

## Stevensville Town Council Meeting Minutes

for THURSDAY, FEBRUARY 22, 2024, 6:30 PM 206 Buck Street, Town Hall

1. Call to Order and Roll Call

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

2. Pledge of Allegiance

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

NONE

4. Approval of Minutes

a. C.O.W. Meeting Minutes 01/30/2024

Mayor Michalson: introduced C.O.W. meeting minutes for 01/30/2024.

Councilmember Barker: make a motion to approve C.O.W. Meeting Minutes 01/30/2024.

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

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion? public comment? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

5. Approval of Bi-Weekly Claims

a. Claims #18829-#18832

Mayor Michalson: introduced bi-weekly claims #18829-#18832.

Councilmember Barker: make a motion to approve claims #18829-#18832.

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

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion? Discussion from the public?

Jenelle Berthoud: there were some months that First Call did not bill us for and they have gotten caught up and now we are paying those bills.

Mayor Michalson: and we are getting closer to the .gov.

Jenelle Berthoud: yes, we are.

Mayor Michalson: any further comments from the council? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

## 6. Unfinished Business

### a. Discussion/Decision: Stevensville Airport Lease for Block 6 Lot 6

Mayor Michalson: introduced unfinished business item a, Stevensville Airport Lease for Block 6 Lot 6.

Will Rowe, Airport Manager: this is a business that is coming into the airport. He is currently not here, out of town.

Councilmember Brown: is this a vacant and going to be building?

Will Rowe: this is brand new.

Councilmember Smith: when I was meeting with you, you mentioned that there were some hangers that were not keeping their weeds down, I noticed in this lease that there is nothing about that.

Will Rowe: there isn't in the lease, that refers back to the minimum standards packet about upkeep.

Mayor Michalson: any other comments?

Councilmember Brown: I move that we approve Stevensville Airport Lease for Block 6 Lot 6 .

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

Mayor Michalson: motion and a 2<sup>nd</sup>. Further discussion from the council? Public comment? Seeing none Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

7. New Business

a. Discussion/Decision: Opening of bids Stevensville Water System, Stevensville Water Main Replacement & Improvement Project, Mission Street

Mayor Michalson: introduced new business item a, Opening of bids Stevensville Water System, Stevensville Water Main Replacement & Improvement Project, Mission Street. We will open the bids, take the lowest bid and then make a motion to have Eli review and then bring back to a special meeting to be approved.

Jenelle Berthoud: 1<sup>st</sup> bid, Jackson Contracting Group, Eli I see that there is one total bid line and that is what I need to read? \$1,492,571.00. 2<sup>nd</sup> bid, Emerine Contracting, \$1,373,523.00. 3<sup>rd</sup> bid, Western Municipal Construction Inc. \$1,815,989.52.

Mayor Michalson: it appears that Emerine Contracting is the lowest bid at \$1,373,523.00.

Councilmember Brown: I move that we accept the lowest bid from Emerine Construction and have HDR review and bring back to the council.

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

Mayor Michalson: motion and a 2<sup>nd</sup>. Discussion from the council?

Councilmember Barker: do we have an idea on when we will bring that back for review? How long does that take.

Mayor Michalson: on the 29<sup>th</sup>.

Eli, HDR: I will review and have that final and back to you before the 29<sup>th</sup>.

Mayor Michalson: public comment? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

b. Discussion/Decision: Resolution No. 526, a Resolution Establishing a Special Fund for the Trout Spout Splash Pad

Mayor Michalson: introduced new business item b, Resolution No. 526, a Resolution Establishing a Special Fund for the Trout Spout Splash Pad.

Sean Doyle, President of Stevensville Civic Club: as you know from previous sessions in 2019 the Civic Club worked on putting together the splash pad and the money was from the

community. So we felt that it was only right to take the remaining funds that were donated by the community and give them to the town with it being earmarked for splash pad maintenance.

Councilmember Barker: make a motion to approve Resolution No. 526, a Resolution Establishing a Special Fund for the Trout Spout Splash Pad.

Councilmember Nelson: 2nd

Mayor Michalson: motion and a 2<sup>nd</sup>. Council comments?

Councilmember Brown: I want to thank the Civic Club for giving the additional funds to maintain the splash pad.

Mayor Michalson: further discussion from the council? Public comment?

#### PUBLIC COMMENT

Vicky Motley: I think that this is awesome, I want to make sure that money is protected, and it doesn't get dwindled away like the Jean Thomas fund money. I am not sure what components are.

Sean Doyle: we are talking about the parts that make up the splash pad, pipes. Features, circulating tank.

Vicky Motley: my question is how is this money going to be, it is earmarked but I also don't want to see this money being used for something for the pool or for another park. I want to know how the council is going to make sure that this money goes to the splash pad. Past history has not been real good in this area.

Mayor Michalson: any other comments from the public? Comments from the council?

Councilmember Barker: I agree with Vicki, it has been a battle over time. I do not know if there is a way to put that in the resolution.

Mayor Michalson: it is going to be its own line item.

Councilmember Barker: we were handed the same thing as Bear Mountain. The wood chips and these types of things, and then it was turned over to the town.

Mayor Michalson: I can honestly tell you that is not going to happen on my watch. It will be a line item, and to back it up, Miss Gina, who is not here right now, she is very strict about her book work.

Councilmember Barker: this is something and we only have a year and a half left and you say it is going to be good who is to say the next person coming in is going to back that. We need to be able to protect it somehow.

Mayor Michalson: how we protect that is to have a cash report every three months and look at that line item. As a mayor, councilmember and Gina we are responsible for that.

Stephen Lassiter: I will be checking that; it will be a line item. If you know what that number is, and you don't know it you don't have to pay it. I will be the one that will be putting those in, we do have some repairs coming up. It will be in my budget, before it is paid you will see it. This is fantastic, we have a few things coming up, repair some lines from last winter. This helps the bucket and the frog also. You will see that come through.

Will Rowe: I am not sure how many members on the park board or who is sitting on the park board, but it happens, just this year we caught mistakes, and I suggest that whoever is in charge of that board, it is presented at that board meeting.

Councilmember Barker: it was done.

Will Rowe: we catch it before it comes to the council. Met with the mayor and Gina, it wasn't that anyone was stealing money it is just a mistake in the system and the only way to catch it is to stay on top of it.

Councilmember Barker: I understand, we need it for this, or that. We do know that some of that money has dwindled.

Will Rowe: I approach the board and know where it is going and if I see that there is something coming out of a fund, I have to be proactive.

Vicky Motley: the only thing that this is not connected to the park board. The resolution does not state that they have oversight. I would like to see that Steve and Cody be made aware that these things have to be coded properly. I believe in Gina and am sure that she is keeping tabs on things.

Mayor Michalson: any other comments from the public or council? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

c. Discussion/Decision: Approval of Service Agreement between the Town of Stevensville and Geosyntec Consultants, INC

Mayor Michalson: introduced new business item c, Approval of Service Agreement between the Town of Stevensville and Geosyntec Consultants, INC. got an email from Ross Miller, we have seen NewFields claims for year. NewFields has disbanded and two of those people have started this. I did have it approved by the town attorney.

Councilmember Barker: I make a motion for approval of Service Agreement between the Town of Stevensville and Geosyntec Consultants, INC

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

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion?

Councilmember Brown: so, there is no, four year or three year.

Mayor Michalson: no, it is project related.

Councilmember Barker: are we going to be charged the same.

Mayor Michalson: same price. Still the same guys just a new company.

Councilmember Barker: do we still have Ross Miller.

Mayor Michalson: yes, he is still with us. Ross is who sent me the email to bring them in. I asked them to send me the contract.

Councilmember Barker: so, this is a contract, so we are approving before there is a contract.

Mayor Michalson: the contract is there.

Councilmember Nelson: when you say water rights are you talking about the towns water rights?

Mayor Michalson: yes, the towns water rights we have been working on this for a long time, we are getting close. You will see more coming forward. Public comments? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

d. Discussion/Decision: Consent to the Mayor's Appointment of James Crews to the Planning & Zoning Board

Mayor Michalson: introduced new business item d, Consent to the Mayor's Appointment of James Crews to the Planning & Zoning Board. We are short on members on the planning and zoning board. We have an annexation coming forward and an easement coming forward. And also, a piece of land by the Bass Mansion. We need members, also the growth policy.

Councilmember Nelson: I make a motion to consent to the Mayor's Appointment of James Crews to the Planning & Zoning Board.

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

Mayor Michalson: motion and a 2<sup>nd</sup>. Discussion by the council?

Councilmember Barker: who did we loose on the planning and zoning board.

Mayor Michalson: we have Angela Lyons, our secretary, our chairman just resigned. Angela, Greg, you, Jesse Reeves and Jim.

Jenelle Berthoud: currently, Greg Chilcott, Angela Lyons, Jesse Reeves, you the council member.

Mayor Michalson: any further discussion from the council? Public comment? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: abstain.

Councilmember Nelson: aye

Councilmember Smith: aye

Mayor Michalson: passes 3-with 1 abstain.

e. Informational: Stevensville City Court Annual Report for 2023

Mayor Michalson: introduced new business item e, Stevensville City Court Annual Report for 2023.

NO COMMENTS

8. Board Reports

Councilmember Smith: Airport Board met and there were elections, Craig Thomas Chairman and Brian Germaine is the secretary. Mayor Michalson attended. There was discussion about the AWOS system. Discussed the proposed changes to Ordinance 141. Gravel pit discussion.

9. Town Council Comments

NONE

10. Executive Report

Mayor Michalson: Council president and I had a meeting about the Park Street Town houses. Airport board meeting taking the meeting to every other month. Police commission meeting confirming our new police chief. Had a meeting with Eli and HDR about SCADA, water/sewer computer system and that it needs to be updated. We may have the money left over and may be able to do that. Met with Pat Grainger and Loey Knap about the property on

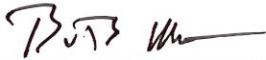
east 3<sup>rd</sup> street. That will coming to you in March with the details. Want to thank Jenelle and Colette for manning the fort for the last two weeks while Gina has been gone, and as soon as the COW meeting is done, we will advertise for the Deputy Clerk. Training for the meters and getting those meters changed. We got an award letter for HB 355 and the town was awarded the funds.

Councilmember Barker: motion to adjourn.

(2<sup>nd</sup> was made but unclear on the councilperson)

11. Adjournment

APPROVE:



Bob Michalson, Mayor

ATTEST:



Jenelle S. Berthoud, Town Clerk