



Stevensville Town Council Meeting
Agenda for
THURSDAY, JULY 25, 2024
6:30 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 07/11/2024
5. Approval of Bi-Weekly Claims
 - a. Claims # 19102-#19116
6. Guests
 - a. Montana Department of Transportation
7. Public Hearings
 - a. 1st Reading: Proposed Ordinance No. 171 an Ordinance Amending Town Code Section 14-35 and Repealing Town Code Section 14-36 Regarding Noxious Weeds
8. New Business
 - a. Discussion/Decision: Ordinance No. 171 an Ordinance Amending Town Code Section 14-35 and Repealing Town Code Section 14-36 Regarding Noxious Weeds (1st Reading)
 - b. Discussion/Decision: Consent to the Mayor's Appointment of Eric Wilson as a Volunteer Firefighter and EMS-Medical Volunteer for the Town of Stevensville Fire Department
 - c. Discussion/Decision: Consent to the Mayor's Appointment of Abbie Motley as a Volunteer EMS Support Person for the Town of Stevensville Fire Department
 - d. Discussion/Decision: Town Council to set a Date and Time for a C.O.W. Meeting to Discuss Planning & Zoning Charges and Fees
 - e. Discussion/Decision: Approval for an RFQ, Architectural/Engineering Services for Stevensville Airport Development Projects
 - f. Discussion/Decision: Resolution No. 457c a Resolution of the Town of Stevensville, Town Council Amending Water & Sewer Billing Policies
 - g. Discussion/Decision: Resolution No. 545 a Resolution Adopting a Fee Schedule and Charges for Airport Fees by the Town of Stevensville
 - h. Discussion/Decision: Resolution No. 546 a Resolution Adopting a Fee Schedule and Charges for Building, Electrical, Mechanical & Plumbing Fees by the Town of Stevensville
 - i. Discussion/Decision: Resolution No. 547 a Resolution Establishing Lighting District Taxes for the Town of Stevensville, Montana Fiscal Year 2024-2025
 - j. Discussion/Decision: Resolution No. 548 a Resolution Adopting a User Fee for Bulk Water by the Town of Stevensville
9. Board Reports
10. Town Council Comments
11. Executive Report
12. 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 07/11/2024

Stevensville Town Council Meeting Minutes
for THURSDAY, JULY 11, 2024, 6:30 PM 206 Buck Street, Town Hall

CONDENSED MINUTES

1. Call to Order and Roll Call

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

2. Pledge of Allegiance

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

Marilyn Wolff: 300 Aspen Trail, Ms. Wolff provided her public comment to the town clerk to be included in the minutes of this meeting.

4. Approval of Minutes

a. Town Council Meeting Minutes 06/13/2024

Mayor Michalson: introduced approval of minutes for Town Council Meeting Minutes 06/13/2024.

Councilmember Smith: I move that we approve minutes for Town Council Meeting Minutes 06/13/2024.

Councilmember Nelson: 2nd.

Mayor Michalson: Motion and a 2nd. Council discussion? Public comment? Seeing none, Jenelle take the vote.

Councilmember Smith: aye.

Councilmember Brown: aye.

Councilmember Barker: aye.

Councilmember Nelson: aye.

Mayor Michalson: passes 4-0

b. Town Council Meeting Minutes 06/27/2024

Mayor Michalson: introduced approval of minutes for Town Council Meeting Minutes 06/27/2024.

Councilmember Nelson: make a motion to approve the town council meeting minutes for 06/27/2024.

Councilmember Smith: 2nd.

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

Councilmember Smith: aye.

Councilmember Brown: aye.

Councilmember Barker: aye.

Councilmember Nelson: aye.

Mayor Michalson: passes 4-0

5. Approval of Bi-Weekly Claims

Mayor Michalson: introduced approval of bi-weekly claims, you got the email today and Gina has been very busy. This is rare, but please take your time to look over them. #19063-#19100.

Councilmember Barker: make a motion to approve bi-weekly claims #19063-#19100.

Councilmember Nelson: 2nd.

Mayor Michalson: motion and a 2nd. Council discussion? The claim for the water meters Steve, are they still on hold?

Stephen Lassiter, Public Works Director: we got some, got all of Emerine's meters and some from the back order.

Mayor Michalson: claim #19078, MMIA property claim, that is for the annual MMIA property insurance.

Councilmember Barker: I would like to say thank you for breaking it down. Nice to see it.

Gina Crowe: it took a bit but got with Robert and got those broken out.

Councilmember Barker: questions on #19071 for Rain Deck.

Stephen Lassiter: UV light and the sensor.

Councilmember Barker: is that covered from some of the money from the Splash Pad?

Stephen Lassiter: yes.

Councilmember Nelson: that is for cleaning?

Stephen Lassiter: yes, it is.

Gina Crowe: anything that is spent on the splash pad has its own line.

Councilmember Nelson: claim #19099, town hall keys?

Jenelle Berthoud: I had some more made for the police officers.

Councilmember Barker: claim #19089, UPS boxes, why so many? Monthly fee for PO Box.

Gina Crowe: that is just the PO Box broken down by all departments. They all pay a portion.

Councilmember Barker: question for Gina, where you said that the splash pad had its own account why are we not seeing this in the back?

Gina Crowe: (addressed the councilmember Barker to show it) these are funds, and this is coming out of that fund.

Councilmember Brown: on the PO Box have we ever thought about just going to the street address. It would say \$200.00.

Gina Crowe: you are talking about having all of the mail delivered here.

Jenelle Berthoud: if you are talking about the mailbox here, I truly do not know how they would put all those water bills in that section unless they delivered it to town hall.

Mayor Michalson: if you saw what Colette brings and dumps on the table, they would not be able to fit that. We could ask.

Councilmember Brown: just a way to save \$200.00.

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

Councilmember Barker: aye.

Councilmember Nelson: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

6. Administrative Reports

a. Airport

Will Rowe, Airport Manager: gave his report to the council, report provided in the packet.

b. Building Department

In the packet.

c. Finance

d. Fire Department

Chief Motley: gave his report to the council, report provided in the packet. River is dried up and it is going to be a dry summer. Fire out at the airport, came out of the gravel pit.

Councilmember Nelson: how many car accidents?

Chief Motley: 5

Councilmember Smith: how many fires from the 4th?

Chief Motley: one, but it was put out.

Mayor Michalson: I want to thank you and the fire department for a great show this year.

Chief Motley: it was a good turnout. We were able to fundraise the whole part.

e. Police Department

Chief Boe: gave his report to the council, report provided to the council at the meeting.

Councilmember Smith: doing anything about the J turns?

Chief Boe: ideally, we want to focus our patrol on trouble areas, Main Street seems to be our primary focus. I am seeing less of the J turn issue.

Councilmember Barker: talking about the J turns there still seems to be some confusion when you come into the town about the sign. I think that it is confusing when turning on to 2nd. They think that they can't turn onto 2nd.

Chief Boe: my understanding is that it is indicating from this point forward. I had never heard of it until I came to Stevensville.

Councilmember Smith: on the 4th of July did you have any calls on the big booms?

Chief Boe: no, we did not, a lot of the neighborhoods in the community pooled together and put on shows. I had my folks out until about 12:00-12:30. I had talks and wanted to make sure that the fireworks ended at 12:00. They did a good job. I think that it was because of us being out patrolling.

Councilmember Smith: not on my street.

f. Public Works

Stephen Lassiter, Public Works Department: gave his report to the council, report provided in the packet.

7. Unfinished Business

a. Discussion/Decision: Stevensville Park Board Recommends Lewis & Clark Park Hours for Closure be Sundown to Sunup

Mayor Michalson: introduced unfinished business item a. Stevensville Park Board Recommends Lewis & Clark Park Hours for Closure be Sundown to Sunup. As you look in your packet the Park Board met on Monday, and they recommend that the park hours be sundown to sunup.

Councilmember Nelson: make a motion to approve the park board's recommendation Lewis & Clark Park Hours for Closure be Sundown to Sunup.

Councilmember Barker: 2nd.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

b. Discussion/Decision: Resolution No. 533, a Resolution of the Stevensville Town Council Adopting Park Hours for Lewis & Clark Park

Mayor Michalson: introduced unfinished business item b. Resolution No. 533, a Resolution of the Stevensville Town Council Adopting Park Hours for Lewis & Clark Park.

Councilmember Barker: make a motion to approve Resolution No. 533, a Resolution of the Stevensville Town Council Adopting Park Hours for Lewis & Clark Park.

Councilmember Smith: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council?

Councilmember Barker: thank you for us to be tabling it and take it to the park board. I think that things like this should go to the Park Board.

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

Councilmember Smith: aye.

Councilmember Nelson: aye.

Councilmember Brown: aye.

Councilmember Barker: aye.

Mayor Michalson: passes 4-0

New Business

a. Discussion/Decision: Stevensville Park Board Recommends that the Public Works Department get Estimates to Repair or Replace the Fence at Father Ravalli Park

Mayor Michalson: introduced new business item a. Stevensville Park Board Recommends that the Public Works Department get Estimates to Repair or Replace the Fence at Father Ravalli Park. We had a couple of citizens that were concerned about the fence, citizens want to know what to do about it. It has come forth before, but no action taken. Hopefully we can get some action on this.

Councilmember Barker: make a motion for the Stevensville Park Board Recommends that the Public Works Department get Estimates to Repair or Replace the Fence at Father Ravalli Park.

Councilmember Nelson: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council? Public comment?

PUBLIC COMMENT

Vicki Motley, Park Board Member: I will give a little bit of clarification, we did decide that when the new fence does go in it be moved in towards the park so that the town can mow that strip instead of the citizens. And we decided that chain-link was the safest.

Councilmember Smith: will that interfere with any of the plumbing?

Vicki Motley: no, Steve said that it would not interfere with any of the sprinklers.

Councilmember Smith: aye.

Councilmember Brown: aye.

Councilmember Barker: aye.

Councilmember Nelson: aye.

Mayor Michalson: passes 4-0

b. Discussion/Decision: Resolution No. 536 a Resolution Adopting a Fee Schedule & Charges for Animal Licenses by the Town of Stevensville

Mayor Michalson: introduced new business item b. Resolution No. 536 a Resolution Adopting a Fee Schedule & Charges for Animal Licenses by the Town of Stevensville. After looking at the fee schedule and going back over the years every time it was pulled out it pulled everything out, so Jenelle did the same with job descriptions and broke it down into categories and their own resolutions. Then if you want to make a change to one thing, we just pull that one thing out. It makes it easier for Jenelle and the council.

Councilmember Smith: I move that we adopt Resolution No. 536 a Resolution Adopting a Fee Schedule & Charges for Animal Licenses by the Town of Stevensville.

Councilmember Barker: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council?

Councilmember Brown: how many people have come in for licenses for dogs.,

Jenelle Berthoud: this year about 20-30 and two chicken ones.

Mayor Michalson: the problem is enforcing.

Jenelle Berthoud: the best part about it and there has been multiple times, and I don't know why but the dog has just shown up here at town hall, easier than the \$65.00 to get the dog out. We have made calls in the past that their dog has shown up at town hall.

Councilmember Smith: I believe that you answered this, my question is that we are giving out tags?

Jenelle Berthoud: yes, law enforcement or anyone can come by town hall and check that tag number. Andrena has made a new spreadsheet for this to track.

Councilmember Barker: and this is yearly?

Jenelle Berthoud: yes.

Councilmember Brown: I was wondering, something to think about, maybe a three-year plan give them a break? I like the idea that it does not matter if they are altered or unaltered. Are we getting away from older than 5 months.

Jenelle Berthoud: I do not remember that in the ordinance but will look at that.

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

Councilmember Smith: aye.

Councilmember Smith: aye.

Councilmember Nelson: aye.

Councilmember Brown: aye.

Councilmember Barker: aye.

Mayor Michalson: passes 4-0

c. Discussion/Decision: Resolution No. 537 a Resolution Adopting a Fee Schedule & Charges for Business & Alcohol Licenses by the Town of Stevensville

Mayor Michalson: introduced new business item c. Resolution No. 537 a Resolution Adopting a Fee Schedule & Charges for Business & Alcohol Licenses by the Town of Stevensville. If you look at that we have bunched them all together and did them all at \$75.00. I would hope that they will pony up another \$25.00 and if any of them were to say that is for safety, Chief Boe walking the streets, and Chief Motley and the fire department.

Councilmember Barker: make a motion to approve Resolution No. 537 a Resolution Adopting a Fee Schedule & Charges for Business & Alcohol Licenses by the Town of Stevensville.

Councilmember Nelson: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council?

Councilmember Barker: I know that this is something that we have talked about before, but airport pays more than the business is that correct.

Jenelle Berthoud: they have a separate fee.

Councilmember Barker: what are some of the other towns, did anyone look to see what some of the other towns are charging.

Mayor Michalson: the bigger towns break it down by how many employees, the size of the business, what the business does. They have a whole different fee schedule, and it has to do with safety as well.

Councilmember Barker: I know that at one time I think the fire department had information on each building.

Jenelle Berthoud: they still do.

Councilmember Barker: is that incorporated in that fee on how they.

Jenelle : they have an entire packet, about 6 pages and in that packet, they are providing their floor plan for the fire department. They get updated every year.

Chief Motley: they do not all fill it out or return it.

Jenelle Berthoud: I am still enforcing 4 large business that still need to pay.

Councilmember Barker: it is part of our ordinance that they have to pay.

Chief Motley: but you have to enforce it.

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

Councilmember Barker: aye.

Councilmember Nelson: aye.

Councilmember Brown: no

Councilmember Smith: aye.

Mayor Michalson: passes 3-1

d. Discussion/Decision: Resolution No. 538 a Resolution Adopting a Fee Schedule & Charges for Town Cemeteries by the Town of Stevensville

Mayor Michalson: introduced new business item d. Resolution No. 538 a Resolution Adopting a Fee Schedule & Charges for Town Cemeteries by the Town of Stevensville.

Councilmember Brown: make a motion to approve Resolution No. 538 a Resolution Adopting a Fee Schedule & Charges for Town Cemeteries by the Town of Stevensville.

Councilmember Barker: 2nd.

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

Councilmember Nelson: we just upping the fees for opening and closing for visiting hours or?

Jenelle Berthoud: for opening and closing of a grave.

Stephen Lassiter: the change is for Saturdays, overtime.

Councilmember Brown: is there a lot of room left in our cemeteries?

Stephen Lassiter: the old part of Riverside is pretty much sold out. Pretty much do not want to do anything in Maplewood anymore because there are so many unmarked there is plenty of room in the part of Riverside. Jenelle and I have looked through the map at Riverside we came to conclusion that it is pretty much sold.

Jenelle Berthoud: not as much that it is full but sold.

Stephen Lassiter: the new area already has 3 people in it.

Councilmember Smith: why are we stopping at 3:00 pm?

Stephen Lassiter: because then we go into overtime, if we get into 5:00 it is all about overtime.

Mayor Michalson: any more comments from the council? Public comment?

PUBLIC COMMENT

Vicki Motley: just a question since the family members are getting the engraving done on the Niche is the town give that family the guidelines on the script that they can use?

Jenelle Berthoud: Garden City Monument is really good about that.

Vicki Motley: just in case they try to take it to another engraving place. Maybe there should be something about this is the only font that can be used.

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

Councilmember Nelson: aye.

Councilmember Smith: aye.

Councilmember Barker: aye

Councilmember Brown: aye.

Mayor Michalson: passes 4-0

e. Discussion/Decision: Resolution No. 539 a Resolution Adopting a Fee Schedule & Charges for Records Requests by the Town of Stevensville

Mayor Michalson: introduced new business item e. Resolution No. 539 a Resolution Adopting a Fee Schedule & Charges for Records Requests by the Town of Stevensville.

Councilmember Barker: make a motion to approve Resolution No. 539 a Resolution Adopting a Fee Schedule & Charges for Records Requests by the Town of Stevensville.

Councilmember Nelson: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council? Public comment? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Nelson: aye.

Councilmember Brown: aye

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

f. Discussion/Decision: Resolution No. 540 a Resolution Adopting a Fee Schedule for Special Events and Park Use by the Town of Stevensville

Mayor Michalson: introduced new business item f. Resolution No. 540 a Resolution Adopting a Fee Schedule for Special Events and Park Use by the Town of Stevensville.

Councilmember Nelson: I make a motion that we adopt Resolution No. 540 a Resolution Adopting a Fee Schedule for Special Events and Park Use by the Town of Stevensville.

Councilmember Barker: 2nd.

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

Councilmember Barker: I just want to say that I like the structure of this, it is not about the fees it is about bringing people to our community.

Councilmember Nelson: a thought, garbage can access. I know that they are around but at Lewis & Clark there is plenty of trash laying around.

PUBLIC COMMENT

Vicki Motley: shouldn't the Pig Nick fee be included under annual events?

Jenelle Berthoud: currently they only get charged for a pavilion rental because their numbers are under the required.

Jeff Motley: our event fees are we covering our costs? How many garbage containers do we fill and empty for Creamery?

Stephen Lassiter: Civic club provides their own garbage cans.

Councilmember Barker: how this came up was when Civic Club came in, they had a whole slue of fees totaling over \$750.00. I think that is where we have lost some of the events coming into town because of those high fees.

Mayor Michalson: any other comments? Seeing none, Jenelle please take the vote.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Mayor Michalson: passes 4-0

g. Discussion/Decision: Resolution No. 541 a Resolution Adopting a Charge for Fingerprinting Services

Mayor Michalson: introduced new business item g. Resolution No. 541 a Resolution Adopting a Charge for Fingerprinting Services. Jenelle is our fingerprinting specialist, and she is pretty busy, and she did not want to raise it to much so that we would not lose business.

Councilmember Nelson: make a motion to approve Resolution No. 541 a Resolution Adopting a Charge for Fingerprinting Services.

Councilmember Smith: 2nd.

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

Councilmember Smith: I believe that \$25.00 is a standard fee all around.

Jenelle Berthoud: no, it varies between Missoula and Ravalli County and us.

Mayor Michalson: any other council comments?

Councilmember Nelson: so that is going from \$25.00 to \$30.00?

Mayor Michalson: no, just to \$25.00. any further comments? Public comment? Seeing none, Jenelle take the vote.

Councilmember Brown: aye.

Councilmember Barker: aye.

Councilmember Smith: aye.

Councilmember Nelson: aye.

Mayor Michalson: passes 4-0

h. Discussion/Decision: Resolution No. 542 a Resolution Adopting a Fee Schedule and Charges for Ambulance Fees by the Town of Stevensville

Mayor Michalson: introduced new business item h. Resolution No. 542 a Resolution Adopting a Fee Schedule and Charges for Ambulance Fees by the Town of Stevensville.

Councilmember Smith: I make a motion approve Resolution No. 542 a Resolution Adopting a Fee Schedule and Charges for Ambulance Fees by the Town of Stevensville.

Councilmember Nelson: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council? Public comment?

Chief Motley: so, we currently charge zero for our ambulance fees, we have stopped billing because the company was costing us a lot. We have stopped doing any billing but can still transport. These fees were set when we were charging, we need to be in compliance with the same fees that the others are charging. Yes, we can set this resolution in place and then if we start to bill then we could charge the fees as set. The

ambulance fund is being funded by the general fund. We have decided that it does not make sense fiscally.

Jenelle Berthoud: can I make a suggestion, Jeff instead of the fees being there what if "ambulance fees are as follows: to be determined by implementation of a billing service" then we are not giving a false number.

Chief Motley: then if we do bill, we as the billing agency can forgive due to hardship or a minimum payment.

Jenelle Berthoud: what you are saying Jeff is that we would need a billing service like Pintler to be able to bill.

Councilmember Smith: when was the last time the ambulance was used.

Chief Motley: a couple of years ago.

Councilmember Nelson: make a motion to rescind the first motion to adopt resolution no. 542.

Councilmember Smith: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council? Public comment? Seeing none, Jenelle take the vote.

Jenelle Berthoud: to rescind?

Councilmember Smith: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Mayor Michalson: passes 4-0 to rescind.

Councilmember Nelson; make a motion to adopt Resolution NO. 542 with said changes.

Councilmember Brown: 2nd.

Councilmember Smith: should those changes be noted?

Councilmember Barker: she has them.

Councilmember Smith: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Mayor Michalson: passes 4-0.

i. Discussion/Decision: Resolution No. 543 a Resolution Adopting a Fee Schedule and Charges for General Public Works Fees by the Town of Stevensville

Mayor Michalson: introduced new business item i. : Resolution No. 543 a Resolution Adopting a Fee Schedule and Charges for General Public Works Fees by the Town of Stevensville

Councilmember Smith: make a motion to approve Resolution No. 543 a Resolution Adopting a Fee Schedule and Charges for General Public Works Fees by the Town of Stevensville.

Councilmember Nelson: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council? Public comment? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Councilmember Nelson: aye.

Mayor Michalson: passes 4-0

j. Discussion/Decision: Resolution No. 544 a Resolution Adopting a Fee Schedule and Charges for Excavation Fees by the Town of Stevensville

Mayor Michalson: introduce new business item j. Resolution No. 544 a Resolution Adopting a Fee Schedule and Charges for Excavation Fees by the Town of Stevensville .

Councilmember Nelson: make a motion that we adopt Resolution No. 544 a Resolution Adopting a Fee Schedule and Charges for Excavation Fees by the Town of Stevensville

Councilmember barker: 2nd.

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

Councilmember Brown: one question for the curb cut, someone that did it over on 10th street did they pay it.

Jenelle Berthoud: yes, they paid for it.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

9. Board Reports

Mayor Michalson: I will report for Councilmember Nelson who had a prior engagement. Park Board met, elected Tawnya Eickert as the board chairperson and Vicki Motley as the secretary.

Councilmember Brown: seats still on the park board?

Jenelle Berthoud: one.

Councilmember Smith: airport board, as Will mentioned pretty standard meeting, one thing that I think that we should address has to do with the mower. Will is going to take it home himself to fix it and this is something that we need to take care of.

10. Town Council Comments

Councilmember Brown: it did make a difference with the fireworks that there were patrols out.

Councilmember Nelson: apologize for my tardiness and not being at the park board meeting.

11. Executive Report

Mayor Michalson: did a walk through with HDR, Emirian and Stephen on Mission Street. They will start working on the items that need to be cleaned up. Town clean up continues, nine more in total. Paving has started on Railroad Street. Had a meeting today with HDR about our Scada system. They will come back with a bid. Walked spring Street today and hung flyers on the doors to let them know about the paving project. We are getting close to the .gov.

Jenelle Berthoud: .gov corrected some issues with their onboarding. Last night they accepted me and now we have had to re-register because they had closed down in October, I would say that we are about 60-70% ahead. They say about 20-30 days for completion of the domain.

Mayor Michalson: having a police commission meeting on Monday morning and then a swearing-in of Kenneth Franklin. John Boe going on training. Then Chris is going to school as well for 13 weeks. I would like to ask the council to sign up for email billing. I would also like to read; we have pulled out the MCA code and we will be noticing the public about water and sewer rate increases. We will send a letter to everyone.

Jenelle Berthoud: yes, in the newspaper 17, 24, and 31 then the meeting is August 6, 2024.

Councilmember Smith: I had a call this week about water pressure? Anything Steve. I have also noticed the pressure is low.

Stephen Lassiter: I can set a gauge on the faucet and see what it is.

12. Adjournment

Councilmember Smith: adjourn.

Councilmember Nelson: 2nd.

APPROVE:

Bob Michalson, Mayor
Clerk

ATTEST:

Jenelle S. Berthoud, Town

File Attachments for Item:

a. Claims # 19102-#19116

07/23/24
15:54:02

TOWN OF STEVENSVILLE
Claim Approval List
For the Accounting Period: 8/24

Page: 1 of 5
Report ID: AP100

* ... 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 (6/24) ****								
19102	C	1754 Construct Montana, LLC	1,870.00					
Building Inspection and Plan Review								
		1132 07/15/24 Bldg Ins & Consultation	1,539.52			2394 420531	350	101000
		1132 07/15/24 Plan Review	330.48			2394 420531	350	101000
*** Claim from another period (7/24) ****								
19103		23 VALLEY DRUG AND VARIETY	561.64					
8 roles of stamps purchase \$544. Purchases before the price hike from \$.68 to \$.73. They were used for the Public Notice Hearing on the upcoming Water/Sewer Rate Increase.								
Shipping services for PD and office supplies for PW \$15.22 & \$2.42								
		690593 07/12/24 Stamps - Public Works Water	272.00*			5210 430510	311	101000
		690593 07/12/24 Stamps - Public Works Sewer	272.00*			5310 430610	311	101000
		690176 07/10/24 Return Uniform -PD	15.22*			1000 420100	311	101000
		689882 07/09/24 Suplies for PW	2.42*			5210 430510	210	101000
*** Claim from another period (5/24) ****								
19104		689 Stevensville Firemen's Relief	7,850.00					
These are funds for the Stevensville Firefighters Relief Association - Insurance Apportionment for FY 23-24. Funds were deposited in April by the State of MT.								
		6108 05/21/24 FF Relief Association	7,850.00			7120 510300	780	101000
*** Claim from another period (6/24) ****								
19105	C	1696 First Call Computer Solutions,	2,902.50					
IT services for the .GOV Migration project for June.								
		97931 06/30/24 .GOV Migration - Council	319.26			1000 410100	356	101000
		97931 06/30/24 .GOV Migration - Mayor	81.27			1000 410200	356	101000
		97931 06/30/24 .GOV Migration - Court	81.27			1000 410360	356	101000
		97931 06/30/24 .GOV Migration - Admin	403.45			1000 410550	356	101000
		97931 06/30/24 .GOV Migration - PD	644.36			1000 420100	356	101000
		97931 06/30/24 .GOV Migration - FD	403.45			1000 420410	356	101000
		97931 06/30/24 .GOV Migration - Bldg	81.27			2394 420531	356	101000
		97931 06/30/24 .GOV Migration - Water	403.45			5210 430510	356	101000
		97931 06/30/24 .GOV Migration - Sewer	403.45			5310 430610	356	101000
		97931 06/30/24 .GOV Migration - Airport	81.27*			5610 430300	356	101000
*** Claim from another period (7/24) ****								
19106	C	1448 Bitter Root Laundry & Cleaners	42.29					
Laundry services for the pool								
		149621 07/15/24 Laundry services for the pool	42.29*			1000 460445	360	101000
*** Claim from another period (7/24) ****								
19107	C	21 BLACK MOUNTAIN SOFTWARE	14,414.33					
Annual Software Maintenance for Black Mountain Software								
		00940 07/01/24 BMS Software - Court	737.18			1000 410360	331	101000
		00940 07/01/24 BMS Software - Admin	2,211.53*			1000 410550	331	101000
		00940 07/01/24 BMS Software - PD	737.18*			1000 420100	331	101000
		00940 07/01/24 BMS Software - FD	737.18			1000 420410	331	101000
		00940 07/01/24 BMS Software - Streets	737.18*			1000 430200	331	101000

07/23/24
15:54:02

TOWN OF STEVENSVILLE
Claim Approval List
For the Accounting Period: 8/24

Page: 2 of 5
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	00940	07/01/24 BMS Software - Bldg	368.59*			2394 420531	331	101000
	00940	07/01/24 BMS Software - Water	4,423.05*			5210 430510	331	101000
	00940	07/01/24 BMS Software - WWTP	4,423.05*			5310 430610	331	101000
	00940	07/01/24 BMS Software - Airport	368.59			5610 430300	331	101000
	00940	07/31/24 Credit - BMS Pay - Water	-164.60*			5210 430510	331	101000
	00940	07/31/24 Credit - BMS Pay - WWTP	-164.60*			5310 430610	331	101000
		*** Claim from another period (7/24) ****						
19108		728 HDR ENGINEERING, INC.	20,178.06					
		Inv for Water Leak Improvement Project. budget for project is \$464,932, budget remaining is \$215,100.58.						
		1200638552 07/16/24 Water Leak Proj - PM	475.78*			5230 430550	900	2 101000
		1200638552 07/16/24 Water Leak Proj - Construc	19,702.28*			5230 430550	900	2 101000
		*** Claim from another period (7/24) ****						
19109	E	1702 DE Lage Landen Finance Services,	82.00					
		Printer Lease for FD and Court						
		588032507 08/15/24 Printer Court/FD	41.00			1000 410360	320	101000
		588032507 08/15/24 Printer Court/FD	41.00			1000 420410	320	101000
		*** Claim from another period (6/24) ****						
19110		115 BURNT FORK COMMISSION	33.50					
		June 2024 - Total inches of water deliver to 36 water users was 35,505						
		071324 07/13/24 Water for Cemetery	33.50			1000 430900	342	101000
		*** Claim from another period (6/24) ****						
19111		1903 RockBo, LCC	161.80					
		Car Wash Fleet Card for PD. Billed to Town Quarterly						
		23 07/10/24 Car Wash	161.80			1000 420100	232	101000
		*** Claim from another period (6/24) ****						
19112	C	728 HDR ENGINEERING, INC.	2,644.03					
		Engineering services for Street Improvements Task Order 11. Professional Services						
		1200632613 07/01/24 Spring Street Project	1,776.57			2820 430200	950	4 101000
		1200632613 07/01/24 Railroad Project	867.46			2820 430200	950	5 101000
		*** Claim from another period (7/24) ****						
19113	C	858 MILLER LAW OFFICE, PLLC	2,600.00					
		File 18013 Stevensville Water Rights Matters						
		1349 07/22/24 Water Rights Matters	2,600.00*			5210 430530	352	101000
		*** Claim from another period (7/24) ****						
19114	E	2000 RICOH USA Inc	133.70					
		RICOH Printer Lease 7/5/2024 to 8/4/2024						
		108369933 06/14/24 Printer Lease - Council	6.68*			1000 410100	320	101000
		108369933 06/14/24 Printer Lease - Mayor	6.69*			1000 410200	320	101000
		108369933 06/14/24 Printer Lease - Court	3.34			1000 410360	320	101000
		108369933 06/14/24 Printer Lease - Admin	20.06*			1000 410550	320	101000
		108369933 06/14/24 Printer Lease - Bldg Dept	13.37*			2394 420531	320	101000
		108369933 06/14/24 Printer Lease - Water	40.11*			5210 430510	320	101000
		108369933 06/14/24 Printer Lease - WWTP	40.11*			5310 430610	320	101000

07/23/24
15:54:02

TOWN OF STEVENSVILLE
Claim Approval List
For the Accounting Period: 8/24

Page: 3 of 5
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		108369933 06/14/24 Printer Lease - Airport	3.34*			5610 430300	320	101000
19115	E	2000 RICOH USA Inc	133.70					
		RICOH Printer Lease 8/5/2024 to 9/4/2024						
		108446632 07/17/24 Printer Lease - Council	6.68*			1000 410100	320	101000
		108446632 07/17/24 Printer Lease - Mayor	6.69*			1000 410200	320	101000
		108446632 07/14/24 Printer Lease - Court	3.34			1000 410360	320	101000
		108446632 07/14/24 Printer Lease - Admin	20.06*			1000 410550	320	101000
		108446632 07/14/24 Printer Lease - Bldg Dept	13.37*			2394 420531	320	101000
		108446632 07/14/24 Printer Lease - Water	40.11*			5210 430510	320	101000
		108446632 07/14/24 Printer Lease - WWTP	40.11*			5310 430610	320	101000
		108446632 07/14/24 Printer Lease - Airport	3.34*			5610 430300	320	101000
		*** Claim from another period (7/24) ****						
19116	C	1448 Bitter Root Laundry & Cleaners	42.29					
		Cleaning of Pool Rugs						
		0149978 07/22/24 Cleaning of Pool Rugs	42.29*			1000 460445	360	101000
# of Claims			15	Total:	53,649.84			
Total Electronic Claims			24,864.84	Total Non-Electronic Claims	28785.00			

07/23/24
15:54:03

TOWN OF STEVENSVILLE
Fund Summary for Claims
For the Accounting Period: 8/24

Page: 4 of 5
Report ID: AP110

Fund/Account	Amount
1000 GENERAL	
101000 Cash - Operating	7,543.95
2394 BUILDING CODE ENFORCEMENT	
101000 Cash - Operating	2,346.60
2820 GAS APPORTIONMENT TAX / BaRSAA	
101000 Cash - Operating	2,644.03
5210 WATER	
101000 Cash - Operating	7,616.54
5230 ARPA WATER LEAK REPAIR	
101000 Cash - Operating	20,178.06
5310 SEWER	
101000 Cash - Operating	5,014.12
5610 AIRPORT	
101000 Cash - Operating	456.54
7120 FIREMEN'S DISABILITY	
101000 Cash - Operating	7,850.00
Total:	53,649.84

07/23/24
15:54:03

TOWN OF STEVENSVILLE
Claim Approval Signature Page
For the Accounting Period: 8 / 24

Page: 5 of 5
Report ID: AP100A

ORDERED that the Director of Finance draw a check/warrant on the Town of Stevensville.

Stacie Barker, Councilmember

Isaiah Nelson, Councilmember

Cindy Brown, Councilmember

Wallace Smith, Councilmember

Bob Michalson, Mayor

Date Approved_____

File Attachments for Item:

- a. 1st Reading: Proposed Ordinance No. 171 an Ordinance Amending Town Code Section 14-35 and Repealing Town Code Section 14-36 Regarding Noxious Weeds



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:	Bob Michalson
Second Person Submitting the Agenda Item:	Greg Overstreet, Town Attorney
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/25/2024
Agenda Topic:	1 st Reading: Proposed Ordinance No. 171 an Ordinance Amending Town Code Section 14-35 and Repealing Town Code Section 14-36 Regarding Noxious Weeds
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/25/2024
Notes:	

ORDINANCE NO. 171

AN ORDINANCE AMENDING TOWN CODE SECTION 14-35 AND REPEALING TOWN CODE SECTION 14-36 REGARDING NOXIOUS WEEDS

WHEREAS, the Town of Stevensville is authorized by MCA 7-22-4101 to levy the cost of removing noxious weeds upon a property owner to whom the Town has given notice to do so;

WHEREAS, no current provision of the Town Code authorizes the levying of such costs;

WHEREAS, no specific statutory provision authorizes the imposition of misdemeanor penalties upon a property owner refusing to remove noxious weeds after notice to do so;

WHEREAS, a provision of the Town Code, Section 14-36, which was adopted in 1973, imposed misdemeanor penalties on a property owner refusing to remove noxious weeds; and

WHEREAS, immediately upon learning of the lack of statutory authority for imposing misdemeanor penalties, the Town Council sought to repeal the misdemeanor provision;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF STEVENVILLE, MONTANA:

Section 1. The Town Code of Stevensville Section 14-35 is hereby amended, and Section 14-36 is hereby repealed as depicted by Exhibit A attached hereto and incorporated by reference herein.

Section 2. This ordinance shall be in full force and effective thirty (30) days after public hearing and final adoption by the Town Council.

Passed on first reading by the Town Council of the Town of Stevensville, Montana on this _____ day of _____, 2024.

APPROVED:

ATTEST:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

Passed on second reading by the Town Council of the Town of Stevensville, Montana on this _____ day of _____, 2024.

APPROVED:

ATTEST:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

EXHIBIT A TO ORDINANCE NO. 171

Sec. 14-35. - Notice to destroy and/or remove.

- (a) Whenever noxious weeds are found to exist upon any premises within the municipality, the municipality shall notify by registered mail the owner of the property, or, if no person can be located, the person in control of the premises.
- (b) The notice shall state that the existence of such noxious weeds constitutes a public nuisance and shall order the owner or owners or person in charge to exterminate or cut and remove all such weeds on any lot, place or area within the municipal limits, and upon one-half of any adjacent street or road. The notice shall further inform such property owners, or their agents, that, upon their failure to exterminate or remove such weeds within seven days of the registered notice, the municipality may proceed to ~~file a criminal complaint against said persons in the city court~~ levy the costs of extermination or removal as a special tax against the property.
- (c) In the event the owner or owners of any of said premises neglect to exterminate or remove the noxious weeds therefrom, the municipality may levy the cost of such extermination or removal as a special tax against the property.
- (d) In case personal notice by registered mail cannot be delivered, then the notice shall be published two consecutive days in a prominently displayed advertisement in the official newspaper of the county. The last date of publication shall not be less than five days prior to the date upon which the municipality shall order the weeds exterminated or cut and removed from such property.

~~Sec. 14 36. Action upon noncompliance with order. —~~

~~Neglect or refusal of any owner or owners or agent thereof to exterminate or remove noxious weeds growing, lying or located upon the property of the owner or upon one half of any road or street lying next to the lands after the time period specified in the notice shall constitute a misdemeanor and shall be punishable as provided in section 1-8.~~

File Attachments for Item:

a. Discussion/Decision: Ordinance No. 171 an Ordinance Amending Town Code Section 14-35 and Repealing Town Code Section 14-36 Regarding Noxious Weeds (1st Reading)



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:	Bob Michalson
Second Person Submitting the Agenda Item:	Greg Overstreet, Town Attorney
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/25/2024
Agenda Topic:	Discussion/Decision: Ordinance No. 171 an Ordinance Amending Town Code Section 14-35 and Repealing Town Code Section 14-36 Regarding Noxious Weeds (1 st Reading)
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/25/2024
Notes:	

ORDINANCE NO. 171

AN ORDINANCE AMENDING TOWN CODE SECTION 14-35 AND REPEALING TOWN CODE SECTION 14-36 REGARDING NOXIOUS WEEDS

WHEREAS, the Town of Stevensville is authorized by MCA 7-22-4101 to levy the cost of removing noxious weeds upon a property owner to whom the Town has given notice to do so;

WHEREAS, no current provision of the Town Code authorizes the levying of such costs;

WHEREAS, no specific statutory provision authorizes the imposition of misdemeanor penalties upon a property owner refusing to remove noxious weeds after notice to do so;

WHEREAS, a provision of the Town Code, Section 14-36, which was adopted in 1973, imposed misdemeanor penalties on a property owner refusing to remove noxious weeds; and

WHEREAS, immediately upon learning of the lack of statutory authority for imposing misdemeanor penalties, the Town Council sought to repeal the misdemeanor provision;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF STEVENVILLE, MONTANA:

Section 1. The Town Code of Stevensville Section 14-35 is hereby amended, and Section 14-36 is hereby repealed as depicted by Exhibit A attached hereto and incorporated by reference herein.

Section 2. This ordinance shall be in full force and effective thirty (30) days after public hearing and final adoption by the Town Council.

Passed on first reading by the Town Council of the Town of Stevensville, Montana on this _____ day of _____, 2024.

APPROVED:

ATTEST:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

Passed on second reading by the Town Council of the Town of Stevensville, Montana on this _____ day of _____, 2024.

APPROVED:

ATTEST:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

EXHIBIT A TO ORDINANCE NO. 171

Sec. 14-35. - Notice to destroy and/or remove.

- (a) Whenever noxious weeds are found to exist upon any premises within the municipality, the municipality shall notify by registered mail the owner of the property, or, if no person can be located, the person in control of the premises.
- (b) The notice shall state that the existence of such noxious weeds constitutes a public nuisance and shall order the owner or owners or person in charge to exterminate or cut and remove all such weeds on any lot, place or area within the municipal limits, and upon one-half of any adjacent street or road. The notice shall further inform such property owners, or their agents, that, upon their failure to exterminate or remove such weeds within seven days of the registered notice, the municipality may proceed to ~~file a criminal complaint against said persons in the city court~~ levy the costs of extermination or removal as a special tax against the property.
- (c) In the event the owner or owners of any of said premises neglect to exterminate or remove the noxious weeds therefrom, the municipality may levy the cost of such extermination or removal as a special tax against the property.
- (d) In case personal notice by registered mail cannot be delivered, then the notice shall be published two consecutive days in a prominently displayed advertisement in the official newspaper of the county. The last date of publication shall not be less than five days prior to the date upon which the municipality shall order the weeds exterminated or cut and removed from such property.

~~Sec. 14 36. Action upon noncompliance with order. —~~

~~Neglect or refusal of any owner or owners or agent thereof to exterminate or remove noxious weeds growing, lying or located upon the property of the owner or upon one half of any road or street lying next to the lands after the time period specified in the notice shall constitute a misdemeanor and shall be punishable as provided in section 1-8.~~

File Attachments for Item:

b. Discussion/Decision: Consent to the Mayor's Appointment of Eric Wilson as a Volunteer Firefighter and EMS-Medical Volunteer for the Town of Stevensville Fire Department



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:	Bob Michalson
Second Person Submitting the Agenda Item:	Jeff Motley, Fire Chief
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/25/2024
Agenda Topic:	Discussion/Decision: Consent to the Mayor's Appointment of Eric Wilson as a Volunteer Firefighter and EMS-Medical Volunteer for the Town of Stevensville Fire Department
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/25/2024
Notes:	



Stevensville Fire Department

206 Buck Street
Stevensville, MT 59870

July 25, 2024

Fire Chief Jeff Motley has recommended the appointment of Eric Wilson as a volunteer Firefighter and EMS-Medical volunteer to the Town of Stevensville Fire Department.

Eric has successfully completed all necessary steps of the hiring process for volunteers.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jeff Motley".

Jeff Motley, Chief
Stevensville Fire Department

File Attachments for Item:

c. Discussion/Decision: Consent to the Mayor's Appointment of Abbie Motley as a Volunteer EMS Support Person for the Town of Stevensville Fire Department



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:	Bob Michalson
Second Person Submitting the Agenda Item:	Jeff Motley, Fire Chief
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/25/2024
Agenda Topic:	Discussion/Decision: Consent to the Mayor's Appointment of Abbie Motley as a Volunteer EMS Support Person for the Town of Stevensville Fire Department
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/25/2024
Notes:	



Stevensville Fire Department

206 Buck Street
Stevensville, MT 59870

July 25, 2024

Fire Chief Jeff Motley has recommended the appointment of Abbie Motley as a volunteer EMS Support person to the Town of Stevensville Fire Department.

Abbie has successfully completed all necessary steps of the hiring process for volunteers.

Respectfully submitted,

Jeff Motley, Chief
Stevensville Fire Department

File Attachments for Item:

d. Discussion/Decision: Town Council to set a Date and Time for a C.O.W. Meeting to Discuss Planning & Zoning Charges and Fees



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:	Bob Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/25/2024
Agenda Topic:	Discussion/Decision: Town Council to set a Date and Time for a C.O.W. Meeting to Discuss Planning & Zoning Charges and Fees
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/25/2024
Notes:	Planning & Zoning charges and fees were adopted in FY 21/22.

File Attachments for Item:

e. Discussion/Decision: Approval for an RFQ, Architectural/Engineering Services for Stevensville Airport Development Projects



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:	Bob Michalson
Second Person Submitting the Agenda Item:	Will Rowe, Airport Manager
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/25/2024
Agenda Topic:	Discussion/Decision: Approval for an RFQ, Architectural/Engineering Services for Stevensville Airport Development Projects
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/25/2024
Notes:	

File Attachments for Item:

f. Discussion/Decision: Resolution No. 457c a Resolution of the Town of Stevensville, Town Council Amending Water & Sewer Billing Policies



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:	Bob Michalson
Second Person Submitting the Agenda Item:	Utility Billing Department
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/25/2024
Agenda Topic:	Discussion/Decision: Resolution No. 457c a Resolution of the Town of Stevensville, Town Council Amending Water & Sewer Billing Policies
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/25/2024
Notes:	Resolution No. 457b was adopted on March 24, 2022. The following changes are required to continue operations and clarify due dates, payments, lates fees, return check and ACH fees, delinquent and disconnect notices, with water and sewer billing. The policies and procedures policy attached to Resolution No. 457c shows changes being proposed.

RESOLUTION NO. 457c

**A RESOLUTION OF THE TOWN OF STEVENSVILLE, TOWN COUNCIL
AMENDING WATER & SEWER BILLING POLICIES**

WHEREAS, the Town is authorized by MCA 7-13-4301 to establish and maintain and water and sanitary sewer service; and

WHEREAS, the Town Council previously adopted Resolution No. 457b on March 24, 2022, to guide day-to-day operations and decision making for water and sewer billing; and

NOW THEREFORE, BE IT RESOLVED by the Town Council of the Town of Stevensville, that the attached amendments to Water & Sewer Billing Policies #1, #3, #5, #7, #8, #9, #10, and #12, is hereby adopted.

PASSED AND ADOPTED by the Town Council and Mayor of the Town of Stevensville the 25TH day of July 2024.

APPROVED:

ATTEST:

Bob Michalson, Mayor

Jenelle Berthoud, Town Clerk

STEVENSVILLE MT MUNICIPAL WATER/SEWER
BILLING POLICY AND PROCEDURES

Adopted by Resolution No. 457c, July 25, 2024

1. **Water/Sewer Billing Policy:** The following policy shall govern the provision of municipal water/sewer billing of the Town of Stevensville, MT. The purpose of this policy is to provide consistent customer rules and guidelines. Individuals who have questions regarding the services provided by the Town of Stevensville are encouraged to contact Town Hall at 406-777-5271.
2. **Water/Sewer Billing Information:** Services being provided and billed for in Stevensville, MT consist of water, sanitary sewer. All municipal water/sewer services being billed for are included on one (1) billing for each account. Municipal water/sewer services and this policy both include residential and commercial users. The Town of Stevensville shall maintain account records for each customer that includes the customer's legal name, billing address, account number, service address, current charges, and account history including consumption, past due charges, penalties, and fees.
3. **Water/Sewer Billing Office Hours:** Monday through Friday 8:00 a.m. - 4:00p.m.
4. **Water/Sewer Billing Contact Information:** Mailing address: P.O. Box 30, Stevensville, MT, Phone number: 406-777-5271, Website address: www.townofstevensville.com
5. **Water/Sewer Accounts:** All accounts ~~shall be carried~~ **should have record of** the name of the property owner. The property

owner shall be liable for all water / sewer services supplied to the property, whether property is owner occupied or not, and any charges unpaid shall be collected as authorized by Municipal Code and State Law.

6. **Rate Calculations:** All municipal water/sewer charges shall be calculated in accordance with the specific rate established by ordinance, resolution, or policy as adopted by the Town of Stevensville and applicated to each municipal water/sewer service provided to a customer.

~~7. **Additional Charges:** Billings for extra services. Disconnection or reconnection of services, installation charges, or other special charges shall be billed in accordance with the applicable rate resolution and shall be billed as a separate bill.~~

8. **Town of Stevensville Water/Sewer Service Application:** Any person, firm or corporation desiring to establish water/sewer service shall make applications for said service(s). All new municipal water/ sewer service accounts may only be **are** placed in the property owner's name **and the bill may go to the resident with property owners consent.** The owner shall be responsible for the water/sewer billing on the said property. Applicants must be at least eighteen (18) years of age. ~~The application shall be on such form(s) as may or now hereinafter be prescribed by The Town of Stevensville Water & Sewer Department. The application shall include the applicant's name, service address, mailing address, telephone number, driver's license number, and signed agreement form.~~ **Property owner and resident information is entered into the towns Utility Billing System, Black Mountain Software (BMS).** Each service location shall be considered a separate account. The water & sewer department will not activate new accounts on a service location that has a delinquent account; all accounts must be paid in full prior to establishing future accounts at the same property.

9. **Billing Cycle:** Meters are generally read at the end of each month by the Public Works Department. In the event that a meter

reading cannot be obtained, the consumption will be estimated by the Utility Billing Clerk. Water/Sewer bills are mailed **or emailed** to each user monthly. Water/Sewer bills are mailed **or emailed** on or around the 1st day of each month. The date the bill is created shall be known as the billing date. Water/sewer bills must be received on or before the 25th day of each month. Any bills that remain unpaid at the start of the next billing cycle will be considered delinquent and subject to a non-refundable 5% penalty **of total account balance**. Delinquent fees shall not be refunded.

10. Delinquent Accounts & Disconnection of Service: ~~Notice of water/sewer service billing delinquency will be mailed to each and every delinquent water & sewer account holder by the 5th day of the month following the delinquency. The notified delinquent Water/sewer account holder(s) will be given 15 days to pay the delinquent water/sewer billing, including any and all penalties, or to make arrangements agreed upon by all parties for the payment of the same. If Following the notice of delinquency and the 15-day payment period, delinquent water/sewer billing remains unpaid and no effort has been made to pay the said bill, the Town of Stevensville Public Works Department shall be directed to disconnect the water service from the Town of Stevensville municipal water services. Delinquent~~ **Disconnected** water/sewer service billings remaining unpaid, and over sixty (60) days delinquent, **shall be collected as authorized by Municipal Code 7-13-4309.** ~~turned over for collection. If a delinquent water/sewer service billing remains unpaid and/or has been turned over for collection,~~ Water services will not be reconnected and/or reinstated to the applicable user at any property until all applicable delinquent water/sewer service billings **and** reconnection fees ~~and collection costs~~ have been paid.

11. Reconnecting to Municipal Water/Sewer Services: Once a water/sewer service account has been disconnected from municipal water/sewer services it shall not be reconnected until the applicable delinquent water/ sewer service billing(s),

including penalty has been paid. In addition, a **\$50.00** reconnect fee during business hours (8:00 a.m. - 4:00 p.m. Monday-Friday) or **\$100.00** after business hours shall be charged to the delinquent water/ sewer service account. Following payment of the applicable delinquent water/ sewer service billing(s) and the reconnection fee, the Town of Stevensville Public Works Department will be directed to reconnect the delinquent water/ sewer service account to municipal water/ sewer services.

12. Payments: Town of Stevensville provides residents several options to make payment on their water/ sewer bill: In person - Payment can be made at Town Hall, 206 Buck Street, Stevensville, MT 59870. Drop box -A locking drop box is located on the front of Town Hall for customer use. Debit or credit card payments are accepted over the phone **or on the towns website, www.townofstevensville.com**, there is an additional service fee paid for by the cardholder. ~~Electronic payments— Through the Towns website, customers can set up a payment for their water/ sewer bill wherever there is an internet connection. Payments can be made electronically using a credit or debit card with an additional service fee.~~ Customers that are unable to pay their water/ sewer bill by the due date are encouraged to contact the water/ sewer billing department to arrange a mutually agreed upon payment plan, with the goal of the payment plan being to bring the customer's account current. Water/Sewer staff has the right to reject a proposed payment plan if it is determined not to achieve the goal of bringing a customer's account current. If a customer fails to comply with any term and/or condition contained within the signed **agreed** payment plan, the customer shall be subject to disconnection of service **and a final notice will be posted to the door with a shut off date.** ~~with no additional notice.~~ The Town of Stevensville reserves the right to no longer accept personal checks at any time **and a return check or ACH fee is set at \$40.00 per return.**

13. Water/Sewer Services: In order to supply and maintain the Water

and Sewer Services to the Town of Stevensville: All users of these services, once connected, are required to pay the base rate for each service throughout the year. There are no partial year shut offs, regardless of use: irrigation, repo- foreclosure or empty building rates. All owners of property; commercial, residential, multifamily, town home or condo, are responsible to the Town of Stevensville for the payment of these services. These services are billed monthly, and payments are due monthly.

File Attachments for Item:

g. Discussion/Decision: Resolution No. 545 a Resolution Adopting a Fee Schedule and Charges for Airport Fees by the Town of Stevensville



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:	Bob Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/25/2024
Agenda Topic:	Discussion/Decision: Resolution No. 545 a Resolution Adopting a Fee Schedule and Charges for Airport Fees by the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/25/2024
Notes:	There are no changes to the Stevensville Airport Fees.

RESOLUTION NO. 545

**A RESOLUTION ADOPTING A FEE
SCHEDULE & CHARGES FOR
AIRPORT FEES
BY THE TOWN OF STEVENSVILLE**

WHEREAS, MCA 7-1-4123(7) authorizes local governments to charge reasonable fees for the provision of services; and

WHEREAS, the Stevensville Municipal Code provides that usage rates, service charges, and license and permit fees be appropriately set by resolution of the Town Council; and

WHEREAS, the Town Council periodically sets fees and charges for various services provided by the Town.

WHEREAS, Airport Fees are as follows:

Land Lease /Construction Permit:	\$50.00/non-refundable
Land Lease Rate:	\$0.14 square foot/annually
Infrastructure Fee:	\$0.65/square foot/one-time
3-phase power site:	\$500.00/one-time
Airport Business License:	\$250.00/annually
Airport User fee:	\$125.00/user
Tie-down Fee (single engine):	\$15.00/month/\$3.00/day
Tie-down Fee (twin engine):	\$25.00/month/\$5.00/day
Commercial Landing Fee:	\$8.00/operation/single engine \$10.00/operation/twin engine \$1.00/thousand pounds over 12,500

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, herby adopts the fees for the Airport with an effective date of the passing of the FY 24/25 Budget.

BE IT FURTHER RESOLVED THAT the adoption of this resolution voids previous resolutions pertaining to Airport Fees .

PASSED AND ADOPTED, dated this 25th day of July 2024, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

h. Discussion/Decision: Resolution No. 546 a Resolution Adopting a Fee Schedule and Charges for Building, Electrical, Mechanical & Plumbing Fees by the Town of Stevensville



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:	Bob Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/25/2024
Agenda Topic:	Discussion/Decision: Resolution No. 546 a Resolution Adopting a Fee Schedule and Charges for Building, Electrical, Mechanical & Plumbing Fees by the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/25/2024
Notes:	There are no changes to the Building, Electrical, Mechanical, & Plumbing Fees.

RESOLUTION NO. 546

**A RESOLUTION ADOPTING A FEE
SCHEDULE & CHARGES FOR
BUILDING, ELECTRICAL, MECHANICAL
& PLUMBING FEES
BY THE TOWN OF STEVENSVILLE**

WHEREAS, MCA 7-1-4123(7) authorizes local governments to charge reasonable fees for the provision of services; and

WHEREAS, the Stevensville Municipal Code provides that usage rates, service charges, and license and permit fees be appropriately set by resolution of the Town Council; and

WHEREAS, the Town Council periodically sets fees and charges for various services provided by the Town.

WHEREAS, Building, Electrical, Mechanical, & Plumbing Fees are as follows:

See Exhibit A

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, hereby adopts the fees for the Building, Electrical, Mechanical, & Plumbing Fees with an effective date of the passing of the FY 24/25 Budget.

BE IT FURTHER RESOLVED THAT the adoption of this resolution voids previous resolutions pertaining to Airport Fees .

PASSED AND ADOPTED, dated this 25th day of July 2024, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

EXHIBIT A

BUILDING FEES

Total Valuation of Project

(materials & labor)

Fee

\$1-\$500 \$35.00 (minimum fee);
\$501-\$2,000 \$35 for the first \$500 + \$6 for
each
additional \$100 or fraction thereof;
\$2,001-\$20,000 \$125 for the first \$2000 + \$16 for
each
additional \$1000 or fraction thereof;
\$20,001-\$50,000 \$413 for the first \$20,000 + \$12 for
each
additional \$1000 or fraction thereof;
\$50,001-\$100,000 \$773 for the first \$50,000 + \$8 for
each
additional \$1000 or fraction thereof;
\$100,001-\$200,000 \$1, 173 for the first \$100,000 + \$7.00
for
each additional \$1,000 or fraction thereof;
\$200,001-\$500,000 \$1,873 for the first \$200,000 + \$6.00
for
each additional \$1,000 or fraction thereof;
\$500,001-\$1,000,000 \$3,673 for the first \$500,000 + \$5.00
for
each additional \$1,000 or fraction thereof;
\$1,000,000 and up \$6,173 for the first \$1,000,000 + \$3.50
for
each additional \$1,000 or fraction thereof.

NOTE: Plan review fee is 25% of calculated building fee

ELECTRICAL FEES

Residential

New SFR, dwelling, cabin, etc. 100–200-amp service	\$200.00
New addition, remodel interior rewire	\$100.00
Service change-out or upgrade	\$75.00
Accessory building (garage, barn, shed, greenhouse, etc.) up to 200 amps	\$100.00
201-300 amps	\$200.00
Over 300 amps	\$300.00
Misc. work not considered interior remodel/rewire	\$30.00

Mobile home, RV, modular, etc.

On rental space with existing service	\$50.00
Private lot with existing	\$75.00

Private lot, new service

\$100.00

Multi-family (duplex through 12 units) \$200 plus
\$75.00 each unit (number of units__x\$75.00= ____+\$200)

Commercial

The total cost of the project (including labor, materials and equipment installed) determines the permit fee according to the fee schedule below.

Applicant may be required to show verification/documentation of all costs in order to have permit processed.

Total cost of work {materials+ labor}\$ __

\$ 1 - \$1,000 \$60.00

\$ 1,001-\$10,000: \$60 for the first \$1,000 + .006 of remainder

\$10,001 -\$50,000: \$114 for the first \$10,000 + .015 of remainder

Over \$50,000: \$714 for the first \$50,000 + .025 of remainder

MECHANICAL FEES

Fees are based on the cost of the mechanical work (labor & materials) to be done

Cost	Permit Fee
\$1- \$10,000	\$50.00_ first \$1,000 plus \$15.00 for each additional \$1,000 or fraction thereof above \$1,000;
\$10,000-\$50,000	\$185.00 first \$10,000 plus \$10.00 for each additional \$1,000 or fraction thereof above \$10,000;
\$50,000 and up	\$585.00 first \$50,000 plus \$5.00 for each additional \$1,000 or fraction thereof above \$50,000;

PLUMBING FEES

Enter how many of each fixture to be installed, add total number of fixtures and enter total as indicated.

Area drain Backflow preventer Bar sink

Bidet

Car wash sump

Clothes washer

Coffee maker

Dishwasher

Drinking fountain

Dental chair

Floor drain

Floor sink

Indirect waste

Kit sink {domestic}

Kit sink (comm)

Lavatory

Lawn/fire sprinkler

Roof drains
Service/utility sink
Shower
Sump drain
Traps
Urinal
Water closet
Grease trap
Water heater
Ice maker
Wash tray

Each permit fee \$25.00
Water piping repair, replace or alter \$10.00
Drain repair, replace or alteration, \$10.00
Vent piping repair, replace or alteration \$10.00
Fixture or trap repair, replace or alter \$10.00
Fuel gas piping, 1-4 outlets \$10.00 " 5 or more outlets add \$6.00
Water heater replace/repair \$10.00 each
Med gas/vacuum piping, 1-5 outlets \$110.00
"\$10.00 each additional outlet
Water service \$10.00

Subtotal\$_____

Total number of fixtures from list above____ multiply by \$9.00

File Attachments for Item:

i. Discussion/Decision: Resolution No. 547 a Resolution Establishing Lighting District Taxes for the Town of Stevensville, Montana Fiscal Year 2024-2025



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:	Bob Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/25/2024
Agenda Topic:	Discussion/Decision: Resolution No. 547 a Resolution Establishing Lighting District Taxes for the Town of Stevensville, Montana Fiscal Year 2024-2025
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/25/2024
Notes:	Every fiscal year the Town of Stevensville Lighting Districts are reviewed, and changes are made to the taxes for each of those district that the town has under their operation to reflect new levies. The taxes collected are for the sole purpose of paying the Northwest Energy bill for all listed lighting districts.

RESOLUTION NO. 547

**A Resolution Establishing Lighting District Taxes for
the Town of Stevensville, Montana
Fiscal Year 2024-2025**

WHEREAS, MCA 7-12-4301 provides the governing body is authorized to establish special improvements districts for lighting streets.

WHEREAS, the current Lighting Districts are as follows:

Dayton Lighting District
Peterson Lighting District
Geo Smith Lighting District
Creekside Lighting District
Twin Creeks Lighting District

NOW THEREFORE BE IT RESOLVED, that the Town Council of the Town of Stevensville, Montana, do hereby establish the following taxes for each lighting district;

Dayton Lighting District \$4,020.00
Peterson Lighting District \$2,920.00
Geo Smith Lighting District \$4,620.00
Creekside Lighting District \$5,950.00
Twin Creeks Lighting District \$7,600.00

DATED this day 25th of July 2024, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

j. Discussion/Decision: Resolution No. 548 a Resolution Adopting a User Fee for Bulk Water by the Town of Stevensville



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:	Bob Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/25/2024
Agenda Topic:	Discussion/Decision: Resolution No. 548 a Resolution Adopting a User Fee for Bulk Water by the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/25/2024
Notes:	Currently bulk water is sold per 48,000-gallon agreements. A user fee is being established to cover maintenance costs of hydrants and future costs of hydrant locks.

**Bulk Water and Inter-Local Agreement for the use of Town of Stevensville Municipal Water
Obtained from the Municipal Fire Hydrants**

This Inter Local Agreement is made this ____ day of _____, 20____ by and between _____ (and/assigns) to be referred to hereafter as the "Contractor" and the Town of Stevensville to be referred to hereafter as the "town" for the exclusive purpose of obtaining Town of Stevensville municipal water from a hydrant designated by the "Town" for the purpose of:

Terms

1. "Contractor" shall pay a \$75.00 yearly user fee before use of the hydrant.
2. "Contractor" shall obtain water from a fire hydrant located at _____.
3. Fire hydrants shall be operated in the full open positions at all times. The Hydrant Value shall be operated by slowly turning the first 8-10 turns and likewise closed slowly in the same manner to prevent potential water hammer damage.
4. Flushing hydrants shall be operated similar to a fire hydrant but will require fewer turns. The flushing hydrant may be operated partially open.
5. "Contractor" shall have a backflow device/vacuum breaker installed on the hose/tank prior to obtaining water.
6. "Contractor" shall turn the fire hydrant or flushing hydrant to the full off position, securing the hydrant caps and applicable locking mechanisms after obtaining water.
7. "Contractor" shall then be responsible to report daily usage:
In Person: 206 Buck Street
By Phone: 406.777.5271 ext. 104
E-mail: deputyclerk@townofstevensville.com
8. This Agreement is good for one calendar year and shall expire _____.
9. A new agreement must be obtained each new calendar year prior to use of the Town of Stevensville's water.
10. This agreement may be revoked/suspended by either party with written notice to the other party.
11. Town of Stevensville shall keep a running record of all obtained water each month, charges and payments received.

Contractor Information:

Name: _____
Address: _____
Phone: _____
Contact: _____

Signature:

Contractor: _____ Date: _____
Town: _____ Date: _____

RESOLUTION NO. 548

**A RESOLUTION ADOPTING A USER FEE
FOR BULK WATER BY
THE TOWN OF STEVENSVILLE**

WHEREAS, MCA 7-1-4123(7) authorizes local governments to charge reasonable fees for the provision of services; and

WHEREAS, the Stevensville Municipal Code provides that usage rates, service charges, and license and permit fees be appropriately set by resolution of the Town Council; and

WHEREAS, the Town Council periodically sets fees and charges for various services provided by the Town.

WHEREAS, bulk water rates are set by the current water rate charges, and sold per number of gallons (48,000) and a set water rate charge per 1,000 gallons after that,

WHEREAS, bulk water yearly user fee for use of the hydrant is set at \$75.00 per year.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, herby adopts the user fees for bulk water.

PASSED AND ADOPTED, dated this 25th day of July 2024, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk