

Stevensville Town Council Meeting Minutes

for THURSDAY, NOVEMBER 10, 2022, 6:00 PM 206 Buck Street, Town Hall

1. Call to Order and Roll Call

Mayor Gibson called the meeting to order, Councilmembers Barker, Brown and Michalson were present. Councilmember Wolff has an excused absence.

2. Pledge of Allegiance

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

Jim Tadwick, 509 Mission Street: I just want to compliment the city crew over the last few days for clearing the street.

Leslie Tadwick, 509 Mission Street: I want to thank the police department for coming up to check on us at the voting and your SRO agent coming over and making sure that everything was going the way that it should go.

Will Rove, Skydive Montana: more of a question for the board than a comment from the last meeting, we had a question about liability for Skydive Montana and spoke with our attorney with revised liability waivers. Do we bring those directly to the town or do we bring them to the board first. And do you want Skydive Montana to pay for his time to review them or is that a town issue.

Mayor Gibson: that is okay, what the town approved was to investigate and look into so when the time comes and there is a proposal to do it

Will: where I was going was do I bring it to the town attorney to look over.

Mayor Gibson: either a council person or the board can request an agenda item and that is when that would be done.

4. Approval of Minutes

a. Town Council Meeting Minutes 09/22/2022

b. Special Town Council Meeting Minutes 09/28/2022

c. Town Council Meeting Minutes 10/13/2022

d. Town Council Meeting Minutes 10/27/2022

Mayor Gibson: if it is okay with the council can we just group these as one?

Councilmember Michalson: I don't have a problem with that.

Mayor Gibson: so, we will just go through.

Councilmember Michalson: I would like to make a motion to approve the town council meeting minutes and also the special town council meeting minutes of 9/22/22 through 10/27/22.

Councilmember Barker: 2nd.

Mayor Gibson: we have a motion and a 2nd. Are there any questions about the minutes?

Councilmember Michalson: 9/22/22 meeting minutes, item four aye on all of the votes. Page 9 item 11, put in the MCA 3-11-202. Page 12, item 12 on the executive report I was hoping for a \$100,000. \$100,000 what? I listened to the audio, and he was talking about the audit so that should be in there.

Councilmember Michalson: 9/28/22 page 14 item 4, is there are any roll, not role.

Councilmember Michalson: 10/27/22 page 39 item c, 20-40 Councilmember Brown says I had several things on reading. Item d, second paragraph. Mayor Gibson says not matter, and it should say no.

Councilmember Barker: page 39, Tim Smead I nothing to "go" with, it should be to page 40 councilmember Wolff, it says loke, it should say look, I mean, I would like to know.

Mayor Gibson: we have a motion and a 2nd, any public comment? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 3-0.

5. Approval of Bi-Weekly Claims

a. Claims #18025-#18052

Mayor Gibson: introduced approval of claims #18025-#18052.

Councilmember Barker: I make a motion to approve #18025-#18052.

Councilmember Michalson: 2nd.

Mayor Gibson: motion and a 2nd. Council discussion?

Councilmember Barker: # 18035 airport master plan? Is this part of the requirement for the master plan? Just an estimate is \$3,200.00?

Pam Sosa, Finance Officer: yes.

Mayor Gibson: that comes out of the grant, correct.

Pam Sosa: yes.

Councilmember Barker: that just seemed like a lot of money for an estimate.

Mayor Gibson: any further questions on the claims? Public comment on the claims? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 3-0.

6. Administrative Reports

Mayor Gibson: the administrative reports are in there and at any time if you have questions, we will get that to the appropriate department head to answer those questions.

a. Airport

b. Building Department

c. Finance

d. Fire Department

e. Police Department

f. Public Works

7. Guests

NONE

8. Correspondence

Mayor Gibson: with the correspondence Councilmember Wolff has requested that we read her letter at the council comment period time.

NONE

9. Public Hearings

a. Discussion/Decision: Resolution No. 513, a Resolution Amending the Budget for Fiscal Year 2022/2023

Mayor Gibson: introduced public hearing, Resolution No. 513, a Resolution Amending the Budget for Fiscal Year 2022/2023.

Councilmember Michalson: make a motion to approve Resolution No. 513, a Resolution Amending the Budget for Fiscal Year 2022/2023.

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd, Robert and Pam are here to answer any questions you may have. You can go through item by item, I think what you will find basically, and Robert can explain, you missed some zeros, the money is there. If you have questions about any of them, they are here to answer those question.

Councilmember Michalson: I met with Robert and Pam on this very subject and I think I asked you Robert to go line by one so that it was a matter of public record.

Robert Underwood, Contracted Finance Officer: the first one is to increase the appropriations for the general fund of \$181,654.00 that money is basically to increase for the auditor expense, and we had missed the insurance bill that had gone up roughly thirty grand. There is a \$28,000 insurance increase and for some reason the program did not calculate the employer contributions. Then on the bottom of that we are transferring \$543,169.00 from the CARES money into the general fund. That is to cover the insurance increase, auditor increase, utility increases and some other expenditures in the general fund. Basically, that is just moving CARES money out of that fund and into the general fund.

Mayor Gibson: most of this is one time and as you know the audit is three years behind, the first is two years for the audit and the third is less, but it is more than in the past due to it not being done. We also have the water rights on going with the attorney Ross Miller and Newfields and that is one time, we are hoping soon. I say February and Jenelle says June. Again, that is one-time expenditures, the water rights.

Robert Underwood: that is the first part any questions with that? The second part is the ambulance cash balance comes up negative every year, we have expenditures, but we do not have any revenue. During the budget, \$6,000 shifted into there, but they were already in the whole from last year so \$7,500.00 would bring them up for the year. We have to do that every year, but this is a double, this year and last year. That is coming out of the CARES money too. Then we have the building code enforcement fund we just allocated \$26,000.00 to that and that is because we forgot to do Tim Netzley's professional development piece. When he goes out and inspects, he gets a portion of the money off the top of it.

Councilmember Michalson: Robert, so that basically is his wages?

Robert Underwood: that is what that is. The next one was the BARSA account, last year they went over on the 3rd and 5th Street projects by \$21,000.00 so we had to put back into that account to make it zero. The next one is the water fund we need to increase the appropriations by \$329,826.00 and that was a couple of one-time expenditures that we missed, one is master meters we have a meter problem and we needed to put another \$10,000 in there. An extra \$20,000 for the utilities, they are really high. Insurance increase and \$280,000 for the ARPA grant, we did not have that in there, so we needed to make that match.

Mayor Gibson: excuse me, to go back to the ARPA grant, which was approved some time ago, we were able to do the match in two years instead of having to put it all into one. in my understanding Pam, we are spending their money first.

Pam Sosa: correct.

Mayor Gibson: so, that is why that looks like that. Our intent is to get with Mr. Kruse and the HDR person in the next month and start putting out with an RFP and the bid process so that this can happen in the spring. The main parts of it are, fix the leaks, and look at the storage water. There is no use waiting to do that bid, because we are not going to do that work in the winter and obviously all of that money will be spent in this fiscal year.

Robert Underwood: we already allocated \$200,000.00 of the ARPA money it was supposed to go in the water fund, so we just need to transfer another \$80,000 to make that match. All in all, we have to the increase of appropriations by about \$508, 413.00 in all of these funds here. Correction when I was talking about the \$26,000 that is actually the planning code and needed to bring that up. The \$26,078.00 was for Tim Netzley, we just did not have it in the budget. In the water bond fund, we just did not put the payments in there, there is money in the fund we just did not allocate enough for the payments. Sewer bond fund we just missed a zero, so we had to add another \$43,725.00. Correction for the sewer fund and the sewer bond is \$47,600. And the last one is \$300,000 for the airport grant for the master plan. That is basically a pass through we have already budgeted our 10% from the airport budget, \$32,500.00.

Mayor Gibson: any other questions regarding that? Public comment?

PUBLIC COMMENT

Leslie Tadvick: is there any money left?

Robert Underwood: that was the next question. At the end of the year normally it is about \$2.4 million the whole time, it has gone up when we got the CARES, at the end of this year in all of the funds we should be at about \$2.1 million. We have gone down a bit, but we have a lot of expenditures this year.

Mayor Gibson: we are fine this year, we will see what happens next year, we have some fire expenditures see what the revenue does. I think that we are okay, it was just some mistakes.

Councilmember Barker: one more question, we know that the ARPA grant will have to pay for that match for two years and we are sure that it is for two years, that we have two years to pay it.

Robert Underwood: when you have to appropriate the money, because of how the years are matched, it is when they start. You may have to pay the \$280,000 this year or we may not and then roll over to next year.

Councilmember Barker: I just want to make sure that we have it, then when it is time to pay it and we don't have it.

Robert Underwood: that is why we put it in.

Mayor Gibson: we don't know when it is going to be spent, simply speaking we get \$750,000.00 we match \$750,000.00 for \$1.4 million. Any other questions, seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 3-0

10. Unfinished Business

a. Discussion/Decision: Second Reading of Ordinance No. 150, an Ordinance Amending Chapter 24- Traffic and Vehicles to Read J-Turns are prohibited on Main Street from the North Town Limits to the South Town Limits

Mayor Gibson: introduced unfinished business a. second reading of the J-Turns on the reading.

Councilmember Michalson: I make a motion to approve the second reading of Ordinance No. 150, an Ordinance Amending Chapter 24- Traffic and Vehicles to Read J-Turns are prohibited on Main Street from the North Town Limits to the South Town Limits

Councilmember Brown: 2nd

Mayor Gibson: motion and a 2nd. Any comments? Any further discussion?

Councilmember Michalson: I think that Mac wanted to get up.

Chief Mac Sosa: basically, the change was adding 2 signs to the seven signs. I did a calculation; the difference roas to \$2,310.00 overall. Instead of the \$1,645.00 and again no cost to the town.

Councilmember Michalson: the money for the signs where is that going to come out? Public Works, or your budget?

Chief Mac Sosa: no, from the Chili cook off, we haven't spent much of that, it will either come from there or try to get it from other sources.

Mayor Gibson: with that, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 3-0

11. New Business

a. Discussion/Decision: Suspension of Town Council Rules to Cancel the November 24, 2022, Town Council Meeting in Observance of the Thanksgiving Holiday, and Authorizing Claims to be Paid out of Cycle

Mayor Gibson: introduced new business item a.

Councilmember Michalson: I will make a motion to suspend Town Council Rules to Cancel the November 24, 2022, Town Council Meeting in Observance of the Thanksgiving Holiday, and Authorizing Claims to be Paid out of Cycle

Councilmember Barker: 2nd.

Mayor Gibson: there is a motion and a 2nd. Further discussion? Public comment? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 3-0. The town hall will be closed on the Friday after Thanksgiving, if people want to take that day off, they have to take leave.

12. Board Reports

Councilmember Brown: the airport board meeting on the first. Robert and Pam were guests. There was another, Bob Michalson was there to present the information on the grant for a courtesy car. They are talking about it.

Mayor Gibson: what we have suggested to the board if they want to come back and explain what courtesy car versus maintenance car is. Right now, the courtesy car is parked here the keys are here.

Councilmember Brown: and also, there was discussion about the fees that are posted on the website that are not seeming to being collected. The Big Sky Jumpers would like us to review those, the airport board to review their fees, hopefully that is on the next meeting. Then also I did volunteer to help Tim, Robert said that he would help, try to get everything squared away with the leases, who is in what hanger, is the lease still valid and try to get that nailed out, they did want Tim Smead to take care of the 11 some hangers that they have not heard from and hopefully that will happen. And Kelly's group the 99 group did get the airport runways painted.

13. Town Council Comments

Jenelle Berthoud, Town Clerk: read a letter from Councilmember Wolff stating her end of term on the Town Council. (Letter will be included in the minutes of this meeting)

Councilmember Michalson: this is regarding agenda items, moving forward I would hope that if there is one agenda item with one council signature on it and if there are two councilmembers that have signed an agenda item there would be no excuse for it to not be on the agenda. It does not matter if a department head or whatever doesn't like it. It doesn't matter if some businessmen in town doesn't like it, they can come to the meeting and voice their concerns right at the podium just like everyone here. So, I would ask respectfully from now on that if there is two signatures on a council agenda that it goes in front of the council.

Councilmember Barker: Councilmember Barker read a letter during council comments. (This letter will be included in the minutes of this meeting)

Mayor Gibson: I would just like to say as far as the airport, it might have been different timelines, but everything brought from the airport at some point has been brought before the council.

Councilmember Barker: this is council comments so.

Mayor Gibson: I am just clarifying the only thing that I am aware of from the airport board is the Ordinance change that has been under review by the attorney. Last meeting was like the airport board night.

14. Executive Report

Mayor Gibson: I am going to have Jenelle go through the timelines to replace Councilmember Wolff. Jenelle, would you go through that.

Jenelle Berthoud, Town Clerk: sure, public notice was published in the Bitterroot Star in the November 9th paper and then it will be posted a second time in the paper on the 16th the 19th becomes the tenth day from Councilmember Wolff's end of term which is a Saturday. So, the 21st is the last day to receive applications at 5:00 pm. and the council meeting, special town council meeting has been scheduled for November 22nd at 5:30. For your guys to review those applications.

Mayor Gibson: Jenelle you contacted the council to ask each of them to give you three questions. Just like the last time, depending on how many people apply, we will take them alphabetically we will do them one at a time, first person will come in and the other persons will wait in the hall.

15. Adjournment

APPROVE:



Steve Gibson, Mayor

ATTEST:



Jenelle S. Berthoud, Town Clerk

November 4, 2022

REVISED LETTER

Dear Stevensville Town Mayor, Town Council, and Town Administration,

I am submitting this revised letter to advise you of my decision to end my term effective today 11-4-2022 as a Town Council Member. After much thought and consideration I feel that due to personal health reasons I must resign. I have learned so much in my tenure about local government and hope I served the town and my fellow Council Members well and diligently. It's been wonderful working with a Council and Town Directors and staff during difficult times and I feel there has been great headway in keeping the town headed on the right path.

As there is no second meeting this month due to Thanksgiving, this will serve to be an adequate notice before the next meeting December 8, 2022. I request that Town Clerk Jenelle Berthoud read this letter during Council Comments at the end of the November 10, 2022 meeting.

Thank you all for allowing me to do a most important job. I hope to still be involved by attending meetings in the future and will stay interested in what is happening in the best little western town in Ravalli County.

Sincerely,
Marilyn Wolff

cc: Mayor Gibson, Council Members Bob Michaelson, Stacie Barker, Cindy Brown, Town Hall Staff

November 10,2022

Council Members, Mayor & Staff,

After attending the last council meeting I was a little disheartened by how some of the citizens and town employees were treated at the last meeting. After watching the video. Some were heckled for comments that were made. Maybe we all laughed a little but this is happening way to much to and way to often. I feel this is not the place for heckling. If you have comments to make to citizens or staff these comments should be keep to ourselves not in front of or to our citizens of the town or just don't make the comment at all.

These comments could be hurtful and disrespectful. We are representatives of the town and we need to show them the respect they deserve. If you are not sure what I'm talking about maybe, you should take the time to watch the video for yourself.

As a council member I feel we are skipped over or not heard. We all have a right to speak even if it's something that some don't want to listen to. We all deserve to time to speak and not feel like we are being shoved aside or ignored. Again we are representatives of the town and deserve respect.

It was also brought to my attention that Boards and citizens have brought agenda items forth to be put on upcoming Council Meetings and these folks have not had the opportunity to be heard. When are we going to start putting these items forth so the council can get things done? The airport board is just one of the many examples. I finally asked what they were doing and was told that they have asked many times for items to come forward and as council we have not seen but very few items. Another example is citizens within the town that have put agenda items in as well. Many of these items may be petty or serious to some. However we are not taking these folks serious.

Lets work as a team and starting getting stuff done and show what we REPRESENT THE CITIZENS OF STEVENSVILLE. Remember there is no I in TEAM. We are a whole team and lets respect all.

Sincerely,
Council Member Ward 1 S
Stacie Barker