



**Stevensville Town Council Meeting
Agenda for
THURSDAY, APRIL 10, 2025
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
5. Approval of Bi-Weekly Claims
6. Administrative Reports
 - a. Airport
 - [b.](#) Building Department
 - c. Finance
 - [d.](#) Fire Department
 - [e.](#) Police Department
 - f. Public Works
7. Unfinished Business
 - [a.](#) Discussion/Decision: Awarding of Bid for Self-Serve Fuel Station at the Stevensville Airport
8. New Business
 - [a.](#) Discussion/Decision: To Discuss the Transitioning of the Pickleball Courts from being Maintained and Managed by Bitterroot Pickleball to the Town of Stevensville
 - [b.](#) Discussion/Decision: Suspension of Town Council Rules to Cancel the May 8, 2025, Town Council Meeting and Authorizing Claims to be Paid out of Cycle
 - [c.](#) Discussion/Decision: Nominate Councilmember Cindy Brown to the Park Board
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:

b. Building Department

MONTHLY REPORT
Building Department
 March 2025

<u>Permits Issued</u>	<u>Fees Collected</u>
<u>Building</u> (3 permits)	
1. NSFR	\$0
2. New/Remodel Commercial Building	\$303.60
3. Renovation/Remodel	\$0
4. Demo re-roof, commercial.....	\$100.00
<u>Electrical</u> (0 permits)	
1. NSFR	\$0
2. New/Remodel Commercial Building	\$0
3. Renovation/Remodel	\$0
4. Demo	\$0
<u>Mechanical</u> (0 permits)	
1. NSFR	\$0
2. New/Remodel Commercial Building	\$0
3. Renovation/Remodel	\$0
4. Demo	\$0
<u>Plumbing</u> (2 permit)	
1. NSFR	\$0
2. New/Remodel Commercial Building	\$35.00
3. Renovation/Remodel	\$146.00
4. Demo	\$0
Total permits issued: 5	Total fees collected: \$584.60
<u>Activities</u>	
1. Inspections and consultations. 2. Active clearing or archiving old and expired permits, depending on age of activity. 3. Implement uniform strategies to increase records retention and accessibility thereof.	
<u>Items of Interest</u>	
1. Continued exploration of best ways to universally digitize records and day to day functions to be accessible across pertinent staff for greater efficiency.	

Prepared by Jenelle Berthoud, Town Clerk

File Attachments for Item:

d. Fire Department



STEVENSVILLE FIRE DEPARTMENT

206 BUCK STREET

Activity Report – March 2025

Calls for the Month of March: 57

Calls for Stevensville Town: 20

Calls for Stevensville Rural: 35

Missed calls: 2

Total Calls: 57

Medical Response: 46

Fire Calls: 7

Motor Vehicle Crash: 4

Mutual Aid: 3

Calls for the Year to Date: 157

Calls for Stevensville Town: 60

Calls for Stevensville Rural: 85

Missed call: 5

Total Calls: 157

Medical Response: 127

Fire Calls: 26

Motor Vehicle Crash: 4

Mutual Aid: 10

File Attachments for Item:

e. Police Department

Stevensville Police Department Monthly Activity Report 2025

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
CALLS FOR SERVICE	57	76	71									
ARRESTS ADULT/JUV	3	4	4									
TRAFFIC CITATIONS	8	12	9									
TRAFFIC STOPS	15	19	25									
TRAFFIC ACCIDENTS	1	5	2									
VEH TOWS	1	1	1									
HOMICIDES	0	0	0									
ROBBERIES	0	0	0									
BURGLARIES	0	0	0									
THEFTS	2	2	4									
ASSAULTS OR PFMA	2	0	0									
SEX CRIMES	0	0	0									
FRAUD CRIMES	1	1	0									
CRIMINAL MISCHIEF	0	0	0									
PRIVACY COMMUNICAT	2	0	0									
THREATS OR INTIMIDATION	2	5	2									
SUSPICIOUS ACTIVITY	3	1	2									
DISTURBANCE	1	1	1									
UNATTENDED DEATHS	0	1	0									
WELFARE CHECKS	3	6	2									
LOST/FOUND PROPERTY	3	2	1									
BURG ALARMS 911 HANGUPS	2	7	2									
VICTIM NOTIFICATION	1	1	0									

File Attachments for Item:

- a. Discussion/Decision: Awarding of Bid for Self-Serve Fuel Station at the Stevensville Airport



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	Unfinished Business
Person Submitting the Agenda Item:	Bob Michalson
Second Person Submitting the Agenda Item:	Airport Board and Morrison-Maierle
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	04/10/2025
Agenda Topic:	Discussion/Decision: Awarding of Bid for Self-Serve Fuel Station at the Stevensville Airport
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/10/2025
Notes:	<p>Invitation for bid of the Self-Serve Fuel Station was posted in the Bitterroot Star Newspaper on 03/05/2025, 03/12/2025 and 03/19/2025. It was also posted on the towns website and at town hall.</p> <p>At the 03/27/2025 town council meeting the bids were opened and reviewed by Morrison-Maierle for compliance. It was suggested by the town council that these bids go to the airport board for their review and bring back their suggestion to the 04/10/2025 town council meeting.</p>

File Attachments for Item:

a. Discussion/Decision: To Discuss the Transitioning of the Pickleball Courts from being Maintained and Managed by Bitterroot Pickleball to 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:	Rick Trauth
Second Person Submitting the Agenda Item:	Bitterroot Pickleball
Submitter Title:	Citizen
Submitter Phone:	406-239-8648
Submitter Email:	ricktrauth@gmail.com
Requested Council Meeting Date for Item:	04/10/2025
Agenda Topic:	Discussion/Decision: To Discuss the Transitioning of the Pickleball Courts from being Maintained and Managed by Bitterroot Pickleball to the Town of Stevensville
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/10/2025
Notes:	I can assist in this process and be available for consulting in the future.

File Attachments for Item:

b. Discussion/Decision: Suspension of Town Council Rules to Cancel the May 8, 2025, Town Council Meeting and Authorizing Claims to be Paid out of Cycle



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:	04/10/2025
Agenda Topic:	Discussion/Decision: Suspension of Town Council Rules to Cancel the May 8, 2025, Town Council Meeting and Authorizing Claims to be Paid out of Cycle
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/10/2025
Notes:	The May 8, 2025, town council meeting falls in the same week as the Annual Municipal Institute. Mayor, Town Clerk and Councilmember Barker will be attending this years institute. Claims will come to the May 22, 2025, town council meeting for approval.

File Attachments for Item:

c. Discussion/Decision: Nominate Councilmember Cindy Brown to the Park Board



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Bob Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	04/10/2025
Agenda Topic:	Discussion/Decision: Nominate Councilmember Cindy Brown to the Park Board
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/10/2025
Notes:	The Park Board is currently without a councilmember representative due to the vacancy in Ward 2.