for third party.

Mayor Dewey: I see, we don't have problems with property owners/landlords.

Councilmember Vick: I mean as far as those people that are still being charged by their rental company and if they are being affected by this pandemic and they are eligible for an exemption they would need to apply.

Mayor Dewey: the water is always in the landlord's name so if we, I suspect that if the renter is having a difficult time paying the bill that is between the renter and the landlord because the renter is paying the landlord for the water. If you want a budget bill amount every month (audio was unclear, unable to understand) we hate for them to come in and say, (audio was unclear, unable to understand) we should say, if you rent you build water amount into your bill, it is a night mare for us. Last call for comment or council discussion.

Councilmember Vick: I make a motion to reinstate late fees until December 1<sup>st</sup>.

Mayor Dewey: Mr. Vick has made a motion to reinstate the late fees on December 1<sup>st</sup>.

Councilmember Vick: that is correct.

(audio was unclear, unable to understand)

Councilmember Devlin: so, you would want the late fee to show up on the December 1<sup>st</sup> bill. So, they have until November to pay their late bill.

Councilmember Vick: I amend my motion to collect late fees starting December 1<sup>st</sup>.

Councilmember Michalson: 2<sup>nd</sup>.

Mayor Dewey: It has been moved by Mr. Vick and 2<sup>nd</sup> by Mr. Michalson. Council discussion? Public comment?

Chief Motley: help me understand your thought Mr. Vick. We giving more time to prepare to pay the late fee in possibly the most stressful time of year for some folks (audio was unclear, unable to understand) now we are going to give them more time. Does that really make sense?

Mayor Dewey: the amendment is to reinstate late fees on December 1<sup>st</sup>. Call for the vote, MS. Berthoud.

Councilmember Devlin: no

Councilmember Michalson: aye.

Councilmember Vick: aye.

Mayor Dewey: the motion passes, to reinstate late fees and non-collection suspensions on December 1<sup>st</sup>. Council discussion. Public comment?

Councilmember Devlin: what is your thinking of December 1<sup>st</sup>?



Councilmember Vick: I was thinking two months out, but also Mr. Motley does bring up a good point that a lot of our work force here is Stevensville does get laid off.

Councilmember Devlin: yeah, winter.

Councilmember Vick: it is kind of a catch twenty-two, right now these folks have a high bill, if they are going to be charged a late fee if we reinstate it on October 1<sup>st</sup> and an even higher late fee on December 1<sup>st</sup>. So, if we wait until after the holidays, they will have a high bill.

Councilmember Devlin: they will have an even higher bill. I would be interested in October 1<sup>st</sup> November 1<sup>st</sup> at the latest.

Councilmember Vick: I rescind my motion.

Mayor Dewey: Mr. Michalson consent to his rescind of the motion?

Councilmember Michalson: yes, I do.

Mayor Dewey: the motion has been squashed. We will go back to reinstate the fees and shut offs.

Councilmember Devlin: I would like to make a motion to reinstate late fees and shut offs starting October 1<sup>st</sup>.

Mayor Dewey: you are entertaining the motion to reinstate late fees and shut offs on October 1<sup>st</sup>.

Councilmember Vick: I will 2<sup>nd</sup> that.

Mayor Dewey: the motion is to start October 1<sup>st</sup>. Council comment on the amendment? Public comment on the amendment? Mr. Motley?

Mr. Motley: (audio was unclear, unable to understand) gave comment on the motion. I think this is a good idea.

Mr. Tadvick: gave a comment on the motion. People have more money right now then they ever have. They are making more now then ever, there is no reason that they can't pay their bill. Also having a hard time hearing on the live feed.

Mayor Dewey: any further comment on the amendment? I will have Ms. Berthoud call for the vote.

Councilmember Devlin: aye.

Councilmember Michalson: aye.

Councilmember Vick: aye.

Mayor Dewey: the motion passes.

b. Discussion/Decision: Resolution No. 387E, amending Town Council Rules

Mayor Dewey: introduced unfinished business (b.)

Councilmember Vick: last meeting when I mentioned about tabling this, I completely forgot that Ms. Holcomb was not going to be here and because this effects the entire cancel rules, I ask that we table this.

Mayor Dewey: is there a 2<sup>nd</sup>?

Councilmember Devlin: I will 2<sup>nd</sup>.

Mayor Dewey: it has been moved by Mr. Vick and 2<sup>nd</sup> by Ms. Devlin to table item 10. (a) until Ms. Holcomb returns. Council comment? Public comment? I will call vote.

Councilmember Devlin: aye.

Councilmember Michalson: aye.

Councilmember Vick: aye.

Mayor Dewey: all right moving along then.

## 11. New Business

a. Discussion/Decision: Painting of Yellowjackets on sidewalks by the Stevensville Booster Club (Fran Schmitz)

Mayor Dewey: introduced new business item 11 (a).

Fran Schmitz: came to the podium to introduce the painting of the Yellowjackets on sidewalks by the booster club. The letter is in the packet, but for those that do not have it I will go ahead and read it. Fran read her letter. We don't have a date and we had hoped to do it this summer but it has not happened. We had hoped to have our athletes help. There is no cost to the town or the business' booster club will purchase the stencil and the paint.

Mayor Dewey: any questions?

Councilmember Vick: what color are you going to use?

Fran Schmitz: we are going to use a black and Vegas gold. We would like to get permission to extend this permission into next summer not knowing how long this will take.

Councilmember Vick: I will make a motion to approve item (a) and I would say that they never have to ask for approval again to replace those stencils on the sidewalks again.

Councilmember Michalson: I 2<sup>nd</sup> it.

Mayor Dewey: it has been moved by Mr. Vick and 2<sup>nd</sup> by Mr. Michalson to approve the pointing of Stevensville Yellowjackets on the sidewalks along with extended maintenance. Any further council discussion on the item? Public comment?

Councilmember Vick: I guess I do have one more question, does that work for you to not have to come back?

Fran Schmitz: yes, that does, we just wanted to make sure about this. I think at one point when they were painted, they were just for booster members, this time that will not be the case.

Mayor Dewey: any further comment? With that I will call for the vote, Ms. Berthoud.

Councilmember Devlin: aye.

Councilmember Michalson: aye.

Councilmember Vick: aye.

Mayor Dewey: motion passes.

#### b. Discussion/Decision: Upgrade of phone systems for all facilities

Mayor Dewey: introduced new business item (b). We will give some background when we get into the numbers of it. The reason that we are bring this forward to council this evening is obviously there is a need to replace our aging phone infrastructure within the town and now is a good opportunity to do so. This is something that we saw back in the budget process that we anticipated we would have to make an expenditure on and so we built that knowing that we would see some savings with upgrading our phone system so there is savings built into our budget and we realized for an upgrade so that is where you will see neutral expenditures to the budget and won't have to amend the budget because of how we allocated this into our phone budget. So, in terms of background the last time that the towns phone system was upgraded at town hall was roughly around 2012-2013 the following year the phone company stopped manufacturing the phone system and with that finding technicians to service the phone system became challenging. Typically, we would get a technician to service that when we needed to add an extension, when that technician was not available from the company, they would send out another company and that would become pricy. The technician that we have now is not trained in this phone system and when he does come it is very expensive, we just had him out and it was very expensive, over \$1000.00 to install some equipment. So needless to say, our current phone system at town hall is not necessarily fitting the needs of the organization. On top of that now with our, we have now expanded our facilities where the police department is off sight, public works is operated off sight and parks off sight in the spring. We are growing outside of town hall because of space which is okay but has caused some connectivity issues for as well. In so what we have done we have worked with our IT provided to address this phone system issue that we are having within the organization, they have worked up a proposal for us to an IP phone system redundant to the internet phone system we would still retain a hard line for our fax and it would work as a back up line if we have connectivity fail. So we have some redundancy moving to internet phones, but an advantage of having internet phones is that we

can talk between facilities we can speak to the chief in his office as if he was in the same building. Another advantage, when we do have people telecommunicate from home, work from home, this phone system gives them the ability to take the phone home and hook up to the internet just as if they were answering the phone from their desk. We are dealing with the cell phone transfers or calling from private numbers (audio was unclear, unable to understand) people working from home. Last advantage that I will highlight on the phone system is that First Call can provide assistance to us, we can right this into our contract. If Chief Motley is having problems with his phone, he doesn't have to call Robert you call First Call and work through what needs to be done. One other thing that we can highlight is it gives us the ability to downsize the number of cell phones that we provide. Robert showed the savings on our spectrum bill and the Verizon monthly bill it would be cheaper and more efficient. For example, public works all have cell phones, their own cell phone line what they are doing is forwarding their work phone to their personal phone line because they don't want to carry two cell phones where we give them a town cell phone line we require them to answer the calls in the middle of the night this will allow us to get rid of the public works cellphones that are sitting in drawers and that we are paying a monthly charge for instead we can give them a much cheaper stipend for monthly use of their personal cell phone, they can download the app. Looking at just under a \$15,000.00 purchase, it transfers our monthly cost of phones to just under \$400.00 so obviously there is a subscription with this issue, modern technology. (audio was unclear, unable to understand) \$400.00 per month. You can see the monthly cost there. (audio was unclear, unable to understand) there is another savings, called Microsoft teams, it is also an app. When you get Microsoft teams it is built into this system, we are currently paying a monthly fee for this. Going through this program we wouldn't be paying that subscription cost yearly (audio was unclear, unable to understand) another high is that the CARES Act has encouraged organizations to make these changes and we will be submitting this for reimbursement. At the very least the first-time service fees, best case scenario we can see a significant savings to our phone system with no cost to our current budget. CARES would cover that worst-case scenario would be that we would fund that, that is an opportunity that we are excited for. Essentially, we are looking for your blessing when you see the \$15,000.00 check come across the table you are not shocked.

Councilmember Vick; how much will this save the tax payer over what we currently have?

Mayor Dewey: the savings that we have currently calculated is \$363.00. In terms of capital I don't recall what we payed for the current phone system, on a monthly basis saving \$363.00 subscriptions of Microsoft office (audio was unclear, unable to understand).

Robert: our current \$400.00 bucks, the savings of not paying go daddy, Microsoft in two years we have paid most of them ahead. We will get some credit back from that. If we don't go with a new system, we will still have to pay for a system for the police department and maintenance of \$1000.00 each time.

Mayor Dewey: we are at a stage where it is cheaper to replace it then it is to fix it. Unfortunately (audio was unclear, unable to understand)

Councilmember Michalson: so, this would there be a contract behind this (audio was unclear, unable to understand)?

Mayor Dewey: this will be covered under our current IT contract. This is one of those things where we have asked them to go above and beyond, there are some costs associated with that start up fees, but the on-going support, but not the subscription, but the on-going support will be there. Telephone, Microsoft office, your computer, going through IT.

Councilmember Michalson: I guess I just have a problem with this one time cost you talk about the CARES act and if it doesn't come through is this already budget for?

Robert: I am pretty confident that this will go through, this is one of the things that (audio was unclear, unable to understand) go through.

Councilmember Michalson: can you tell me which ones will go away besides Go Daddy?

Robert: Go Daddy will go away, currently we are paying Spectrum \$481.00 a month for our phone service and internet there will be a \$200.00 plus savings a month there. Verizon we are paying \$449.72 we can save about \$233.00 the police department will maintain their phones. 7 of the employees that use their own phones will be given a \$10.00 stipend a month with a savings of a few dollars a month. (audio was unclear, unable to understand) go daddy is a pretty substantial amount a month, we pay for an email account every month almost a wash but if we were to pay for the police department (audio was unclear, unable to understand).

Councilmember Michalson: thank you.

Councilmember Devlin: I have a question. So, if this is part of our contact with First Call, what happens if we don't use First Call anymore?

Mayor Dewey: we would still own the system. I would imagine that would be a requirement of another IT company.

Councilmember Devlin: do we know if there are other IT companies that are capable of this?

Mayor Dewey: the phone system is Microsoft we could call Microsoft directly.

Councilmember Vick: I have experience with working with Teams both on the chat based and phone system it is one of those things if we changed IT vendors there would not be an issue with migrating this system over, all the settings would stay the same.

Mayor Dewey: any further questions from council? I guess a couple of ways we can approach this. First and foremost the intent behind this agenda item was to give you a heads up. If you would like to give us formally your blessing, we would like that to be on record (audio was unclear, unable to understand) a sensor to proceed and get the equipment ordered.

Councilmember Vick: I will make the motion to upgrade the phone system.

Councilmember Michalson: I will 2<sup>nd</sup>.

Mayor Dewey: it has been moved by Mr. Vick and 2<sup>nd</sup> by Mr. Michalson to upgrade the phone systems. Any further council discussion, public comment. I will call for the vote, Ms. Berthoud.

Councilmember Devlin: aye.

Councilmember Michalson: aye.

Councilmember Vick: aye.

Mayor Dewey: the motion passes unanimously, thank you very much.

c. Discussion/Decision: Resolution No. 481, Requesting Distribution of Bridge and Road Safety and Accountability Program Funds for the Town of Stevensville, Montana Fiscal Year 2020-2021

Mayor Dewey: introduced new item (c). This is an annual process that you under take by resolution. Just a reminder this is from a gas tax increase from a couple of years ago. We have been accumulating BARRSA funds are ready to spend a bit of that on the 3<sup>rd</sup> Street improvements. We just finalized some things with George last week. Mr. Michalson?

Councilmember Michalson: I make a motion to approve Resolutions 481 Requesting Distribution of Bridge and Road Safety and Accountability Program Funds for the Town of Stevensville, Montana Fiscal Year 2020-2021.

Councilmember Vick: I will 2<sup>nd</sup> that.

Mayor Dewey: it has been moved by Mr. Michalson and 2<sup>nd</sup> by Mr. Vick. Further discussion, public comment? I will call for the vote, Ms. Berthoud.

Councilmember Devlin: aye.

Councilmember Michalson: aye.

Councilmember Vick: aye.

d. Discussion/Decision: Council Rules. (Council Member Michalson)

Mayor Dewey: introduced new business item (d). Mr. Michalson you have the floor.

Councilmember Michalson: yes, our council rules has a section in it which says whenever a town council has sufficient advanced notice of a future vacancy of an elected office town council can attempt to fill the vacancy in advance of the actual vacancy in order to prevent an elected official occurring (audio was unclear, unable to understand). I didn't like how that looked so I sent an email to Dan Clark (audio was unclear, unable to understand) Mr. Michalson read from the email that Dan Clark sent to him. With that (audio was unclear, unable to understand).

Mayor Dewey: I had an opportunity to discuss this with the town attorney in terms of, there are differences in the town rules what council rules is referring to is for a future vacancy where an elected official says I am going to be gone in 30 days or 60 days, giving you a heads up a courtesy, hey I am going to be leaving. The vacancy applies in Montana code when that seat becomes vacated, meaning when that person gives 30 days and on the 31<sup>st</sup> day so what council rules allows you to do is to pick a successor of a future vacancy. So that there is no laps. (audio was unclear, unable to understand) we have multiple conversations with the council whether or not (audio was unclear, unable to understand) so they are not in conflict with each other, that was

Scotts main thing (audio was unclear, unable to understand) they are not in conflict of each other. Mr. Michalson?

Councilmember Michalson: I think what Mr. Clark was saying a councilmember can't sit and vote on its predecessor. (audio was unclear, unable to understand)

Mayor Dewey: (audio was unclear, unable to understand) I think the way your question was posed a vacancy had already existed. If Ms. Devlin resigned effective immediately, tomorrow she would not be able to pick her predecessor. If she resigned tonight and said she was going to be done in two days and we were able to fill her vacancy before the two days expired, she would be able to participate. Ms. Devlin?

Councilmember Devlin: my question is he suggested to you (Mr. Michalson) that he have the city attorney review the policy did you do that; did you talk to him about your question.

Councilmember Michalson: I did not Jaime.

Councilmember Devlin: okay.

Councilmember Michalson: But Dan did say I suggested that you have your city attorney review your policy. I CC'd Scott on it.

Councilmember Vick: I make a motion to get a written opinion from Scott.

Councilmember Devlin: I 2<sup>nd</sup> that.

Mayor Dewey: it has been moved by Mr. Vick and 2<sup>nd</sup> by Ms. Devlin to table this council rules until a written opinion from our city attorney. Council discussion?

Councilmember Devlin: I don't see where he (Scott) was CC'd on this.

Councilmember Michalson: what's that?

Councilmember Devlin: I don't see where Scott was CC'd on this.

Mayor Dewey: non the less there is not a CC but now he will get it. Public comment? Hearing none I will call for the vote, Ms. Berthoud.

Councilmember Devlin: aye.

Councilmember Michalson: aye.

Councilmember Vick: aye.

Mayor Dewey: that concludes our business portion of tonight agenda.

## 12. Executive Report

Mayor Dewey: I return to the office August 31<sup>st</sup>. non the less it feels good to get back. (audio was unclear, unable to understand) just as the chief of police stated the police department is moved and we will look at an open house. (audio was unclear, unable to understand) some of

those costs through CARES will be covered. Montana League of City and Towns conference highlights. Mayor discussed the funds provided by the state will go away at the end of the year so they are reminding towns to submit for reimbursement. The town is looking into a document feature through our current system to have a lot of our documents available on line to the public, instead of records requests (audio was unclear, unable to understand) it would have a copy of our ordinances, building permits, things that are not usually available on line. The state has set aside funds to help towns get this accomplished. It will give us some level of confidence that it will get covered. (audio was unclear, unable to understand). I appreciate council's cooperation (audio was unclear, unable to understand) I am very pleased on us working together I know there are some kinks that need to be worked on with virtual meetings. (audio was unclear, unable to understand). Any questions from council?

### 13. Town Council Comments

Councilmember Vick: I guess I just want to say that I am glad that we are back to in person meetings, not as many masked faces. Last week during the planning and zoning board meeting I was not able to get into the public comment section. (audio was unclear, unable to understand) with going back to the microphone recording and the camera over there doing the recording. We need to get that fixed so that the public can hear the meetings (audio was unclear, unable to understand).

Mayor Dewey: Mr. Michalson?

Councilmember Michalson: I just want to say that I have a board application here from Steve Gibson and I would like to know (audio was unclear, unable to understand) confirmed. (audio was unclear, unable to understand).

Mayor Dewey: Ms. Devlin?

Councilmember Devlin: I would just like to know if there is a way on our web site, the CARES money, how much we got and where it is going to, I get quite a bit of questions about it and to be honest it is not my area of expertise. I don't know how to answer those questions and talking to you about it, it makes sense but then I need to go and relay that back there needs to be a (audio was unclear, unable to understand) if you are telling me you keep a running post of that to keep everyone posted (audio was unclear, unable to understand) that spread sheet I don't know.

Robert: I think I can answer that when we get the police wages back, I just go in and JV the wages back in for the police department. It can't get spent on something else (audio was unclear, unable to understand)

Councilmember Devlin: but then where does it go there are a bunch of questions and I don't know I am not comfortable answering these questions.

Robert: Right now, in the budget we have about \$80,000 budgeted to come back from CARES, we already budgeted for that.



Mayor Dewey: we didn't anticipate (audio was unclear, unable to understand) we are working on getting this out to the public.

Councilmember Devlin: thank you.

#### 14. Board Reports

Mayor Dewey: are there any board reports?

Councilmember Michalson: Planning and Zoning Board has set a meeting at the high school on October 10 at 6:30 p.m. I got a letter from Dr. Moore. Mr. Michalson read the letter into record. Michalson stated that he spoke with Dr. Moore and we can seat 70 people.

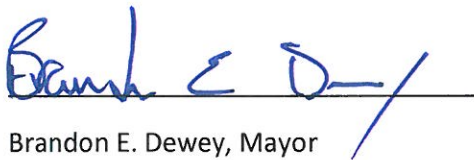
Mayor Dewey: any further board reports?

#### 15. Adjournment

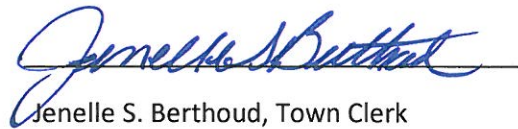
Mayor Dewey: thank you for your cooperation.

APPROVE:

ATTEST:



Brandon E. Dewey, Mayor



Jenelle S. Berthoud, Town Clerk