



**Stevensville Mayor's Sewer & Water Advisory  
Committee  
Agenda for  
TUESDAY, APRIL 07, 2026  
4:30 PM  
206 Buck Street, Town Hall**

1. Call to Order and Roll Call
2. Discussion on the Following Items
  - a. Discussion/Decision: Approval of W&S Committee Meeting Minutes 03/19/2026
  - b. Discussion/Decision: Approval of Water & Sewer Committee Bylaws
  - c. Discussion: Prioritizing Goals
3. Public Comment
4. Adjournment

### **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 the official public comment period should come forward to the podium and state their name and address for the record. Comment during this time maybe time limited, as determined by the chair, to allow as many people as possible to comment. Citizens wishing to comment on a motion for decision before any vote can come forward or stand in place as they wish. Comment must remain on the motion before the council.

**File Attachments for Item:**

- a. Discussion/Decision: Approval of W&S Committee Meeting Minutes 03/19/2026

Roll Call: Brinda, Bruce, Sue, Jim, Melissa

Sewer and Water Advisory

March 19<sup>th</sup>, 2026 at 5pm

Introductions were done for each member with backgrounds and interests on the water and sewer.

2.

A. Members discussed the need for creation of Bylaws for the meeting. Members requested the following to be added to the draft Melissa was working on.

1. Majority vote is required to passing any decisions
2. Members must live in Stevensville
3. The committee will follow Roberts Rules or Order
4. Minutes will be recorded and passed through

Melissa to draft Bylaws and bring back for approval at the next meeting. Table until then.

B. Members discussed the committee goals as follows:

#### COMMITTEE GOALS & QUESTIONS

Explore the following topics:

Research the neighboring areas on how they handle water and sewer rates

Tour of current facilities and infrastructure

Water Equity in billing based on usage

Billing Trends

Billing Incentives

How to be an attractive town with water competition

Future housing developments and their impact

Development fees

Resolutions review water times and dates

How did we arrive at base rate, ask for financial presentation on bonds, grants

Water tiering structure and commercial vs residential usage, part time or full-time residents

Water recycling

Research water table and localized water cycle

Review the known water/sewer leaks and meter reads trends

Water rights review

Upcoming upgrade plans

Understanding reporting structure for water and sewage

Water maintenance notice

Chemicals, and pressure, water quality

Make recommendations on findings for bettering the to the town council

Members motioned to approve the list mentioned above. All in favor, none opposed.

C. Meeting Times: Members discussed meeting days and times. Members discussed first and third Tuesdays of every week. Motion was made and passed to meet at 430pm on the first and third Tuesdays of the month, all in favor, none opposed.

3. Public Comment: Marilyn Wolfe provided thanked members for the work on the committee. She read from a letter she has written, this letter will be provided to the town clerk for the minutes.

4. Adjournment: Members adjourned.

**File Attachments for Item:**

b. Discussion/Decision: Approval of Water & Sewer Committee Bylaws

# Town of Stevensville Water and Sewer Committee Bylaws

## General Provisions

The Water and Sewer committee is convened by commission of the Stevensville Town Council, and will report to the town council any recommendations for findings that they deem relevant to Town Council proceedings.

The committee will adhere to Roberts Rules of Order, with the presiding officer being a member of the town council at the behest of the mayor. Members of the committee must be approved through the mayor, and live within the Town of Stevensville.

Meeting minutes shall be recorded for all formal proceedings of the committee, and ready for review by members at the next regularly scheduled meeting.

The majority of the members of the committee shall constitute a quorum. The affirmative vote of a majority of the members present at a lawful meeting of the Council shall be necessary to adopt or reject any motion to pass any measure for recommendation to the Town Council.

Agenda Items will include:

- Call to Order and Roll Call
- Discussion on New or Returning Topics
- Public Comment
- Adjournment

Items may only be added to the agenda after approval of the presiding officer of the committee.

The committee shall remain in effect until the members deem it to have served its purpose, and will require a majority vote of the committee and town council approval before it may disband.

Drafted 03.31.2026, v1.

Approved this 7<sup>th</sup> day of April 2026.

**Approve:**

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Committee Chair

**Attest:**

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Town Clerk