

Stevensville Special Town Council Meeting Minutes

for THURSDAY, FEBRUARY 29, 2024, 6:00 PM 206 Buck Street, Town Hall

CONDENSED MINUTES

1. Call to Order and Roll Call

Mayor Michalson called the meeting to order. Councilmember's 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. Town Council Meeting Minutes 01/25/2024

Mayor Michalson: introduced town council meeting minutes for 01/25/2024

Councilmember Barker: make a motion to approve town council meeting minutes for 01/25/2024.

Councilmember Nelson: 2nd

Mayor Michalson: motion and a 2nd. Council discussion? Public discussion? seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

5. Unfinished Business

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

Mayor Michalson: introduced unfinished business item a. Awarding of bid, Stevensville Water System, Stevensville Water Main Replacement & Improvement Project, Mission Street. As you all know we were here last week and we opened the bids it went to HDR and I would like to add that Eli sent us an email, it stated that there was an error in the bids the Emerine bid is \$174.00 more than was submitted. The bid requirements state that it has to be the correct amount. It was still the lowest bid. I would like to bring up a little on the contract time. There is a time when they have to start and complete the project, and then

when they can pave. This should have them starting within the next month and finishing after school is out.

Councilmember Nelson: I make a motion to award the bid for the Stevensville Water System, Stevensville Water Main Replacement & Improvement Project, Mission Street.

Councilmember Barker: 2nd.

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

Councilmember Nelson: we are going to be taking the bid from the last meeting.

Mayor Michalson: yes. Any other comments from the council? 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

Jenelle Berthoud, Town Clerk: had the mayor sign the bid document to give to Eli with HDR.

6. New Business

a. Discussion/Decision: Consent to the Mayor's Appointment of John Anderson to the Planning & Zoning Board

Mayor Michalson: introduced new business Consent to the Mayor's Appointment of John Anderson to the Planning & Zoning Board. John put in for the council and you chose Isaiah. He would like to be involved.

Councilmember Brown: make a motion to Consent to the Mayor's Appointment of John Anderson to the Planning & Zoning Board

Councilmember Nelson: 2nd.

Mayor Michalson: motion and a 2nd.

Councilmember Barker: I think that it is a good fit.

Councilmember Brown: did the growth plan come back?

Mayor Michalson: no.

Jenelle Berthoud: that was the subdivision regulations. That was reviewed by an outside agency.

Mayor Michalson: I know what you are talking about, HDR task order for development codes.

Jenelle Berthoud: yes, that is correct. Riley has been out, and we have not seen that come back yet.

Councilmember Brown: and the subdivision regulations because we were waiting for that to come back.

Mayor Michalson: that was approved when Mayor Gibson was here.

Councilmember Brown: thank you.

Jenelle Berthoud: we put out an RFP but had no bites on it and then we lost the funding from Main Street and the Department of Commerce.

Mayor Michalson: we had to send that money back. Any more comments? John comments? With that Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

7. Town Council Comments

Mayor Michalson: this was not a bill or a claim, this is a refund. This is what we owe him, the claim #18839

Councilmember Brown: I move that unscheduled matters that are not listed on the agenda be addressed to the council comments section as a general rule.

Councilmember Smith: 2nd.

Mayor Michalson: motion and a 2nd. Council discussion? I want to add for public record, Glenn Biess, it is a reimbursement for CDL.

Councilmember Barker: real quick question on reimbursement for this customer how many are we seeing come through that are really wonky.

Jenelle Berthoud: over the past couple of months, we really focused and saw this happen. We are down to about four with this gentleman. I am able to run a different report to see these. You, the mayor, came back two times and I was still doing it. I spent most of the day going through all of the accounts. In that case I believe that we had two. One came in and we fixed it and his was straight from his checking account. He has been extremely patient, and it wasn't simple, Gina was on the phone close to an hour trying to figure out how to do this.

Mayor Michalson: I would like to add that these charges are done because of the training we received.

Jenelle Berthoud: the training and the report that I can pull.

Councilmember Brown: you said 900 some meters.

Jenelle Berthoud: I believe that it is 911 but we can check on that number.

Councilmember Brown: and how many are unread?

Jenelle Berthoud: on the 27th there were 179 and that was 9 up from last month and 1 down from December.

Mayor Michalson: any questions on the claims?

Councilmember Nelson: how much is the CDL?

Mayor Michalson: no other comments? Jenelle, would you take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

8. Executive Report

NONE

9. Adjournment

Councilmember Smith: motion to adjourn.

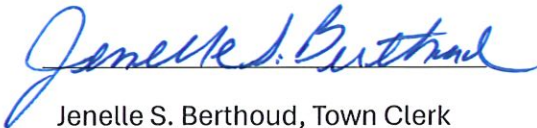
Councilmember Barker: 2nd.

APPROVE :

ATTEST:



Bob Michalson, Mayor



Jenelle S. Berthoud, Town Clerk