

**Stevensville Town Council Meeting Minutes**

**for THURSDAY, JANUARY 23, 2025, 6:30 PM 206 Buck Street, Town Hall**

1. Call to Order and Roll Call

Council President Brown called the meeting to order. Councilmembers Barker, Nelson and Smith and Council President Brown were all present. Mayor Michalson is at a MMIA conference in Helena.

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 01/09/2025

Council President Brown: introduced town council meeting minutes for 01/09/2025.

Councilmember Barker: I move that we approve town council meeting minutes for 01/09/2025.

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

Council President Brown: motion and a 2<sup>nd</sup>. 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.

Council President Brown: passes 4-0

5. Approval of Bi-Weekly Claims

a. #19463-#19483

Council President Brown: introduced approval of bi-weekly claims #19463-#19483.

Councilmember Smith: I move that we approve bi-weekly claims #19463-#19483.

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

Council President Brown: motion and a 2<sup>nd</sup>. Council comments or discussion on the claims?

Councilmember Nelson: 19471, \$357.80 repair and maintenance police cruiser.

Gina Crowe: repair to the police car.

Councilmember Nelson: do we know what that was.

Chief Boe: it was the little thing that goes over the piston rod, in cylinder two.

Councilmember Nelson: thank you.

Council President Brown: any further comments? Public comments? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Council President Brown: passes 4-0

## 6. Public Hearings

a. 2nd Reading: Ordinance No. 172, Amending Chapter 24, Establishing a No Parking Zone at and Around 515 Main Street, Stevensville MT

Council President Brown: introduced Public Hearing 2nd Reading: Ordinance No. 172, Amending Chapter 24, Establishing a No Parking Zone at and Around 515 Main Street, Stevensville MT. Read

PUBLIC COMMENT

NONE

b. 2nd Reading: Ordinance No. 173, Repealing Town Code Sections 10-117 - 10-125 and Adopting New Town Code Sections 10-126 - 10-131 Regarding Land Use Variances

Council President Brown: introduced Public Hearing 2nd Reading: Ordinance No. 173, Repealing Town Code Sections 10-117 - 10-125 and Adopting New Town Code Sections 10-126 - 10-131 Regarding Land Use Variances

PUBLIC COMMENT

NONE

## 7. New Business

a. Informational: Cash Report & Budget vs. Actual Report

Councilmember Smith: do we not have any department reports?

Council President Brown: not at this time. Introduced new business item a. Cash Report & Budget vs. Actual Report. Turn it over to Robert Underwood and Gina Crowe.

Robert Underwood, Finance Assistant: first the cash report. The money that we have in the bank. Cash, that TEDD account \$14,000.00 we are getting those loans paid off. After all of those fund changes that we made, now it is broken out and we have everything saved in the water and sewer accounts for capital. You can now see how much we have if we were to do a project.

Councilmember Barker: is the fire retirement really only \$3.15.

Robert Underwood: yes, that always stays there, it is only a pass-through fund.

Councilmember Barker: fire engine for \$2,585.00

Robert Underwood: that money has been being saved for a while. Two mayors ago that got swiped out. Taking to the mayor we will look at putting money back in there in the next budget cycle. We are already at 63% spent pretty much on track. If you look down at all of the funds.

Councilmember Barker: the water fund is already at 74%.

Robert Underwood: some of that is the way we moved the money around. We did not spend money, we just moved it. We moved about \$200,000 out of the water fund.

Councilmember Barker: so that fund will say about that, so we will not see it go any higher.

Robert Underwood: no, the water fund will start to go up and then you will see the asset fund go up. Another 2-3 years before another project. if we kept the money with the water and sewer funds, we were saving money for a project just not in the right area.

Gina Crowe: it was for clarity, now we can look and say we have \$400,000 and look for a grant and the match is whatever amount, and we can look and see if we have enough for that match. It provides a lot more clarity and transparency.

Robert Underwood: next two sheets I broke out the biggest accounts. General fund is at 54%, then you can see the police department, public works, fire. I did that with the water because we have a couple of different accounts.

Councilmember Barker: under legal services, general government account.

Robert Underwood: yes, overspent I talked with the mayor about this, a lot of this had to do with Berta's Farm. We will try to get that back; the mayor did talk with the attorney that at this time there should not be much more.

b. Discussion/Decision: Ordinance No. 172, Amending Chapter 24, Establishing a No Parking Zone at and Around 515 Main Street, Stevensville MT

Council President Brown: introduced new business item b. Ordinance No. 172, Amending Chapter 24, Establishing a No Parking Zone at and Around 515 Main Street, Stevensville MT.

Councilmember Barker: I move that we approve Ordinance 172, Amending Chapter 24, Establishing a No Parking Zone at and Around 515 Main Street, Stevensville MT.

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

Council President Brown: motion and a 2<sup>nd</sup>. Discussion from the council? Public comments? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Council President Brown: passes 4-0

c. Discussion/Decision: Ordinance No. 173 Repealing Town Code Sections 10-117 - 10-125 and Adopting New Town Code Sections 10-126 - 10-131 Regarding Land Use Variances

Council President Brown: introduced new business item c. Ordinance No. 173 Repealing Town Code Sections 10-117 - 10-125 and Adopting New Town Code Sections 10-126 - 10-131 Regarding Land Use Variances.

Councilmember Barker: I move that we approve Ordinance 173

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

Council President Brown: motion and a 2<sup>nd</sup>. Discussion from the council? Public comments? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Council President Brown: passes 4-0

d. Discussion/Decision: RFP for Leak Detection of Town Water Lines

Council President Brown: introduced new business item d. RFP for Leak Detection of Town Water Lines.

Councilmember Smith: I move that we adopt an RFP for Leak Detection of Town Water Lines.

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

Council President Brown: motion and a 2<sup>nd</sup>. Discussion from the council?

Councilmember Barker: so, when we had the first one done who did that?

Jenelle Berthoud: HDR engineering and then they outsourced to another company that does that.

Councilmember Barker: how much of that got done?

Jenelle Berthoud: I know that they did a fair amount that they thought there were leaks, 6 areas.

Councilmember Barker: what are we looking at for cost wise?

Jenelle Berthoud: that is why we have to do the RFP we are not sure what we are looking at for this. Just like all RFP's, This is the beginnings the other one that you approved will go into the paper with this one and then will come to the council to decide.

Council President Brown: any other comments? Public comments? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Council President Brown: passes 4-0

8. Board Reports

NONE

9. Town Council Comments

NONE

10. Executive Report

NONE

11. Adjournment

Councilmember Smith: I move that we adjourn.

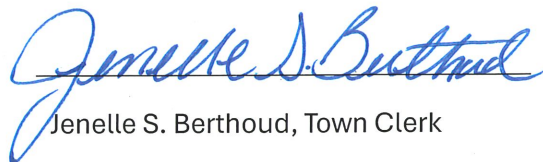
Councilmember Nelson: 2<sup>nd</sup>.

APPROVE:

ATTEST:



Bob Michalson, Mayor



Jenelle S. Berthoud, Town Clerk