

Stevensville Town Council Meeting Minutes

for THURSDAY, AUGUST 24, 2023, 6:00 PM 206 Buck Street, Town Hall

CONDENSED MINUTES

1. Call to Order and Roll Call

Mayor Gibson called the meeting to order. Councilmembers Barker, Brown, Lowell and Michalson were all present.

2. Pledge of Allegiance

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

Chief Mac Sosa: gave public comment about the comments made by the library director at the last meeting, and Lewis & Clark Park not being a safe place for kids. I wanted to address this appropriately and do my research. Chief Sosa gave stats for 2021 and 2022. Calls at the park ranged from ordinance violations, disorderly conduct or property damage. Chief Sosa provided additional calls for service related to Lewis & Clark Park. Chief Sosa can assure the town that no one has brought anything to the police department.

Tonya Eickert: home school kids use the park, that gets used a lot for the home school kids and people walking dogs. The other night I was driving around and there are still teams using the park. The library has a building that they can remodel if they have to.

4. Approval of Minutes

a. Town Council Meeting Minutes 08/10/2023

Mayor Gibson: introduced approval of meeting minutes for 08/10/2023.

Councilmember Michalson: make a motion to approve town council meeting for 08/10/2023.

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd. Public comment? Seeing none, any further comment? Seeing none, Jenelle please call for the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 4-0

5. Approval of Bi-Weekly Claims

a. Claims #18523-#18531, #18533, #18535-#18550 (additional claims were added those numbers are #18551-#18560.)

Mayor Gibson: introduced approval of bi-weekly claims.

Councilmember Michalson: make a motion to approve claims #18523-#18531, #18533, #18535-#18550 and #18551-#18560.

Councilmember Lowell: 2nd.

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

Councilmember Michalson: page 3 of 11, Home Depot membership for Melanie for \$200.00.

Gina Crowe, Finance Officer: membership for her training.

Councilmember Michalson: so, she got the app through Home Depot?

Gina Crowe: no just below that, National Bookkeeping.

Councilmember Barker: #18523, Concrete cutting tool for the pool. I see that it is coming out of the Jenne Thomas fund, I asked how much is left in that fund, and they seem to keep depleting it, and then there is not going to be anything left.

Mayor Gibson: this is part of the first \$10,000.

Gina Crowe: Robert made some changes to this, and you passed a resolution to use \$10,000.

Councilmember Barker: correct part of it was for a grant from the Rapp Foundation.

Mayor Gibson: it ended up costing more.

Councilmember Barker: it just seems like we just keep using and using.

Councilmember Barker: go daddy, thought we were done with them. Interest and late fee, \$240.41, why is there a late fee?

Gina Crowe: last credit card bill.

Councilmember Barker: page 3 interest and late fee.

Gina Crowe: that is not for go daddy it is actually for, this is the claim, this is the visa payment that I had to get caught up on, and you will not see any more late fees.

Councilmember Barker: it is very hard to figure out.

Gina Crowe: anything that you see with a CC on it is a credit card claim. 18523, all belongs to the credit card. Godaddy is part of that claim. Page 4 will give you the total. (Gave an explanation to how the claims are listed).

Councilmember Barker: so, is that the reason #18535, Madix Land Holdings, rent I see a couple different ones.

Gina Crowe: I just received this, there were questions on the lease, this is the last two month

Councilmember Barker: I just saw two

Gina Crowe: one for July and one for August.

Councilmember Brown: there is a second claim for the same amount.

Gina Crowe: I will delete that second claim. Thank you.

Councilmember Michalson: HDR, information question. Where is this water main replacement at.

Mayor Gibson: we met with them this week, they have started the design phase and have started some work and hope to have the bids out soon.

Councilmember Brown: is that the same as the one below.

Gina Crowe: two claims came through, I needed to talk with HDR and the state on the grant funding.

Mayor Gibson: between the match it is close to 1.4 million. Any others? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 4-0

6. New Business

a. Discussion/Decision: Selection of New HR and Payroll Vendor for the Town of Stevensville

Mayor Gibson: introduced new business item a.

Councilmember Lowell: make a motion to allow Gina to purchase the new vendor.

Councilmember Michalson: 2nd.

Mayor Gibson: motion and a 2nd. You can see in the packet, there were three quotes, public comment? Seeing none, council?

Councilmember Michalson: it says 15 employees, what if we add an employee? Does the cost go up and down as you add or take away employees?

Gina Crowe: it could be an increase of \$5.00 per month per employee. It is such a great program it is just so much more than just payroll. It does HR employee files. Doing payroll through them is simple, doing payroll here is very long. Gina gave an explanation of what Net Checks can do for us. The company takes away the possibility of errors. The employees can pick their own deductions for federal and state. Now it is on me, trying to keep things more secure and safe.

Mayor Gibson: Gina has done a great job at this. Coming into the budget you will see that we will not be adding employees.

Councilmember Barker: I see that Black Mountain is already locked in. is there a way to get a reimbursement.

Gina Crowe: I am working on that with them. Normally it is for a year, I don't see us going live with Net Checks until January, because there is a lot of work to do.

Mayor Gibson: any other questions, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 4-0

b. Discussion/Decision: Resolution No. 521, A Resolution Establishing Mill Levies for Fiscal Year 23/24

Mayor Gibson: introduced new business item b.

Councilmember Michalson: make a motion to approve Resolution No. 521, A Resolution Establishing Mill Levies for Fiscal Year 23/24.

Councilmember Lowell: 2nd.

Mayor Gibson: Motion and a 2nd. I will give you a brief overview. The mills went down. This is not a time to raise taxes. Public comment? Any other discussion?

Councilmember Michalson: last year, this year we are putting it all in the general fund and last year we were putting it in the capital improvement fund.

Jenelle Berthoud: Robert and I did some research and found that it was done incorrectly, we found a few years in a row that it was done that way.

Mayor Gibson: any further discussion, seeing none Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 4-0.

c. Discussion/Decision: Letter to Montana Department of Transportation from the Mayor's Office, Councilmembers and the Chief of Police Regarding Traffic Concerns

Mayor Gibson: introduced new business item c.

Councilmember Michalson: I make a motion to draft a letter to Montana Department of Transportation from the Mayor's Office, Councilmembers and the Chief of Police Regarding Traffic Concerns.

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd. I met with the regional person about a year ago, there is a real concern at 2nd and Main. Real concern with east side highway and Main. You will see a draft of the letter. Any public comment? I have gotten a lot of complaints on this.

Councilmember Barker: just sitting here tonight to come across, you can tell that they are not even stopping at the 4 way stop.

Mayor Gibson: we will draft the letter and you will see it before.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 4-0

7. Board Reports

NONE

8. Town Council Comments

NONE

9. Executive Report

Mayor Gibson: we are having some problems with how things are posted, so we are working through this.

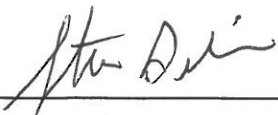
Gina Crowe: sometimes there are deposits in the bank, and we do not know what they are for, we are tracking down the monies and finding out what they are for.

Mayor Gibson: Mac will be leaving on the 14th of September, we plan on moving over here next week, before the 14th we will have a tour of the new police department and a goodbye to Mac.

Councilmember Lowell: thank you for being here, it has been appreciated.

10. Adjournment

APPROVE:



Steve Gibson, Mayor

ATTEST:


Jenelle S. Berthoud, Town Clerk