



**Stevensville Town Council Meeting
Agenda for
THURSDAY, SEPTEMBER 12, 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.](#) Special Town Council Meeting Minutes 08/06/2024
 - [b.](#) Town Council Meeting Minutes August 8, 2024
 - [c.](#) Town Council Meeting Minutes August 22, 2024
 - [d.](#) Budget Workshop Minutes 08/27/2024
 - [e.](#) Special Town Council Meeting Minutes August 29, 2024
 - [f.](#) C.O.W. Meeting Minutes September 4, 2024
 - [g.](#) Budget Workshop Meeting Minutes September 5, 2024
5. Approval of Bi-Weekly Claims
 - [a.](#) Claims #19179-#19233
6. Administrative Reports
 - a. Airport
 - [b.](#) Building Department
 - c. Finance
 - [d.](#) Fire Department
 - e. Police Department
 - [f.](#) Public Works
7. Guests
 - a. Fred Thomas
8. New Business
 - [a.](#) Discussion/Decision: Scarecrow Festival 2024
Warming Station/Smores
 - [b.](#) Discussion/Decision: Renewal of Town Attorney Contract, Effective October 15, 2024
 - [c.](#) Discussion/Decision: Resolution No. 457d, a Resolution of the Town of Stevensville, Town Council Amending Water & Sewer Billing Policies
 - [d.](#) Discussion/Decision: Resolution No. 548a, a Resolution Adopting a User Fee for Unmetered 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. Special Town Council Meeting Minutes 08/06/2024

Stevensville Special Town Council Meeting Minutes
for TUESDAY, AUGUST 06, 2024, 6:00 PM 206 Buck Street, Town Hall

CONDENSED MINUTES

1. Call to Order and Roll Call

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

2. Pledge of Allegiance

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

NONE

4. Public Hearings

Mayor Michalson: introduced the public hearing, we will discuss both the water and sewer at the same time.

a. Town of Stevensville Municipal Water Rate Increase

b. Town of Stevensville Municipal Sewer Rate Increase

PUBLIC COMMENT

Marilyn Wolff: Creekside Meadows. I was once a councilmember and am a Creekside HOA member. Interestingly I called Hamilton and Missoula to see what their rates were. I am looking at this resolution it says that the rates must be reasonable and just, I feel that these are not reasonable. I feel that there is money that has come in; CARES and ARPA. where is that money at. There were supposed to be water meters that were to be replaced. That should be looked at. I really feel that someone should come in and audit this increase. (Gave additional comments to the water and sewer rate increases.)

Amy Henry: I just have a few statements, how do we know when water and sewer money has been spent and has there been an audit and how do we know where this money is going to go.

Mayor Michalson: any further comments? Seeing none we will move onto item c, Discontinuation of the Utility Bill Assistance Program.

c. Discontinuation of the Utility Bill Assistance Program

PUBLIC COMMENT

Marilyn Wolff: this is a program I really defended when I was on the council. This is a low-income we need to advertise this program. (Gave comments to discontinuation of the utility bill assistance program.)

Sarah Lucas: I am here for my mother; she has been a resident for over 31 years. We recently lost our father; we were given a list of resources for our mother so that she could

stay in her own home. We reached out to the town of Stevensville, and she is now receiving assistance. (Gave comment about her mother being on the bill assistance programs.) I can say that she is grateful that she has three daughters and family that can help her out but remember that this program is for the elderly and the disabled.

Jim Kalkofen: especially discussing 4c. how many people are receiving this assistance program?

Mayor Michalson: Jim, we are not able to answer those questions at this time, but we can under new business.

Jim Kalkofen: thank you. How many people are in the rears in any given month? I feel that an audit of the water and sewer over the last 10 years.

Amy Henry: I would like to suggest that the city of Stevensville start educating the public on water saving measures.

Becky Sheridan: I live across from Maplewood cemetery. I have inquired about this in the past, the amount of water that is put on the grounds is ridiculous. I have been told that it is on its own well. (Gave additional comments about the watering at Maplewood Cemetery).

Mayor Michalson: any other public comment before I move onto new business item a Jenelle has public comment to be read.

Jenelle Berthoud, Town Clerk: read three public comments. (These public comments will be included in the minutes of this meeting.)

5. New Business

a. Discussion/Decision: Resolution No. 549 a Resolution of the Town of Stevensville, Montana to Increase the Rates for the Users of the Municipal Water System

Mayor Michalson: introduced new business item a. Resolution No. 549 a Resolution of the Town of Stevensville, Montana to Increase the Rates for the Users of the Municipal Water System. Mayor Michalson asked the council if he, Rural Water and Mr. Underwood could first give their presentations to the community first. Council agreed.

Mayor Michalson: I want to apologize to everyone about the rates that were on the letter that went out to the public. Bobbi gave us a rate and with that rate Robert calculated those rates and accidently added it twice. Gave a background to the reasons why the town needs and has to raise the water and sewer rates.

(a brief recess to set up a microphone/speaker system)

Mayor Michalson: we will start over with new business item a. (Mayor Michalson restated what was said at the beginning of new business item a.) to answer some of your questions Marilyn, every year an audit is done it goes over everything that the town has spent. Two years ago, that audit said that we needed to raise our water and sewer rates. We need to make sure we are paying out bonds. (referred to the water and sewer bond payment sheet

provided to the citizens and the council). We are currently leaking 15 million gallons a month of treated water. These are things that need to be done, we have an aging infrastructure. We have not had a rate increase since 2015, we did have a small raise in 2019. We are not doing this raise because we want to, we are doing this because we have to. Through the years we have been working on our water rights, former Mayor Steve Gibson worked very hard for the water rights. We have spent a lot of money on the water rights. We did not raise rates responsibly for years. In the 2016 growth study it stated that there would need to be an increase for additional users. It also stated that the storage tank needed to be updated. In regard to the rates in Hamilton they do not have the same bond amounts as us, comparing it to another town just does not work. We have had increases to our wages and expenses for water and sewer. Water meters, we have been working on getting these replaced. The bottom line is that we do not want to raise water and sewer rates, but we have to. everything else is rising but our rates. With that I would like to turn it over to Bobbi with Rural Water.

Bobbi, Rural Water, Montana: thank you for having me here tonight. This is a huge challenge that the town has to face, I go to a lot of the small communities. I am called in to do the audit on the water and sewer rates, it has been 10 years since there has been a proper audit. If you look at what you are proposing, you are right on track. (quoted MCA codes) Water has to be self-supported. Sewer is the same thing; can't pay for it from another place. Codes state that the council has to review the finances, and the water and sewer rates are included in that. This is a big deal; the town council has to make these hard choices. I have been with Montana Rural Water for about 5 years, before that I was a general manager for a water system. EDU stands for equivalent dwelling unit. Your budget does not set your rates, the formula sets the rates. MCA code also states that the rates have to be fair and equitable. Based on a ¾ inch line, that is the most common. Then it goes to 1, 1.5, 2, 3, and 4 inch lines. (Bobbi went over how an EDU is determined and the rate associated). Thank you for bringing up the questions, one of those questions was on Hamilton and Stevensville. Why are there rates lower? Number one that is going to determine your rates is people. Hamilton has more people than Stevensville, loans are going to affect the cost. That is why you can not compare towns and the rates. You want the money in savings so that you can buy a new well pump, for example. Your reserve debt account has to be at one years' worth of payments. One of the things that Stevensville was doing to not raise those rates was they were dipping into those funds.

Robert Underwood: I have been with the town since 2018. We have not had an increase since 2019 I have been discussing this rate increase every year. The same audit for three years in a row stated that we needed to raise our rates. we only have about 1,000 EDU's we have to split those up with everyone. (Discussed how water and sewer funds are used and how water and sewer rates were determined.) we also have reserve asset replacement; we have not done that for a long time. Mission Street project cost us \$1.8 million we had to come up with over \$500,000 for that project. Additional funding came from ARPA. For us to do another one of these projects we need to build our reserve back up and that could take up to 5 years. (went over the calculations for water rates) Sewer is a little bit different, I did

the same thing as I did with water to determine the new rate. This has been a problem going on for years.

Mayor Michalson: one of the questions from Marilyn was about the accounts. Number of water and sewer users.

Andrena Case: 907 people connected to water and 871 connected to sewer. We have a little over \$13,000 in over-due accounts. (broke down the over-due accounts by number of days past due). There are currently 4 people on the help 4 u program and there are another 5 that have not renewed their paperwork. There is currently .24 cents in the help 4 u water and .54 cents in the help 4 u sewer program.

Jenelle Berthoud: you made a comment on the number of meters that need to be fixed. A lot of meter replacement has taken place and Andrena has done a great job at this, and she has also worked hard to get the \$13,000 down from \$30,000.

Councilmember Barker: I make a motion to approve Resolution No. 549 a Resolution of the Town of Stevensville, Montana to Increase the Rates for the Users of the Municipal Water System.

Councilmember Brown: 2nd.

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

Councilmember Brown: I would like to say that I feel it also. We are out there too. This is going to cause a short fall on my budget as well. I haven't had a raise for so many years. I just want the public to know that we are in that boat also. If we do not do this and something is to go wrong, we do not have the funds to fix it. this is a hardship for the council also.

Councilmember Barker: I would like to touch on infrastructure. We hear that everyone wants to build here, we have these different subdivisions Creekside, Burnt Fork Estates, Park as a council we have shut these developments down because we know that we cannot afford to have those people come in here. I am sitting in the same situation as you guys are. We have to raise these rates as a town, and if y we do not do it, we are going to have bigger lawsuits coming down.

Councilmember Smith: we can have some emotions when we have some facts and figures that are spread out like this. One of the things that I have done some research on is the poverty level in the state of MT in 12.1 % Stevensville is 24.4%. I have heard the testimonies, and I understand that. At the proposed rate we have a procedural problem because we were given an agenda change 5 minutes before we got in here, it is a procedural issue. At the proposed rate that was given to us 5 minutes before this meeting would put Stevensville 16th highest rate in the state according to DNRC. That means that 180 cities are doing better than we are. We are looking at a rate of \$133.00 by next June, it is also proposed to go to \$2.50 over 1,000 gallons. I hear that we have not had a rate increase since 2015 and that may not be totally true because I have heard from some of the older residents that at one time there was a 10,000-gallon limit and that was a reduced to 3,000 gallons. That is a backdoor rate increase. When a family of four can use under 3,000 gallons a month and I

am a family of two and I use it. folks 3,000 gallons is just to little. With that I will turn it back to the mayor.

Mayor Michalson: open the floor to public comment.

PULBIC COMMENT

Nancy Lowell: what I wonder is how and when did we get into this situation. It is a revolving fund. I am wondering if it is overspending, meters not working, unexpected costs? I also agree with Wallace about the 10,000 to 3,000. I think that the council should be receiving a financial statement every month.

No name given: what comes to my mind is the 15 million gallons lost every month. 5 years from now the leaks are not going to get better.

Amy Henry: my concern is with the broken meters, if we need to get meters then lets take our business somewhere else.

Marilyn Wolff: I am not familiar with the Public Works Director. How many meters are not reading? How many are sitting in the office to be replaced.

Stephen Lassiter, Public Works Director: about 140 meters do not work currently.

Marilyn Wolff: I am not sure that the war in Gaza has anything to do with the meters.

Stephen Lassiter: it does. We are replacing them as fast as we can. About 4-5 months to replace all of them, we replace about once a week, I only have 5 people, and we are replacing them as fast as we can. Yes, more have been ordered, we keep a constant order and hope that you get some.

Jim Kalkofen: what is the amount that the meter is being billed for?

Stephen Lassiter: there is the base rate, and then when you are watering your lawn you will go over that amount. When a meter is not working, we do not know how much you have gone over.

Marilyn Wolff: I would assume that a business would be a priority, because they use more water. If you compare Stevensville what if we would have kept up with the minimal increase what would we be at now.

Bobbi: what I have found on those systems and when they have to do a huge increase on the average that huge increase is where it would have been now.

Marilyn Wolff: these funds have to be kept separate and that is very important.

Jim Hyde: it was quiet a shock when I got my water bill after watering my lawn. Why are we not fixing those leaks? And where is the water going? And then you guys are talking about those round abouts.

Jenelle Berthoud: the round abouts are not in the town limits.

Bobbi: if you do not know where the leaks are at then you can not fix them. You can do leak detection, but you have to have a pretty good idea of where it is at.

Stephen Lassiter: I am still waiting on the final report for the Mission Street project.

Becky Sheridan: find out who has the broken meters and get them fixed. How long before we break even? Has this been factored?

Robert Underwood: right now, we are playing catch up just to get where we should be at.

Jim Tadvick: that is on 10,000 gallons.

Robert Underwood: no, that changed way before I got here.

(public comment going on but not at the podium).

Robert Underwood: for a couple of years, we had some asset replacements that we could not touch unless we asked USDA. We did some change overs and now we are getting more on the CD's.

Public comment: is there no end in sight to paying back these loans?

Robert Underwood: they are 40-year loans. And we have paid 10 years so far. If we were to do another big project, the people right now that are coming into Stevensville should be paying for those upgrades and I have talked to Bobbi about that. The 2nd increase in June we will break even. But with inflation and if that goes up then what do we do.

Jim Tadvick: how much money do we actually have in the bank right now?

Robert Underwood: that is a good question, in the water fund \$1.2 million for one year of operation costs and we have \$1 million in sewer. You know that I said we would be out about 5 years before we could do another project.

Public comment: how many pumps does the city operate on.

Stephen Lassiter: 5 pumps.

Public comment: and how many of those pumps are currently running.

Stephen Lassiter: 4.

Public comment: what is the reasoning for the one not operating.

Stephen Lassiter: it is outside the place of use at the moment, it is a water right issue.

Public comment: as you mentioned earlier in the meeting, the town does an audit every year how can I get those.

Jenelle Berthoud: they are located on the town website.

Public comment: does the town provide transparency with a monthly newsletter or a financial statement.

Jenelle Berthoud: you can view the audits on the towns website and then you can put in a records request with the town clerk, myself for additional things that would be beyond the month.

Public comment: what I am trying to understand for my own, this roughly \$6.4 million in bonds I just think that it would be helpful to know what the money went to for the water and sewer projects. Is it pretty much broken down?

Mayor Michalson: I can provide that to you after the meeting. I would like to say a couple of things about the meters, I road with Mr. Cody Anderson this winter when I became mayor. How it works is that he drives the streets and has a computer that pings the meters and what I found out why he does not get some of those, is because there are meters that are in crawl spaces or blocked. Another thing is meter pits. We are putting in meter pits on Mission Street, part of the Mission Street project. we are going to look at Pine Street to do meter pits also. Mission Street is the oldest service line in town, so we started with that one. Pine Street is old also. Moving forward our plan is meter pits. (quoted the 2016 growth plan, water supply lines on Middle Burnt Fork Rd. that should have been repaired in 2009. Our infrastructure needs to be fixed and yes, we are doing catch up, I am also on a fixed income. Come to our meetings, see what is being spent and what is going on, this is your town. If we all work together, we can do this. Are there any more questions from the council? Marilyn.

PUBLIC COMMENT

Marilyn Wolff: I know how dedicated you are, I have worked with Bob on the council, he is trying to do his best. I am wondering if by the next increase that all of the meters be replaced. And please do not do away with that low-income program.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: no.

Councilmember Smith: no.

Mayor Michalson: 2-2, tie. I will break the tie. Motion passes 3-2.

b. Discussion/Decision: Resolution No. 550 a Resolution of the Town of Stevensville, Montana to Increase the Rates for the Users of the Municipal Sewer System

Mayor Michalson: introduced new business item b. Discussion/Decision: Resolution No. 550 a Resolution of the Town of Stevensville, Montana to Increase the Rates for the Users of the Municipal Sewer System.

Councilmember Brown: I move that we approve Resolution No. 550 a Resolution of the Town of Stevensville, Montana to Increase the Rates for the Users of the Municipal Sewer System.

Councilmember Barker: 2nd.

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

Councilmember Smith: are talking about these rates that were just given to us? Regarding these rates that we were just given sitting on the desk when we just walked in. This is a procedural issue that is not correct, there has to be 48-hours' notice we were not given that 48-hour notice. There for the last vote that was taken was out of order. And this is out of order as well.

Mayor Michalson: this is not out of order the key word that I told you before the meeting is proposed, proposed, subject to change, you are the council you can change it if you want.

Councilmember Smtih: you asked us to approve what was just put here, that is not proposed than. You have a figure here, that is not a proposal.

Mayor Michalson: any other comments from the council?

Councilmember Barker: at any given time, the council has the right to go into the town hall and ask for any other information that was given, you could have gone in and asked for this information the public can go in and ask for this information. Again, it is proposed it is not saying that we have to do this, we can change it any time.

Mayor Michalson: any other comments from the council? Public comments.

PUBLIC COMMENT

Linda Powell: I was in town hall today I was told that this was going to be a discussion to bring forth a resolution.

Mayor Michalson: that resolution is being brought forth.

Linda Powell: we were supposed to be given the opportunity to talk about it not vote on it. that was my understanding from you two people. (mayor and town clerk).

Leslie Tadvick: it is my understanding that we have to have three meetings to discuss what we want to do and that we can not vote with out all of the people knowing we have to have three meeting for the town, right? Three public hearings. How can we do this without having three public meetings.

Mayor Michalson: it is not three meetings; you have to post it three times.

Jenelle Berthoud: this is an item that is set by resolution not by ordinance. So, an ordinance needs two public hearings, an ordinance goes in front of the council two times and the public two times. An increase in our water and sewer rates by MCA code have to be posted in the newspaper for three weeks and providing information to the users via the US mail, and then a meeting being held to discuss those resolutions to be voted on that night. This is not an item that is attached to an ordinance this is just a resolution.

Public comment: can I just say that, you are saying that these are proposed rates and may not be the ones.

Mayor Michalson: these are the rates that are proposed and the council votes on.

Public comment: you said that it can be changed at any time, so it could go up without notice.

Jenelle Berthoud: not without a meeting being held to discuss it again.

Councilmember Barker: sorry, this is tonight, just a proposed. We can change it down the line.

Mayor Michalson: any other comments from the public?

PUBLIC COMMENT

Jim Kalkofen: nobody likes it when our fees get raised but I can understand after the meeting and listening to you people as to why we have the rate increase. I do have a question for the public works supervisor, how much excess capacity do we have for the sewer right now.

Stephen Lassiter: we were just over 6 million gallons in July, and we can go up to 10 million, so we have a ways to go. The water; we have our reservoir; we should maintain that at about 5 ½ feet and one time this summer we were at 3 feet. The hot spell this last week makes our pumps run longer and harder.

Jim Kalkofen: those numbers, there were 871 sewer users and there were 1041 EDU's.

Robert Underwood: we are going to go back and talk about EDU's, when you calculate that you are going off of the size of the pipe. We have 801 ¾ inch pipes using 1 EDU and then you have a 3 inch that uses 16 EDU's. Larger pipe more water.

Mayor Michalson: any other comments from the public?

PUBLIC COMMENT

Becky Sheridan: under new business on all four points, it says discussion/decision it doesn't say discussion and proposed decision. help define what is happening and what we walked in, and thought was happening.

Mayor Michalson: discussion is what we are doing right now, decision is when the council takes it to a vote. A proposal rate is just what it is, a proposed rate, if the council wants to charge less or charge more it is their decision. that is why it is proposed, it is not set in stone. If the council wants to charge a different rate they can. If it was set in stone and not proposed, then they would not be able to change that rate. Does that clarify it for you.

Becky Sheridan: it does I just thought that it would be appropriate that the word proposed be in there.

Jenelle Berthoud: the resolution that they are voting on would not be able to have the word proposed in it. The resolution that will be signed tomorrow states the new rate and the word proposed will be removed and then it will state new water rate.

Councilmember Barker: I just want everyone to know again we would not be doing it if we weren't told that we have to do it. It goes back quite a ways to other councils and mayors, not just us. Do I like sitting up here, no. But we have to come together as a community and figure out how to make it right and this is how we have to do it to make it right tonight.

Councilmember Smith: We were given these numbers just a few minutes before we came into this meeting. That means that everything that was posted by the letter is wrong, on the agenda that was posted and the newspaper, all of those numbers are wrong. And the numbers that we have right here how do we know that they are right. So, until I can see some kind of expenditure income all of that, this whole thing is out of order there has not been enough time to post this in our posted agenda as a procedural error we can not do this.

Mayor Michalson: you had a good amount of time to come in and look at the numbers with Robert.

Councilmember Smtih: you have to have 48 hours. That is MCA.

Mayor Michalson: proposed.

Councilmember Smtih: you can't go on one word. It is an agenda change.

PUBLIC COMMENT

Pat Gronniger: my big thing is, this council and this mayor. This is the toughest crap to have to do, it is not fair to anybody. I have been in both chairs. The bickering back and forth is Stevensville. For you saying yes (Councilmember Brown and Barker) that is tough and I commend you. these water rates have been shoved under the rug for years. We have to start somewhere; we have no choice, and we have to get it done. We can't wait anymore we have to get it done. My suggestion is pass this and get on with life. We don't need to pass this on to the next day.

Councilmember Nelson: this is more of a statement not a question. I do love this town; I talk to people and I listen to all of you. I did not know what the numbers were until I sat down, maybe different numbers, I like to know what I am voting on. There have been so many changes I want to see stabilization before I vote. That is where my vote came from, I just believe that you should know where I come from.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: no.

Councilmember Smith: for the people of the town, no.

Mayor Michalson: I break the tie again.

Mayor Michalson: Motion passes, 3-2.

c. Discussion/Decision: Rescind Resolution No. 380 a Resolution Creating and Funding a Water/Sewer Bill Reduced Rate Program

Mayor Michalson: introduced new business item c. Rescind Resolution No. 380 a Resolution Creating and Funding a Water/Sewer Bill Reduced Rate Program. The reason that this is on here is because when we went to conference this spring, we all heard that we can not use this program and that we have to let it go. We were told that we could not charge .40 cents on the bill.

Councilmember Brown: I move that we terminate Resolution No. 380 a Resolution Creating and Funding a Water/Sewer Bill Reduced Rate Program.

Councilmember Smith: 2nd.

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

Councilmember Brown: they told us that we could not, the mayor is correct they told us that we had to terminate these two programs and what we need to do is meet, get some ideas and then bring it back to the council.

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

PUBLIC COMMENT

Pat Gronniger: on that, if we can voluntarily make a payment how do we know that it is going to them.

Councilmember Barker: right now, we have a fund that is set up for the pool that was set up by another organization we can come back in the discussion with the council and set it up so that they can not use that fund for anything else but that. As a council we can come back and that is what we would like to do and have this discussion and do it the right way.

Pat Gronniger: how low do you think it is going to take to set that up?

Jenelle Berthoud: at this Thursdays town council meeting the council will pick a meeting date to hold a COW meeting to discuss a utility billing assistance program.

Pat Gronniger: is that already set for the meeting?

Jenelle Berthoud: yes, it is already on the agenda.

Pat Gronniger: so, the concern of eliminating that program is not there anymore because we are going to work on something to change that program.

Councilmember Barker: correct. Legally not the way that it was set up before.

Sarah Lucas: just clarification, we are speaking of two programs.

Jenelle Berthoud: through the years the programs were put in place and then a new administration would change the name of it they would not rescind the previous name,

tonight's meeting has two different one, one is a reduced rate program and the other that the town had in place was a water bill assistance program which became the new word, help for you. And that is what became help for you. You now see help for you sewer and help for you water; they just renamed them along the way.

PUBLIC COMMENT

Sarah Lucas: from my earlier statements of course, I am understanding that costs go up and lack of movement from previous councils I understand that rates have to go up and the reason that I am here today is for the assistance program is I am hearing now is set up illegally and more importantly that you guys are going to look into a more legal process for that. I will be attending future meetings. I can imagine that the process can take a while and not be on the forefront of your minds so I will be here to remind you. I am here for my mom.

(unclear audio of public comment).

Mayor Michalson: gave an explanation of what MMIA is and stands for.

Marilyn Wolff: is that collection of .40 cents coming off of our bill?

Councilmember Barker: we are going to terminate and then going to replace it that is correct.

Andrena Case, Deputy Clerk: .26 cents in water and .54 cents in sewer.

Mayor Michalson: any other questions.

PUBLIC COMMENT

Jim Kalkofen: Stacie, I think that it is great that you are going to look at how to replace this I would suggest that instead of rescinding this tonight find something to replace it first.

Mayor Michalson: the problem is that we do not have any money in the accounts.

Pat Gronniger: did I not just hear you say that it is illegal?

Councilmember Barker: yes, it is illegal.

Mayor Michalson: any other questions , seeing none Jenell take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: abstain.

Councilmember Smith: aye.

Mayor Michalson: passes 3-1.

d. Discussion/Decision: Rescind Resolution No. 486 a Resolution Reinstating Funding for the Water/Sewer Bill Assistance Program

Mayor Michalson: introduced new business item d. Rescind Resolution No. 486 a Resolution Reinstating Funding for the Water/Sewer Bill Assistance Program.

Councilmember Brown: I move that we terminate Resolution No. 486 a Resolution Reinstating Funding for the Water/Sewer Bill Assistance Program.

Councilmember Smith: 2nd.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: abstain

Councilmember Smith: aye.

Mayor Michalson: passes 3-1

Mayor Michalson: I want to thank each and every one of you for coming to the meeting. This has been hard, it has been stressful for me, the council, for Robert, for Andrena and Jenelle because it is those girls that have to hear it every day. When the public comes in and has concerns or complaints, they have to hear it and be nice about it. I want to say please start coming to the council meetings, this is your town.

6. Adjournment

Councilmember Barker: move.

Councilmember Nelson: 2nd.

APPROVE:

ATTEST:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

Jenelle Berthoud

From: Jovick <rsjovick@gmail.com>
Sent: Monday, August 5, 2024 12:56 PM
To: Jenelle Berthoud
Subject: Water and Sewer Public Hearing

Town of Stevensville

August 5, 2024

RE: Proposed Water and Sewer Rate Increases

To Whom it May Concern,

I am writing to state that I am opposed to the water and sewer rate increases proposed for January 2025 of 26.00 and that the proposed 35.4% increase in September will be hard for most people to pay.

The current proposed increase for both water and sewer for the average ¾" pipe user is \$29.56 which is a 35.4% increase.

This is more than an annual average 5 % rate increase had one been imposed annually since 2019.

To add an additional rate increase four months later in January 2025 for another \$26.00 is asking too much from the public. Combined together, this is a 58% increase within six months!

In addition, I thought that your public notice lacked clarity on what you were proposing. There was

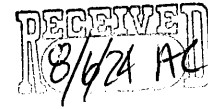
- No glossary for terms
- No explanation or example that the most common meter line size is ¾" within the Town of Stevensville
- No explanation for who/when the multiplier is used
- No column in the chart for existing costs as compared to proposed increase
- No example of cost for proposed average user in either the water or sewer table.
- No place that stated the excess of 3,000 gallons/month and any additional 1,000 gallons used over 3,000 gallons goes from \$1.85 to \$2.50/month.

I understand that infrastructure needs to be replaced and that costs have increased everywhere. This proposed increase for water and sewer is way outside what is affordable for most people. As a compromise, I suggest you drop the increase in January and take another look at this in a year.

Sincerely,

Stacy Jovick, Apple Core Properties LLC

252 Barbara, Stevensville, MT



RE: Proposed Water and Sewer Rate Increase Notice

Public Hearing: Tuesday, August 6, 2024, 6:00 p.m.

Dear Mayor and Council Members,

The letter that was sent out to the residents regarding the above proposed increases was confusing. It took a while to do all the math and figure out the new totals that would be charged monthly. It also was not stated in the letter that the first increase was to take effect with the September 2024 billing. As far as I can tell, based on a $\frac{3}{4}$ inch line, which most residents have, the first increase would bring the total to \$113 per month base rate which is a 36% increase. The second increase would take effect 4 months later with the January 2025 billing and would bring our base rate total to \$140 per month which equals over a 68% increase from what we are currently paying. And then add on top of that an additional increase in the excess usage over 3,000 gallons. When I shared these numbers with my neighbors, they were in absolute shock, as am I.

To spring an increase of this magnitude on us residents, especially with such short notice, shows little concern for us. How are so many people on fixed incomes going to be able to afford a 68% increase? Many can barely afford the current \$83 monthly base rate.

I agree that the rates need to be raised, but not 68%! Have all other avenues of funding, such as state and federal grants, been investigated and pursued for the infrastructure repairs and upgrades?

Both I, and my neighbors, ask that the council members do not approve these increases as proposed. We request that all those involved in coming up with the rate increases go back to the drawing board and reduce the amount of the upcoming increase. And then, come up with a plan and a schedule of future annual increases that will be shared with the residents well in advance so we can all know what's coming and make every effort to plan accordingly.

The other issue that I would like to address is the statement that the O&M and the Bond will now be a combined number instead of being broken out separately. I am opposed to this, and so are all the neighbors that I spoke with. We want to continue to see the amount for the water and sewer bond separate from the amount we are billed for our usage. We want to be able to look at our bill, as we do now, and see exactly what we are being charged for our usage, separate from the bond. No need to muddy the waters, so to speak.

Thank you for the opportunity to express these concerns. I pray that the "powers to be" will come up with a better plan.

Sue Kardaras

501 Central Avenue

To Whom it may concern:

About the proposed (already done) more than doubling (**122 PERCENT INCREASE**) of the water rates in Stevensville, just a quick question... Where are the Citizens (we) supposed to get the money from???

It seems that everyone in government, at all levels, thinks that money just grows on trees, hence the arbitrary raising of utility rates or taxes for that matter. Unlike government, we Citizens have no one to arbitrarily increase rates on when our own personal costs go up. **We have to eat those costs.** We are at the end of the line. As the saying goes, crap rolls downhill and we are at the bottom.

My family has a fixed monthly budget to work with, as do hundreds of other families and businesses that live and operate here, especially those on Social Security and retired folks. As a matter of fact, in the last 4 years, I have gotten ONE-that's right ONE raise, which amounts to **2% or a total of 70 Dollars a month** (or 17 dollars a week or just about 5 dollars a day) which doesn't really cover anything, especially since in the same timeframe:

- Fuel is up **80%** (200 dollars more/month)
- Homeowners Insurance is up **55%** (30 dollars more/month)
- Food is up **50%** (400 dollars more/month)
- Car Insurance is up **45%** (35 dollars more/month)
- Electricity/Nat Gas is up **25%** (35 dollars more/month)
- Property taxes are up **55%** (75 dollars more/month)

-Internet costs are up **58%** (35 dollars more/month)

-Water up nearly **125%** (As of August 83 dollars more/month and in January 2025 another 27 dollars more/month for a total of 110 dollars extra)

The list goes on and on but these are some that affect me and mine personally to the tune of over **920 extra dollars per month!**

Again, there's little to no room in any budget for increases like this (unless you're government), so where are we supposed to get the money from? Oh, I suppose we could cancel Christmas, the Fair and Independence Day, but try telling that to our kids, or we could cancel our yearly vacation (oh wait-we already did that). Others may have to cancel kids' activities (soccer, football, etc.) or worse-eat less food or even go without medications or even medical care.

We and hundreds of others like us are trying our best to live within our means, with everything skyrocketing it is exceedingly difficult with each passing month, but then again you are already gonna get yours and we are gonna get screwed and left twisting in the wind and hung out to dry, with no recourse, either we pay or the water gets shut off, but at least we get to "air our grievances" to make us feel better about getting screwed...

You see, this is what happens when you go off an already established gravity feed water system and go to a "new" well/pump system. Or fixing something that aint broke...

File Attachments for Item:

b. Town Council Meeting Minutes August 8, 2024

Stevensville Town Council Meeting Minutes

for THURSDAY, AUGUST 08, 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)

John Sneeberker, 120 Deer Haven Drive: climate change talk at the performing arts center in Hamilton.

Cheryl Olson, 10th street: thank you for your votes on the water and sewer rates, it takes strong leadership to look at that and make the decision to fix it.

Loey Knapp: I am here along with other neighbors to make comments about Berta Farms. Loey read the court order from February 14, 2024. Loey read the last page about the town abatement responsibilities. That was February 14th, no structure taken down, a few weeds taken down and the cars are still there, you are the town of Stevensville can you comment?

Mayor Michalson: I can comment, the town of Stevensville is very obligated. We have mowed and I have had our police chief issue three citations. He came to court and have pled not guilty, I have sent in our building inspector, and we have a report on that, as you know. Jenelle has reached out to the health department; he is living on the property without water and sewer, the daughter or the wife came into town hall and wanted to know if they could hook up water and sewer to the camper and as you know it is against town ordinance. I talked to Will about mowing. I have talked to Steve about the removal. We are going through the budget right now, but we are not sure that we can even afford to pay for the abatement and then put it on his taxes.

Councilmember Smith: do we have a health hazard?

Jenelle Berthoud: the county is not addressing that at this time.

Mayor Michalson: Loey it is a process and now that it is slowing down, we will continue to address it. The cars are inoperable, and they need to be removed, or a fence put up.

Loey Knapp: you understand that you are responsible.

Mayor Michalson: yes, we do.

Pat Groninger: the intent and the direction from the courts is one thing, the intent is another, we understand that this is not the only eye sore of the town, but this one is pretty big. We have to be careful when there is a minor involved. If something is not taken care of by you four councilmembers. We have a fire hazard; you guys have the equipment to take that down and take it away. This has gone on for 30 years and the date has come around for you to take care of it. The other night you made a big

decision, and now it is time to make another big decision. There is human life involved and it is really sad, living in cars, messing in their own yard, a fire hazard. I asked for you to form a committee because you are busy. If we don't get this going it is going to be another 20 years. We need to do something now or we are going to regret it.

Mel Cook: this court order is nothing to sneeze at and that judgement is big business. You are not going to convince me that we cannot find one person to clean this up. I have been fighting this for about 30 years, if the town does not do something you are going to get sued. I know that your plate is full, but I believe that this is a priority. I think that we, it is real for him when it is financial. We are going to let this go away, I appreciate what you have done, but it has been 6 months.

Pat Gronniger: can we get this on the next agenda for a committee.

Mayor Michalson: come and see me on Monday and we can put together an agenda item.

Jim Tadvick: 509 Mission Street, the other night we raised the rates, and I understand that, but I think that we need to raise the gallons from 3,000 back up to 10,000. I Googled how much water one person uses in a month; one person uses 3,000 gallons a month. I recommend that we increase that to 10,000.

Melissa Bailey: College Street, I want to start by saying I agree with the rate increase, but I do not agree with how this increase has been handled. In the meeting August 6th it was misrepresented as a hearing rather than a meeting where an action would be taken. The rate changes sent to residents were incorrect and the rate changes in the newspaper were incorrect and the rate changes at the meeting were not provided with adequate notice and town council rules says 48 hours' notice and then there is the right to examine documents. Several people requested documents before but were given documents 10 minutes before the meeting and those requests were ignored. Misinformation on the second increase bounced back and forth between January and June of 2025. The notices sent to residents quoted a January rate change, newspaper reported a January rate change, and I believe you were looking at a January rate change at the beginning of the meeting and the document quoted a January rate change. If I am not mistaken it was a June rate change. In the Bitterroot Star August 7th, the date was reported back to January 2025. The mayor keeps saying that this is a result of poor leadership of past administration and not a result of current. I believe that you are part of this because of poor administration in the past but how this administration handles the situation is yours. Do this rate change correctly, wait 48 hours to hold a meeting to vote, this will provide adequate time and let us know of the rates for several months. Do this with us rather than to us.

Sean Doyle: Stevensville Civic Club President, want to say thank you on behalf of the Civic Club. 111th Creamery Picnic was last weekend, thank you Stephen and your team. Comments that we got were the police presence of town and county, Chief Motley and his games. No rinsing off in the splash pad after the pig race, signs next year. Shuttles ran well. I guess not enough trash cans so we will get more of those. Always thanks to Jenelle who helps me navigate all of the rules and such.

4. Approval of Minutes

NONE

5. Approval of Bi-Weekly Claims

a. Claims #19115, #19119-#19124, #19126-#19142

Mayor Michalson: introduced bi-weekly claims #19115, #19119-#19124, #19126-#19142.

Councilmember Barker: I make a motion to approve #19115, #19119, #19124, #19126, #19142.

Councilmember Nelson: 2nd.

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

Councilmember Brown: I believe that the motion should have been #19119 through #19124 and #19126 through #19142.

Mayor Michalson: we will let the record stand corrected with what she just said. On claim #19136 First Call on the .gov project we do not have an answer back on that yet, gray area, not with GoDaddy but not over to .gov yet.

Councilmember Brown:#19121 buck wheat, ground maintance.

Stephen Lassiter, Public Works Director: that was a mistake that we bought buck wheat instead of grass seed.

Councilmember Nelson: #19122 windshield replacement times four, work vehicles and I see cemetery there.

Gina Crowe, Finance Officer: it is for the dump truck.

Councilmember Barker: the way that it reads it is broken into the different departments.

Gina Crowe: you will see that it is broken out of all funds.

Councilmember Brown: #19131, mag poles, paid by the town? Those are going to stay with the department, yes?

Gina Crowe: what happened there is when he went to pick those up, they would not bill the town, so we are reimbursing him.

Mayor Michalson: further discussion? any comments from the public on the claims? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0.

6. Administrative Reports

a. Airport

Will Rowe, Airport Manager: gave his report that was provided in the packet.

b. Building Department

In the packet.

c. Finance

d. Fire Department

Jeff Motley, Fire Chief: gave his report that was provided in the packet. Stevensville fire is in a district, and we ranked 50th in fundraising that is up against paid departments, all those dollars stay in Montana. Had our fire fighter games was a good deal.

Mayor Michalson: so, who does the flushing of the fire hydrants?

Chief Motley: Public works does that and then they give us a report.

Councilmember Nelson: the missed calls, a call for service?

Chief Motley: it was a call for service and then they did not want anyone there.

Councilmember Smith: impressive on the fundraising, ranked 50 out of how many?

Chief Motley: I am not sure how many, but there are a lot.

e. Police Department

John Boe, Police Chief: gave his report that was provided in the packet. My first Creamery Picnic.

Councilmember Nelson: the bottom, victim notifies?

Chief Boe: that is a notification that we have to do by law when someone is released from jail. I have been involved in many events, but the Creamery Picnic was great.

Councilmember Nelson: I work night shift, and everyone said that they were impressed with the police presence.

f. Public Works

Stephen Lassiter, Public Works Director: report provided in the packet.

Mayor Michalson: I want to thank public works for all of their help with the Creamery Picnic.

Councilmember Brown: the pig races, is the ground or grass being repaired?

Stephen Lassiter: that pretty much stays, it has never had grass on it.

7. Public Hearings

a. 2nd Reading: Proposed Ordinance No. 171 an Ordinance Amending Town Code Section 14-35 and Repealing Town Code Section 14-36 Regarding Noxious Weeds

Mayor Michalson: introduced the public hearing. Proposed Ordinance No. 171 an Ordinance Amending Town Code Section 14-35 and Repealing Town Code Section 14-36 Regarding Noxious Weeds. At the last meeting you approved the first reading.

PUBLIC COMMENTS

NONE

8. Unfinished Business

a. Discussion/Decision: Resolution No. 551 a Resolution of the Town of Stevensville, Montana to Annex Portion of Land

Mayor Michalson: introduced unfinished business item a. Discussion/Decision: Resolution No. 551 a Resolution of the Town of Stevensville, Montana to Annex Portion of Land. The owners of this land would like this to be in a Resolution, Jenelle and I corrected some wording sent that back their attorney and here is the resolution.

Councilmember Nelson: make a motion to adopt Resolution No. 551 a Resolution of the Town of Stevensville, Montana to Annex Portion of Land.

Councilmember Smith: 2nd.

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

PUBLIC COMMENT

Trevor Motley: I guess that after reading this , they will be paying for these services. I just want to make sure that the citizens will not be paying for this.

Mayor Michalson: good point, yes, they will, just like in our subdivision regulations. Seeing no more comments, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: no.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 3-1.

9. 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 (2nd Reading)

Mayor Michalson: introduced new business item a. Ordinance No. 171 an Ordinance Amending Town Code Section 14-35 and Repealing Town Code Section 14-36 Regarding Noxious Weeds (2nd Reading).

Councilmember Brown: I move that we approve Ordinance No. 171 an Ordinance Amending Town Code Section 14-35 and Repealing Town Code Section 14-36 Regarding Noxious Weeds (2nd Reading).

Councilmember Nelson: 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. Informational: Mission Street Water Main Replacement Contractor Pay Application

Mayor Michalson: introduced new business item b. Mission Street Water Main Replacement Contractor Pay Application. I did ask Eli if this was the final payment, and it is not the final payment, not until the project will be complete. No questions from the public or the council?

c. Discussion/Decision: Mitigation Pond Easement & Agreement between the Town of Stevensville and Mr. Reeves

Mayor Michalson: introduced new business item c. Mitigation Pond Easement & Agreement between the Town of Stevensville and Mr. Reeves. This goes back to June when we had a meeting to discuss water rights with Mr. Reeves, Ross Miller and others. (Mayor Michalson read through portions of the agreement with the council about connections to water and sewer.)

Councilmember Smith: I make a motion that we approve Mitigation Pond Easement & Agreement between the Town of Stevensville and Mr. Reeves.

Councilmember Barker: 2nd.

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

Councilmember Barker: this is also about well #5?

Mayor Michalson: no this is about the ponds on his property. We need these ponds to help fill our reservoir.

Councilmember Barker: he can't touch these ponds?

Mayor Michalson: no, he cannot.

Councilmember Nelson: so, we are paying him to use these water storages?

Mayor Michalson: no these are wetlands. This is for water rights.

Councilmember Barker: here we go again, with the hook ups that he could if the water.

Mayor Michalson: if the water capacity is there at that time.

Councilmember Smith: he finances all of the hookups?

Mayor Michalson: yes.

Councilmember Brown: I feel that Mr. reeves needs the town as bad as the town needs the ponds. I feel that this will be adjusted many times before it is approved.

Councilmember Barker: this is just getting the process started?

Mayor Michalson: yes, this is a starting point, it will still have to come back to the council.

PUBLIC COMMENTS

Pat Groninger: how long has this negotiation been going on?

Mayor Michalson: started in May and I met in June.

Pat Groninger: how long has he owned the property?

Mayor Michalson: since 2019?

Pat Groninger: where we aware of the needs of those ponds when he purchased it.

Mayor Michalson: yes, the town was.

Pat Groninger: I know that we need to start something, but at some point, we need to make it right for the town and not just for him.

Mayor Michalson: when we met on the property he had his developer with him. He needs these hookups because he is not approved by the county.

Pat Groninger: the services require more and that is on their back not ours.

Councilmember Barker: this brings us closer to our water rights.

Mayor Michalson: it started with those three sewer connections and then when we met on his property, he then wanted 20.

Councilmember Brown: it was actually 30 plus the buildings on the property.

Pat Groninger: do we have to have those rights?

Mayor Michalson: yes, those rights that come with the ponds. We had an offer to buy it 2019 and the town did not. Any further comments from the council? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

d. Discussion/Decision: Mitigation Rights Transfer Agreement between the Town of Stevensville and Mr. Reeves

Mayor Michalson: introduced new business item d. Mitigation Rights Transfer Agreement between the Town of Stevensville and Mr. Reeves.

Councilmember Smith: I move that we approve Mitigation Rights Transfer Agreement between the Town of Stevensville and Mr. Reeves.

Councilmember Nelson: 2nd.

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

Councilmember Nelson: we have the last say on that land being developed because of the water rights.

Mayor Michalson: no, we just have the water rights.

Councilmember Nelson: so, he can at any time let the land be developed and pollute that water?

Mayor Michalson: no. I will say on page 2 of 3. (read the section about hookups).

Councilmember Smith: do you foresee any problems with the DNRC.

Mayor Michalson: no, but it is going to take about 18 months to finalize.

PUBLIC COMMENT

Jeff Motley: will he have to be annexed in?

Mayor Michalson: yes, he has to, without annexation, no hookups. He still has a lot of surface water issues, so he has a lot ahead of him for it to be developed.

Pat Groninger: I would think that annexing him in is a must. Water rights can be worked out and he needs services we can provide it. it would seem foolish to not annex the property in.

Mayor Michalson: that is why we put the language in about the annexation. Further comments from the public? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

e. Discussion/Decision: Set a C.O.W. Meeting to Discuss a Utility Billing/Reduced Rate Program

Mayor Michalson: introduced new business item e. Discussion/Decision: Set a C.O.W. Meeting to Discuss a Utility Billing/Reduced Rate Program. Two nights ago, we had to discontinue the program. How about the first week in September? How about the Wednesday, September 4th at 6:00 pm.

Councilmember Nelson: I make a motion that we have a C.O.W. meeting to discuss the Utility Billing/Reduced Rate Program on September 4th at 6:00 pm.

Councilmember Smith: 2nd.

Councilmember Barker: we are drawing it up and then to the town attorney. Can the attorney be present. I understand that it is going to cost us.

Mayor Michalson: I can ask him to come to the meeting.

Councilmember Nelson: how much is it going to cost us?

Mayor Michalson: \$200.00 per hour.

PUBLIC COMMENT

Jim Tadvick: I still think that we need to look at the 10,000-gallon amount.

Sara Lucas: thank the council for putting this on the agenda tonight.

Pat Groninger: is there any way to take ideas from the public with concerns and then submit to everybody.

Mayor Michalson: any other comments.

Councilmember Brown: since we are having the COW meeting already can we incorporate the number of gallons on that meeting.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

f. Discussion/Decision: Resolution No. 552 a Resolution of the Town of Stevensville, MT Providing for the Reversal and Reimbursement of the Budget for the Fiscal Year 23/24

Mayor Michalson: introduced new business item f. Resolution No. 552 a Resolution of the Town of Stevensville, MT Providing for the Reversal and Reimbursement of the Budget for the Fiscal Year 23/24. This is basically a house cleaning issue.

Councilmember Brown: I move that we approve Resolution No. 552 a Resolution of the Town of Stevensville, MT Providing for the Reversal and Reimbursement of the Budget for the Fiscal Year 23/24.

Councilmember Nelson: 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

g. Discussion/Decision: Approval of Police Officer Contract for the Town of Stevensville Police Department

Mayor Michalson: Introduced new business item g. Approval of Police Officer Contract for the Town of Stevensville Police Department. This is a contract that they said existed, but we could not find it. Chief Boe got together with our town attorney and Greg reviewed it and Gina reviewed it and here it is.

Chief Boe: one of the changes that I talked about prior to going to speak to him. To be signed after they graduate from the academy. The goal is now to have a start date of the competition of academy with three years from that date.

Councilmember Nelson: we pay for their training?

Chief Boe: yes, we pay for their training, the agreement states that if you do not fulfill the time then there would be a pay back amount.

Mayor Michalson: an example would be Cassi that gave a verbal agreement to the county, after she came out of the academy. It becomes a revolving door at times. With this contract it is a way for us to recoup some of our expenses.

Councilmember Smith: do I read this right; it is up to three years?

Chief Boe: that is correct, example would be that if after a year and a half they were to leave us they would pay half back to the town.

Mayor Michalson: any comments from the public?

Jenelle Berthoud, Town clerk: I need a motion and a 2nd please.

Councilmember Smith: I move that we approve the Police Officer Contract for the Town of Stevensville Police Department.

Councilmember Nelson: 2nd.

Mayor Michalson: motion and a 2nd. Any further comments from the council? Public comment?

PUBLIC COMMENT

Jeff Motley: we have them sign a three-year commitment but if they leave within year one, we only have them reimburse part of our investment. I do not know why we would do that, what is keeping them here. I do not see if this has any value to it.

Chief Boe: we figured that we have about \$5,000-\$9,000 invested.

Jeff Motley: why are we not asking for the whole thing back?

Gina Crowe: it is an MMIA thing.

Jeff Motley: okay, give it away. I find this interesting that this comes forward after we have met and approved. We were told that there was this contract, we have never seen a contract and then it just came up. Town has got to get their stuff together.

Vicki Motley: my question is. Wouldn't all of the officers that are currently on staff have to sign this once that it goes into effect.

Chief Boe: I did not but will be signing this.

Gina Crowe: when they were hired it was part of their offer letter.

Mayor Michalson: when the officers came on, we could not find this agreement and that is when we contact Greg and MMIA and they gave us guidance and told us that we could have them sign a contract.

Melissa Bailey: (unclear audio)

Chief Boe: yes, they will be signing these contracts as early as tomorrow.

Councilmember Smith: what if they do not pass the academy?

Chief Boe: that is not a bridge that we have come to, yet I do not see that happening.

Gina Crowe: there is a process that we go through, and that process gives us an indication that they will pass academy or not.

Chief Boe: they are given a psychological screening, field training, and we have a pretty good idea on how they are going to do.

Melissa Bailey: so, I want to clarify, if they do not want to complete academy would we get that back?

Chief Bowe: yes. Both of my guys have taken a pre-course for the academy before they go.

Vickie Motley: is there something in writing that says that they will give that back.

Chief Boe: they will sign the contract before they go to the academy.

Melissa Bailey: so, they sign the contract, but the three year does not start until they are done with academy.

Chief Boe: yes.

Councilmember Nelson: so, they work with us for a year the obligation they are then going to pay for the amount that was not met.

Mayor Michalson: if they quit.

Chief Boe: just so everybody knows, there are agencies that will buy out contracts.

Public comment: is there a buyout fee?

Chief Boe: the cost comes out to be about \$8,500.00 if the agency were to pick up that cost, then we would still get out items back.

Will Rowe: that might be a good idea to have a buyout fee? Because they can come in and buyout an officer for only \$4,000.00.

Chief Boe: if Ravalli County is paying more, than it is a no brainer for them. We can keep our officers with our hiring practices and training.

Trevor Motley: leaving this employment clause it is pretty simple I don't see anywhere where they have to pay it if they should terminate their employment.

Chief Boe: other agencies usually do not require that.

Trevor Motley: I just did not see it in there so I thought I would bring it up.

Mayor Michalson: keep in mind that this whole contract was drawn up by our town attorney.

Trevor Motley: I have seen things that our town attorney has written before.

Councilmember Barker: I do have to say the dollar figure needs to be in there and we get burned every time.

Chief Boe: it is a good idea, but the cost of training is going to change every year.

Gina Crowe: I think that we could back ourselves up with receipts.

Trevor Motley: what if they should be paying the whole thing back.

Chief Boe: I thought that would be typical, they did not find that to be appropriate.

Jeff Motley: something has to be done.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

10. Board Reports

NONE

11. Town Council Comments

Councilmember Nelson: I want to clarify my abstaining at the last meeting. I abstained on the program because I did not understand the legal portion. I want to apologize for my vote.

Councilmember Barker: I want to say that this is one of the toughest weeks as a councilmember and yes there are a lot of things that need to be changed, and I would like to see some of the things that were brought up tonight be moved forward.

12. Executive Report

Mayor Michalson: I was appointed to the board of directors for MMIA, I will be going to the first conference next week. I want to say a few things about Tuesdays meeting it was brought up that we held an illegal meeting so I would like to clarify that. Under MCA 2023 chapter 13 recited the code for municipal water and sewer notices. Jenelle put it in the paper three times which is required by law she put that in on July 26th, she put the date and time of the public hearing, address and telephone number and further information on the hearing was also sent to all water users with the proposed rates. It was also brought to our attention that we held an illegal meeting and that we did not give a 48-hour notice. Well in council rules regular meeting. This is a special meeting. There is no such thing as a 48-hour notice in the council rules, the council may want to put that back in there. It is not state law it is a just a suggestion to give 48-hour notice. This was a rate proposal subject to change, that is the councils right to change that. To have a member of the public say that we are holding an illegal meeting is one thing but when you have a member of the council and said that we were holding an illegal meeting is huge, that is huge the press eats that up. The press is looking for that and they would sue the town and say that we held an illegal meeting. And not only that but you have opened up litigation from the clerk the town clerk sets the meetings, and she is very careful to make sure that it is done right and to be accused of saying that it was an illegal meeting, she could have a field day with that. You get an attorney, and I am sure that she could make a lot of money off of that, we have to be very careful when we say things at meeting because they have actions. And number two stated that the numbers were not correct. You are the governing body of the council every money that is spent in this town goes through you; you approve the claims every two weeks. It is your obligation to take the time to do the research, ask questions, go in, you have the privilege to getting everything at your disposal in there through Jenelle or Gina. The public has that right too, but they need to put in a request and pay a little money, but you have that at your disposal. So, any member of this governing body questions the numbers she is a bonded finance officer, so she is very careful. Any of you, if you question the numbers, I have to question what you are doing here.

13. Adjournment

(Councilmember Smith: this is not over.)

APPROVE:

ATTEST:

Bob Michalson, Mayor
Clerk

Jenelle S. Berthoud, Town

File Attachments for Item:

c. Town Council Meeting Minutes August 22, 2024

Stevensville Town Council Meeting Minutes
for THURSDAY, AUGUST 22, 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)

Larry Schoff, 1417 Creekside Drive: 3 items, point of contact for 2021 HDR water preliminary report. Where is the "Y" and what are the water rights about. How does the board feel about the Bell Crossing round about?

Mayor Michalson: this is public comment you will have to email the council to ask them that.

Scott Butler, 210 Church Street: last year when I ran for mayor I talked about my town. I am here to talk about the water increase. I also think that the town and this council do not know how to put together a budget. I think the citizens need to know what your level of expertise is in budgeting. Just as Councilmember Smith stated this will be one of the highest water rates in the state of Montana. I think that if you look further that our water rates will be higher than most in the united states. I think that this needs to be tabled and brought back, I speak for many citizens of this town and we need to think about recall petitions based on two things indifference and malefices in office.

4. Approval of Minutes

a. Town Council Meeting Minutes 07/25/2024

Mayor Michalson: introduced town council meeting minutes 07/25/2024.

Councilmember Barker: make a motion to approve town council meeting minutes for 07/25/2024.

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 Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

b. Budget Workshop Meeting Minutes 08/07/2024

Mayor Michalson: introduced budget workshop meeting minutes 08/07/2024.

Councilmember Nelson: I make a motion that we approve the budget workshop meeting minutes 08/07/2024.

Councilmember Smith: 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 Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

c. Budget Workshop Meeting Minutes 08/13/2024

Mayor Michalson: introduced budget workshop meeting minutes 08/13/2024.

Councilmember Barker: make a motion to approve budget workshop meeting minutes 08/13/2024.

Councilmember Smith: 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 Nelson: abstained

Councilmember Smith: aye.

Mayor Michalson: passes 3-1

5. Approval of Bi-Weekly Claims

a. Claims #19125, #19143-#19178

Mayor Michalson: introduced bi-weekly claims, #19125, #19143-#19178.

Councilmember Smith: I move that we adopt claims #19125, #19143-#19178.

Councilmember Barker: 2nd.

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

Councilmember Brown: #19147 lifeguard certification. Is that for a year or just a few months?

Gina Crowe: I believe that it is two years.

Councilmember Brown: #19154 HDR engineering, \$9645.00, what is that for.

Gina Crowe: that is the water project. ARPA water project.

Councilmember Nelson: #19143, sewer treatment plant?

Gina Crowe: that is for the Northwest Energy bill, all of the claims for power.

Councilmember Brown: #19156 AWOS system, and is that up and running and at one time part of that bill was going to be written off?

Gina Crowe: no credits given. And to my understanding it is up and running.

Councilmember Brown: #19172 fall courses, court, are they carpooling?

Gina Crowe: I believe not because they are different days.

Mayor Michalson: any further comments from the council. 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

6. New Business

a. Discussion/Decision: Form a Committee Regarding Berta Farms

Mayor Michalson: introduced new business item a. Form a Committee Regarding Berta Farms. We just do not have the money in our budget to just get in there and get it done, I have been talking with Steve about setting aside one day a week to start some clean up. The committee, I would be on it and a councilmember.

Councilmember Brown: I would volunteer.

Mayor Michalson: I know that Pat would like to be on the committee, set a time to get the first meeting.

Councilmember Barker: I will make a motion to approve to form a committee regarding Berta Farms.

Councilmember Nelson: 2nd.

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

Councilmember Barker: I just think that we are getting ourselves a little bit over our head into it I know that there is an understanding that we need to get it cleaned up. I have driven by there a

little bit, and they are starting to clean it up I commend them for starting to do some things I am sorry that it is not enough, and the resources are just not enough.

Mayor Michalson: any of other comments? Public comment?

PUBLIC COMMENT

Citizen: what is Berta Farms?

Pat Groninger: gave a background on Berta Farms to the public. This has been going on for over 30 years. It is out of control; he just moves one pile to another location. It is time to get it cleaned up.

Loi Knap: there needs to be a member on the committee from the council.

Mayor Michalson: Cindy said that she would do that.

Pat Groninger: I need to set aside some time to meet with you Mayor and discuss my ideas.

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

Councilmember Smith: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Mayor Michalson: passes 4-0

b. Discussion/Decision: Renfro Properties to Continue Paying for 2 Water Meters

Mayor Michalson: introduced new business item b. Renfro Properties to Continue Paying for 2 Water Meters. Ms. Renfro reached out to me, and I explained that I did not have the authority to grant this and that I need to have it come in front of the council.

Councilmember Barker: I make a motion to approve Renfro Properties to Continue Paying for 2 Water Meters.

Councilmember Smith: 2nd.

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

Councilmember Barker: my question after reading the information that she has provided, why is she the only one that was told to put two meters instead of the one?

Mayor Michalson: Bruce Parks.

Councilmember Barker: what was the reason behind that?

Sharon Renfro: he said that we had to put one meter per dwelling unit because the town wanted each tenant to pay their water bill separately. We could not get a building permit. We met at the lots and said that we had to do it that way. So, when I came into to get my certificates of occupancy, they said that I had to set up the accounts in my name. You have to pay on all four

meters, then I just had to start paying base rates on all four when the other town homes pay on one meter. It was the building inspector and Bruce Parks that told us that we had to have one meter per family. They said that every other building going up was being set up the same and that was not true.

Mayor Michalson: I don't think that the others are relevant.

Sharon Renfro: I think that was the fairest thing at the time that the town could do. (Sharon Renfro gave her presentation, this has been included with these meeting minutes.)

Mayor Michalson: after 23 years of research, we finally found this. Our deputy clerk is wonderful, and she found this. I did not have the authority, and the proper way is to bring this to a council. No Nancy, or Andrena or Jenelle.

Councilmember Smith: are your units fulling occupied?

Sharon Renfro: yes.

Councilmember Smith: are they occupied by family members?

Sharon Renfro: no. they never have been.

Councilmember Brwon: so, they are paying for the correct amount of usage?

Mayor Michalson: yes.

Councilmember Brown: is it only calculating on the usage of all four units or the two units?

Jenelle Berthoud: on one of her homes there are two meters one of the meters is calculating at the base rate of \$83.04 and anything over the base rate was being calculated and being charged to the second meter. Instead of two base rates only one base rate, the second meter being charged the overage of 3,000 gallons. Same for the other units.

Councilmember Brown: I thought that we had an ordinance in place that said that any home that goes through a sale has to have a meter on them.

Sharon Renfro: these have not sold.

Jenelle Berthoud: these do have meters on them.

Councilmember Brown: there was an ordinance several years ago when they upgraded the water and sewer plant that any homes in the town that were still running with out a water meter, that when they sold, they had to have a water meter installed and then charged.

Councilmember Barker: so, you are saying that they should just pay for one.

Councilmember Brown: I am just saying that we have that ordinance in place. Even if it is a single family.

Sharon Renfro: but we do have meters on them since the day that they were built.

Councilmember Brown: but they are not being read.

Jenelle Berthoud: they are reading just fine.

Mayor Michalson: they are just being charged one meter the base rate and the other meter is the overage.

Jenelle Berthoud: instead of each meter having a 3,000 gallons usage, the two units share the 3,000 gallons, the second meter is being charged for the overages over 3,000 gallons with one base rate.

Sharon Renfro: if we would have been told when we built them, we would have only had one meter on each unit and we would only be paying one base rate.

Councilmember Barker: so this family does not use the base and this unit is being charged for the excess.

Sharon Renfro: no, I am paying for everything. The town does not charge them separately I pay the bills.

Jenelle Berthoud: it is four tenants being divided into four bills and she is the only person that pays the bills.

Mayor Michalson: she is paying the base rate for two meters that is the bottom line.

Jenelle Berthoud: they register fine, they are paid.

Mayor Michalson: this is a mess, and you can see that through the minutes of past meetings.

Jenelle Berthoud: Andrena is doing extensive auditing of the meters as we have been fixing them and these four meters came up and we said why is one paying \$9.00 and one paying the \$83.04.

Councilmember Barker: they should all be the same.

Mayor Michalson: four base rates.

Sharon Renfro: and now I have the new bills and they are almost double. When a fourplex across the street has one meter and one base rate on a 1" line. Compared to four meters on a ¾" line. If we could go back to putting in two meters we would, but it is too much of a financial thing now.

Councilmember Barker: how do you sift through this?

Jenelle Berthoud: it bills correctly but our system sees it as four ¾" lines and all of the papers and meters that we found never showed this coming back to be voted on. We never found any notes.

Sharon Renfro: I have notes that show that they were talking about it. and it says "we" are fixing it.

Mayor Michalson: the only "we" that counts is the council. It never came back for a vote in any agenda. and through audits it probably just got swept under the table.

Councilmember Barker: so, we are asking for one unit per meter?

Sharon Renfro: one meter per duplex. And add the usage off of the other meter back in.

Councilmember Barker: I am lost, it is confusing to sift through it in my mind.

Mayor Michalson: the simplest is to say two base rates of four. If she has to pay four meters that is a lot more.

Sharon Renfro: if we could have done one meter it would have been cheaper, but they insisted that it had to be two.

Councilmember Barker: is this the only one that we having issues with?

Jenelle Berthoud: this is the only one from 2003. One side of the street they said four meters and the other side one meter as a 1”.

Councilmember Nelson: it is because they went from the tenants paying to the owner paying the bill.

Sharon Renfro: when we were planning, we wanted to just have one meter.

Councilmember Nelson: I think that I have it wrapped around my head.

Mayor Michalson: you are in one of these?

Councilmember Nelson: yes, I am.

Mayor Michalson: how would you like to proceed. Like to vote on it? Public comment?

PUBLIC COMMENT

Pat Gronniger: what about the other ones.

Sharon Renfro: they are on one meter, 1” line. And now the new clerk is wanting me to pay four base rates.

Pat Gronniger: is there anyone else in this situation?

Mayor Michalson: everyone else is on a 1” line. It looks like it started with Bruce Parks.

Sharon Renfro: when I came down to set up my tenants, I was told I could not.

Vickey Motley: can the council cut those meters back to one meter per household for her and let the meters charge for one.

Jenelle Berthoud: that is what they are doing for eleven years.

Sharon Renfro: I am not debating what I have now I am debating being charged for four base rates and what the new water clerk is charging me.

Mayor Michalson: she is just doing her job.

Pat Gronniger: this is what I am concerned about, if there are four individuals that are fighting to pay their bills, and you have one that is. Will this affect others?

Sharon Renfro: I am the only one that this is effecting.

Jim Tadwick: I think that she should be treated as the other units.

Councilmember Barker: what would be the process to take those meters and just be on the one.

Jenelle Berthoud: it is the changing of the pipe size and the meter.

Councilmember Barker: but she is paying a lot right now.

Sharon Renfro: if we went back to the last eleven years, I am happy with that.

Councilmember Smith: take out two base rates.

Mayor Michalson: that is what they are doing.

Councilmember Barker: she is just doing her job. I understand that I was being charged one rate and then two rates.

Councilmember Brown: if she goes to the four meters does each duplex get its 3,000 gallons. And right now, the gallons between the two units.

Craig Thomas: I think that they should continue to pay for just the two meters.

Mayor Michalson: that is correct and is in the motion.

Trevor Motley: they are still going to pay for water usage?

Mayor Michalson: yes. Jenelle take the vote.

Councilmember Brown: no.

Councilmember Smith: aye.

Councilmember Nelson: abstain.

Councilmember Barker: just one question, she is paying four units and two water meters.

Sharon Renfro: have four water meters. Paying two base rates and the overage on the other two meters.

Jenelle Berthoud: her meters do work and calculate every month correctly.

Councilmember Barker: aye.

Mayor Michalson: motion passes with one abstain.

c. Discussion/Decision: Parking Zone on Park Avenue and Correct Signage

Mayor Michalson: introduced new business item c. Parking Zone on Park Avenue and Correct Signage. Officer Marble and another officer came in and told Jenelle that up by the school the homeowners are saying that people are blocking his driveway. They asked who put up the signs and word around the school is some janitors a long time ago put the signs up on utility poles and that is against the law which is a red flag that it did not come in front of the council. He could site for it and once it came down here it would not be able to be enforced because they were put on utility poles and were not brought in front of the council for approval, so this is in front of you.

Councilmember Smtih: so, we are talking across the street from the school, I went there today.

Jenelle Berthoud: I need a motion.

Mayor Michalson: we can do that in a minute.

Councilmember Barker: we need a motion, Bob.

Mayor Michalson: can I have motion please.

Councilmember Nelson: make a motion to approve parking signage.

Councilmember Baker: 2nd.

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

Councilmember Smith: I went there today and the only signs that I saw said no parking from 8-4. These were not on utility poles they were on green poles.

Mayor Michalson: no, I have a picture, and I can bring those up for you.

Councilmember Brown: to make this clearer for Councilmember Smith, there are more than just these signs.

Mayor Michalson: there are, and there is also a loading zone only sign.

Councilmember Barker: it is going into a right of way.

Mayor Michalson: they get into a hurry and then they park in front of the driveway. Comments from the public.

PUBLIC COMMENT

Lance Wiley: I am the homeowner. The people do and they are aware of the signs, when I let them know that there is a sign there and they get upset with me. This is a safety issue, there is a nice drop off area to do this. They leave there car, go into the school and talk for 15 minutes.

Pat Groninger: along with signage is speed limits, that road is a racetrack. Make the school paint it a tow away zone.

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

Councilmember Barker: is this something, correct the problem first and see if it continues.

Lance Wiley: that is reasonable I came to the police chief last year and I waited a couple of weeks to see how it would be handled.

Councilmember Barker: I think that the police presence being there remind them and then sight them. Make sure that it is properly signed. And then come back and do a no parking tow away zone.

Councilmember Nelson: don't we have a liaison officer at the school.

Councilmember Barker: an SRO officer.

Mayor Michalson: no further comments? Jenelle, please take the vote.

Councilmember Barker: aye.

Councilmember Smith: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Mayor Michalson: passes 4-0.

d. Discussion/Decision: Resolution No. 553 a Resolution Establishing Mill Levies for the Town of Stevensville, Montana Fiscal Year 2024-2025

Mayor Michalson: introduced new business item d. Resolution No. 553 a Resolution Establishing Mill Levies for the Town of Stevensville, Montana Fiscal Year 2024-2025. This is what we got from the county; on your desk I gave you a copy of what was passed last year. Not much of an increase this year for the budget. Robert did some asking around and there are other towns that did not get what they were expecting as well. We are coming off of COVID. And now we have to live in reality and Stevensville is there now, and the budget is tight, and we still have some cuts to make.

Councilmember Barker: I make a motion to approve Resolution No. 553 a Resolution Establishing Mill Levies for the Town of Stevensville, Montana Fiscal Year 2024-2025.

Councilmember Brown: 2nd.

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

PUBLIC COMMENT

Sharon Renfro: it seems to me over the years houses for single families were affordable and in the last two years these prices have gone crazy. I do not know how the working man can make it. to the town of Stevensville does not get anything off of these increases.

Mayor Michalson: every time that we do our mills it is a slow steady climb, it does not jump up. The problem is that we have had inflation going up and we are down here, we have to be created.

Sharon Renfro: where do the extra taxes from that go?

Mayor Michalson: majority of the taxes go to the schools.

Councilmember Barker: we are looking a slow decline in those schools also.

Mayor Michalson: we are slowly declining. Jenelle and I will be putting together a safety levy for next year. We need to get a small safety levy for our police department and fire department. So that we have more money for our parks and pool.

Councilmember Barker: we here, where is our money going? We see it, it is just paying on everything.

Mayor Michalson: all the public can tell us is no. Jenelle and I are looking at what it will cost per household. The way that we are going we are just treading water, it is at no fault of other past administrations, it just is what it is. We have to face this head on, just like the water rates. That is the plan going forward. I do not believe that it has been done before. As everything keeps going up.

Sharon Renfro: I did not know that the pool needed help. Is there a way to put out to the public that we need the help for the pool. I did not know that it was struggling.

Leslie Tadwick: we raised most of that money last year at Creamery Picnic. We still have about \$1,000 left. If you want to contribute to it we will take your money.

Councilmember Barker: it comes up every year at budget time and what we need to do with the pool and our parks. It is out there.

Jim Tadvick: we tired to get that out by Facebook, but the donations are not tax deductible so we will look at someone taking that on.

Lesley Tadvick: I learned to swim there and my kids. We jut started to ask for money.

Pat Gronniger: prime example is the behind the scene. The two papers that are here, this is what you print up this is what you brag about. Not the crap that is out there now. Everyone puts up with the crap and these two ladies in the office. This is what needs to be printed in the newspaper.

Mayor Michalson: I wanted to answer this question earlier. I get an audit every year. The council has the audit I am not sure why Scotty can't go to a councilmember and ask for that audit. We just keep going around that the town is screwing the public, I just do not understand that. I don't get it. It grabbles me when people get up there and do not do their homework and I do not know if somebody sent him, or he is here. But to get up there and say those things to the public in hopes that it will get to the paper that is what it is all about now, it is bullshit. And I am tired of it. can I take the vote please.

(name not clear for public comment) there are many of us from the church that would like to volunteer our time.

Mayor Michalson: come and see me after the meeting.

Public comment: where can I find out how to volunteer?

Mayor Michalson: right here. Come to town hall and visit with the mayor.

Mayor Michalson: any other questions on the mills?

(name not given for public comment) is there a community board that we can look at and see what is going on or needed.

Mayor Michalson: come in and see Jenelle, this is great we have been missing participation. Thank you for raising your hands. Anything else, Jenelle, would you take the vote.

Councilmember Brown: aye.

Councilmember Barker: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

7. Board Reports

None.

Councilmember Smith: I really do not have a report.

8. Town Council Comments

Councilmember Brown: I was on the phone with the mayor, and I asked him why we could not start an adopt a park. Like the highway department does. Is there groups out there that want to donate their time to walk the parks and pick up trash. I walk the parks, and I pick up garbage. Maybe we can look at adopting a park. Corporations, men's and women's groups.

Councilmember Barker: I want to thank Colette for taking care of the pathway she was out there in the heat of the day, and it looks amazing. I want to let people know that we have people that get out there and don't just sit here at town hall. We do have some amazing employees and thank you to Colette.

Councilmember Smith: I have a prepared statement, matter of correction. The matter of the Special town council meeting held on August 6th, 2024. Was lawfully structured and the town clerk did indeed comply with the necessary steps to inform the public of the meeting. The legality of the public hearing or the meeting itself is never in question I will admit in my advancing years I did indeed misspeak that the meeting was illegal, and I did correct that. And I stated that 48 hours was needed before the vote could be taken. This was ignored by the mayor who's duty it is to preside over the meeting. The abstract regarding discussion/decision resolutions 549 and 550. The town council vote taken that evening was out of order. In violation of Montana constitution, state law, the attorney general's opinion and our own town council rules. (Councilmember Smith gave definitions of two words; agency and revise/revised). Legislation and town council rules are established for the constitutional right for the public to participate and for the public to know. (councilmember Smith read Montana Constitution sec 8, right of participation, sec. 9 right to know, MCA 2-3-103 public participation sec.a procedures. MCA 2-3-111 public hearings.). I submit to this body and public record that the vote taken at the August 6th on resolutions 549 and 550 were indeed in violation of declaration of rights due to the fact that the public was not given the right to submit data. (Councilmember Smith read attorney general's opinion, from the website of the attorney general opinion 4713, and 5217.) this now brings us to the Stevensville Town Council rules, part 4, sec. 1 final bullet point states the following: (Councilmember Smith read the bullet point). The agenda was revised before the meeting and the public was given no warning on the proposed water and sewer rates. I call on the mayor and this council to declare the vote of August 6th null and void and for the mayor to place resolution no. 549 and 550 back on the agenda for a subsequent meeting as per attorney general's opinion. In the seven days prior to that meeting the rate increases were changes three times. I also stipulate the accounting figures from Robert Underwood and Bobbi Shurude be presented to this council for examination plus an income report for the past five years for water and sewer. The town council can be expected to address an issue of public interest that affects the daily lives of its citizens without information in hand. I conclude with this final statement. The Stevensville town council are public servants we are servants of the people not steam rollers this unfortunately was the perception of the overwhelming majority of the 50 plus citizens in attendance on that evening. We can certainly do better in our representation.

9. Executive Report

Mayor Michalson: (Mayor Michalson read part 4 sec 1 of the town council rules) Keep in mind that this is a regular meeting not a special town council meeting. I am not sure where you go this.

Councilmember Smith: it certainly is.

Mayor Michalson: you can read it word for word.

Councilmember Smtih: I did it is on the website.

Mayor Michalson: I am looking at the website. Enough of that. The swimming pool will close this week along with the splash pad. Chief Boe will be in training in Helena. I attended the MMIA meeting. when I go to West Yellowstone in October I will be voting on some changes. We use MMIA a lot for our polices and procedures. They thanked us for using them. I also found out that all of the tree damage this year we can put in a claim for our damaged trees. I went around on Tuesday and looked at all of the trees. There is a \$1,000 deductible with MMIA. I would like to have another budget workshop next Thursday. Can we do it Tuesday if Robert can. Tuesday at 5:30, August 27th. (Mayor Michalson read the resignation letter from Airport Manager Will Rowe.) I would like to add, I started on the town council in 2016 I was a rookie, and all rookies went to the airport board. by the middle of 2017 there were issues with the board then, the problem that I have is that the airport board has gone through six or seven airport managers in 9 years. (public comment, actually 11) Eleven airport managers in 9 years, when is the airport board going to look and see that it is maybe your fault as well. We have to fix this. We had a great airport manager. I hear it all and I do not have an answer anymore, we will advertise for a new airport manager. I hope that you can put your heads together and see what needs to be done.

10. Adjournment

Councilmember Brown: adjourn.

Councilmember Nelson: 2nd.

APPROVE:

ATTEST:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

Dear Stevensville Town Council:

8/22/2024

I was last here in October 27, 2003 to discuss the number of meters that we were required to put on our duplexes at 211/215 and 219/221 Turner street when we built them in 2000. We met at the lots with two town officials, the building inspector and the utility person who both told us to put 4 meters, one per family, so the Town could shut off any renter who did not pay their utility bill, without inconveniencing the other tenants.

So we built these duplexes with 4 meters like we were told, but when I went to the town to set up the accounts for our tenants to be, the town told me that "No, we want the owner to pay the utilities and the town will bill me directly. Thus negating the need for those extra meters."

The 4plex across the street had only one meter on one 1" line and so did several other 4plexes on our street. So they had one base rate on a 1" line, where we had 4 base rates on 3/4" lines, which added up to much more for our 4 family units than it did for their 4 family units.

So I was told to come to the Town Council meeting on October 27, 2003 to put this to a vote.

I thought that this issue was solved in that I soon started getting charged for two of the meters' base rates with the water from the other two being added back in to reflect usage.

Being charged for 2 - 3/4 " lines as base rates instead of 1 - 1" line base rate was still higher for us, but we felt that this was as fair a solution as the town could do, and we agreed.

I have attached the minutes of that October 27, 2003 meeting where it states that "this issue would be taken under advisement until the council could further research it."

So I thought there was nothing further for me to do. I started getting correspondence from the town proving that "they" had been working on the issue.

On 2/2/2004 I got 2 notes from the Town of Stevensville, signed by "Donna" stating that "We deactivated 2 of your 4 accounts and they would combine water from meters at both sides of each duplex to get the water charges."

On 2/13/2004 I received a call from "Nancy" from the Town of Stevensville saying that

"They were charging only these two meters at the 3/4 " line base rates

since that's what they were. I agreed.

Then on 10/27/05 I got another note from the Town of Stevensville, signed by "Sandy", saying "**They** went through the system again and believe **we** have it all correct again and that after this , you should receive 2 bills with a combined water" for each .

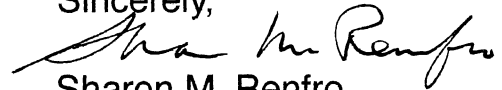
This is how it has stayed since 2005. So I thought everything was fine. If these 3 different clerks were using "we" in their correspondences to me, they must have been conferring with someone else in the Town Offices. This someone else also believed the issue was resolved, and that this was how they figured out how to do it. Again, I agreed.

Forward to mid July, 2024, I get a call from Town of Stevensville, Deputy Clerk, Andrea Case that since none of the aforementioned correspondences or activities over the past eleven years had ever been voted on by the town council, then she had to start charging me with 4 base rates along with water usage. So that nothing the Town of Stevensville or I had agreed to over these years was valid?

So on Monday July 29, 2024 I submitted all the paperwork I had to Mayor Michalson and he encouraged me to again bring this issue to you.

Please inform me on what else I have to do to bring this October 27, 2003 issue to a vote? And would you make this vote retroactive so that it encompasses the new bills I got that are due 8/25/2024?

Sincerely,



Sharon M. Renfro

406-550-3528

Stevensville Town Council Meeting
Minutes
For
October 27, 2003

The Stevensville Town Council meeting was called to order by Mayor William H. Meisner at 7:30 P.M. in the town council chambers. Councilperson's attending the meeting were Paul Ludington, Julie Wallace, Jake Weitzel and Tom Brown. Also attending the meeting were Clerk Nancy Lowell, Building Official Bob McCormick, Police Chief Lewis Barnett, Town Attorney Robert Brown, Airport Manager Don Misevic, Street Supt. Ed Sutherlin and Water Supt. George Thomas.

The minutes from the previous meeting were reviewed and a motion to accept them as written was made by Tom Brown and seconded by Julie Wallace. All voted aye and the motion passed.

Correspondence read included a letter from the City of Hamilton to Mr. Dave Galt, Director of the Montana Dept. of Transportation regarding another pedestrian traffic accident which resulted in a death on U.S. Highway 93, a highway the State of Montana is responsible for. They are requesting more traffic lights on the road. A copy of the letter is attached.

Clerk Lowell also informed the council that the M.M.I.A. annual report was issued to the town. A copy of the report is on file in the clerk's office.

*incl
211+215*
Under new business, Mrs. Sharon Renfro attended the meeting to address the council about a utility billing at their duplexes at 219 and 221 Turner Street. She stated that she feels that they are being unjustly charged too much on their water and sewer bills and the reason for this is because they followed the Town of Stevensville's official's instructions while building these units. She stated that they wanted to put 1 water line and 1 sewer line to these units, however, at the time of construction they were told that they had to put in separate sewer and water lines to each unit. Consequently they are paying approximately \$1032.24 more per year than their neighboring 4 plexes. Discussion continued and it was decided by the mayor that this issue would be taken under advisement until the council could further research it.

Mrs. Darlene Grove attended the meeting to present the Town with a publication about Taking Care of the Bitterroot Watershed which addresses the threats to the irreplaceable waters of the Bitterroot Valley. It has information about examples where watershed stewardship is making a difference and you will find out how you can help put water quality and conservation at the forefront of land-use decisions. Mayor thanked Mrs. Grove for the book and her efforts putting the book together.

File Attachments for Item:

d. Budget Workshop Minutes 08/27/2024

Stevensville Budget Workshop Minutes

for TUESDAY, AUGUST 27, 2024, 5:30 PM 206 Buck Street, Town Hall

1. Call to Order and Roll Call

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

Mayor Michalson:

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

4. Budget Workshop

a. Fiscal Year 2024/2025

Mayor Michalson: introduced Robert Underwood to go through the budget.

Robert Underwood: explained the revenues compared to expenditures. Explained the changes to the budget (cuts/proposals).

Staff and councilmembers discussed and asked questions. (Stephen Lassiter and Jeff Motley attended as department heads).

(Mayor Michalson removed himself from the budget meeting asking Council President Brown to close the meeting while he attended the Sharrott Creek Fire meeting at Stevensville High School).

5. Adjournment

APPROVE:

ATTEST:

Bob Michalson, Mayor
Clerk

Jenelle S. Berthoud, Town

File Attachments for Item:

e. Special Town Council Meeting Minutes August 29, 2024

Stevensville Special Town Council Meeting Minutes
for THURSDAY, AUGUST 29, 2024, 5:30 PM 206 Buck Street, Town Hall

CONDENSED MINUTES

1. Call to Order and Roll Call

Mayor Michalson called the meeting to order. Councilmembers Brown, Nelson and Smith were all present. Councilmember Barker has an excused absence tonight.

2. Pledge of Allegiance

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

NONE.

4. New Business

a. Discussion/Decision: Resolution No. 554 a Resolution of the Town of Stevensville, Montana Emergency Proclamation Order 2024-01, Thunderstorm/Wind Event 2024

Mayor Michalson: introduced new business item a. Resolution No. 554 a Resolution of the Town of Stevensville, Montana Emergency Proclamation Order 2024-01, Thunderstorm/Wind Event 2024. A little history on this, last Saturday I spoke with Eric Hoover from Ravalli County Disaster. He gave me a break down on the process for the town to declare a disaster and how to use emergency mills to do that.

Councilmember Smith: I move that we declare Resolution No. 554 a Resolution of the Town of Stevensville, Montana Emergency Proclamation Order 2024-01, Thunderstorm/Wind Event 2024.

Councilmember Nelson: 2nd.

Mayor Michalson: motion and a 2nd. Can I have your permission to read the resolution into record. (council granted) Mayor Michalson read Resolution No. 554 into the record.

Councilmember Nelson: can we use this at all to clean up Berta Farms?

Mayor Michalson: that is a prior thing I will look into it.

Councilmember Brown: it does say that we have to terminate this, is that something that we have to close this out afterwards.

Mayor Michalson: yes.

Councilmember Smith: we are voting on this only not the mills?

Mayor Michalson: just this resolution.

PUBLIC COMMENT

Pat Groninger: a comment about the storms we are on storm number 8. The branches from the 3rd Street property is unbelievable. My suggestion is that I do not see why we

cannot get those trees trimmed up. I do not want to see the trees taken out, but they do need to be trimmed up and it could fall under this same thing.

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

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smtih: aye.

Mayor Michalson: passes 3-0

5. Adjournment

Councilmember Smith: adjourn.

Councilmember Brown: 2nd.

APPROVE:

ATTEST:

**Bob Michalson, Mayor
Town Clerk**

Jenelle S. Berthoud,

File Attachments for Item:

f. C.O.W. Meeting Minutes September 4, 2024

Stevensville Committee of the Whole Meeting Minutes

for WEDNESDAY, SEPTEMBER 04, 2024, 6:00 PM 206 Buck Street, Town Hall

1. Call to Order and Roll Call

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

2. Discussion on the Following Items

a. Utility Billing/Reduced Rate Program

Mayor Michalson: introduced discussion item a.

Councilmembers and staff discussed options for a program. It was also discussed if a foundation would be a good match to help with water/sewer assistance.

Councilmember Barker will reach out to the Stevensville Foundation and see if they would like to take this on.

PUBLIC COMMENT

Sarah Lucas: is the town attorney here tonight. Has he been asked the questions about this program. I suggest that we ask the attorney if this is a municipality issue.

b. Gallons of Water for Base Rate/Meter Size

Mayor Michalson: introduced discussion item b.

Robert Underwood: presented what the number of gallons increased would do to our power bill, chemicals and pump usage.

Councilmembers, staff and the public asked questions and gave feedback.

3. Public Comment

4. Adjournment

APPROVE:

ATTEST:

**Bob Michalson, Mayor
Berthoud, Town Clerk**

Jenelle S.

File Attachments for Item:

g. Budget Workshop Meeting Minutes September 5, 2024

Stevensville Budget Workshop Meeting Minutes

for THURSDAY, SEPTEMBER 05, 2024, 5:30 PM, 206 Buck Street, Town Hall

- 1. Call to Order and Roll Call

Mayor Michalson called the meeting to order. Councilmembers Barker, Brown and Nelson were all present. Councilmember Smith was absent, unexcused absence.

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

- 3. Budget Workshop

- a. Fiscal Year 2024/2025

Mayor Michalson: I was not at the end of the last budget workshop meeting, but I have been informed by Robert.

Robert Underwood: went over salaries and wages.

Councilmembers discussed the cuts made to the Fire Department and what needed to be reduced with in salaries and wages to help with those cuts. Council all discussed a % increase for staff salaries and wages along with proposing a reduction to their monthly stipend to support Fire Department cuts.

- 4. Adjournment

APPROVE:

ATTEST:

**Bob Michalson, Mayor
Clerk**

Jenelle S. Berthoud, Town

File Attachments for Item:

a. Claims #19179-#19233

* ... 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 (8/24) ****								
19179	C	1711 Office Solutions & Service	30.00					
Printing for Court and Fire Departments								
		128204 08/27/24 Printing Court & Fire Depts	15.00			1000 410360	320	101000
		128204 08/27/24 Printing Court & Fire Depts	15.00			1000 420410	320	101000
*** Claim from another period (8/24) ****								
19180		179 MONTANA AERONAUTICS DIVISION	168.76					
Clear Lens, 16" Steel Column 24" OHH,								
		6443 08/22/24 Operating Supplies	168.76*			5610 430300	220	101000
*** Claim from another period (8/24) ****								
19181		1675 Ravalli County Sheriff's Office	1,577.79					
Zuercher Mobile CAD 3 units maintenance 8/24-7/30/2025								
		08222024 08/22/24 Software maintenance	1,577.79*			1000 420100	331	101000
*** Claim from another period (8/24) ****								
19182		1675 Ravalli County Sheriff's Office	2,156.19					
Zuercher Core maintenance 8/16/24-8/15/2025								
		08262024 08/22/24 Software maintenance	2,156.19*			1000 420100	331	101000
*** Claim from another period (8/24) ****								
19183		1675 Ravalli County Sheriff's Office	168.09					
Zuercher Field Ops License Fees 10/21/2024-10/20/2025								
		08212024 08/21/24 Software maintenance	168.09*			1000 420100	331	101000
*** Claim from another period (8/24) ****								
19184	C	1702 DE Lage Landen Finance Services,	86.10					
Printer Lease for Court and Fire								
		588236006 09/15/24 Printer Lease Court	43.05			1000 410360	320	101000
		588236006 09/15/24 Printer Lease Fire	43.05			1000 420410	320	101000
*** Claim from another period (8/24) ****								
19185		1626 Yoder Gravel	55.00					
Asphalt								
		48956 08/12/24 Ashpalt for Streets	55.00*			1000 430200	220	101000
*** Claim from another period (8/24) ****								
19186	C	1171 Rex Olson Trucking Inc.	198.60					
AC Repair on unit # 2511								
		6793 08/15/24 AC Repair	198.60			1000 420460	360	101000
*** Claim from another period (8/24) ****								
19187		1745 Best Fire Equipment & Supply	534.00					
Annual service of Fire extinguishers								
		16182 08/22/24 Maintenance of Fire Extinguish	534.00			1000 420460	360	101000
*** Claim from another period (8/24) ****								
19188	E	2000 RICOH USA Inc	133.70					
Printer Lease								
		108524070 08/16/24 Printer Lease Council	6.68*			1000 410100	320	101000
		108524070 08/16/24 Printer Lease Mayor	6.69*			1000 410200	320	101000
		108524070 08/16/24 Printer Lease Court	3.34			1000 410360	320	101000
		108524070 08/16/24 Printer Lease Admin	20.06*			1000 410550	320	101000

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	108524070	08/16/24 Printer Lease BLDG	13.37*			2394 420531	320	101000
	108524070	08/16/24 Printer Lease Water	40.11*			5210 430510	320	101000
	108524070	08/16/24 Printer Lease Sewer	40.11*			5310 430610	320	101000
	108524070	08/16/24 Printer Lease Airport	3.34*			5610 430300	320	101000
		*** Claim from another period (8/24) ****						
19189		23 VALLEY DRUG AND VARIETY	21.37					
		Postage for mailings, cleaning supplies						
	697114	08/14/24 Postage Admin	1.45*			1000 410550	311	101000
	697114	08/14/24 Postage water	4.23*			5210 430510	311	101000
	697114	08/14/24 Postage Sewer	4.23*			5310 430610	311	101000
	697114	08/14/24 Postage Court	0.65			1000 410360	311	101000
	697114	08/14/24 Postage Airport	0.65			5610 430300	311	101000
	697114	08/14/24 Postage PD	0.91*			1000 420100	311	101000
	697114	08/14/24 Postage FD	0.91			1000 420410	311	101000
	697228	08/14/24 Postage Clerk Recorders Office	2.36*			1000 410550	311	101000
	697349	08/15/24 Cleaning supplies Sewer	5.98*			5310 430610	210	101000
19190	C	1881 Civic Plus	550.00					
		Online Code Hosting 10/01/2024 to 9/30/2025						
	312428	10/01/24 Online Code Hosting - Court	27.50			1000 410360	210	101000
	312428	10/01/24 Online Code Hosting - Admin	60.50			1000 410550	210	101000
	312428	10/01/24 Online Code Hosting - PD	38.50*			1000 420100	210	101000
	312428	10/01/24 Online Code Hosting - FD	38.50			1000 420410	210	101000
	312428	10/01/24 Online Code Hosting - Water	178.75*			5210 430510	210	101000
	312428	10/01/24 Online Code Hosting - Sewer	178.75*			5310 430610	210	101000
	312428	10/01/24 Online Code Hosting - Airport	27.50			5610 430300	210	101000
		*** Claim from another period (8/24) ****						
19191		285 BITTERROOT TREE SERVICE	1,237.00					
		Spray trees & bushes along main street, bike path & all parks						
	256566	08/21/24 Maitenance Streets & Parks	1,237.00*			1000 460430	365	101000
		*** Claim from another period (8/24) ****						
19192		1797 Mountain Equipment Technology,	450.00					
		Phone support for communication betweek SCADA HMI and PLC Network. PLC panel may have bad power or network switch failed.						
	3781	08/23/24 Phone Support SCADA	450.00*			5210 430510	360	101000
		*** Claim from another period (7/24) ****						
19193		1589 Garden City Plumbing	95.00					
		Service call to the Pool regarding the water heaters						
	SM91244	08/15/24 Service Call - Pool	95.00*			1000 460445	360	101000

* ... 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 (8/24) ****								
19194	C	1696 First Call Computer Solutions, First Call - IT Services for the month of September	2,160.00					
		99151 09/01/24 IT Services Sept-Council	237.60			1000 410100	356	101000
		99151 09/01/24 IT Services Sept Mayor	60.48			1000 410200	356	101000
		99151 09/01/24 IT Services Sept Court	60.48			1000 410360	356	101000
		99151 09/01/24 IT Services Sept Admin	300.24			1000 410550	356	101000
		99151 09/01/24 IT Services Sept PD	479.52			1000 420100	356	101000
		99151 09/01/24 IT Services Sept FD	300.24			1000 420410	356	101000
		99151 09/01/24 IT Services Sept BLDG	60.48			2394 420531	356	101000
		99151 09/01/24 IT Services Sept Water	300.24			5210 430510	356	101000
		99151 09/01/24 IT Services Sept Sewer	300.24			5310 430610	356	101000
		99151 09/01/24 IT Services Sept Airport	60.48*			5610 430300	356	101000
*** Claim from another period (8/24) ****								
19195	C	1841 Overstreet Law Group Legal Services for the Town	1,716.00					
		083124 08/31/24 Water Rights	825.00*			5210 430530	350	101000
		083124 08/31/24 Legal Svcs - Council	495.00			1000 410100	350	101000
		083124 08/31/24 Water Rates	123.75			5210 430510	350	101000
		083124 08/31/24 Sewer Rates	123.75			5310 430610	350	101000
		083124 08/31/24 Admin	148.50*			1000 410550	350	101000
*** Claim from another period (8/24) ****								
19196	E	1823 Visa c/o Rocky Mountain Bank CC-284 07/15/24 Century Link WWTP Century Link WWTP CENTURYLINK	3,456.25 68.99					
		CC-284 07/15/24 Century Link MBF Century Link MBF CENTURYLINK	64.07			5210 202200		101000
		CC-284 07/15/24 Century Link Well House Century Link Well House CENTURYLINK	57.98			5210 202200		101000
		CC-285 07/30/24 Amazon - Admin Amazon-Cord&Swiffer AMAZON	12.38			1000 202200		101000
		CC-285 07/30/24 Amazon - Water Amazon Cord/Swiffer AMAZON	12.01			5210 202200		101000
		CC-285 07/30/24 Amazon - WWTP Amazon Cord/Swiffer AMAZON	12.01			5310 202200		101000
		CC-287 08/01/24 Bitterroot Disposal Court Bitterroot Disposal - 5411-88931	5.91			1000 202200		101000
		CC-287 08/01/24 Bitterroot Disposal Admin Bitterroot Disposal - 5411-88931	23.70			1000 202200		101000

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	CC-287	08/01/24 Bitterroot Disposal	5.93			1000 202200		101000
	PD			CC Accounting: 1000-		-420100-340		
		Bitterroot Disposal - 5411-88931						
	CC-287	08/01/24 Bitterroot Disposal	5.93			1000 202200		101000
	FD			CC Accounting: 1000-		-420410-340		
		Bitterroot Disposal - 5411-88931						
	CC-287	08/01/24 Bitterroot Disposal	5.93			2394 202200		101000
	Bldg			CC Accounting: 2394-		-420531-340		
		Bitterroot Disposal - 5411-88931						
	CC-287	08/01/24 Bitterroot Disposal	35.55			5210 202200		101000
	Water			CC Accounting: 5210-		-430510-340		
		Bitterroot Disposal - 5411-88931						
	CC-287	08/01/24 Bitterroot Disposal	35.55			5310 202200		101000
	Sewer			CC Accounting: 5310-		-430610-340		
		Bitterroot Disposal - 5411-88931						
	CC-288	08/01/24 Bitterroot Disposal	237.00			1000 202200		101000
	Roads & Streets			CC Accounting: 1000-		-430200-340		
		BITTERROOT DISPOSAL 5411-88770						
	CC-288	08/01/24 Bitterroot Disposal	237.00			5310 202200		101000
	Sewer			CC Accounting: 5310-		-430610-340		
		BITTERROOT DISPOSAL 5411-88770						
	CC-289	08/01/24 MT League of Cities & Towns	210.00			1000 202200		101000
	Mayor conference			CC Accounting: 1000-		-410200-380		
		Montana League of Cities and Towns						
	CC-292	08/01/24 Spectrum-Admin	51.99			1000 202200		101000
	Spectrum			CC Accounting: 1000-		-410550-345		
		Spectrum						
	CC-292	08/01/24 Spectrum-PD	79.98			1000 202200		101000
	Spectrum			CC Accounting: 1000-		-420100-345		
		Spectrum						
	CC-292	08/01/24 Spectrum - FD	25.99			1000 202200		101000
	Spectrum			CC Accounting: 1000-		-420410-345		
		Spectrum						
	CC-292	08/01/24 Spectrum - Court	25.99			1000 202200		101000
	Spectrum			CC Accounting: 1000-		-410360-345		
		Spectrum						
	CC-292	08/01/24 Spectrum - Water	97.98			5210 202200		101000
	Spectrum			CC Accounting: 5210-		-430510-345		
		Spectrum						
	CC-292	08/01/24 Spectrum - Sewer	97.98			5310 202200		101000
	Spectrum			CC Accounting: 5310-		-430610-345		
		Spectrum						
	CC-292	08/01/24 Spectrum - Pool	49.99			1000 202200		101000
	Spectrum			CC Accounting: 1000-		-460445-345		
		Spectrum						

09/11/24
09:52:06

TOWN OF STEVENSVILLE
Claim Approval List
For the Accounting Period: 9/24

Page: 5 of 15
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
	CC-293	08/11/24 ADOBE Acrobat - ADMIN	33.58			1000 202200		101000
ADOBE				CC Accounting: 1000-		-410550-330		
ADOBE								
	CC-293	08/11/24 ADOBE Acrobat - PD	4.80			1000 202200		101000
ADOBE				CC Accounting: 1000-		-420100-330		
ADOBE								
	CC-293	08/11/24 ADOBE Acrobat - Water	28.79			5210 202200		101000
ADOBE				CC Accounting: 5210-		-430510-330		
ADOBE								
	CC-293	08/11/24 ADOBE Acrobat - Sewer	28.79			5310 202200		101000
ADOBE				CC Accounting: 5310-		-430610-330		
ADOBE								
	CC-294	08/10/24 Verizon - Airport	52.40			5610 202200		101000
Verizon				CC Accounting: 5610-		-430300-345		
Verizon Wireless								
	CC-294	08/10/24 Verizon - FD	40.06			1000 202200		101000
Verizon				CC Accounting: 1000-		-420410-345		
Verizon Wireless								
	CC-294	08/10/24 Verizon - PD	274.86			1000 202200		101000
Verizon				CC Accounting: 1000-		-420100-345		
Verizon Wireless								
	CC-294	08/10/24 Verizon - PW Water	41.60			5210 202200		101000
Verizon				CC Accounting: 5210-		-430510-345		
Verizon Wireless								
	CC-294	08/10/24 Verizon - PW Sewer	41.60			5310 202200		101000
Verizon				CC Accounting: 5310-		-430610-345		
Verizon Wireless								
	CC-295	08/08/24 Century Link - Airport	66.70			5610 202200		101000
Century Link				CC Accounting: 5610-		-430300-345		
CENTURYLINK								
	CC-304	08/15/24 Fall 24 Water Conference	350.00			5210 202200		101000
24FAWATER				CC Accounting: 5210-		-430510-380		
Montana State University								
	CC-306	Toner for PD Printer	188.98			1000 202200		101000
111-35555945-6845860				CC Accounting: 1000-		-420100-210		
AMAZON								
	CC-316	08/05/24 Hotel Res COLJ - Colette	640.30			1000 202200		101000
72010150				CC Accounting: 1000-		-410360-376		
Delta Hotels & Resorts Reservations								
	CC-313	08/22/24 2740243 Office Supplies	18.98			1000 202200		101000
2740243				CC Accounting: 1000-		-420100-210		
AMAZON								
	CC-313	08/22/24 2740243 Office Supplies	41.97			1000 202200		101000
2740243				CC Accounting: 1000-		-410550-210		
AMAZON								

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	CC-314	08/15/24 Electric Bill FD	42.90			1000 202200		101000
	RAVALLI ELECTRIC CO-OP					CC Accounting: 1000-420422-340		
	CC-314	08/15/24 Electric Bill Airport	100.10			5610 202200		101000
	RAVALLI ELECTRIC CO-OP					CC Accounting: 5610-430300-340		
*** Claim from another period (8/24) ****								
19197	E	852 CENEX FLEETCARD	2,895.49					
Fuel for the Town								
	296474CL	08/31/24 Fuel FD	166.10			1000 420460	231	101000
	296474CL	08/31/24 Fuel FD	80.49			1000 420460	231	101000
	296474CL	08/31/24 Fuel FD	49.89			2230 420730	231	101000
	296474CL	08/31/24 Fuel FD	183.39			1000 420460	231	101000
	296474CL	08/31/24 Fuel FD	49.78			1000 420460	231	101000
	296474CL	08/31/24 Fuel FD	114.44			1000 420460	231	101000
	296474CL	08/31/24 Fuel Police Department	228.34*			1000 420100	231	101000
	296474CL	08/31/24 Fuel Police Department	81.74*			1000 420100	231	101000
	296474CL	08/31/24 Fuel Police Department	210.12*			1000 420100	231	101000
	296474CL	08/31/24 Fuel Police Department	208.76*			1000 420100	231	101000
	296474CL	08/31/24 Fuel Public Works	507.48*			1000 430100	231	101000
	296474CL	08/31/24 Fuel Public Works	507.48*			5210 430510	231	101000
	296474CL	08/31/24 Fuel Public Works	507.48*			5310 430610	231	101000
*** Claim from another period (8/24) ****								
19198	C	89 MORRISON-MAIERLE, INC.	45,500.00					
AIP 3-30-0044-021-2022 Master Plan Update - RFR #3. Total Invoice is for \$45,500. We received \$40,950 from the FAA. The Towns share is \$4550.								
	244094	08/15/24 Airport Project	40,950.00*			5620 430300	350	101000
	244094	08/15/24 Town share of project	4,550.00*			5610 430300	350	101000
*** Claim from another period (8/24) ****								
19199		1061 WESTERN BUILDING CENTER	68.28					
4x4 post for street sign, Blue Board for water line insulation.								
	15S1567563	07/30/24 Operating Supplies	23.33*			1000 430200	230	101000
	15S1608426	08/12/24 Operating Supplies	44.95*			5210 430550	230	101000
*** Claim from another period (8/24) ****								
19200		1929 MISSOULA MOTOR PARTS CO.	530.08					
Operating Supplies for public Works								
	CC-309	08/03/24 819687 Battery #2001	143.48			1000 202200		101000
819687						CC Accounting: 1000-420460-232		
MISSOULA MOTOR PARTS CO.								
	CC-310	08/15/24 822038 Silicone for Pump	5.33			5310 202200		101000
822038						CC Accounting: 5310-430640-230		
MISSOULA MOTOR PARTS CO.								
	CC-310	08/12/24 821413 Hydraulic hose for skid	52.83			1000 202200		101000
821413						CC Accounting: 1000-430200-230		
MISSOULA MOTOR PARTS CO.								
	CC-318	08/23/24 823722 Napa Auto	321.45			5210 202200		101000
823722						CC Accounting: 5210-430530-230		
MISSOULA MOTOR PARTS CO.								

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		CC-318 08/20/24 823049 Napa Auto	6.99			1000 202200		101000
		823049				CC Accounting: 1000-		-460437-230
		MISSOULA MOTOR PARTS CO.						
								*** Claim from another period (8/24) ****
19201	E	1659 CHS Mountain West CO-OP	84.85					
		Fuel						
		UV4-US1242 08/12/24 Fuel - PW	28.28*			1000 430100	231	101000
		UV4-US1242 08/12/24 Fuel - PW	28.28*			5210 430510	231	101000
		UV4-US1242 08/12/24 Fuel - PW	28.29*			5310 430610	231	101000
								*** Claim from another period (8/24) ****
19202		1330 Burnt Fork Market	3.89					
		Vegetable oil for lubricant on the water line fittings.						
		02-1923345 08/09/24 Operating supplies	3.89*			5210 430550	230	101000
								*** Claim from another period (7/24) ****
19203		2027 COUNTRY STORE	124.99					
		Dryland Seed Mix 25#						
		43332/21 07/29/24 Dryland Seed Mix 25#	62.50*			1000 460430	220	101000
		43332/21 07/29/24 Dryland Seed Mix 25#	62.49*			1000 430900	220	101000
								*** Claim from another period (8/24) ****
19204	C	1696 First Call Computer Solutions,	575.00					
		.GOV monthly charges						
		99528 08/31/24 .GOV - ADMIN	69.00*			1000 410550	331	101000
		99528 08/31/24 .GOV - PD	92.00*			1000 420100	331	101000
		99528 08/31/24 .GOV - COURT	34.50*			1000 410360	331	101000
		99528 08/31/24 .GOV - FD	57.50			1000 420410	331	101000
		99528 08/31/24 .GOV - WATER	92.00*			5210 430510	331	101000
		99528 08/31/24 .GOV - SEWER	92.00*			5310 430610	331	101000
		99528 08/31/24 .GOV - COUNCIL	92.00*			1000 410100	331	101000
		99528 08/31/24 .GOV - MAYOR	23.00			1000 410200	331	101000
		99528 08/31/24 .GOV - AIRPORT	23.00			5610 430300	331	101000
								*** Claim from another period (8/24) ****
19205		16 MONTANA ENVIRONMENTAL LAB LLC	1,807.00					
		Lab Testing for Water and Sewer						
		2407831 08/06/24 Lab testing WWTP	216.50*			5310 430640	355	101000
		2408136 08/12/24 Lab testing WWTP	216.50*			5310 430640	355	101000
		2408462 08/29/24 Lab testing WWTP	454.00*			5310 430640	355	101000
		2408767 08/27/24 Lab testing WWTP	216.50*			5310 430640	355	101000
		2409082 09/03/24 Lab testing WWTP	216.50*			5310 430640	355	101000
		2408463 08/15/24 Lab testing WATER	62.00*			5210 430540	355	101000
		2408535 09/03/24 Lab testing WATER	425.00*			5210 430540	355	101000

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*** Claim from another period (8/24) ****								
19206	C	1754 Construct Montana, LLC	2,339.60					
		Building Inspection and Permit Plan fee						
		1137 09/04/24 Bldg Inspection	2,026.64*			2394 420531	350	101000
		1137 09/04/24 Plan Review	312.96*			2394 420531	350	101000
*** Claim from another period (8/24) ****								
19207	C	858 MILLER LAW OFFICE, PLLC	1,650.00					
		File 18013 Stevensville Water Rights Matters						
		1356 08/31/24 Water Rights Matters	1,650.00*			5210 430530	352	101000
*** Claim from another period (8/24) ****								
19208	C	1787 Valli Information Systems, Inc.	916.77					
		UB Statement billing services for the month of August.						
		96268 08/31/24 UB Statement Billing Svcs	458.38*			5210 430510	331	101000
		96268 08/31/24 UB Statement Billing Svcs	458.39*			5310 430610	331	101000
*** Claim from another period (8/24) ****								
19209	C	1845 Thomson Reuters-West	220.50					
		CLEAR monthly charges for the Police Department						
		1000042518 09/01/24 CLEAR monthly maintenance	220.50*			1000 420100	331	101000
*** Claim from another period (8/24) ****								
19210		345 POOL & POND SUPPLY	38.00					
		Chemicals for the Pool and Splashpad						
		934969-331 08/02/24 Chemicals for Pool & Splas	19.00*			1000 460445	222	101000
		934969-331 08/02/24 Chemicals for Pool & Splas	19.00*			1000 460446	222	101000
*** Claim from another period (8/24) ****								
19211	C	1879 Torgerson's LLC	1,607.27					
		Skidsteer repairs. Hydraulics issue due to weak instrument cluster						
		W04428 09/04/24 Repairs & Maintenance	535.55*			1000 430200	360	101000
		W04428 09/04/24 Repairs & Maintenance	535.86*			5210 430510	360	101000
		W04428 09/04/24 Repairs & Maintenance	535.86*			5310 430610	360	101000
*** Claim from another period (8/24) ****								
19212		34 STEVENSVILLE HARDWARE AND RENTAL	284.69					
		CC-303 08/12/24 Supplies FD	4.94			1000 202200		101000
1618173		STEVENSVILLE HARDWARE AND RENTAL INC				CC Accounting: 1000-	-420460-220	
		CC-307 08/01/24 Vinyl tarp	53.99			5310 202200		101000
16165782		STEVENSVILLE HARDWARE AND RENTAL INC				CC Accounting: 5310-	-430640-220	
		CC-307 08/02/24 Safety Glasses	14.39			1000 202200		101000
16165967		STEVENSVILLE HARDWARE AND RENTAL INC				CC Accounting: 1000-	-460430-220	
		CC-307 08/07/24 Blue marking paint	7.02			5210 202200		101000
16167137		STEVENSVILLE HARDWARE AND RENTAL INC				CC Accounting: 5210-	-430550-220	
		CC-307 08/09/24 Shock for pool	16.18			1000 202200		101000
16167531		STEVENSVILLE HARDWARE AND RENTAL INC				CC Accounting: 1000-	-460445-222	

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	CC-307	08/08/24 Concrete screws for signs	40.99			1000 202200		101000
	16167263	STEVENSVILLE HARDWARE AND RENTAL INC				CC Accounting: 1000-430100-230		
	CC-307	08/08/24 Concrete screws for signs	10.44			1000 202200		101000
	16167276	STEVENSVILLE HARDWARE AND RENTAL INC				CC Accounting: 1000-430100-230		
	CC-308	08/16/24 3V Battery for PD	10.16			1000 202200		101000
	16169315	STEVENSVILLE HARDWARE AND RENTAL INC				CC Accounting: 1000-420100-210		
	CC-312	08/26/24 16171782 Padlock for Airport	9.44			5610 202200		101000
	16171782	STEVENSVILLE HARDWARE AND RENTAL INC				CC Accounting: 5610-430300-220		
	CC-319	08/21/24 16170516 Stevi Hardware	6.17			1000 202200		101000
	Nuts & Bolts	STEVENSVILLE HARDWARE AND RENTAL INC				CC Accounting: 1000-430900-342		
	CC-319	08/21/24 16170488 Stevi Hardware	8.40			1000 202200		101000
	Nuts & Bolts	STEVENSVILLE HARDWARE AND RENTAL INC				CC Accounting: 1000-430200-220		
	CC-319	08/21/24 16170468 Stevi Hardware	0.36			1000 202200		101000
	Nuts & Bolts	STEVENSVILLE HARDWARE AND RENTAL INC				CC Accounting: 1000-430200-220		
	CC-319	08/16/24 16169264 Stevi Hardware	73.58			1000 202200		101000
	Paint	STEVENSVILLE HARDWARE AND RENTAL INC				CC Accounting: 1000-430200-220		
	CC-319	08/16/24 16169228 Stevi Hardware	14.24			1000 202200		101000
	Paint	STEVENSVILLE HARDWARE AND RENTAL INC				CC Accounting: 1000-430200-220		
	CC-319	08/15/24 16168932 Stevi Hardware	14.39			1000 202200		101000
	Ear Plugs	STEVENSVILLE HARDWARE AND RENTAL INC				CC Accounting: 1000-430200-220		
*** Claim from another period (8/24) ****								
19213	C	1696 First Call Computer Solutions,	427.50					
.GOV change over migration labor services completed in August.								
	99563	08/31/24 .Gov Migration Council	47.03			1000 410100	356	101000
	99563	08/31/24 .Gov Migration Mayor	11.97			1000 410200	356	101000
	99563	08/31/24 .Gov Migration Court	11.97			1000 410360	356	101000
	99563	08/31/24 .Gov Migration Admin	59.42			1000 410550	356	101000
	99563	08/31/24 .Gov Migration PD	94.91			1000 420100	356	101000
	99563	08/31/24 .Gov Migration FD	59.42			1000 420410	356	101000
	99563	08/31/24 .Gov Migration BLDG	11.97			2394 420531	356	101000
	99563	08/31/24 .Gov Migration Water	59.42			5210 430510	356	101000
	99563	08/31/24 .Gov Migration Sewer	59.42			5310 430610	356	101000
	99563	08/31/24 .Gov Migration Airport	11.97*			5610 430300	356	101000

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*** Claim from another period (8/24) ****								
19214		179 MONTANA AERONAUTICS DIVISION	46.49					
		Windsock Installation during 5010 Maintenance						
		6454 08/30/24 Windsock Installation	46.49			5610 430300	360	101000
19215		180 MONTANA LAW ENFORCEMENT ACADEMY	295.00					
		MLEA - LEQ for Chief Boe						
		24353 09/06/24 LEQ Academy Chief Boe	295.00*			2810 420100	380	101000
*** Claim from another period (7/24) ****								
19216	C	2010 Smyrna Police Distributors	653.00					
		Police Uniforms						
		85158 07/26/24 PD Uniforms	653.00*			1000 420100	226	101000
*** Claim from another period (8/24) ****								
19217		74 STEVENSVILLE RURAL FIRE DISTRICT	1,238.88					
		Meal Split with the District and Annual Bauer SCBA air comp svcs. The SCBA is the Fire Fighters Breathing Apparatus refill station at the Rural Fire Dept.						
		This is a split between Rural and Town.						
		07/31/24 Mealt Split	76.38			1000 420410	229	101000
		851842 08/02/24 Annual Bauer SCBA Svc	1,162.50			1000 420460	360	101000
*** Claim from another period (8/24) ****								
19218	C	1171 Rex Olson Trucking Inc.	124.34					
		AC service check on unit #2511						
		6736 08/22/24 AC check on unit 2511	124.34			1000 420460	360	101000
*** Claim from another period (8/24) ****								
19219		348 Snow Mountain Electric	170.00					
		HT 1250 Speaker Mike. These are the hand held radios that go out with Fire/EMS when they are out of their vehicles to maintain contact.						
		3799 08/22/24 HT 1250 Speaker Mike	170.00			1000 420460	212	101000
*** Claim from another period (8/24) ****								
19220		33 NORTHWESTERN ENERGY	17,585.27					
		Northwestern Energy for the town						
		09/05/24 721275-6 Light Dist 3	256.30*			2430 430263	340	101000
		09/05/24 722451-2 206 Buck 45% TH	138.65*			1000 411201	340	101000
		09/05/24 722451-2 206 Buck 45% PD	138.65*			1000 420100	340	101000
		09/05/24 722451-2 206 Buck 10% Bldg Dep	30.82*			2394 420531	340	101000
		09/05/24 723606-0 Peterson Add'n Lighti	189.21*			2420 430263	340	101000
		09/09/24 723607-8 Dayton Add'n Lighting	260.16*			2410 430263	340	101000
		09/05/24 724186-2 Maplewood Cemetery	10.98*			1000 430900	340	101000
		09/05/24 724187-0 Main St seasonal Lig	11.92*			1000 430263	340	101000
		09/09/24 724206-8 Orig Town Street Ligh	270.54*			1000 430263	340	101000
		09/09/24 724207-6 ESH - 5th St. Lights	484.60*			1000 430263	340	101000
		09/09/24 724208-4 5th St to Lange Park	19.00*			1000 430263	340	101000
		09/09/24 724209-2 Add'l Town lighting	168.76*			1000 430263	340	101000
		09/04/24 724515-2 MBF H20 plant	49.44*			5210 430520	340	101000
		09/05/24 724518-6 102 Main St pump #1	26.67*			5210 430520	340	101000

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	09/04/24	724755-4 Riverside Cemetery IR	118.07*			1000 430900	340	101000
	09/05/24	724756-2 Maplewood Cemetery	175.76*			1000 430900	340	101000
	09/05/24	724942-8 Sewer lift station W.	10.57*			5310 430620	340	101000
	09/05/24	724944-4 Sewer trtmnt plant	3,199.21*			5310 430620	340	101000
	09/05/24	724971-7 Truck garage South	57.61*			5210 430520	340	101000
	09/05/24	725036-8 L&C Yard Light	10.98*			1000 460430	340	101000
	09/05/24	725041-8 L&C Park 5hp IRR	117.66*			1000 460430	340	101000
	09/05/24	725042-6 L&C Park Parking Lot	6.00*			1000 460430	340	101000
	09/05/24	725084-8 L&C Park Rest/Field	683.49*			1000 460430	340	101000
	09/05/24	782189-5 214 Buck St.- H2O 25%	11.30*			5210 430520	340	101000
	09/05/24	782189-5 214 Buck St. - WW 25%	11.30*			5310 430620	340	101000
	09/05/24	782189-5 214 Buck St.- PD 50%	22.59*			1000 420100	340	101000
	09/04/24	1447753-3 3rd & Park	13.46*			1000 430263	340	101000
	09/04/24	1538216-1 421 Airport Rd - SRE	42.53*			5610 430300	340	101000
	09/04/24	1538216-1 421 Airport Rd - FD	42.53*			1000 420422	340	101000
	09/04/24	1685436-6 Crksde Mdws Ph 1	258.79*			2440 430263	340	101000
	09/04/24	1685994-4 Crksde Mdws ph 2	140.70*			2440 430263	340	101000
	09/06/24	2057364-8 Pool	555.67*			1000 460445	340	101000
	09/04/24	2079637-1 MBF Well Field 305	9,294.85*			5210 430520	340	101000
	09/04/24	2079645-4 MBF booster station	148.15*			5210 430520	340	101000
	09/05/24	3148944-6 Twin Creeks Lighting	443.34*			2450 430263	340	101000
	09/05/24	3218493-9 223 Main St	48.64*			1000 460430	340	101000
	09/06/24	3672984-6 300 Main Street	6.00*			1000 460430	340	101000
	09/06/24	3672985-3 Stevensville Cutoff	6.00*			1000 430263	340	101000
	09/05/24	3691677-3 157 Sewer Work Rd	3.70*			5210 430520	340	101000
	09/05/24	Sewer 157 Sewer Works Rd Depot	3.70*			5310 430620	340	101000
	09/05/24	Streets 157 Sewer Works Rd Dep	3.70*			1000 430200	340	101000
	09/05/24	3763580-2 Dickerson Park	7.03*			1000 460430	340	101000
	09/05/24	3795194-4 206 Buck St Light	86.24*			1000 411201	340	101000
19221		2028 JESSICA BURSON	30.00					
		Jessica requested a refund on the Pavillion Rental due to the smoke.						
		refundJB 09/09/24 Refund for Pavillion Rental	30.00*			1000 460430	359	101000
		*** Claim from another period (8/24) ****						
19222	C	2010 Smyrna Police Distributors	231.00					
		Uniforms for PD						
		3772 08/21/24 Uniforms for PD	231.00*			1000 420100	226	101000
		*** Claim from another period (8/24) ****						
19223		429 Ed Sutherlin Excavating, LLC	500.00					
		Excavation of water line leak on Spring Street						
		1241 09/06/24 Excavation of Water Line Leak	500.00*			5210 430510	360	101000

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*** Claim from another period (8/24) ****								
19224	C	1696 First Call Computer Solutions, Battery Back Up for PD	93.36					
		99579 09/05/24 Battery Back Up for PD	93.36*			1000 420100	210	101000
*** Claim from another period (8/24) ****								
19225	C	1904 Trapper Peak Law, Melanie C Prosecutorial Svcs for the month of August 2024	1,374.00					
		920 09/10/24 Prosecutorial Svcs	90.00			1000 410364	352	101000
		921 09/10/24 Prosecutorial Svcs	45.00			1000 410364	352	101000
		922 09/10/24 Prosecutorial Svcs	15.00			1000 410364	352	101000
		923 09/10/24 Prosecutorial Svcs	255.00			1000 410364	352	101000
		924 09/10/24 Prosecutorial Svcs	150.00			1000 410364	352	101000
		925 09/10/24 Prosecutorial Svcs	150.00			1000 410364	352	101000
		926 09/10/24 Prosecutorial Svcs	60.00			1000 410364	352	101000
		927 09/10/24 Prosecutorial Svcs	225.00			1000 410364	352	101000
		928 09/10/24 Prosecutorial Svcs	27.00*			1000 410364	370	101000
		928 09/10/24 Prosecutorial Svcs	27.00*			1000 410364	370	101000
		928 09/10/24 Prosecutorial Svcs	330.00			1000 410364	352	101000
*** Claim from another period (8/24) ****								
19226	C	1176 Western States Equipment Perform Maintenance on GENERAC	2,228.36					
		02904600 09/26/24 Maintenance on Generator	2,228.36*			5310 430610	360	101000
*** Claim from another period (8/24) ****								
19227	C	1176 Western States Equipment Perform Maintenance on GENERAC	3,204.56					
		02907955 08/29/24 Maintenance on Generator	3,204.56*			5310 430610	360	101000
*** Claim from another period (8/24) ****								
19228	C	1176 Western States Equipment Yearly Maintenance on CAT and Perform Load Bank	1,602.55					
		02904640 08/27/24 Yearly Maintenance	1,602.55*			5210 430510	360	101000
*** Claim from another period (8/24) ****								
19229		1985 TIRE O RAMA Change tire on Backhoe	52.95					
		70610133 08/08/24 Repairs & Maintenance	15.89*			1000 430200	360	101000
		70610133 08/08/24 Repairs & Maintenance	18.53*			5210 430510	360	101000
		70610133 08/08/24 Repairs & Maintenance	18.53*			5310 430610	360	101000
*** Claim from another period (8/24) ****								
19230		2006 RICOH Copies	7.81					
		5069919360 08/01/24 Copies - Admin	2.15*			1000 410550	320	101000
		5069919360 08/01/24 Copies - BLDG	0.78*			2394 420531	320	101000
		5069919360 08/01/24 Copies - Water	2.34*			5210 430510	320	101000
		5069919360 08/01/24 Copies - Sewer	2.34*			5310 430610	320	101000
		5069919360 08/01/24 Copies - Airport	0.20*			5610 430300	320	101000

09/11/24
09:52:06

TOWN OF STEVENSVILLE
Claim Approval List
For the Accounting Period: 9/24

Page: 13 of 15
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 (8/24) ****								
19231	C	728 HDR ENGINEERING, INC.	14,819.69					
Work completed this period includes Project Management, Final Design, Construction Inspection Engineering, and Construction Services. Amount								
of invoice \$14,819.69. Total budget for project is \$464,932. Budget remaining is \$190,635.89.								
		1200653161 09/06/24 Project Management	318.49*			5230 430550	900	2 101000
		1200653161 09/06/24 Final Design	1,111.04*			5230 430550	900	2 101000
		1200653161 09/06/24 Construction Inspection	35.51*			5230 430550	900	2 101000
		1200653161 09/06/24 Construction Services	13,354.65*			5230 430550	900	2 101000
*** Claim from another period (5/24) ****								
19232	C	17 MONTANA SAWS LLC	134.00					
New blades for the mower								
		05/24/24 Operating supplies	67.00*			1000 430900	360	101000
		05/24/24 Operating supplies	67.00			1000 460430	360	101000
*** Claim from another period (8/24) ****								
19233		228 Norco, Inc.	127.47					
Welding Gas Cylinder Rent and O2 refill								
		41535035 08/31/24 Welding Gas Cylinder Rent	4.34*			1000 430200	220	101000
		41535035 08/31/24 Welding Gas Cylinder Rent	4.34*			5210 430510	220	101000
		41535035 08/31/24 Welding Gas Cylinder Rent	4.34*			5310 430610	220	101000
		41336300 08/06/24 Oxygen refill Ambulance	114.45			2230 420730	220	101000
		# of Claims	55	Total:	118,386.49			
			Total Electronic Claims	89,012.49	Total Non-Electronic Claims		29374.00	

Fund/Account	Amount
1000 GENERAL	
101000 Cash - Operating	21,538.53
2230 AMBULANCE	
101000 Cash - Operating	164.34
2394 BUILDING CODE ENFORCEMENT	
101000 Cash - Operating	2,462.95
2410 DAYTON LIGHTING #1 DISTRICT 55	
101000 Cash - Operating	260.16
2420 PETERSON ADDN LIGHTING #2 DISTRICT 80	
101000 Cash - Operating	189.21
2430 GEO SMITH LIGHTING #3 DISTRICT 76	
101000 Cash - Operating	256.30
2440 CREEKSIDE LIGHTING #4 DISTRICT 77	
101000 Cash - Operating	399.49
2450 TWIN CREEKS LIGHTING #5 DISTRICT	
101000 Cash - Operating	443.34
2810 POLICE TRAINING & PENSION	
101000 Cash - Operating	295.00
5210 WATER	
101000 Cash - Operating	18,525.27
5230 ARPA WATER LEAK REPAIR	
101000 Cash - Operating	14,819.69
5310 SEWER	
101000 Cash - Operating	12,918.65
5610 AIRPORT	
101000 Cash - Operating	5,163.56
5620 AIRPORT PROJECT	
101000 Cash - Operating	40,950.00
Total:	118,386.49

09/11/24
09:52:07

TOWN OF STEVENSVILLE
Claim Approval Signature Page
For the Accounting Period: 9 / 24

Page: 15 of 15
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:

b. Building Department

MONTHLY REPORT

Building Department

August 2024

<u>Permits Issued</u>	<u>Fees Collected</u>
<u>Building</u> (6 permits)	
1. NSFR	\$0
2. New Commercial Building	\$1,185.60
3. Renovation/Remodel	\$379.20
4. Demo re-roof, commercial.....	\$100.00
<u>Electrical</u> (6 permits)	
1. NSFR	\$300.00
2. New Commercial Building	\$0
3. Renovation/Remodel	\$300.00
4. Demo	\$0
<u>Mechanical</u> (2 permits)	
1. NSFR	\$65.00
2. New Commercial Building	\$62.50
3. Renovation/Remodel	\$0
4. Demo	\$0
<u>Plumbing</u> (2 permit)	
1. NSFR	\$61.00
2. New Commercial Building	\$80.00
3. Renovation/Remodel	\$0
4. Demo	\$0
Total permits issued: 16	Total fees collected: \$2,533.30
<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 – August 2024

Calls for the Month of August: 76

Calls for Stevensville Town: 25

Calls for Stevensville Rural: 46

Mutual Aid: 5

Missed calls: 0

Medical Response: 47

Fire Calls: 23

Motor Vehicle Crash: 6

Total Calls: 76

Calls for the Year to Date: 458

Calls for Stevensville Town: 164

Calls for Stevensville Rural: 277

Mutual Aid: 17

Missed call: 1

Medical Response: 336

Fire Calls: 104

Motor Vehicle Crash: 18

Total Calls: 458

File Attachments for Item:

f. Public Works

TOWN OF STEVENSVILLE PUBLIC WORKS ACTIVITY REPORT August 2024

UTILITIES REPORT

Domestic Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Produced</i>	33,385,000	36,913,000

- 💧 Monthly, weekly and Annual reports to the state
- 💧 Monthly Meter Readings
- 💧 Unread Meters: 114

Waste Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Treated</i>	7,658,399	6,521,106

- 💧 State Reports and EPA, weekly monthly and Annual samples taken and reports submitted.
- 💧 Wasting to drying beds
- 💧 Satisfied Permit reporting, testing and regulatory requirements
- 💧 Continued sludge press, started wasting into drying beds

OTHER

- 💧 Preemptive Sanitary Sewer Jetting in all Grids
- 💧 Meter reads and billing cycle
- 💧 Daily road grid inspections
- 💧 Continued new storm cleanup
- 💧 Burning yard debris as conditions permit
- 💧 Coordinate with engineers on paving project, Spring and RR Ave
- 💧 Street maintenance, potholes, sign installation and replacement
- 💧 Water and Waste plants rounds
- 💧 Preventive maintenance at WWTP buildings
- 💧 Vehicle Maintenance
- 💧 Alley maintenance
- 💧 Downtown risk management inspections
- 💧 Continued mowing all Parks and Cemeteries
- 💧 3 after hours emergency call outs
- 💧 Continued replacement of water meters
- 💧 Repaired Spring Street water main break

- Daily monitoring of pool and splashpad (chlorine levels, pH, maintenance)
- Shut down pool and splash pad for the season
- Temporary water shutoff on 3rd street for homeowner repairs
- Temporary water shutoff on Barbara Street for homeowner repairs
- New water service install on 2nd street
- Certificate of Occupancy for three new houses on Sassafras
- Substantial completion walkthrough with HDR and MR Asphalt on Railroad and Spring Streets
- Painted curb at preschool for bus parking
- Coordinated with Forest Service about obtaining potable water from hydrant and disposal of gray water into sewer
- Obtained bids for Father Ravalli fence replacement
- Obtained bid for storm damage fence replacement at Riverside Cemetery

File Attachments for Item:

a. Discussion/Decision: Scarecrow Festival 2024

Warming Station/Smores



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:	Gretchen Spies, Scarecrow Festival
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	09/12/2024
Agenda Topic:	Discussion/Decision: Scarecrow Festival 2024 Warming Station/Smores
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	09/12/2024
Notes:	The Stevensville Scarecrow Festival is being held October 4 th and 5 th , 2024, the permit was approved at the June 27, 2024, town council meeting and at that time they had not decided on a warming fire. The item is being brought back to the council to approve a warming station and smore station at the Northeast Corner of 3 rd Street and Main Street.

TOWN OF STEVENSVILLE
APPLICATION FOR SPECIAL EVENT PERMIT

APPLICATION DATE: 5-20-24 (Must be at least 14 days prior to event)

NAME OF GROUP OR ORGANIZATION: Stevensville Scarecrow Festival (Project 59870)

CONTACT PERSON: Loey Krapp TELEPHONE: 406-529-9715

ACTIVITY: Scarecrow Festival

LOCATION REQUESTING: Veterans Park (1-week), Main St., 3rd St = Church-Buck

DATE: Oct. 4th + 5th STARTING TIME: 10/4 = Noon ENDING TIME: 10/5 = 9:00pm

ESTIMATED NUMBER OF PEOPLE ATTENDING: 5000

ALCOHOL USE? YES NO If yes please attach Alcohol Use Request Form

HIGHWAY OR STREET CLOSURE? YES NO If yes, please attach ~~MDOT~~ Street Closure Permit * 3rd Street Church-main. 3rd Street Main-Buck

* REQUEST FOR BONFIRE? YES NO NOT AT THIS TIME. IF SO, WILL BRING BACK If yes, please attach Town Burn Permit Warning Station / Smores

IS OVERNIGHT CAMPING REQUESTED? YES NO → Northeast corner of 3rd Street + main Street

DO YOU HAVE INSURANCE? YES NO

If yes please attach declaration page as proof of insurance for \$1.5 million as pursuant to Montana Statute M.C.A. 2-9-108.

WILL SECURITY BE REQUIRED? YES NO

IF YES, PLANS FOR SECURITY: _____

PLANS FOR CLEAN UP: Scarecrow Committee

FEE: \$ _____

**If the event involves less than 1,000 participants, this application will be forwarded to the Mayor for final approval. If the event involves more than 1,000 participants, this application will be considered at the first Town Council Meeting after its receipt. The contact person will be notified of the Mayor or Council's decision the following day. ** If Council approval, a representative must attend the council meeting.

* 3rd-Church EAST Oct. 4th + 5th 3-9 9-9
3rd-Buck WEST Oct. 4th 3-9 Oct. 5th 9-9

File Attachments for Item:

b. Discussion/Decision: Renewal of Town Attorney Contract, Effective October 15, 2024



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:	09/12/2024
Agenda Topic:	Discussion/Decision: Renewal of Town Attorney Contract, Effective October 15, 2024
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	09/12/2024
Notes:	

**TOWN OF STEVENSVILLE
ATTORNEY CONTRACT**

THIS CONTRACT, effective this 15th day of October 2024, by and between the Town of Stevensville, a Municipal Corporation, 206 Buck Street, Stevensville, Montana 59870 hereinafter referred to as "Town", and Overstreet Law Group, LLC, 300 Main Street, Suite 203, Stevensville, MT 59870, hereinafter referred to as "Contractor";

WITNESSETH:

WHEREAS, the Town requires legal counsel to review, counsel, advise, defend, and represent the Town on civil matters including, but not limited to litigation, zoning, planning, development, construction, municipal assessments, special improvement districts, annexation, disability claims, liability claims, election law; and

WHEREAS, the Town desires a Contractor to represent it relative to these needs for a period of 3 (three) years; and

WHEREAS, the Town Council is authorized specifically by statute to retain an attorney on terms mutually agreeable to the Town and the Contractor;

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, it is hereby agreed as follows:

1. Representation: The Contractor shall represent the Town and the Town Council relative to civil matters in all courts of Montana, the United States and all administrative hearings and agencies. The Contractor is not expected to represent the Town in defending liability and Worker's Compensation matters expected to be covered by existing insurance wherein the insurance contract provides its own defense counsel.

2. Consultation: The Contractor shall participate in meetings, research, conferences, opinions, and general consultation with the Town.

3. Meetings: At the Mayor's request, the Contractor shall attend Town Council meetings and special meetings other Town Boards and Commissions.

4. Opinions: The Contractor shall render opinions to the Town Mayor and Town Council upon the specific request of those parties.

5. Conflicts: The Contractor shall not represent any individual in any adverse hearing or in any court appearance in which the Town is an adverse party.

6. Notice of Claim: The Contractor shall immediately notify the Town Mayor and subsequently the Town Council of any claim, demand, complaint, or cause of action filed, delivered, or served on the Contractor, and the Mayor of the Town of Stevensville shall immediately notify the Contractor to the same effect relative to anything filed, delivered, or served on the Mayor of the Town of Stevensville.

7. Compensation to Contractor: It is understood the Contractor shall be paid as follows:

a. Attorney Compensation: The Town shall pay as compensation to Contractor the rate of \$165.00 per hour for attorney services. Every year on or about the anniversary of the execution of this contract the parties will annually review the billing rate and, consistent with the annual Consumer Price Index, consider increasing it to reflect inflation.

b. Routine Expenses: The parties acknowledge that the Contractor will incur routine out-of-pocket expenses which are specifically and directly attributable to Town matters. Upon agreement of both parties, the Town will reimburse Contractor for specific expenses requested by the Contractor.

c. Training Expenses: The Town shall pay expenses related to out-of-pocket expenses incurred in connection with annual training seminars through MMIA and the Montana League of Cities and Towns. The Contractor shall receive prior approval from the Town in advance of such training.

d. Extraordinary Expenses: The parties acknowledge that the Contractor may also incur extraordinary out-of-pocket expenses such as litigation. The Contractor shall be entitled to reimbursement from the Town for out-of-pocket expenses incurred in connection with such matters with prior approval by the Town.

8. Independent Contractor: It is understood that the Contractor is an independent contractor and not an employee of the Town.

9. Substitute: The Contractor shall be responsible for having available at no additional cost to the Town, a substitute Contractor to perform his duties in his absence.

10. Non-Discrimination in Employment and Client Services: During the performance of the contract, the Contractor agrees that no person shall, on grounds of race, creed, color, national origin, sex, marital status, age, religion or on the presence of any sensory, mental or physical handicap, be excluded from full employment rights with the Contractor. Neither shall the Contractor discriminate against any employee or applicant for employment for the above reasons; provided, however, that prohibition against discrimination in employment because of handicap shall not apply if the particular disability prevents the proper performance of the particular work involved.

11. Non-Discrimination in Provided Services: The Contractor shall not, on the grounds of race, color, sex, religion, national origin, creed, marital status, age, or the presence of any sensory, mental or physical handicap:

- a. Deny any individual services or benefits provided under the contract;
- b. Subject any individual to segregation or separate treatment in any manner related to his or her receipt of any services or other benefits provided under the contract;
- c. Deny any individual an opportunity to participate in any program or services provided by the contract.

12. Term of Contract: The term of this contract shall be for 3 (three) years, from October 15, 2024, through October 15, 2027. Upon the expiration of the initial term of this contract and thereafter, this contract shall be automatically extended for additional consecutive two (2) year terms, unless either party notifies the other party, in writing at least four (4) months before the expiration of the current term, that that party desires to renegotiate or terminate this contract. If such notice is given as provided above, then this contract shall terminate on the final October 15th of the then current three-year term.

13. Suspension or Termination: If either party fails or neglects to fully comply with the provisions of the Contract, the other party may suspend or terminate the Contract pending corrective acts or investigation. Upon written notice thereof, the opposing party shall respond within 10 days. If after the 10 days the responding party has failed to answer or comply, the other party may suspend or terminate the contract upon 30 days written notice. Upon and until the time of termination, the Contractor shall proceed quickly and in a reasonable and efficient manner to complete all assignments given to it. The Contractor shall, in a professional manner, transfer all work in progress to the Town or to any contractor designated in writing by the Town upon termination.

IN WITNESS WHEREOF, the parties have hereunder set their hands and seals the day and year first above written.

Greg Overstreet
 Overstreet Law Group
 300 Main Street, Suite 203
 Stevensville, MT 59870

Bob Michalson, Mayor
 Town of Stevensville
 206 Buck Street
 Stevensville, MT 59870

By: _____
 Greg Overstreet

By: _____
 Bob Michalson, Mayor

Attest:

By: _____
 Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

c. Discussion/Decision: Resolution No. 457d, 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:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	09/12/2024
Agenda Topic:	Discussion/Decision: Resolution No. 457d, 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:	09/12/2024
Notes:	The town council approved an updated water and sewer billing policy at the July 25, 2024, town council meeting. Language relating to the yearly DEQ fee was not added at that time.

RESOLUTION NO. 457d

**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, and Resolution No. 457c on July 25, 2024, 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 addition to Water & Sewer Billing Polices #6 will read “A DEQ fee of \$2.00 will be charged to each water account in March of every year. As per MCA code 75-6-108”, is hereby adopted.

PASSED AND ADOPTED by the Town Council and Mayor of the Town of Stevensville the 12th day of September 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 must 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. A DEQ fee of \$2.00 will be charged to each water account in March of every year. As per MCA code 75-6-108.

7. **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 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. 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.

8. **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.

9. Delinquent Accounts & Disconnection of Service:

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. Following the 15-day payment period, delinquent water/sewer bill remains unpaid the Town of Stevensville Public Works Department shall be directed to disconnect the water service. Disconnected water/sewer service billings remaining unpaid, and over sixty (60) days delinquent, shall be collected as authorized by Municipal Code 7-13-4309. 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 have been paid.

10. 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.

11. 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. 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 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. 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.

12. 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:

d. Discussion/Decision: Resolution No. 548a, a Resolution Adopting a User Fee for Unmetered 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:	09/12/2024
Agenda Topic:	Discussion/Decision: Resolution No. 548a, a Resolution Adopting a User Fee for Unmetered Water by the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	09/12/2024
Notes:	Resolution No. 548 was adopted by the council at the July 25, 2024, town council meeting and stated "bulk" water. The word "bulk" is not descriptive enough, the proposed wording is "unmetered" to help clarify that water can be sold via a hydrant or a hose.

RESOLUTION NO. 548a

**A RESOLUTION ADOPTING A USER FEE
FOR BULK **UNMETERED** 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 **unmetered** 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 **unmetered** water yearly user fee for use of the hydrant is set at \$100.00 per year.

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

BE IT FURTHER RESOLVED THAT the adoption of this resolution changes the wording from bulk water to unmetered water.

PASSED AND ADOPTED, dated this 12th day of September 2024, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

Bulk Unmetered 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 \$100.00 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 Valve 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: _____