



**Stevensville Town Council Meeting  
Agenda for  
THURSDAY, AUGUST 22, 2024  
6:30 PM  
206 Buck Street, Town Hall**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comments (Public comment from citizens on items that are not on the agenda)
4. Approval of Minutes
  - [a.](#) Town Council Meeting Minutes 07/25/2024
  - [b.](#) Budget Workshop Meeting Minutes 08/07/2024
  - [c.](#) Budget Workshop Meeting Minutes 08/13/2024
5. Approval of Bi-Weekly Claims
  - [a.](#) Claims #19125, #19143-#19178
6. New Business
  - [a.](#) Discussion/Decision: Form a Committee Regarding Berta Farms
  - [b.](#) Discussion/Decision: Renfro Properties to Continue Paying for 2 Water Meters
  - [c.](#) Discussion/Decision: Parking Zone on Park Avenue and Correct Signage
  - [d.](#) Discussion/Decision: Resolution No. 553 a Resolution Establishing Mill Levies for the Town of Stevensville, Montana Fiscal Year 2024-2025
7. Board Reports
8. Town Council Comments
9. Executive Report
10. Adjournment

## **Welcome to Stevensville Town Council Chambers**

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

It is essential that we treat each other with respect.

We expect that participants will:

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

We further expect that participants will refrain from disrespectful displays:

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

## **Guidelines for Public Comment**

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

During any council meeting you have two opportunities to comment:

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

Comment made outside of these times may not be allowed.

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

**Thank you for observing these guidelines.**

**File Attachments for Item:**

- a. Town Council Meeting Minutes 07/25/2024

**Stevensville Town Council Meeting Minutes**  
**for THURSDAY, JULY 25, 2024, 6:30 PM**  
**206 Buck Street, Town Hall**

CONDENSED MEETING MINTUES

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)

Sean Doyle: President of Stevensville Civic Club, Creamery Picnic is next weekend, any questions from the council.

Councilmember Barker: is there going to be a list of events.

Sean Doyle: it is on the website, Facebook and then in the Bitterroot Star on Wednesday.

4. Approval of Minutes

a. Town Council Meeting Minutes for 07/11/2024

Mayor Michalson: introduced approval of minutes for town council meeting 07/11/2024.

Councilmember Barker: I make a motion to approve town council meeting minutes for 07/11/2024.

Councilmember Nelson: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion?

Councilmember Smith: item e, on the police department I noticed that Chief Boe had said that, responding to one of my questions, "did you have loud explosions" and he said that he did not. What he further said that he did a good job, and it was because of our patrolling and that it says not on my street. According to what I said, that is not what I said or my intent, what I said was there were big loud noises about the size of a quarter stick, and I was referring to that on the street, I want it fully understood that you did a good job. It looks like my intent was different, not so.

Mayor Michalson: further 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

## 5. Approval of Bi-Weekly Claims

a. Claims # 19102-#19116 addition of #19117-#19118

Mayor Michalson: introduced approval of bi-weekly claims # 19102-#19116, #19117-#19118.

Councilmember Brown: I move that we approve claims # 19102-#19116, #19117-#19118.

Councilmember Barker: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion?

Councilmember Barker: what is the claim for 19110 Burnt Fork Commission, what is that?

Gina Crowe: water rights for the cemetery.

Councilmember Barker: so, when it says 36 water users.

Gina Crowe: that is for the number of water rights that we have 36.

Mayor Michalson: we are going to put in the budget to look at purchasing additional water shares at 100.00 each and there are 40 of them.

Gina Crowe: I just want to say that the pool cover was covered by the car show donations.

Councilmember Smith: do we have two or more bids on those pool covers.

Gina Crowe: it was donated money, Spectrum aquatics said that they are going to donate a pool vacuum.

Councilmember Nelson: is Spectrum Aquatics in Missoula?

Gina Cowe: yes.

Mayor Michalson: further 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

## 6. Guests

a. Montana Department of Transportation

Jenelle Berthoud: Running late tonight, coming from Alberton.

7. Public Hearings

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

**No comments from the public.**

8. New Business

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

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 (1st Reading). This came about when I was going to have Burnt Fork Estates sited for their noxious weeds and also was going to Frank also, it was brought to my attention by our MMIA attorney Fred Simpson is that it can not be there due to it does not follow MCA code. So, both attorneys looked it over.

Councilmember Smith: I move that we repeal Ordinance No. 171 an Ordinance Amending Town Code Section 14-35 and Repealing Town Code Section 14-36 Regarding Noxious Weeds.

Councilmember Nelson: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Further council discussion?

Councilmember Baker: the wording that we have in front of us know is, okay?

Mayor Michalson: yes, we cannot write a ticket for a week ordinance. They suggested that we take this out.

Councilmember Baker: so here we go again it is at the cost of the person and then back on the town to do this. Manpower has been an issue so, how are we going to proceed with this. Once we send that letter out, we have to make sure that we are on top of it.

Mayor Michalson: yes, we will.

Councilmember Barker: are we going to have the power to do it so that it does not go into overtime hours?

Mayor Michalson: I have already talked to public works and Will about getting the weeks mowed down so there is a plan going forth.

Jenelle Berthoud, Town Clerk: Councilmember Smith made a motion to repeal Ordinance No. 171, so we need to re due that. We are not rescinding any ordinance this is a brand-new ordinance. You are amending a section of the Ordinance. If we could restate that, it would be great.

Councilmember Smith: so, we are adopting and repealing, no?

Jenelle Berthoud: just read it exactly how it is stated.

Councilmember Smith: I move that we adopt Ordinance No. 171 an Ordinance Amending Town Code Section 14-35 and Repealing Town Code Section 14-36 Regarding Noxious Weeds.

Councilmember Nelson: 2<sup>nd</sup>.

Mayor Michalson: we have a motion and a 2<sup>nd</sup>. Public comment? Seeing, none, Jenelle take the vote.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Barker: aye

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

## 6. Guests

### a. Montana Department of Transportation

Mayor Michalson: introduced MDT.

Bob Olson, District Administrator for district 1. Kalispell and Missoula offices. Mainly here to answer questions and provide some updates. We are struggling with retention of employees, and it is a real battle for us. I will entertain what direction you would like me to go. Not a lot of construction going on in Stevensville at the moment. I now that there were some questions about traffic here in town. Joel met with our traffic engineer. One thing that we are struggling with is when we have some one leave and then the knowledge goes out the door. So, we are learning.

Joel Bouchey: two questions were about the stop sign and a speed study. Speed studies have a pretty small window to be completed and it is a process so that speed study is in the works and is part of that process. The stop sign (2<sup>nd</sup> street) is within that speed study but there is already a stop sign at 3<sup>rd</sup> Street, with only 500 feet between corners you then cause congestion. We would look at maybe the intersection of eastside highway. I just don't think that the 2<sup>nd</sup> street stop sign would work.

Bob: Joel and I saw that there was a stop sign at 2<sup>nd</sup> street at one time.

Mayor Michalson: we have an issue at Eastside HWY and Main Street.

Joel: we can look at that.

Bob: I will reach out to our traffic people and see if that can be put into the speed study. We are currently struggling with our bridges, and we need to look at funding to fix these bridges, funding is a huge problem. In our district we have projects out for years. We

have to look at how can we maintain with what we have. We defiantly take a look at it, but the budget is a real deal.

Councilmember Brown: the study really needs to be done, if you are coming from work or just going through town, it is a mess. Every evening and with the project on eastside and widening that it is going to be backed up at the forest service.

Chief John Boe: from Middle Burnt Fork Rd to South Ave, it is 35 mph. we are trying to slow people down.

Bob: the challenge of speed limits is that they are set by law, a board and the governor. That all goes through the transportation commission. We will do the speed study but can't change the speed. Each district has a transportation commissioner, Cody Shwartz for district one. wait until the speed study is done and then they will take it to the commission for a review. Over the past several years, speed studies have become quite a topic, there is a science on how to do one. In an urban setting this one does make sense.

Councilmember Brown: the other problem that we have is on the "S" curves there is parking along the curve and when people open their door it opens into the lane.

Bob: I guess I understand the concern, but what is the ask?

Councilmember Brown: we need to have no parking.

Bob: that is not our authority. That is local, we can't post unless there is an ordinance passed by the local authority.

Chief Boe: we have tractor trailers that come through Main Street, and on those "S" curves it is tight.

Bob: once again you have to have an ordinance before we can post a sign.

Councilmember Brown: thank you for the information, we will make that one happen.

Chief Boe: so, to be clear on a state road we have authority to generate a no parking zone.

Bob: in this case, yes if it is in the city limits. After you pass the ordinance, then meet with Joel about the sign and the standards.

Councilmember Brown: we had a gentleman that came to our council meeting, and he wanted to put a sign on a light post, does that have to be approved by the state.

Bob: what kind of sign?

Councilmember Brown: a church sign.

Jenelle Berthoud: a light pole owned by Northwest Energy in your right of way.

Bob: there are laws about advertising in a state right of way, and I am not sure what churches can do.



Public Comment:

Vicky Motley: so, with the striping of HWY 93 are you going to stripe on Main Street.

Bob: I will have to get back to you on that, the striping on HWY 93 is part of a project, and they are usually looking at 6 months ahead, we want to paint as soon as needed but have to stretch the dollars as much as needed.

Mayor Michalson: how about the handicap on the streets.

Bob: parking we do not do, we do through lines and cross walks. We make sure that ADA ramps are correct. How you paint them, and size is on the town.

Mayor Michalson: any questions for us.

Councilmember Barker: when are the open houses?

Bob: gave a list of the open houses. Round About discussions: August 14<sup>th</sup>, August 29<sup>th</sup>.

## 8. New Business

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

Mayor Michalson: introduced new business item b, Consent to the Mayor's Appointment of Eric Wilson as a Volunteer Firefighter and EMS-Medical Volunteer for the Town of Stevensville Fire Department.

Councilmember Smith: I move that we Consent to the Mayor's Appointment of Eric Wilson as a Volunteer Firefighter and EMS-Medical Volunteer for the Town of Stevensville Fire Department.

Councilmember Nelson: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Discussion from the council?

Jeff Motley, Fire Chief: Eric is one of our former cadets. He has his EMT license. We would love to have him back.

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

Councilmember Brown: aye.

Councilmember Barker: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

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

Mayor Michalson: introduced new business item c, Consent to the Mayor's Appointment of Abbie Motley as a Volunteer EMS Support Person for the Town of Stevensville Fire Department.

Councilmember Barker: I make a motion to Consent to the Mayor's Appointment of Abbie Motley as a Volunteer EMS Support Person for the Town of Stevensville Fire Department.

Councilmember Smith: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion? Jeff Motley.

Jeff Motley, Fire Chief: so, it is kind of a family thing, she has been around the fire department all of her life, her dream is to be an EMT. Her command of chain will be through the assistant chief.

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

Councilmember Smith: aye.

Councilmember Barker: aye.

Councilmember Nelson: aye.

Councilmember Brown: aye.

Mayor Michalson: passes 4-0

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

Mayor Michalson: introduced new business item d, Town Council to set a Date and Time for a C.O.W. Meeting to Discuss Planning & Zoning Charges and Fees. This has been on the burner for about three years. We are under charging for what we do. We need to sit down and go through these. And get them to where these developers are paying their fair share.

Councilmember Brown: I move that we set a date and time to discuss Planning & Zoning Charges and Fees.

Councilmember Nelson: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion?

Councilmember Barker: I know that we are setting a date for this, but have we outreached to the Planning & Zoning committee.

Mayor Michalson: we have not yet, do you think that we should?

Councilmember Barker: I think that we should, I don't even know what the fees are or anything like that, I think that they should be with us when we do this not just the council.

Mayor Michalson: would you like to refer this back to Planning & Zoning?

Councilmember Barker: I think that they need to be involved in this.

Mayor Michalson: do you still want to set a date, August.

Jenelle Berthoud: we have August 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> meetings.

Councilmember Barker: why not before that next council meeting. Tuesday? Then we can bring those referrals to the next council meeting.

Mayor Michalson: Tuesday the 13<sup>th</sup> at 6:00.

Councilmember Barker: can we make sure that we have a schedule on the old fees?

Mayor Michalson: yes, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

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

Mayor Michalson: introduced new business item e, Approval for an RFQ, Architectural/Engineering Services for Stevensville Airport Development Projects. According to Will the town does not have a current contract for this service.

Will Rowe, Airport Manager: there are actually two kinds of contracts. One for planning and one for engineering, they are staggered and right now we do not have a company to do the engineering.

Councilmember Barker: who are some of the other companies that are out there.

Will Rowe: Morris & Marley are the ones that do airports.

Councilmember Barker: I make a motion to approve an RFQ, Architectural/Engineering Services for Stevensville Airport Development Projects.

Councilmember Nelson: 2<sup>nd</sup>.

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

Councilmember Smith: aye.

Councilmember Nelson: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Mayor Michalson: passes 4-0

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

Mayor Michalson: introduced new business item f, Resolution No. 457c a Resolution of the Town of Stevensville, Town Council Amending Water & Sewer Billing Policies . You will see the highlighted yellow that we are proposing those changes. Read through all of the changes and suggestions to the policy.

Councilmember Smith: I move that we adopt Resolution No. 457c a Resolution of the Town of Stevensville, Town Council Amending Water & Sewer Billing Policies

Councilmember Barker: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion?

Councilmember Barker: I think it also takes that back to the property owner, no longer a gray area.

PUBLIC COMMENT:

Vicki Motley: line number 5, shouldn't it be a must have record of the owner instead of a should.

Mayor Michalson: change that to must. Any further comments. Seeing none, Jenelle, would you take the vote.

Councilmember Nelson: aye.

Councilmember Barker: aye.

Councilmember Smith: aye.

Councilmember Brown: aye.

Mayor Michalson: passes 4-0

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

Mayor Michalson: introduced new business item g, Resolution No. 545 a Resolution Adopting a Fee Schedule and Charges for Airport Fees by the Town of Stevensville.

Will Rowe, airport manager: they did not recommend any.

Councilmember Nelson: make a motion approve Resolution No. 545 a Resolution Adopting a Fee Schedule and Charges for Airport Fees by the Town of Stevensville.

Councilmember Barker: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion?

Councilmember Brown: so, these fees are really not changing/

Will Rowe: not for this.

Councilmember Brown: but this will make it easier for them.

Councilmember Barker: with these fees are we in line with other airports?

Will Rowe: pretty much, there are a few. Some of the board members were reaching out. I have my own suggestions.

Councilmember Smith: are there any thoughts on collecting landing fees?

Will Rowe: it is a posted fee but there is no way to collect it. We do not staff the airport. It is on the honor system as this time.

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

Councilmember Brown: aye.

Councilmember Smith: aye.

Councilmember Barker: aye.

Councilmember Nelson: aye.

Mayor Michalson: passes 4-0.

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

Mayor Michalson: introduced new business item h, Resolution No. 546 a Resolution Adopting a Fee Schedule and Charges for Building, Electrical, Mechanical & Plumbing Fees by the Town of Stevensville. I missed the bottom of one page and thank you Cindy for pointing that out and she has added that now.

Councilmember Brown: make a motion to approve Resolution No. 546 a Resolution Adopting a Fee Schedule and Charges for Building, Electrical, Mechanical & Plumbing Fees by the Town of Stevensville.

Councilmember Smith: 2<sup>nd</sup>.

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

Councilmember Nelson: aye.

Councilmember Barker: aye.

Councilmember Smith: aye.

Councilmember Brown: aye.

Mayor Michalson: passes 4-0.

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

Mayor Michalson: introduced new business item i, Resolution No. 547 a Resolution Establishing Lighting District Taxes for the Town of Stevensville, Montana Fiscal Year 2024-2025. Every year we get the estimate and then we get them approved by the council and then sent to Regina.

Councilmember Barker: make a motion to approve Resolution No. 547 a Resolution Establishing Lighting District Taxes for the Town of Stevensville, Montana Fiscal Year 2024-2025.

Councilmember Nelson: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. 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

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

Mayor Michalson: introduced new business item j, Resolution No. 548 a Resolution Adopting a User Fee for Bulk Water by the Town of Stevensville. so, when people sign a contract with us, we are just not charging a fee to have bulk water.

Councilmember Smith: so, we have it so that it is metered?

Jenelle Berthoud: no, it is not metered the gallons are reported.

Councilmember Smith: how do we know that?

Jenelle Berthoud: by the size of the truck or the vessel being filled. They fill in one spot here in town and they come to town hall and get a key for the hydrant.

Councilmember Nelson: I make a motion to adopt Resolution No. 548 a Resolution Adopting a User Fee for Bulk Water by the Town of Stevensville.

Councilmember Smith: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion?

Councilmember Brown: \$75.00 for year I am thinking a flat \$100.00 for the year.

Councilmember Barker: I think with water rates going up it is a good idea.

Councilmember Brown: so, then we would charge a flat rate and then the charge to fill.

Jenelle Berthoud: Currently we are charging \$225.00 for 48,000 gallons and then \$1.85 per 1,000 gallons.

Councilmember Brown: how many a year?

Jenelle Berthoud: currently we have two that are working off of their purchased amount. Previous years I have had 5-6 customers.

Councilmember Brown: and how many people just open up the hydrant and just take the water.

Jenelle Berthoud: that is true. We have discussed the need for locks on the hydrants.

Will Rowe: I just bought some today. It is easy.

Councilmember Brown: with the flat user fee of \$100.00 is it still worth it?

Will Rowe: yes, and we do need the locks on the hydrants. So, keeping track of those is all on the honor system.

Jenelle Berthoud: we have a few fire departments that do report to us, but we do need those amounts so that we can put that down as our monthly gallons used.

Councilmember Smith: when you are referring to rural fire departments are they just here?

Jenelle Berthoud: I believe that it can be anyone, like if Florence was to assist us with a fire then they would go and fill their truck up.

Sean Doyle: how many gallons constitutes bulk water?

Jenelle Berthoud: currently 48,000 gallons. That is a good question Sean, I am not sure when we look at the number of gallons to be considered bulk.

Sean Doyle: I am just asking when we fill up the dunk tank, we are looking at 250 plus gallons for that. We pay for electrical use, so we need to look at the amount of water used.

Jenelle Berthoud: I remember that a few years ago someone needed to just buy 3000 gallons we charged the base rate of \$14.75 and that is something we should look at.

Mayor Michalson: this has to do with the maintenance fee not the number of gallons.

Councilmember Brown: I think that it is something to think about to raise the fee to \$100.00.

Mayor Michalson: any discussion from the public?

PUBLIC COMMENT

Vicky Motley: I think that it should be the \$100.00.

Mayor Michalson: would you like to leave it and take it to the \$100.00.

Councilmember Barker: I think that we should table it until we get the other information.

Jenelle Berthoud: do keep in mind that this resolution is only in regard to the user fee.

Councilmember Brown: I think that if everyone is good with it I think that we should do the \$100.00. I make a motion that we increase the fee from \$75.00 to \$100.00 on Resolution No. 548.

Councilmember Smith: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Discussion from the council? Seeing none, Jenelle take the vote.

Councilmember Smith: aye.

Councilmember Barker: aye.

Councilmember Nelson: aye.

Councilmember Brown: aye.

Mayor Michalson: passes 4-0.

## 9. Board Reports

NONE

## 10. Town Council Comments

Councilmember Brown: I have been getting a few emails about the water and sewer rates increase and I am telling them to show up to the meeting and the state will be here to discuss.

## 11. Executive Report

Mayor Michalson: July 15<sup>th</sup> had a police commission meeting and then we swore in Kenneth Franklin. The 18<sup>th</sup> the Forest Service signed a land lease at the airport. 18<sup>th</sup> we had a meeting with Ross Miller on the water rights, we will have a contract coming up from Mr. Reeves property so watch for that. There will be a budget workshop on the 7<sup>th</sup>. We have put out a bulletin about water usage. I will be at an MMIA conference august 14-16<sup>th</sup>. I spent yesterday picking up branches, we are going to have a pretty tight budget, and we need to care of our trees and taking down a tree is about \$7,000.00. we have to find a way to get them cleaned up. We crunched the numbers, and we are having a meeting on the 6<sup>th</sup> to raise water and sewer rates. The last three audits we were told to raise our water and sewer rates and that is why it is going to be so high we have not raised them in a long time. Bobby will be from Rural water at the meeting in August. We have an aging infrastructure that we need to take care of. We can not give water away at this rate anymore.

## 12. Adjournment

Councilmember Brown: motion.



Councilmember Smith: 2<sup>nd</sup>.

**APPROVE:**

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**Bob Michalson, Mayor  
Town Clerk**

**ATTEST:**

**Jenelle S. Berthoud,**

**File Attachments for Item:**

b. Budget Workshop Meeting Minutes 08/07/2024

**Stevensville Budget Workshop Meeting Minutes**

**WEDNESDAY, AUGUST 07, 2024, 5:00 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.

2. Budget Workshop

a. Fiscal Year 2024/2025

Mayor Michalson: introduced the budget workshop meeting.

Robert Underwood: broke down the revenue budget report, revenues compared with expenditures, wages/salaries, airport budget, court budget.

General questions were asked by the council and department heads.

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

4. Adjournment

APPROVE:

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_

Bob Michalson, Mayor  
Clerk

Jenelle S. Berthoud, Town

**File Attachments for Item:**

c. Budget Workshop Meeting Minutes 08/13/2024

Stevensville Budget Workshop Meeting Minutes  
for TUESDAY, AUGUST 13, 2024, 6:00 PM 206 Buck Street, Town Hall

1. Call to Order and Roll Call

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

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

3. Budget Workshop

a. Fiscal Year 2024/2025

Robert Underwood: most current copy of cash expenditures was presented along with proposed budgets.

Went over executive services, administration, police department, fire department, and public works.

Councilmembers, mayor and department heads commented and gave feed back on the budgets presented.

4. Adjournment

APPROVE:

ATTEST:

\_\_\_\_\_

Bob Michalson, Mayor  
Clerk

Jenelle S. Berthoud, Town

**File Attachments for Item:**

a. Claims #19125, #19143-#19178

08/20/24  
16:48:24

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

Page: 1 of 9  
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 ( 7/24) ****								
19125		1929 MISSOULA MOTOR PARTS CO.	127.07					
		Tire plug kit, antifreeze and gear oil for clarifier.						
	817958	07/25/24 Tire Plug Kit - Parks	12.39*			1000 460430	230	101000
	815374	07/12/24 Antifreeze-Roads & Streets	9.49*			1000 430200	232	101000
	815373	07/12/24 Gear Oil for clarifier - WWTP	26.31*			5310 430640	230	101000
	818892	07/30/24 Truck topper lift arms	69.90*			1000 430200	232	101000
	819249	07/31/24 Supplies for PD	8.98*			1000 410200	210	101000
*** Claim from another period ( 7/24) ****								
19143	E	33 NORTHWESTERN ENERGY	8,581.65					
		Northwestern Energy for the town						
	08/05/24	721275-6 Light Dist 3	256.30*			2430 430263	340	101000
	08/05/24	722451-2 206 Buck 45% TH	160.85*			1000 411201	340	101000
	08/05/24	722451-2 206 Buck 45% PD	160.85*			1000 420100	340	101000
	08/05/24	722451-2 206 Buck 10% Bldg Dep	35.75*			2394 420531	340	101000
	08/05/24	723606-0 Peterson Add'n Lighti	189.21*			2420 430263	340	101000
	08/05/24	723607-8 Dayton Add'n Lighting	260.16*			2410 430263	340	101000
	08/05/24	724186-2 Maplewood Cemetery	10.98*			1000 430900	340	101000
	08/05/24	724187-0 Main St seasonal Lig	11.46*			1000 430263	340	101000
	08/05/24	724206-8 Orig Town Street Ligh	270.54*			1000 430263	340	101000
	08/05/24	724207-6 ESH - 5th St. Lights	484.60*			1000 430263	340	101000
	08/05/24	724208-4 5th St to Lange Park	19.00*			1000 430263	340	101000
	08/05/24	724209-2 Add'l Town lighting	168.76*			1000 430263	340	101000
	08/05/24	724515-2 MBF H2O plant	56.14*			5210 430520	340	101000
	08/05/24	724518-6 102 Main St pump #1	27.68*			5210 430520	340	101000
	08/05/24	724755-4 Riverside Cemetery IR	269.21*			1000 430900	340	101000
	08/05/24	724756-2 Maplewood Cemetery	297.92*			1000 430900	340	101000
	08/05/24	724942-8 Sewer lift station W.	11.75*			5310 430620	340	101000
	08/05/24	724944-4 Sewer trtmnt plant	3,263.52*			5310 430620	340	101000
	08/05/24	724971-7 Truck garage South	50.85*			5210 430520	340	101000
	08/05/24	725036-8 L&C Yard Light	10.98*			1000 460430	340	101000
	08/05/24	725041-8 L&C Park 5hp IRR	172.27*			1000 460430	340	101000
	08/05/24	725042-6 L&C Park Parking Lot	6.00*			1000 460430	340	101000
	08/05/24	725084-8 L&C Park Rest/Field	319.11*			1000 460430	340	101000
	08/05/24	782189-5 214 Buck St.- H2O 25%	11.39*			5210 430520	340	101000
	08/05/24	782189-5 214 Buck St. - WW 25%	11.39*			5310 430620	340	101000
	08/05/24	782189-5 214 Buck St.- PD 50%	22.76*			1000 420100	340	101000
	08/05/24	1447753-3 3rd & Park	13.46*			1000 430263	340	101000
	08/05/24	1538216-1 421 Airport Rd - SRE	44.27*			5610 430300	340	101000
	08/05/24	1538216-1 421 Airport Rd - FD	44.27*			1000 420422	340	101000
	08/05/24	1685436-6 Crksde Mdws Ph 1	258.79*			2440 430263	340	101000
	08/05/24	1685994-4 Crksde Mdws ph 2	140.70*			2440 430263	340	101000
	08/05/24	2057364-8 Pool	767.86*			1000 460445	340	101000
	08/05/24	2079637-1 MBF Well Field 305	0.00*			5210 430520	340	101000
	08/05/24	2079645-4 MBF booster station	142.32*			5210 430520	340	101000

\* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	08/05/24	3148944-6 Twin Creeks Lighting	443.34*			2450 430263	340	101000
	08/05/24	3218493-9 223 Main St	48.78*			1000 460430	340	101000
	08/05/24	3672984-6 300 Main Street	6.00*			1000 460430	340	101000
	08/05/24	3672985-3 Stevensville Cutoff	6.00*			1000 430263	340	101000
	08/05/24	3691677-3 157 Sewer Work Rd	3.87*			5210 430520	340	101000
	08/05/24	Sewer 157 Sewer Works Rd Depot	3.87*			5310 430620	340	101000
	08/05/24	Streets 157 Sewer Works Rd Dep	3.86*			1000 430200	340	101000
	08/05/24	3763580-2 Dickerson Park	7.03*			1000 460430	340	101000
	08/05/24	3795194-4 206 Buck St Light	87.80*			1000 411201	340	101000
		*** Claim from another period ( 7/24) ****						
19144	E	33 NORTHWESTERN ENERGY	11,686.16					
		Northwestern Energy Bill for Middle Burnt Fork						
		2079637-1 08/02/24 2079637-1 MBF 305	11,686.16*			5210 430520	340	101000
		*** Claim from another period ( 7/24) ****						
19145	C	1448 Bitter Root Laundry & Cleaners	84.58					
		Laundry services for the pool						
		S0148623 06/24/24 Laundry services for the poo	42.29*			1000 460445	360	101000
		0148961 07/01/24 Laundry services for the pool	42.29*			1000 460445	360	101000
19146		593 KG EXPRESS LUBE	67.50					
		Oil Change Ford Truck Police Interceptor U						
		87714 08/09/24 Oil Change - PD	67.50*			1000 420100	231	101000
		*** Claim from another period ( 5/24) ****						
19147		2022 KATE FALAGAN	90.00					
		Lifeguard Certification for Kate Falagan						
		989196 05/20/24 Lifeguard Cert	90.00			1000 460445	380	101000
19148		1061 WESTERN BUILDING CENTER	8.14					
		Caution Tape for FD						
		15I955546 08/02/24 Operating Supplies - FD	8.14			1000 420460	220	101000
19149		2006 RICOH	7.57					
		Copies						
		5069919360 08/01/24 Copies	2.08*			1000 410550	320	101000
		5069919360 08/01/24 Copies	0.76*			2394 420531	320	101000
		5069919360 08/01/24 Copies	2.27*			5210 430510	320	101000
		5069919360 08/01/24 Copies	2.27*			5310 430610	320	101000
		5069919360 08/01/24 Copies	0.19*			5610 430300	320	101000
		*** Claim from another period ( 7/24) ****						
19150		108 BITTERROOT STAR	115.50					
		Weed Ordinance and Water & Sewer Rate Increase						
		32207 07/17/24 Weed Ordinance - Admin	28.05*			1000 410550	330	101000
		32207 07/31/24 Weed Ordinance - Admin	28.05*			1000 410550	330	101000
		32206 07/17/24 Water/Sewer Rate	9.90*			5210 430510	330	101000
		32206 07/17/24 Water/Sewer Rate	9.90*			5310 430610	330	101000



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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	32206	07/24/24 Water/Sewer Rate	9.90*			5210 430510	330	101000
	32206	07/24/24 Water/Sewer Rate	9.90*			5310 430610	330	101000
	32206	07/31/24 Water/Sewer Rate	9.90*			5210 430510	330	101000
	32206	07/31/24 Water/Sewer Rate	9.90*			5310 430610	330	101000
*** Claim from another period ( 6/24) ****								
19151		1940 Santa Barbara Control System	475.00					
PH Sensor for the POOL								
	00021327	06/20/24 Operating Supplies	475.00			1000 460445	220	101000
*** Claim from another period ( 7/24) ****								
19152	C	1904 Trapper Peak Law, Melanie C	1,476.00					
Prosecution Services								
	00917	08/07/24 Prosecution Services	177.00			1000 410364	352	101000
	00913	08/07/24 Prosecution Services	75.00			1000 410364	352	101000
	00908	08/07/24 Prosecution Services	75.00			1000 410364	352	101000
	00907	08/07/24 Prosecution Services	150.00			1000 410364	352	101000
	00918	08/07/24 Prosecution Services	60.00			1000 410364	352	101000
	00910	08/07/24 Prosecution Services	225.00			1000 410364	352	101000
	00914	08/07/24 Prosecution Services	105.00			1000 410364	352	101000
	00916	08/07/24 Prosecution Services	180.00			1000 410364	352	101000
	00912	08/07/24 Prosecution Services	180.00			1000 410364	352	101000
	00915	08/07/24 Prosecution Services	30.00			1000 410364	352	101000
	00911	08/07/24 Prosecution Services	75.00			1000 410364	352	101000
	00909	08/07/24 Prosecution Services	90.00			1000 410364	352	101000
	00917	08/07/24 Prosecution Services	54.00*			1000 410364	370	101000
*** Claim from another period (11/23) ****								
19153		53 SUPER 1 FOODS	72.12					
Meal Split with Rural Fire								
	230	11/01/23 Meal Split with Rural Fire	72.12			1000 420410	229	101000
*** Claim from another period ( 7/24) ****								
19154	C	728 HDR ENGINEERING, INC.	9,645.00					
Stevensville Water Project - Work completed includes construction admin & observation. Total amount due \$9645. Total budget for the project is								
\$464,932, budget remaining is \$205,445.58. For services rendered in July 2024.								
	1200643655	08/07/24 Project Management	1,923.38*			5230 430550	900	2 101000
	1200643655	08/07/24 Construction Services	7,721.62*			5230 430550	900	2 101000
*** Claim from another period ( 6/24) ****								
19155		228 Norco, Inc.	1.67					
Welding Gas Cylinder Rent								
	41286775	07/31/24 Welding Gas Cylinder Rent	0.55*			1000 430200	220	101000
	41286775	07/31/24 Welding Gas Cylinder Rent	0.56*			5210 430510	220	101000
	41286775	07/31/24 Welding Gas Cylinder Rent	0.56*			5310 430610	220	101000

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
19156	C	1582 Optical Scientific, Inc. AWOS Services performed at the Airport S424147 07/31/24 AWOS - Airport	2,376.76 2,376.76			5610 430300	360	101000
19157		1656 COLJ CONFERENCE REGISTRATION Fall Courts of Limited Jurisdiction Conference Registration feel for Maureen O'Connor Monday Sept 23rd 2024  COLJFall20 08/02/24 Fall COLJ Conference	300.00 300.00			1000 410360	370	101000
*** Claim from another period ( 7/24) ****								
19158		34 STEVENSVILLE HARDWARE AND RENTAL Supplies for the Town	213.06					
		CC-296 07/25/24 Ear Plugs - Roads	1.78			1000 202200		101000
16163985		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 1000-	-430200-220		
		CC-296 07/25/24 Ear Plugs - Water	1.79			5210 202200		101000
16163985		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 5210-	-430510-220		
		CC-296 07/25/24 Ear Plugs - Sewer	1.78			5310 202200		101000
16163985		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 5310-	-430610-220		
		CC-298 07/04/24 Supplies for Station 20 - FD	24.73			1000 202200		101000
16158323		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 1000-	-420421-220		
		CC-299 07/10/24 Portable Fan for Office	17.99			1000 202200		101000
16159947		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 1000-	-410550-220		
		CC-300 07/02/24 Head Lamp	16.19			5210 202200		101000
16157790		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 5210-	-430550-220		
		CC-300 07/02/24 Sprinkler Heads Cemetery	38.68			1000 202200		101000
16157798		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 1000-	-430900-220		
		CC-300 07/06/24 Nuts & Bolts - Sewer	0.50			5310 202200		101000
16158823		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 5310-	-430640-230		
		CC-300 07/01/24 Nuts & Bolts - Playground	3.90			1000 202200		101000
16157514		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 1000-	-460430-365		
		CC-301 07/10/24 Dripline irrigation parts	62.66			1000 202200		101000
16160090		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 1000-	-460430-365		
		CC-301 07/12/24 Nuts&Bolts for speed limit sig	1.10			1000 202200		101000
16160714		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 1000-	-430200-230		

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	CC-302	07/22/24 Rotor Sprinkler	14.84			1000 202200		101000
16163326		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 1000-	-460430-365		
	CC-302	07/22/24 Rotor Sprinkler	10.79			1000 202200		101000
16163183		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 1000-	-460430-365		
	CC-302	07/18/24 Pipe Repair Part	1.97			5210 202200		101000
16162219		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 5210-	-430550-230		
	CC-296	07/25/24 Ear Plugs - Cemetery	1.78			1000 202200		101000
16163985		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 1000-	-430900-220		
	CC-297	07/23/24 Parking Signs	12.58			1000 202200		101000
16163654		STEVENSVILLE HARDWARE AND RENTAL INC			CC Accounting: 1000-	-460430-210		
*** Claim from another period ( 7/24) ****								
19159		20 Skagit Farmers Supply	124.99					
		4 way dryland seed mix						
		43332 07/29/24 Dryland seed mix	124.99*			1000 460430	365	101000
19160	C	299 L.N. CURTIS & SONS	1,650.00					
		Annual MSA Flow Testing						
		853643 08/09/24 Annual MSA Flow Test	1,650.00			1000 420460	360	101000
19161	C	1171 Rex Olson Trucking Inc.	5,723.27					
		Repair on vehicle 2010 brakes						
		6784 08/07/24 Repair #2010 Brake - FD	5,723.27			1000 420460	360	101000
*** Claim from another period ( 7/24) ****								
19162		115 BURNT FORK COMMISSION	109.47					
		Water delivered from Burnt Fork Creek to the Cemetery Cause No. 26390 for the month of July 2024						
		07312024 08/10/24 Irrigation Water for Cemeter	109.47*			1000 430900	342	101000
*** Claim from another period ( 7/24) ****								
19163	C	77 THATCHER COMPANY OF MONTANA	4,481.38					
		Chlorine for drinking water						
		350100550 07/01/24 Chlorine	1,085.60*			5210 430540	220	101000
		350100549 07/01/24 Chlorine	3,395.78*			5210 430540	220	101000
*** Claim from another period ( 7/24) ****								
19164		1626 Yoder Gravel	165.00					
		Gravel for Streets						
		47879 07/19/24 Operating Supplies - Gravel	55.00*			1000 430200	220	101000
		47935 07/22/24 Operating Supplies - Gravel	55.00*			1000 430200	220	101000
		47940 07/22/24 Operating Supplies - Gravel	55.00*			1000 430200	220	101000

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*** Claim from another period ( 6/24) ****								
19165		345 POOL & POND SUPPLY	775.50					
		Testing reagents for the pool and splash pad						
	934969251	06/21/24 Operating supplies	497.25*			1000 460445	222	101000
	934969251	06/21/24 Operating supplies	278.25			1000 460446	222	101000
*** Claim from another period ( 7/24) ****								
19166		2025 GOLDSTAR PRODUCTS	759.46					
		Case of Weed Spray						
	0080363-IN	07/23/24 Operating Supplies - Parks	253.15*			1000 460430	220	101000
	0080363-IN	07/23/24 Operating Supplies - Cemets	253.15*			1000 430900	220	101000
	0080363-IN	07/23/24 Operating Supplies - Roads	253.16*			1000 430200	220	101000
*** Claim from another period ( 6/24) ****								
19167		6 Eastside Ace Hardware	105.81					
		Operatins supplies for Public Works						
	29966	06/25/24 Pliers - PW	39.89			1000 430100	220	101000
	29841	06/13/24 Irrigation parts	5.69*			1000 430900	220	101000
	29898	06/18/24 Sandbags for irrigation ditch	28.47*			1000 430900	220	101000
	29422	07/19/25 Sandbags for irrigation ditch	45.76*			1000 430900	220	101000
		06/13/24 Credit from June	-14.00*			1000 430900	220	101000
19168		1859 C&S Operations, Inc	265.00					
		Online workorder software for PW						
	00510	08/31/24 Online Workorder PW	53.00*			1000 430100	331	101000
	00510	08/31/24 Online Workorder PW	106.00*			5210 430510	331	101000
	00510	08/31/24 Online Workorder PW	106.00*			5310 430610	331	101000
19169		1849 StoryBrook Medicine	120.00					
		Medical Services for the PD						
	1421	08/14/24 Medical Svcs for PD	120.00*			1000 420100	351	101000
*** Claim from another period ( 7/24) ****								
19170		1849 StoryBrook Medicine	277.50					
		Medical Services for the PD						
	888	07/10/24 Medical Svcs for PD	120.00*			1000 420100	351	101000
	888	07/10/24 Medical Svcs for PD	157.50*			1000 420100	351	101000
19171		1780 Tear It Up LLC	85.60					
		Shredding services. Last pick up was 9/19/2023.						
	68074	08/20/24 Shredding Services - Court	4.28*			1000 410360	390	101000
	68074	08/20/24 Shredding Services - Admin	8.56*			1000 410550	390	101000
	68074	08/20/24 Shredding Services - PD	8.56*			1000 420100	390	101000
	68074	08/20/24 Shredding Services - FD	4.28*			1000 420410	390	101000
	68074	08/20/24 Shredding Services - Bldg	4.28*			2394 420531	390	101000
	68074	08/20/24 Shredding Services - Water	25.68*			5210 430510	390	101000
	68074	08/20/24 Shredding Services - Sewer	25.68*			5310 430610	390	101000
	68074	08/20/24 Shredding Services - Airport	4.28*			5610 430300	390	101000

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TOWN OF STEVENSVILLE  
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\* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
19172		1656 COLJ CONFERENCE REGISTRATION	250.00					
Fall Courts of Limited Jurisdiction Conference Registration feel for Colette Taylor Monday Sept 23rd 2024								
		CTCOLJFall 08/02/24 Fall COLJ Conference	250.00			1000 410360	370	101000
19173		1598 Big Sky Kubota, LLC	804.32					
Maintenance service for the Excavator								
		01-89926 08/13/24 Maintenance on Excavator	804.32*			5210 430510	360	101000
*** Claim from another period ( 7/24) ****								
19174	C	728 HDR ENGINEERING, INC.	4,349.49					
Engineering Services for Spring Street								
		1200646806 07/01/24 Spring Street Project	4,349.49*			2820 430200	950	4 101000
*** Claim from another period ( 7/24) ****								
19175	C	728 HDR ENGINEERING, INC.	2,956.78					
Engineering Services for Rail Road								
		120064806- 07/15/24 Railroad Project	2,956.78*			2820 430200	950	5 101000
*** Claim from another period ( 7/24) ****								
19176	C	728 HDR ENGINEERING, INC.	1,986.37					
Engineering Services for Rail Road								
		1200622381 07/15/24 Railroad Project	1,986.37*			2820 430200	950	5 101000
*** Claim from another period ( 5/24) ****								
19177	C	728 HDR ENGINEERING, INC.	2,020.50					
Engineering services for Spring Street Project								
		1200622381 05/22/24 Spring Street Project	2,020.50*			2820 430200	950	4 101000
19178	C	690 Core & Main LP	1,795.45					
Repairs for transmission line								
		V429521 08/13/24 Repairs & maintenance Trans L	1,795.45*			5210 430550	230	101000
<b># of Claims</b>			<b>37</b>	<b>Total:</b>	<b>64,133.67</b>			
<b>Total Electronic Claims</b>			<b>58,813.39</b>	<b>Total Non-Electronic Claims</b>	<b>5320.28</b>			

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Fund/Account	Amount
1000 GENERAL	
101000 Cash - Operating	16,433.69
2394 BUILDING CODE ENFORCEMENT	
101000 Cash - Operating	40.79
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
2820 GAS APPORTIONMENT TAX / BaRSAA	
101000 Cash - Operating	11,313.14
5210 WATER	
101000 Cash - Operating	19,243.72
5230 ARPA WATER LEAK REPAIR	
101000 Cash - Operating	9,645.00
5310 SEWER	
101000 Cash - Operating	3,483.33
5610 AIRPORT	
101000 Cash - Operating	2,425.50
<b>Total:</b>	<b>64,133.67</b>

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TOWN OF STEVENSVILLE  
Claim Approval Signature Page  
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ORDERED that the Director of Finance draw a check/warrant on the Town of Stevensville.

\_\_\_\_\_  
Stacie Barker, Councilmember

\_\_\_\_\_  
Isaiah Nelson, Councilmember

\_\_\_\_\_  
Cindy Brown, Councilmember

\_\_\_\_\_  
Wallace Smith, Councilmember

\_\_\_\_\_  
Bob Michalson, Mayor

Date Approved \_\_\_\_\_

**File Attachments for Item:**

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





## 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).**

<b>Agenda Item Type:</b>	New Business
<b>Person Submitting the Agenda Item:</b>	Bob Michalson
<b>Second Person Submitting the Agenda Item:</b>	
<b>Submitter Title:</b>	Mayor
<b>Submitter Phone:</b>	
<b>Submitter Email:</b>	
<b>Requested Council Meeting Date for Item:</b>	08/22/2024
<b>Agenda Topic:</b>	Discussion/Decision: Form a Committee Regarding Berta Farms
<b>Backup Documents Attached?</b>	Choose an item.
<b>If no, why not?</b>	
<b>Approved/Disapproved?</b>	Choose an item.
<b>If Approved, Meeting Date for Consideration:</b>	08/22/2024
<b>Notes:</b>	

**File Attachments for Item:**

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



## 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).**

<b>Agenda Item Type:</b>	New Business
<b>Person Submitting the Agenda Item:</b>	Bob Michalson
<b>Second Person Submitting the Agenda Item:</b>	Sharon Renfro
<b>Submitter Title:</b>	Mayor
<b>Submitter Phone:</b>	
<b>Submitter Email:</b>	
<b>Requested Council Meeting Date for Item:</b>	08/22/2024
<b>Agenda Topic:</b>	Discussion/Decision: Renfro Properties to Continue Paying for 2 Water Meters
<b>Backup Documents Attached?</b>	Yes
<b>If no, why not?</b>	
<b>Approved/Disapproved?</b>	Approved
<b>If Approved, Meeting Date for Consideration:</b>	08/22/2024
<b>Notes:</b>	

(Introduction to explain  
The 2003 issue being discussed)

Sharon Renfro  
783 Dry Gulch Rd.  
Stevensville, MT.  
8-9-24 59870  
406-550-3528

Dear Stevensville Mayor & Town Council,

I was here in October 27, 2003 to discuss some questions I had with the number of meters that we were required to put on our 2 duplexes when we built them @ 211/215 & 219/221 Turner St. in 2000.

We were told to put 2 meters per duplex (i.e. one for each family unit so the town could turn off any unit that did not pay).

So we built these duplexes with a total of 4 meters. But when I went to set up these accounts for our tenants to pay their utilities directly to the town, we were told that "No, the town wants the owner to pay for the utilities."

We built 2 duplexes instead of 1 or 2 4-plexes because we thought they would blend in better in the neighborhood that was mostly single family houses @ the time.

So then we had 4 meters for 4 family living units whereas the 4 plex across the street and then those built down the street only had one meter per 4 family living units. The 4 plexes had one meter on a 1" line.

They had one meter, with one base rate for a 1" line. We had four meters, each with a base rate for a 3/4" line. Our bills were considerably higher than the four plexes. That is why I came to the October 27, 2003 meeting, to clear up what I believe was an injustice to us. We had been overcharged for 3+ years.

After that meeting I thought this issue was solved, in that I started getting charged for only 2 meters, but with the water added back in to account for use on the other 2.

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

Sharon Rentro  
783 Dry Gulch Rd  
Stevensville, MT.  
59870  
7/30/24  
406-550-3528

(for the Stevensville Town Council Meeting)  
of 8/22/24  
Dear Stevensville Town Council:

I am here today 8/22/24, because there was not a vote taken after I had been here for this same issue on October 27, 2003. I've attached the minutes of that 2003 town meeting where it states that "this issue would be taken under advisement until the council could further research it".

I did not know there was anything more I had to do

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 (meters) and would "combine water" meters @ both sides of each duplex to get the water charges.

On 2/13/2004 I got a call from "Nancy" from the Town of Stevensville, saying "they" were charging these @ the 3/4" line rate, since that's what they were.

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

This is how it has stayed since 2005. So I thought everything was fine. If these 3 different clerks for the town were saying "we" in their correspondence to me, they must have been talking with someone else in the town offices. "Someone else" who believed the issue was resolved.

On Monday 7/29/24 I submitted all the paperwork I had to Mayor Michalson and he encouraged me to bring this issue to you. I am hoping that by now you have had enough time to vote on this 2003 issue. Please inform me.

Sincerely,  
Sharon M. Rentro

**Stevensville Town Council  
Agenda  
October 27, 2003**

**1. Roll Call**

**2. Minutes** – Regular meeting – Oct 14, 2003

**3. Correspondence**

**4. Guests:**

- a. Sharon Renfro – Utility meter rates
- b. Darlene Grove – Water Quality Packet
- c.

**5. Unfinished Business:**

- a. Bob Brown – Big Sky Investment Group’s final bill to the town – discussion/decision if needed

**6. New Business:**

- a. Joan Prather – Main St Assoc – update and activity permit  
Mark Anderson – Civic Club – activity permit
- b. Bruce Park – would like council’s direction on how to proceed with proposed plot plan to annex 27 acres to town – discussion/decision if needed
- c. Eli Hanson – RE: Town property on Spring St – discussion/decision if needed
- d. Cat Ordinance – discussion/decision if needed
- e. George Thomas – RE: Water Funding and problems with notification on plumbing permits on remodels – discussion/decision if needed
- f. Discussion and possible decision on Petition for Alley Closure on Central Ave

**7. Board Reports:**

- a. Tom Brown – Airport & Fire Dept.
- b. Julie Wallace – Cemetery & Parks
- c. Jake Weitzel – Sts/Alleys & Water/Sewer & Main St
- d. Paul Ludington – Planning/Zoning & Personnel & Main St

**8. Administrative Report:**

- a. Chief Barnett – monthly police report

**9. Executive Report:**

**10. Public Comment**

**11. Adjourn**

The next council meeting will be on Monday, November 10, 2003 @ 7:30 P.M.

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.

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:**

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





## 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).**

<b>Agenda Item Type:</b>	New Business
<b>Person Submitting the Agenda Item:</b>	Bob Michalson
<b>Second Person Submitting the Agenda Item:</b>	
<b>Submitter Title:</b>	Mayor
<b>Submitter Phone:</b>	
<b>Submitter Email:</b>	
<b>Requested Council Meeting Date for Item:</b>	08/22/2024
<b>Agenda Topic:</b>	Discussion/Decision: Parking Zone on Park Avenue and Correct Signage
<b>Backup Documents Attached?</b>	Choose an item.
<b>If no, why not?</b>	
<b>Approved/Disapproved?</b>	Approved
<b>If Approved, Meeting Date for Consideration:</b>	08/22/2024
<b>Notes:</b>	Police department staff met with the town clerk to discuss signage that is posted in the 400 block of Park Ave. Concerns with the signage are placement, who placed the signs and how to enforce.

**File Attachments for Item:**

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

**RESOLUTION NO. 553**

**A Resolution Establishing Mill Levies for  
the Town of Stevensville, Montana  
Fiscal Year 2024-2025**

**WHEREAS**, MCA 7-6-4036 provides the governing body shall fix the tax levy for the municipality sufficient to generate revenue to meet its budgetary needs subject to certain limitation; and

**WHEREAS**, MCA 15-10-420 sets the levy limitation; and

**WHEREAS**, the current property tax revenue limitation under MCA 15-10-420 for year ending June 30, 2025, is calculated at \$369,522.00

**NOW THEREFORE BE IT RESOLVED**, that the Town Council of the Town of Stevensville, Montana, do hereby levy upon all taxable property of the Town the authorized levy of 72.67 mills in accordance with MCA 15-10-420.

**BE IT FURTHER RESOLVED**, that 72.67 mills of said tax shall be collected and credited to the General Fund of the Town of Stevensville, Montana; and

DATED this day 22<sup>nd</sup> of August 2024, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

\_\_\_\_\_  
Bob Michalson, Mayor

\_\_\_\_\_  
Jenelle S. Berthoud, Town Clerk



## 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).**

<b>Agenda Item Type:</b>	New Business
<b>Person Submitting the Agenda Item:</b>	Bob Michalson
<b>Second Person Submitting the Agenda Item:</b>	Finance Department
<b>Submitter Title:</b>	Mayor
<b>Submitter Phone:</b>	
<b>Submitter Email:</b>	
<b>Requested Council Meeting Date for Item:</b>	08/22/2024
<b>Agenda Topic:</b>	Discussion/Decision: Resolution No. 553 a Resolution Establishing Mill Levies for the Town of Stevensville, Montana Fiscal Year 2024-2025
<b>Backup Documents Attached?</b>	Yes
<b>If no, why not?</b>	
<b>Approved/Disapproved?</b>	Approved
<b>If Approved, Meeting Date for Consideration:</b>	08/22/2024
<b>Notes:</b>	