



**Stevensville Town Council Meeting
Agenda for
THURSDAY, MARCH 24, 2022
7:00 PM
206 Buck Street, Town Hall**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comments (Public comment from citizens on items that are not on the agenda)
4. Approval of Minutes
5. Approval of Bi-Weekly Claims
 - a. Claim #17536- #17619
6. Administrative Reports
7. Guests
8. Correspondence
9. Public Hearings
10. Unfinished Business
 - a. Discussion/Decision: Resolution No 415a, to Incorporate Donated Land into the Boundaries of Stevensville River Park
11. New Business
 - a. Discussion/Decision: Approval to Purchase Interrupters and Meters for Public Works
 - b. Discussion/Decision: Proposed Language Change to Utility Billing Policies & Procedures
 - c. Discussion/Decision: Resolution 457b, Resolution Amending Water & Sewer Billing Policies
 - d. Discussion/Decision: Approval of Airport Hanger for Mr. Hall, Lot 1 Block 3, Stevensville Airport
12. Executive Report
13. Town Council Comments
14. Board Reports
15. 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. Claim #17536- #17619

* ... Over spent expenditure

Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
17536	1716 Quadient Leaseing USA, Inc Postage Machine Lease	241.76					
	03/24/22 C-Postage Mach Lease	13.38			1000 410360	311	101000
	03/24/22 Admin-Postage Mach Lease	59.72			1000 410550	311	101000
	03/24/22 PD-Postage Mach Lease	26.82			1000 420100	311	101000
	03/24/22 FD_Postage Mach Lease	13.42			1000 420410	311	101000
	03/24/22 W-Postage Mach Lease	57.50			5210 430510	311	101000
	03/24/22 WW-Postage Mach Lease	57.50			5310 430610	311	101000
	03/24/22 A-Postage Mach Lease	13.42			5610 430300	311	101000
17599	16 MONTANA ENVIRONMENTAL LAB LLC	1,070.20					
	03/03/22 Sewer Testing	530.00			5310 430640	355	101000
	03/03/22 Sewer Testing	179.40			5310 430640	355	101000
	03/11/22 Sewer Testing	179.40			5310 430640	355	101000
	03/16/22 Sewer Testing	181.40			5310 430640	355	101000
17601	E 1698 Spectrum Reagent solution for Waste Water Treatment Plant	85.90					
	11951487 03/07/22 S-Reagent for WWTP analyzer	85.90*			5310 430610	222	101000
17602	1121 a2z Supply Corp Police Department supplies and equipment	1,270.00					
	0302951 03/02/22 PD- PT Blank Guardian carrier	185.00*			1000 420100	226	101000
	0302951 03/02/22 PD- Concealable armor	840.00*			1000 420100	226	101000
	0302951 03/02/22 PD- 3002S Speed Plus	245.00*			1000 420100	226	101000
17603	728 HDR ENGINEERING, INC. Water System Preliminary Engineering Report	1,013.29					
	1200412707 03/07/22 W- Preliminary Engine. rpt	1,013.29*			5210 430550	350	101000
17604	1845 Thomson Reuters-West Police Department -Database access for background checks/criminal information	200.00					
	845932750 03/01/22 PD- Clear subscription	200.00*			1000 420100	330	101000
17605	366 Ravalli County Fire Council Fire Department- Annual dues	164.86					
	FD- Annual dues	164.86*			1000 420410	330	101000
17606	1787 Valli Information Systems, Inc. Sewer	100.00					
	81087 03/11/22 S- Water readings	100.00*			5310 430510	320	101000

03/22/22
15:11:32

TOWN OF STEVENSVILLE
Claim Approval List
For the Accounting Period: 3/22

Page: 2 of 5
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/ Check Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
17607	29 STEVENSVILLE NAPA AUTO PARTS	236.66					
	657819 12/02/21 FD- RTU ext life gal	15.98			1000 420460	232	101000
	657892 12/06/21 PW- Switch toggle	8.36			1000 430100	232	101000
	664407 01/18/21 PW- Door ajar switch	14.38			1000 430100	232	101000
	666429 02/01/21 TH- Generator antifreeze	52.98*			1000 410550	230	101000
	666881 02/04/22 PW- Antifreeze/Delo Gal	129.37			1000 430100	232	101000
	667268 02/07/22 PW- Fuel line hose & clamp	15.59			1000 430100	232	101000
17608	1101 Sign Pro	427.22					
	Graphics installation on wrecked Fire truck (MMIA claim)						
	93028 02/23/22 FD- graphics installation	427.22*			1000 420460	360	101000
17610	1860 Ravalli County Road & Bridge	743.00					
	PW- Raw salt & Sand/Salt mix						
	IV-22-14 02/07/22 PW- Raw Salt	324.00*			2821 430200	931	101000
	IV-22-14 02/07/22 PW- Sand/Salt mix	419.00*			2821 430200	931	101000
17611	728 HDR ENGINEERING, INC.	1,309.23					
	PW- Biosolid disposal/ Development of info to provide property owners						
	1200414154 03/08/22 PW- Bio-solids disposal	1,220.85*			5310 430640	350	101000
	120041415 03/08/22 PW- Development of info for	88.38*			5310 430640	360	101000
17612	34 STEVENSVILLE HARDWARE AND RENTAL	256.97					
	510 02/11/22 FD- Thread compound/elbow	18.67			1000 420421	230	101000
	510 02/18/22 PW- Rust paint/Hose shutoff	27.75*			1000 430100	230	101000
	510 02/17/22 W- Batteries flashlight	6.99*			5210 430610	230	101000
	510 02/18/22 St- Auger rental	50.00*			1000 430200	359	101000
	510 03/03/22 PK- Deck paint for stage	129.98*			1000 460430	359	101000
	510 02/23/22 WW- Muriatic acid	23.58			5310 430640	220	101000
17613	1212 NewFields	2,475.00					
	350.00709 03/11/22 Pre-Application Meeting	2,475.00*			5210 430530	354	101000
17614	228 Norco, Inc.	10.36					
	Cylinder rental						
	FY 18-19 Annual Community Connection Fee						
	67665 03/01/22 Cylinder Rental Streets	3.45*			1000 430200	231	101000
	67665 03/01/22 Cylinder Rental Water	3.45			5210 430510	220	101000
	67665 03/01/22 Cylinder Rental Sewer	3.46			5310 430610	220	101000

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
17615		85 CENTURYLINK	189.03					
	February 02/22/22	WWTP Internet #0185	64.84*			5310 430640	340	101000
	February 02/22/22	H2O Plant Phone #7132	68.99*			5210 430540	340	101000
	February 02/22/22	MBF Reservoir #9934	55.20*			5210 430530	340	101000
17616	E	852 CENEX FLEETCARD	1,742.88					
		Fuel for Town departments						
	230614CL 02/08/22	Fuel for Police	515.04			1000 420100	231	101000
	230614CL 02/08/22	Fuel for Fire Dept	399.65*			1000 420460	231	101000
	230614CL 02/08/22	Fuel for Public Works	828.19			1000 430100	231	101000
17617		1861 Colten Wortman	57.75					
		PD- Supplies for oil change for patrol vehicle						
	673122 03/17/22	PD- funnel	3.49			1000 420100	232	101000
	673122 03/17/22	PD- Synow 20	8.69			1000 420100	232	101000
	673122 03/17/22	PD- Synthetic oil	30.49			1000 420100	232	101000
	673122 03/17/22	PD- Non chlor brake	4.79			1000 420100	232	101000
	673122 03/17/22	PD- Oil filter	10.29			1000 420100	232	101000
17619		1656 COLJ CONFERENCE REGISTRATION	300.00					
	Spring 2022	Court of Limited Jurisdiction Conference						
	03/04/22	C- Court of Limited Juris.	300.00			1000 410360	380	101000
		# of Claims	19	Total:				
		Total Electronic Claims	1,828.78	Total Non-Electronic Claims		10065.33		

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TOWN OF STEVENSVILLE
Fund Summary for Claims
For the Accounting Period: 3/22

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Fund/Account	Amount
1000 GENERAL	
101000 Cash - Operating	\$4,742.56
2821 BaRSAA (HB 473)	
101000 Cash - Operating	\$743.00
5210 WATER	
101000 Cash - Operating	\$3,680.42
5310 SEWER	
101000 Cash - Operating	\$2,714.71
5610 AIRPORT	
101000 Cash - Operating	\$13.42
Total:	\$11,894.11

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15:11:32

TOWN OF STEVENSVILLE
Claim Approval Signature Page
For the Accounting Period: 3 / 22

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

Stacie Barker, Councilmember

, Councilmember

Cindy Brown, Councilmember

, Councilmember

Steve Gibson, Mayor

Date Approved _____

File Attachments for Item:

a. Discussion/Decision: Resolution No 415a, to Incorporate Donated Land into the Boundaries of Stevensville River Park

RESOLUTION NO 415A

A RESOLUTION AMENDING RESOLUTION 415 TO MAKE THE LAND DONATION TO THE TOWN OF STEVENSVILLE VIA RAVALLI COUNTY RESOLUTION 3600 A PERMANENT PART OF THE STEVENSVILLE RIVER PARK.

WHEREAS, on the 14th day of August, 2017, the Mayor for the town of Stevensville accepted land donated to the Town of Stevensville via Ravalli County Resolution 3600,

WHEREAS, the property has been held in trust by the Town of Stevensville for recreational and park purposes since its donation,

WHEREAS, it is on the river and was intended to be another resource for the Town of Stevensville to be used for recreational or park purposes,

WHEREAS, the Town finds it is in the best interests of the Citizens of the Town of Stevensville and surrounding communities to continue its use as recreational park lands,

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Stevensville hereby adopts this land donation as part of the Stevensville River Park.

Passed and adopted by the Town Council of the Town of Stevensville, Montana this ____ day of _____, 2022.

Approved:

Attest:

Steve Gibson, Mayor

Jenelle Berthoud, Town Clerk

Ret: Stevensville town Clerk
PO Box 30
Stevensville, MT 59870

RESOLUTION NO. 415

A RESOLUTION APPROVING AND ACCEPTING THE DONATION OF A CERTAIN PARCEL OF REAL PROPERTY FROM THE COUNTY OF RAVALLI

WHEREAS, on August 3, 2017 and pursuant to MCA §7-8-102, the Ravalli County Commissioners approved Resolution 3600; and

WHEREAS, Resolution 3600 approved the deed of park land described as "a tract of land located in and being a portion of the SE 1/4", Section 22, T9N, R20W, also being a portion of River Park Commercial Village being more particularly described as The Park in said River Park Commercial Village excepting that parcel described in Document 545232, containing 1.52 acres, more or less" to the Town of Stevensville for the purpose of the use as a park or recreational ground and to allow access to the Bitterroot River; and

WHEREAS, MCA §7-8-103(2) authorizes a Town to accept a donation of real property to own and to improve upon; and

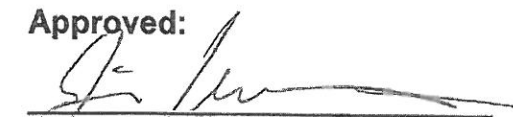
WHEREAS, the Town finds it is in the best interests to accept the property as parkland and river access land and to take such necessary steps to create river access.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Stevensville, finds acceptance of the donation as described above and as depicted in attachment A in the best interests of the Town and hereby accepts the donation in accordance with the restrictions contained in Resolution 3600 attached as attachment B;

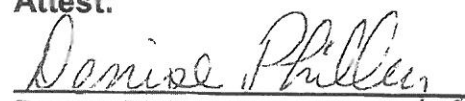
FURTHER, the Town authorizes that the Mayor execute any document so necessary to complete the transfer.

Passed and adopted by the Town Council of the Town of Stevensville, Montana, this 14th day of AUGUST, 2017.

Approved:


Jim Crews, Mayor

Attest:


Denise Philley, Town Clerk

RESOLUTION NO. 3600

Authorization to Deed County Land to Town of Stevensville

WHEREAS, MCA 7-8-102 grants authorization to deed county land to other governmental entities; and

WHEREAS, The County of Ravalli is the Owner of Park Land located as described as "a tract of land located in and being a portion of the SE ¼, Section 22, T9N, R20W, also being a portion of River Park Commercial Village being more particularly described as The Park in said River Park Commercial Village excepting that parcel described in Document 545232, containing 1.52 acres, more or less; and

WHEREAS, The Board of County Commissioners desires to deed the Park Land as described to the Town of Stevensville without charge, upon the condition that the park land shall be maintained by the Town of Stevensville for the purpose of use as park or recreational grounds, and to allow access to the Bitterroot River; and

WHEREAS, the Town of Stevensville is willing to accept transfer of such land upon the terms and conditions specified;

WHEREFORE, it is hereby resolved that the county approves the transfer without charge of the land described herein to the Town of Stevensville to be used as park or recreational grounds, upon the condition that in the event that the land ceases to be used for such purposes for a period of 5 years in succession, title shall revert back to Ravalli County;

FURTHER RESOLVED that upon execution of this Resolution, the county authorizes the preparation of a deed to finalize this Land Transfer in conformity with § 7-8-102, MCA.

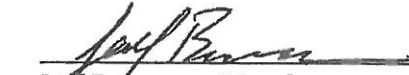
PASSED AND APPROVED THIS 3RD DAY OF AUGUST, 2017.
BOARD OF RAVALLI COUNTY COMMISSIONERS

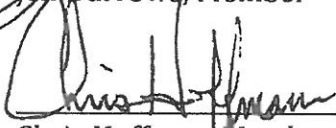


Greg Chilcott, Chairman

Absent

Ray Hawk, Member



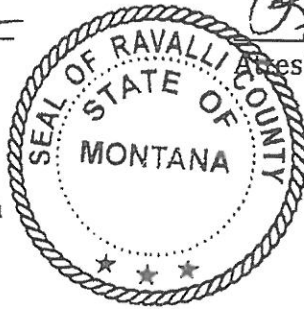
Jeff Burrows, Member


Chris Hoffman, Member


Return: Commissioners


Doug Schallenberger
Doug Schallenberger, Member

Regina Plattenberg
Asst: Clerk & Recorder
by D. Montgomery,
Deputy



Attachments: Maps/Legal Description


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RIVER PARK COMMERCIAL VILLAGE

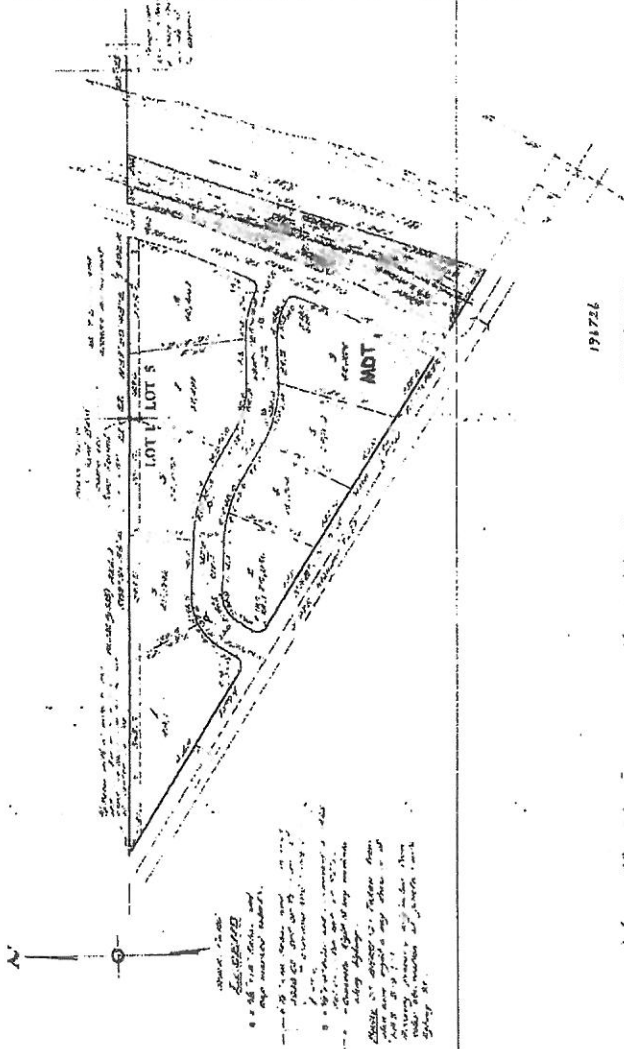
A SUBDIVISION OF PROPERTY IN THE

LOT 1 OF SECTION 21

LOT 5 OF SECTION 22

T9N R20W P.M., Montana Ravalli County, Montana

RIVER PARK COMMERCIAL VILLAGE



191721
 SECTION 21
 SECTION 22
 T9N R20W P.M.
 MONTANA
 MONTANA

PROPERTY MAP. SHOWS LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100. SHOWS ALSO THE BOUNDARIES OF THE SECTIONS AND TOWNSHIP.

THIS MAP WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IT ACCURATELY REPRESENTS THE ACTUAL SITUATION OF THE LANDS SHOWN THEREON.

WITNESSED MY HAND AND SEAL THIS 15th DAY OF OCTOBER, 1964.

[Signature]

DECLARATION

I, the undersigned, being a duly qualified Surveyor of the State of Montana, do hereby certify that the foregoing is a true and correct copy of the original plat as recorded in the office of the County Clerk of Ravalli County, Montana, and that the same has been duly approved and recorded in the office of the County Clerk of Ravalli County, Montana.

WITNESSED MY HAND AND SEAL THIS 15th DAY OF OCTOBER, 1964.

[Signature]

PROPERTY APPRAISAL

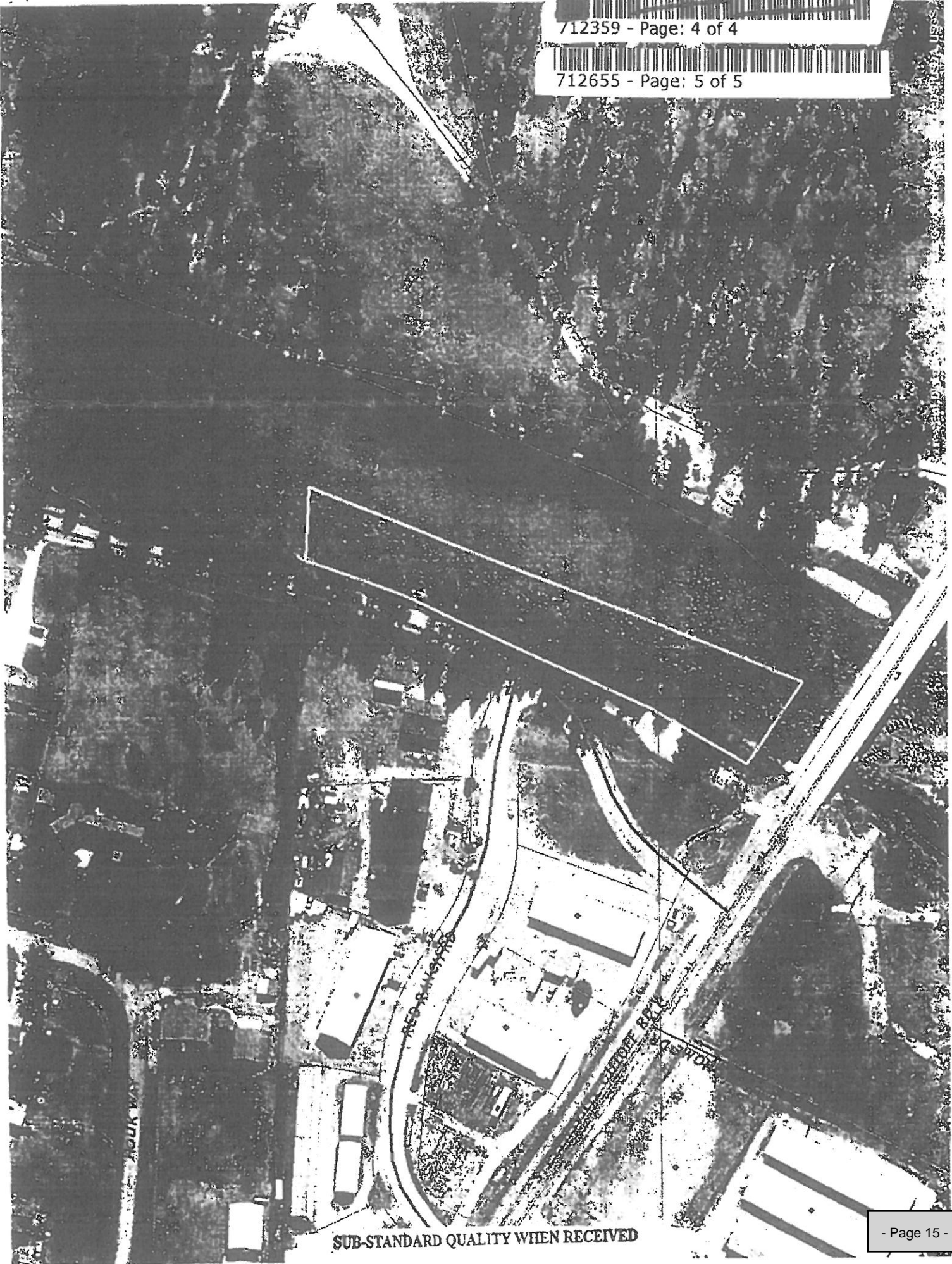
THE PROPERTY SHOWN ON THE FOREGOING MAP IS BEING OFFERED FOR SALE BY THE PROPERTY OWNERS AND AS SUCH THE PROPERTY IS BEING OFFERED FOR SALE AT A PUBLIC AUCTION TO BE HELD AT THE COURT HOUSE IN GREAT FALLS, MONTANA, ON THE 20th DAY OF NOVEMBER, 1964, AT 10 O'CLOCK A.M. THE PROPERTY TO BE OFFERED FOR SALE IS DESCRIBED AS FOLLOWS:

[Description of Property]

NOTICE TO CREDITORS

NOTICE IS HEREBY GIVEN THAT THE ESTATE OF [Name], DECEASED, HAS BEEN SETTLED AND THE ESTATE ASSETS HAVE BEEN DISTRIBUTED TO THE HEIRS AND CREDITORS OF SAID DECEASED.

[Signature]



SUB-STANDARD QUALITY WHEN RECEIVED



AFTER RECORDING RETURN TO:

Town of Stevensville
206 Buck St
Stevensville, MT 59870

P# 260750

QUITCLAIM DEED

TRANSFEROR:

Ravalli County, a political subdivision of the State of Montana, with offices at 215 S 4th Street, Suite A, Hamilton, Montana.

TRANSFeree:

The Town of Stevensville, with offices at 206 Buck Street, Stevensville, Montana.

DESCRIPTION OF REAL PROPERTY CONVEYED BY THIS DEED:

See Exhibit "A" attached hereto.

Transferor, pursuant to Mont. Code Ann. § 7-8-102, remises, releases, and forever quitclaims to Transferee all of the interest of Transferor, if any, in and to that certain real property located in Ravalli County, Montana, and more fully described in Exhibit "A" attached hereto. To have and to hold, all and singular the described property, together with the tenements, hereditaments, and appurtenances belonging to the property, or in any way appertaining, and the rents, issues, and profits of the property to Transferee and Transferee's assigns forever.

SUBJECT TO Transferor's reversionary interest under Mont. Code Ann. § 7-8-102(2), such that in the event the real property shall cease to be used as a public park or for recreational grounds for a period of 5 years in succession, title thereto shall revert to Transferor.

SUBJECT TO reservations, covenants, restrictions, easements, encumbrances, and rights-of-way of record or evident on the premises.

IN WITNESS WHEREOF, the Board of County Commissioners executes this Quitclaim Deed for and on behalf of Ravalli County.

Dated this 28 day of ~~August~~ ^{September}, 2017.

Ravalli County, Transferor:

Absent
Greg Chilcott, Chairperson

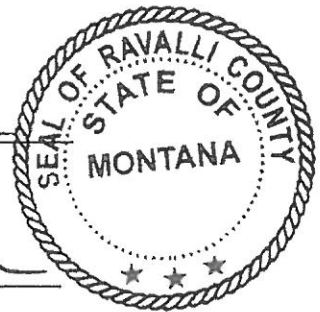
Jeff Burrows
Jeff Burrows

Ray Hawk
Ray Hawk

Doug Schalkenberger
Doug Schalkenberger

Chris Hoffman
Chris Hoffman

Attest: Regina Plettenberg
Clerk and Recorder



Return: Commissioners

Handwritten initials

Acceptance and Acknowledgement of Transferor's Reversionary Interest:

Town of Stevensville:

By  10-10-17
Mayor

EXHIBIT A

A tract of land located in and being a portion of the SE1/4, Section 22, T9N, R20W, also being a portion of River Park Commercial Village being more particularly described as The Park in said River Park Commercial Village excepting that parcel described in Document 545232, containing 1.52 acres, more or less.

(QUITCLAIM DEED – TRANSFEROR/RAVALLI COUNTY – TRANSFEREE/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:	James V. Crews
Submitter Title:	Council Member
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	03/24/2022
Agenda Topic:	Discussion/Decision: Resolution No 415a, to Incorporate Donated Land into the Boundaries of Stevensville River Park
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	03/24/2022
Notes:	During the time of James Crews' appointment as Mayor, he accepted a parcel of land via Resolution 415, in order to have additional resources available to the Town of Stevensville that could be used as a Fishing Access Site. According to the terms of donation, the Town must use in succession for recreation or park purposes for 5 years from the date of reception. (Ravalli County Resolution 3600) The property has been in use recreationally for the entire period, but should be incorporated as part of the Stevensville River Park officially.

File Attachments for Item:

b. Discussion/Decision: Proposed Language Change to Utility Billing Policies & Procedures

1. **Water/Sewer Billing Policy:** The following policy shall govern the provision of municipal water/sewer billing of the Town of Stevensville, MT. The purpose of this policy is to provide consistent customer rules and guidelines. Individuals who have questions regarding the services provided by the Town of Stevensville are encouraged to contact Town Hall at 406.777.5271.

2. **Water/Sewer Billing Information:** Services being provided and billed for in Stevensville, MT consist of water, sanitary sewer. All municipal water/sewer services being billed for are included on one (1) billing for each account. Municipal water/sewer services and this policy both include residential and commercial users. The Town of Stevensville shall maintain account records for each customer that includes the customer's legal name, billing address, account number, service address, current charges, and account history including consumption, past due charges, penalties, and fees.

3. **Water/Sewer Billing Office Hours:** Monday through Friday 8:00 a.m. – 4:00 p.m.

4. **Water/Sewer Billing Contact Information:** Mailing address: P.O. Box 30, Stevensville, MT, Phone number: 406.777.5271, Website address: www.townofstevensville.com

5. **Water/Sewer Accounts:** All accounts shall be carried in the name of the property owner. The property owner shall be liable for all water/sewer services supplied to the property, whether property is owner occupied or not, and any charges unpaid shall be collected as authorized by Municipal Code and State Law.

6. **Rate Calculation:** All municipal water/sewer charges shall be calculated in accordance with the specific rate established by ordinance, resolution, or policy as adopted by the Town of Stevensville and applicable to each municipal water/sewer service provided to a customer.

7. **Additional Charges:** Billings for extra services, disconnection or reconnection of services, installation charges, or other special charges shall be billed in accordance with the applicable rate resolution and shall be billed as a separate bill.

8. **Town of Stevensville Water/Sewer Service Application:** Any person, firm or corporation desiring to establish water/sewer service shall make application for said service(s). All new municipal water/sewer service accounts may only be placed in the property owner's name. The owner shall be responsible for the water/sewer billing on the said property. Applicants must be at least eighteen (18) years of age. The application shall be on such form(s) as may or now hereinafter be prescribed by The Town of Stevensville Water/Sewer Department. The application shall include the applicant's name, service address, mailing address, telephone number, driver's license number, and signed agreement form. Each service location shall be considered a separate account. The water/sewer department will not activate new accounts on a service location that has a delinquent account; all accounts must be paid in full prior to establishing future accounts at the same property.

9. **Billing Cycle:** Meters are generally read at the end of each month by the Public Works Department. In the event that a meter reading cannot be obtained, the consumption will be estimated by the Office Assistant. Water/Sewer bills are mailed to each user monthly. Water/Sewer bills are mailed on or around the 1st day of each month. The date the bill is created shall be known as the billing date. Water/sewer bills are due and payable 15 days following the billing date. After 30 days, unpaid water/sewer bills become delinquent and a five percent (5%) penalty may be added to all delinquent water/sewer billings. Delinquent fees shall not be refunded.
10. **Delinquent Accounts & Disconnection of Service:** Notice of water/sewer service billing delinquency will be mailed to each and every delinquent water/sewer service account holder by the 5th business day of the month following the delinquency. The notified delinquent water/sewer account holder(s) will be given 15 days to pay the delinquent water/sewer billing, including any and all penalties, or to make arrangements agreed upon by all parties for the payment of the same. If following the notice of delinquency and the 15 day payment period a delinquent water/sewer billing remains unpaid and no effort has been made to pay the said bill, the Town of Stevensville Public Works Department shall be directed to disconnect the water service from the Town of Stevensville municipal water services. Delinquent water/sewer service billings remaining unpaid, and over sixty (60) days delinquent, shall be turned over for collection. If a delinquent water/sewer service billing remains unpaid and/or has been turned over for collection, water services will not be reconnected and/or reinstated to the applicable user at any property until all applicable delinquent water/sewer service billings, reconnection fees and collection costs have been paid.

11. Reconnecting to Municipal Water/Sewer Services: Once a water/sewer service account has been disconnected from municipal water/sewer services it shall not be reconnected until the applicable delinquent water/sewer service billing(s), including penalty has been paid. In addition, a \$50.00 reconnect fee during business hours (8:00 a.m. – 4:00 p.m. Monday – Friday) or \$100.00 after business hours shall be charged to the delinquent water/sewer service account. Following payment of the applicable delinquent water/sewer service billing(s) and the reconnection fee, the Town of Stevensville Public Works Department will be directed to reconnect the delinquent water/sewer service account to municipal water/sewer services.

12. Payments: Town of Stevensville provides residents several options to make payment on their water/sewer bill: In person – Payment can be made at Town Hall, 206 Buck Street, Stevensville, MT 59870. Drop box – A locking drop box is located on the front of Town Hall for customer use. Debit or credit card payments are accepted over the phone, there is an additional service fee paid for by the cardholder. Electronic payments – Through the Towns website, customers can set up a payment for their water/sewer bill wherever there is an internet connection. Payments can be made electronically using a credit or debit card with an additional service fee.

Customers that are unable to pay their water/sewer bill by the due date are encouraged to contact the water/sewer billing department to arrange a mutually agreed upon payment plan, with the goal of the payment plan being to bring the customer's account current. Water/Sewer staff has the right to reject a proposed payment plan if it is determined not to achieve the goal of bringing a customer's account current. If a customer fails to comply with any term and/or condition contained within the signed payment plan, the customer

shall be subject to disconnection of service with no additional notice. The Town of Stevensville reserves the right to no longer accept personal checks at any time.

- 13. Water/Sewer Services:** In order to supply and maintain the Water and Sewer Services to the Town of Stevensville: All users of these services, once connected, are required to pay the base rate for each service throughout the year. There are no partial year shut offs, regardless of use: irrigation, reforeclosure or empty building rates. All owners of property; commercial, residential, multifamily, town home or condo, are responsible to the Town of Stevensville for the payment of these services. These services are billed monthly and payments are due monthly.

PROPOSED LANGUAGE CHANGE FOR #9, UTILITY BILLING POLICIES & PROCEDURES TO READ AS THE FOLLOWING:

9. Billing Cycle: Meters are generally read at the end of each month by the Public Works Department. In the event that a meter reading cannot be obtained, the consumption will be estimated by the Utility Billing Clerk. Water/Sewer bills are mailed to each user monthly. Water/Sewer bills are mailed on or around the 1st day of each month. The date the bill is created shall be known as the billing date. Water/Sewer bills must be received on or before the 25th day of each month. Any bills that remain unpaid at the start of the next billing cycle will be considered delinquent and subject to a non-refundable 5% penalty. Delinquent fees shall not be refunded.

File Attachments for Item:

c. Discussion/Decision: Resolution 457b, Resolution Amending Water & Sewer Billing Policies

RESOLUTION NO. 457b

**A RESOLUTION OF THE TOWN OF STEVENSVILLE, TOWN COUNCIL
AMENDING WATER & SEWER BILLING POLICIES**

WHEREAS, the Town is authorized by MCA 7-13-4301 to establish and maintain and water and sanitary sewer service; and

WHEREAS, the Town Council previously adopted Resolution No. 457 to guide day-to-day operations and decision making for water and sewer billing; and

WHEREAS, the Town Council previously adopted Resolution No. 457a Water & Sewer Billing Policies.

NOW THEREFORE, BE IT RESOLVED by the Town Council of the Town of Stevensville, that the attached amendment to Water & Sewer Billing Polices #9 is hereby adopted.

PASSED AND ADOPTED by the Town Council and Mayor of the Town of Stevensville the 24TH day of March 2022.

APPROVED:

ATTEST:

Steve Gibson, Mayor

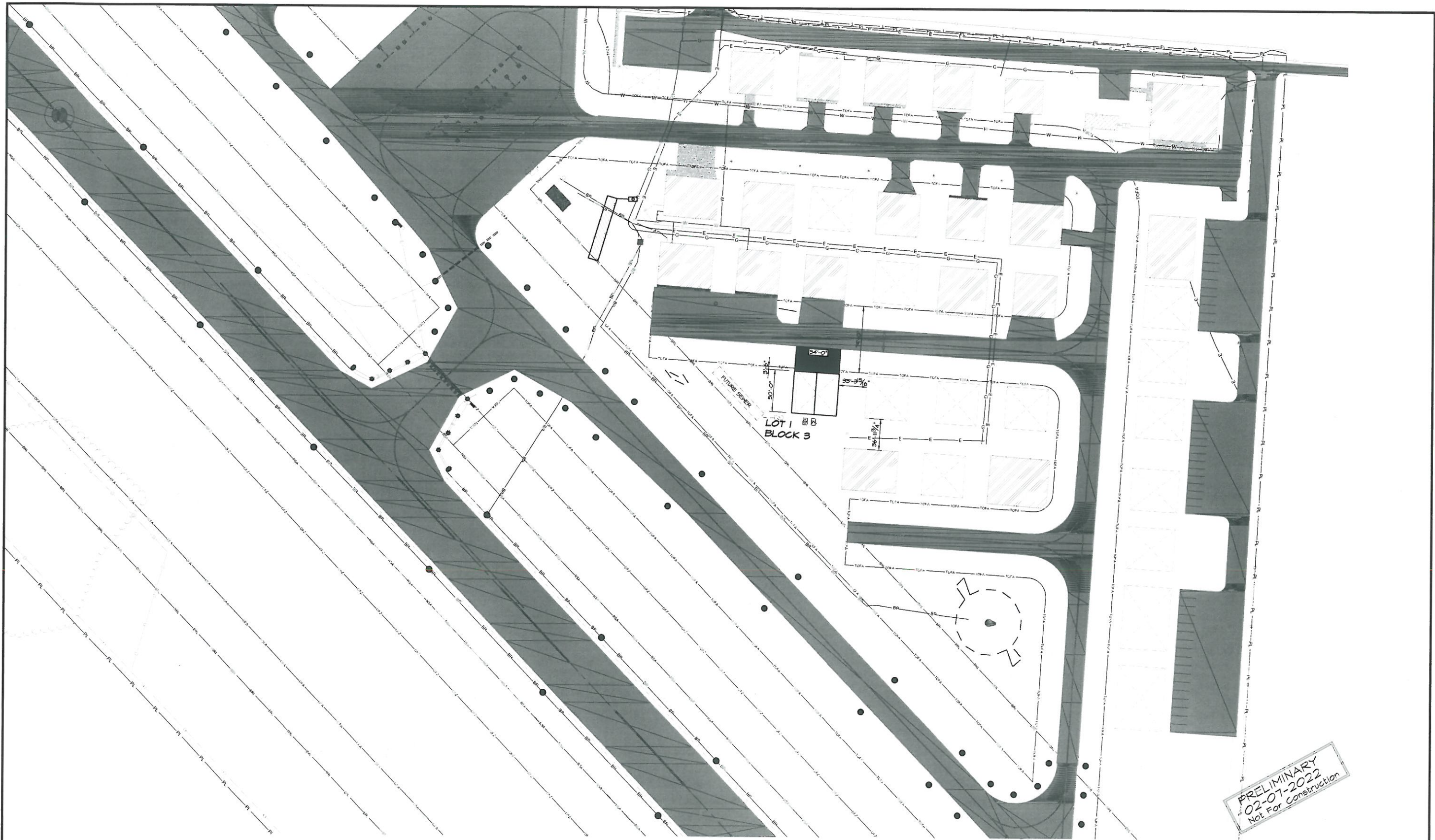
Jenelle Berthoud, Town Clerk

PROPOSED LANGUAGE CHANGE FOR #9, UTILITY BILLING POLICIES & PROCEDURES TO READ AS THE FOLLOWING:

9. Billing Cycle: Meters are generally read at the end of each month by the Public Works Department. In the event that a meter reading cannot be obtained, the consumption will be estimated by the Utility Billing Clerk. Water/Sewer bills are mailed to each user monthly. Water/Sewer bills are mailed on or around the 1st day of each month. The date the bill is created shall be known as the billing date. Water/Sewer bills must be received on or before the 25th day of each month. Any bills that remain unpaid at the start of the next billing cycle will be considered delinquent and subject to a non-refundable 5% penalty. Delinquent fees shall not be refunded.


File Attachments for Item:

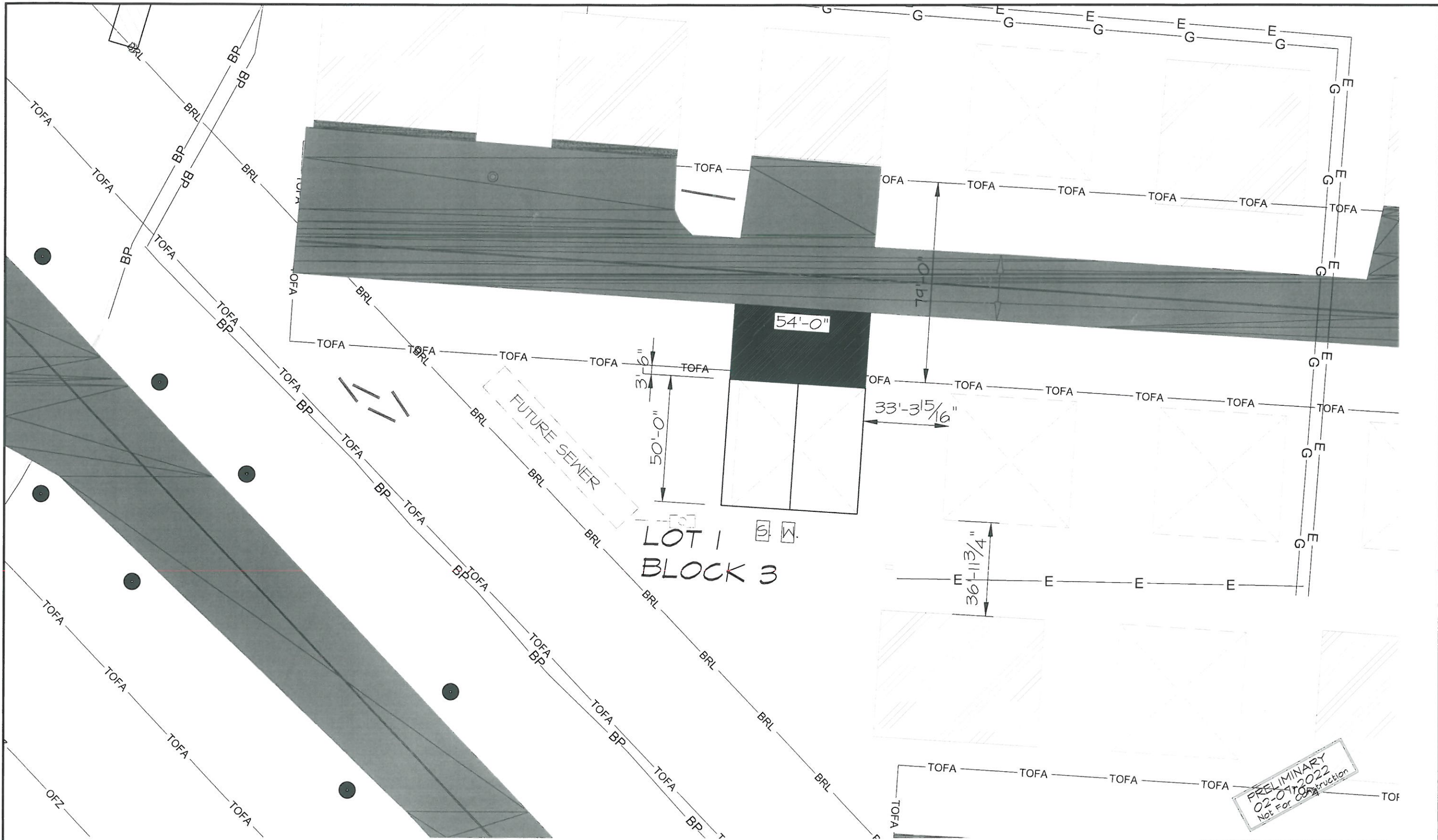
d. Discussion/Decision: Approval of Airport Hanger for Mr. Hall, Lot 1 Block 3, Stevensville Airport



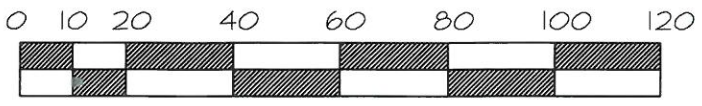
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	<p>REVISED 02-07-2022</p>	<p>SCHROCK CONSTRUCTION, INC</p>	<p>DRAWING NUMBER</p>	<p>PAGE 1</p>
<p>SITE PLAN</p>		<p>- Page 31 -</p>		



LOT 1 S W
BLOCK 3



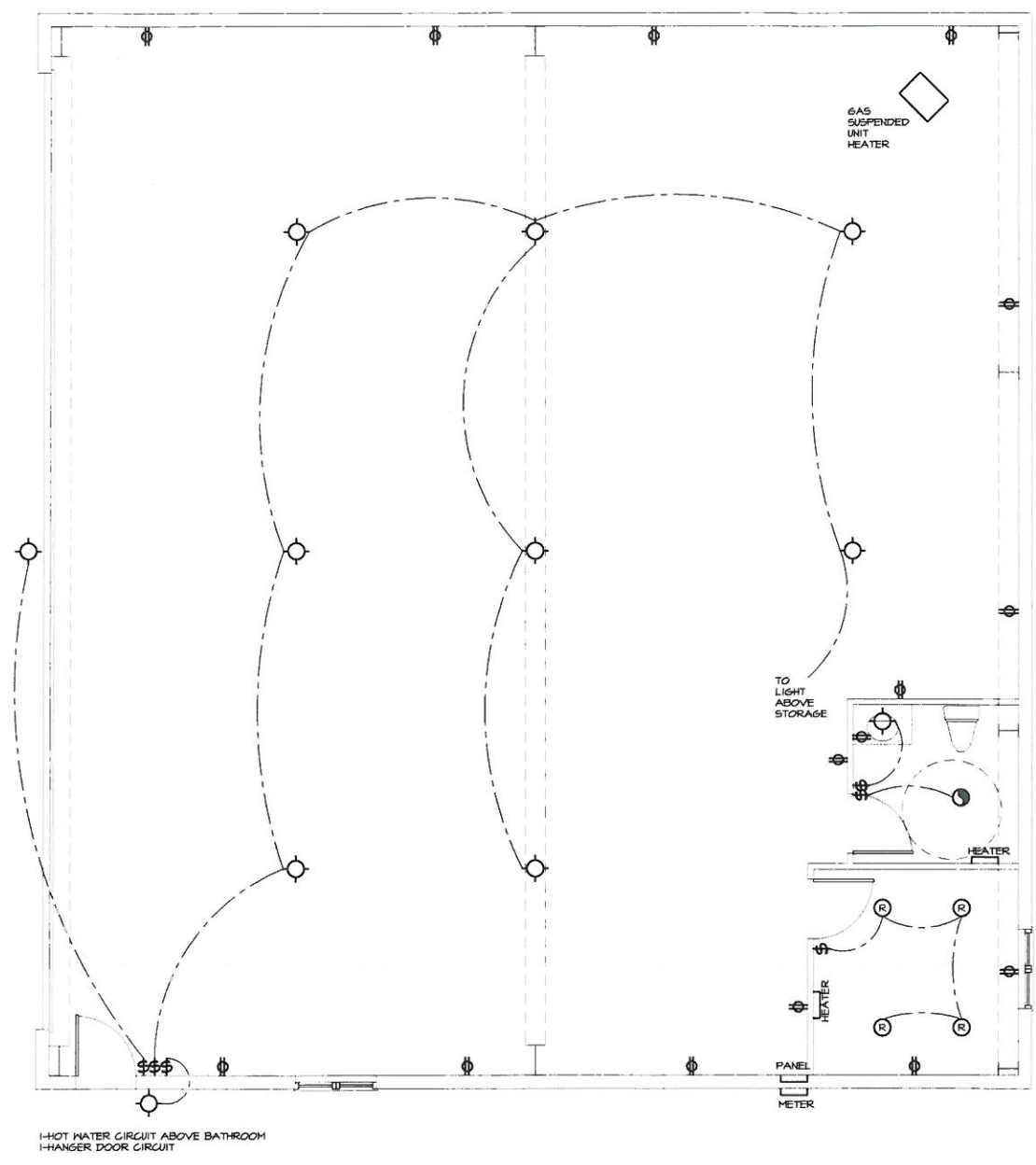
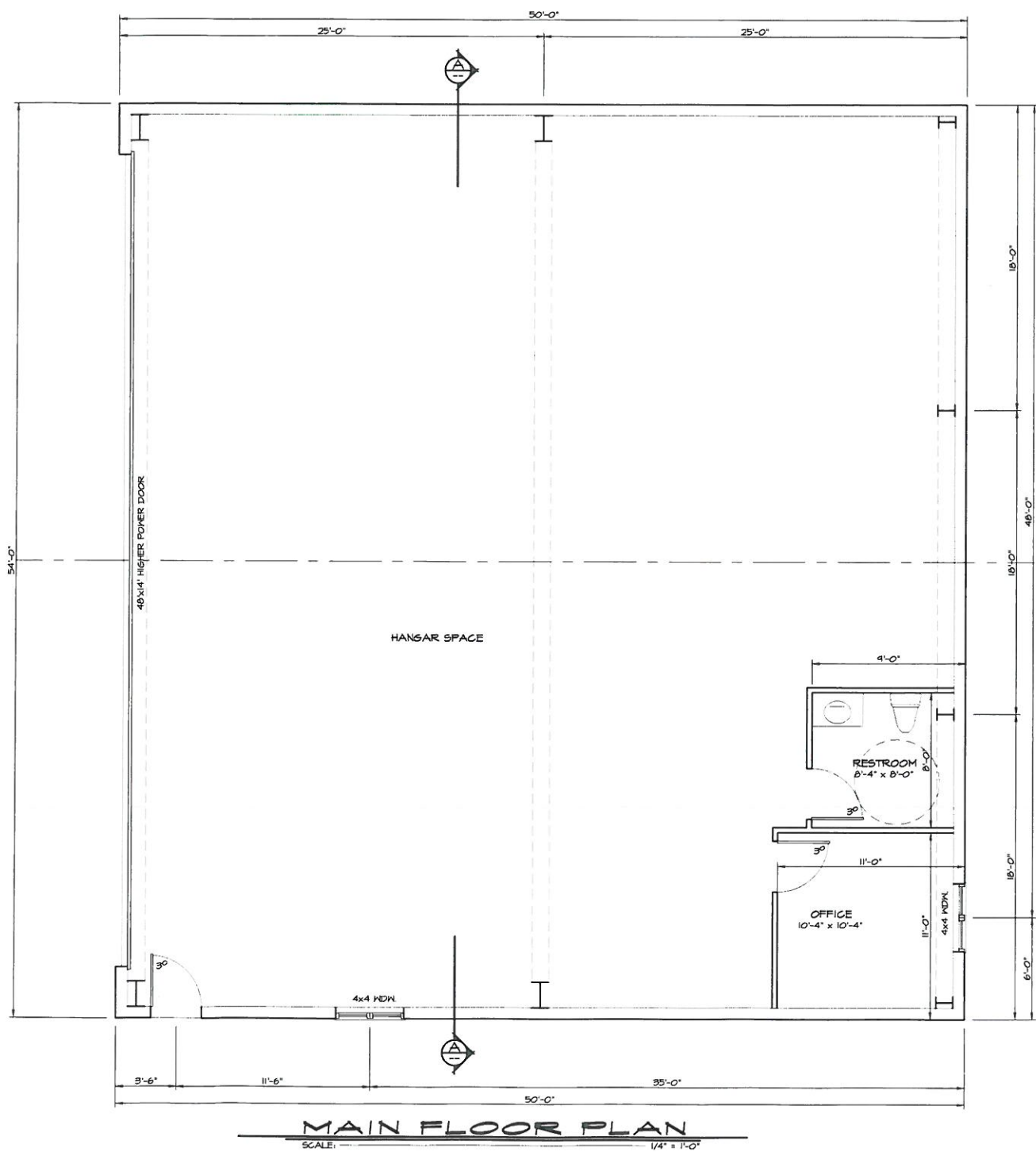
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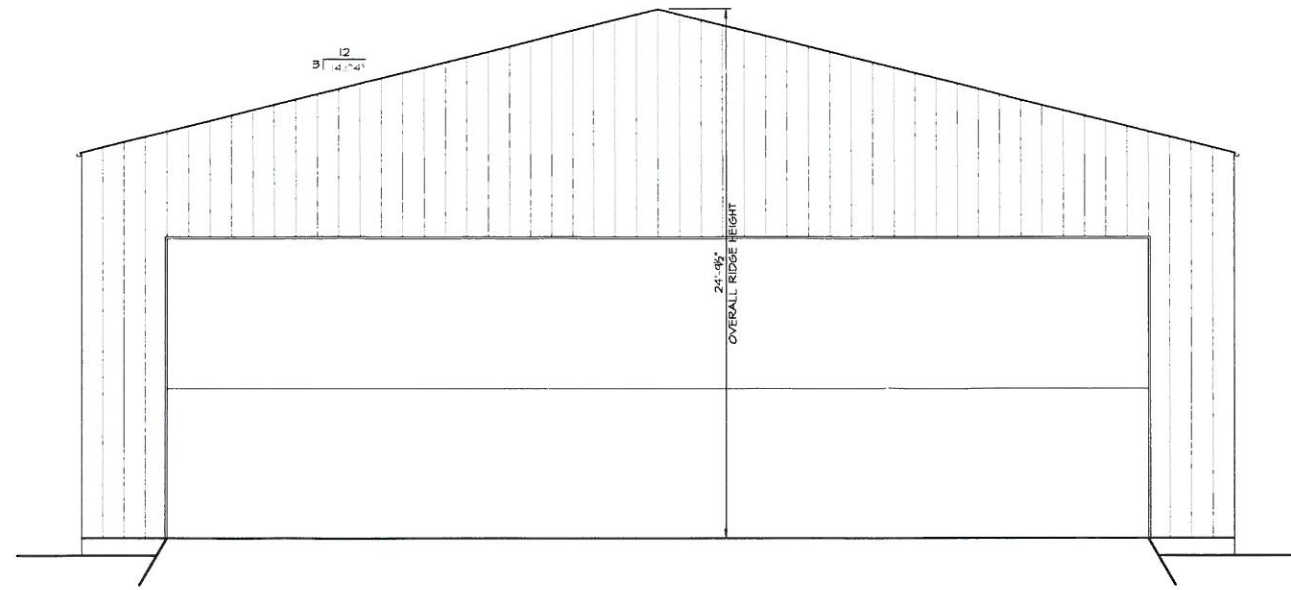
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REVISION 02-07-2022		
SCHROCK CONSTRUCTION, INC		
SITE PLAN		DRAWING NUMBER PAGE 2



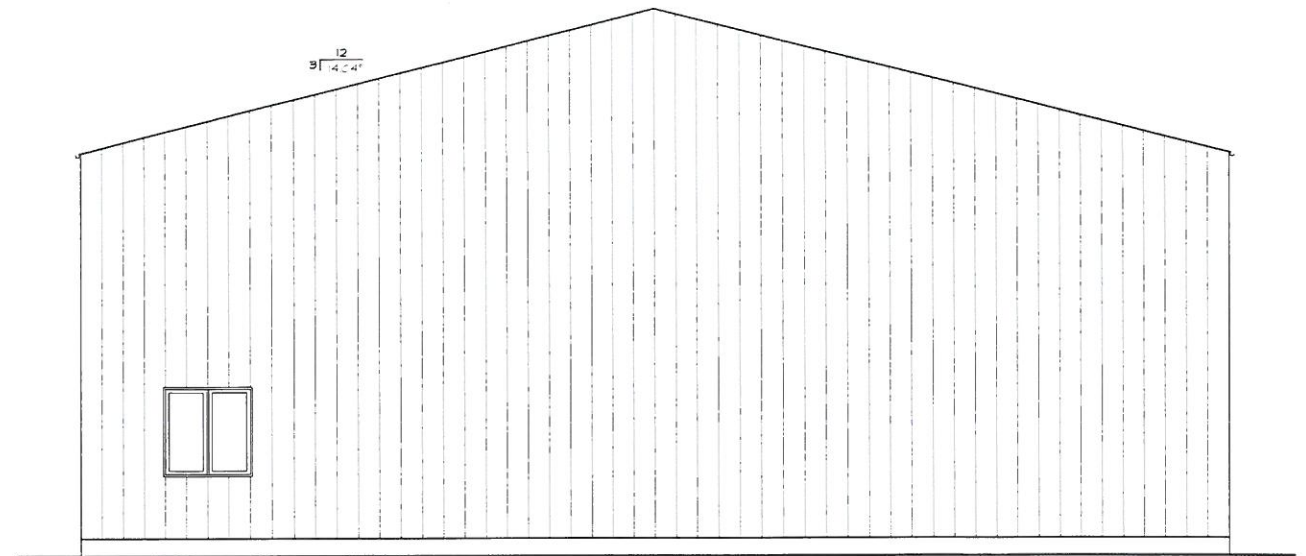
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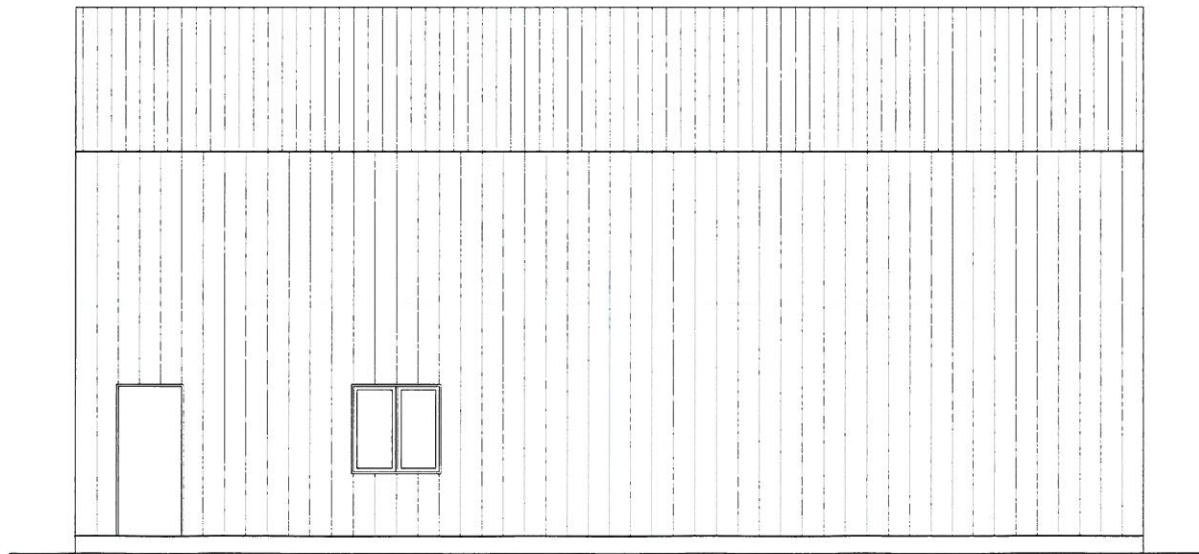
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SCHROCK CONSTRUCTION, INC.			MAIN FLOOR PLAN	
			PAGE 3	DRAWING NUMBER



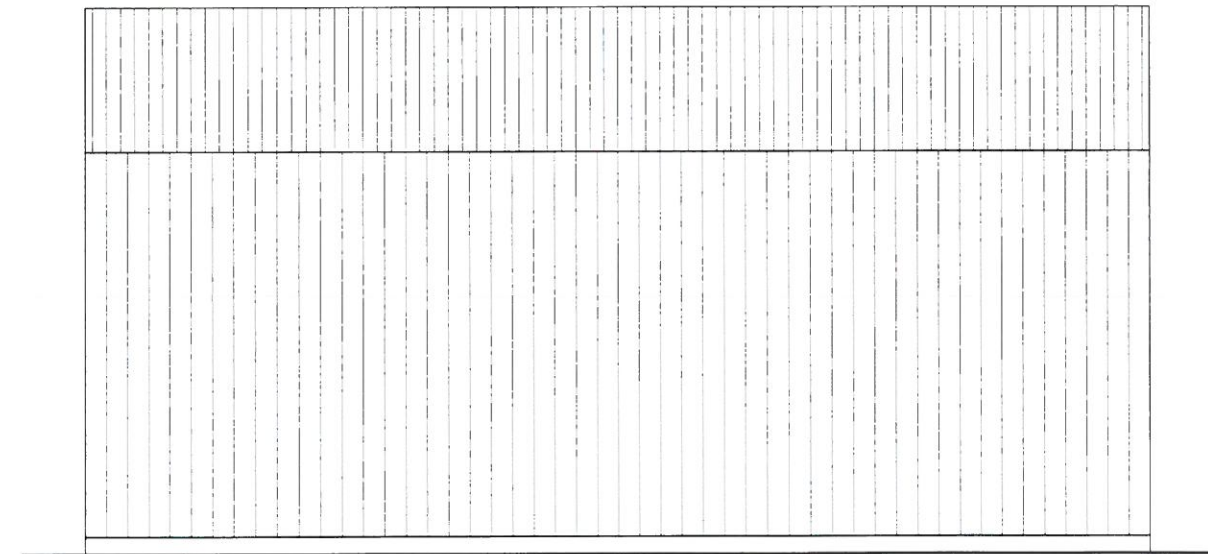
FRONT ELEVATION
SCALE: 1/4" = 1'-0"



REAR ELEVATION
SCALE: 1/4" = 1'-0"



RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



LEFT ELEVATION
SCALE: 1/4" = 1'-0"

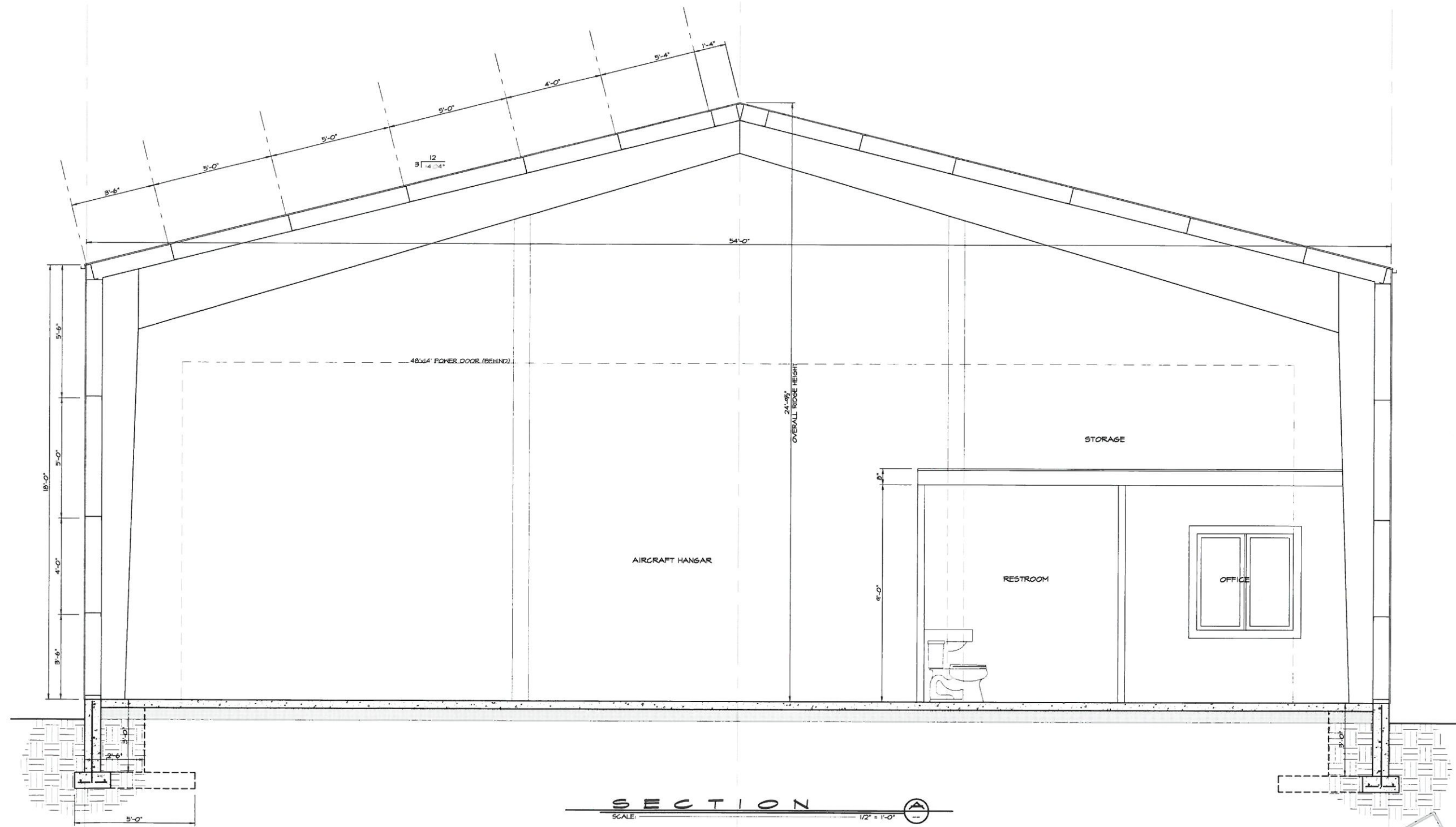
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REVISION: 02-07-2022		REVISED -
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EXTERIOR ELEVATION		DRAWING NUMBER PAGE 4



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SCHROCK CONSTRUCTION, INC		
SECTION		DRAWING NUMBER PAGE 5



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:	Marilyn Wolff
Second Person Submitting the Agenda Item:	Craig Thomas
Submitter Title:	Council Member
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	03/24/2022
Agenda Topic:	Discussion/Decision: Approval of Airport Hanger for Mr. Hall, Lot 1 Block 3, Stevensville Airport
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	03/24/2022
Notes:	Stevensville Airport Board approved the Hall Hanger at the March 8, 2022 meeting. Hanger will meet all town and FAA requirements. Mr. Hall already holds a lease for Lot 1 Block 3.