



Stevensville Town Council Meeting
Agenda for
THURSDAY, MAY 22, 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
 - [a.](#) Town Council Meeting Minutes 04/24/2025
5. Approval of Bi-Weekly Claims
 - [a.](#) #19637-#19675 (claims paid out of cycle)
 - [b.](#) #19676-#19690
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 Asphalt Maintenance at the Stevensville Airport
 - [b.](#) Discussion/Decision: Resolution No. 565 a Resolution of the Stevensville Town Council Adopting Town Council Member Duties & Responsibilities for the Town of Stevensville
 - [c.](#) Discussion/Decision: Resolution No. 566 a Resolution of the Stevensville Town Council Adopting Zoning and Floodplain Administrators Duties & Responsibilities for the Town of Stevensville
 - [d.](#) Discussion/Decision: Resolution No. 567 a Resolution of the Stevensville Town Council Adopting Building Official & Building Inspector Job Duties for the Town of Stevensville
8. New Business
 - [a.](#) Discussion/Decision: Special Event Permit for the 2025 Creamery Picnic
 - [b.](#) Discussion/Decision: Consent to the Mayor's Appointment of Ashley Hoffman as a Volunteer Firefighter Recruit
 - [c.](#) Discussion/Decision: Consent to the Mayor's Appointment of Councilmember Sam Bragg to the TIFD/TEDD Board
 - [d.](#) Discussion/Decision: Close Town Hall on June 5, 2025, for Training Purposes
 - [e.](#) Informational: Denning, Downey & Associates, P.C. Memo
 - [f.](#) Discussion/Decision: Resolution No. 568 a Resolution of the Stevensville Town Council Adopting Town Hall Business Hours for Fridays 8:00am-12:00pm for the Town of Stevensville
 - [g.](#) Discussion/Decision: Schedule Budget Workshops for the Month of June
9. Board Reports
10. Town Council Comments

11. Executive Report
12. Adjournment

Welcome to Stevensville Town Council Chambers

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

It is essential that we treat each other with respect.

We expect that participants will:

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

We further expect that participants will refrain from disrespectful displays:

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

Guidelines for Public Comment

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

During any council meeting you have two opportunities to comment:

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

Comment made outside of these times may not be allowed.

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

Thank you for observing these guidelines.

File Attachments for Item:

a. Town Council Meeting Minutes 04/24/2025

Stevensville Town Council Meeting Minutes

for THURSDAY, APRIL 24, 2025, 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 and Bragg were all present. Councilmember Smith has an excused absence.

2. Pledge of Allegiance

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

Vicki Motley: I am just wondering if we have police coverage at night.

Mayor Michalson: we haven't had lately.

Vicki Motley: is that going to change?

Mayor Michalson: yes, now that what's his name is back from the academy.

4. Approval of Minutes

a. Budget Workshop Meeting Minutes 04/09/2025

Mayor Michalson: introduced approval of budget workshop meeting minutes 04/09/2025.

Councilmember Brown: make a motion to approve Budget Workshop Meeting Minutes 04/09/2025.

Councilmember Barker: 2nd.

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

Councilmember Barker: aye.

Councilmember Brown: aye

Councilmember Bragg: abstain.

Mayor Michalson: 2-0, 1 abstain

b. Town Council Meeting Minutes 04/10/2025

Mayor Michalson: introduced approval of town council meeting minutes 04/10/2025.

Councilmember Barker: I move that we approve town council meeting minutes 04/10/2025.

Councilmember Brown: 2nd.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Bragg: abstain.

Mayor Michalson: 2-0, 1 abstain

c. Special Town Council Meeting Minutes 04/17/2025

Mayor Michalson: introduced approval of minutes for Special Town Council Meeting Minutes 04/17/2025.

Councilmember Brown: I move that we approve the Special Town Council Meeting Minutes 04/17/2025.

Councilmember Barker: 2nd.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Bragg: abstain.

Mayor Michalson: 2-0, 1 abstain.

5. Approval of Bi-Weekly Claims

a. #19614-#19636

Mayor Michalson: since one of the agenda items is on the agenda, I would ask for a motion to approve claims #19614-#19636 excluding #19615.

Councilmember Barker: I move that we approve bi-weekly claims #19614-#19636 excluding #19615.

Councilmember Brown: 2nd.

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

PUBLIC COMMENT

Abbey Motley: with holding the one item from the claims this week are you going to have to make another motion to approve that claim, which I am assuming is he radio grant.

Mayor Michalson: yes, if they approve that under the agenda item number c, then that would be approved. Any other comments from the public? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Bragg: aye.

Mayor Michalson: passes 3-0

6. New Business

a. Discussion/Decision: Special Event Permit for the Stevensville Harvest Valley Farmers Market

Mayor Michalson: introduced new business item a, Special Event Permit for the Stevensville Harvest Valley Farmers Market. This is a big event for the community, it has been going on for a long time. I do the music for it and really enjoy it.

Councilmember Barker: I move that we approve Special Event Permit for the Stevensville Harvest Valley Farmers Market.

Councilmember Brown: 2nd.

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

Councilmember Brown: I did notice one thing on the State Farm insurance; I believe that the town should be named on their also besides Stevensville Harvest Farmers Market. I just had one question, the individual people that are coming to market they are responsible for coming into town hall and get business license correct or is that covered in the fees.

Councilmember Barker: we do not have to have a business license for that because it is a special event. I don't think that we have ever had that, and the town has never been included in the 15 years that I have been on the farmers market been included the insurance. Each individual vendor is responsible for

their own loses if anything happens the only thing that this covers is if someone was to get injured on the street that is what that is for.

Mayor Michalson: I would like to add if we start going down that slope and requiring vendors to get business licenses, one they might go somewhere else and two then we would have all of the vendors at Creamery. That is my take on it. Any other questions from council, public comment. Seeing none, Jenelle please take the vote.

Councilmember Barker: abstain.

Councilmember Brown: aye.

Councilmember Bragg: aye.

Mayor Michalson: passes 3-0

b. Discussion/Decision: Consent to the Mayors Appointment of Edwin Dwayne Gibson to the Planning & Zoning Board

Mayor Michalson: introduced new business item b. Consent to the Mayors Appointment of Edwin Dwayne Gibson to the Planning & Zoning Board. He sent us an email and said that he wanted to start participating in our local growth in our town even though he lives a little out of town. He showed up to our Planning meeting, our kickoff meeting for our growth policy. And I am glad that he is here. Like he told me last night, he has kids that are growing up here and he wants to see what happens.

Councilmember Brown: I move that we approve the consent to the mayors appointment of Edwin Dwayne Gibson to the Planning & Zoning Board.

Councilmember Bragg: 2nd.

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

Councilmember Barker: so, this does fill our whole planning and zoning board.

Jenelle Berthoud: yes, it does.

Councilmember Barker: it going to be nice to have you.

Dwayne Gibson: brief introduction, everyone calls me Dwayne. I have been in a leadership role all of my life and I currently work in Missoula with a company for over 18 years. I just started a leadership business in Stevensville where I do some coaching, mentoring, run leadership trainings and I believe that my ability to listen and collaborate and think long range would really help out.

Councilmember Barker: one questions, what is Path to Rise LLC?

Dwayne Gibson: that is my business.

Councilmember Barker: and what is that business?

Dwayne Gibson: it is the leadership development business.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Bragg: aye.

Mayor Michalson: passes 3-0

c. Discussion/Decision: Payment to Grantmasters Inc. for the Radio Grant Application

Mayor Michalson: introduced new business item c Payment to Grantmasters Inc. for the Radio Grant Application.

Councilmember Barker: I move to approve payment to Grantmasters Inc for the Radio Grant Application.

Councilmember Brown: 2nd.

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

Councilmember Barker: if we could have Jeff come up and tell us a little bit more, what is going on and what the grant is.

Jeff Motley, Fire Chief: sure, as you guys have been hearing we are in need of radio communication for the fire department, especially our handhelds. Since the changes and the regulations over time our handhelds are no longer capable like they used to because of the frequency changes and bandwidths. If I am on a handheld radio I can not communicate with dispatch center, I can in the pickup or the apparatus. Back in December, Florence Fire Department, Rural Fire Department and Sula Fire Department got together and applied for a grant at the time they asked if the town would like to join in on that grant and be part of that with them, from past experience our SCBA's and bunker gear we have found that the larger group of applicants the better success rate is in getting those federal grants funded. So, in December I did sign us on with the other departments to join in on that grant, it is a federal grant from FEMA. The Rural Fire District is the district that is in charge of the whole grant, and we will be signers with them on the grant so all total we are applying for 127 radios each radio is priced at

approximately \$5,000.00 that make is a grant for \$635, 000.00. The town has asked for 21 radios, what we have done is contracted with Grantmasters to write the grant and we chose Grantmasters from Florence Fire and their experience with Grantmasters, and they have been very successful in landing grants with them. The writing of the grant is split between the four departments. That happened December 20th and that was the deadline for the grant, it was put together and submitted and the district covered the fee for Grantmasters to write the grant knowing that would be split by the four departments. Which is where we come up with our \$1,800.00 bill. If we are successful in getting the grant or being awarded the grant then we will have a grant match that we will have to pay in addition to the \$1,800.00. That additional grant match is \$6,048.00 the grand total that will cost the town will be \$7,848.00 for 21 radios with a \$4000.00 value. There is no way that the town can go out and buy 21 radios we just can't afford that, but however we can afford to jump in on a grant and try for the grant. So, that is what we have done, and I have signed on to apply and pony up to pay the \$1,800.00. We are still in the running for the grant and we will hope to be looped into the second round. So, I am here tonight to pick up the grant writers fee. If we are successful then I will be back to ask for the grant match, we will need that additional money. Questions?

Councilmember Brown: one questions is, why are they changing the frequency, is this something that the federal government is doing is it just county wide. Is this something that is directed by the government?

Jeff Motley: yes, what has happened is all of the cellular devices, blue tooth all of those frequencies have become so congested, the state of Montana is in the process of moving to 800 Bila hurts so they can take fire, police and state patrol and moving into that, the old radios will not work but the new radios will be. They are doing that to open up band width for people on CB radios, garbage trucks, there is so much air traffic out there, so they have started eliminating that. It all part of that and getting more and more congested.

Councilmember Brown: is there a deadline that we have to do this.

Jeff Motley: not that I am aware of, what we have run into is distance, and is very noticeable. We were at a fire on the east side from the top to the bottom of the hill did not have radio communications with our handhelds. It is a real day, and that is why we are doing this.

Councilmember Brown: Grantmasters they are familiar with the federal grant writing system is that why you went with them.

Jeff Motley: yes, Florence Fire has had success with them.

Councilmember Barker: after looking at the numbers, I out reached a little bit for more information, and I was under the impression that only 14 radios per department and then if someone wanted to give up an extra radio they could. I did not realize that it was 121 radios. How much does it make these radios a piece?

Jeff Motley: \$5,000 each.

Councilmember Barker: How much is the grant match?

Jeff Motley: it will be \$6,048.00 for the match.

Councilmember Barker: so, a 5% grant match.

Jeff Motley: correct.

Councilmember Barker: the other question is 20 radios, how many do you have in your department, is this per person?

Jeff Motley: this is a radio per seat, eat apparatus has certain number of seats, so a radio for each seat in each apparatus. The other piece to this puzzle is the money the \$7,848.00 is in this current budget year's budget.

Councilmember Brown: how much does one radio cost without a grant.

Jeff Motley: \$5,000.00

Councilmember Brown: no, without the grant.

Jeff Motley: \$5,000 is the retail price of the radio.

Councilmember Brown: okay. And we are getting them for.

Jef Motley: we are getting them all for a total of \$7,848.00 if we are successful, for less than the price of two radios we will be getting 21 radios.

Robert Underwood: we had a meeting with Jeff it is in this year's budget, and they have \$14,000.00 left for two months, if this went forward they would not spend the \$7,048.00. if you guys agreed to this, if they did not spend the money this year they would have it for next year.

Jeff Motley: essentially what I have done, and what I would like to do, is reprioritize where that money is going to. this opportunity came up in December back in last June and July when we were doing budgets this was not available. One came open in December and there was money in the budget and there unspent monies in the budget, so it made since to me to prioritize where those budget dollars were going to go to take advantage of this grant.

Councilmember Barker: the one thing that I don't like is the fact that the money was asked for in the claims before this even came forward, you said you have known this since December and the grant was written when.

Jeff Motley: December 21st.

Councilmember Barker: why did we wait so long to bring it forward.

Jeff Motley: back in January when I got the bill from Rural after they paid Grantmasters I submitted a claim to the town and that was not processed through, there is a copy of it right here (Jeff held up his invoice/purchase order) and that was dated on 01/15 and that was submitted for payment as a claim it was not done submitted a month later then I asked for a meeting with Gina, Robert and the Mayor and asked how can we make this happen and now we are here tonight.

Councilmember Barker: I just wish that it was just a different process.

Gina Crowe, Finance Officer: I just have one questions Jeff, on your list you say here the match is \$6048.00 but that is more than 5%. If it is a \$105,000.00, 5% is \$5250.00. My next question would be, you said 14 radios and that would make a huge difference, so is it 14 or 21.

Jeff Motley: 21 radios is what we are asking for.

Gina Crowe: where did the 14 come from?

Councilmember Barker: that was the other departments, when I reached out to the other departments that were putting in for this, they were asking for the 14, the minimum, and that was what I was told for each of those departments was 14. So, I said where did the additional 7 radios come from that you are asking for.

Jeff Motley: they are coming from the grant and those 7 additional radios is what it takes to outfit our fire department, that is how many radios we have, 21 handheld.

Councilmember Barker: Gina is correct on the amount even with the additional, I had figured out with the additional it came to \$5,250.00 with the 5% match.

Jeff Motley: I do not have my documentation in front of me tonight to go back and check the numbers on this proposal, but we are in for a 5% grant match no matter if it is 20 radios or whatever.

Councilmember Barker: I have it figured for 21 radios at \$5,250.00 with the 5% match is what I came up with.

Jeff Motley: okay.

Councilmember Barker: and you have an additional here.

Jeff Motley: you also have the \$1,800.00 for the.

Councilmember Barker: that was no including the \$1,800.00.

Gina Crowe: the grand total would be \$7,050.00

Mayor Michalson: so not the \$7,848.00?

Gina Crowe: yes, \$7,050.00.

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

PUBLIC COMMENT

Dwayne Gibson: my only question is what is the life expectancy of these new radios, as far as how long with the bandwidth lasts and is there a service contract as far as upgrades.

Jeff Motley: as far as what is the life cycle, it is really hard to determine, it just depends on what happens in the future with bandwidth. We are not looking at any types of service contract we did look at three different companies. They meet the specs that we would need so we set the highest amount to go with the maximum amount per radio. The current radios that we have we have been parting and piecing them together for years. (unclear audio)

Gina Crowe: I think that based on his question, when we all met we asked if there was going to be an annual fee, or a service contract, and you said no.

Jeff Motley: if we need to do maintenance down the road we will do that, there is no annual fee. We have an annual licensing fee with the FCC that we pay for.

Gina Crowe: is that something that we pay for.

Jeff Motley: yes.

Robert Underwood: there are two things here, one is the process, and one is the purchase. I think that we all agree that the process is broken without a doubt. Everything has got to come to your guys first, that needs to be policed up. The value of what they are going to get for the fire department you almost can't pass up. It is hard to not say no to this grant. He did say that he is not going to spend the money, and we all agree that the process should have started back in December and that should have been the first discussions and if it involves money then that comes up first. And now we are in the situation that we are in.

Mayor Michalson: I would like add in that December meeting you gave that in your department report I think that we pulled the minutes and looked at that Jenelle?

Jenelle Berthoud: yes, during the administrative reports.

Mayor Michalson: and I think that you said you did not have a cost at that time. I would say going into the future with stuff like this. We have to have better transparency between me and the finance officer so that it does not play out, so we know, and we don't have to come to this again to where we come, not just you, a good lesson for all department heads. Bring it forward so that we do not have to go back and forth on something that should have been discussed a long time ago.

Jeff Motley: I agree, and I understand your point.

Mayor Michalson: I know that you are busy, Jeff, and that you have a job. Partly my fault as a mayor, when I got the claim in January I got with Gina and got with Robert, and you know why we denied it, because it was not in the budget from last year. And then we had the meeting on the 9th and discussed it and one of the options was to bring it here to the town council, I just wanted to set that straight.

Gina Crowe: if I can make a recommendation, I am learning as well. If there, and those goes for any department, if there is a grant out there let's put it on the agenda and discuss it. then at least we know that it is out there we may not know everything about it but at least it is out there on the agenda. Then we can go back and say that is where it was at on the agenda, you really can't put it in the admin report. Then it gives us clear guidelines.

Mayor Michalson: especially for something like this, I get confused with working with the rural and working with the town on the fire end, you are all together and I can see where things can get mixed up, but I still think in the long run it should come in front of the council to make the decision and that is why I denied it in January. With that Jenelle would you please take the vote.

Councilmember Barker: aye.

Councilmember Brown: I agree that this was not probably done correctly, I feel that communication could have been done better, and I do remember at that meeting I think it was me that asked if we could maybe seek a grant for this and I personally would not be able to live with myself if one of our volunteers got hurt because we did not approve this. I am for this.

Councilmember Bragg: aye.

Mayor Michalson: passes 3-0.

Councilmember Braker: now that we have actually approved this, can we approve the claim for this.

Councilmember Brown: I move that we approve claim # 19615.

Councilmember Bragg: 2nd.

Mayor Michalson: we have a motion and a 2nd. Any further discussion from the council? Any further discussion from the public. Seeing none, Jenelle would you take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Bragg: aye.

Mayor Michalson: passes 3-0

d. Informational: Cash Report & Budget vs. Actual Report

Mayor Michalson: introduced new business item d, Cash Report & Budget vs. Actual Report.

Robert Underwood, Assistant Finance: first one that we are looking at is the cash report. (Robert referred to the cash report provided in the agenda packet). Building department has come down, we used to have a finding on that account, but we have spent that down. Water fund is doing good. ARPA project is in the negative, but we will be reimbursed soon for that.

Gina Crowe: we are going to get about \$400,000.00 back for the ARPA grant.

Robert Underwood: sewer looking good. Questions with the cash on hand.

Councilmember Brown: I don't remember which one it is, the TIFDT or the TEDD district which one is coming to sunset and what happens to that money.

Robert Underwood: they both are, and we keep that money.

Councilmember Brown: the fire retirement?

Robert Underwood: that has been there for years, and it keep it on the sheet, that is the fund that we get the fire department pension money, and we got it last year and then we turn it over to the association and then they pay retirement out of that.

Councilmember Brown: and also, since water and sewer assets are growing as they are supposed to be there any possibilities in getting our loans paid off a bit earlier than we thought.

Robert Underwood: the loans are at a pretty good rate, if we were to try and do a major project right now like the street that we did that was almost \$800,000.00 for one street out of the water fund. You can see that it seems like a lot of money but in the big picture that money, the grant shares can be so much that we need that money there. We need to keep that cash on hand for grant matches if needed.

Mayor Michalson: I would like to add that this came up last year at this time in May when I went to the meeting with Jennifer, the head of the DNRC, they are the ones that handle our loans on the water and sewer and I asked if we had a bunch of money would there be any chance to pay off our loan quicker, and she said why would you want to do that, I know that a lot of towns ask me that question and we highly discourage that when you dip into yours and then it leaves you short for the next upgrade as long as you are in good standing with our loans and that is huge. We are going to need an upgrade every ten years, and we will need that money down the road.

Gina Crowe: some of the grants are going to be in the millions of dollars, and those grants require a 25% match and that is a huge chunk.

Mayor Michalson: as far as the water and sewer capital asset for pumps and things like that. They come out of that.

Robert Underwood: yes, correct any major repair would come out of that. If a pump goes down, it was \$100,000.00 last time could be \$150,000.00 next time. It seems like we have a lot of money.

Mayor Michalson: lets say that we need a new storage tank, we are going to have to come up with a match for that.

Councilmember Barker: and I think last night and what we learned in a growth policy information, once we get that going that will actually help in getting those grants and how those are divvied out.

Mayor Michalson: I think this was a good idea so we can see how much we have for grants, and pieces and parts.

Councilmember Brown: do you have that exact date when those are going to go to sunset. I thought that it was 2026.

Robert Underwood: I looked at that last fall, and I just don't have that off the top of my head. There is two or three years left, we will get you that date, it is great

for the airport they are going to pay off their loans and still have some left over. The next things is the budget vs. actuals. General fund we are looking good, planning fund we are going to have to do an amendment on that, I will get you more information on that next time., everything is looking pretty good. Lighting districts are where they should be. Gas appropriation will be looked at. If you look at water and sewer, they are little high right now and that is because we transferred money into the asset accounts. We set it all up. Questions with the budget vs. actual?

Mayor Michalson: I would like to commend all of the department heads over this past year keeping the budgets in line which will help us with this years budget. Robert and Gina are just starting to look at numbers, looks like some small raises, and give the council back what we took away last year. Any questions from the council or public.

e. Discussion/Decision: Resolution No. 519a, a Resolution Establishing User Fees for the Stevensville Swimming Pool

Mayor Michalson: introduced new business item e, Resolution No. 519a, a Resolution Establishing User Fees for the Stevensville Swimming Pool. As you know the pool is always tight, we are always looking for donations and as you can see we have not had an increase in two years. With the cost of pool, lifeguards, chemicals it is all going up, I would ask the council to approve this.

Councilmember Barker: I move that we approve Resolution No. 519a, a Resolution Establishing User Fees for the Stevensville Swimming Pool.

Councilmember Bragg: 2nd.

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

Jeff Motley: why such a small increase, why don't we bump this up a little more. It is nowhere compared with Missoula or Hamilton.

Mayor Michalson: we did look at that and I don't like to compare with our towns; they are much bigger and have bigger budgets. We did not want to put to big of a burden, times are hard, I struggled with this increase, but the girls came to me and said that we really need to do it.

Councilmember Barker: Last year I know that we discussed that the pool actually made money is that correct.

Robert Underwood: made more money.

Gina Crowe: we have to remember that we did a lot of repairs and the Tadvick's and Jeff Newsom donated money and a donated pool vacuum. We look at it every year how do we keep the pool going. Raising the wages for the lifeguards.

Councilmember Barker: what are the wages for the lifeguards?

Robert Underwood: last year we did not give them a raise, this year we are going to give them fifty cents. So, it will be \$11.50.

Councilmember Barker: so are these fees here that we have are those going to be comparable. It maybe keeps the kids and adults here, is a dollar feasible.

Mayor Michalson: we can raise it again next year; I did not want to get greedy.

Councilmember Barker: I understand.

Mayor Michalson: I will say now, I was going to say it in the executive report, but I will read it now. Mayor Michalson read a letter from The Rapp Foundation to Stephen Lassiter where the Rapp Foundation has awarded to the town \$1,700.00 for the painting of the pool. The pool really does need to be painted and fix the cracks. The girls went to Jeff Newsom of Jeff's Towing, and he came to us and wanted to know what he could do this year. And Jenelle and the ladies told him the pool.

Councilmember Barker: he was here at our last council meeting and wanted to know where he could help. He has a car show every year and those fees are what he raises.

Jenelle Berthoud: this year he is donating \$3,000.00 to paint the pool.

Mayor Michalson: His brother is going to be painting the pool. The girls have been working, what bank is that?

Jenelle Berthoud: a couple of places that we have been talking to about getting the bathrooms up to usable. Andrena, Stephen and I walked through the park today to see what things on each side need to be fixed and those that want to contribute and help with that they just want to know how much that would cost. We will make some phone calls on Monday, and we have a lot of interest from the community that just want to help with the whole park.

Councilmember Bragg: I just want to say if you go up to high with the prices people are going to just play in the Splash Pad I think that this is good to keep it at a relatively small increase and I know some parents will go with the free option instead of paying for it.

Robert Underwood: we made about \$29,000 last year and our budget was \$53,000 May and June come out of this budget. We loose about \$20,000 per year.

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

Jeff Motley: so, just to clarify those rates are for lessons?

Councilmember Bragg: Lessons are going up about \$10.00 or more. It is a bigger jump for lessons.

Jeff Motley: I have had several people tell me that they bring their children from Missoula to down here because of the price and room to get them into lessons. It would seem to me that if they are willing to come from Missoula for the cost.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Bragg: aye.

Mayor Michalson: passes 3-0

f. Discussion/Decision: Install a Yield Sign at the Corner of Sassafras Court and Creekside Drive

Mayor Michalson: introduced new business item f, Install a Yield Sign at the Corner of Sassafras Court and Creekside Drive. Chief Boe and I went out and looked at it and he decided that there should be a yield sign there.

John Boe, Chief of Police: when they develop that area it will be more important to put stop signs. There is not a lot of through traffic at Sassafras.

Councilmember Barker: I move that we approve the Install a Yield Sign at the Corner of Sassafras Court and Creekside Drive.

Councilmember Brown: 2nd.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Bragg: aye.

Mayor Michalson: passes 3-0

g. Discussion/Decision: Fuel Supply Contract Between CityServiceValcon, LLC and the Town of Stevensville

Mayor Michalson: introduced new business item g, Fuel Supply Contract Between CityServiceValcon, LLC and the Town of Stevensville. With permission from the council Brian to come up and discuss this.

Brian Germane, Airport Manager: these next two items are to put fuel back at the airport. This is a provider contract with CityServiceValcon has purchased the existing fuel tank at the airport and they will provide the fuel until we get our own tank. It is about a 5,000 gallon tank and should last us about the summer.

Mayor Michalson: with that can I entertain a motion.

Councilmember Barker: I move that we approve Fuel Supply Contract Between CityServiceValcon, LLC and the Town of Stevensville.

Councilmember Brown: 2nd.

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

Councilmember Brown: I think that you just answered one of my questions. I could not understand why the fuel lease was for five years and the tank lease was for eight months. I did not see an actual price on the fuel.

Brian Germane: it goes up and down.

Mayor Michalson: did you have a cost on the first fill up.

Gina Crowe: \$22,300.00.

Robert Underwood: we will have to do a budget amendment for that.

Councilmember Barker: by how much will that go over.

Robert Underwood: they have the funds we just did not appropriate it. We are going to get some money back.

Councilmember Barker: is that part of the grant?

Brian Germane: that is two different things, the grant is for a brand-new fuel tank that will be our fuel tank, on the next agenda item we will be leasing that tank. The grant money has nothing to do with this; it is for the new tank. This is temporary, to get the fuel back at the airport for the summer.

Councilmember Brown: page 67 under number 11, stated that the insurance policy for two million. Does the airport have that amount.

Brian Germane: we have a one million policy, and by going branded FBO with them, because of the inspections and maintenance that policy has been reduced to the one million, our one-million-dollar policy will be adequate.

Councilmember Brown: what does it intel to be branded with them.

Brian Germane: it is a little bit more critique of us, inspections that we have to do daily and inspections of the tank. If we are unbranded it would be more unregulated. Branded they will put up their sign and as a result we only have to have a one-million-dollar policy.

Councilmember Brown: exhibit a, for branding. The pilot lounge.

Brian Germane: all of the red highlights should come out from that, the training, having at least one person, there is nobody up there to staff the airport. So, I was concerned about those points.

Brian Germane: all of that red were my comments; I can send you the other version.

Jenelle Berthoud: they would not let me leave that in there.

Brian Germane: they acknowledges all of my comments if you want to look at those.

Councilmember Barker: what was there comment on the training?

Brain Germane: training, they say for all employees that would be me and one more that I would delegate. And they will cover that cost. if you go to 1B I told them that we did not have staff, they said as long as he daily checks are being made it would be okay. It says that we qualify for the exemptions for trainings.

Councilmember Brown: that is about all that I had, how is the airport planning on, you are getting enough to run for those four months but then where is the money going to come from to fill the tank again. how is the airport proposing to pay for it.

Brian Germane: really the same way, all of that. Lets say 5,000 gallons, we would recoup \$1.00 for every gallon. We would make back \$27,000. We are going to spend \$23,000 to buy the fuel and through those fuel sales we will get \$27,000 and then we will put in another 5,000 gallons, so every time we do this we make about \$1.00 per gallon.

Councilmember Brown: and they do not have that money in their budget right not Robert?

Robert Underwood: they have that in the account but not in the fund.

Mayor Michalson: so, last year when we did the budget discussion we discussed fuel.

Councilmember Barker: where do we plan to get that money from?

Robert Underwood: right now, we have it in the airport fund, and it will come out of there. Between the transition of our tank and their tank there might be some, I think that it is going to match out. This is a revenue source for the airport.

Councilmember Brown: but if the fuel prices go up you might have to raise your prices.

Brian Germane: you are right, to keep that same \$1.00. Every airport does some sort of adjustment to the price when they fill up. There is the price of fuel, point of sale system and insurance.

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

PUBLIC COMMENTS

Jeff Motley: as fuel prices go up are you adjusting your retail price so that you can afford the next 5,000 gallons. I understand the \$1.00 profit.

Brian Germane: no, we would not be adjusting the price every week, we might see about it if something drastic was to happen then we would evaluate that. We are controlling the price per gallon. Fuel has stayed pretty consistent all year.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Bragg: aye.

Mayor Michalson: passes 3-0

h. Discussion/Decision: Aviation Tank Lease Agreement Between CityServiceValcon, LLC and the Town of Stevensville

Mayor Michalson: introduced new business item h, Aviation Tank Lease Agreement Between CityServiceValcon, LLC and the Town of Stevensville.

Councilmember Barker: I move that we approve Aviation Tank Lease Agreement Between CityServiceValcon, LLC and the Town of Stevensville .

Councilmember Bragg: 2nd.

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

Brian Germane: the tank has been owned by Hawthorn Aviation that is who chose to no longer service that tank, so CityService now owns that tank. This is all until we get our own tank.

Mayor Michalson: this is for eight months, right.

Brain Germane: it is a very loose eight months, if our tank was done in seven months we would be done, if we needed ten months we would keep it. very loose on the lease.

Mayor Michalson: I forgot to say this, but these were both reviewed by Greg Overstreet.

Councilmember Brown: so, it is a thousand dollars per month for this agreement eight months is \$8,000 I know that the airport budget is super tight, and I hope that they have this in the fund. And if you don't go the full eight months is there going to be a penalty.

Brian Germane: no penalty.

Councilmember Brown: I couldn't find one.

Brian Germane: there is no penalty, there is no penalty for going shorter or longer.

Councilmember Brown: so, I guess the big question is, is there money in the budget. Or are we hoping for fires.

Brian Germane: we are always hoping for fires because it is our biggest source of revenue, but not really.

Robert Underwood: this is just a service, the amount of money that we are going to make has to go into this lease agreement. In the end it is just a couple of bucks, just providing a service.

Brian Germane: our tank will be the big revenue generator; this is just getting fuel back at the airport if we sell fuel at the same rate as prior to loosing fuel we would make maybe \$1,600-\$1,800 at the end of the eight months. We are calling this a wash. The long game is getting our own tank.

Mayor Michalson: Discussion from the council? Public comments? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: since we approved the fuel I guess we better approve the tank.

Jenelle Berthoud: I will take that as an aye.

Councilmember Brown: aye.

Councilmember Bragg: aye.

Mayor Michalson: passes 3-0

i. Discussion/Decision: Resolution No. 564 a Resolution of the Stevensville Town Council Adopting Mayoral Duties for the Town of Stevensville

Mayor Michalson: introduced new business item I, Resolution No. 564 a Resolution of the Stevensville Town Council Adopting Mayoral Duties for the Town of Stevensville. When we did the job descriptions last year we did not put this in.

Councilmember Barker: I make a motion that we approve Resolution No. 564 a Resolution of the Stevensville Town Council Adopting Mayoral Duties for the Town of Stevensville.

Councilmember Brown: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council? I would like to add that we do not have the money to hire a zoning administrator, I will come back to the council and let them know of my findings. Public comment? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Bragg: aye.

Mayor Michalson: passes 3-0

Mayor Michalson: I would ask that you to shorten this up instead of going through each one that you make a motion to approve items J-N that way we can bring it back under unfinished business.

Councilmember Brown: I move that approve the job descriptions J-N

Councilmember Bragg: 2nd.

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

Councilmember Brown: I brought these four forward as we are growing and changing, I thought that it would be a good way to set them up.

j. Discussion/Decision: Town Council Member's Job Description

k. Discussion/Decision: Floodplain Administrator's Job Description

l. Discussion/Decision: Zoning Administrator's Job Description

m. Discussion/Decision: Building Inspector's Job Description

n. Discussion/Decision: Building Official's Job Description

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Bragg: aye.

Mayor Michalson: passes 3-0

o. Discussion/Decision: Schedule a C.O.W. Meeting to Discuss Stevensville Fire Interlocal Agreement

Mayor Michalson: introduced new business item o. Schedule a C.O.W. Meeting to Discuss Stevensville Fire Interlocal Agreement. We handed them out a meeting or two ago, we need to schedule a COW meeting to discuss this. It is something that we have to do.

Councilmember Brown: I make a motion to schedule a C.O.W. Meeting to Discuss Stevensville Fire Interlocal Agreement.

Councilmember Barker: 2nd.

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

Councilmember Brown: before we schedule this I want to make sure that it is a good time for the fire chief and to make sure that we get a copy to Councilmember Bragg.

Jenelle Berthoud: we have meetings coming up, the 29th is a P&Z Board Meeting, Budget workshop, we are out the week of the 5th for training there is a special town council meeting on May 12th, and a town council on May 22nd.

Mayor Michalson: we have the 13th at 5:30. Public comment? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Bragg: aye.

Mayor Michalson: passes 3-0

p. Informational: Mayor to Issue Instruction to all Town Staff Regarding Personnel Conduct During the Election Process

Mayor Michalson: this is an election year, and I will be sending out memos to all of the staff, that you should not be endorsing any candidates.

7. Board Reports

Councilmember Barker: we had a Planning & Zoning Board Meeting with the group last night, very informational. We had Dani Arps and Jerry with us. We talked about a lot of things that we need to do. They went through guidelines and actions on how to engage with the public. Getting the public in., they are coming to us at no cost, this is about a year process. We just brought on a new person tonight and Tamara Ross.

8. Town Council Comments

Councilmember Brown: I would like to ask Gina and Robert to meet with Sam to go over their presentation. You can reach out to your fellow council person for help on anything that you need, you can always ask the girls at the office. We do have a council packet for you to read through.

9. Executive Report

Mayor Michalson: on May 14th had a meeting about Jesse Reeves property and the water rights. Had a SCADA meeting about the well house communication, it is an aging service. I have been putting out flyers around town for the CCR report. Had a meeting about the pumper truck waster disposal. It is in the beginning stages, it is a big deal in the valley right now, Hamilton does not have the space at this time. This is a process, and we will need to do some contacting to get some help on this. On the 22nd, we did an inspection of Berta's Farm. On the 23rd we had a kickoff meeting with Dani Arps and Jerry on the growth policy. Spring Clean up starts next week. I would like to thank Brian Pottan for paying for the cleanup of Creamery Park. Bobbi with Rural water came by and signed off on the disaster plans, Andrena has worked really hard on that. I want to thank you all.

10. Adjournment

Councilmember Barker: make a motion.

Councilmember Brown: 2nd.

APPROVE:

ATTEST:

Bob Michalson, Mayor
Clerk

Jenelle S. Berthoud, Town

File Attachments for Item:

a. #19637-#19675 (claims paid out of cycle)

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
19637	C	1711 Office Solutions & Service	30.00					
		Printer charges for the Court and Fire Department month of May 2025						
		135321 04/25/25 Printer Charges Court/FD	15.00			1000 410360	320	101000
		135321 04/25/25 Printer Charges Court/FD	15.00			1000 420410	320	101000
		*** Claim from another period (4/25) ****						
19638	E	85 CENTURYLINK	68.99					
		Phone at Sewer Plant ending in 3247 April 2025						
		1474832513 04/22/25 Phone	68.99*			5310 430610	345	101000
		*** Claim from another period (4/25) ****						
19639	E	85 CENTURYLINK	58.27					
		Phone at Well House ending in 5489 April 2025						
		1474832518 04/22/25 Phone	58.27*			5210 430510	345	101000
		*** Claim from another period (4/25) ****						
19640	E	85 CENTURYLINK	68.55					
		Phone at MBF ending in 9846 April 2025						
		1474832519 04/22/25 Phone	68.55*			5210 430510	345	101000
		*** Claim from another period (4/25) ****						
19641	C	1890 Amanda Lassiter	795.00					
		Pool - T-shirts for resale. 90 shirts and 30 bags originally purchased.						
		POOL1 04/29/25 Supplies for resale	795.00*			1000 460445	251	101000
		*** Claim from another period (4/25) ****						
19642	C	1589 GARDEN CITY PLUMBING	255.00					
		Replace element on 110 v water heater feeding the kitchen. This was part of the water leak repair at Town Hall.						
		159697 04/28/25 Water Leak Repair	255.00*			1000 411201	360	101000
		*** Claim from another period (3/25) ****						
19643		1031 MR ASPHALT, INC.	24,271.44					
		Spring Street Improvement payment of retainage. 1% Gross receipts of \$245.17 will go to the State. This is part of the HB355 Grant, we have received \$140,344						
		from the state.						
		10380766R 03/05/25 Spring Street Improvement	24,271.44*			2820 430200	950 4	101000
		*** Claim from another period (4/25) ****						
19644	C	2017 Aspect Consulting a Geosyntec	4,709.25					
		AS240106 - Stevensville Water Rights- work done for the month of April 2025						
		626213 05/07/25 Water Rights Work	4,709.25*			5210 430530	352	101000
		*** Claim from another period (4/25) ****						
19645		6 Eastside Ace Hardware	165.25					
		Concrete mix and Asphalt repair for pot holes and gloves						
		32101 03/26/25 Operating Supplies	11.39			1000 430200	230	101000
		32098 03/26/25 Operating Supplies	61.74			1000 430200	230	101000
		32213 04/09/25 Operating Supplies	92.12			1000 430200	230	101000

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*** Claim from another period (3/25) ****								
19646	E	206 DEPARTMENT OF REVENUE	245.17					
1% Gross Receipts Tax for MR Asphalt for Spring Street, FINAL payment of the retainage. Project is complete.								
		0-179-882- 03/05/25 1% Gross Receipts Tax	245.17*			2820 430200	950	4 101000
*** Claim from another period (4/25) ****								
19647	C	690 Core & Main LP	7,030.50					
25 Water Meters								
		W879264 04/29/25 Water Meters	7,030.50			5210 430550	238	101000
*** Claim from another period (4/25) ****								
19648	C	690 Core & Main LP	2,210.10					
Water Meter Supplies								
		W879109 04/29/25 Water Meter Supplies	2,210.10			5210 430550	230	101000
19649	E	2000 RICOH USA Inc	133.70					
Printer Lease for Town Hall for period 5/5/25 - 6/4/25								
		109131802 04/16/25 Printer Lease	6.68*			1000 410100	320	101000
		109131802 04/16/25 Printer Lease	6.69*			1000 410200	320	101000
		109131802 04/16/25 Printer Lease	3.34			1000 410360	320	101000
		109131802 04/16/25 Printer Lease	20.06			1000 410550	320	101000
		109131802 04/16/25 Printer Lease	13.37*			2394 420531	320	101000
		109131802 04/16/25 Printer Lease	40.11			5210 430510	320	101000
		109131802 04/16/25 Printer Lease	40.11			5310 430610	320	101000
		109131802 04/16/25 Printer Lease	3.34*			5610 430300	320	101000
19650	C	1696 First Call Computer Solutions,	2,142.00					
IT Services - for the month of May 2025								
		104613 05/01/25 IT Services - Council	235.60			1000 410100	356	101000
		104613 05/01/25 IT Services - Mayor	59.98			1000 410200	356	101000
		104613 05/01/25 IT Services -Court	59.98			1000 410360	356	101000
		104613 05/01/25 IT Services - Admin	297.74			1000 410550	356	101000
		104613 05/01/25 IT Services - PD	475.52			1000 420100	356	101000
		104613 05/01/25 IT Services - FD	297.74			1000 420410	356	101000
		104613 05/01/25 IT Services - Bldg	59.98			2394 420531	356	101000
		104613 05/01/25 IT Services - Water	297.74			5210 430510	356	101000
		104613 05/01/25 IT Services - WWTP	297.74			5310 430610	356	101000
		104613 05/01/25 IT Services - Airport	59.98			5610 430300	356	101000
19651		1436 Maureen M. O'Connor	3,000.00					
Judge Services for the Town for month of May 2025								
		050125 05/01/25 Judge Svcs for May	3,000.00			1000 410360	350	101000

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*** Claim from another period (4/25) ****								
19652		1436 Maureen M. O'Connor	703.65					
Meal and Mileage reimbursement for travel to and from the COLJ Spring Conference April 21-April 24th 2025 in Butte.								
		COLJ25 04/24/25 Mileage Reimbursement	234.50*			1000 410360	370	101000
		COLJ25 04/24/25 Meal Reimbursement	109.75			1000 410360	377	101000
		COLJ25 04/24/25 Hotel Reimbursement	359.40			1000 410360	376	101000
*** Claim from another period (4/25) ****								
19653	E	2044 First Security Bank VISA	4,871.50					
		CC-441 04/01/25 040125-Spectrum Admin	53.32			1000 202200		101000
		Spectrum		CC Accounting: 1000-		-410550-345		
		Spectrum						
		CC-441 04/01/25 040125-Specturm-FD	27.50			1000 202200		101000
		Spectrum		CC Accounting: 1000-		-420410-345		
		Spectrum						
		CC-441 04/01/25 040125-Specturm-Court	27.50			1000 202200		101000
		Spectrum		CC Accounting: 1000-		-410360-345		
		Spectrum						
		CC-441 04/01/25 040125-Specturm-Water	80.85			5210 202200		101000
		Spectrum		CC Accounting: 5210-		-430510-345		
		Spectrum						
		CC-441 04/01/25 040125-Specturm-WWTP	80.85			5310 202200		101000
		Spectrum		CC Accounting: 5310-		-430610-345		
		Spectrum						
		CC-441 04/01/25 040125-Specturm-PD	119.98			1000 202200		101000
		Spectrum		CC Accounting: 1000-		-420100-345		
		Spectrum						
		CC-441 04/01/25 040125-Pool	49.99			1000 202200		101000
		Spectrum		CC Accounting: 1000-		-460445-345		
		Spectrum						
		CC-441 04/01/25 040125-WWTP Office	39.99			5310 202200		101000
		Spectrum		CC Accounting: 5310-		-430610-345		
		Spectrum						
		CC-442 04/07/25 Cardio Partners -600035565	1,905.52			1000 202200		101000
		Cardio Partners		CC Accounting: 1000-		-420730-220		
		Cardio Partners						
		CC-443 04/11/25 Adobe - Admin	14.40			1000 202200		101000
		ADOBE		CC Accounting: 1000-		-410550-330		
		ADOBE						
		CC-443 04/11/25 ADOBE - Water	16.79			5210 202200		101000
		ADOBE		CC Accounting: 5210-		-430510-330		
		ADOBE						
		CC-443 04/11/25 ADOBE - Sewer	16.79			5310 202200		101000
		ADOBE		CC Accounting: 5310-		-430610-330		
		ADOBE						

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		CC-446 04/21/25 Paint for Pool	1,544.89			1000 202200		101000
	Amazon			CC Accounting: 1000-		-460445-220		
	AMAZON							
		CC-447 04/01/25 Bitter Root Disposal	2.34			1000 202200		101000
	Bitterroot Disposal - 5411-88931			CC Accounting: 1000-		-410360-340		
		CC-447 04/01/25 Bitter Root Disposal	9.36			1000 202200		101000
	Bitterroot Disposal - 5411-88931			CC Accounting: 1000-		-410550-340		
		CC-447 04/01/25 Bitter Root Disposal	2.34			1000 202200		101000
	Bitterroot Disposal - 5411-88931			CC Accounting: 1000-		-420100-340		
		CC-447 04/01/25 Bitter Root Disposal	2.34			1000 202200		101000
	Bitterroot Disposal - 5411-88931			CC Accounting: 1000-		-420410-340		
		CC-447 04/01/25 Bitter Root Disposal	2.34			2394 202200		101000
	Bitterroot Disposal - 5411-88931			CC Accounting: 2394-		-420531-340		
		CC-447 04/01/25 Bitter Root Disposal	14.04			5210 202200		101000
	Bitterroot Disposal - 5411-88931			CC Accounting: 5210-		-430510-340		
		CC-447 04/01/25 Bitter Root Disposal	14.04			5310 202200		101000
	Bitterroot Disposal - 5411-88931			CC Accounting: 5310-		-430610-340		
		CC-448 04/01/25 Bitter Root Disposal PW	258.30			1000 202200		101000
	BITTERROOT DISPOSAL 5411-88770			CC Accounting: 1000-		-430200-340		
		CC-448 04/01/25 Bitter Root Disposal PW	258.30			5310 202200		101000
	BITTERROOT DISPOSAL 5411-88770			CC Accounting: 5310-		-430610-340		
		CC-449 04/11/25 Office Supplies	27.73			1000 202200		101000
	AMAZON			CC Accounting: 1000-		-410550-210		
		CC-449 04/11/25 Office Supplies	6.93			1000 202200		101000
	AMAZON			CC Accounting: 1000-		-430100-210		
		CC-449 04/11/25 Office Supplies	17.33			5210 202200		101000
	AMAZON			CC Accounting: 5210-		-430510-210		
		CC-449 04/11/25 Office Supplies	17.34			5310 202200		101000
	AMAZON			CC Accounting: 5310-		-430610-210		
		CC-450 04/11/25 Office Supplies	14.21			1000 202200		101000
	AMAZON			CC Accounting: 1000-		-410550-210		
		CC-451 03/31/25 Ravalli Electric CO-OP	44.25			1000 202200		101000
	RAVALLI ELECTRIC CO-OP			CC Accounting: 1000-		-420422-340		
		CC-451 03/31/25 Ravalli Electric CO-OP	132.75			5610 202200		101000
	RAVALLI ELECTRIC CO-OP			CC Accounting: 5610-		-430300-340		
		CC-453 04/23/25 Postage	5.58			1000 202200		101000
	U.S Postal Service			CC Accounting: 1000-		-420100-311		
		CC-454 04/08/25 SO584948-Witmer Group	63.61			1000 202200		101000
	Witmer Group			CC Accounting: 1000-		-420460-226		
	Witmer Public Safety Group Inc.							

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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
*** Claim from another period (4/25) ****								
19654		1929 MISSOULA MOTOR PARTS CO.	86.13					
		Headlight assebmly on work truck						
	864540	04/09/25 Maintenance work truck	29.27			1000 430200	232	101000
	864540	04/09/25 Maintenance work truck	28.43			5210 430510	232	101000
	864540	04/09/25 Maintenance work truck	28.43			5310 430610	232	101000
*** Claim from another period (4/25) ****								
19655		34 STEVENSVILLE HARDWARE AND RENTAL	739.16					
		Supplies for the Town - Public Works						
	CC-444	04/23/25 16219795-Stevi Hardware	15.28			1000 202200		101000
		Stevi Hardware		CC Accounting: 1000-		-410550-220		
		STEVENSVILLE HARDWARE AND RENTAL INC						
	CC-445	04/01/25 16214935-Stevi Hardware	20.69			5310 202200		101000
		Stevi Hardware		CC Accounting: 5310-		-430640-212		
		STEVENSVILLE HARDWARE AND RENTAL INC						
	CC-445	04/01/25 16214935-Stevi Hardware	33.29			5310 202200		101000
		Stevi Hardware		CC Accounting: 5310-		-430640-212		
		STEVENSVILLE HARDWARE AND RENTAL INC						
	CC-445	04/02/25 16215104-Stevi Hardware	7.01			5210 202200		101000
		Stevi Hardware		CC Accounting: 5210-		-430550-230		
		STEVENSVILLE HARDWARE AND RENTAL INC						
	CC-445	04/03/25 16215317-Stevi Hardware	0.50			5210 202200		101000
		Stevi Hardware		CC Accounting: 5210-		-430550-230		
		STEVENSVILLE HARDWARE AND RENTAL INC						
	CC-459	04/08/25 16216356-Battery	22.93			5210 202200		101000
		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 5210-		-430510-220		
	CC-459	04/10/25 16216814-Nuts & Bolts	2.29			5210 202200		101000
		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 5210-		-430510-230		
	CC-459	04/10/25 16216831-Nuts & Bolts	4.99			1000 202200		101000
		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-430900-230		
	CC-459	04/15/25 16218061- Trimmer string	16.63			1000 202200		101000
		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-430900-230		
	CC-459	04/21/25 16219187-Water Pump	575.99			5210 202200		101000
		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 5210-		-430510-220		
	CC-459	04/23/25 16219716-Yellow Paint	39.56			1000 202200		101000
		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-411201-230		
*** Claim from another period (4/25) ****								
19656	C	2067 Global Chemicals Inc	3,833.88					
		Asphalt Pot Hole Repairs						
	13266467-8	04/12/25 Asphalt for pot holes	3,833.88*			2820 430200	360	101000

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (4/25) ****								
19657		2072 M&L Heating & Cooling	750.00					
Heater failure in the digestion building at the sewage plant. Faulty blower moter belt was replaced. They traced the failure to a contactor located behind the disconnet panel. The contactor tripped the next day and the tecnincian recommended an electrician come in and have it replaced.								
		9101 04/16/25 Repair	750.00			5310 430640	360	101000
*** Claim from another period (4/25) ****								
19658		2073 Montana Collision	390.00					
Repair/replace LT Mirror on Police Vehicle								
		stevipd 04/28/25 Repair	390.00			1000 420100	360	101000
*** Claim from another period (4/25) ****								
19659		2074 Rich Liddle	35.96					
Rich did not know we had an account at Stevensville Hardware for the Fire Department. He needed Premix Fuel for engines #2511 and #2510 so he purchased it with his credit card. This claim is to reimburse him.								
		16217096 04/11/25 Premix fuel for #2511 & 2510	35.96*			1000 420460	231	101000
19660		16 MONTANA ENVIRONMENTAL LAB LLC	1,528.55					
Lab testinf for water and sewer								
		2502813 04/01/25 Lab testing Sewer	257.10			5310 430640	355	101000
		2502991 04/08/25 Lab testing Sewer	262.10			5310 430640	355	101000
		2503379 04/24/25 Lab testing Sewer	419.15			5310 430640	355	101000
		2503644 04/23/24 Lab testing Sewer	262.10			5310 430640	355	101000
		2503897 04/29/25 Lab testing Sewer	262.10			5310 430640	355	101000
		2503377 04/10/25 Lab testing Water	66.00*			5210 430540	355	101000
*** Claim from another period (4/25) ****								
19661	C	1754 Construct Montana, LLC	14,450.88					
Building Inspection Fees								
		1160 05/02/25 Building Inspection Contractor	14,450.88*			2394 420531	350	101000
*** Claim from another period (4/25) ****								
19662	C	1696 First Call Computer Solutions,	575.00					
.GOV monthly charges for month of April 2025								
		105066 04/30/25 .GOV - ADMIN	69.00			1000 410550	331	101000
		105066 04/30/25 .GOV - PD	92.00			1000 420100	331	101000
		105066 04/30/25 .GOV - COURT	34.50			1000 410360	331	101000
		105066 04/30/25 .GOV - FD	57.50			1000 420410	331	101000
		105066 04/30/25 .GOV - WATER	92.00			5210 430510	331	101000
		105066 04/30/25 .GOV - SEWER	92.00			5310 430610	331	101000
		105066 04/30/25 .GOV - COUNCIL	92.00*			1000 410100	331	101000
		105066 04/30/25 .GOV - MAYOR	23.00			1000 410200	331	101000
		105066 04/30/25 .GOV - AIRPORT	23.00*			5610 430300	331	101000

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*** Claim from another period (4/25) ****								
19663	C	1787 Valli Information Systems, Inc.	437.54					
Utility Billing - Billing Services for April 2025								
	100236	04/30/25 UB- Billing Services	218.77			5210 430510	331	101000
	100236	04/30/25 UB- Billing Services	218.77			5310 430610	331	101000
*** Claim from another period (4/25) ****								
19664		1626 Yoder Gravel	160.00					
Gravel for roads								
	55350	04/01/25 Gravel for Roads	55.00*			1000 430200	220	101000
	55370	04/01/25 Gravel for Roads	50.00*			1000 430200	220	101000
	55553	04/04/25 Gravel for Roads	55.00*			1000 430200	220	101000
19665		2071 EPPICO / RODMAN	130.49					
Pat down gloves for the PD								
	229989	03/17/25 Operating Supplies	130.49			1000 420100	220	101000
*** Claim from another period (4/25) ****								
19666		33 NORTHWESTERN ENERGY	13,608.23					
Northwestern Energy for the town								
	05/05/25	721275-6 Light Dist 3	251.89			2430 430263	340	101000
	05/05/25	722451-2 206 Buck 45% TH	182.79			1000 411201	340	101000
	05/05/25	722451-2 206 Buck 45% PD	182.79			1000 420100	340	101000
	05/05/25	722451-2 206 Buck 10% Bldg Dep	40.63			2394 420531	340	101000
	05/07/25	723606-0 Peterson Add'n Lighti	185.48			2420 430263	340	101000
	05/07/25	723607-8 Dayton Add'n Lighting	255.03			2410 430263	340	101000
	05/05/25	724186-2 Maplewood Cemetery	10.61			1000 430900	340	101000
	05/05/25	724187-0 Main St seasonal Lig	6.00			1000 430263	340	101000
	05/07/25	724206-8 Orig Town Street Ligh	259.58			1000 430263	340	101000
	05/07/25	724207-6 ESH - 5th St. Lights	467.28			1000 430263	340	101000
	05/07/25	724208-4 5th St to Lange Park	18.08			1000 430263	340	101000
	05/07/25	724209-2 Add'l Town lighting	161.88			1000 430263	340	101000
	05/02/25	724515-2 MBF H2O plant	43.54			5210 430520	340	101000
	05/05/25	724518-6 102 Main St pump #1	60.77			5210 430520	340	101000
	05/02/25	724755-4 Riverside Cemetery IR	45.20			1000 430900	340	101000
	05/05/25	724756-2 Maplewood Cemetery	45.20			1000 430900	340	101000
	05/05/25	724942-8 Sewer lift station W.	10.70			5310 430620	340	101000
	05/07/25	724944-4 Sewer trtmnt plant	4,698.40			5310 430620	340	101000
	05/05/25	724971-7 Truck garage South	213.57			5210 430520	340	101000
	05/05/25	725036-8 L&C Yard Light	10.61			1000 460430	340	101000
	05/05/25	725041-8 L&C Park 5hp IRR	45.40			1000 460430	340	101000
	05/05/25	725042-6 L&C Park Parking Lot	6.00			1000 460430	340	101000
	05/05/25	725084-8 L&C Park Rest/Field	12.00			1000 460430	340	101000
	05/05/25	782189-5 214 Buck St.- H2O 25%	16.34			5210 430520	340	101000
	05/05/25	782189-5 214 Buck St. - WW 25%	16.33			5310 430620	340	101000
	05/05/25	782189-5 214 Buck St.- PD 50%	32.67			1000 420100	340	101000
	05/02/25	1447753-3 3rd & Park	12.91			1000 430263	340	101000

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		05/02/25 1538216-1 421 Airport Rd - SRE	42.87			5610 430300	340	101000
		05/02/25 1538216-1 421 Airport Rd - FD	42.87			1000 420422	340	101000
		05/02/25 1685436-6 Crksde Mdws Ph 1	256.05			2440 430263	340	101000
		05/02/25 1685994-4 Crksde Mdws ph 2	137.80			2440 430263	340	101000
		05/05/25 2057364-8 Pool	46.69			1000 460445	340	101000
		05/02/25 2079637-1 MBF Well Field 305	4,964.92			5210 430520	340	101000
		05/02/25 2079645-4 MBF booster station	125.21			5210 430520	340	101000
		05/05/25 3148944-6 Twin Creeks Lighting	439.24			2450 430263	340	101000
		05/05/25 3218493-9 223 Main St	48.02			1000 460430	340	101000
		05/05/25 3672984-6 300 Main Street	6.13			1000 460430	340	101000
		05/02/25 3672985-3 Stevensville Cutoff	6.00			1000 430263	340	101000
		05/05/25 3691677-3 157 Sewer Work Rd	11.66			5210 430520	340	101000
		05/05/25 Sewer 157 Sewer Works Rd Depot	11.66			5310 430620	340	101000
		05/05/25 Streets 157 Sewer Works Rd Dep	11.66			1000 430200	340	101000
		05/07/25 3763580-2 Dickerson Park	6.74			1000 460430	340	101000
		05/05/25 3795194-4 206 Buck St Light	159.03			1000 411201	340	101000
19667	E	1659 CHS Mountain West CO-OP	138.88					
Fuel for the Town - PW								
		UV4-UZ6312 04/03/25 Fuel	46.29			1000 430100	231	101000
		UV4-VA3822 04/25/25 Fuel	46.29			5210 430510	231	101000
		UV4-VA5918 04/30/25 Fuel	46.30			5310 430610	231	101000
*** Claim from another period (4/25) ****								
19668	E	852 CENEX FLEETCARD	1,718.33					
Fuel for the Town for the month of April 2025								
		312140CL 04/10/25 Fuel - FD	19.68*			1000 420460	231	101000
		312140CL 04/24/25 Fuel - FD	145.67*			1000 420460	231	101000
		312140CL 04/24/25 Fuel - FD	69.57*			1000 420460	231	101000
		312140CL 04/07/25 Fuel - FD	40.48			1000 420730	231	101000
		312140CL 04/26/25 Fuel - FD	103.45*			1000 420460	231	101000
		312140CL 04/18/25 Fuel-Airport	49.34			5610 430300	231	101000
		312140CL 04/22/25 Fuel-PD Training	195.11*			2810 420100	231	101000
		312140CL 04/29/25 Fuel - PD	38.71			1000 420100	231	101000
		312140CL 04/29/25 Fuel - PD	298.87			1000 420100	231	101000
		312140CL 04/29/25 Fuel - PW	252.48			1000 430100	231	101000
		312140CL 04/29/25 Fuel - PW	252.48			5210 430510	231	101000
		312140CL 04/29/25 Fuel - PW	252.49			5310 430610	231	101000
*** Claim from another period (3/25) ****								
19669		1862 Modern Marketing	380.95					
Debossed Silicone Bracelets with Color Fill. For the Chilli Cook Off. This was a pass thru and reimbursed by the SPD Reserve Association. Ch # 1027 \$380.75.								
RV 6206								
		MMI161813 03/04/25 Supplies for Chilli Cook of	380.95*			1000 420100	210	101000

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*** Claim from another period (3/25) ****								
19670		1330 Burnt Fork Market	34.75					
Bread for Chillli Cook Off. This was reimbursed by the SPD Reserve Association. Ck # 1027 \$34.75. RV 6206								
		02-2063126 03/15/25 Food for Chillli Cook Off	34.75*			1000 420100	210	101000
19671	E	85 CENTURYLINK	63.97					
Airport Phone and Internet for May 2025								
		1475064692 05/08/25 Phone/Internet	63.97*			5610 430300	345	101000
19672		1710 Les Schwab	193.98					
Tires for Lawn Mower at the Airport.								
		7160061296 05/10/25 Tires for lawn mower	193.98			5610 430300	236	101000
19673		1967 Cardio Partners	79.00					
AED Adult Pads for Ambulance. This is split with the Rural Fire District an invoice has been sent to them for \$39.50.								
		600054321 05/02/25 Operating Supplies	79.00*			1000 420730	220	101000
19674	C	1979 Robert Michalson	251.94					
Travel to Fairmont Hotsprings for the Spring Conference 2025. Councilmember Barker and Mayor Michalson attended.								
		spring25 05/06/25 Meals	32.00*			1000 410200	377	101000
		spring25 05/06/25 Travel Mayor	109.97*			1000 410200	370	101000
		spring25 05/06/25 Travel Council Member	109.97			1000 410100	370	101000
19675	C	1907 Jenelle Berthoud	193.20					
Travel to and from Spring Conference at Fairmont Hot Springs - May 4th to May 8th 2025								
		SpringTC25 05/08/24 Travel	193.20*			1000 410550	370	101000
# of Claims 39			Total: 90,539.19					
Total Electronic Claims			44,281.65	Total Non-Electronic Claims	46257.54			

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Fund/Account	Amount
1000 GENERAL	
101000 Cash - Operating	15,563.68
2394 BUILDING CODE ENFORCEMENT	
101000 Cash - Operating	14,567.20
2410 DAYTON LIGHTING #1 DISTRICT 55	
101000 Cash - Operating	255.03
2420 PETERSON ADDN LIGHTING #2 DISTRICT 80	
101000 Cash - Operating	185.48
2430 GEO SMITH LIGHTING #3 DISTRICT 76	
101000 Cash - Operating	251.89
2440 CREEKSIDE LIGHTING #4 DISTRICT 77	
101000 Cash - Operating	393.85
2450 TWIN CREEKS LIGHTING #5 DISTRICT	
101000 Cash - Operating	439.24
2810 POLICE TRAINING & PENSION	
101000 Cash - Operating	195.11
2820 GAS APPORTIONMENT TAX / BaRSAA	
101000 Cash - Operating	28,350.49
5210 WATER	
101000 Cash - Operating	21,292.23
5310 SEWER	
101000 Cash - Operating	8,475.76
5610 AIRPORT	
101000 Cash - Operating	569.23
Total:	90,539.19

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

Stacie Barker, Councilmember

Open, Councilmember

Cindy Brown, Councilmember

Wallace Smith, Councilmember

Bob Michalson, Mayor

Date Approved_____

File Attachments for Item:

b. #19676-#19690

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (5/25) ****								
19676		2052 Miles City Court	50.00					
Association Application/Renewal Form July 2025-June 2026. Court Clerks Association for Jessica Cochrell.								
	renew25-26	05/13/25 Court Clerk Application	50.00*			1000 410360	330	101000
*** Claim from another period (5/25) ****								
19677		1604 Jane Ellis	114.00					
Sew patches on pants and cuff repairs for Fire Department								
	S2025-1	05/09/25 Clothing patches & repairs	114.00			1000 420460	226	101000
*** Claim from another period (4/25) ****								
19678	C	1904 Trapper Peak Law, Melanie C	822.00					
Prosecutorial Services for April 2025								
	1181	05/12/25 Prosecutorial Services	135.00			1000 410364	352	101000
	1182	05/12/25 Prosecutorial Services	165.00			1000 410364	352	101000
	1183	05/12/25 Prosecutorial Services	135.00			1000 410364	352	101000
	1184	05/12/25 Prosecutorial Services	120.00			1000 410364	352	101000
	1185	05/12/25 Prosecutorial Services	180.00			1000 410364	352	101000
	1186	05/12/25 Prosecutorial Services	60.00			1000 410364	352	101000
	1186	05/12/25 Prosecutorial Services	27.00*			1000 410364	370	101000
*** Claim from another period (5/25) ****								
19679	C	2024 STRYKER SALES, LLC	261.00					
AED Patches for Police Department								
	9209171058	05/02/25 Operating Supplies	261.00			1000 420100	220	101000
*** Claim from another period (5/25) ****								
19680		23 VALLEY DRUG AND VARIETY	8.50					
Copy of Cemetery Maps and card stock for business cards								
	751191	05/07/25 Copy of Cemetery Maps	7.00*			1000 430900	220	101000
	753639	05/20/25 Card stock for business cards	1.50			1000 410550	330	101000
*** Claim from another period (4/25) ****								
19681	E	2006 RICOH	7.88					
RICOH Printer Copies for the month of April 2025								
	5071327277	05/01/25 Printer Copy Admin	1.18			1000 410550	320	101000
	5071327277	05/01/25 Printer Copy Bldg	1.18*			2394 420531	320	101000
	5071327277	05/01/25 Printer Copy Water	2.76			5210 430510	320	101000
	5071327277	05/01/25 Printer Copy Sewer	2.76			5310 430610	320	101000
*** Claim from another period (5/25) ****								
19682		1700 DEQ -Water & Wastewater	30.00					
DEQ - Drinking Water renewal fee for Cody Anderson. Cert:3B								
	28806	06/30/25 Annual Renewal	30.00			5210 430510	335	101000

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (4/25) ****								
19683		228 Norco, Inc.	51.60					
Cylinder Rental for PW								
	43480234	04/30/25 Cylinder Rental PW	10.32*			1000 430200	220	101000
	43480234	04/30/25 Cylinder Rental PW	20.64			5210 430510	220	101000
	43480234	04/30/25 Cylinder Rental PW	20.64			5310 430610	220	101000
*** Claim from another period (5/25) ****								
19684	C	728 HDR ENGINEERING, INC.	24,108.59					
Water Leak Improvement Project. This work is for design of system SCADA upgrades.								
	1200719613	05/13/25 Water Leak Proj - PM	631.70			5230 430550	900	2 101000
	1200719613	05/13/25 Water Leak Proj -Final Des	21,484.11			5230 430550	900	2 101000
	1200719613	05/13/25 Water Leak Proj-Costructio	1,045.10			5230 430550	900	2 101000
	1200719613	05/13/25 Water Leak Pro-Integration	947.68			5230 430550	900	2 101000
*** Claim from another period (5/25) ****								
19685	C	728 HDR ENGINEERING, INC.	3,390.77					
Invoice is for Park Street. Services in March 30 2025 to May 3 2025. This is a pass-thru claim, sentt to Double N Builders,								
	1200719612	05/13/25 Park Street Pass Thru	3,390.77			2250 411010	350	101000
*** Claim from another period (3/25) ****								
19686	C	728 HDR ENGINEERING, INC.	1,235.08					
Invoice is for Park Street. Services 12/01/2024 to 3/29/2024. This is a pass-thru claim, Double N Builders, paid \$1235.08 CK 2622. Release claim for								
payment								
	1200711211	03/29/24 Park Street Pass Thru	1,235.08			2250 411010	350	101000
*** Claim from another period (5/25) ****								
19687	C	1031 MR ASPHALT, INC.	5,962.00					
Patch at N 3rd. & Sidewalk at the Living Center.								
	8148	05/15/25 Patch 3rd & Sidewalk Living Ct	5,962.00*			2820 430200	360	101000
19688	C	1702 DE Lage Landen Finance Services,	82.00					
Printer Lease Fire Dept and Court for 6/1/2025 - 6/30/2025								
	590255635	06/30/25 Printer lease Court/FD	41.00			1000 410360	320	101000
	590255635	06/30/25 Printer lease Court/FD	41.00			1000 420410	320	101000
*** Claim from another period (4/25) ****								
19689		108 BITTERROOT STAR	98.70					
Call for Bids - Airport								
	37557	04/23/25 Call for Bids - Airport	49.35*			5610 430300	330	101000
	37557	04/30/25 Call for Bids - Airport	49.35*			5610 430300	330	101000

05/20/25
16:36:05

TOWN OF STEVENSVILLE
Claim Approval List
For the Accounting Period: 6/25

Page: 3 of 5
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (5/25) ***								
19690	C	1026 RTC CONSTRUCTION, LLC	1,000.00					
Remodel office for Finance & HR & Finance Assistant first installment.								
		052025 05/20/25 Remodel Office	1,000.00*			1000 411201	360	101000
# of Claims		15	Total:	37,222.12				
Total Electronic Claims			36,869.32	Total Non-Electronic Claims	352.80			

05/20/25
16:36:05

TOWN OF STEVENSVILLE
Fund Summary for Claims
For the Accounting Period: 6/25

Page: 4 of 5
Report ID: AP110

Fund/Account	Amount
1000 GENERAL	
101000 Cash - Operating	2,349.00
2250 PLANNING	
101000 Cash - Operating	4,625.85
2394 BUILDING CODE ENFORCEMENT	
101000 Cash - Operating	1.18
2820 GAS APPORTIONMENT TAX / BaRSAA	
101000 Cash - Operating	5,962.00
5210 WATER	
101000 Cash - Operating	53.40
5230 ARPA WATER LEAK REPAIR	
101000 Cash - Operating	24,108.59
5310 SEWER	
101000 Cash - Operating	23.40
5610 AIRPORT	
101000 Cash - Operating	98.70
Total:	37,222.12

05/20/25
16:36:05

TOWN OF STEVENSVILLE
Claim Approval Signature Page
For the Accounting Period: 6 / 25

Page: 5 of 5
Report ID: AP100A

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

Stacie Barker, Councilmember

Samantha Bragg, Councilmember

Cindy Brown, Councilmember

Wallace Smith, Councilmember

Bob Michalson, Mayor

Date Approved_____

File Attachments for Item:

a. Airport

Stevensville Airport Manager's Report

May 2025

1. Maintenance
 - a. Our mower needed several repairs. New rear tires and several replacement parts for the deck were purchased. Many of the users have been mowing the smaller areas with their personal mowers. Craig Thomas will bring his tractor to mow around the runway and parallel taxiway.
2. CIP Projects for 2025/2026
 - a. An introductory meeting was held with the new fuel tank contractor. They are working on submittals. Otherwise, we are waiting on the FAA funding.
 - b. The Board met Monday evening and voted on an asphalt maintenance contractor that will be presented to Council.
3. Fuel
 - a. City Services was onsite last week to perform maintenance on the existing tank in preparation to restore fuel service. The tank was evacuated. It was determined that the sump pump piping needed to be replaced. Those parts are due to arrive before the end of the week.
4. New Business
 - a. Missoula Skydiving has been operating since late last month. Business is picking up quickly.
5. USFS LUA
 - a. We met with the Tyler Brothers last week to deconflict the skydiving operation and the USFS aircraft. The meeting went well. The forest service mentioned the Big Creek fire and they expect it to grow considerably as the weather heats up. Also mentioned was the passing of House Bill 130. This bill increased the boundary to private land from 1 mile, to 5.

File Attachments for Item:

b. Building Department

MONTHLY REPORT

Building Department

April 2025

Permits Issued

Fees Collected

Building (8 permits)

1. NSFR	\$3,862.51
2. New/Remodel Commercial Building	\$9975.41
3. Renovation/Remodel	\$0
4. Demo re-roof, commercial.....	\$200.00

Electrical (3 permits)

1. NSFR	\$100.00
2. New/Remodel Commercial Building	\$133.20
3. Renovation/Remodel	\$0
4. Demo	\$0

Mechanical (1 permits)

1. NSFR	\$0
2. New/Remodel Commercial Building	\$50.00
3. Renovation/Remodel	\$0
4. Demo	\$0

Plumbing (3 permit)

1. NSFR	\$0
2. New/Remodel Commercial Building	\$283.00
3. Renovation/Remodel	\$0
4. Demo	\$0

Total permits issued: 15

Total fees collected: \$14,604.12

Activities

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.

Items of Interest

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 – April 2025

Calls for the Month of April: 49

Calls for Stevensville Town: 15

Calls for Stevensville Rural: 27

Missed calls: 3

Mutual Aid: 4

Total Calls: 49

Medical Response: 36

Fire Calls: 10

Motor Vehicle Crash: 3

Calls for the Year to Date: 206

Calls for Stevensville Town: 75

Calls for Stevensville Rural: 111

Missed call: 8

Mutual Aid: 12

Total Calls: 206

Medical Response: 163

Fire Calls: 36

Motor Vehicle Crash: 7

File Attachments for Item:

f. Public Works

TOWN OF STEVENSVILLE PUBLIC WORKS ACTIVITY REPORT April 2025

UTILITIES REPORT

Domestic Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Produced</i>	18,214,000	19,069,000

- 💧 Monthly, weekly and Annual reports to the state
- 💧 Monthly Meter Readings
- 💧 Service line inventory
- 💧 CCR report to DEQ

Waste Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Treated</i>	3,198,848	3,851,621

- 💧 State Reports and EPA, weekly monthly and Annual samples taken and reports submitted.
- 💧 Satisfied Permit reporting, testing and regulatory requirements
- 💧 Continued sludge press

○

OTHER

- 💧 Preemptive Sanitary Sewer Jetting in all Grids
- 💧 Meter reads and billing cycle
- 💧 Daily road grid inspections
- 💧 Street maintenance, potholes, sign installation and replacement
- 💧 Water and Waste water plants rounds
- 💧 Preventive maintenance at WWTP buildings
- 💧 Vehicle Maintenance
- 💧 Alley maintenance
- 💧 Downtown risk management inspections
- 💧 Continued replacement of water meters
- 💧 Continued training on dump truck and skid steer
- 💧 Explored options for water leak detection
- 💧 1 emergency call out
- 💧 Installed new floats in sludge pit
- 💧 Swapped out a defective pump in the bioreactor
- 💧 Water training class in Town Hall
- 💧 Repaired water leak on Pine Street

File Attachments for Item:

a. Discussion/Decision: Awarding of Bid for Asphalt Maintenance 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:	Stevensville Airport Board
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	05/22/2025
Agenda Topic:	Discussion/Decision: Awarding of Bid for Asphalt Maintenance at the Stevensville Airport
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	05/22/2025
Notes:	Bids for Asphalt Maintenance at the Stevensville Airport were opened at a Special Town Council Meeting on 05/12/2025. The town council tabled the awarding of bids so that the Airport Board could review at a Special Airport Board Meeting on 05/19/2025. The Airport Board is making their recommendation to the town council at the 05/22/2025 meeting.

**STEVENSVILLE AIRPORT
PAVEMENT MAINTENANCE
BID OPENING: MAY 12, 2025 - 5:30 PM**

SCHEDULE I - PAVEMENT MAINTENANCE					ENGINEER'S ESTIMATE		AMERICAN ROAD MAINTENANCE		C.R CONTRACTING, LLC		HI-LITE AIRFIELD SERVICES LLC		ROAD PRODUCTS LLC	
ITEM No.	SPEC No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
101	C-105-3.1	MOBILIZATION (NOT TO EXCEED 10%)	1	LS	\$34,859.43	\$34,859.43	\$30,000.00	\$30,000.00	\$7,800.00	\$7,800.00	\$21,045.60	\$21,045.60	\$15,000.00	\$15,000.00
102	C-105-3.2	TAXES, BONDS, AND INSURANCE (NOT TO EXCEED 2%)	1	LS	\$6,971.89	\$6,971.89	\$2,500.00	\$2,500.00	\$5,000.00	\$5,000.00	\$2,104.56	\$2,104.56	\$3,000.00	\$3,000.00
103	C-105-3.3	TRAFFIC CONTROL (NOT TO EXCEED 2%)	1	LS	\$6,971.89	\$6,971.89	\$5,000.00	\$5,000.00	\$3,500.00	\$3,500.00	\$4,209.12	\$4,209.12	\$3,000.00	\$3,000.00
104	P-605-5.1	CRACK SEALING	10,450	LF	\$2.00	\$20,900.00	\$2.00	\$20,900.00	\$1.35	\$14,107.50	\$1.15	\$12,017.50	\$1.35	\$14,107.50
105	P-608-8.1	ASPHALT SURFACE TREATMENT (SEAL COAT)	35,585	SY	\$2.50	\$88,962.50	\$2.00	\$71,170.00	\$1.45	\$51,598.25	\$1.55	\$55,156.75	\$1.30	\$46,260.50
106	P-608-8.2	ASPHALT SURFACE TREATMENT (SEAL COAT) - NO AGGREGATE	45159	SY	\$2.50	\$112,897.50	\$2.00	\$90,318.00	\$1.34	\$60,513.06	\$1.45	\$65,480.55	\$1.25	\$56,448.75
107	P-608-8.3	RUNWAY FRICTION TEST	1	LS	\$10,000.00	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$6,500.00	\$6,500.00
108	P-620-5.1	YELLOW PAVEMENT MARKING - FIRST APPLICATION	6,681	SF	\$1.50	\$10,021.50	\$2.00	\$13,362.00	\$0.75	\$5,010.75	\$1.00	\$6,681.00	\$0.75	\$5,010.75
109	P-620-5.2	YELLOW PAVEMENT MARKING - SECOND APPLICATION	8,247	SF	\$1.75	\$14,432.25	\$2.00	\$16,494.00	\$0.85	\$7,009.95	\$1.25	\$10,308.75	\$0.75	\$6,185.25
110	P-620-5.1	WHITE PAVMENT MARKING - FIRST APPLICATION	16,194	SF	\$1.50	\$24,291.00	\$2.00	\$32,388.00	\$0.52	\$8,420.88	\$1.00	\$16,194.00	\$0.75	\$12,145.50
111	P-620-5.2	WHITE PAVEMENT MARKING - SECOND APPLICATION	16,194	SF	\$1.75	\$28,339.50	\$2.00	\$32,388.00	\$0.60	\$9,716.40	\$1.25	\$20,242.50	\$0.75	\$12,145.50
112	P-630-7.1	REFINED COAL TAR EMULSION FOR SLURRY COAT	3,875	SY	\$10.00	\$38,750.00	\$5.00	\$19,375.00	\$5.25	\$20,343.75	\$5.00	\$19,375.00	\$5.50	\$21,312.50
TOTAL COST OF SCHEDULE I						\$397,397.45		\$338,895.00		\$198,020.54		\$237,815.33		\$201,116.25

CONSTRUCTION COST SUMMARY					ENGINEER'S ESTIMATE		AMERICAN ROAD MAINTENANCE		C.R CONTRACTING, LLC		HI-LITE AIRFIELD SERVICES LLC		ROAD PRODUCTS LLC	
SCHEDULE I - PAVEMENT MAINTENANCE					\$397,397.45		\$338,895.00		\$198,020.54		\$237,815.33		\$201,116.25	
TOTAL - ALL SCHEDULES					\$397,397.45		\$338,895.00		\$198,020.54		\$237,815.33		\$201,116.25	

File Attachments for Item:

b. Discussion/Decision: Resolution No. 565 a Resolution of the Stevensville Town Council Adopting Town Council Member Duties & Responsibilities for 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:	Unfinished Business
Person Submitting the Agenda Item:	Bob Michalson
Second Person Submitting the Agenda Item:	Cynthia Brown, Stacie Barker
Submitter Title:	Mayor, Council Member
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	05/22/2025
Agenda Topic:	Discussion/Decision: Resolution No. 565 a Resolution of the Stevensville Town Council Adopting Town Council Member Duties & Responsibilities for the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	05/22/2025
Notes:	At the 04/24/2025 Town Council meeting the agenda item to create a job description for a town council member was brought to the town council as a new business item. Here is the resolution to support the duties & responsibilities for a town council member.

RESOLUTION NO. 565

A RESOLUTION OF THE STEVENSVILLE TOWN COUNCIL ADOPTING TOWN COUNCIL MEMBER DUTIES & RESPONSIBILITIES FOR THE TOWN OF STEVENSVILLE

WHEREAS, the Town of Stevensville's Town Council Member, under MCA code Title 7, Chapter 4, Part 44 Office of City Council Member states under the following codes;

7-4-4401 Qualifications for city council member

7-4-4402 Term of office

7-4-4403 Officers of city or town council

WHEREAS, the Town of Stevensville's Town Council Member, under town code Sec. 2-54-61, 81-84, states under the following codes;

Sec. 2-54 Qualifications of councilmembers

Sec. 2-55 Rules

Sec. 2-56 General powers

Sec. 2-57 Prescribing duties and compensation of municipal officers

Sec. 2-58 Reports from officers of municipality

Sec. 2-59 Contracts

Sec. 2-60 Arrests of persons

Sec. 2-61 Imposition of penalties

Sec. 2-81 Ordinances

Sec. 2-82 Technical codes

Sec. 2-83 Resolutions

Sec. 2-84 Effective date

WHEREAS, Title 7 of Montana Code Annotated and Chapter 2 of Stevensville Municipal Code describe and direct a town council member of his or hers duties and responsibilities.

NOW THEREFORE, BE IT RESOLVED, by this Town Council that the town council member duties and responsibilities be approved and adopted;

DATED this 22nd day of May 2025, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

c. Discussion/Decision: Resolution No. 566 a Resolution of the Stevensville Town Council Adopting Zoning and Floodplain Administrators Duties & Responsibilities for 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:	Unfinished Business
Person Submitting the Agenda Item:	Bob Michalson
Second Person Submitting the Agenda Item:	Cynthia Brown, Stacie Barker
Submitter Title:	Mayor, Council Member
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	05/22/2025
Agenda Topic:	Discussion/Decision: Resolution No. 566 a Resolution of the Stevensville Town Council Adopting Zoning and Floodplain Administrators Duties & Responsibilities for the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	05/22/2025
Notes:	At the 04/24/2025 Town Council meeting the agenda item to create a job description for a zoning and floodplain administrators was brought to the town council as a new business item. Here is the resolution to support the duties & responsibilities for a zoning administrator and floodplain administrator.

RESOLUTION NO. 566

A RESOLUTION OF THE STEVENSVILLE TOWN COUNCIL ADOPTING ZONING AND FLOODPLAIN ADMINISTRATORS DUTIES & RESPONSIBILITIES FOR THE TOWN OF STEVENSVILLE

WHEREAS, the Town of Stevensville's town code Sec. 10-1 defines the zoning administrator as an official designated by the mayor as the official responsible for reviewing applications for building and land use permits for conformity to this development code for interpretations and enforcement of its provisions.

WHEREAS, the Town of Stevensville's Zoning Administrator, under town code Sec. 10-27, 94, 121, 155, 167, 183, 378, states under the following codes;

Sec. 10-27 Enforcement

Sec. 10-94 Hearing for amendment

Sec. 10-121 Hering and notice

Sec. 10-155 Conditional uses

Sec. 10-167 Legally created lots; development permitted

Sec. 10-183 Stop work order

Sec. 10-378 Subdivision review

WHEREAS, the Town of Stevensville's town code Sec. 11-8 defines the floodplain administrator is hereby officially appointed and is the responsibility of the office of the zoning administrator. The floodplain administrator's duty is to administer and implement the provisions of these regulations. The floodplain administrator must serve to meet and maintain the commitments pursuant to 44 CFR 59.22(a) to FEMA to remain eligible for National Flood Insurance for individuals and business within the political subdivision.

WHEREAS, Chapter 10 and chapter 11 of Stevensville Municipal Code describe and direct a zoning and floodplain administrator of his or hers duties and responsibilities.

NOW THEREFORE, BE IT RESOLVED, by this Town Council that the zoning and floodplain administrator duties and responsibilities be approved and adopted;

DATED this 22nd day of May 2025, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

d. Discussion/Decision: Resolution No. 567 a Resolution of the Stevensville Town Council Adopting Building Official & Building Inspector Job Duties for 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:	Unfinished Business
Person Submitting the Agenda Item:	Bob Michalson
Second Person Submitting the Agenda Item:	Cynthia Brown, Stacie Barker
Submitter Title:	Mayor, Council Member
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	05/22/2025
Agenda Topic:	Discussion/Decision: Resolution No. 567 a Resolution of the Stevensville Town Council Adopting Building Official & Building Inspector Job Duties for the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	05/22/2025
Notes:	At the 04/24/2025 Town Council meeting the agenda item to create a job description for a building official and a building inspector was brought to the town council as a new business item. Here is the resolution to support the job duties for a building official and a building inspector.

RESOLUTION NO. 567

**A RESOLUTION OF THE STEVENSVILLE TOWN
COUNCIL ADOPTING BUILDING OFFICIAL &
BUILDING INSPECTOR JOB DUTIES
FOR THE TOWN OF STEVENSVILLE**

WHEREAS, the Town of Stevensville's town code Sec. 6-19 establishment, powers and duties of the building official;

WHEREAS, the Town of Stevensville's Building Official, under town code Sec. 6-20-22, states under the following codes;

**Sec. 6-20 Appointment
Sec. 6-21 Violations
Sec. 6-22 Appeals**

WHEREAS, the Town of Stevensville's town code Sec. 22-257 & 258, building inspector;

**Sec. 22-257 Enforcement and penalty
Sec. 22-258 Regulations**

WHEREAS, Chapter 6 and chapter 22 of Stevensville Municipal Code describe and direct a building official and building inspector of his or hers job duties including the requirements of Montana Code.

WHEREAS, the Town of Stevensville will have the option to fill these two positions on a contract basis.

NOW THEREFORE, BE IT RESOLVED, by this Town Council that the Building Official and Building Inspector job descriptions be approved and adopted;

DATED this 22nd day of May 2025, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

a. Discussion/Decision: Special Event Permit for the 2025 Creamery Picnic



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:	Sean Doyle, President Stevensville Civic Club
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	05/22/2025
Agenda Topic:	Discussion/Decision: Special Event Permit for the 2025 Creamery Picnic
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	05/22/2025
Notes:	



GOVERNOR GREG GIANFORTE
DIRECTOR BRENDAN BEATTY

STEVENSVILLE CIVIC CLUB
PO BOX 676
STEVENSVILLE MT 59870-0676

Letter Date: April 21, 2025

Letter ID: L0007639872

Account ID: 5589384-006-SPP

Account Type: Liquor Special Permit
License

License Type: Special Permit
License Number: 6512
Subject: Special Permit for SEAN M. DOYLE

Dear SEAN M. DOYLE:

We have approved your request for a special permit to sell Beer and Table Wine for the 112th Annual Stevensville Creamery Picnic, at LEWIS & CLARK PARK, STEVENSVILLE MT. Your permit will begin on August 1, 2025 and end on August 2, 2025. Please display the enclosed permit and an age placard at the event.

I will be happy to assist you if you have any questions. Please contact me at the address or phone number below.

Sincerely,

Nadria McCormack
Alcoholic Beverage Control Division
Licensing and Compliance Bureau
PO Box 1712
Helena, MT 59624-1712
Phone: (406) 444-3016

Encl: Special Permit

STATE OF MONTANA
ALCOHOLIC BEVERAGE CONTROL DIVISION

SPECIAL PERMIT
FOR THE PERIOD BELOW

THIS IS TO CERTIFY that Stevensville Civic Club of Stevensville, Montana is hereby granted a special permit to sell Beer and Table Wine to the patrons of the 112th Annual Stevensville Creamery Picnic at LEWIS & CLARK PARK, STEVENSVILLE MT, the location described on the application.

This permit starts on August 1, 2025 and ends August 2, 2025. All permit holders are required to follow the laws and rules of the Montana Alcoholic Beverage Code (MABC) regarding the sale of Beer and Table Wine.

DATED at Helena, Montana this 21st day of April, 2025.

DEPARTMENT OF REVENUE
Alcoholic Beverage Control Division

Please Note: *Legal hours for sale of Beer and Table Wine are between 8:00 a.m. and 2:00 a.m. except when further restricted by city ordinance.*

TOWN OF STEVENSVILLE
APPLICATION FOR SPECIAL EVENT PERMIT

APPLICATION DATE: May 15, 2025 (Must be at least 14 days prior to event)
NAME OF GROUP OR ORGANIZATION: STEVENSVILLE Creamery Picnic
CONTACT PERSON: Sean Doyle TELEPHONE: 406-303-9221
ACTIVITY: 112TH Creamery Picnic

LOCATION REQUESTING: Lewis & Clark Park & Main Street

DATE: Aug 14 2 STARTING TIME: 3:00pm ENDING TIME: 10:00pm

ESTIMATED NUMBER OF PEOPLE ATTENDING: 1,000 +

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

HIGHWAY OR STREET CLOSURE? YES X NO If yes, please attach MDOT
Street Closure Permit

REQUEST FOR BONFIRE? YES NO X If yes, please attach Town Burn Permit

IS OVERNIGHT CAMPING REQUESTED? YES NO X

DO YOU HAVE INSURANCE? YES X 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 X NO

IF YES, PLANS FOR SECURITY: VOLUNTEERS PLUS COORDINATION w/ SPD & RCSI

PLANS FOR CLEAN UP: VOLUNTEERS

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.



Montana Department of Transportation

Special Use Permit

2701 Prospect Ave
PO Box 201001
Helena, MT 59620-1001
(406) 444-6200
www.mdt.mt.gov

Printed Date: 04/25/2025

Permit Number: 9842
Name: SEAN DOYLE
Company Name: STEVENSVILLE CIVIC CLUB
Address: PO BOX 676
STEVENSVILLE, MT 59870
Phone Number: (406) 303-9221
Nature of Permit:

IDENTICAL REQUEST AS SUBMITTED IN 2024, PERMIT #8783.

FOR THE 112TH ANNUAL CREAMERY PICNIC WE WOULD LIKE PERMISSION TO HOLD A FEW SHORT-TERM EVENTS ON MAIN STREET/S-269, AND DETOUR TRAFFIC DURING THESE TIMES.

FRIDAY, AUGUST 1 FROM 6:00 PM TO 7 PM -- ANNUAL CHILDREN'S PARADE (1 HOUR)
PARADE PARTICIPANTS WILL HEAD NORTH ON MAIN/269 BEGINNING AT RAVALLI STREET, AND THEN HEADING WEST ON W 2ND STREET.
NORTH BOUND TRAFFIC WOULD BE DETOURED ON TO EAST BOUND 5TH STREET, THEN NORTH ON CHURCH ST TO EASTSIDE HWY/203.
SOUTHBOUND TRAFFIC WOULD BE DETOURED TO EAST BOUND EASTSIDE HWY/203, THEN SOUTH ON CHURCH ST. ACCESS TO MAIN ST/269 WOULD BE BLOCKED ON 2ND, 3RD AND 4TH STREETS.

FRIDAY, AUGUST 1 FROM 7 PM TO 10 PM -- ANNUAL STREET/BLOCK CELEBRATION (3 HOURS)
MAIN STREET/269 TRAFFIC WOULD BE BLOCKED BETWEEN 110 MAIN STREET AND 308 MAIN STREET
NORTH BOUND TRAFFIC WOULD BE DETOURED ON TO EAST BOUND 4TH STREET, THEN NORTH ON CHURCH ST TO EASTSIDE HWY/203.
SOUTHBOUND TRAFFIC WOULD BE DETOURED TO EAST BOUND EASTSIDE HWY/203, THEN SOUTH ON CHURCH ST. ACCESS TO MAIN ST/269 WOULD BE BLOCKED ON 2ND AND 3RD STREETS.

SATURDAY, AUGUST 2 FROM 10:30 AM TO 12:00 PM -- ANNUAL GRAND PARADE (1.5 HOURS)
PARADE PARTICIPANTS WILL HEAD NORTH ON MAIN/269 BEGINNING AT 6TH STREET, AND THEN HEADING EAST ON E 2ND STREET.
NORTH BOUND TRAFFIC WOULD BE DETOURED ON TO EAST BOUND MIDDLE BURNT FORK RD, THEN NORTH ON LOGAN ST TO EASTSIDE HWY/203. (LOCAL TRAFFIC CAN TURN NORTH ON COLLEGE ST AND/OR PARK AVE)
SOUTHBOUND TRAFFIC WOULD BE DETOURED TO EAST BOUND EASTSIDE HWY/203, THEN SOUTH ON LOGAN ST. (LOCAL TRAFFIC CAN TURN SOUTH ON COLLEGE ST AND OR PINE) .
ACCESS TO MAIN ST/269 WOULD BE BLOCKED ON 2ND, 3RD, 4TH, 5TH AND RAVALLI STREETS AS WELL AS CENTRAL AVE.

ALL TRAFFIC SIGNAGE WILL BE PLACED APPROPRIATELY 15 MINUTES BEFORE EACH EVENT.
ALL TRAFFIC SIGNAGE WILL BE MOVED OR REMOVED AS NEEDED AT THE END OF EACH EVENT.
AFTER THE FINAL PARADE, ALL SIGNAGE WILL BE REMOVED FROM THE STREETS.

Sign Route	Corridor	Mile Post Start	Mile Post End	County
S-269	C000269	20.5	20.7	Ravalli

Conditions of Permit:

- 1) All other necessary permits for this project must be obtained by and are the responsibility of the applicant/permittee.
Permittee shall repair any damage done to MDT right of way as soon as possible



Montana Department of Transportation

Special Use Permit

2701 Prospect Ave
PO Box 201001
Helena, MT 59620-1001
(406) 444-6200
www.mdt.mt.gov

Printed Date: 04/25/2025

3) **LIABILITY CLAUSE** - The permittee owners shall protect the State of Montana and save it harmless from all claims, actions or damages of every kind which may accrue to , or be suffered by and person or persons, by reason of the performance of the activity or by improper occupancy of the highway right of way. In the event any suit or action is brought against the State of Montana arising out of the above causes the permittee owners will defend the suit or action.

Other Remarks and/or Conditions:

Traffic control to be removed immediately upon completion of event.

Applicant Date	Issue Date	End Date	Permit Type	Maintenance Division
Apr 14, 2025	Apr 25, 2025	Aug 04, 2025		Missoula

Signatories		
Type	Signature	Title
Applicant	Sean M. Doyle	
MDT District Rep	Steve Felix	Missoula area Maintenance Chief
District Traffic Engineer	Aldo Videa	DTE

Applicant will review the terms and conditions of this permit. In signing and submitting this permit, the applicant has agreed to accept and abide by those terms and conditions in their entirety. This permit has been officially approved by the Montana Department of Transportation by:

SIGNATORIES NAME: Steve Felix

DATE: 04/25/2025

SIGNATORIES TITLE: Missoula area Maintenance Chief

Special Use Permits are subject to the following terms and conditions:

REVOCATION: This permit may be revoked by the City/State upon giving seven (7) days advanced written notice. However the City/State may revoke this permit without notice if Permittee violates any of its terms or conditions.

CITY/STATE HARMLESS FROM CLAIMS: As a consideration of being issued this permit the Permittee, their successor or assign, agrees to protect the City/State and save it harmless from all claims, actions or damage of every kind and description which may accrue to, or be suffered by, any person or persons, corporations or party by reason of the performance of this activity, character of materials used, or manner of installation, maintenance and operation or by the improper occupancy of said highway right-of-way. In the event any suit or action is brought against the City/State arising out of or by reason of any of the above causes, the Permittee, its successor or assign, will, upon notice to them of the commencement of such action, defend the same at its sole cost and expense and satisfy any judgment which may be rendered against the City/State in any such suit or action.

PROTECTION OF TRAFFIC AND PEDESTRIANS: The Permittee shall protect the event area with traffic control devices that comply with the Manual on Uniform Traffic Control Devices and will be required to submit and have approved a traffic control plan prior to commencing the event. The permittee further agrees to insure and provide for the safe passage of pedestrians within the event area and, unless approved by the City, will not allow any obstructions within any sidewalk or designated pedestrian walkway. The Permittee also agrees to insure a minimum twelve (12) foot continuous traffic lane for emergency vehicle access within the event area. Further, the Permittee will notify all area emergency services at least forty-eight (48) hours prior to the closure and will, at that time, provide said agencies with a sketch of the event layout.

RUBBISH AND DEBRIS: Immediately upon completion of the event, all rubbish and debris shall be removed and the roadway and roadside left in a neat and presentable condition satisfactory to the City/State.

INSPECTION: The installation(s) or activities authorized by this permit shall be in compliance with the submitted plan and conditions of this permit. The Permittee may be required to remove or revise the installation(s) or activities at the sole expense of the Permittee, if the installation(s) or activities do not conform to the requirements of this permit or the submitted plan.

REMOVAL OF INSTALLATIONS: Upon termination of this event and/or permit, the Permittee will remove the installations installed under this permit at no cost to the City/State and restore the premises to the prior existing condition. Exceptions will include reasonable and ordinary wear and tear and damage by the elements, or by circumstances over which the Permittee has no control.

CITY/STATE TO BE REIMBURSED FOR REPAIRING ROADWAY: Upon being billed, the Permittee agree to promptly reimburse the City/State for any expense incurred in repairing damage to City/State roadway or appurtenances incurred as the direct result of the event for which this permit is issued.

Any condition of this permit will not be waived without written approval of the appropriate official.



Montana Department of Transportation
Special Use Application

2701 Prospect Ave
PO Box 201001
Helena, MT 59620-1001
(406) 444-6200
www.mdt.mt.gov

Printed Date: 04/25/2025

Applicant Information

First Name *	Last Name *	Email *
SEAN	DOYLE	president@stevensvillecivicclub.com

Company

STEVENSVILLE CIVIC CLUB

Mailing Address *	Contact Phone *
PO BOX 676	(406) 303-9221

City *	State *	Zip *
STEVENSVILLE	MT	59870

Alternate Contact/Co-Applicant Information (Optional)

First Name	Last Name	Email	Phone	Contact Type
				<input type="radio"/> Co-Applicant <input type="radio"/> Alternate Contact
				<input type="radio"/> Co-Applicant <input type="radio"/> Alternate Contact
				<input type="radio"/> Co-Applicant <input type="radio"/> Alternate Contact
				<input type="radio"/> Co-Applicant <input type="radio"/> Alternate Contact
				<input type="radio"/> Co-Applicant <input type="radio"/> Alternate Contact

Location Information

Sign Route *	Route Name	Mile Post Start *	Mile Post End
S-269	STEVENSVILLE RD	20.5	20.7

City *	County *
STEVENSVILLE	RAVALLI



Montana Department of Transportation
Special Use Application

2701 Prospect Ave
PO Box 201001
Helena, MT 59620-1001
(406) 444-6200
www.mdt.mt.gov

Printed Date: 04/25/2025

Permit Information

Application for permission to: *

IDENTICAL REQUEST AS SUBMITTED IN 2024, PERMIT #8783.

FOR THE 112TH ANNUAL CREAMERY PICNIC WE WOULD LIKE PERMISSION TO HOLD A FEW SHORT-TERM EVENTS ON MAIN STREET/S-269, AND DETOUR TRAFFIC DURING THESE TIMES.

FRIDAY, AUGUST 1 FROM 6:00 PM TO 7 PM -- ANNUAL CHILDREN'S PARADE (1 HOUR)

PARADE PARTICIPANTS WILL HEAD NORTH ON MAIN/269 BEGINNING AT RAVALLI STREET, AND THEN HEADING WEST ON W 2ND STREET.

NORTH BOUND TRAFFIC WOULD BE DETOURED ON TO EAST BOUND 5TH STREET, THEN NORTH ON CHURCH ST TO EASTSIDE HWY/203.

SOUTHBOUND TRAFFIC WOULD BE DETOURED TO EAST BOUND EASTSIDE HWY/203, THEN SOUTH ON CHURCH ST.

ACCESS TO MAIN ST/269 WOULD BE BLOCKED ON 2ND, 3RD AND 4TH STREETS.

FRIDAY, AUGUST 1 FROM 7 PM TO 10 PM -- ANNUAL STREET/BLOCK CELEBRATION (3 HOURS)

MAIN STREET/269 TRAFFIC WOULD BE BLOCKED BETWEEN 110 MAIN STREET AND 308 MAIN STREET

NORTH BOUND TRAFFIC WOULD BE DETOURED ON TO EAST BOUND 4TH STREET, THEN NORTH ON CHURCH ST TO EASTSIDE HWY/203.

SOUTHBOUND TRAFFIC WOULD BE DETOURED TO EAST BOUND EASTSIDE HWY/203, THEN SOUTH ON CHURCH ST.

ACCESS TO MAIN ST/269 WOULD BE BLOCKED ON 2ND AND 3RD STREETS.

SATURDAY, AUGUST 2 FROM 10:30 AM TO 12:00 PM -- ANNUAL GRAND PARADE (1.5 HOURS)

PARADE PARTICIPANTS WILL HEAD NORTH ON MAIN/269 BEGINNING AT 6TH STREET, AND THEN HEADING EAST ON E 2ND STREET.

NORTH BOUND TRAFFIC WOULD BE DETOURED ON TO EAST BOUND MIDDLE BURNT FORK RD, THEN NORTH ON LOGAN ST TO EASTSIDE HWY/203. (LOCAL TRAFFIC CAN TURN NORTH ON COLLEGE ST AND/OR PARK AVE)

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ACCESS TO MAIN ST/269 WOULD BE BLOCKED ON 2ND, 3RD, 4TH, 5TH AND RAVALLI STREETS AS WELL AS CENTRAL AVE.

ALL TRAFFIC SIGNAGE WILL BE PLACED APPROPRIATELY 15 MINUTES BEFORE EACH EVENT.

ALL TRAFFIC SIGNAGE WILL BE MOVED OR REMOVED AS NEEDED AT THE END OF EACH EVENT.

AFTER THE FINAL PARADE, ALL SIGNAGE WILL BE REMOVED FROM THE STREETS.

Apply Date *

4/14/25

Date of Event *

8/1/25

Event Start Time (example: 9:00am) *

6:00pm

Event Duration (example: 8 hours) *

4

Will this permit require the use of an overhead banner (Permit is for the event only. No advertising on any banner or signage per ARM 18.6.205)? *

☐ Yes ☒ No



MONTANA
Department of Transportation

Montana Department of Transportation

Special Use Application

2701 Prospect Ave
PO Box 201001
Helena, MT 59620-1001
(406) 444-6200
www.mdt.mt.gov

Printed Date: 04/25/2025

Will this permit require a street closure? *

☒ Yes ☐ No

Is this permit for a bike event? *

☐ Yes ☒ No

Has all required insurance coverage been obtained? *

☒ Yes ☐ No

Special Use permits require all other permits, eg City, be obtained before the permit is issued.

☒ I affirm that all other permits have been obtained.

Special Use Permits are subject to the following terms and conditions:

REVOCATION: This permit may be revoked by the City/State upon giving seven (7) days advanced written notice. However the City/State may revoke this permit without notice if Permittee violates any of its terms or conditions.

CITY/STATE HARMLESS FROM CLAIMS: As a consideration of being issued this permit the Permittee, their successor or assign, agrees to protect the City/State and save it harmless from all claims, actions or damage of every kind and description which may accrue to, or be suffered by, any person or persons, corporations or party by reason of the performance of this activity, character of materials used, or manner of installation, maintenance and operation or by the improper occupancy of said highway right-of-way. In the event any suit or action is brought against the City/State arising out of or by reason of any of the above causes, the Permittee, its successor or assign, will, upon notice to them of the commencement of such action, defend the same at its sole cost and expense and satisfy any judgment which may be rendered against the City/State in any such suit or action.

PROTECTION OF TRAFFIC AND PEDESTRIANS: The Permittee shall protect the event area with traffic control devices that comply with the Manual on Uniform Traffic Control Devices and will be required to submit and have approved a traffic control plan prior to commencing the event. The permittee further agrees to insure and provide for the safe passage of pedestrians within the event area and, unless approved by the City, will not allow any obstructions within any sidewalk or designated pedestrian walkway. The Permittee also agrees to insure a minimum twelve (12) foot continuous traffic lane for emergency vehicle access within the event area. Further, the Permittee will notify all area emergency services at least forty-eight (48) hours prior to the closure and will, at that time, provide said agencies with a sketch of the event layout.

RUBBISH AND DEBRIS: Immediately upon completion of the event, all rubbish and debris shall be removed and the roadway and roadside left in a neat and presentable condition satisfactory to the City/State.

INSPECTION: The installation(s) or activities authorized by this permit shall be in compliance with the submitted plan and conditions of this permit. The Permittee may be required to remove or revise the installation(s) or activities at the sole expense of the Permittee, if the installation(s) or activities do not conform to the requirements of this permit or the submitted plan.

REMOVAL OF INSTALLATIONS: Upon termination of this event and/or permit, the Permittee will remove the installations installed under this permit at no cost to the City/State and restore the premises to the prior existing condition. Exceptions will include reasonable and ordinary wear and tear and damage by the elements, or by circumstances over which the Permittee has no control.

CITY/STATE TO BE REIMBURSED FOR REPAIRING ROADWAY: Upon being billed, the Permittee agree to promptly reimburse the City/State for any expense incurred in repairing damage to City/State roadway or appurtenances incurred as the direct result of the event for which this permit is issued.

Any condition of this permit will not be waived without written approval of the appropriate official.

Po Box 2915
Bloomington IL 61702-2915

Named Insured

AT2 M-15-1403-FBDE F N

STEVENSVILLE CIVIC CLUB, INC
PO BOX 676
STEVENSVILLE MT 59870-0676

RENEWAL DECLARATIONS

Policy Number	96-BQ-2805-9	
Policy Period	Effective Date	Expiration Date
12 Months	JAN 15 2025	JAN 15 2026
The policy period begins and ends at 12:01 am standard time at the premises location.		

Agent and Mailing Address

DARCY HANSEN
300B MAIN ST
STEVENSVILLE MT 59870-2539

PHONE: (406) 625-3715

Businessowners Policy

Automatic Renewal - If the **policy period** is shown as **12 months**, this policy will be renewed automatically subject to the premiums, rules and forms in effect for each succeeding policy period. If this policy is terminated, we will give you and the Mortgagee/Lienholder written notice in compliance with the policy provisions or as required by law.

Entity: Corporation

NOTICE: Information concerning changes in your policy language is included. Please call your agent if you have any questions.

POLICY PREMIUM \$ 794.00

Discounts Applied:
Years in Business
Claim Record

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530 606a.2 05/31/2011 (v113231c)

RENEWAL DECLARATIONS (CONTINUED)

Businessowners Policy for STEVENSVILLE CIVIC CLUB, INC
 Policy Number 96-BQ-2805-9

SECTION I - PROPERTY SCHEDULE

Location Number	Location of Described Premises	Limit of Insurance* Coverage A - Buildings	Limit of Insurance* Coverage B - Business Personal Property	Seasonal Increase - Business Personal Property
001	4324 PAULEE LN STEVENSVILLE MT 59870-7022	No Coverage	\$ 5,400	25%
002	23 STEVENSVILLE CUTOFF RD STEVENSVILLE MT 59870	No Coverage	\$ 26,600	25%

* As of the effective date of this policy, the Limit of Insurance as shown includes any increase in the limit due to Inflation Coverage.

SECTION I - INFLATION COVERAGE INDEX(ES)

Cov A - Inflation Coverage Index: N/A
 Cov B - Consumer Price Index: 315.3

SECTION I - DEDUCTIBLES

Basic Deductible \$1,000

Special Deductibles:

Money and Securities \$250 Equipment Breakdown \$1,000

Other deductibles may apply - refer to policy.

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RENEWAL DECLARATIONS (CONTINUED)

Businessowners Policy for STEVENSVILLE CIVIC CLUB, INC
 Policy Number 96-BQ-2805-9

SECTION I - EXTENSIONS OF COVERAGE - LIMIT OF INSURANCE - EACH DESCRIBED PREMISES

The coverages and corresponding limits shown below apply separately to each described premises shown in these Declarations, unless indicated by "See Schedule." If a coverage does not have a corresponding limit shown below, but has "Included" indicated, please refer to that policy provision for an explanation of that coverage.

COVERAGE	LIMIT OF INSURANCE
Accounts Receivable	
On Premises	See Schedule
Off Premises	See Schedule
Arson Reward	\$5,000
Collapse	Included
Damage To Non-Owned Buildings From Theft, Burglary Or Robbery	Coverage B Limit
Debris Removal	25% of covered loss
Equipment Breakdown	Included
Fire Department Service Charge	\$2,500
Fire Extinguisher Systems Recharge Expense	\$5,000
Forgery Or Alteration	\$10,000
Glass Expenses	Included
Increased Cost Of Construction And Demolition Costs (applies only when buildings are insured on a replacement cost basis)	10%
Money And Securities (Off Premises)	See Schedule
Money And Securities (On Premises)	See Schedule
Money Orders And Counterfeit Money	\$1,000
Newly Acquired Business Personal Property (applies only if this policy provides Coverage B - Business Personal Property)	\$100,000
Newly Acquired Or Constructed Buildings (applies only if this policy provides Coverage A - Buildings)	\$250,000

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RENEWAL DECLARATIONS (CONTINUED)

Businessowners Policy for STEVENSVILLE CIVIC CLUB, INC
Policy Number 96-BQ-2805-9

Ordinance Or Law - Equipment Coverage	Included
Outdoor Property	See Schedule
Personal Effects (applies only to those premises provided Coverage B - Business Personal Property)	\$2,500
Personal Property Off Premises	\$15,000
Pollutant Clean Up And Removal	\$10,000
Preservation Of Property	30 Days
Property Of Others (applies only to those premises provided Coverage B - Business Personal Property)	See Schedule
Signs	See Schedule
Valuable Papers And Records	
On Premises	See Schedule
Off Premises	See Schedule
Water Damage, Other Liquids, Powder Or Molten Material Damage	Included

SECTION I - EXTENSIONS OF COVERAGE - LIMIT OF INSURANCE - SCHEDULE

The coverages and corresponding limits shown below apply only to the described premises as shown.

LOCATION	COVERAGE	LIMIT OF INSURANCE
0001	Signs	\$2,500
	Money And Securities (On Premises)	\$5,000
	Money And Securities (Off Premises)	\$2,000
	Property Of Others (applies only to those premises provided Coverage B - Business Personal Property)	\$2,500
	Accounts Receivable (On Premises)	\$10,000
	Accounts Receivable (Off Premises)	\$5,000
	Outdoor Property	\$5,000
	Valuable Papers and Records (On Premises)	\$10,000
	Valuable Papers and Records (Off Premises)	\$5,000
0002	Signs	\$2,500
	Money And Securities (On Premises)	\$5,000
	Money And Securities (Off Premises)	\$2,000
	Property Of Others (applies only to those premises provided Coverage B - Business Personal Property)	\$2,500

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RENEWAL DECLARATIONS (CONTINUED)

Businessowners Policy for STEVENSVILLE CIVIC CLUB, INC
 Policy Number 96-BQ-2805-9

Accounts Receivable (On Premises)	\$10,000
Accounts Receivable (Off Premises)	\$5,000
Outdoor Property	\$5,000
Valuable Papers and Records (On Premises)	\$10,000
Valuable Papers and Records (Off Premises)	\$5,000

SECTION I - EXTENSIONS OF COVERAGE - LIMIT OF INSURANCE - PER POLICY

The coverages and corresponding limits shown below are the most we will pay regardless of the number of described premises shown in these Declarations.

COVERAGE	LIMIT OF INSURANCE
Loss Of Income And Extra Expense	Actual Loss Sustained - 12 Months

SECTION II - LIABILITY

COVERAGE	LIMIT OF INSURANCE
Coverage L - Business Liability	\$2,000,000
Coverage M - Medical Expenses (Any One Person)	\$5,000
Damage To Premises Rented To You	\$300,000
AGGREGATE LIMITS	LIMIT OF INSURANCE
Products/Completed Operations Aggregate	\$4,000,000
General Aggregate	\$4,000,000

Each paid claim for Liability Coverage reduces the amount of insurance we provide during the applicable annual period. Please refer to Section II - Liability in the Coverage Form and any attached endorsements.

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RENEWAL DECLARATIONS (CONTINUED)

Businessowners Policy for STEVENSVILLE CIVIC CLUB, INC
Policy Number 96-BQ-2805-9

Your policy consists of these Declarations, the BUSINESSOWNERS COVERAGE FORM shown below, and any other forms and endorsements that apply, including those shown below as well as those issued subsequent to the issuance of this policy.

FORMS AND ENDORSEMENTS

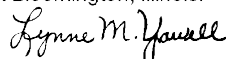
CMP-4100	Businessowners Coverage Form
CMP-4561.5	*Policy Endorsement
CMP-4532	*Exclusion Cyber Incident
FE-6999.3	*Terrorism Insurance Cov Notice
FE-1401	*Exclusion Cyber Incident
CMP-4226.3	Amendatory Endorsement
FE-3650	Actual Cash Value Endorsement
CMP-4705.2	Loss of Income & Extra Expense
CMP-4709	Money and Securities
FE-1261	Amendatory Endorsement
CMP-4804	Addl Insd Club Members
FD-6007	Inland Marine Attach Dec
	* New Form Attached

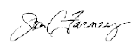
This policy is issued by the State Farm Fire and Casualty Company.

Participating Policy

You are entitled to participate in a distribution of the earnings of the company as determined by our Board of Directors in accordance with the Company's Articles of Incorporation, as amended.

In Witness Whereof, the State Farm Fire and Casualty Company has caused this policy to be signed by its President and Secretary at Bloomington, Illinois.


 Secretary


 President

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 NOV 05 2024
 CMP-4000

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RENEWAL DECLARATIONS (CONTINUED)

Businessowners Policy for STEVENSVILLE CIVIC CLUB, INC
Policy Number 96-BQ-2805-9

NOTICE TO POLICYHOLDER:

For a comprehensive description of coverages and forms, please refer to your policy.

Policy changes requested before the "Date Prepared", which appear on this notice, are effective on the Renewal Date of this policy unless otherwise indicated by a separate endorsement, binder, or amended declarations. Any coverage forms attached to this notice are also effective on the Renewal Date of this policy.

Policy changes requested after the "Date Prepared" will be sent to you as an amended declarations or as an endorsement to your policy. Billing for any additional premium for such changes will be mailed at a later date.

If, during the past year, you've acquired any valuable property items, made any improvements to insured property, or have any questions about your insurance coverage, contact your State Farm agent.

Please keep this with your policy.

Your coverage amount....

It is up to you to choose the coverage and limits that meet your needs. We recommend that you purchase a coverage limit equal to the estimated replacement cost of your structure. Replacement cost estimates are available from building contractors and replacement cost appraisers, or, your agent can provide an estimate from Xactware, Inc.® using information you provide about your structure. We can accept the type of estimate you choose as long as it provides a reasonable level of detail about your structure. State Farm® does not guarantee that any estimate will be the actual future cost to rebuild your structure. Higher limits are available at higher premiums. Lower limits are also available, as long as the amount of coverage meets our underwriting requirements. We encourage you to periodically review your coverages and limits with your agent and to notify us of any changes or additions to your structure.

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 NOV 05 2024
 CMP-4000

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Po Box 2915
Bloomington IL 61702-2915

Named Insured

M-15-1403-FBDE F N

STEVENSVILLE CIVIC CLUB, INC
PO BOX 676
STEVENSVILLE MT 59870-0676

INLAND MARINE ATTACHING DECLARATIONS

Policy Number	96-BQ-2805-9	
Policy Period 12 Months	Effective Date JAN 15 2025	Expiration Date JAN 15 2026
The policy period begins and ends at 12:01 am standard time at the premises location.		

ATTACHING INLAND MARINE

Automatic Renewal - If the **policy period** is shown as **12 months**, this policy will be renewed automatically subject to the premiums, rules and forms in effect for each succeeding policy period. If this policy is terminated, we will give you and the Mortgagee/Lienholder written notice in compliance with the policy provisions or as required by law.

Annual Policy Premium Included

The above Premium Amount is included in the Policy Premium shown on the Declarations.

Your policy consists of these Declarations, the INLAND MARINE CONDITIONS shown below, and any other forms and endorsements that apply, including those shown below as well as those issued subsequent to the issuance of this policy.

Forms, Options, and Endorsements

FE-8739 Inland Marine Conditions
FE-8743.1 Inland Marine Computer Prop

See Reverse for Schedule Page with Limits

Prepared
NOV 05 2024
FD-6007

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ATTACHING INLAND MARINE SCHEDULE PAGE

ATTACHING INLAND MARINE

ENDORSEMENT NUMBER	COVERAGE	LIMIT OF INSURANCE	DEDUCTIBLE AMOUNT	ANNUAL PREMIUM
FE-8743.1	Inland Marine Computer Prop	\$ 25,000	\$ 500	Included
	Loss of Income and Extra Expense	\$ 25,000		Included

Prepared
NOV 05 2024
FD-6007

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OTHER LIMITS AND EXCLUSIONS MAY APPLY - REFER TO YOUR POLICY

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530 686 a2 05 31 2011 (01/22/3c)

IMPORTANT NOTICE**Regarding Changes to Your Policy**

CMP-4561.5 POLICY ENDORSEMENT is added to your State Farm® policy and replaces **CMP-4561.4 POLICY ENDORSEMENT**.

Note the following changes to your policy. Changes that broaden coverage without additional premium are effective immediately on the date first adopted in your state. All other changes are effective with this policy term:

- **SECTION I – PROPERTY**

- The words “within 100 feet of the described premises” are changed to read “within 1,000 feet of the described premises” wherever they are found in the policy.
- Under **Property Not Covered**, the following is added:
- Digital tokens of any kind, by whatever name known, whether actual or fictitious including, but not limited to, non-fungible tokens, crypto tokens or any other type of digital token.

- Under **SECTION I – DEFINITIONS**, “securities” is revised to specify that coverage applies to instruments that are tangible in form, except as otherwise provided.

- **SECTION II – LIABILITY, Section II – Exclusions**

- **Perfluoroalkyl and Polyfluoroalkyl Substances:** There is no coverage for “bodily injury”, “property damage” and “personal and advertising injury” related exposures associated with “perfluoroalkyl or polyfluoroalkyl substances”, including any loss, cost or expense arising out of abating, testing for, monitoring, cleaning up, or other related activities, of “perfluoroalkyl or polyfluoroalkyl substances”, by any insured or by any other person or entity.
- **Violation of Law Addressing Data Privacy:** There is no coverage for “bodily injury”, “property damage” and “personal and advertising injury” that arises out of the violation of statutes, ordinances, regulations or other laws pertaining to any person’s or organization’s confidential or personal information, including financial, health, biometric or other nonpublic material or information.
- **Access or Disclosure Of Confidential Or Personal Information:** Language is added to state there is no coverage for “bodily injury”, “property damage” and “personal and advertising injury” arising out of any access to or disclosure of any person’s or organization’s biometric information, including damages claimed for notification costs, credit or identity monitoring expenses, forensic expenses, public relations expenses, data restoration expenses, extortion expense or any other loss, cost or expense incurred by you or others.

- **SECTION II – DEFINITIONS:** “Perfluoroalkyl or polyfluoroalkyl substances” is added.

The endorsement follows this notice. Please read the endorsement and place it with your policy. If you have any questions, please contact your State Farm agent.

***DISCLAIMER:** This notice only provides a general summary of changes to your State Farm policy. This notice is not a statement of contract. This notice does not change, modify, or invalidate the provisions, terms, or conditions as set forth in your State Farm policy booklet, the most recently issued declarations, and any applicable endorsements.*

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

POLICY ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE FORM

1. SECTION I – PROPERTY is amended as follows:

- a. The words “within 100 feet of the described premises”, wherever they may be found in the policy, are changed to read “within 1,000 feet of the described premises”.
- b. The following is added to **Property Not Covered**:
Digital tokens of any kind, by whatever name known, whether actual or fictitious including, but not limited to, non-fungible tokens, crypto tokens or any other type of digital token.
- c. Paragraph 2.f. **Dishonesty** under SECTION I – EXCLUSIONS is replaced by the following:

f. **Dishonesty**

- (1) Dishonest or criminal acts by you, anyone else with an interest in the property, or any of your or their partners, “members”, officers, “managers”, employees, directors, trustees, or authorized representatives, whether acting alone or in collusion with each other or with any other party; or
- (2) Theft by any person to whom you entrust the property for any purpose, whether acting alone or in collusion with any other party.

This exclusion applies whether or not an act occurs during your normal hours of operation.

This exclusion does not apply to acts of destruction by your employees; but theft by your employees is not covered.

With respect to accounts receivable and “valuable papers and records”, this exclusion does not apply to carriers for hire.

d. SECTION I – EXTENSIONS OF COVERAGE is amended as follows:

- (1) Paragraph 4.a.(1) under **Collapse** is replaced by the following:
 - (1) Collapse means an abrupt falling down or caving in of a building or any part of a building;
- (2) Paragraph 5. is replaced by the following:

5. **Water Damage, Other Liquids, Powder Or Molten Material Damage**

If loss caused by covered water or other liquid, powder, or molten material occurs, we will also pay the cost to tear out and replace only that particular part of the covered building or structure necessary to gain access to the specific point of that system or appliance from which the water or other substance escaped.

We will not pay the cost to repair any defect that caused the loss; but we will pay the cost to repair or replace damaged parts of fire extinguishing equipment if the damage:

- a. Results in discharge of any substance from an automatic fire protection system; or
- b. Is directly caused by freezing.

The amount we pay under this Extension of Coverage will not increase the applicable Limit of Insurance.

(3) Paragraph 13. is replaced by the following:

13. **Personal Property Off Premises**

You may extend the insurance provided by this coverage form to apply to Covered Property, other than “money” and “securities”, “valuable papers and records”, or accounts receivable, while it is in the course of transit or at another premises. The most we will pay for loss in any one occurrence under this Extension Of Coverage is the Limit Of Insurance for Personal Property Off Premises shown in the Declarations.

The amount we pay under this Extension Of Coverage is an additional amount of insurance.

If the Covered Property is located at another premises you own, lease, operate, or regularly use, the insurance provided under this extension applies only if the loss occurs within 90 days after the property is first moved.

The Other Insurance Condition contained in **SECTION I AND SECTION II – COMMON POLICY CONDITIONS** does not apply to this Extension Of Coverage. The insurance provided under this Extension Of Coverage is primary and does not contribute with any other insurance.

- (4) The following is added to Paragraph 22.e. under **Equipment Breakdown**:

Paragraph 5.b. under **Coverage B – Business Personal Property** is replaced by:

- b. Be your responsibility to maintain or insure according to the terms of your lease or rental agreement.

- (5) The following is added:

Business Personal Property In Portable Storage Units

You may extend the insurance provided by this coverage form to apply to Business Personal Property, other than "money" and "securities"; "valuable papers and records", or accounts receivable, while temporarily stored in a portable storage unit (including a detached trailer) located within 100 feet of the described premises. The most we will pay for loss under this Extension Of Coverage is \$10,000.

The amount we pay under this Extension Of Coverage will not increase the applicable Limit Of Insurance.

Coverage will end 90 days after Business Personal Property has been placed in the storage unit. Coverage does not apply if the storage unit itself has been in use at the described premises for more than 90 consecutive days, even if the Business Personal Property has been stored there for 90 or fewer days at the time of loss.

- e. **SECTION I – DEFINITIONS** is amended as follows:

- (1) Paragraph 15. is replaced by the following:

15. "Securities" means:

- a. Tangible negotiable and nonnegotiable instruments or contract representing either "money" or property and includes:

- (1) Tokens and tickets in current use;
- (2) Revenue and other stamps (but also including their unused value in a meter) in current use;
- (3) Gift certificates, gift cards or similar instruments issued by you;
- (4) Evidences of debt issued in connection with credit or charge cards, which cards are not issued by you; and
- (5) "Certificated securities"; and

- b. "Uncertificated securities";
but does not include "money".

- (2) The following definitions are added:

"Certificated security" means a share, participation or other interest in property of, or an enterprise of, the issuer, or an obligation of the issuer which is:

- a. Represented by a written instrument issued in bearer or registered form;
- b. Of a type commonly dealt in on securities exchanges or markets or commonly recognized in any area in which it is issued or dealt in as a medium for investment; and
- c. Either one of a class or series by its terms divisible into a class or series of shares, participations, interests or obligations.

"Uncertificated security" means a share, participation or other interest in property of, or an enterprise of, the issuer, or an obligation of the issuer, which is:

- a. Not represented by a written instrument and the transfer of which is registered upon books maintained for that purpose by or on behalf of the issuer;
- b. Of a type commonly dealt in on securities exchanges or markets; and

- c. Either one of a class or series by its terms divisible into a class or series of shares, participations, interests or obligations.

2. **SECTION II – LIABILITY** is amended as follows:

a. **Section II – Exclusions** is amended as follows:

(1) The following is added to Paragraph 3. **Liquor Liability**:

This exclusion applies even if the claims allege negligence or other wrongdoing in the supervision, hiring, employment, training, or monitoring of others by an insured, or providing or failing to provide transportation with respect to any person that may be under the influence of alcohol if the "occurrence" which caused the "bodily injury" or "property damage" involved that which is described in Paragraph 3.a.

(2) Paragraph 8.f. under **Aircraft, Auto Or Watercraft** is replaced by the following:

f. "Bodily injury" or "property damage" arising out of:

- (1) The operation of machinery or equipment that is attached to, or part of, a land vehicle that would qualify under the definition of "mobile equipment" if it were not subject to a compulsory or financial responsibility law or other motor vehicle insurance or motor vehicle registration law where it is licensed or principally garaged;
- (2) The operation of any of the following machinery or equipment:
 - (a) Cherry pickers and similar devices mounted on automobile or truck chassis and used to raise or lower workers; and
 - (b) Air compressors, pumps, and generators, including spraying, welding, building cleaning, geophysical exploration, lighting, and well servicing equipment; or
- (3) The operation of your business from a land vehicle:
 - (a) While it is parked and functioning, other than "loading and unloading", as a premises for your business operations; and
 - (b) That would qualify under the definition of "mobile equipment" if it were not subject to a compulsory or financial responsibility law or other motor vehicle insurance or motor vehicle registration law where it is licensed or principally garaged.

(3) Paragraphs 17.b. and 17.c. under **Personal And Advertising Injury** are replaced by the following:

- b. Arising out of oral or written publication of material, in any manner, if done by or at the direction of the insured with knowledge of its falsity;
- c. Arising out of oral or written publication of material, in any manner, whose first publication took place before the beginning of the policy period;

(4) The last paragraph of 17.h. under **Personal And Advertising Injury** is replaced by the following:

For the purposes of this exclusion, the placing of frames, borders or links, or advertising, for you or others anywhere on the Internet, is not by itself, considered the business of advertising, broadcasting, publishing or telecasting;

(5) Paragraph 19. **Recording And Distribution Of Material In Violation Of Law** is replaced by the following:

19. Recording and Distribution of Material

Damages arising directly or indirectly out of any communication, by or on behalf of any insured, that violates or is alleged to violate:

- a. The Telephone Consumer Protection Act (TCPA), CAN-SPAM Act of 2003, Fair Credit Reporting Act (FCRA), or Fair and Accurate Credit Transaction Act (FACTA); including any regulations and any amendment of or addition to such statutes;
- b. Any federal, state or local law, statute, ordinance, or regulation, in addition to Paragraph a. above, that addresses, prohibits or limits the printing, dissemination, disposal, collecting, recording, sending, transmitting, communicating, or distribution of material or information; or
- c. Any other federal, state or local law, statute, ordinance, or regulation that may provide a basis for a separate claim or cause of action arising out of any communication referenced in Paragraphs a. or b. above.

- (6) The following exclusions are added:

Perfluoroalkyl And Polyfluoroalkyl Substances

- a. "Bodily injury", "property damage" or "personal and advertising injury" which would not have occurred, in whole or in part, but for the actual, alleged, threatened or suspected inhalation, ingestion, absorption, consumption, discharge, dispersal, seepage, migration, release or escape of, contact with, exposure to, existence of, or presence of, any "perfluoroalkyl or polyfluoroalkyl substances".
- b. Any loss, cost or expense arising, in whole or in part, out of the abating, testing for, monitoring, cleaning up, removing, containing, treating, detoxifying, neutralizing, remediating or disposing of, or in any way responding to or assessing the effects of, "perfluoroalkyl or polyfluoroalkyl substances", by any insured or by any other person or entity.

Violation of Law Addressing Data Privacy

"Bodily injury", "property damage" or "personal and advertising injury" arising directly or indirectly out of any action or omission that violates or is alleged to violate:

- a. Any federal, state or local statute, ordinance, regulation or other law that addresses, prohibits, or limits access to, use of or the printing, dissemination, disposal, obtaining, collecting, storing, safeguarding, recording, retention, sending, transmitting, communicating, selling or distribution of any person's or organization's confidential or personal material or information, including financial, health, biometric or other nonpublic material or information.

Any such federal, state or local statute, ordinance, regulation or other law includes but is not limited to:

- (1) The Illinois Biometric Information Privacy Act (BIPA), including any amendment of or addition to such law; or
- (2) The California Consumer Privacy Act (CCPA), including any amendment of or addition to such law; or

- b. Any law of a jurisdiction other than the United States of America (including its territories and possessions) or Puerto Rico that is similar to any statute, ordinance, regulation or other law described in Paragraph a. above, including but not limited to the European Union's General Data Protection Regulation.

Access Or Disclosure Of Confidential Or Personal Information

"Bodily injury", "property damage" or "personal and advertising injury" arising out of any access to or disclosure of any access to or disclosure of any person's or organization's confidential or personal material or information, including:

- a. Patents, trade secrets, processing methods, customer lists;
- b. Financial information, credit card information;
- c. Health information, biometric information; or
- d. Any other type of nonpublic material or information.

This exclusion applies even if damages are claimed for notification costs, credit or identity monitoring expenses, forensic expenses, public relations expenses, data restoration expenses, extortion expenses or any other loss, cost or expense incurred by you or others arising out of any access or disclosure of any person's or organization's confidential or personal material or information.

- b. Paragraph 1.d.(2) under **Coverage M – Medical Expenses** of **SECTION II – MEDICAL EXPENSES** is replaced by the following:
 - (2) Executes authorization to allow us to obtain copies of medical bills, medical records, and any other information we deem necessary to substantiate the claim.

Such authorizations must not:

 - (a) Restrict us from performing our business functions in:
 - i. Obtaining records, bills, information, and data; or
 - ii. Using or retaining records, bills, information, and data collected or received by us;
 - (b) Require us to violate federal or state laws or regulations;

- (c) Prevent us from fulfilling our data reporting and data retention obligations to insurance regulators; or
- (d) Prevent us from disclosing claim information and data:
 - i. To enable performance of our business functions;
 - ii. To meet our reporting obligations to insurance regulators;
 - iii. To meet our reporting obligations to insurance data consolidators; and
 - iv. As otherwise permitted by law.

If the holder of the information refuses to provide it to us despite the authorization, then at our request the person making claim or his or her legal representative must obtain the information and promptly provide it to us; and

c. **SECTION II – WHO IS AN INSURED** is amended as follows:

- (1) Paragraph 1.c. does not apply.
- (2) Paragraphs 2.b.(1) and (4) are replaced by the following:
 - (1) “Employees” with respect to “bodily injury” to:
 - (a) Any co-“employee” arising out of and in the course of the co-“employee’s” employment or while performing duties related to the conduct of your business; or
 - (b) The spouse, child, parent, brother, or sister of that co-“employee” as a consequence of Paragraph (a) above;
 - (4) The owner of a “non-owned auto” or any agent of or any person or entity employed by such owner.

d. Paragraph 2.b. under **Financial Responsibility Laws** of **SECTION II – GENERAL CONDITIONS** does not apply.

e. **SECTION II – DEFINITIONS** is amended as follows:

- (1) Paragraph 2. is replaced by the following:
 - 2. “Auto” means:
 - a. A land motor vehicle, trailer, or semitrailer designed for travel on public roads, including any attached machinery or equipment; or
 - b. Any other land vehicle that is subject to a compulsory or financial responsibility law or other motor vehicle insurance or motor vehicle registration law where it is licensed or principally garaged.

However, “auto” does not include “mobile equipment”.

- (2) The following is added to Paragraph 15. “mobile equipment”:

However, “mobile equipment” does not include land vehicles that are subject to a compulsory or financial responsibility law or other motor vehicle insurance or motor vehicle registration where they are licensed or principally garaged. Land vehicles subject to a compulsory or financial responsibility law or other motor vehicle insurance law or motor vehicle registration law are considered “autos”.

- (3) The following definition is added:

“Perfluoroalkyl or polyfluoroalkyl substances” means any:

- a. Chemical or substance that contains one or more alkyl carbons on which hydrogen atoms have been partially or completely replaced by fluorine atoms, including but not limited to:
 - (1) Polymer, oligomer, monomer or nonpolymer chemicals and their homologues, isomers, telomers, salts, derivatives, precursor chemicals, degradation products or by-products;
 - (2) Perfluoro alkyl acids (PFAA), such as perfluorooctane sulfonic acid (PFOS) and its salts;
 - (3) Perfluoropolyethers (PFPE);
 - (4) Fluorotelomer-based substances; or
 - (5) Side-chain fluorinated polymers; or

- b. Good or product, including containers, materials, parts or equipment furnished in connection with such good or products, that consists of or contains any chemical or substance described in Paragraph a.

3. The following is added to **SECTION I AND SECTION II – COMMON POLICY CONDITIONS:**

Our Rights Regarding Claim Information

- a. We will collect, receive, obtain, use, and retain all the items described in Paragraph **b.(1)** below and use and retain the information described in Paragraph **b.(3)(b)** below, in accordance with applicable federal and state laws and regulations and consistent with the performance of our business functions.
- b. Subject to Paragraph a. above, we will not be restricted in or prohibited from:
- (1) Collecting, receiving, or obtaining records, receipts, invoices, medical bills, medical records, wage information, salary information, employment information, data, and any other information;
 - (2) Using any of the items described in Paragraph **b.(1)** above; or
 - (3) Retaining:
 - (a) Any of the items in Paragraph **b.(1)** above; or
 - (b) Any other information we have in our possession as a result of our processing, handling, or otherwise resolving claims submitted under this policy.
- c. We may disclose any of the items in Paragraph **b.(1)** above and any of the information described in Paragraph **b.(3)(b)** above:
- (1) To enable performance of our business functions;
 - (2) To meet our reporting obligations to insurance regulators;
 - (3) To meet our reporting obligations to insurance data consolidators;
 - (4) To meet other obligations required by law; and
 - (5) As otherwise permitted by law.
- d. Our rights under Paragraphs a., b., and c. above shall not be impaired by any:
- (1) Authorization related to any claim submitted under this policy; or
 - (2) Act or omission of an insured or a legal representative acting on an insured's behalf.

All other policy provisions apply.

CMP-4561.5

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(CONTINUED)

IMPORTANT NOTICE**Regarding Changes to Your Policy**

CMP-4532 EXCLUSION – CYBER INCIDENT is added to your State Farm® policy.

The following changes to your policy are effective with this policy term:

- **SECTION I – EXCLUSIONS**

- Under Paragraph 1, **Cyber Incident**: There is no coverage for loss resulting from a cyber incident; however, if a cyber incident as described in this exclusion results in fire or explosion, we will pay for the loss to Covered Property caused by that fire or explosion subject to the applicable limits of insurance.

- **SECTION II – LIABILITY, Section II – Exclusions**

- **Cyber Incident**: There is no coverage for "bodily injury", "property damage" and "personal and advertising injury" arising out of a "cyber incident".

The endorsement follows this notice. Please read the endorsement and place it with your policy. If you have any questions, please contact your State Farm agent.

***DISCLAIMER:** This notice only provides a general summary of changes to your State Farm policy. This notice is not a statement of contract. This notice does not change, modify, or invalidate the provisions, terms, or conditions as set forth in your State Farm policy booklet, the most recently issued declarations, and any applicable endorsements.*

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – CYBER INCIDENT

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE FORM

A. The following is added to Paragraph 1. of SECTION I – EXCLUSIONS:

Cyber Incident

1. Unauthorized access to or use of any computer system (including "electronic data");
2. Malicious code, virus or any other harmful code that is directed at, enacted upon or introduced into any computer system (including "electronic data") and is designed to access, alter, corrupt, damage, delete, destroy, disrupt, encrypt, exploit, use or prevent or restrict access to or the use of any part of any computer system (including "electronic data") or otherwise disrupt its normal functioning or operation; or
3. Denial of service attack which disrupts, prevents or restricts access to or use of any computer system, or otherwise disrupts its normal functioning or operation.

But if Cyber Incident results in fire or explosion, we will pay for the loss caused by that fire or explosion.

Loss caused by Cyber Incident will not be considered loss caused by vandalism.

B. The following is added to Section II – Exclusions:

Cyber Incident

"Bodily injury", "property damage" or "personal and advertising injury" arising out of a "cyber incident".

This exclusion applies even if damages are claimed for notification costs, credit or identity monitoring expenses, forensic expenses, public relations expenses, data restoration expenses, extortion expenses or any other similar cost or expense incurred by you or others arising out of a "cyber incident".

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C. For the purposes of this endorsement, the following definition is added to **SECTION II – DEFINITIONS**:

“Cyber incident” means any:

1. Unauthorized access to or use of any computer system;
2. Malicious code, virus or any other harmful code that is directed at, enacted upon or introduced into any computer system and is designed to access, alter, corrupt, damage, delete, destroy, disrupt, encrypt, exploit, use or prevent or restrict access to or the use of any part of any computer system or otherwise disrupt its normal functioning or operation; or
3. Denial of service attack which disrupts, prevents or restricts access to or use of any computer system, or otherwise disrupts its normal functioning or operation.

All other policy provisions apply.

CMP-4532

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FE-6999.3
Page 1 of 1

In accordance with the Terrorism Risk Insurance Act of 2002 as amended and extended by the Terrorism Risk Insurance Program Reauthorization Act of 2019, this disclosure is part of your policy.

POLICYHOLDER DISCLOSURE NOTICE OF TERRORISM INSURANCE COVERAGE

Coverage for acts of terrorism is not excluded from your policy. However your policy does contain other exclusions which may be applicable, such as an exclusion for nuclear hazard. You are hereby notified that the Terrorism Risk Insurance Act, as amended in 2019, defines an act of terrorism in Section 102(1) of the Act. The term “act of terrorism” means any act that is certified by the Secretary of the Treasury—in consultation with the Secretary of Homeland Security, and the Attorney General of the United States—to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion. Under this policy, any covered losses resulting from certified acts of terrorism may be partially reimbursed by the United States Government under a formula established by the Terrorism Risk Insurance Act, as amended. Under the formula, the United States Government generally reimburses 80% beginning on January 1,

2020 of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage. The Terrorism Risk Insurance Act, as amended, contains a \$100 billion cap that limits U.S. Government reimbursement as well as insurers’ liability for losses resulting from certified acts of terrorism when the amount of such losses exceeds \$100 billion in any one calendar year. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced.

There is no separate premium charged to cover insured losses caused by terrorism. Your insurance policy establishes the coverage that exists for insured losses. This notice does not expand coverage beyond that described in your policy.

THIS IS YOUR NOTIFICATION THAT UNDER THE TERRORISM RISK INSURANCE ACT, AS AMENDED, ANY LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM UNDER YOUR POLICY MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT AND MAY BE SUBJECT TO A \$100 BILLION CAP THAT MAY REDUCE YOUR COVERAGE.

FE-6999.3

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(CONTINUED)

IMPORTANT NOTICE**Regarding Changes to Your Policy**

FE-1401 EXCLUSION – CYBER INCIDENT is added to your State Farm® policy.

The following changes to your policy are effective with this policy term:

- **EXCLUSIONS**

- **Cyber Incident:** There is no coverage for loss resulting from a cyber incident; however, if a cyber incident as described in this exclusion results in fire or explosion, we will pay for the loss to covered property caused by that fire or explosion subject to the applicable limits of insurance.

The endorsement follows this notice. Please read the endorsement and place it with your policy. If you have any questions, please contact your State Farm agent.

***DISCLAIMER:** This notice only provides a general summary of changes to your State Farm policy. This notice is not a statement of contract. This notice does not change, modify, or invalidate the provisions, terms, or conditions as set forth in your State Farm policy booklet, the most recently issued declarations, and any applicable endorsements.*

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION – CYBER INCIDENT

This endorsement modifies insurance provided under the following:

COMMERCIAL INLAND MARINE

The following exclusion is added:

We do not insure under any coverage for any loss which would not have occurred in the absence of one or more of the following excluded events. We do not insure for such loss regardless of: (a) the cause of the excluded event; or (b) other causes of the loss; or (c) whether other causes acted concurrently or in any sequence with the excluded event to produce the loss; or (d) whether the event occurs suddenly or gradually, involves isolated or widespread damage, arises from natural or external forces, or occurs as a result of any combination of these:

Cyber Incident

1. Unauthorized access to or use of any computer system (including "electronic data");
2. Malicious code, virus or any other harmful code that is directed at, enacted upon or introduced into any computer system (including "electronic data") and is designed to access, alter, corrupt, damage, delete, destroy, disrupt, encrypt, exploit, use or prevent or restrict access to or the use of any part of any computer system (including "electronic data") or otherwise disrupt its normal functioning or operation; or
3. Denial of service attack which disrupts, prevents or restricts access to or use of any computer system, or otherwise disrupts its normal functioning or operation.

But if Cyber Incident results in fire or explosion, we will pay for the loss caused by that fire or explosion.

Loss caused by Cyber Incident will not be considered loss caused by vandalism.

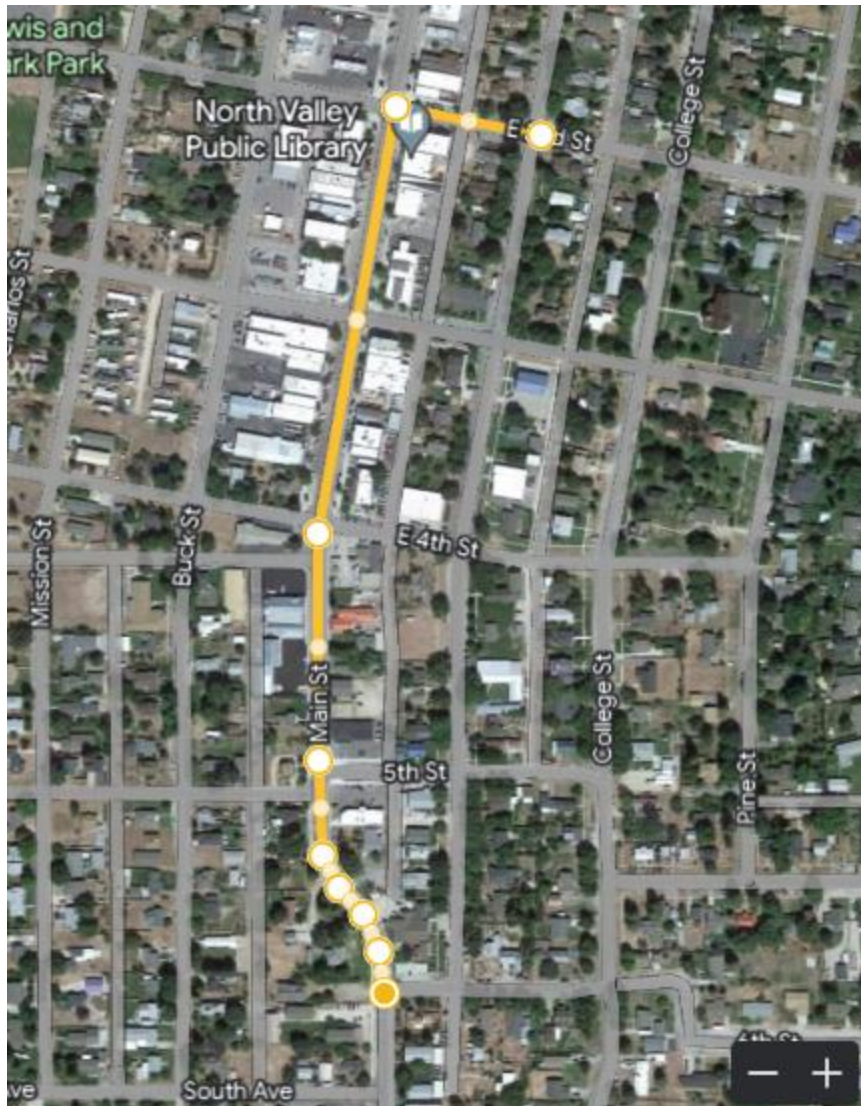
The Cyber Incident exclusion does not apply when the Inland Marine Computer Property Form is attached to this policy, except for loss caused by or resulting from ransomware.

For the purposes of this endorsement, ransomware means any software that encrypts electronic data held within a computer system and demands a ransom payment in order to decrypt or restore such "electronic data".

All other policy provisions apply.

FE-1401

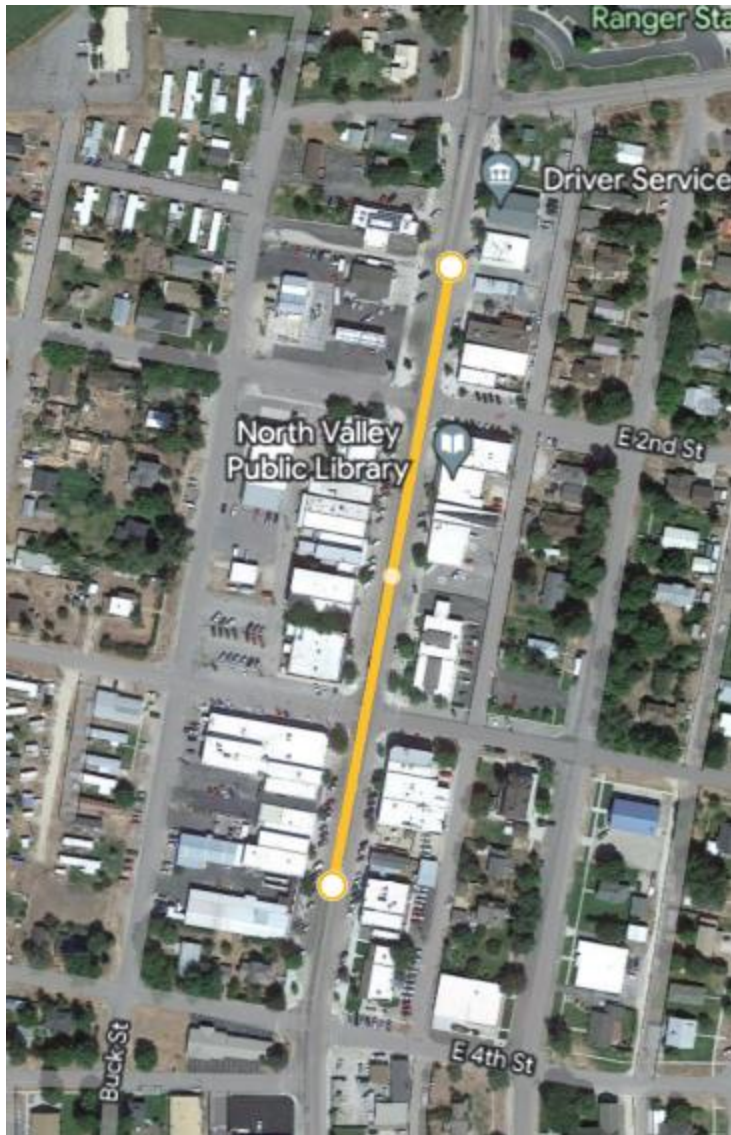
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Grand Parade



Kids Parade



Street Block Party

File Attachments for Item:

b. Discussion/Decision: Consent to the Mayor's Appointment of Ashley Hoffman as a Volunteer Firefighter Recruit



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Bob Michalson
Second Person Submitting the Agenda Item:	Jeff Motley, Fire Chief
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	05/22/2025
Agenda Topic:	Discussion/Decision: Consent to the Mayor's Appointment of Ashley Hoffman as a Volunteer Firefighter Recruit
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	05/22/2025
Notes:	



Stevensville Fire Department

206 Buck Street
Stevensville, MT 59870

Date: April 25, 2025

Fire Chief Jeff Motley has recommended the appointment of Ashley Hoffman as a volunteer Firefighter Recruit to the Town of Stevensville Fire Department.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jeff Motley", is written over a horizontal line.

Jeff Motley, Chief
Stevensville Fire Department

File Attachments for Item:

c. Discussion/Decision: Consent to the Mayor's Appointment of Councilmember Sam Bragg to the TIFD/TEDD 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:	05/22/2025
Agenda Topic:	Discussion/Decision: Consent to the Mayor's Appointment of Councilmember Sam Bragg to the TIFD/TEDD Board
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	05/22/2025
Notes:	Currently the TIFD/TEDD board for the Town of Stevensville is without a town council representative. Appointment of Councilmember Bragg would fulfill that requirement.

File Attachments for Item:

d. Discussion/Decision: Close Town Hall on June 5, 2025, for Training Purposes



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:	Town Clerk, Deputy Clerk, Finance Officer
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	05/22/2025
Agenda Topic:	Discussion/Decision: Close Town Hall on June 5, 2025, for Training Purposes
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	05/22/2025
Notes:	Montana League of Cities and Towns, MMIA, and MSU Local Government are providing trainings throughout the summer across Montana at various municipalities. June 5, 2025, training will be held in Hamilton. This is a one-day training and there is no charge for the training.

File Attachments for Item:

e. Informational: Denning, Downey & Associates, P.C. Memo



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:	Choose an item.
Person Submitting the Agenda Item:	Bob Michalson
Second Person Submitting the Agenda Item:	Denning, Downey & Associates, P.C.
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	05/22/2025
Agenda Topic:	Informational: Denning, Downey & Associates, P.C. Memo
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	05/22/2025
Notes:	

Denning, Downey & Associates, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

P.O. Box 1957 Kalispell, MT 59903-1957

(406) 756-6879 • FAX (406) 257-7879 • E-Mail dda@ddaudit.com

Robert K. Denning, CPA, CGFM, CFF, CITP

May 13, 2025

Town Council
Gina Crowe, Finance Director

Town of Stevensville
P.O. Box 30
Stevensville, MT 59870

We are engaged to audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Stevensville for the year ended June 30, 2024. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibility under U.S. Generally Accepted Auditing Standards, *Government Auditing Standards*.

As stated in our engagement letter dated September 10, 2024, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we will consider the internal control of the Town of Stevensville. Such considerations will be solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the Town of Stevensville's financial statements are free of material misstatements, we will perform tests of the Town of Stevensville's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

We are also responsible for communicating particular matters required by law, regulation, agreement, or other requirements applicable to the engagement.

We gave significant consideration to particular circumstances or relationships such as financial interests, business, or family relationships, or non-attest/non-audit services provided or expected to be provided, and have implemented safeguards to ensure independence.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to Budgetary Comparison Schedule and Budget-to-GAAP Reconciliation, Management's Discussion and Analysis (MD&A), Schedule of Changes in the Entity's Total OPEB Liability and Related Ratios, Schedule of Proportionate Share of the Net Pension Liability, and Schedule of Contributions, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

Planned Scope, Timing of the Audit, and Other

An Audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding to the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to the acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to begin our audit on approximately May 13, 2025 and issue our report on approximately June 16, 2025. Robert Denning is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the Town Council and management of the Town of Stevensville and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Angela Holmes, Senior Auditor
Denning, Downey & Associates, P.C.

File Attachments for Item:

f. Discussion/Decision: Resolution No. 568 a Resolution of the Stevensville Town Council
Adopting Town Hall Business Hours for Fridays 8:00am-12:00pm for 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:	Administration
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	05/22/2025
Agenda Topic:	Discussion/Decision: Resolution No. 568 a Resolution of the Stevensville Town Council Adopting Town Hall Business Hours for Fridays 8:00am-12:00pm for the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	05/22/2025
Notes:	The administration has been monitoring and reviewing hours of operation for Fridays. At the same time overtime and comp time is monitored weekly, resulting in staff accumulating time over the allotted 40 hours per week. Ultimately this is a cost cutting measure for administration salaries. The amount of "traffic" on Friday afternoons has reduced to minimal amount. Admininsstration will encourage the public to pay their bills online and set up appointments with staff Monday-Thursdays. This will also allow staff planning and coordination on Friday afternoons.

RESOLUTION NO. 568

**A RESOLUTION OF THE STEVENSVILLE TOWN COUNCIL ADOPTING
TOWN HALL BUSINESS HOURS FOR FRIDAYS 8:00AM-12:00PM FOR
THE TOWN OF STEVENSVILLE**

WHEREAS, MCA code 7-4-102(3) states that “the governing body of a third-class city or town may establish days and times when municipal offices are open to conduct business”.

WHEREAS, the Town of Stevensville currently conducts business hours Monday-Friday 8:00am-5:00pm for town hall;

WHEREAS, the administration is presenting business hours for town hall administrative offices be Monday-Thursday 8:00am-5:00pm and Fridays 8:00am-12:00pm.

NOW, THEREFORE, BE IT RESOLVED, by this Town Council, that the operating business hours for Fridays be 8:00am-12:00pm, approved and adopted;

DATED this 22nd day of May 2025, after motion and second at a regular meeting of the Stevensville Town Council.

APPROVE:

ATTEST:

**Bob Michalson, Mayor
Town Clerk**

Jenelle S. Berthoud,

File Attachments for Item:

g. Discussion/Decision: Schedule Budget Workshops for the Month of June



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:	Finance Department
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	05/22/2025
Agenda Topic:	Discussion/Decision: Schedule Budget Workshops for the Month of June
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Choose an item.
If Approved, Meeting Date for Consideration:	05/22/2025
Notes:	