

## Stevensville Special Town Council Meeting Minutes for

THURSDAY, SEPTEMBER 01, 2022

6:00 PM 206 Buck Street, Town Hall

### CONDENSED MINUTES

1. Call to Order and Roll Call

Mayor Gibson called the meeting to order councilmember's Barker, Brown, Michalson and Wolff were all present.

2. Pledge of Allegiance

3. Public Comments (Public comment from citizens on items that are not on the agenda)

NONE.

4. Public Hearings

a. Discussion: FY 2022/2023 Preliminary Budget

Mayor Gibson: introduced discussion of preliminary budget for FY22-23. What we are doing tonight is going through all of the revenue. And next week we will go through all of the expenditures and hopefully pass the budget.

Pam Sosa, Finance Officer: the expenditure revenue budget report in front of you consist of all of the projected revenue for the town.

Mayor Gibson: I could be wrong, and Bob can correct me if I am wrong, but in my time, I don't remember seeing it this detailed.

Councilmember Michalson: not since 2018, we have never had worksheets like this.

Councilmember Michalson: are we going to go line by line or bounce around.

Mayor Gibson: I would suggest that if there are things that stand out, some of them are pretty basic.

Councilmember Wolff: this is the first time that I have laid eyes on this, I would appreciate going through each of these.

Mayor Gibson: we can do that.

Councilmember Wolff: franchise fees, what franchise fees are we talking about.

Robert Underwood: Charter, one other one, since they operate in a part of the town, they pay a fee.

Councilmember Wolff: dog licenses. Big drop from last year.

Mayor Gibson: this is a projection from the last administration.

Robert Underwood: yes, what you are looking at is the past administration and the projections from the last budget.

Councilmember Wolff: business licenses. That is going down as well.

Robert Underwood: that current budget is a guess and next to that is the actual.

Mayor Gibson: what you see in 21/22 is a projection from the last administration.

Councilmember Michalson: is everyone ready to go down into charges and services? SRO services \$33,352.00, did we already receive that money from them?

Robert Underwood: yes, just rolled over the same amount from last year.

Councilmember Michalson: and they pay for half the insurance for one officer?

Robert Underwood: correct.

Councilmember Michalson: finger printing services, Jenelle?

Robert Underwood: that is Jenelle's.

Councilmember Michalson: can you tell me why there is so much revenue from fingerprints?

Jenelle Berthoud: I do a lot of fingerprints, \$20.00 per card. Last year I did a little over 300 cards.

Councilmember Barker: is that because they don't have to go to Hamilton?

Jenelle Berthoud: it has a lot to do with the state of Montana and cannabis licensure, gaming licenses, city of Missoula is booked out 3-6 weeks at a time, so they travel to do it. Mainly I do it between 2:00-4:00 only about 2-3 days a week and depends on what is going on at town hall.

Councilmember Michalson: a question for Jeff, fire protection. Is there a reason?

Chief Jeff Motley: it is for fire protection from the other departments.

Robert Underwood: the prior administration wanted to fine someone who's alarm went off so many times.

Mayor Gibson: the fact is that they projected \$2500.00.

Councilmember Wolff: parking meters and fees, I did not know that we have parking meters and the budget 21/22 said we were going to get \$10,000.00.

Robert Underwood: last year, we have a lot over here and they thought about leasing and the parking meters did not happen.

Councilmember Wolff: Field use? What is that about?

Robert Underwood: if a team wants to come and use the park for their team.

Councilmember Barker: is that Lewis & Clark Park

Councilmember Brown: is that Ravalli too?

Councilmember Michalson: swimming pool fees?

Robert Underwood: went through the average.

Councilmember Michalson: do we want to go that high if we know that there are pool issues.

Mayor Gibson: we are not going to get into that at this time.

Councilmember Wolff: recreations fees, we really jumped there.

Robert Underwood: the last administration had plans with day care, after school programs, food costs. We did not get any revenue from that.

Councilmember Michalson: page 2 other financing sources, \$236,000.00?

Robert Underwood: that means that we were going to take \$236,000.00 out of the general fund, it was probably out of the CARES money, but it did not happen.

Councilmember Barker: rents and leases, what was the \$5,000.00

Robert Underwood: it was that interlocal agreement, rent the fire hall to district and then pay them for the other half.

Mayor Gibson: ambulance services?

Robert Underwood: this is the first time that we have gotten paid for two transports. The reality is that it is hit or miss for transport.

Councilmember Barker: with the new Bitterroot Health, is that going to cut more from you?

Chief Jeff Motley: I don't see that.

Councilmember Michalson: planning fees, for planning and zoning.

Robert Underwood: yes, the estimation for last year was \$25,000.00 we never received that we ended up with less. Expecting \$5,000.00 this year.

Councilmember Michalson: inter fund what is that?

Robert Underwood: it is not projected this year.

Councilmember Wolff: under TIFF revenue, looks like that was over inflated or did something happen there.

Robert Underwood: this is an odd ball; the state sent a letter stating that we would not be getting TIFF money and we ended up with the state kicking in other funds. It is how they have the exemptions set.

Councilmember Wolff: page 7 we have zeros.

Robert Underwood: this is an account that we just need to spend down.

Councilmember Wolff: building licenses and permits, that is a real jump to a budget this year of \$25,000.00.

Robert Underwood: you can see from previous years. I am not sure where last years was going to come from.

Councilmember Wolff: page 9, misc. revenue special assessments.

Robert Underwood: this is the lighting districts.

Councilmember Wolff: police training and pension? It looks like a decrease.

Robert Underwood: we just get the money in the back account; I have to go back and look for the paperwork to track it back this number is looking low. It is basically pass through.

Councilmember Wolff: what is BARSA.

Robert Underwood: it is bridge and road safety accountability program.

Mayor Gibson: we are looking at using that for street repairs, we are looking at Spring Street.

Councilmember Wolff: are these programs gone, going from \$10,000 to zero, the state grants.

Robert Underwood: we got our grant for the \$10,000 and that money came in. we are not planning on anything others at this time. But I do need to add the library as a pass through for \$7,500.00.

Councilmember Wolff: all of that COVID and Stimulus money was used up correct.

Robert Underwood: last June we got about \$260,000 and this June we got about \$260,000 and then another \$370,000. There is just about \$800,000.00 in our ARPA fund.

Mayor Gibson: when we get to the other part of the budget you are going to see one-time purchases and then the ARPA money is for the ARPA grant match.

Councilmember Michalson: page 19, Misc. Revenue. Are we going to do another surplus sale? Maybe the ambulance.

Mayor Gibson: I have spoken to Steve Kruse and after this budget we need to do an inventory and advertise and have a sale.

Robert Underwood: over the past three years we have allocated so many of our mills to go into our Capital Funds, unless they are voted levies, we cannot do that. So, I have to back those out. It has to go into the general fund. Should be zeros.

Councilmember Barker: page 22, misc. private gifts for \$10,000.00 was that for the lights that they wanted to put on Main Street.

Mayor Gibson: yes, it is and it has not been spent.

Councilmember Wolff: page 23. On the water, I am just wondering on the preliminary budget we are dropping from \$366,000 down to \$270,000. I know that we still have some meters that need to be replaced.

Mayor Gibson: we ordered those meters, and they are coming from Israel. I think that we have about 100 meters that are not working.

Robert Underwood: I think that you are looking at the first draft.

Councilmember Wolff: on the airport, tie down fees. I am not sure if they are tracking these anymore. No one is there to track those all the time.

Robert Underwood: they have a box up there, but this year we got \$15.00. you will see this CARES money for the airport. They were given two different grants one for \$13,000 and one for \$32,000. We are in the process of drawing those accounts down.

Vickie Motley: 318 9<sup>th</sup> Street, I was just looking at the user and business fees and up to this year they had collected \$9,000 and this year only \$125.00.

Robert Underwood: after I left, they did not bill the airport, so those bills just went out so that revenue is coming in. This coming year and last year.

Councilmember Michalson: tie down fees, \$500, then \$15.00 and now \$50.00 is that just non enforcement.

Robert Underwood: the big year that is when they shut down the apron. Normally is it just collecting it out of a box, honor system.

Councilmember Barker: so, we are paying an airport manager to do this, why is he not doing the job?

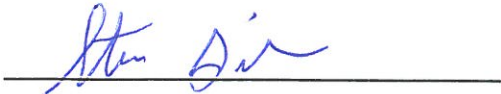
Councilmember Wolff: the manager is half time, not there all the time.

Councilmember Barker: they have a log of when they are coming in.

Mayor Gibson: pot money, it is a projection Ravalli County passed a 3% recreational. It will be distributed to Darby, Hamilton and Stevensville. It will go into our budget. It will be up to you, but my intent is to go into Parks or Law Enforcement. Next week we start the actual budget each department head will be here, and I just want to make it clear that this is our recommendation to you, this is your budget you will be free to make amendments, if you want to take out or put it. We have issues out there; we are trying to get the dollar amounts. We may have some issues with the pool, the pool has gotten by inspections show different. Steve Kruse is looking at that. We have some issues with the engineer. The ARPA grant for water storage and leaks, looks like we are running into some issues with water capacity, pumps and there could be some major costs there. Coming up next year, we are going to have the fire fighter liability to have to start paying. These people have put together a fiscally responsible budget. Looking at a .75 per hour per employee raise, \$25 per month stipend for you the council and a \$25 per month for the fire chief. We are going to ask for a utility increase. I can't recall any other big increases. We are going to put in the budget with our reservoir for pumps. These people have worked very hard including Jenelle. When we get to it next week it is our recommendation but it is your budget.

## 5. Adjournment

APPROVE:



Steve Gibson, Mayor

ATTEST:



Jenelle S. Berthoud, Town Clerk