



**Stevensville Town Council Meeting
Agenda for
THURSDAY, APRIL 13, 2023
6:00 PM
206 Buck Street, Town Hall**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comments (Public comment from citizens on items that are not on the agenda)
4. Approval of Minutes
 - a. [Town Council Meeting Minutes for 03/23/2023](#)
5. Approval of Bi-Weekly Claims
 - a. [Claims #18284-#18311](#)
6. Administrative Reports
 - a. [Airport](#)
 - b. [Building Department](#)
 - c. [Finance](#)
 - d. [Fire Department](#)
 - e. [Police Department](#)
 - f. [Public Works](#)
7. Public Hearing
 - a. Discussion/Decision: Resolution No. 513a, a Resolution Providing for the Amendments, Revisions and Additions of the Budget for the Fiscal Year 2022-2023
 - b. Discussion/Decision: Resolution No. 516, a Resolution Providing for the Amendment of the Budget for the Fiscal Year 2020-2021
 - c. Discussion/Decision: Resolution No. 517, a Resolution Providing for the Amendment of the Budget for the Fiscal Year 2021-2022
8. Unfinished Business
 - a. [Discussion/Decision: Draft Letter to Owner of Phase I Burnt Fork Estates on the use of the Logan Lane for Construction](#)
 - b. [Discussion/Decision: Corrections to the Personnel Policy Manual](#)
9. New Business
 - a. [Discussion/Decision: Consent to the Mayor's Appointment of Renee Endicott to the Town of Stevensville Park Board](#)
10. Board Reports
11. Town Council Comments
12. Executive Report
13. Adjournment

Welcome to Stevensville Town Council Chambers

We consider it a privilege to present, and listen to, diverse views.

It is essential that we treat each other with respect.

We expect that participants will:

- ✓ Engage in active listening
- ✓ Make concise statements
- ✓ Observe any applicable time limit

We further expect that participants will refrain from disrespectful displays:

- ✗ Profanity
- ✗ Personal Attacks
- ✗ Signs
- ✗ Heckling and applause

Guidelines for Public Comment

Public Comment ensures an opportunity for citizens to meaningfully participate in the decisions of its elected officials. It is one of several ways your voice is heard by your local government. During public comment we ask that all participants respect the right of others to make their comment uninterrupted. The council's goal is to receive as much comment as time reasonably allows. All public comment should be directed to the chair (Mayor or designee). Comment made to the audience or individual council members may be ruled out of order. Public comment must remain on topic, and free from abusive language or unsupported allegations.

During any council meeting you have two opportunities to comment:

1. During the public comment period near the beginning of a meeting.
2. Before any decision-making vote of the council on an agenda item.

Comment made outside of these times may not be allowed.

Citizens wishing to speak during any public comment period should come forward to the podium and state their name and address for the record. Comment may be time limited, as determined by the chair, to allow as many people as possible to comment. Comment prior to a decision-making vote must remain on the motion before the council.

Thank you for observing these guidelines.

File Attachments for Item:

- a. Town Council Meeting Minutes for 03/23/2023

Stevensville Town Council Meeting Minutes for THURSDAY, MARCH 23, 2023

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, 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)

NONE

4. Approval of Minutes

a. Town Council Meeting Minutes for 03/09/2023

Mayor Gibson: introduced town council meeting minutes for 03/09/2023.

Councilmember Michalson: make a motion to approve town council meeting minutes for 03/09/2023.

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd. Public comment? Council discussion? 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 #18267-#18283

Mayor Gibson: introduced bi-weekly claims, #18267-#18283.

Councilmember Michalson: make a motion to approve bi-weekly claims #18267-#18283.

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd. Public comment? Seeing none, any further discussion on the claims?

Councilmember Brown: claim #18280, another claim from HDR Engineering, do we have any reports back from them yet.

Mayor Gibson: from what I understand, and Pam correct me if I am wrong, you approved the remaining \$10,000, you are talking about the water capacity study? They have started that and it has not been completed and that is the work that they have done so far, we are going to try and set up a meeting with Mr. Caprara next week both on the ARPA bids and this issue and see where it is at, they had up to \$10,000.

Councilmember Barker: Claim #18279, Miller Law Office pass through for the NewFields work on the water rights do we have any idea where we are sitting on that?

Mayor Gibson: well, we have a call tomorrow with Ross Miller, there were some objections so we are trying to deal with that we are scheduled to go to water court next week on the 29th and I will be on that Zoom meeting, and it is going to water court on that date.

Councilmember Michalson: that is just for the town. Everything, to do with Burnt Fork.

Mayor Gibson: within the place of use, we have changed some of that, do to some objections an owner of land way out by the Y we changed some of those boundaries at their request, at this time it includes Creekside Meadows, Burnt Fork and what is in the town limits.

Councilmember Barker: claim # 18277, Godaddy email renewal, where are we sitting on getting the town on the .gov website?

Jenelle Berthoud, Town Clerk: so, we have met with a couple of different times with Kelly Grimes with First Call, and we should be getting the final bid for that next week how much that is going to cost along with the one-time costs. By the time we get that ball rolling and how many emails we need to switch over then the process will take up wards of 4-6 months, not to bad after they did so much cleaning up for us. We realized how many computers we did not have and were paying for.

Councilmember Barker:

Pam Sosa, Finance Officer: everything is encrypted and the .gov requires, it will be more secure than the .com.

Councilmember Barker: so, after that we won't see those fees for emails.

Mayor Gibson: there will be an initial fee and they we will save quite a bit of money.

Councilmember Barker: it does add up when you look at every single month.

Mayor Gibson: anything else on the claims, 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. Administrative Reports

NONE

7. Guests

NONE

8. Correspondence

NONE

9. Public Hearings

NONE

10. Unfinished Business

NONE

11. New Business

a. Discussion/Decision: Request for the Town of Stevensville to restore the Spring and Fall curbside pickup of Debris and Leaves and establish a Spring Community Cleanup Day!

Mayor Gibson: introduced new business item a. you will see that it has already been done, Steve Kruse is here to answer any questions about the pickup. Steve Lassiter and Mr. Kruse worked on this and some of it came from Hamilton. You can see the process and how it is going to be. It has already been put on the website, and it will be put in the paper as we get closer to that date. As far as the clean up goes, did you talk about that at your Park Board Meeting.

Councilmember Barker: we did. We were trying to incorporate everything into the cleanup, and we talked to, he is not even here; Steve. We had talked about the 29th of April some where along the line we talked about that.

Mayor Gibson: the pickup is May 1-5. Steve Kruse is here, and we have had some discussion about it and it is a great idea but who is going to organize it.

Councilmember Barker: we talked amongst the Park Board to see if that is something we could do. There is going to be the Arbor Day Celebration on the 28th of April, and we are looking at noon for that and the mayor has to give a proclamation. So, this is what we are talking about, Arbor Day and then the next day be a cleanup day. It would not be that hard to put it out to the public that this is going to be our cleanup day.

Mayor Gibson: you are looking at possibly.

Councilmember Barker: the 29th.

Mayor Gibson: I would just get the information to us.

Councilmember Barker: I knew that Bob was bringing this forward with the cleanup.

Mayor Gibson: the pickup is already done.

Councilmember Barker: wanted to bring it all together we still have a little time.

Mayor Gibson: I would just suggest by the 13th you come back with your recommendation.

Councilmember Barker: our next Park Board meeting will not be until the 18th.

Mayor Gibson: we are cutting it close; we will have a council meeting on the 27th.

Councilmember Barker: I can send an email out and go that way too.

Mayor Gibson: how ever you want to do it.

Councilmember Michalson: you would still be able to get it in by the 19th.

Mayor Gibson: any further discussion on that, we have had a few people come in and happy with that. We don't need a resolution so; we are done with that.

b. Discussion/Decision: Resolution No. 387e, A Resolution Amending Town Council Rules for the Town of Stevensville

Mayor Gibson: introduced new business item b. mostly cleanup language, Jenelle put a lot of time into this, pretty generic. If you have any questions, please just ask Jenelle.

Councilmember Lowell: make a motion to accept the amended Town Council Rules.

Councilmember Michalson: 2nd.

Mayor Gibson: motion and a 2nd. Any public comment? Any further discussion on the rules?

Councilmember Barker: just a question on page 25-part 5 new business. The mayor and the town clerk may omit an agenda item if there is no agenda item for that scheduled town council meeting. What are you getting at?

Jenelle Berthoud, Town Clerk: so, you know right now Mayor Gibson said that there were no administrative reports, no guests, and no correspondences. So, when those things are not in the packet, I get a lot of phone calls when those things are in the packet and there is not an agenda item to go with them. Being able to take those out cleans it up.

Mayor Gibson: all this is, is taking out the items that do not have an agenda item with them.

Jenelle Berthoud: that is from feedback from the community and the citizens that have called in over the past two years. They ask who is the guest, I tell them that there is no guest and then they ask well why is it on there.

Councilmember Michalson: part 4 agenda, paragraph 2, 30 day ruling. I need to take a 30-day ruling on this to delay it. My questions is how solid is the 30-day rule?

Mayor Gibson: for example, I think that I told you last week on Stacie Barker's thing that we were going to have the attorney review the Creekside thing and we had an answer that day. I can't tell

the attorney when to get his job done. Councilmember Barker and I put an agenda item on November 30th for that claim that was unpaid, so we are going on 4 months. 30-day rule is fine I get that, but we are going on 4-months.

Mayor Gibson: did we have you look at that?

Councilmember Michalson: he was going to get a hold of MMIA and then get back to us.

Greg Overstreet, town attorney: what was the claim?

Councilmember Michalson: it had to do with an unpaid claim with the airport manager.

Mayor Gibson: it had to do with a paid claim.

Councilmember Michalson: paid claim that was denied at a council meeting and we asked him to pay.

Mayor Gibson: that may have been one that we missed, and we will look at it again.

Councilmember Michalson: I did not want to bother you guys, 4-months is 4 months.

Mayor Gibson: anything else, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: no.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 3-1

c. Discussion/Decision: Resolution No. 515, A Resolution Adopting the Personnel Policy Manual for the Town of Stevensville

Mayor Gibson: introduced new business item c. I do have to say you all owe a big thanks to Pam and other staff, she went through we went through, so of which was being violated. We sent this to MMIA, and they reviewed it and as you can see in the resolution, they made suggested changes, and we made those changes. We basically narrowed it down that it addresses state law, liability issues, insurance issues. Not a bunch of fluff, there was a lot of fluff and a lot of stuff that really did not make sense. Like 24 hours a day 7 days a week you could not say anything bad about the mayor, even in your dreams. So, we took that out. With that can I have a motion on personnel policy, and again if you go into Pam's office, besides this there are stacks and stacks of auditor's requests from the last two years and it has been a real lot of fun.

Councilmember Michalson: I make a motion for the town council to approve Resolution No. 515, A Resolution Adopting the Personnel Policy Manual for the Town of Stevensville.

Councilmember Barker: 2nd

Mayor Gibson: motion and a 2nd. Public comment? Any further discussion on the personnel policy?

Councilmember Barker: I see that we have new updated language for our per diem rates for meals, I understand that if you go to a training and the breakfast available and the lunches are available but \$14.50 is going to be hard.

Mayor Gibson: just understand that this is state law.

Councilmember Barker: this is just something to put out there can you combine it if you don't do lunch and breakfast or is this just it.

Pam Sosa: if you don't use either breakfast or lunch you can use that, the rates are going to change again they are going to go up again.

Mayor Gibson: for example, it goes both ways, if you stay at the Holiday Inn and you get a full hot breakfast you can't claim that.

Councilmember Barker: I was just curious because we had done that on a prior trip, and I ended up paying more money out of pocket because we were told we could not combine. I just wanted to verify.

Mayor Gibson: I am sure that the per diem is going to go up. They set that in the legislature, and I have been told that it is going to go up again.

Councilmember Lowell: one question on the personnel policy. I noticed that there was a line item about education or schooling is that mandatory for the girls in the office to go to.

Mayor Gibson: the reason that you could not make it mandatory sometimes when you have a budget crunch.

Councilmember Lowell: that is true, I just think that it is important that they do work towards their certifications.

Mayor Gibson: we encourage them to do that, and they can do a lot online. But to make it mandatory you are setting yourself up.

Councilmember Lowell: I had read it that it was.

Pam Sosa: we just follow the state guidelines on most of those.

Councilmember Michalson: can you explain to me about the comp time.

Mayor Gibson: what had formerly been done for a short time was that somebody designated some people as salaried employees and there is no such thing, the only salaried employee here is me and you guys, which is a stipend. But if you have exempt employees that follow the exempt status such as Mac, Pam, Steve Kruse you get comp time hour for hour, but you don't get time and half and you can't get overtime, and there is set maximum amount of time that you can build up and you have to use. Way back to the former Secretary of State and they changed all of

these laws because he got beat in the election, and he gave all of his employees there a big bump and paid out comp time, and if you are an exempt employee you have to use it or lose it. The regular employees still get over time or comp time.

Councilmember Michalson: like vacation time.

Mayor Gibson: Jenelle, please take the vote.

Councilmember Barker:

Councilmember Brown:

Councilmember Lowell:

Councilmember Michalson:

Mayor Gibson: passes 4-0

d. Discussion/Decision: The Homeowners of Creekside Meadows is requesting the developers of Phase 1 Burnt Fork Estates utilize their approved Logan Lane access, not Creekside Drive during construction.

Mayor Gibson: introduced new business item d. with your permission we will go to public comment and then read the two letters that we have.

PUBLIC COMMENT

Jim Kalkofen, represent the Creekside HOA, as the president. You have received the petition with all of the owners' signatures. Mr. Kalkofen gave a couple reasons why they HOA feels that this is important. The status of the roads and the limited parking. The cul-de-sac is curb and guttered and any big vehicles would have to drive over that because they would not be able to turn around. If they would use the streets, then that would mean that vehicles would be parked on the streets and that is a safety issue. Our HOA states that you cannot start construction until 7:00 am. We have talked to workers; they can drive their trucks in at 7:00 am and start their work at 7:02. We know that they have an access off of Logan and we would prefer that they use that for their work. Just want to make the council aware of those concerns.

Marilyn Wolff, Aspen Trail: Marylin gave public comment on new business item d. Her public comment was also in written form and provided to the town clerk. These comments are included with these minutes.

Jenelle Berthoud, Town Clerk: read public comment that was sent via email from Pat Johnson, 301 Aspen Trail and Kathryn Habedank, 1318 Creekside. These comments are included with these minutes.

Mayor Gibson: I don't know how the council would like to proceed. I agree that it could cause some problems, but unfortunately, Mr. Overstreet can comment if he would like, unfortunately it was not in one of the requirements for the final plat approval by the former administration. I do believe as far as speeding goes; it is like every place else. I live there, I know what it is like but

unfortunately it was not part of, there were previous discussion before I was mayor with Mr. Hooley the previous owner and I think Mr. Kalkofen might remember we met way prior with the PCI representatives and Mr. Hooley I believe at that time they agreed to not use Creekside Drive during construction, but however this is Mr. Jessop and it was not in the final plat approval.

Greg Overstreet: I have nothing to add to this, there is a way to handle this and it is in the preliminary plat approval that happened a couple of years ago and so there is not much that can be done.

Mayor Gibson: my suggestion you guys can have a discussion and decide what you want to do. I think that the homeowners association needs to send the petition to Mr. Jessop because you actually in your thing you are requesting him to do that, he has not gotten that unless he read the agenda packet, Jenelle tried to call him on Monday to inform him of that and we did not hear back. I am going to leave that to the council.

Councilmember Michalson: is there a way to send him a letter and recommend I know that we can't stop him.

Mayor Gibson: Mr. Overstreet, I know that the town can't. can we recommend I don't know.

Greg Overstreet: you can recommend my concern with that is Mr. Jessop is currently suing the town for an absolute absurd, get this, that I ordered the police chief to arrest him if Mr. Jessop drove down a town street, which is completely ridiculous, which is an allegation that is contained in a declaration which is distressing, given that back drop I think that requesting them to use the roads would be interpreted as another warrantless arrest. So that is my concern.

Mayor Gibson: I am not an attorney, but we are in litigation, and we are going to try to go through mediation, this would just add fuel to the fire in my opinion. Unfortunately, again because it was not put in the final plat requirements it is not.

Councilmember Brown: I do feel that we can't limit people not access to the street. I came up in our ordinance 24-53 maybe we could impose a restriction on the weight limit for those vehicles on all the town's streets and alleys due to our situation on our streets and alleys.

Mayor Gibson: is that is our ordinance now what that weight limit is?

Councilmember Brown: no, it doesn't have a weight limit on.

Mayor Gibson: you could come back to the next council meeting and propose an ordinance change.

Councilmember Brown: or enforce a weight limit is the only thing.

Mayor Gibson: if we enforced a weight limit in my opinion, we would have to do it for everybody.

Councilmember Brown: it would be for all the street and the alleys in town.

Mayor Gibson: Jenelle correct me if I am wrong, I am not trying to argue with you I hope that we can do something, we would have to go through a whole ordinance change. There is a process for this.

Jenelle Berthoud: correct, the same way that you guys did the “J” turns.

Mayor Gibson: I would propose that you could do that, but you have to have.

Jenelle Berthoud: public notice in the newspaper two weeks, three weeks posted total, and then to two council meetings.

Councilmember Brown: I don’t know what a good weight limit is, but Chief Mac had his hand up maybe he has a suggestion.

Mac Sosa, Police Chief: the biggest problem with that is scales. Unless the state of Montana requires that they carry a certificate with that.

Councilmember Brown: and we don’t have any scales from Hamilton to Missoula.

Councilmember Lowell: I am just confused as to where the Logan Lane access is.

Mayor Gibson: you will see a little, there is Creekside Drive and then just past that there is a little cattle fence there and I think that is where it is.

Councilmember Lowell: it is not gated or anything, not at this time.

Mayor Gibson: now they did some construction on Sassafras one time, I don’t know how many feet.

Jim Kalkofen: 100 feet at best.

Councilmember Lowell: I think I know where it is, I just never saw a gate.

Councilmember Barker: I don’t just understand why we can’t put a letter; hey we are recommending or a suggestion that you use your own access.

Mayor Gibson: I think that Mr. Overstreet answered that.

Councilmember Barker: I guess that I understand that.

Councilmember Michalson: I agree with Stacie, I think that it would go, it is no secret that the previous administration is what brought us to this point with Burnt Fork and Creekside and now it has turned into a battle, and I would think that someday they will have to work with the town, and we can’t keep budding heads for ever and ever. Sooner or later, they are going to have to use their access they worked hard to get it, we were at the meeting with the county commissioners.

Mayor Gibson: Mr. Overstreet, is there a way to write the letter, could I suggest this, if Mr. Overstreet can come up with a recommendation and table this for now and at the next meeting, we look at Mr. Overstreet’s recommendation and take that motion.

Councilmember Barker: I think that there is a way for all of us to work together and I think they are going to make it tougher and tougher for us no matter which way we go. But just a simple, it is going to cost the town more, if you want us to work with you why can’t you work with us.

Mayor Gibson: Mr. Overstreet are you okay with that, Jenelle lets remind everybody, you give your proposed language to Jenelle on April 5th by noon, and we will put that on the agenda with his proposed language and see what you want to do.

Councilmember Barker: I hate to see the town have to put out more money. I would like to make a motion to table The Homeowners of Creekside Meadows is requesting the developers of Phase 1 Burnt Fork Estates utilize their approved Logan Lane access, not Creekside Drive during construction.

Councilmember Michalson: 2nd.

Mayor Gibson: motion and a 2nd. Public comment? Seeing none, Jenelle please take the vote to table.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 4-0 to table.

e. Discussion/Decision: Recommending a 2-year Extension on Don Whitehair' s Lease due to a recent injury.

Mayor Gibson: introduced new business item e. we need to have an update here, they tried to change it with the clerk from extension to suspension, there is no backup information I believe that somebody talked to the airport director, and he did not know about this.

Jenelle Berthoud: Mr. Smead was in the office today, so I let him know that it was put in as a two-year extension and that I was informed that the wording was supposed to be two-year suspension. He informed me that it was discussed but that there were some other outlying things to go with that as well.

Mayor Gibson: my suggestion is until it is presented appropriately that you might want to table.

Councilmember Michalson: make a motion to table the recommendation of 2-year Extension on Don Whitehair' s Lease until there is backup documentation.

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd. Public comment? Seeing none?

PUBLIC COMMENT

Will Rowe: airport board here about Don Whitehair's lease. We talked about this at the last airport board meeting and when I came in to file that I came in to get the form, the proper form because I could not get it on line, issues with my computer whatever, when I came to the office

the secretary grabbed a yellow legal pad and wrote a note for Jenelle and then I got an email later on about that message, we tried to get that submitted on the proper form.

Mayor Gibson: but you did change the language to correct.

Will Rowe: what I relayed to the secretary was for a two-year suspension it got put down as an extension.

Jenelle Berthoud: when I spoke with Mr. Smead in the office today, he said that it would be an extension not a suspension so there was another piece in all of this that was confusing, and that Mr. Smead said that it should be an extension.

Mayor Gibson: we are not trying to not address this, but it does need to be submitted appropriately and for whatever reason it wasn't, so it you can submit it appropriately it can be put on the next agenda.

Rich Perry: airport board. what do we need to bring so that you understand.

Mayor Gibson: if you would come in and speak to Jenelle any amount of time between now and the 5th of April, she will be very clear with what you need.

Rich Perry: so, what happened is they were moving an anvil and it feel on his foot, he is the sole operator, and he has no other income.

Mayor Gibson: come in and see Jenelle and she will tell you what you need.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 4-0 to table.

12. Executive Report

Mayor Gibson: going to be pretty brief. I know that Nancy was there, I saw Bob I just really want to thank everyone for the chili feed and auction. I think that they raised about \$10,000.00 but it was nice to see people there that we don't always see. Talking to the people outside everyone enjoyed it, there were 21 different chili's there were auction items I just want to thank, and I might miss somebody who volunteered. Steve Lassiter, Steve Kruse, Kristin Kruse, Mac Sosa, Todd Shaffer, Trevor Frandsen, Laura Miller, Hannah Miller, Carol and George Hamilton, Laurie Newman, Sasha Garrett, Kenny Nappsinger, and Sean Doyle. The Civic Club also gave a donation to the police.

13. Town Council Comments

Councilmember Michalson: three little things that I need an update on and if you can't just email me. Do we know the status on the lights on the four-way stop that was mentioned by fellow councilmember Barker in the council comments on February 9th. Do we have a status on the budget review for our COW meeting and where are we with Spring Street as far as doing some paving this year, is that not going to happen.

Mayor Gibson: first one, we contacted Northwest Energy, and they have to do that. The budget, plan on having both by April 13th, both the budget update and the budget amendments.

Pam Sosa: correct.

Councilmember Lowell: may I ask what they are amending?

Mayor Gibson: we have to do amendments based on the audit, and other things and you folks were to vote to approve or not approve those. There were things like, Pam go ahead.

Pam Sosa: there was some CARES money that was not entered and some revenues that were not entered, there were some accounts that were negative and those are the funds that we are going to have to make those adjustments for.

Councilmember Lowell: and that was one of the audit line items, you said that it is covered by CARES.

Pam Sosa: yes, they are still doing the audit right now, so we are still fluctuating there, hope to hear something soon. They asked for additional information today and will try to get that over to them.

Mayor Gibson: it was so difficult, if you get a chance look at Pam's pile. It goes back two years and a lot of the stuff we can't kind them.

Pam Sosa: correct.

Mayor Gibson: some good news is last week we just got another \$57,000 in revenue from a legislative bill that looks like we can use it as we see fit. So that will be one of the budget amendments, we are waiting to get through this audit, so we don't have to do this twice.

Councilmember Lowell: then do a yearly audit, never let it go past a year.

Pam Sosa: correct.

Mayor Gibson: Spring Street, we don't have enough money in BARSSA to pave it, we just submitted for the gas money and they have asked us to not submit for BARSSA there is a legislative bill, that might help us but it is tied to a legislative bill so the League of Towns and others have requested that we not submit our BARSSA requests so until we see what we have and what we get I just can't give you an answer.

Councilmember Brown: had some phone calls from citizens regarding the streetlights again, being dark in the mornings again. The other thing is the people parking and leaving vehicles on the streets and or camping on the streets.

Mayor Gibson: I had a conversation with the chief of police today and he is initiating on many of those. I am not going to get into detail.

Councilmember Brown: one more thing I understand that Town Hall was closed today at noon, is that due to unplanned emergency or sickness.

Mayor Gibson: town hall was closed today, Melanie was sick, Jenelle had to leave, and Pam went to lunch for a half hour, sorry.

Councilmember Brown: just got phone calls so.

Councilmember Barker: had a citizen reach out to our Park Board about kids playing in Father Ravalli Park late at night playing basketball, so making sure somebody can make those rounds at 11:30 at night and some citizens over in that area. (Unclear audio)

Councilmember Lowell: I think that as the town we really need to look at parking. It seems that there are parking restrictions, the main streets are full possibly looking into somewhere where people can park, possibly I was thinking of the Rocky Mountain Bank parking lot, because it is getting to be a problem if you park on the street, you can't get out hardly.

Mayor Gibson: we have a parking ordinance, and I agree that we have a problem so if you would like to bring an agenda item, we could look at it.

Councilmember Lowell: and someone said that the handicap parking, they were talking about the Farmers Market, they can't get in on Third.

Councilmember Barker: but we still have parking that is out on Main Street too. There is only one handicap parking space on that street.

Councilmember Lowell: I thought there were two.

Mayor Gibson: the handicap parking spaces on Main Street is controlled by the Montana Department of Transportation.

14. Board Reports

Councilmember Barker: held our Park Board Meeting on Tuesday. A lot of good news, Steve is working very hard getting lifeguards for this year and sounds like he has 7-8 who want to come back. Melissa is trying to step down as the manager and pass it along to one of the younger girls. We are hoping to hear back on the Rapp Family Foundation grant. Arbor Day is April 28th at noon. Hoping to get the 3rd grade classes to come down and help plant a tree. We also got a \$350.00 grant for the tree. We will reapply next year and hope for a bigger grant. Talked about having another area on the agenda for other items to be discussed. River Park, Steve said that it is 0.8 miles. Needs to be cleaned so these are some things, a lot of good things coming up. Have another board member coming on.

Councilmember Brown: airport board meeting was on March 14th. They did get their grant money. So, they need more information on their budget so that they can plan out the master airport plan and they will probably be having some sort of a kickoff meeting. In regard to the

Skydivers item, I understand that it was removed from tonight's council agenda, the mayor declined to answer why it was removed.

Mayor Gibson: I will answer right now, it is not true, it is the same thing. It was not submitted appropriately with the backup information and that person has been notified of that and when we have it we will put it back on the agenda. With all due respect, I get a little, some of these things are kind of like rumors, the mayor did not say no. the clerk, it is not a complete agenda item and you had no back up documentation, there was a big pile of papers but also recall. They were told that , there will be Mr. Overstreet's comments as they requested that their attorney meet with our attorney and there are some serious issues with liability and the waiver.

Councilmember Brown: that was my next statement, they were waiting to hear back on the waiver and they didn't because on our January 12th meeting we did give them permission for their attorneys to talk they said that they were willing to pay for all attorney's fees. Can we have a committee of the whole meeting and maybe invite the airport board to that meeting so that they can voice their concerns and complaints to the council it is very concerning that at a airport meeting there is 45 minutes of complaint about the town council, mayor and administration. I was hoping that we could find a solution so that this does not become a bigger problem.

Mayor Gibson: that would be fine do you want to come up with that it is fine. Since Mr. Overstreet is here, cause I have heard things before. You met with their attorney as requested, correct?

Greg Overstreet: no I played phone tag for quite a while, what happened is that I found out that the airports insurer that is not MMIA, Mountain Air, I assumed that the town would have coverage for skydiving it does not, the airports insurance broker sent me the exclusion, there is no coverage for skydiving. I spoke with a friend of mine today who works for an insurance defense firm and does cases all the time about coverage. I said do you have a template for a skydiving waiver, and he laughed. He said not in Montana. The airport not having insurance coverage it is really a catastrophe waiting to happen, one death or significant injury could be millions of dollars, and unless the airport had a letter of credit from the skydiving business for 5-10 million dollars which is not practical I think that it would be a fiscal death penalty for the Town to not have insurance coverage and you just can't write a waiver in Montana and say that the Town is not on the hook. The Montana Supreme Court does not honor that. I don't know a way to dispel the towns lack of, I sent that in an email to Tom and have not heard from him. And me not be responsive is inaccurate.

Mayor Gibson: with that if the airport still wants to put it on the agenda that is the information that will be in your packet for you to decide. Any further council comment? Seeing none we are adjourned.

15. Adjournment

APPROVE:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

March 23, 2023

Good Evening to Town Council Members and the Mayor,

I am here tonight speaking for 67 concerned town residents and taxpayers to request the Town Council require the developer of BFE to use the county approved Logan Lane access for the lengthier construction of six lots in Phase 1 on the developer's land rather than Creekside Drive in Creekside Meadows. Creekside Drive is the only access road for Creekside Meadows. The road has no outlet and requires residents, visitors, and other common users such as delivery trucks, mail, mowing companies to come in and go out on Logan Lane. Creekside Meadows has many older residents and emergency responders are often called here.

Last summer BFE began Phase 1 construction on newly named Sassafras, previously Clover, on the subdivision plat submitted to the Town. Sidewalk, curb, gutter and pavement was completed on the cul de sac. Heavy construction equipment, large trucks, and trailers lined Creekside Dr as well as employee vehicles. Vehicles were unable to see safely around the construction equipment as the road was limited to one lane. The larger equipment required driving through the development to a loop in CM's Phase 2 because there was no turn around large enough in Phase 1. Many times construction drivers did not abide by the 25 mph speed limit. Debris, mud, dirt and rocks were left on the street for residents to clean up.

Creekside Drive is filled with large, deep cracks. As the petition form in the agenda packet states, a survey of the road found 105 sizable cracks and 7 water and sewer covers affected. Many of the covers either sink below the pavement or rise above it. Downtown Stevensville has serious problems but heavy duty construction traffic on this street will create unnecessary degradation and a cost to taxpayers in the near future.

In summary, narrowing the only main street in CM is unacceptable with construction equipment. It is a health and safety issue for all residents and others and degrading a compromised city street. Secondly, BFE should use the Logan access for further construction in Phase 1; it is very close for them to use. The Logan access would very easily serve the developer for Phase 2 and 3. BFE's Phase 1 is on the developer's land and there is no need to use Creekside Dr. Please vote to disallow a unique street with many problems open to ongoing construction. BFEs is a separate development from Creekside Meadows and their approved accesses on Logan Lane and Middle Burnt Fork Road need to be used.

Thank You,
Marilyn Wolff

Jenelle Berthoud

From: Roger Johnson <patrogj@gmail.com>
Sent: Wednesday, March 22, 2023 3:38 PM
To: Jenelle Berthoud
Subject: [EXTERNAL] Developer using Creekside Road.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Pat Johnson 301 aspen trail. Creekside subdivision. I would like to say that I believe 100% that the developer has every right to drive on the streets of Creekside. It is a city street and no one should be denied access. However, there is a big difference in using a street and abusing the street. Marilyn Wolff and I walked the streets and counted the number of large cracks. I know the city Council has received that report. Our streets are already compromised. I have one crack that runs from my side to the other side and measures 1 3/4 inches wide that is an example of how wide these cracks are, one in front of Marilyn's house went from one side to the other and circled the Watermain. She called the city last year because the water main was beginning to sink. They came and put a cement barrier around it to hold it secure, there was a sinkhole in front of one of the homes down further a year ago that you could look right down into. That has since been fixed but this is an example of how our streets are being compromised and to have large trucks hauling gravel, cement trucks, and trucks with trusses going over these roads would be adding insult to injury. If the developer is allowed to drive the trucks down Creekside Drive while homes are being built, he will finish with six homes constructed, and the city will be left with a very expensive repaving job. who will pay for this, we know it won't be the developer. It'll be the taxpayers, my question is why can't the developer use his own approach that he has off from Logan Lane. Thank you.
Sent from my iPhone

Jenelle Berthoud

From: Kathryn Habedank <Kahabedank@aol.com>
Sent: Thursday, March 23, 2023 10:54 AM
To: Jenelle Berthoud
Subject: [EXTERNAL] Development on Logan Entrance

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Jenelle,

I have been notified that I may write you directly.

I wish to underscore that the proposed development south of my area (Creekside off Logan) use an approved Logan Ave entrance to their area -- as a primary entrance -- not Creekside as a primary entrance.

Thank you.
Kathryn Habedank, owner
1318 Creekside
Stevensville, MT
253-677-3331

Sent from my iPhone

File Attachments for Item:

a. Claims #18284-#18311

04/11/23
11:57:26

TOWN OF STEVENSVILLE
Claim Approval List
For the Accounting Period: 4/23

Page: 1 of 5
Report ID: AP100

For dates posted from 03/27/23 to 04/11/23
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (3/23) ****								
18284		33 NORTHWESTERN ENERGY	16,944.17					
	Mar 23	03/15/23 Geo-Smith Lighting Dist	299.84			2430 430263	340	101000
	Mar 23	03/15/23 206 Buck 90% TH Facility	864.72			1000 411201	340	101000
	Mar 23	03/15/23 206 Buck 10% Bldg Dept	96.08			2394 420531	340	101000
	Mar 23	03/15/23 Peterson Add'n lighting	225.77			2420 430263	340	101000
	Mar 23	03/15/23 Dayton Add'n lighting	310.43			2410 430263	340	101000
	Mar 23	03/15/23 Maplewood Cemetery	12.60*			1000 430900	340	101000
	Mar 23	03/15/23 Main St seasonal lighting	6.30			1000 430263	340	101000
	Mar 23	03/15/23 Orig Town street lights	297.94			1000 430263	340	101000
	Mar 23	03/15/23 ESH - 5th St. lights	544.52			1000 430263	340	101000
	Mar 23	03/15/23 5th St - Lange Park lights	20.47			1000 430263	340	101000
	Mar 23	03/15/23 Add'l Town lighting	185.31			1000 430263	340	101000
	Mar 23	03/15/23 MBF H20 plant	319.67*			5210 430520	340	101000
	Mar 23	03/15/23 102 Main St pump #1	144.83*			5210 430520	340	101000
	Mar 23	03/15/23 Riverside Cemetery IRR	0.00*			1000 430900	340	101000
	Mar 23	03/15/23 Maplewood Cemetery	0.00*			1000 430900	340	101000
	Mar 23	03/15/23 Sewer lift station W. Central	22.21*			5310 430620	340	101000
	Mar 23	03/15/23 Sewer trtmnt plant	5,405.04*			5310 430620	340	101000
	Mar 23	03/15/23 Truck garage South	342.79*			5210 430520	340	101000
	Mar 23	03/15/23 L&C Yard Light	12.60			1000 460430	340	101000
	Mar 23	03/15/23 L&C Park Irrigation 5hp IRR	0.28			1000 460430	340	101000
	Mar 23	03/15/23 L&C Park Parking Lot	6.00			1000 460430	340	101000
	Mar 23	03/15/23 L&C Park Restrooms/Field light	53.12			1000 460430	340	101000
	Mar 23	03/15/23 214 Buck St. - H2O 25%	26.37*			5210 430520	340	101000
	Mar 23	03/15/23 214 Buck St. - Sewer 25%	26.37*			5310 430620	340	101000
	Mar 23	03/15/23 214 Buck St. - PD 50%	52.72			1000 420100	340	101000
	Mar 23	03/15/23 3rd & Park	15.10			1000 430263	340	101000
	Mar 23	03/15/23 421 Airport Rd - SRE 50%	175.19			5610 430300	340	101000
	Mar 23	03/15/23 421 Airport Rd - FD 50%	175.19*			1000 420422	340	101000
	Mar 23	03/15/23 Pool	51.73			1000 460445	340	101000
	Mar 23	03/15/23 MBF Well Field	5,510.90*			5210 430520	340	101000
	Mar 23	03/15/23 MBF booster station	191.11*			5210 430520	340	101000
	Mar 23	03/15/23 Creamery Park (223 Main)	56.18			1000 460430	340	101000
	Mar 23	03/15/23 102 Main Street D-PD	44.08			1000 420100	340	101000
	Mar 23	03/15/23 Dickerson Park	7.73			1000 460430	340	101000
	Mar 23	03/15/23 Water 157 Sewer Works Rd Depot	52.91*			5210 430520	340	101000
	Mar 23	03/15/23 Sewer 157 Sewer Works Rd Depot	52.91*			5310 430620	340	101000
	Mar 23	03/15/23 Streets 157 Sewer Works Rd Dep	52.91			1000 430200	340	101000
	Mar 23	03/15/23 Crksde Mdws Lighting Dist #4 1	312.38			2440 430263	340	101000
	Mar 23	03/15/23 Crksde Mdws Lighting Dist #4 2	166.76			2440 430263	340	101000
	Mar 23	03/15/23 Stevensville Cutoff Rd Path	6.00			1000 430263	340	101000
	Mar 23	03/15/23 Twin Creeks Dist #5	537.94			2450 430263	340	101000
	Mar 23	03/15/23 206 Buck Fire Dept Lighting	253.17			1000 411201	340	101000
	Mar 23	03/15/23 300 Main Street	6.00			1000 460430	340	101000

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TOWN OF STEVENSVILLE
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18285	107	HACH CO. 13510747 03/20/23 W- Reagent for testing water	133.97 133.97			5210 430530	220	101000
18286	708	USA BLUEBOOK 298328 03/14/23 W- Chemical resistant valves	211.30 211.30			5210 430540	230	101000
18287	1164	ATCO International I0610935 03/20/23 S- Sewer line degreaser	820.00 820.00			5310 430630	220	101000
18288	1787	Valli Information Systems, Inc. Sewer On Line Monthly Maintenance, Web posting, manual postage, e-statements, etc	546.50					
	87326	03/21/23 1st image ToStevensville	146.00*			5210 430510	350	101000
	87326	03/21/23 Manual 1st image	0.80*			5210 430510	350	101000
	87326	03/21/23 Foreign 1st image	1.00*			5210 430510	350	101000
	87326	03/21/23 E-statement	8.50*			5210 430510	350	101000
	87326	03/21/23 Web posting	9.35*			5210 430510	350	101000
	87326	03/21/23 Postage	350.91*			5210 430510	350	101000
	87326	03/21/23 Manual postage	9.36*			5210 430510	350	101000
	87326	03/21/23 ZRO client customer field	7.00*			5210 430510	350	101000
	87326	03/21/23 E-text	1.25*			5210 430510	350	101000
	87326	03/21/23 Add image	3.08*			5210 430510	350	101000
	87326	03/21/23 Manual add image	1.88*			5210 430510	350	101000
	87326	03/21/23 Foreign add image	0.12*			5210 430510	350	101000
	87326	03/21/23 Foreign Postage	7.25*			5210 430510	350	101000
18289	1180	National Fire Protection 2974549 03/03/23 FD- NFPA Membership renewal	175.00 175.00			1000 420410	330	101000
18290	1905	Cody Anderson Reimbursement for attendance at the Montana Rural Water Systems Conference	339.76					
		03/21/23 W- Reimbursement meals	83.00			5210 430510	377	101000
		03/21/23 W-Reimbursement mileage	256.76			5210 430510	370	101000
18291	228	Norco, Inc. 67665 03/01/23 PW- Cylinder rental	23.01 23.01			1000 430100	231	101000
18292	155	Supply Ditch Association 4089 03/20/23 PW- Yrly water assessment	345.00 345.00			1000 430900	342	101000

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18293		1582 Optical Scientific, Inc. S423086-AW 03/02/23 A- Biannual AWOS inspectio	2,758.47 2,758.47*			5610 430300	360	101000
18294		293 Mountain Air Insurance Services 12036 03/24/23 A- Renewal of liability insura	1,293.00 1,293.00*			5610 430300	510	101000
18295		16 MONTANA ENVIRONMENTAL LAB LLC 01/11/23 W- Water testing 01/12/22 S- Sewer testing	1,037.45 58.00 979.45			5210 430540 5310 430610	355 355	101000 101000
18296		16 MONTANA ENVIRONMENTAL LAB LLC 02/03/23 W- Water testing 02/24/23 S- Sewer testing	3,018.00 2,239.00 779.00			5210 430540 5310 430610	355 355	101000 101000
18297		16 MONTANA ENVIRONMENTAL LAB LLC 03/12/23 W- Water testing 03/10/23 S- Sewer testing	1,082.75 58.00 1,024.75			5210 430540 5310 430610	355 355	101000 101000
18298		1758 Ramona Vance April 04/01/23 PD- Lease	1,000.00 1,000.00			1000 420100	530	101000
18299		1436 Maureen M. O'Connor Monthly Compensation \$3000.00 April 04/01/23 Monthly Compensation	3,000.00 3,000.00			1000 410360	350	101000
18300		108 BITTERROOT STAR Reimbursed from chili-cookoff funds 03/31/23 PD- 1/4 page ad	172.50 172.50*			1000 420100	330	101000
18301		1841 Overstreet Law Group Attorney Services 03/30/23 General Legal Services	1,765.50 1,765.50			1000 411100	352	101000
18302		23 VALLEY DRUG AND VARIETY 03/30/23 PD- Postage 03/10/23 PW- Postage (sewer) 03/10/23 PW-Postage (alleys) 03/10/23 Admin- roll of stamps 03/11/23 Admin-shipping letter	85.71 12.60 2.00* 4.29* 63.00* 3.82*			1000 420100 5210 430510 1000 430100 1000 410550 1000 410550	311 311 311 311 311	101000 101000 101000 101000 101000

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18303		29 STEVENSVILLE NAPA AUTO PARTS	309.37					
	03/01/23 PW-	light bulbs brake lights	6.99			1000 430100	232	101000
	03/18/23 FD-	Battery #2002	302.38*			1000 420460	360	101000
18304		1754 Construct Montana, LLC	318.40					
	1085 04/04/23 B-	Building inspections	318.40*			2394 420531	350	101000
		B-Plan review	0.00*			2394 420531	350	101000
		*** Claim from another period (12/22) ****						
18305		1212 NewFields	4,860.00					
	3500070900 12/30/22 W-	Progress billing water r	4,860.00			5210 430510	354	101000
18306		1845 Thomson Reuters-West	210.00					
	848063532 04/01/23 PD-	Online software subscri	210.00			1000 420100	331	101000
18307		1907 Jenelle Berthoud	66.33					
		Mileage reimbursement 40 miles to Hamilton/ Ravalli County Clerk and Recorder						
		58 miles/ Conference in Missoula + parking fees						
	04/04/23 A-	Mileage reimbursement	57.33			1000 410550	370	101000
	04/04/23 A-	parking fees	9.00			1000 410550	370	101000
18308		1827 Pintler Billing Services	50.00					
	902 04/01/23 FD-	Medical billing-monthly fe	50.00			2230 420730	350	101000
		*** Claim from another period (3/23) ****						
18309	E	852 CENEX FLEETCARD	1,551.26					
		Fuel for Town departments						
	261904CL 03/31/22	Fuel for Police	520.66			1000 420100	231	101000
	261904CL 03/31/23	Fuel for Fire Dept	401.18			1000 420460	231	101000
	261904CL 03/31/23	Fuel for Public Works	629.42			1000 430100	231	101000
		Fuel for Airport	0.00*			5610 430300	231	101000
		*** Claim from another period (3/23) ****						
18310		1711 Office Solutions & Service	30.00					
	113879 03/28/23 C-	Printer lease	15.00			1000 410360	320	101000
	113879 03/28/23 FD-	Printer lease	15.00			1000 420410	320	101000
18311		34 STEVENSVILLE HARDWARE AND RENTAL	36.25					
	03/24/23 PW-	vehicle maint. supplies	7.35			1000 430100	232	101000
	03/24/23 A-	batteries	15.63			1000 410550	210	101000
	03/09/23 PW-	misc sign equip	4.56			1000 430100	220	101000
	03/07/23 W-	liquid wrench	7.64			5210 430510	220	101000
	03/03/23 W-	PVC nipple	1.07			5210 430510	220	101000
		# of Claims	28					
		Total:	42,183.70					
		Total Electronic Claims	1,551.26			Total Non-Electronic Claims	40632.44	

File Attachments for Item:

a. Airport

TOWN OF STEVENSVILLE AIRPORT REPORT

4/2023

MONTHLY REPORT:

The airports required bi-annual AWOS (weather system) inspection was completed in March. While we are still having problems with the systems output, the call-in number is working without issue.

No wildlife activity has been reported or observed.

One, main entrance gate malfunction was reported and quickly resolved.

Two field inspections were complete without any issues noted.

An inspection of the runway, apron, and taxiway pavement will be completed this month to assess any potential damage through winter snow plowing operations.

Routine vehicle and equipment maintenance will be done in April and May.

I continue to work with airport engineering, the FAA, and Montana Aeronautics on continued master planning work and considerations for future airport developments.

The airport continues to see growing demand for services, hangars, and field access. I have been working with interested parties looking to do business at the airport and in the community and hope to be able to bring some of those proposals before council soon.

File Attachments for Item:

b. Building Department

MONTHLY REPORT

Building Department

March 2023

<u>Permits Issued</u>	<u>Fees Collected</u>
<u>Building</u> (1 permits)	
1. NSFR	\$0
2. New Commercial Building	\$0
3. Renovation/Remodel	\$50.00
4. Demo	\$0
<u>Electrical</u> (1 permits)	
1. NSFR	\$75.00
2. New Commercial Building	\$0
3. Renovation/Remodel	\$0
4. Demo	\$0
<u>Mechanical</u> (2 permits)	
1. NSFR	\$0
2. New Commercial Building	\$0
3. Renovation/Remodel	\$220.00
4. Demo	\$0
<u>Plumbing</u> (1 permits)	
1. NSFR	\$0
2. New Commercial Building	\$0
3. Renovation/Remodel	\$53.00
4. Demo	\$0
Total permits issued: 5	Total fees collected: \$398.00
<u>Activities</u>	
1. Inspections and consultations.	
2. Active clearing or archiving old and expired permits, depending on age of activity.	
3. Implement uniform strategies to increase records retention and accessibility thereof.	
<u>Items of Interest</u>	
1. Continued exploration of best ways to universally digitize records and day to day functions to be accessible across pertinent staff for greater efficiency.	

Prepared by Jenelle Berthoud, Town Clerk

File Attachments for Item:

d. Fire Department



STEVENSVILLE FIRE DEPARTMENT

206 BUCK STREET

Activity Report – March 2023

Calls for the Month of March: 53

Calls for Stevensville Town: 25

Calls for Stevensville Rural: 27

Mutual Aid: 1

Medical Response: 43

Fire Calls: 8

Motor Vehicle Crash: 2

Total Calls: 53

Calls for the Year to Date: 152

Calls for Stevensville Town: 67

Calls for Stevensville Rural: 84

Mutual Aid: 1

Missed call: 0

Medical Response: 125

Fire Calls: 18

Motor Vehicle Crash: 9

Total Calls: 152

File Attachments for Item:

e. Police Department

SPD Monthly Report March 2023

Actual Call Breakdown

Call Type	SPD Response	County Response	Handled by Dispatch
Accident			
Agency Assist		1	
Animal Call	2	1	
Alarm			
Assault			
Assistance			
Traffic	12	3	
Citizens Assist		2	
Civil Stand By	2		
Court violation	1		
Criminal Mischief	1		
Dead Human		1	
Disturbance	3	2	
Drug Intel	2		
Extra Patrol			
Fire	1		
Found Property			
Fraud	2		
Harassment			
Information			
MIP	1		
Missing Person	1	2	
Notification			
Officer Advice		2	
Open Door			
Parking			
Search Warrant	1		
Sex Offense	1		
Suicidal Threats			
Suspicious Activity	1	1	
Theft			
Trespass		1	
Warrant			
Welfare Check	1	2	
Hangup 911	4	3	14
Vacation Watch	1		
Total for the Month	37	21	14
Minus Traffic	30	19	

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**TOWN OF STEVENSVILLE
POLICE DEPARTMENT ACTIVITY REPORT**

March 2023

MONTHLY REPORT: February 2023 - Police Activity Report

Officers executed on Search Warrant and assisted with one other. There were 6 investigations conducted, 7 Citations were issued during the month of March, and three vehicles were towed. **Additionally, there were 10 warnings issued; 5 of which were for J-Turns.**

PROACTIVE POLICING, CALLS FOR SERVICE, and Investigations: Call for Service tallies do not include Traffic Citations, Traffic Warnings, Vacation Checks, Extra Patrols or Agency Assists.

PERSONNEL WORKLOAD	1/23	2/23	3/23	4/23	5/23	6/23	7/23	8/23	9/23	10/23	11/23	12/23	Total
PATROL													
Arrests	0	0	1										1
Traffic Citations	12	19	7										38
Traffic Warnings	30	16	10										56
Calls for Service	51	38	63										152
Calls for Service 2022	59	66	69	48	60	67	66	75	52	47	49	43	701
INVESTIGATIONS													
Robbery/Homicide	0	0	0										0
Robbery/Homicide 2022	0	0	0	0	0	0	0	0	0	0	0	0	0
Assault	0	2	0										2
Assault 2022	0	1	0	0	1	1	2	1	1	1	0	1	9
Sex Crime	0	0	1										1
Sex Crime 2022	0	0	2	0	0	0	0	1	1	1	0	0	5
Burglary/Theft	1	0	0										1
Burglary/Theft 2022	4	0	4	2	2	0	0	1	0	0	0	1	14
Crim Mischief	2	2	1										5
Crim Mischief 2022	3	1	1	0	1	2	3	2	1	1	1	0	16
Fraud	0	0	2										2
Fraud 2022	0	0	0	0	1	1	1	0	1	0	0	1	5
Suspicious Incident	5	2	2										9
Suspicious Incident 2022	4	3	5	1	3	6	6	1	6	5	2	5	47
Disturbance	6	3	5										14
Disturbance	2	2	6	5	2	2	10	5	3	1	1	3	47
Found Property	0	0	0										0
Found Property 2022	0	0	1	0	1	2	0	0	1	1	0	1	7
Traffic Hazard	0	0	0										0
Traffic Hazard 2022	0	0	0	0	2	2	0	0	0	0	0	0	4
Traffic Accidents	4	1	0										5
Traffic Accident 2022	0	0	3	2	3	2	5	1	0	6	4	3	29
Vacation Checks	0	0	1										1
Vacation Checks 2022	0	0	1	0	0	0	1	0	0	1	0	2	5
SPD AGENCY ASSISTS													
Ravalli County S.O	2	1	1										4

File Attachments for Item:

f. Public Works

WO Number	Type	Status	Description	Locations	Assigned To	Requester
002183	SCHEDULED	Closed	Hose brush on headworks perforated plate screen		Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
002182	SCHEDULED	Closed	Monthly Meter Reads entire distribution system	Water / Town of Stevensville	Cody Anderson Dustin Tribby Steve Kruse	Steve Kruse
002179	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
002176	SCHEDULED	Closed	Monthly Meter Readings	Water / Town of Stevensville	Cody Anderson Dustin Tribby Steve Kruse	Steve Kruse
002175	SCHEDULED	Closed	Visually inspect all streets and intersections to determine plowing and sanding needs daily	Streets	Cody Anderson Dustin Tribby Glenn Bies Ian Murray Stephen Lassiter	Steve Kruse
002174	SCHEDULED	Closed	Visually inspect all streets and intersections to determine plowing and sanding needs daily	Streets	Cody Anderson Dustin Tribby Glenn Bies Ian Murray Stephen Lassiter	Steve Kruse
002173	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
002171	SCHEDULED	Closed	Influent and effluent DEQ sampling	23-Headworks Bldg / Wastewater / Town of Stevensville 39-UV Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
002170	SCHEDULED	Closed	Backup the SCADA Computer	Town of Stevensville Water / Town of Stevensville		Steve Kruse
002169	SCHEDULED	Closed	Visually inspect all streets and intersections to	Streets	Cody Anderson Dustin Tribby	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
			determine plowing and sanding needs daily		Glenn Bies Ian Murray Stephen Lassiter	
002168	CORRECTIVE	Closed	Wash mini ex and backHoe after water leak repair	Mobile / Town of Stevensville	Cody Anderson Glenn Bies Ian Murray Stephen Lassiter	Steve Kruse
002166	SCHEDULED	Closed	Start and drive plow/sander truck to exercise	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
002165	SCHEDULED	Closed	Inspect all Parks for safety issues, clearances, conditions, etc, and start work order for any issues needing attention	Town of Stevensville	Stephen Lassiter	Steve Kruse
002159	SCHEDULED	Closed	Check compressor oil level, blow off air and recharge	23-Headworks Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Steve Kruse	Steve Kruse
002152	CORRECTIVE	Closed	Get sweeper ready for summer use, operate all functions	99-Mobile / Mobile / Town of Stevensville	Ian Murray	Steve Kruse
002146	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
002138	SCHEDULED	Closed	Start and drive plow/sander truck to exercise	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
002137	SCHEDULED	Closed	Inspect all Parks for safety issues, clearances, conditions, etc, and start work order for any issues needing attention	Town of Stevensville	Stephen Lassiter	Steve Kruse
002131	SCHEDULED	Closed	Hose brush on headworks		Cody Anderson	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
			perforated plate screen		Dustin Tribby Glenn Bies	
002129	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
002127	CORRECTIVE	Closed	Recontour north end of alley between Church and College. Contractor did not finish job, it has settled, need Harley rake, some road base and compactor	Streets	Glenn Bies Ian Murray Stephen Lassiter	Steve Kruse
002124	SCHEDULED	Closed	Backhoe Status fluids/tires/air filter/filters/clean exterior and interior		Glenn Bies Ian Murray	Steve Kruse
002116	CORRECTIVE	Closed	Replace post Yield sign at Buck and South, again	Streets	Ian Murray Stephen Lassiter Steve Kruse	Steve Kruse
002115	CORRECTIVE	Closed	Position rock screen at plant to make it functional	Town of Stevensville	Ian Murray Stephen Lassiter	Steve Kruse
002111	CORRECTIVE	Closed	Seal up bird holes in UV building	Town of Stevensville	Ian Murray Stephen Lassiter Steve Kruse	Steve Kruse
002109	SCHEDULED	Closed	Inspect all Parks for safety issues, clearances, conditions, etc, and start work order for any issues needing attention	Town of Stevensville	Stephen Lassiter	Steve Kruse
002104	SCHEDULED	Closed	Inspect Mini Excavator			Steve Kruse
002103	SCHEDULED	Closed	Inspect skidsteer			Steve Kruse
002100	SCHEDULED	Closed	Hose brush on headworks perforated plate screen		Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
002096	SCHEDULED	Closed	Visually inspect all streets and intersections to	Streets	Cody Anderson Dustin Tribby	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
			determine plowing and sanding needs daily		Glenn Bies Ian Murray Stephen Lassiter	
002093	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
002088	SCHEDULED	Closed	Influent and effluent DEQ sampling	23-Headworks Bldg / Wastewater / Town of Stevensville 39-UV Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
002086	SCHEDULED	Closed	Visually inspect all streets and intersections to determine plowing and sanding needs daily	Streets	Cody Anderson Dustin Tribby Glenn Bies Ian Murray Stephen Lassiter	Steve Kruse
002083	SCHEDULED	Closed	Start and drive plow/sander truck to exercise	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
002082	SCHEDULED	Closed	Inspect all Parks for safety issues, clearances, conditions, etc, and start work order for any issues needing attention	Town of Stevensville	Stephen Lassiter	Steve Kruse
002080	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
002078	SCHEDULED	Closed	Visually inspect all streets and intersections to determine plowing and sanding needs daily	Streets	Cody Anderson Dustin Tribby Glenn Bies Ian Murray Stephen Lassiter	Steve Kruse
002077	SCHEDULED	Closed	Visually inspect all streets and intersections to determine plowing and sanding needs daily	Streets	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
					Stephen Lassiter	
002076	SCHEDULED	Closed	Hose brush on headworks perforated plate screen		Cody Anderson Glenn Bies Ian Murray	Steve Kruse
002075	SCHEDULED	Closed	Visually inspect all streets and intersections to determine plowing and sanding needs daily	Streets	Cody Anderson Dustin Tribby Glenn Bies Ian Murray Stephen Lassiter	Steve Kruse
002074	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
002071	SCHEDULED	Closed	Switch UV banks		Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
002070	SCHEDULED	Closed	Inspect and document all plant fire extinguishers	Wastewater / Town of Stevensville	Cody Anderson Glenn Bies Ian Murray Stephen Lassiter Steve Kruse	Steve Kruse
002069	SCHEDULED	Closed	Remove sediment/rags/rocks from in front of bar screen	23-Headworks Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
002067	SCHEDULED	Closed	Inspect condition of tree bricks and rocks on all trees on Main St and report any work needing done	Streets	Stephen Lassiter	Steve Kruse
002044	SCHEDULED	Closed	Check compressor oil level, blow off air and recharge	23-Headworks Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray Steve Kruse	Steve Kruse

**TOWN OF STEVENSVILLE
PUBLIC WORKS ACTIVITY REPORT
March, 2023**

UTILITIES REPORT

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Produced</i>	18,777,000	17,251,000

- Monthly, weekly and Annual reports to the state
- Monthly Meter Readings
- Unread Meters: 143
- Satisfied Permit reporting and testing requirements

Waste Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Treated</i>	6,119,000	5,606,239

- State Reports and EPA, weekly monthly and Annual samples taken and reports submitted.
- Wasting to press
- Satisfied Permit reporting, testing and regulatory requirements

○

OTHER

- Preemptive Sanitary Sewer Jetting in all Grids
- Meter reads and billing cycle
- Snow removal and sanding, daily road grid inspections
- Water main leak repair, Mission St. Leak caused road to collapse, fixed leak and prepped for asphalt once asphalt contractor starts for season
- Park inspections and irrigation valve locates
- Received letter from DEQ stating that all deficiencies have been addressed and plant is back in compliance
- Continued to replace defective meters
- Slash burning
- Yearly and bi-annual water testing
- Biosolid testing for land application
- Central Ave lift station maintenance
- Repair of leaking hydrant on Charlos
- Street maintenance, potholes, sign installation and replacement
- Yearly compliance testing for water and WW
- Garbage removal all grids
- Splash Pad deck assistance

- 💧 Received approval from State for pool repairs and redesign, started on removing old filter, which will require a crane. Meeting with crane company and NW Energy first week of April
- 💧 UV system maintenance
- 💧 Trouble shoot excessive water usage at several properties after meter reads
- 💧 Water and Waste plants rounds
- 💧 Utility Locates
- 💧 Utility inspections
- 💧 Preventive maintenance at WWTP buildings
- 💧 Vehicle Maintenance
- 💧 3 after hours trouble calls
- 💧 Coordinating with engineers, vendors to investigate pumping activity at wellhouse, pumps not keeping up with demand during watering hours. Met with HDR regarding bringing Well 1 permanently on line to address high demand times
- 💧 Brought press online, currently pressing sludge
- 💧 Working with local rancher for biosolid land application
- 💧 Working with water rights attorney and consultant to straighten out rights situation, public comment period on Well
- 💧 Worked with electrician repairing temperature sensor at UV building, required for DEQ compliance
- 💧 Alley maintenance
- 💧 Downtown risk management inspections

File Attachments for Item:

a. Discussion/Decision: Resolution No. 513a, a Resolution Providing for the Amendments, Revisions and Additions of the Budget for the Fiscal Year 2022-2023



Stevensville Town Council Meeting

Agenda Item Request

To be submitted BEFORE Noon on the Wednesday immediately preceding the Thursday agenda publishing deadline (8-days ahead of the meeting).

Agenda Item Type:	Public Hearing
Person Submitting the Agenda Item:	Steve Gibson
Second Person Submitting the Agenda Item:	Pam Sosa
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	04/13/2023
Agenda Topic:	Discussion/Decision: Resolution No. 513a, a Resolution Providing for the Amendments, Revisions and Additions of the Budget for the Fiscal Year 2022-2023
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/13/2023
Notes:	

RESOLUTION NO. 513a

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF STEVENSVILLE,
MONTANA, PROVIDING FOR THE AMENDMENTS, REVISIONS AND ADDITIONS OF THE BUDGET
FOR THE FISCAL YEAR 2022-2023**

WHEREAS, the Stevensville Town Council adopted the budget for Fiscal Year 2022-2023 by Resolution No. 509; and

WHEREAS, the General Fund will exceed the appropriations originally set in the Fiscal Year 2022-2023 budget by \$181,654.00; and

WHEREAS, an increase in spending authority is necessary to cover the exceeded appropriations.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, Montana that the fiscal year 2022-2023 budget be amended as follows:

Expenditure Fund 1000 General \$181,654.00

~~**BE IT FURTHER RESOLVED** that a transfer of funds in the amount of \$543,169.00 from the CARES/ARPA Fund 2991 to the General Fund 1000 in order to facilitate the expenditures and offset revenue shortage for said fund.~~

~~**WHEREAS**, the Ambulance Fund Balance with the approved appropriations originally set in the Fiscal Year 2022-2023 budget will be \$7,500.00; and~~

~~**BE IT FURTHER RESOLVED** that a transfer of funds in the amount of \$7,500.00 from the CARES/ARPA Fund 2991 to the Ambulance Fund 2230 in order to facilitate the expenditures and offset revenue shortage for said fund.~~

~~**WHEREAS**, the Planning Code Fund Balance with the approved appropriations originally set in the Fiscal Year 2022-2023 budget will be \$26,000.00; and~~

~~**BE IT FURTHER RESOLVED** that a transfer of funds in the amount of \$26,000.00 from the CARES/ARPA Fund 2991 to the Planning Code Fund 2250 in order to facilitate the expenditures and offset revenue shortage for said fund.~~

~~**WHEREAS,** the BARS Fund, 3rd & 5th Street Projects, exceeded the appropriations originally set in the Fiscal Year 2021-2022 budget by \$21,000.00; and~~

~~**WHEREAS,** an increase in spending authority is necessary to cover the exceeded appropriations.~~

~~**NOW THEREFORE, BE IT RESOLVED,** by the Town Council of the Town of Stevensville, Montana that the fiscal year 2021-2022 budget be amended as follows:~~

~~_____ Expenditure Fund 2821 BARS \$21,000.00~~

~~**BE IT FURTHER RESOLVED** that a transfer of funds in the amount of \$21,000.00 from the CARES/ARPA Fund 2991 to the BARS Fund 2821 in order to facilitate the expenditures and offset revenue shortage for said fund.~~

WHEREAS, the Water Fund will exceed the appropriations originally set in the Fiscal Year 2022-2023 budget by \$329,826.00; and

WHEREAS, a decrease in the transfer of funds is necessary.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, Montana that the fiscal year 2022-2023 budget be amended as follows:

Fund 2991 ARPA to Fund 1000 General \$329,826.00

~~**BE IT FURTHER RESOLVED** that a transfer of funds in the amount of \$80,000.00 for a total of \$280,000.00, \$200,000.00 already appointed, from the CARES/ARPA Fund 2991 to the Water Fund 5210 for our ARPA Water Grant Match.~~

WHEREAS, the Following Funds will exceed the appropriations originally set in the Fiscal Year 2022-2023 budget by \$508,413.00; and

WHEREAS, an increase in spending authority is necessary to cover the exceeded appropriations.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, Montana that the fiscal year 2022-2023 budget be amended as follows:

Expenditure Fund 2394 Building Code \$26,078.00

Expenditure Fund 5250 Water Bond \$91,010.00

Expenditure Fund 5310 Sewer \$43,725.00

Expenditure Fund 5350 Sewer Bond \$47,600.00
Expenditure Fund 5620 Airport Project (FAA Grant) \$300,000.00
Expenditure Fund 2390 Drug Forfeiture Money \$2,594.00
Expenditure Fund 5150 Bond Payment Fund \$494,732.00
Expenditure Fund 7120 Fireman’s Disability \$5,500.00

BE IT FURTHER RESOLVED that the above mentioned increases will cover all non-appropriated expenses for the year.

BE IT FURTHER RESOLVED that a transfer of funds in the amount of \$530,862.00 from the following funds in order to facilitate the expenditures and offset said funds.

Transfer from Fund 2991 ARPA to Fund 1000 General \$524,462.00
Transfer from Fund 2991 ARPA to Fund 4000 Capital Improvements \$6,400.00

BE IT FURTHER RESOLVED that a transfer of funds in the amount of \$10,400.00 from the following funds in order to facilitate the expenditures and offset said funds.

Transfer from Fund 5210 Water to Fund 1000 General \$5,200.00
Transfer from Fund 5310 Sewer to Fund 1000 General \$5,200.00

WHEREAS, pursuant to Sections 7-6-4006, MCA, the Town Council of the Town of Stevensville, Montana has held a public hearing on this proposed amendment,

Passed and adopted by the Town Council and Mayor of the Town of Stevensville the 13th day of April 2023.

APPROVED:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

b. Discussion/Decision: Resolution No. 516, a Resolution Providing for the Amendment of the Budget for the Fiscal Year 2020-2021



Stevensville Town Council Meeting

Agenda Item Request

To be submitted BEFORE Noon on the Wednesday immediately preceding the Thursday agenda publishing deadline (8-days ahead of the meeting).

Agenda Item Type:	Public Hearing
Person Submitting the Agenda Item:	Steve Gibson
Second Person Submitting the Agenda Item:	Pam Sosa
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	04/13/2023
Agenda Topic:	Discussion/Decision: Resolution No. 516, a Resolution Providing for the Amendment of the Budget for the Fiscal Year 2020-2021
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/13/2023
Notes:	

RESOLUTION NO. 516

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF STEVENSVILLE,
MONTANA, PROVIDING FOR THE AMENDMENT OF THE BUDGET FOR THE
FISCAL YEAR 2020-2021**

WHEREAS, the Stevensville Town Council adopted the budget for Fiscal Year 2020-2021 by Resolution No. 477; and

WHEREAS, the following funds did exceed the appropriations originally set in the Fiscal Year 2020-2021 budget by \$245,992.00; and

WHEREAS, an increase in spending authority is necessary to cover the exceeded appropriations.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, Montana that the fiscal year 2020-2021 budget be amended as follows:

Expenditure	Fund 1000 General	\$164,152.00
Expenditure	Fund 2987 Jean Thomas	\$36,400.00
Expenditure	Fund 4000 Capital Improvement	\$45,440.00

WHEREAS, pursuant to Sections 7-6-4006, MCA, the Town Council of the Town of Stevensville, Montana has held a public hearing on this proposed amendment,

Passed and adopted by the Town Council and Mayor of the Town of Stevensville the 13th day of April 2023.

APPROVED:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

c. Discussion/Decision: Resolution No. 517, a Resolution Providing for the Amendment of the Budget for the Fiscal Year 2021-2022



Stevensville Town Council Meeting

Agenda Item Request

To be submitted BEFORE Noon on the Wednesday immediately preceding the Thursday agenda publishing deadline (8-days ahead of the meeting).

Agenda Item Type:	Public Hearing
Person Submitting the Agenda Item:	Steve Gibson
Second Person Submitting the Agenda Item:	Pam Sosa
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	04/13/2023
Agenda Topic:	Discussion/Decision: Resolution No. 517, a Resolution Providing for the Amendment of the Budget for the Fiscal Year 2021-2022
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/13/2023
Notes:	

RESOLUTION NO. 517

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF STEVENSVILLE,
MONTANA, PROVIDING FOR THE AMENDMENT OF THE BUDGET FOR THE
FISCAL YEAR 2021-2022**

WHEREAS, the Stevensville Town Council adopted the budget for Fiscal Year 2021-2022 by Resolution No. 490; and

WHEREAS, the following funds did exceed the appropriations originally set in the Fiscal Year 2021-2022 budget by \$108,056.00; and

WHEREAS, an increase in spending authority is necessary to cover the exceeded appropriations.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, Montana that the fiscal year 2020-2021 budget be amended as follows:

Expenditure Fund 2821 BaRSAA \$62,616.00

Expenditure Fund 4001 Capital Improvement Sidewalk \$45,440.00

WHEREAS, pursuant to Sections 7-6-4006, MCA, the Town Council of the Town of Stevensville, Montana has held a public hearing on this proposed amendment,

Passed and adopted by the Town Council and Mayor of the Town of Stevensville the 13th day of April 2023.

APPROVED:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

d. Discussion/Decision: Draft Letter to Owner of Phase I Burnt Fork Estates on the use of the Logan Lane for Construction



Stevensville Town Council Meeting

Agenda Item Request

To be submitted BEFORE Noon on the Wednesday immediately preceding the Thursday agenda publishing deadline (8-days ahead of the meeting).

Agenda Item Type:	Unfinished Business
Person Submitting the Agenda Item:	Steve Gibson
Second Person Submitting the Agenda Item:	Greg Overstreet, Town Attorney
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	04/13/2023
Agenda Topic:	Discussion/Decision: Draft Letter to Owner of Phase I Burnt Fork Estates on the use of the Logan Lane for Construction
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Choose an item.
If Approved, Meeting Date for Consideration:	04/13/2023
Notes:	

Hon. Steve Gibson
Mayor of Stevensville

Greg Overstreet
Town Attorney



Stevensville Town Hall
206 Buck Street
Stevensville, MT 59870
Phone: 406-777-5271
Fax: 406-777-4284

March 24, 2023

Colleen Dowdall
Dowdall Law
4900 Lower Miller Creek Road
Missoula, MT 59803

via email to colleen@dowdall-law.com

Re: Burnt Fork Estates – Phase 1 – Use of Logan Lane for Construction

Dear Ms. Dowdall:

Several residents near Phase 1 of Burnt Fork Estates are concerned that your client's use of Clover/Seringa Street with heavy equipment during construction will damage the Town's street. They note that your client has access to Phase 1 off of Logan Lane.

The Town requests that your client voluntarily use Logan Lane. This is not a "requirement" from the Town.

Please let me know your client's position on this.

Sincerely,

A handwritten signature in blue ink that reads "Greg Overstreet".

Greg Overstreet

File Attachments for Item:

e. Discussion/Decision: Corrections to the Personnel Policy Manual



Stevensville Town Council Meeting

Agenda Item Request

To be submitted BEFORE Noon on the Wednesday immediately preceding the Thursday agenda publishing deadline (8-days ahead of the meeting).

Agenda Item Type:	Unfinished Business
Person Submitting the Agenda Item:	Steve Gibson
Second Person Submitting the Agenda Item:	Pam Sosa
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	04/13/2023
Agenda Topic:	Discussion/Decision: Corrections to the Personnel Policy Manual
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/13/2023
Notes:	<p>The following corrections that are needed in the Personnel Policy are items/wording that missed the final removal of language prior to the draft document.</p> <p>In the table of contents: Bulling, correction made (removed).</p> <p>#27. Parental Leave: original paragraph missed replacement of language please see attached.</p>

27. Parental Leave

An employee shall be entitled to a total of 12 administrative workweeks of leave during any 12-month period for one or more of the following:

- (A) Because of the birth of a son or daughter of the employee and in order to care for such son or daughter.
- (B) Because of the placement of a son or daughter with the employee for adoption or foster care.

The entitlement to leave under subparagraph (A) or (B) of paragraph (1) based on the birth or placement of a son or daughter shall expire at the end of the 12-month period beginning on the date of such birth or placement.

Leave under subparagraph (A) or (B) shall not be taken by an employee intermittently or on a reduced leave schedule unless the employee and The Town of Stevensville agree otherwise.

Leave granted as Parental Leave shall be leave without pay.

However, an employee may elect to substitute for any leave without pay under subparagraph (A) or (B) of subsection any paid leave which is available to such employee for that purpose.

Nothing in this subsection shall be considered to require that an employee first use all or any portion of leave.

File Attachments for Item:

a. Discussion/Decision: Consent to the Mayor's Appointment of Renee Endicott to the Town of Stevensville Park Board



Stevensville Town Council Meeting

Agenda Item Request

To be submitted BEFORE Noon on the Wednesday immediately preceding the Thursday agenda publishing deadline (8-days ahead of the meeting).

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Steve Gibson
Second Person Submitting the Agenda Item:	Park Board
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	04/13/2023
Agenda Topic:	Discussion/Decision: Consent to the Mayor's Appointment of Renee Endicott to the Town of Stevensville Park Board
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/13/2023
Notes:	

**BOARD APPLICATION FORM
STEVENSVILLE, MONTANA**

***Disclosure: any information on this application is available for public view**

Name: Renee Endicott

Home Phone: (406) 544-7192

Address: 3559 Vale Dr.

Work/Cell Phone: (406) 544-7192

City: Stevensville

State: MT Zip: 59870

Email Address: renee@capitalfamily.com

Business or Occupation: Mortgage Broker

Board or Committee applying for: Park Board

- ✓ Please describe your experience or background which you believe qualifies you for service on this Board or Committee (attached additional sheets if needed):

I was the project manager and responsible for the fundraising, planning and design of The Bear Mountain Playground at Lewis and Clark Park. I know all of the contacts for replacement and maintenance of the playground equipment and ground cover.

- ✓ Why do you wish to serve on this Board or Committee?

I was a past Board member, just have an expired term.

- ✓ Additional information which you feel is pertinent:

Signature: 

Date: 3/20/2023

Return Application to: Town of Stevensville, P.O. Box 30, Stevensville, MT 59870