



**Stevensville Mayor's Sewer & Water Advisory  
Committee  
Agenda for  
TUESDAY, JUNE 16, 2026  
4:30 PM  
206 Buck Street, Town Hall**

1. Call to Order and Roll Call
2. Discussion on the Following Items
  - [a.](#) Meeting Minutes 05/19/2026
  - [b.](#) Meeting Minutes 06/02/2026
3. Unfinished Business
  - a. Answer Review from Stephen Lassiter
4. New Business
  - a. Informational: Changing Name from Mayor Advisory Committee to Council Standing Committee
  - c. Guest, Mayor James Crews
  - d. Discussion/Decision: Approval of Bylaws and Mission Statement
  - e. Discussion/Decision: Cancel July 7, 2026 Meeting Due to 4th of July Holiday
  - f. Informational: Accounting & Actuals Regarding Water & Sewer Bond & Accounts
  - g. Informational: Emailing & Quorum
3. Public Comment
4. Adjournment

**Guidelines for Public Comment**

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

During any council meeting you have two opportunities to comment:

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

Comment made outside of these times may not be allowed.

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

**File Attachments for Item:**

a. Meeting Minutes 05/19/2026

## Sewer and Water Advisory Committee Meeting

May 19, 2026, 4:30 pm

1. Call to Order at 4:34 pm  
Roll Call: Brinda Barnett, Bruce Barnett, Jim Battisi, Melissa Bailey, Wallace Smith, Cindy Brown
2. The following items were discussed:
  - a. **Minutes from May 5, 2026 meeting.** Motion to approved and seconded, none opposed
  - b. **Re-Appointment of a Committee Chairperson:** Since Melissa Bailey is on the Town Council it was requested that we vote in a new Chairperson, Cindy Brown volunteered and Brinda Barnett will take the minutes and backup Cindy Brown if she cannot attend. Motion to approved and seconded, none opposed
  - c. **Guest speaker was Mayor Crews,** who had a last-minute meeting so Jenelle Berthound read a memo, date May 19, 2026 to the Town of Stevensville Water and Sewer Rate Study Committee, see attached. Per this memo Mayor Crews proposed a Mission Statement and members agreed we should have one. Brinda Barnett took the action to draft one using the proposed statement from Mayor Crews memo.
  - d. **Discussion on Updates to Water & Sewer Committee Bylaws** was deferred to next meeting
  - e. **Discussion on Approval of Updates to Water & Sewer Committee Bylaws** was deferred to next meeting

**Note:** prior to next agenda item Brinda Barnett asked about the status of the 17 questions submitted to the Water and Water department. Status was they are working on them and should be ready at next meeting.

- f. **Presentation by the Finance Department:** Robert Underwood and Gina Crowe presented the numbers for accounting period 5/26, along with how they calculated the new water bill of \$133.00 (August 2, 2024). It was stated that there are 6 outstanding loans/grants (1 for water and 5 for waste department). A number of items were discussed around the number of water leaks there are and that there is approx. 13,000,000 gallons of water waste per month from these leaks. To repair some of the leaks is quite expense for example the total cost to fix a leak on Mission Street was \$92,000. Melissa Bailey requested a breakdown of the OEM numbers. It was suggested that we look at possibles around partnering with other towns around chemical use, by buying in bulk, maybe payoff a loan/grant (but the Finance folks really did not care for that since the Towns money is making more on interest that

## **Sewer and Water Advisory Committee Meeting**

we would save – need to check this). Need to understand more around the lead in the ground and the USDA Regulations.

3. Motion was made to adjourn and seconded.

## **Sewer and Water Advisory Committee Meeting**

Draft mission statement:

The Mayor of the Town of Stevensville in response to the concerns of our Citizens, has formed this committee to study the Water and Sewer Rates in order to advise the Town's Staff and Elected Officials:

- a. regarding potential adjustments in the current and future infrastructure needs to include future housing and town growth
- b. to ensure our systems will continue to function and supply the needs of the town in a cost-effective and affordable manner including billing and comparable cost (possibly reducing monthly bills)
- c. to address water and waste maintenance (water Chemicals, water pressure, and water quality)

**File Attachments for Item:**

b. Meeting Minutes 06/02/2026

## Sewer and Water Advisory Committee Meeting

June 2, 2026, 4:30 pm

1. Call to Order at 4:36 pm

Roll Call: Brinda Barnett, Bruce Barnett, Jim Battisi, Melissa Bailey, Wallace Smith, Cindy Brown

Email addresses:

Cindy – [cksliberty@icloud.com](mailto:cksliberty@icloud.com)

Melissa – [councilmemberward1a@townofstevensville.gov](mailto:councilmemberward1a@townofstevensville.gov)

Wally – [fspaston@yahoo.com](mailto:fspaston@yahoo.com) or [councilmemberward1b@townofstevensville.gov](mailto:councilmemberward1b@townofstevensville.gov)

Jim – Jim.Battisti@gmail.com

Bruce – [RBruceBarnett59@gmail.com](mailto:RBruceBarnett59@gmail.com)

Brinda – [bbvbbbarnett@gmail.com](mailto:bbvbbbarnett@gmail.com)

Note: Minutes and agenda are sent to Jenelle Berthoud  
([townclerk@townofstevensville.gov](mailto:townclerk@townofstevensville.gov))

2. The following items were discussed:

- a. **Minutes from May 19, 2026 meeting.** Deferred motion to approve until next meeting
- b. **Discussion on Mission statement:** Mission statement was last page of the May 19 meeting minutes. Requested to add sub headers to list: Growth, Cost and Quality. (see last page to Minutes). Motion was made to accept mission statement with changes, Motion to approve and seconded. None opposed
- c. **Review Water Bond Resolution No. 319:** Open discussion was held; this bond was only for the Water updates. Need to Confirmed that the money received from customer bills goes into the Reserve accounts and is this used for Salary – Computer - Repairs. Discussion around Finance staff and if we have an accountant on staff. We discussed a number of concerns around the Bond wording, dates and money coming in and going out. Discussed the monthly bill increase from \$80 something to \$133 minimum to cover the reserve as it was in the red. **Action:** We are requesting a Balance Sheet on water and sewage income and expenses for at least the last 5 years.
- d. **Review Sewer Bond Resolution No. 372:** Need to continue this discussion until next meeting.
- e. **Discussion: HDR Study 2021 Needs & Improvements:** Open discussed about the leaks (96 gallons per minute). What are the numbers, and were is the graph that depicts all the leaks, could not find it on the Town of Stevensville site.

## **Sewer and Water Advisory Committee Meeting**

**June 2, 2026, 4:30 pm**

- f. **Stephen Lassiter, Public Works Supervisor:** (This agenda item was moved and discussed after item b above) Received the response to the 17 Questions submitted May 5, 2026. Committee members received a hard copy of this package at the meeting. Committee will review and discuss at next meeting (June 16), request Stephen Lassiter to attend
3. Motion was made to adjourn and seconded, concluded at 5:48 pm

## Sewer and Water Advisory Committee Meeting

June 2, 2026, 4:30 pm

### Final Mission Statement:

The Mayor of the Town of Stevensville in response to the concerns of our Citizens, has formed this committee to study the Water and Sewer Rates in order to advise the Town's Staff and Elected Officials:

- a. **Growth:** regarding potential adjustments in the current and future infrastructure needs to include future housing and town growth
- b. **Cost:** to ensure our systems will continue to function and supply the needs of the town in a cost-effective and affordable manner including billing and comparable cost (possibly reducing monthly bills)
- c. **Quality:** to address water and waste maintenance (water Chemicals, water pressure, and water quality)