



**Stevensville Town Council Meeting
Agenda for
THURSDAY, JANUARY 22, 2026
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 12/11/2025
5. Approval of Bi-Weekly Claims
6. Unfinished Business
 - [a.](#) Discussion/Decision: Regarding Implementing Reserve Officer Program
7. New Business
 - [a.](#) Discussion/Decision: Approval of Special Event Permit for Stevensville Harvest Valley Farmers Market
 - [b.](#) Discussion/Decision: Approval of Stevensville Harvest Valley Farmers Market Father's Day Car Show
 - [c.](#) Discussion/Decision: Agenda Item Request Forms for Boards
 - [d.](#) Planning and Zoning Board Member Appointment
 - [e.](#) Airport Board Member Appointment
 - [f.](#) Discussion/Decision: Approval of the Mayors Appointment of Talon Ross to the Park Board
 - [g.](#) Discussion/Decision: Create a Water and Sewer Rate Study Committee
 - [h.](#) Discussion/Decision: Make updates to the Town of Stevensville Code, Section 10-1
8. Board Reports
9. Town Council Comments
10. Executive Report
11. 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 12/11/2025

Stevensville Town Council Meeting Minutes
for THURSDAY, DECEMBER 11, 2025, 6:30 PM 206 Buck Street, Town Hall

1. Call to Order and Roll Call

Mayor Michalson called the meeting to order, Councilmembers Bragg, Barker, Brown and Smith were all present.

2. Pledge of Allegiance

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

Sue Devlin: I wondered and noticed on Wednesday before Thanksgiving town hall was closed and the Friday after Thanksgiving town hall was closed at least the office was closed and I am wondering if you are planning to do the same thing over Christmas weekend.

Mayor Michalson: we have no plans at this time.

Sue Devlin: follow up with one more question, I know the office staff had that time off did the rest of the town employees have all that time off.

Mayor Michalson: no, some of them worked. I left it up to them, some of them have to be there anyways.

Gina Crowe: are you asking whether they had time to take off or are you asking if they just took off.

Sue Devlin: I am just asking, the office was closed, there was no notice that the office was closed beforehand except a little note on the door. I am asking because I needed to come in here for something. I am just asking if the same thing was going to occur over Christmas.

Jenelle Berthoud: the Friday after Thanksgiving is in our personnel policy to be closed and that was always considered one of our closed holidays.

Sue Devlin: the town was not notified, as far as I can see.

Jenelle Berthoud: we put up the notice the Monday before.

4. Approval of Minutes

a. Special Town Council Meeting Minutes, Closed Session 11/13/2025

Mayor Michalson: introduced approval of Special Town Council Meeting Minutes, Closed Session 11/13/2025.

Councilmember Barker: I make a motion to approve Special Town Council Meeting Minutes, Closed Session 11/13/2025.

Councilmember Smith: 2nd.

Mayor Michalson: motion and a 2nd. Closed session minutes so no comments. Jenelle, please take the vote.

Councilmember Bragg: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

b. Town Council Meeting Minutes 11/13/2025

Mayor Michalson: introduced town council meeting minutes 11/13/2025.

Councilmember Barker: make a motion to approve town council meeting minutes for 11/13/2025.

Councilmember Smith: 2nd.

Mayor Michalson: motion and a 2nd. Council discussion?

Councilmember Brown: page 5 of the packet, the word lean is miss spelled.

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

Councilmember Bragg: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

5. Approval of Bi-Weekly Claims

a. Out of Cycle Claims for 11/27/2025, #20043-#20075

Mayor Michalson: introduced out of cycle claims for 11/27/2025, #20043-#20075.

Councilmember Smith: I move that we consider out of cycle claims for 11/27/2025, #20043-#20075.

Councilmember Barker: 2nd.

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

Councilmember Brown: #20059, George May Property isn't that one of them that I looked up by the GEO code las time and suggested that we work on that. I am not sure because I did not have time to look it up again, but I thought that we were going to work with the attorney to figure that out.

Gina Crowe: we have been paying this all along. Who would they quick claim deed it to.

Councilmember Brown: it is that strip up by the school. That we do not have clear title to; I suggested that we get it taken care of through the attorney for the proper title work if we are going to pay taxes on it.

Gina Crowe: did you take that to Greg.

Councilmember Brown: no, I just brought it up in a council meeting.

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

Councilmember Bragg: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

b. Claims #20076-#20096

Mayor Michalson: introduced claims #20076-#20096.

Councilmember Smith: I move that council consider claims #20076-#20096.

Councilmember Barker: 2nd.

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

Councilmember Barker: can you give me a timeline on claim #20079 for Glenn Beiss, how close are we to Stephen getting his certifications so we are not paying Glenn for that position anymore.

Gina Crowe: there is a conference in Billings in March, and so Stephen and Cody are working on their certifications.

Councilmember Barker: okay. Claim for Best Buy, \$833.98.

Gina Crowe: the tough book that we had for the water meters is no longer supported and cannot do Windows 11, so we had to get a new computer. Andrena talked to Core and Main and this was the cheapest computer that we could get. This computer could read the old meters and the new cellular meters.

Councilmember Barker: thank you.

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

Councilmember Bragg: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

6. Administrative Reports

a. Airport

Brian Germane, Airport Manager: report provided in the packet. We had a lot of runway lights go out in the past 45 days. Ordered and repaired those lights. Capital improvement projects, the contractor for the Fuel Farm was going to start his pad work this month but is now going to start after the first of the year. The tank is supposed to be here around February. Fuel November saw a huge decrease in fuel sales, poor weather. Don't see much of a change in that. Low months are March, December and January.

b. Building Department

In the packet.

c. Finance

Gina Crowe, Finance Officer: report provided in the packet. Start off with the cash report, everything looks good, no concerns. Any questions on the cash report. Expenditure vs. Budget on the general fund, we have only spent 41% to date. Any questions on the general fund. I was really proud, Expenditures vs. the other funds, everything looks good, 23% water, 26% sewer.

Councilmember Brown: the airport?

Gina Crowe: 67% on that, what has happened with the airport is that we did get from our auditor, they decided to audit all of the leases for the airport and that was an additional charge of \$4,000 which we did not expect. Next year they are going to continue to audit the airport leases, however it will only be the new leases. The reason that they did that was for depreciation reasons. Statement of revenue, the towns financial standing has been in good standing and has been for some time.

d. Fire Department

Chief Jeff Motley: report provided in the packet. We did the parade of lights and the parade turned out nicely. We are getting close to ordering the radios for the radio grant, and then we will have a grant match.

Councilmember Barker: is there a fire truck that you were getting or trading out with someone.

Chief Motley: you will see, we were asked to surplus the old ladder truck, we were the recipient of the new ladder truck from Corvallis. This new truck does not have a supply line. There will be some cost savings in hoses and nozzles. Some expenses that we would have had on our truck we will not have to do on this new truck.

e. Police Department

Mayor Michalson: Chief Boe is under the weather and asked for me to read his report. (the report was provided to the town council at the meeting)

f. Public Works

Mayor Michalson: In the packet. Stephen is under the weather.

7. New Business

a. Discussion/Decision: Approval of Updated Planning & Zoning Bylaws

Mayor Michalson: introduced new business item a. Approval of Updated Planning & Zoning Bylaws. Angela has been working hard on the bylaws.

Councilmember Barker: I make a motion to approve the updated planning & zoning bylaws.

Councilmember Bragg: 2nd.

Mayor Michalson: motion and a 2nd.

Councilmember Brown: page 63 under B5 can we describe that extended district so that people know the extended district. I don't know how many people know the district.

Mayor Michalson: it is specified in the ordinance.

Councilmember Brown: I think it is the strip south of town for one mile on each side, and I am not positive, so that is why I am thinking we specify.

Councilmember Barker: is this in the original bylaws.

Councilmember Brown: it was not in our packet.

Jenelle Berthoud: the original and the new one is in the packet.

Councilmember Brown: I just don't think people know the extended district. On page 64 under section 2, the annual election meeting which shall be called at the election meeting, should that be at the meeting in January or should that be out.

Angela Lyons: I think that it is just redundant. I can update that.

Councilmember Brown: officers under section 5, conferred by the parliament is what it should say.

Angela Lyons: where is that?

Councilmember Brown: page 64, section 2. Chair, second to the last sentence. Maybe :by", I am not a word person so. Page 65 under article 3 meetings regular meetings, time and place at a reasonable time at town hall, can we set a time, so people know a time, a reasonable time to me is anything after 6:00 to me. But that might not be for everyone else.

Mayor Michalson: I think the reason that was put there, is because for that different mayors were putting different times, and every time you changed the time then.

Jenelle Berthoud: then it would conflict with the bylaws.

Mayor Michalson: yes, if you put a time in there, some meetings are scheduled by the board members.

Councilmember Brown: page 66, notice of meetings. they should have 48-hour notice. Article 3 section 4 meetings, 48-hour notice, I think .

Councilmember Bragg: it says two days, isn't that the same thing.

Mayor Michalson: yeah.

Jenelle Berthoud: unless it is a special board meeting we always post early.

Mayor Michalson: council rules states that special meetings no matter what they are require a 48-hour notice.

Councilmember Brown: I am just wondering if we should put 48 hours in there, that was on page 66. Under that same section planning and zoning board members are permitted to, is it supposed to be an.

Angela Lyons: the meeting times are stated in section 3.

Councilmember Brown: you know, I think that if we are going to be consistent, 48 hours.

Angela Lyons: so, you want it to say 48 hours instead of 2 days.

Councilmember Brown: 2 days of 48-hours either or, under the notice of meetings, it is not stated.

Angela Lyons: it says that the secretary should post 2 days in advance of the meeting.

Councilmember Brown: under section 4 of meetings.

Angela Lyons: yes it does lay that out in those sections.

Councilmember Brown: I think that it should just be mentioned again. section 7 page 67, a little bit of wording difference, a majority of the members shall constitute a quorum for the action. Maybe it should be said a little bit different but that is just. A majority of the planning and zoning board should constitute a quorum; a quorum must be present before any business is or official action takes place. Like I said I am not a word person so just some ideas.

Mayor Michalson: any other comments on the by-laws. Public comments? Seeing none, Jenelle please take the vote.

Councilmember Bragg: aye.

Councilmember Barker: aye.

Councilmember Brown: no.

Councilmember Smith: aye.

Mayor Michalson: passes 3-1

b. Discussion/Decision: Medical Director Agreement between Marcus Daly Corporation, d/b/a Bitterroot Health and the Stevensville Fire Department

Mayor Michalson: introduced new business item b. Medical Director Agreement between Marcus Daly Corporation, d/b/a Bitterroot Health and the Stevensville Fire Department.

Chief Jeff Motley: I am not sure if it is in your packet or not, do you have a copy Jenelle. This is an agreement between the fire department and the district with Bitterroot Health, for them to provide a doctor to be our medical director. The same doctor does this throughout the valley for all of the fire departments. It does talk about the responsibilities of the medical director and the town basically they will become the oversight. We do have to have a medical director to have a license and that is coming due at the end of the month. It will be his malpractice insurance that will cover the EMT's.

Mayor Michalson: thank you Jeff.

Councilmember Smith: I move that the council consider the Medical Director Agreement between Marcus Daly Corporation, d/b/a Bitterroot Health and the Stevensville Fire Department.

Councilmember Barker: 2nd.

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

Councilmember Barker: who is the doctor that you will be working underneath?

Chief Motley: that is a great question. I don't think that it is on the contract, I do not have that in front of me tonight.

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

Councilmember Bragg: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

c. Discussion/Decision: Resolution No.576 a Resolution of the Stevensville Town Council Declaring Certain Town Property as Sold

Mayor Michalson: introduced new business item c, Resolution No.576 a Resolution of the Stevensville Town Council Declaring Certain Town Property as Sold. As Jeff mentioned earlier, Jeff wants to surplus the old ladder truck and Steve has a couple of trucks.

Councilmember Barker: I make a motion to approve Resolution No.576 a Resolution of the Stevensville Town Council Declaring Certain Town Property as Sold.

Councilmember Bragg: 2nd.

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

Councilmember Smith: the way that this resolution is titled is kind of deceptive. Declaring certain town property as sold and when you read into it you will see that it is going up for sale. I went through our last time that we did this in March 2024, the way that it was done in that resolution is going to be surplusd and then sold, I think that we would be better going that way then how it is written this time.

Mayor Michalson: how would you like to proceed with that. Have her put the changes in.

Councilmember Smith: put the changes like we had it in March.

Mayor Michalson: right, approve with the changes?

Councilmember Smith: I will read them (read the two paragraphs from the March Resolution to be added to this resolution) we need to also add that it has to be put out to bid, then I need to ask about a minimum bid.

Jenelle Berthoud: yes, that is established when they go to auction, I will go back and add the additions when you approve this I will get with the two department heads and get the best time that they want this to go out and then I will contact the newspaper.

Councilmember Smith: very good.

Councilmember Barker: I would like to withdraw my motion because I was the original.

Councilmember Smith: I would like to move that we approve Resolution No.576 a Resolution of the Stevensville Town Council Declaring Certain Town Property as Sold with the additions and corrections that we just stated.

Councilmember Barker: 2nd.

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

Councilmember Bragg: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

8. Board Reports

Councilmember Barker: the P&Z Board met last night with the finalization of the growth policy, that will come to the council on December 18th for a final approval. we did have three people there last night that had corrections that they wanted to see in the growth policy. We have worked very hard on it and have had many opportunities for the public to weigh in on it and we hope that on the 18th we can have a blessing and finalize the growth policy.

9. Town Council Comments

None.

10. Executive Report

Mayor Michalson: don't have much, swearing in for incoming mayor Crews will be on the 30th, at 11:15 with Maureen O'Connor.

Jenelle Berthoud: excuse me mayor, it is the 31st.

Mayor Michalson: other than that, I am retiring from public service, I am done, it has been a ride, ten years is a lifetime in local government. I want to thank the staff who worked really hard and put up with me, public works I want to thank them, and I want to thank the police department I want to thank Jeff's fire department. I want to thank all of the board members; planning and zoning, the airport board, the park board and all the members through the years, I want to thank the council letting me sit here and run the meetings. I want to thank most of

all, my wife Dawn. She is the rock, and she is the one for the last ten years that had to listen to everything she gave me advice, she told me to stay, she told me to go, but she always left it to me and to me she is a true rock. That is my executive report.

11. Adjournment

Councilmember Barker: motion to adjourn.

Councilmember Smith: 2nd.

APPROVE:

ATTEST:

**James Crews, Mayor
Clerk**

Jenelle S. Berthoud, Town

File Attachments for Item:

a. Discussion/Decision: Regarding Implementing Reserve Officer Program



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:	Jim Crews
Second Person Submitting the Agenda Item:	John Boe, Chief of Police
Submitter Title:	Mayor
Submitter Phone:	406.381.1300
Submitter Email:	policechief@townofstevensville.gov
Requested Council Meeting Date for Item:	January 22, 2026
Agenda Topic:	Discussion/Decision regarding implementing reserve officer program
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	01/22/26
Notes:	Purpose, objective and scope of implementing reserve unit within the agency. MCA 7-32-214 statutes regarding reserve officer training, certification and roles.

Town of Stevensville, Reserve Peace Officer Association

Section 1. Establishment of Position.

A Reserve Peace Officer position would be hereby authorized for the purpose of providing supplemental law enforcement support to the Town of Stevensville and the surrounding jurisdiction and its Police Department.

Section 2. Fiscal Impact.

The Reserve Peace Officer position shall impose no cost, or only minimal cost, upon the Town of Stevensville. All necessary equipment required to perform the duties of the peace officer position shall be supplied either by the appointed individual or from equipment already owned and maintained by the Town of Stevensville. No new or additional equipment purchases shall be required unless expressly approved by the Town Council.

Section 3. Hours of Service.

The hours, limitations, and conditions of service for the Reserve Peace Officer position shall be governed by applicable provisions of the Montana Code Annotated (MCA) 7-32-201. All scheduling, duty assignments, and authority exercised by the Reserve Peace Officer position must comply with statutory requirements and departmental policies established under MCA authority.

Section 4. Duties and Scope of Authority.

The appointed Reserve Peace Officer shall perform law enforcement duties as assigned by the Stevensville Chief of Police or their designee, consistent with the applicable MCA provisions. The Reserve Peace Officer shall operate in a support capacity and shall not exceed the authority granted to reserve officers under Montana Code Annotated and the local town policy.

Section 5. Purpose and Objective.

The purpose of establishing the Reserve Peace Officer Association is to enhance the public safety, strengthen departmental staffing flexibility, and provide trained supplemental personnel without imposing undue financial burdens on the Town of Stevensville.

Montana Code Annotated 2023

TITLE 7. LOCAL GOVERNMENT

CHAPTER 32. LAW ENFORCEMENT

Part 2. Reserve and Auxiliary Officers

Definitions

7-32-201. Definitions. As used in this part, the following definitions apply:

(1) "Auxiliary officer" means an unsworn, part-time, volunteer member of a law enforcement agency who may perform but is not limited to the performance of such functions as civil defense, search and rescue, office duties, crowd and traffic control, and crime prevention activities.

(2) "Council" means the Montana public safety officer standards and training council established in **2-15-2029**.

(3) "General law enforcement duties" means patrol operations performed for detection, prevention, and suppression of crime and the enforcement of criminal and traffic codes of this state and its local governments.

(4) "Law enforcement agency" means a law enforcement service provided directly by a local government.

(5) "Law enforcement officer" means a sworn, full-time, employed member of a law enforcement agency who is a peace officer, as defined in **46-1-202**, and has arrest authority, as described in **46-6-210**.

(6) "Reserve officer" means a sworn, part-time, volunteer member of a law enforcement agency or a part-time, paid member of a law enforcement agency serving as a court officer as provided in **3-6-303**. The volunteer member or the part-time paid member is a peace officer, as defined in **46-1-202**, and has arrest authority, as described in **46-6-210**, only when authorized to perform these functions as a representative of the law enforcement agency.

(7) "Special services officer" means an unsworn, part-time, volunteer member of a law enforcement agency who may perform functions, other than general law enforcement duties, that require specialized skills, training, and qualifications, who may be required to train with a firearm, and who may carry a firearm while on assigned duty as provided in **7-32-239**.

History: En. 11-1851 by Sec. 1, Ch. 85, L. 1977; R.C.M. 1947, 11-1855(part); amd. Sec. 251, Ch. 800, L. 1991; amd. Sec. 3, Ch. 82, L. 1999; amd. Sec. 10, Ch. 506, L. 2007; amd. Sec. 2, Ch. 195, L. 2021.

MCA Contents / TITLE 7 / CHAPTER 32 / Part 2 / 7-32-202 Prohibition on...

Montana Code Annotated 2023

TITLE 7. LOCAL GOVERNMENT

CHAPTER 32. LAW ENFORCEMENT


Part 2. Reserve and Auxiliary Officers

Prohibition On Participation In Certain Pension And Retirement Systems

7-32-202. Prohibition on participation in certain pension and retirement systems. (1) A reserve officer may not participate in any pension or retirement system established for full-time law enforcement officers.

(2) An auxiliary officer may not participate in any pension or retirement system established for full-time law enforcement officers.

History: (1)En. 11-1852 by Sec. 2, Ch. 85, L. 1977; Sec. 11-1856, R.C.M. 1947; (2)En. 11-1854 by Sec. 4, Ch. 85, L. 1977; Sec. 11-1858, R.C.M. 1947; R.C.M. 1947, 11-1856(9), 11-1858(3).

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Montana Code Annotated 2023

TITLE 7. LOCAL GOVERNMENT

CHAPTER 32. LAW ENFORCEMENT


Part 2. Reserve and Auxiliary Officers

Provision Of Workers' Compensation Coverage

7-32-203. Provision of workers' compensation coverage. (1) Each law enforcement agency that utilizes reserve officers or special services officers shall provide full workers' compensation coverage for the officers while they are providing actual service for a law enforcement agency. The law enforcement agencies shall pay to the insurer an appropriate premium, as established by the insurer, to cover the insurance risk of providing coverage to the officers.

(2) Each law enforcement agency that utilizes auxiliary officers shall provide full workers' compensation coverage for the officers while they are providing actual service for a law enforcement agency.

History: (1)En. 11-1852 by Sec. 2, Ch. 85, L. 1977; Sec. 11-1856, R.C.M. 1947; (2)En. 11-1854 by Sec. 4, Ch. 85, L. 1977; Sec. 11-1858, R.C.M. 1947; R.C.M. 1947, 11-1856(10), 11-1858(4); amd. Sec. 1, Ch. 92, L. 1987; amd. Sec. 4, Ch. 82, L. 1999.

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Montana Code Annotated 2023

TITLE 7. LOCAL GOVERNMENT


CHAPTER 32. LAW ENFORCEMENT

Part 2. Reserve and Auxiliary Officers

Reserve Officers Authorized

7-32-211. Reserve officers authorized. A local government may authorize reserve officers. A person who meets minimum standards for appointment as a peace officer may be appointed as a reserve officer.

History: En. 11-1852 by Sec. 2, Ch. 85, L. 1977; R.C.M. 1947, 11-1856(part).

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Montana Code Annotated 2023

TITLE 7. LOCAL GOVERNMENT

CHAPTER 32. LAW ENFORCEMENT

Part 2. Reserve and Auxiliary Officers

Prohibition On Reduction Of Full-Time Officers

7-32-212. Prohibition on reduction of full-time officers. A local government may not reduce the authorized number of full-time law enforcement officers through the appointment or utilization of reserve officers.

History: En. 11-1852 by Sec. 2, Ch. 85, L. 1977; R.C.M. 1947, 11-1856(11).

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Montana Code Annotated 2023

TITLE 7. LOCAL GOVERNMENT

CHAPTER 32. LAW ENFORCEMENT

Part 2. Reserve and Auxiliary Officers

Qualifications For Appointment As Reserve Officer

7-32-213. Qualifications for appointment as reserve officer. To be appointed a reserve officer, a person:

(1) must have resided in the state continuously for at least 1 year prior to the appointment and in the county where the appointment is made for a period of at least 6 months prior to the date of the appointment;

(2) must be a citizen of the United States;

(3) must be at least 18 years of age;

(4) must be fingerprinted, and a search must be made of local, state, and national fingerprint files to disclose any criminal record;

(5) may not have been convicted of a crime for which the person could have been imprisoned in a federal penitentiary or state prison;

(6) must be of good moral character as determined by a thorough background investigation;

(7) must be a graduate of an accredited high school or the equivalent;

(8) must be examined by a licensed physician within 30 days immediately preceding the date of appointment and pronounced in good physical condition; and

(9) must possess a valid Montana driver's license.

History: En. 11-1852 by Sec. 2, Ch. 85, L. 1977; R.C.M. 1947, 11-1856(part); amd. Sec. 686, Ch. 61, L. 2007.

Montana Code Annotated 2023

TITLE 7. LOCAL GOVERNMENT

CHAPTER 32. LAW ENFORCEMENT

Part 2. Reserve and Auxiliary Officers

Basic Training Program Required

7-32-214. Basic training program required. (1) A reserve officer may not be authorized to function as a representative of a law enforcement agency performing general law enforcement duties after 2 years from the original appointment unless the reserve officer has satisfactorily completed a minimum 88-hour basic training program that must include but need not be limited to the following course content:

- (a) introduction and orientation--1 hour;
- (b) police ethics and professionalism--1 hour;
- (c) criminal law--4 hours;
- (d) laws of arrest--4 hours;
- (e) criminal evidence--4 hours;
- (f) administration of criminal law--2 hours;
- (g) communications, reports, and records--2 hours;
- (h) crime investigations--3 hours;
- (i) interviews and interrogations--2 hours;
- (j) patrol procedures--6 hours;
- (k) crisis intervention--4 hours;
- (l) police human and community relations--3 hours;
- (m) juvenile procedures--2 hours;
- (n) defensive tactics--4 hours;
- (o) crowd control tactics--4 hours;
- (p) firearms training--30 hours;
- (q) first aid--10 hours; and
- (r) examination--2 hours.

(2) The law enforcement agency is responsible for training its reserve officers in accordance with minimum training standards established by the council.

History: En. 11-1852 by Sec. 2, Ch. 85, L. 1977; R.C.M. 1947, 11-1856(2),(3); amd. Sec. 11, Ch. 506, L. 2007.

Montana Code Annotated 2023

TITLE 7. LOCAL GOVERNMENT

CHAPTER 32. LAW ENFORCEMENT

Part 2. Reserve and Auxiliary Officers

Basic Training Program Required

7-32-214. Basic training program required. (1) A reserve officer may not be authorized to function as a representative of a law enforcement agency performing general law enforcement duties after 2 years from the original appointment unless the reserve officer has satisfactorily completed a minimum 88-hour basic training program that must include but need not be limited to the following course content:

- (a) introduction and orientation--1 hour;
- (b) police ethics and professionalism--1 hour;
- (c) criminal law--4 hours;
- (d) laws of arrest--4 hours;
- (e) criminal evidence--4 hours;
- (f) administration of criminal law--2 hours;
- (g) communications, reports, and records--2 hours;
- (h) crime investigations--3 hours;
- (i) interviews and interrogations--2 hours;
- (j) patrol procedures--6 hours;
- (k) crisis intervention--4 hours;
- (l) police human and community relations--3 hours;
- (m) juvenile procedures--2 hours;
- (n) defensive tactics--4 hours;
- (o) crowd control tactics--4 hours;
- (p) firearms training--30 hours;
- (q) first aid--10 hours; and
- (r) examination--2 hours.

(2) The law enforcement agency is responsible for training its reserve officers in accordance with minimum training standards established by the council.

History: En. 11-1852 by Sec. 2, Ch. 85, L. 1977; R.C.M. 1947, 11-1856(2),(3); amd. Sec. 11, Ch. 506, L. 2007.

MCA Contents / TITLE 7 / CHAPTER 32 / Part 2 / 7-32-215 Reserve man...

Montana Code Annotated 2023

TITLE 7. LOCAL GOVERNMENT


CHAPTER 32. LAW ENFORCEMENT

Part 2. Reserve and Auxiliary Officers

Reserve Manual Required

7-32-215. Reserve manual required. The authorizing law enforcement agency establishing a law enforcement reserve force shall adopt and publish a manual setting forth the minimum qualifications, minimum training standards, and standard operating procedures for reserve officers.

History: En. 11-1853 by Sec. 3, Ch. 85, L. 1977; R.C.M. 1947, 11-1857.

Created by **LAWSTI** 

Montana Code Annotated 2023

TITLE 7. LOCAL GOVERNMENT

CHAPTER 32. LAW ENFORCEMENT

Part 2. Reserve and Auxiliary Officers

Limitations On Activities Of Reserve Officers

7-32-216. Limitations on activities of reserve officers. (1) A reserve officer may serve as a peace officer only on the orders and at the direction of the chief law enforcement administrator of the local government.

(2) Except for a reserve officer serving as a court officer as provided in 3-6-303, a reserve officer may act only in a supplementary capacity to the law enforcement agency.

(3) Reserve officers:

(a) are subordinate to full-time law enforcement officers; and

(b) may not serve unless supervised by a full-time law enforcement officer whose span of control would be considered within reasonable limits.

History: En. 11-1852 by Sec. 2, Ch. 85, L. 1977; R.C.M. 1947, 11-1856(part); amd. Sec. 3, Ch. 195, L. 2021.

MCA Contents / TITLE 7 / CHAPTER 32 / Part 2 / 7-32-219 Reserve force...

Montana Code Annotated 2023

TITLE 7. LOCAL GOVERNMENT


CHAPTER 32. LAW ENFORCEMENT

Part 2. Reserve and Auxiliary Officers

Reserve Force Coordinator

7-32-219. Reserve force coordinator. The chief law enforcement administrator of a law enforcement agency with reserve officers shall appoint a full-time law enforcement officer of the agency as a reserve force coordinator. The reserve force coordinator shall coordinate the activities of the reserve force with those of the law enforcement agency.

History: En. 11-1852 by Sec. 2, Ch. 85, L. 1977; R.C.M. 1947, 11-1856(part).

Created by 

MCA Contents / TITLE 7 / CHAPTER 32 / Part 2 / 7-32-220 Appointment ...

Montana Code Annotated 2023

TITLE 7. LOCAL GOVERNMENT

CHAPTER 32. LAW ENFORCEMENT

Part 2. Reserve and Auxiliary Officers

Appointment Of Reserve Officer To Full-Time Position

7-32-220. Appointment of reserve officer to full-time position. A reserve officer may be appointed as a full-time law enforcement officer through the procedures provided in Montana law for such appointments.

History: En. 11-1852 by Sec. 2, Ch. 85, L. 1977; R.C.M. 1947, 11-1856(part).

Created by 

MCA Contents / TITLE 7 / CHAPTER 32 / Part 2 / 7-32-222 Reserve offic...

Montana Code Annotated 2023

TITLE 7. LOCAL GOVERNMENT

CHAPTER 32. LAW ENFORCEMENT


Part 2. Reserve and Auxiliary Officers

Reserve Officer Change In Residency

7-32-222. Reserve officer change in residency. A reserve officer may change permanent residency to another county and remain a member of the reserve officer unit to which the reserve officer was appointed provided that:

- (1) the statutory basic training requirements have been met;
- (2) the probationary period established by the law enforcement agency is completed; and
- (3) approval for continuing membership is granted by the chief law enforcement administrator controlling the reserve unit.

History: En. Sec. 1, Ch. 82, L. 1999.

Created by **LAWST** 

File Attachments for Item:

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



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:	Jim Crews
Second Person Submitting the Agenda Item:	Stevensville Harvest Valley Farmers Market
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/22/2026
Agenda Topic:	Discussion/Decision: Approval of Special Event Permit for Stevensville Harvest Valley Farmers Market
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	01/22/2026
Notes:	The Stevensville Harvest Valley Farmers Market is submitting their special event permit for the 2026 season.

TOWN OF STEVENSVILLE
APPLICATION FOR SPECIAL EVENT PERMIT

APPLICATION DATE: 1/9/2026 (Must be at least 14 days prior to event)
NAME OF GROUP OR ORGANIZATION: Stevensville Harvest Valley Farmers Market
CONTACT PERSON: Jessica Bundren TELEPHONE: (406) 207-9425
ACTIVITY: Farmers Market

LOCATION REQUESTING: West 3rd from Main to Buck.

DATE: Saturdays May 3rd - Oct 5th, 2026 STARTING TIME: 7 A.M. ENDING TIME: 3 P.M.
*We are requesting additional time on Saturday, August 1st, from 7 A.M. to 6 P.M. for the Creamery Picnic.
ESTIMATED NUMBER OF PEOPLE ATTENDING: 350

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

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

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

IS OVERNIGHT CAMPING REQUESTED? YES ☐ NO ☒

DO YOU HAVE INSURANCE? YES ☒ 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 ☐ NO ☒

IF YES, PLANS FOR SECURITY: _____

PLANS FOR CLEAN UP: Each vendor is responsible for cleaning up at their assigned spacing.
FEE: \$ 100.00 Market board members will do a final walk-through at the end of each Market
(3 P.M.) for additional cleanup check.

**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.

approved Jessica Bundren 1-13-26
mayor

Stevensville Harvest Valley Farmers Market

905 Middle Burnt Fork Road

Stevensville, Montana

January 9, 2026



Dear Mayor Crews and Members of the Town Council,

On behalf of the Stevensville Harvest Valley Farmers Market, we respectfully request continued approval for the market's use of West 3rd Street for our upcoming season. This year marks our 20th year serving the Stevensville community and our 14th season at the **West 3rd Street** location.

The West 3rd Street location has proven to be a safe, accessible, and centrally located site that supports local growers, artisans, food vendors, and small businesses while remaining inclusive for residents of all ages and abilities. The market has secured all required permits (attached) and maintains active liability insurance for the 2026 season, due to renew in May.

Our market team is committed to working closely with the Town to ensure proper traffic control, emergency access, and safety measures during market hours. We are also open to collaborating on long-term improvements to the site, including electrical access, traffic flow, safety enhancements, and have expressed willingness to assist with some associated costs.

The Stevensville Harvest Valley Farmers Market provides meaningful community value by supporting local agriculture, encouraging local spending, and offering a family-friendly, walkable gathering space that strengthens Stevensville's community identity.

Thank you for your consideration and continued support. We look forward to maintaining a cooperative relationship with the Town of Stevensville.

Sincerely,

Two handwritten signatures in black ink. The first signature is "Jessica Bundren" and the second is "Stacie Barker".

Jessica Bundren & Stacie Barker

Market Managers

Board Members

Stevensville Harvest Valley Farmers Market

File Attachments for Item:

b. Discussion/Decision: Approval of Stevensville Harvest Valley Farmers Market Father's Day Car Show



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:	Jim Crews
Second Person Submitting the Agenda Item:	Stevensville Harvest Valley Farmers Market
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/22/2026
Agenda Topic:	Discussion/Decision: Approval of Stevensville Harvest Valley Farmers Market Father's Day Car Show
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	01/22/2026
Notes:	The Stevensville Harvest Valley Farmers Market is submitting their special event permit for the 2026 Father's Day Car Show.

TOWN OF STEVENSVILLE
APPLICATION FOR SPECIAL EVENT PERMIT

APPLICATION DATE: 1/9/2026 (Must be at least 14 days prior to event)
NAME OF GROUP OR ORGANIZATION: Stevensville Harvest Valley Farmers Market
CONTACT PERSON: Jessica Bundren TELEPHONE: (406) 207-9425
ACTIVITY: Farmers Market Father's Day car show with BitterRodders.

LOCATION REQUESTING: East 3rd from Main to Church St.
DATE: Saturday June 20th 2026 STARTING TIME: 7 A.M. ENDING TIME: 3 P.M.

ESTIMATED NUMBER OF PEOPLE ATTENDING: 350

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

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

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

IS OVERNIGHT CAMPING REQUESTED? YES ☐ NO ☒

DO YOU HAVE INSURANCE? YES ☒ 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 ☐ NO ☒

IF YES, PLANS FOR SECURITY: _____

PLANS FOR CLEAN UP: Each vendor is responsible for cleaning up at their assigned spacing.

FEE: \$ 125.00 Market board members will do a final walk-through at the end of each Market
(3 P.M.) for additional cleanup check.

****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.**

*approved June 1-13-26
127402*

File Attachments for Item:

c. Discussion/Decision: Agenda Item Request Forms for Boards



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:	Jim Crews
Second Person Submitting the Agenda Item:	EnterName
Submitter Title:	Mayor
Submitter Phone:	406-531-2854
Submitter Email:	EnterEmail
Requested Council Meeting Date for Item:	1-22-26
Agenda Topic:	Board Agenda Item Request
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	1-22-26
Notes:	<p>Town Boards currently have no standard method to formally identify and to add an agenda item to a Town Board Meeting that is consistent with the method used by the Town Council. Specific boards are the Park Board, Planning & Zoning Board and the Airport Board.</p> <p>These forms will initiate the base document to identify items that may be discussed during a meeting, listing the appropriate backup documentation and the subject matter to be discussed and or decision made.</p>

Attachments: Sample Agenda Item Requests for the Park Board, Airport Board and the Planning and Zoning Board.

These agenda item requests will provide a base document for the submission of an agenda item for board for consideration, as well as subsequent supporting documentation identification.

These agenda item requests will be included in all board agenda packages for publication of the agenda. This will provide adequate information and advanced notice to the public.

The Citizens we serve have a right to know what is happening in their local government and we encourage citizen participation in the governance of the town. The Citizens of the town have a right to participate in all of our government processes and they can more effectively participate if they have the advanced knowledge of what is going to be discussed and when it will be discussed. That allows the public to comment more effectively on any subject prior to a decision-making process.

Attached are 3 samples, which are modified Town Council Agenda Item Requests. The Town Council Agenda Item Request is already an online process, modification to adapt for board use is very simple.

The mayor proposes to the council that we modify the existing request per the samples and include them online under each of the respective boards so that the public may have direct input to the particular board.

The board chair or the member responsible for agenda preparation will review and either approve or disapprove the agenda item. The mayor will also review each item and has override authority for inclusion on the agenda as would two Members of the particular board.

This process will require each board to modify their bylaws to include the suggested process for consistency regarding procedural compliance.



**Town of Stevensville
Airport Board
Agenda Item Request**

To be submitted at least 8 days prior to the scheduled meeting

Agenda Item Type:	Choose an item.
Person Submitting the Agenda Item:	EnterName
Second Person Submitting the Agenda Item:	EnterName
Submitter Title:	Choose an item.
Submitter Phone:	EnterPhone
Submitter Email:	EnterEmail
Requested Council Meeting Date for Item:	EnterDate
Agenda Topic:	EnterTopic
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved by the Board Chair?	Choose an item.
If Approved, Meeting Date for Consideration:	EnterDate
Notes:	



**Town of Stevensville
Park Board
Agenda Item Request**

To be submitted at least 8 days prior to the scheduled meeting

Agenda Item Type:	Choose an item.
Person Submitting the Agenda Item:	EnterName
Second Person Submitting the Agenda Item:	EnterName
Submitter Title:	Choose an item.
Submitter Phone:	EnterPhone
Submitter Email:	EnterEmail
Requested Council Meeting Date for Item:	EnterDate
Agenda Topic:	EnterTopic
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved by the Board Chair?	Choose an item.
If Approved, Meeting Date for Consideration:	EnterDate
Notes:	



**Town of Stevensville
Planning and Zoning Board
Agenda Item Request**

To be submitted at least 8 days prior to the scheduled meeting

Agenda Item Type:	Choose an item.
Person Submitting the Agenda Item:	EnterName
Second Person Submitting the Agenda Item:	EnterName
Submitter Title:	Choose an item.
Submitter Phone:	EnterPhone
Submitter Email:	EnterEmail
Requested Council Meeting Date for Item:	EnterDate
Agenda Topic:	EnterTopic
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved by the Board Chair?	Choose an item.
If Approved, Meeting Date for Consideration:	EnterDate
Notes:	

File Attachments for Item:

d. Planning and Zoning Board Member Appointment



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:	Jim Crews
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	406-916-1995
Submitter Email:	mayor@townofstevensville.gov
Requested Council Meeting Date for Item:	1-22-26
Agenda Topic:	Planning and Zoning Board Member Appointment
Backup Documents Attached?	Yes-See the attached code
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	1-22-26
Notes:	The Town Council shall nominate and appoint 1 member of the Town Council to sit on the Planning and Zoning Board as the Council Representative for the referenced town code.

Sec. 2-312. - Membership generally.

(a) The town planning and zoning board shall consist of not less than seven members to be appointed as follows:

(1) One member to be appointed by the town council from its membership.

(2) One member to be appointed by the town council who may, in the discretion of the town council, be an employee or hold public office in the town or county.

(3) One member to be appointed by the mayor upon the designation by the county commissioners of the county.

(4) Four citizen members to be appointed by the mayor, two of whom shall be resident freeholders within the urban area, if any, outside the town limits over which the planning and zoning board has jurisdiction under this Code, and two of whom shall be resident freeholders within the town limits.

(b) The clerk of the town council shall certify members appointed by its body. The certificates shall be sent to and become a part of the records of the board. The mayor shall make similar certification for the appointment of citizen members.

Sec. 2-313. - Town councilmember.

(a) The town council shall select a member of its body to serve on the planning and zoning board. The term of the appointed member shall be coextensive with the term of office to which he has been elected or appointed, unless the council, on its first regular meeting of each year, appoints another to serve as its representative or unless his term is terminated as hereinafter provided.

(b) The town council shall fill any vacancy occurring in its respective membership on the planning and zoning board.

File Attachments for Item:

e. Airport Board Member Appointment



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:	Jim Crews
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	406-916-1995
Submitter Email:	mayor@townofstevensville.gov
Requested Council Meeting Date for Item:	1-22-26
Agenda Topic:	Airport Board Member Appointment
Backup Documents Attached?	Yes-See the attached code
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	1-22-26
Notes:	The Town Council shall nominate and appoint 1 member of the Town Council to sit on the Airport Board as the Council Representative per the attached town code.

Sec. 3-33. - Creation of airport board.

The town shall have an advisory board known as the Stevensville Airport Board, consisting of seven members: six persons appointed by the mayor with the concurrence of the town council for staggered three-year terms, plus one council representative chosen by the town council. The council representative shall continue to serve only while a member of the town council. The board shall elect a chairperson who shall prepare agendas and conduct meetings and maintain minutes in accordance with the laws and regulations that apply to public bodies.

Sec. 3-34. - Duties of airport board.

The Stevensville Airport Board shall provide recommendations to the town council as pertains to development, operation and maintenance of the airport. Specifically the board shall:

- (1) Along with the airport manager and mayor, develop the airport's annual operating and capital budget to be presented to the town council for adoption;
- (2) Recommend to the town council rates, fees, charges and assessments based upon the capital needs of the airport;
- (3) Review and recommend to the town council approval or denial of all construction and development projects, including hanger construction and leases at the airport;
- (4) Review and recommend for compliance with FAA and town standards initial applications for airport business licenses as required in [section 3-36](#);
- (5) Develop and recommend to the town council periodic updates to the capital improvement program for the airport;
- (6) Work with the airport manager, who is the as liaison with FAA and Montana Aeronautics, in complying with their respective standards, rules and regulations;
- (7) Create and promulgate a set of minimum standards for the airport in accordance with FAA guidelines; and
- (8) Provide assistance, advice and guidance as needed or requested by the mayor, the town council, and the airport manager.

File Attachments for Item:

f. Discussion/Decision: Approval of the Mayors Appointment of Talon Ross to the Park Board



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Jim Crews
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	406-916-1995
Submitter Email:	mayor@townofstevensville.gov
Requested Council Meeting Date for Item:	1-22-26
Agenda Topic:	Discussion/Decision: Approval of the Mayors Appointment of Talon Ross to the Park Board
Backup Documents Attached?	Yes-See the attached Town Council Resolution
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	1-22-26
Notes:	The Mayor shall nominate and appoint 1 member of the Town Council to sit on the Park Board as the Council Representative per the attached town council resolution.

RESOLUTION NO. 11

A RESOLUTION OF THE STEVENSVILLE TOWN COUNCIL FOR THE CREATION OF A PARK ADVISORY BOARD, AND FOR THE DESIGNATION OF THE POWERS AND DUTIES OF THE PARK ADVISORY BOARD AND THE TERMS OF THE MEMBERS.

WHEREAS, the Town Council of the Town of Stevensville are the Trustees of the Stevensville Community Park, and have jurisdiction over others parks within the Town of Stevensville; and

WHEREAS, to more fully acquaint the Stevensville Town Council with the recreation needs of the community and assist in the management of the Park System under the jurisdiction of the Town, it is to the interest of the citizens of the Community that a Board of interested citizens be created to advise the Stevensville Town Council as to the needs of the community for recreation facilities and for the management thereof;

BE IT THEREFORE RESOLVED that a Board of citizens, consisting of seven (7) persons be, and the same is hereby created to advise the Stevensville Town Council as to the needs of the Community for recreation facilities and proper public use of the parks under the jurisdiction of the said Council, and to assist in the management of the same under the authority of the Stevensville Town Council.

BE IT FURTHER RESOLVED THAT The Board shall consist of (7) seven members, six (6) of whom shall be appointed by the Mayor with the approval of the Council, and the Mayor shall appoint a member of the Council to the Board. Each member shall be appointed for a term of three (3) years, excepting only that two (2) members of the initial board shall be appointed for one (1) year only and two (2) members shall be appointed for two years (2) only, and thereafter all appointments shall be for a three (3) year term. All members of the Board must be at least eighteen (18) years of age, and reside within fifteen (15) miles of the Town of Stevensville. The Board shall elect a Chairman, Vice Chairman and Secretary from their members, each year.

BE IT FURTHER RESOLVED THAT the Advisory Board shall have no policy making powers, the same being reserved to the Stevensville Town Council, but shall be empowered to investigate and make recommendations of policy to the said Council. The Stevensville Town Council shall, from time to time provide in writing, guidelines to the Park Advisory Board, setting forth the powers and duties of the Board and providing the procedure under which the Board shall operate.

APPROVED this 20th day of January 1975.

Robert L. Erickson
MAYOR

ATTEST:

Audrey Ebel
TOWN CLERK

File Attachments for Item:

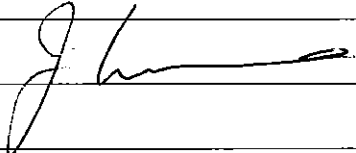
g. Discussion/Decision: Create a Water and Sewer Rate Study Committee



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:	Jim Crews
Second Person Submitting the Agenda Item:	EnterName
Submitter Title:	Mayor
Submitter Phone:	406-916-1995
Submitter Email:	mayor@townofstevensville.gov
Requested Council Meeting Date for Item:	1-22-26
Agenda Topic:	Water and Sewer Rate Study Committee
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved 
If Approved, Meeting Date for Consideration:	1-22-26
Notes:	<p>Town of Stevensville citizens have expressed a desire to form a Water and Sewer Rate Study Committee in order to assist the town staff and elected officials in determining if there is a method to adjust the utility rates in order to make water and sewer rates more affordable to the citizens of the town. The mayor is requesting council consent to form the study committee, determine the bylaws of the committee and provide administrative support documentation to assist the study committee. The committee will set its goals, maintain meeting schedules, minutes and report same to the council on a regular basis. Committee appointees will be made by the mayor, and will include with consent of the council, one member of the council, 4 members from the citizens of the town.</p>

File Attachments for Item:

h. Discussion/Decision: Make updates to the Town of Stevensville Code, Section 10-1



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:	Jim Crews
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	406-916-1995
Submitter Email:	mayor@townofstevensville.gov
Requested Council Meeting Date for Item:	1-22-26
Agenda Topic:	Town of Stevensville Development Code Section 10-1
Backup Documents Attached?	Yes-See the attached code and narrative
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	1-22-26
Notes:	Request authorization from the Town Council to pursue the process of changing the Town's Development Code specifically section 10-1 Definitions to add a definition of "Urban Area" as it relates to the Town's Development Code, Planning and Zoning Board Member appointment per § 2-312(a)(4) and (b) SMC and the jurisdiction of the Town of Stevensville Planning and Zoning Board.

The Town of Stevensville has the authority to appoint a Town Planning and Zoning Board, membership as follows:

Montana Code

76-1-221.Membership of city planning board. (1) A city planning board shall consist of not less than seven members to be appointed as follows:

- (a) one member to be appointed by the city council from its membership;
 - (b) one member to be appointed by the city council, who may in the discretion of the city council be an employee or hold public office in the city or county in which the city is located;
 - (c) one member to be appointed by the mayor upon the designation by the county commissioners of the county in which the city is located;
 - (d) four citizen members to be appointed by the mayor, two of whom shall be resident freeholders within the urban area, if any, outside of the city limits over which the planning board has jurisdiction under this chapter and two of whom shall be resident freeholders within the city limits.
- (2) The clerk of the city council shall certify members appointed by its body. The certificates shall be sent to and become a part of the records of the planning board. The mayor shall make similar certification for the appointment of citizen members.

Stevensville Municipal Code

Sec. 2-312. - Membership generally.

- (a) The town planning and zoning board shall consist of not less than seven members to be appointed as follows:
- (4) Four citizen members to be appointed by the mayor, two of whom shall be resident freeholders within the urban area, if any, outside the town limits over which the planning and zoning board has jurisdiction under this Code, and two of whom shall be resident freeholders within the town limits.
- (b) The clerk of the town council shall certify members appointed by its body. The certificates shall be sent to and become a part of the records of the board. The mayor shall make similar certification for the appointment of citizen members.

The Town's planning board has jurisdiction outside the town as follows:

76-2-310. Extension of municipal zoning and subdivision regulations beyond municipal boundaries. (1) Except as provided in 76-2-312 and except in locations where a county has adopted zoning or subdivision regulations, a city or town council or other legislative body that has adopted a growth policy pursuant to chapter 1 for the area to be affected by the regulations may extend the application of its zoning or subdivision regulations beyond its limits in any direction subject to the following limits:

- (c) up to 1 mile beyond the limits of a city or town of the third class.

76-2-312 does not apply to the Town of Stevensville.

Reference Resolution 144 attached and Ravalli County Perm File 8327

Summary-The town of Stevensville has jurisdiction regarding planning and zoning south of the Town for 1 mile, East to the Supply Ditch Canal, West to the Bitterroot River. Zoning and use classifications are per paragraph 16.11.030 of the attached resolution 11 page 2 of 7.

The urban area is the area described as the extended jurisdictional area.

A comparison with the Hamilton, Montana Planning and Zoning Code is as follows.

City of Hamilton Code

2.44.050 - Composition of board.

A.

The board shall consist of seven members as follows:

1. One member to be appointed by the city council from its membership;
2. One member to be appointed by the city council, who may at the discretion of the city council be an employee or hold public office in the city;
3. One member to be appointed by the mayor upon the designation by the county commissioners;
4. Four citizen members to be appointed by the mayor, two whom shall be resident freeholders within the *urban area, outside the city limits which the board has jurisdiction (within one mile from city limits)* and two whom shall be resident freeholders within the city limits.

Proposed definition for the Town of Stevensville is as follows;

The Urban Area for the town of Stevensville is defined as being that area 1 mile south of the Town of Stevensville, East to the Supply Ditch Canal and West to the Bitterroot River, excluding the Ravalli County Holly Lane Zoning District no. 23