



**Stevensville Town Council Meeting
Agenda for
THURSDAY, JUNE 25, 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 for 05/14/2026](#)
5. Approval of Bi-Weekly Claims
6. New Business
 - a. Discussion/Decision: Approval of Stevensville Harvest Valley Farmers Market for 07/11/2026
 - b. Discussion/Decision: Waiver of Special Event Permit Fees for Revive Bitterroot Church
 - c. Discussion/Decision: Resolution No. 591 a Resolution Accepting Donated Items for the Town of Stevensville Pool
 - d. Discussion/Decision: Resolution No. 592 a Resolution Accepting Donated Items for the Town of Stevensville Pickleball Courts
7. Board Reports
8. Town Council Comments
9. Executive Report
10. Adjournment

Welcome to Stevensville Town Council Chambers

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

It is essential that we treat each other with respect.

We expect that participants will:

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

We further expect that participants will refrain from disrespectful displays:

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

Guidelines for Public Comment

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

During any council meeting you have two opportunities to comment:

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

Comment made outside of these times may not be allowed.

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

Thank you for observing these guidelines.

File Attachments for Item:

- a. Town Council Meeting Minutes for 05/14/2026

Stevensville Town Council Meeting Minutes for THURSDAY, MAY 14, 2026, 6:30 PM 206 Buck Street, Town Hall

1. Call to Order and Roll Call

Mayor Crews called the meeting to order, Councilmembers Bailey, Ross, Wandler and Smith were all present.

2. Pledge of Allegiance

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

NONE

Councilmember Bailey: I would like to suspend town council rules and move up item b.

Councilmember Ross: 2nd.

Mayor Crews: motion and a 2nd. Jenelle call for the vote.

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: Motion carries

b. Discussion/Decision: FFA Program, Educational Exception

Mayor Crews: introduced new business item b. So, what we are doing here is we have a town ordinance section 4-2, and it talks about keeping livestock in the town. So, there are exceptions to this ordinance one of them being (c). The young lady that is going to do this project, this will keep it under control. You look at your agenda package there is a plan for where she is going to put this and an overhead view of the property.

Kenzy: I would like to keep my lambs in my backyard; it is my SAE for this up-and-coming school year. Keeping them in my yard would help me out a lot, spending more time with them and take care of them properly.

Councilmember Bailey: what is an SAE.

Kenzy: Supervised Agricultural Experience.

Councilmember Smith: how many animals.

Kenzy: 2 sheep.

Councilmember Smith: have the neighbors been informed.

Damion Jackson: I am the father, we have neighbors to the east and the west and have very good repours with them, I can discuss that with them, but I do not foresee any issues with that.

Councilmember Bailey: how long will you have the sheep in your backyard.

Kenzy: I will have them until fair, around September.

Councilmember Bailey: essentially all summer long.

Damion Jackson: yes.

Councilmember Wandler: are these sheep being raised for FFA project for the county fair, lambs?

Kenzy: yes. One of them is for market and one of them is for breeding. We are not breeding; they will go back to the breeder.

Mayor Crews: public comment?

PUBLIC COMMENT

Jeff Motley: can you explain a little bit more what is involved.

Kenzy: SAE, it is something that we do within FFA it is pretty much to help you learn more about agriculture and the aspects of it so that you can pretty much do anything, animals, plants, if you work out on a farm that could be an SAE, it helps you get a better understanding of agriculture.

Mayor Crews: who is your instructor.

Kenzy: Mr. Motley and Ms. Hacket.

Mayor Crews: do you know who that guy is back there, that is his daddy. Any further public comment? Any further council discussion?

Councilmember Bailey: So, you guys are on Valley View, and you have two adjacent neighbors no one behind you?

Damion Jackson: correct.

Councilmember Ross: I move that we approve the FFA program with the educational exception.

Councilmember Wandler: 2nd.

Mayor Crews: motion and a 2nd. further discussion. Jenelle call for the vote.

Councilmember Wandler: aye.

Councilmember Ross: aye.

Councilmember Smith: aye.

Councilmember Bailey: aye.

Mayor Crews: carries 4-0, congratulations, remember that you are the responsible party and good job coming up here.

4. Approval of Bi-Weekly Claims

a. Claims #20352-#20374

Mayor Crews: introduced Bi-Weekly Claims

Councilmember Smith: I move to approve bi-weekly claims #20352-#20374.

Councilmember Ross: 2nd.

Mayor Crews: motion and a 2nd.

Councilmember Bailey: I just want clarification on what all of the Amazon incremental amounts were.

Robert Underwood: those are purchases that they did on Amazon, breaking it down. That is why it is so long, because they have to break it down.

Councilmember Bailey: it is one large purchase or through different cost centers.

Robert Underwood: it is broke out and that matches the 33% for public works, it was broken out in the 1000 fund and then seven other funds.

Councilmember Bailey: and you do not know what was purchased.

Robert Underwood: let me look that up.

Councilmember Bailey: while you are looking that up go daddy is going to be the domain for the website.

Councilmember Smith: claim number 20362, Construct Montana

Robert Underwood: that is building code enforcement. Normally all of the receipts are in the packet, Gina is oversees, normally when we print the packet. I look at what we bought, batteries.

Mayor Crews: I can tell you right now that none of these purchases get made without going through the finance officer.

Councilmember Bailey: Yeah, I was just curious, I am just looking at it.

Councilmember Wandler: is the town of Stevensville have an account.

Jenelle Berthoud: a business account.

Mayor Crews: what you may have not noticed what Amazon has done, I buy a lot of parts too. If I buy more than two, they put a limit on it, but if I go over to an Amazon Business Account I can buy as many as I want. And because I'm buying multiples, I can get a discount.

Jenelle Berthoud: and our shipping is almost always free, so we will hold onto a few things like if it is at \$20.00 and then she will check with department heads to see if they need anything then we have enough to get free shipping.

Councilmember Wandler: so, it is different from regular Amazon.

Mayor Crews: it is not that much different; it just shows what they have saved.

Councilmember Wandler: do they get a check at the end of the year.

Mayor Crews: for Amazon no.

Jenelle Berthoud: we are not using an Amazon credit card, just the towns credit card.

Councilmember Wandler: 20353, are we renting a printer for \$1,000 per month.

Mayor Crews: no, no.

Robert Underwood: that is a printer lease for \$150.00 per month.

Councilmember Wandler: 20355, IT services.

Robert Underwood: yes, First Call.

Councilmember Wandler: how do we determine what IT services.

Robert Underwood: how do we determine it. When I started we did not have IT protection, we contracted it out and First Call was the one that replied. Then our contract got redone under the last mayor, we went out for contract, and they

were the ones that came back, they do that by the number of computers that we have, fire walls and locations.

Councilmember Wandler: this is an ongoing contract with them?

Robert Underwood: yes.

Councilmember Wandler: when do we do this.

Jenelle Berthoud: every three years.

Councilmember Wandler: it seems like a lot of money.

Jenelle Berthoud: it is, about \$2,500.00 per month.

Robert Underwood: it has gone up a lot since we started.

Councilmember Smith: 20371, MT legislative services? What is that?

Jenelle Berthoud: MCA code books for Judge O'Connor.

Mayor Crews: any other questions on the claims. Public comment? Call for the vote.

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: carries 4-0

5. Administrative Reports

a. Airport

Mayor Crews: Brian Germane is out tonight so I will read the report into the record. (the report is included in the packet).

b. Building Report

Mayor Crews: read the building report, (provided to the council at tonight's meeting) will be included in the minutes of this meeting. In regard to these building permits, and my driving around town I noticed a contractor doing some work on a house and I stopped and asked the individual what was going on, and he said that he was replacing the furnace for the individual. I am not charging him I am just doing it for a friend. To be on the safe side and if you work in town for

money you do have to have a business license and I did not mention to the fact that he needed a permit. He came in and complained to the chief of police and wanted to have me criminally trespassed, I never stepped off the side of the road, I was polite and very cordial. I am doing my job as the mayor so if I happen see somebody doing a job as I did on another street where there were three work trucks at a house. All that I asked is if they had the proper business license and permits. These are important, business licenses protect the town and the person to make sure that you are actually getting a legitimate business to do your work. I don't know how many times I have been told that a person has been scammed, a person came in did an estimate on a job, got paid a bunch of money and then skated out of town. In our business license operation, we are checking one to see if they are registered with the secretary of the state. Then we validate what the business is, we want to know who you are and what you are going to be doing and then we get all of that information and then we will issue you a business license. We also have to ask in some occasions a plan for the fire and police department. We are not doing this to be mean, or even to make money what we are doing this for is to protect the people of the town. Building, electrical, mechanical permits are designed from keeping your house from burning down or suffering from carbon monoxide poisoning and keeping you from getting electrocuted that is the purpose of these permits. Town does not make very much on permits. That is why we have these things; I wish that people would understand that when we ask these questions we are just trying to protect the public and do our job.

d. Fire Department

Chief Motley: (report provided in the packet.) Chief Motley stated that right now things are green, not wet but green. As weather changes things are going to dry out around us. We are finishing up a few mechanical things on the engine.,

Mayor Crews: Chief can you speak to the public about cutting their grass and weeds around their homes right now, we are a little bit green, but they are getting dry.

Chief Motley: that will definitely become a fire risk and fire hazard. In the fire department we refer to those tall grasses as ladder fuels, they go up fast and hot. Six-inch grass length can produce a three-foot flame length. We do have town ordinances that the homeowner and landowner need to be following.

c. Finance

Robert Underwood: report provided to the council at tonight's meeting. Revenue budget first, we are at 68% on taxes collected so far. On the licenses and permitting we are down a little bit; it is always a guess. Business licensees are up \$5,000.00 then what we expected. SRO is the biggest collection in that one. City Court is doing good, donations from the chili feed changed that number a bit. Investments is at about 88%. Planning fund, 146%, an accounting deal, we get money from contractors and then back to HDR. TIFT, TEDD and lighting districts all good. In the water fund, water revenue, we will have a few budget amendments. Everything is looking good and we are at about 67% collected.

Mayor Crews: I am going to add to Roberts report, we are up on our business licenses because we are being very proactive. We have approximately 265 business in the town of Stevensville that are already in the town, of those we have about 180 that have business licenses. We know that not everyone is going to get a business license, like a contractor until they are doing the work. Our business license ordinance is pretty specific if you do business in the town of Stevensville it is a business (read the ordinance for business licenses). The town requires that a business have a license, it pays for fire, police, clerks. I hope that everybody understands that the license is important.

Councilmember Smith: an addition here, saying that he is being proactive. I had an appointment and the doctor said that he would be getting his business license.

Robert Underwood: we will go onto the expenditures. (gave the percentages where everyone was at). Airport, we are going to have to have a budget amendment for that, selling fuel. We are at about 52% of spent now.

Councilmember Bailey: I do not understand the building code enforcement.

Robert Underwood: that is where we collect for houses, water heaters things like that, at the beginning of the year we are not sure how many we are going to have, so we take last year and add a little, the revenue comes in and the expenses go up at the same time. We had a lot more building permits this year then we expected, which is good for the town. We get a small shaving of if there is a plan review fee. The last sheet is the cash, remember the cash does not match the budget, as it should not. Everything else looks pretty good.

Mayor Crews: did you find me \$800.00 for new chairs; I ask the council to find \$800.00 for new chairs.

Robert Underwood: the next budget workshop, I am suggesting the 28th before the next meeting.

Jenelle Berthoud: I currently have Councilmember Smith out and Councilmember Ross out. The meeting of the 28th we might not have a quorum. I am not sure if that is the same for a workshop I will leave that to you sir.

Mayor Crews: it does not matter for a workshop.

Jenelle Berthoud: Robert is suggesting May 28th at 5:00pm. An hour and a half before the meeting.,

Councilmember Bailey: I will not be able to make it an hour and a half before the meeting.

Mayor Crews: can we look at an alternate day. Maybe June 2nd?

Chief Boe: Circus, June 8th and 9th.

Jenelle Berthoud: do you want to discuss this later?

Mayor Crews: we will look at the schedule.

e. Police Department

Chief Boe: (the report is included in the packet). Working on policy and procedures. Officer Baugh is back on the streets. Everything seems to be going good. Back to what the mayor and fire chief were saying, these town ordinances, myself, Franklin and Baugh have been making contact on these issues and giving them 10-14 days to correct the matter. We have been communicating with the town citizens over the past month on code issues.

Councilmember Smith: are we looking into campers and trailers that are parked.

Chief Boe: we have been communicating with them about that.

Mayor Crews: the chief and I will be driving around and checking into these.

f. Public Works

Stephen Lassiter, Public Works Supervisor: (the report is included in the packet). Nothing more to add.

Mayor Crews: any other tree limbs down?

Stephen Lassiter: not any others.

Mayor Crews: we have been taking care of getting the trees trimmed.

Stephen Lassiter: yes, he has. He has been working on a few others. Need to have some money in the budget for trees, please think about that.

Mayor Crew: water and sewer advisory board.

Councilmember Bailey: I was going to bring that up in town council comments, Steve and his team I think that it was Glenn who gave the water and sewer committee a tour of the plant and went through how that all goes through the town.

Stephen Lassiter: it was good to have you and good to see the interest. Jim Battisti who is on the committee I also took him to the well house. It is worth it, if anyone has 15-20 minutes it is good.

Councilmember Bailey: it was good to see the process.

6. New Business

a. Informational: Stevensville Civic Club, Circus Updates

Mayor Crews: introduced new business item a. Stevensville Civic Club, Circus Updates.

Jenelle Berthoud, Town Clerk: the civic club president Eli Madero had a family emergency, so he sent me over an email to let you guys know that “everything for the circus is on track. I did speak with Chief Boe and discussed a traffic plan for the two days of the event. He has already been coordinating with the American Legion for them to monitor the parking lot for handicapped parking only, while everyone will be parking along the side streets in the area. I have already arranged for Bitterroot Disposal to deliver 8 of the 300-gallon trash cans for the circus to use for regular trash collection and animal waste. Additionally, they have made arrangements for restrooms and hand-washing stations.” If there is anything else just email me and I will make sure that it gets over to Mr. Madero.

c. Discussion/Decision: New Approach Entrance to Stockman Bank, Stevensville

Mayor Crews: Introduced new business item c. New Approach Entrance to Stockman Bank, Stevensville Simon McCann is here tonight from Stockman Bank, basically what they are going to do is that they are interested in building a new parking lot and an entrance onto Main Street and moving some parking spots.

Simon McCann: we are looking to expand our business operations and with that parking goes with that. The tattoo shop will come down, and we are proposing a separate entrance and exit. And after meeting with Mayor Crews, he is suggesting a right turn only when exiting the parking lot. I think too, Mr. Crews, the sidewalk. Another portion of this in front of the bank is not ADA compliant, we would like everything to be by the book and be able access the bank in a

reasonable manner. We know that there is a tree in front of the bank and is essentially part of the sidewalk and what our architect is proposing is a ramp from each side keeping 6 inches over twelve and half feet for slope, but the thought process is people walking down Main Street on that side can go up the ramp and pass the bank, unfortunately there is not enough a grade to just go straight right there. The part with the tree right there essentially putting a curb right there and leaving the tree and putting in a railing. Talking with Mayor Crews, essentially bringing it out all the way to the curb the idea around that with the architect stated that people would have to walk around it and into traffic. Leaving a little area there allows people to get in and out of their vehicles in a safe manner.

Councilmember Bailey: I am confused; the parking lot is going to be right next to the tattoo shop.

Simon McCann: it will be where the tattoo shop is today,

Councilmember Bailey: will those parking spaces be open to the public or bank customers only.

Simon McCann: that is a great question, and I cannot say that I can answer that, but can follow up.

Councilmember Bailey: I would be curious because we are going to loose four public parking spaces and get private parking instead.

Simon McCann: I would imagine the pubic would, but I do not want to speak out of turn.

Councilmember Bailey: do you know how many spaces are to be allotted.

Simon McCann: seven spaces.

Councilmember Bailey: and one will be ADA?

Simon McCann: correct. And you will lose four parking spaces.

Mayor Crews: just so you understand, you are not making the decision to do this, all that you are doing is rendering an opinion back to MDOT.

Councilmember Bailey: I think for me I would be curios if that is going to be private parking or not. If we gain eight parking spaces, essentially four.

Councilmember Ross: the highway department, when we give our response they are not required to listen to us, we are giving our opinion.

Mayor Crews: we are giving our opinion from the town to MDOT, and they will make part of their decision on what we suggest, in other words everyone is trying to work on this together to get it done. Stockman Bank has been in at least two times to talk this through and accomplish the goal. If you were to present a motion I would suggest something along the lines of "I move to submit a positive or negative".

Councilmember Ross: with that can we touch on Councilmember Baileys concerns.

Mayor Crews: of course, we will write a letter to that affect and include the concerns about the parking lot.

Councilmember Ross: I make a motion that we submit a positive opinion to MDOT regarding the Stockman Bank Project with the provisions of the use of the parking lot as public parking.

Councilmember Smith: 2nd.

Mayor Crews: motion and a 2nd. Public comment?

PUBLIC COMMENT

Chief Motley: looking at stopping traffic closer to the intersection, how is this going to affect the flow of traffic.

Mayor Crews: the entrance of the parking lot is going to be through the alley, if I am correct.

Simon McCann: the exit will be on Main Street, with a right turn only.

Mayor Crews: when you look at the drawing the parking spaces need to be rotated to show pulling into them from the alley.

Chief Motley: my experience from watching the drivers on Main Street today, they are going to take a left-hand turn into that parking lot even if you mark it as an exit only, they "J" turn into the stores now, you are going to have some kind of hard curb.

Mayor Crews: that opinion can be in the opinion to MDOT, they are the ones that are going to make that final decision.

Chief Motley: unable to understand audio/voice.

Mayor Crews: I saw it happen today when some lady pulled out on Main Street from Valley Drug and then did a "J" turn.

Chief Motley: I think these are things that you should take back to your architect and consider.

Councilmember Wandler: the parking lot, access from Main Street, the bank.

Mayor Crews: your turn left on 3rd Street and then into the alley and then exit to the right, at the therapy place you enter from Main and exit into the alley.

Councilmember Wandler: if going south and to go to the physical therapy you have to cross the double yellow line.

Mayor Crews: the questions is do you support the project and the design has to remain with MDOT, we are not designing. It can be sent with the opinion.

Councilmember Ross: a question would be if you are accessing the parking lot from the alley would there be a way to make an exit out to the alley as well.

Simon McCann: with the space that is there, we did look at that the issue that you run into is someone running into someone in the alley way and doing that I do need to look at the public parking.

Mayor Crews: any further discussion from the council. Public comment.

(discussion from the audience, not identified).

Simon McCann: will have signs.

Councilmember Ross: I think that it would be similar to going into Cabella's, you are blocked into how you have to exit.

Mayor Crews: further comment? Call for the vote.

Councilmember Smith: aye.

Councilmember Bailey: aye.

Councilmember Wandler: aye.

Councilmember Ross: aye.

Mayor Crews: 4-0 I will draft a letter.

d. Discussion/Decision: Approval of R-2 Zoning Request for Wagon Wheel Townhomes

Mayor Crews: introduced new business item d. Approval of R-2 Zoning Request for Wagon Wheel Townhomes this property was annexed into the town and was

not properly zoned. The owner of the property asked me to look at it; it went to the Planning & Zoning Board and here it is.

Norman Nisley: this whole thing started in 2021, and Brandon Dewey was still mayor, the Town of Stevensville at the time sent out letters to all of the property owners on Park asking if they would like to annex into the city. On Park Street some is in the county, and some is in the city. After my conversation with Dewey, it was my understanding that I could get an R-2 zone and he assured me that it would not be a problem. He told me in an email that we would vote on annexation and R-2 zone. I moved ahead with the town homes and went through HDR and PCI and Jenelle can vouch for that. Pretty much got everything together and then realized that there was no zoning attached to this property. I am not here to point fingers, and that is what this is about.

Councilmember Bailey: so, this property is R-1. And this does not have any zoning attached to it?

Mayor Crews: in the county it was, apparently it was overlooked in the annexation, that is why we are going to put a patch on the situation.

Councilmember Smith: I move to approve the R-2 zoning request for Wagon Wheel Townhomes.

Councilmember Wandler: 2nd.

Mayor Crews: motion and a 2nd. Council discussion. Call for the vote.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Bailey: aye.

Councilmember Smith: aye.

Mayor Crews: thank you.

e. Discussion/Decision: Resolution No. 492A, a Resolution Approving a Petition to Annex and Annexing Land and Establishing a Residential Zone into the Town of Stevensville, Montana

Mayor Crews: introduced new business item e. Resolution No. 492A, a Resolution Approving a Petition to Annex and Annexing Land and Establishing a Residential Zone into the Town of Stevensville, Montana

Councilmember Bailey: this is a resolution to sign off on what we just voted on.

Councilmember Ross: I believe what we just voted on was the request for the zoning. As of right now it is zoned, and it has to have some sort of zoning.

Mayor Crews: it was an R-2 zone when it was in the county. Do you know where the zoning map is?

Councilmember Bailey: probably on the website.

Mayor Crews: it is right outside that door. any other comment. Public comment?

PUBLIC COMMENT

Chief Motley: I think the only thing that you can do is approve this R-2 zone, all Mr. Nisley has ever done is do whatever has been asked of him.

Mayor Crews: this should have been done four years ago.

Jenelle Berthoud: it should have happened that night in 2021.

Councilmember Ross: make a motion that we approve Resolution No. 492A, a Resolution Approving a Petition to Annex and Annexing Land and Establishing a Residential Zone into the Town of Stevensville, Montana

Councilmember Wandler: 2nd.

Mayor Crews: motion and a 2nd. further comments from the council. Jenelle, please call for the vote.

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: thank you.

f. Discussion/Decision: Resolution No. 557A a Resolution of the Town of Stevensville, Montana To Establish Irrigation and Sprinkling Days and Times

Mayor Crews: introduced new business item f. Resolution No. 557A a Resolution of the Town of Stevensville, Montana To Establish Irrigation and Sprinkling Days and Times. This has been around for a long time; we need to make some changes to those with new lawns.

Councilmember Ross: what is the process to do this.

Mayor Crews: they call town hall and let the clerks know.

Councilmember Wandler: no additional cost?

Mayor Crews: they will be paying for the water. Public comment.

Councilmember Wandler: I make a motion to approve Resolution No. 557A a Resolution of the Town of Stevensville, Montana To Establish Irrigation and Sprinkling Days and Times.

Councilmember Smith: 2nd.

Mayor Crews: motion and a 2nd. Further discussion from the council. Call for the vote.

Councilmember Ross: aye.

Councilmember Bailey: aye.

Councilmember Smith: aye.

Councilmember Wandler: aye.

Mayor Crews: passes 4-0

g. Discussion/Decision: Approval of Water & Sewer Committee Bylaws

Mayor Crews: making a recommendation to table this until the next water and sewer committee meeting.

Councilmember Smith: motion to table Approval of Water & Sewer Committee Bylaws

Councilmember Wandler: 2nd.

Mayor Crews: motion and a 2nd. Public comments, council discussion.

Councilmember Ross: want to add some comments to it. Reading through it, I felt that it was a little vague on what the committee is supposed to be doing. (read the first paragraph).

Mayor Crews: the mayor has been doing a good job, but I want them to add a mission, the mission is supposed to be to study our water and sewer rates and find out why they are so high and make recommendations to reduce them if possible. They really need to look at the water and sewer bonds, and that is important.

Councilmember Ross: I just wanted to point out that there is no real clarity on what they are to recommend.

Mayor Crews: this committee has not been tried in Stevensville, and we have some learning to do. We have a little more freedom on a committee to talk about a mission statement. Any further comment, call for the vote.

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: thank you.

h. Discussion: Emergency Procedures for Town Water Pump Failure

Mayor Crews: introduced new business item h. Emergency Procedures for Town Water Pump Failure. Stephen I am glad that you are still here, you have developed a procedure would you explain it before I read this.

Stephen Lassiter: we had two incidents, the priority is to get them back on as soon as we can, school is a high priority, higher than a neighborhood. If we were to close school down and send kids home, that is hard. The fact is that the pumps went off two times, when we did that we inject air into the system and Creekside gets the side effects of that, air in the water. Get the booster station back on line, get the lines filled back up. If this happens again we will go to Creekside first and go to the booster station and only turn one pump on at a time and send water that way and let it ramp up as the system comes back on. I talked to Dallas at Eagle Drilling and he thinks that it is a good idea. Slow the water down next time and fill it up and let as much air out of the system as we can.

Mayor Crews: I think what helped clarify the water faster this time, because people had sprinklers on I think that helped clear things up. Ms. Wolff had

submitted something to us. (the mayor read her comments into the record).

4-13-2026

Jim Crews, Mayor
Town of Stevensville MT

RECEIVED
4/17/2026


RE: Town Water Pump Failure
Town Council Agenda Item: Emergency Procedures for Town Water Pump Failure

Emergency Procedures for Town Water Pump Failure

1. Immediate Assessment & Safety: Quick response water testing analysis of coliform and E.Coli in 24-48 hours by RD Lab, Missoula 406-721-8179. Contact MT DEQ if contamination. Contact local authorities such as police and fire department. Email town water users of the water shutdown and when water pumps are back in service.
2. Implement Contingency Plans for water in the event of a fire.
3. Diagnostic Inspection: Troubleshoot the issue, e.g broken pump, softwear issues, booster pump failure.
4. Repair or Replace: Engage professional repair services to fix, clean, or replace components as well as additional training and IT support for softwear programs.
5. System Testing: Before returning the pumps to service, fix leaks, disinfect system if needed
6. Preventive Maintenance: Regular inspections
7. Report to Town Council at the first meeting after pump failure. The Public Works report should explain the event and action taken. The report should include the numbers of water users calling in to Town Hall, Public Works, or the emergency numbers on water bills. Other information such as names, addresses, phone numbers of water users calling should be collected but kept confidential.,
8. List water issues on the Town's website under Resources, News. List emergency numbers to call if there is a water crisis along with dates and resolutions.

With town water pump failures on Jan 21 and April 7, 2026, I hope the above is adopted and helpful in making sure our water system is working properly in the future.

Sincerely,


Marilyn Wolff
300 Aspen Trail
Creekside Meadows
Stevensville MT 59870

7. Board Reports

NONE

8. Town Council Comments

NONE

9. Executive Report

Mayor Crews: the clerks and I are working diligently to get caught up on our business licenses. They are important and need to make sure that the business in town have licenses. We make phone calls and on occasion in person., we discover that we have a permitting process that we need to complete, we have a plumbing permit for sprinklers and that is when we have to do a new system for back flow preventors.

10. Adjournment

Councilmember Smith: motion to adjourn.

Councilmember Ross: 2nd.

APPROVE:

ATTEST:

James Crews, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

- a. Discussion/Decision: Approval of Stevensville Harvest Valley Farmers Market for 07/11/2026



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:	Jess Bundren
Second Person Submitting the Agenda Item:	
Submitter Title:	Stevensville Harvest Valley Farmers Market
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	06/25/2026
Agenda Topic:	Discussion/Decision: Approval of Stevensville Harvest Valley Farmers Market for 07/11/2026
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	06/25/2026
Notes:	

Town of Stevensville Application for a Special Event Permit

Received Date ___ - ___ - ___ Time _____ Received by _____

Permit request must be submitted at least 14 days prior to the event

Name of Organization Stevensville Harvest Valley Farmers Market

Address 905 Middle Burnt Fork Rd

Town/City Stevensville State MT Zip Code 59870

Responsible Person (Print Name) Jess Bundren

Address 905 Middle Burnt Fork Rd

Town/City Stevensville State MT Zip Code 59870

Phone Number (406) 207-9425 Alternate Phone Number _____

Email Address SteviHVFM@gmail.com

Website if applicable https://SteviHVFM.square.site

Single Event Date 07 - 11 - 2026 * Is this a multiple day event Yes No

*If multiple days are requested, attach additional sheets with a schedule. If the event is an ongoing/recurring event, the permit must be renewed every two weeks and subject to approval of the Town Council. § 22.315 (b) SMC. -

Start time 7 A.M. End Time 3 P.M. (if necessary, attach an additional schedule)

Location Requested (please select one)

Lewis & Clark Park Veterans Park Father Ravalli Park Creamery Park

River Park Tad Lange Park Dickerson Park Other West Third Street between Main & Buck

Estimated number of people per day 200-400. Estimated Total Number Per Event 200-400

Alcohol Use? Yes No If yes please attach Alcohol Use Request Form

Highway or Street Closure? Yes No

If you need to close a town street, who will perform the closure?

Event Staff Town of Stevensville Public Works Department If the Town's personnel are used to close a town street there is a \$25 per day charge per block or street closure.

Number of days assistance is required? 0 x \$25= _____

Request for bonfire Yes No If yes, please attach a Town of Stevensville Burn Permit

Bonfire Permit Request Attached? Yes No

Town of Stevensville Application for a Special Event Permit

Is a highway to be closed? Yes ___ No X If yes, please apply for your MDOT Permit as soon as this event permit is approved, supply a copy of the approved Highway Closure Permit to the Clerk when received. Acknowledgement-Initials _____ Date ___-___-___

Is overnight camping requested? Yes ___ No X

If yes, please state the location camping is desired N/A

If camping, who will supply temporary toilet and hygiene facilities?

N/A

Do you have insurance? Yes X No ___ Insurance On File Yes X No ___

If Yes, please attach proof of insurance for \$750,000 per claimant and \$1.5 Million pursuant to Montana Statute § 2-9-108 MCA for the duration of your event.

Is the Town of Stevensville name co-insured? Yes X No ___

Copy of Certificate of insurance attached? Yes X No ___

Will Security be required? Yes ___ No X

If yes, please describe your security plan and provide your security organization information. Attach security plan and contact numbers.

If the requesting entity requires the town police department to provide security, the cost will be determined by the Finance Officer w/consultation with the Chief of Police and the Town Clerk.

Finance Officer Cost Estimate _____

Plans for Clean Up Each vendor is required to pack in and pack out. Market members will do a final walkthrough at the end of the day for any necessary cleanup (3PM).

Do you need electricity for this event Yes X No ___ If yes, there is a nominal fee of \$20 per panel per day. (Fee Waived and Good Faith Metering and Reimbursement)

All fees listed within this Special Event Permit Request have been reviewed, approved and adopted by the Stevensville Town Council via Resolution 540A passed and adopted at a regularly scheduled meeting on the 12th day of February 2026.

Town of Stevensville Application for a Special Event Permit

To be completed by Town of Stevensville Staff

If the total attendance will be greater than 1000 people, the Town Council must approve this permit. § 22.315 (a) SMC.

Council Approval Required by number of attendees? Yes ___ No ___

Number of days for electrical hookup - # of Days ___ x \$20 = _____ (Note 1)
(Fee Waived and Good Faith Metering and Reimbursement)

Multiple electrical hookups ___ x \$20/day x # of Days ___ =- _____

Special Event Fee \$125 _____

Special Event Fee (reoccurring event) \$15 every two weeks _____ (Note 2)

Road Closure (Note 3) \$25/day Number of days x \$25= _____

Bonfire \$50 Number of days x \$50= _____

Alcohol fee \$200 Alcohol Fee _____

Pavillion Rental \$40 _____

Stage Set up/Moving Fee \$100 (Civic Club is Exempt) _____

Deposit (Applicable to alcohol events only) _____

Total event fee _____

Reviewed and approved by the Stevensville Police Department

_____ Title _____ Date ___ - ___ - ___

Reviewed and approved by the Stevensville Fire Department

_____ Title _____ Date ___ - ___ - ___

Reviewed and approved b the Stevensville Public Works Supervisor (or designee)

_____ Title _____ Date ___ - ___ - ___

Alcohol Use Request Form approved by Town Council?

Council Meeting Date ___ - ___ - ___ Approved Yes ___ No ___

Road Closure and Traffic Control approved?

Council Meeting Date ___ - ___ - ___ Approved Yes ___ No ___

Note 1-If portable power meters are available, actual usage fees may be determined vs a dally fee. Fee may be waived by the Town Council.

Note 2-Renewal requests must be submitted in a timely manner to schedule the renewal request within the required public notice timeframe and per Town Council Rules. Consult with the Clerk for Agenda Item Request Submittals. Fee may be waived by the Town Council.

Note 3-Fee is only applicable if town staff are used when closing a road or street.

All fees listed within this Special Event Permit Request have been reviewed, approved and adopted by the Stevensville Town Council via Resolution 540A passed and adopted at a regularly scheduled meeting on the 12th day of February 2026.

Town of Stevensville Application for a Special Event Permit
Special Event Permit reviewed and approved by the Stevensville Town Council

Meeting Date ___-___-___ Approved Yes ___ No ___

Approved by the Mayor Yes ___ No ___

_____ Date ___-___-___

Permit Issued by the Stevensville Town Clerk

Signed _____ Date ___-___-___

If Disapproved, attach details regarding the reason(s) for disapproval

Deposit Refunded when approved by Public Works Inspection

Public works inspection Satisfactory ___ Unsatisfactory ___

Inspection by _____ Date ___-___-___

Deposit refund authorized by the Town Council less actual power usage per portable KWh
meter assessment on Date ___-___-___

Deposit refunded on ___-___-___ Check Number _____

Highway Closure please attach the Montana Department of Transportation Road Closure Permit
when received by MDOT. Permit Number _____

Clerks Initial when received _____

All fees listed within this Special Event Permit Request have been reviewed, approved and adopted by the Stevensville Town Council via
Resolution 540A passed and adopted at a regularly scheduled meeting on the 12th day of February 2026.

File Attachments for Item:

b. Discussion/Decision: Waiver of Special Event Permit Fees for Revive Bitterroot Church



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:	406-777-5271
Submitter Email:	mayor@townofstevensville.gov
Requested Council Meeting Date for Item:	6-11-26
Agenda Topic:	Waiver of Special Event Permit Fees
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	6-11-26
Notes:	Request council to waive the \$125 special event permit fee for the Back To School BBQ being held by the Revive Church.

Town of Stevensville Application for a Special Event Permit

Received Date 7-28-26 Time 1700 Received by Andrew Case

Permit request must be submitted at least 14 days prior to the event

Name of Organization Revive Bitterroot Church

Address 3885 Hwy 93

Town/City Stevensville State MT Zip Code 59870

Responsible Person (Print Name) Tonya Ekert

Address 3885 Hwy 93

Town/City Stevensville State MT Zip Code 59870

Phone Number 406-239-9431 Alternate Phone Number _____

Email Address tonyaconrad@msn.com

Website if applicable _____

Single Event Date 8-21-26 * Is this a multiple day event Yes ___ No x

*If multiple days are requested, attach additional sheets with a schedule. If the event is an ongoing/recurring event, the permit must be renewed every two weeks and subject to approval of the Town Council. § 22.315 (b) SMC.

Start time 1600 End Time 2000 (if necessary, attach an additional schedule)

Location Requested (please select one)

Lewis & Clark Park Veterans Park Father Ravalli Park Creamery Park

River Park Tad Lange Park Dickerson Park Other _____

Estimated number of people per day 800 Estimated Total Number Per Event 800

Alcohol Use? Yes ___ No x If yes please attach Alcohol Use Request Form

Highway or Street Closure? Yes ___ No x

If you need to close a town street, who will perform the closure?

Event Staff ___ Town of Stevensville Public Works Department ___ If the Town's personnel are used to close a town street there is a \$25 per day charge per block or street closure.

Number of days assistance is required? _____ x \$25= 0

Request for bonfire Yes ___ No x If yes, please attach a Town of Stevensville Burn Permit

Bonfire Permit Request Attached? Yes ___ No x

Town of Stevensville Application for a Special Event Permit

Is a highway to be closed? Yes ___ No If yes, please apply for your MDOT Permit as soon as this event permit is approved, supply a copy of the approved Highway Closure Permit to the Clerk when received. Acknowledgement-Initials _____ Date ___-___-___

Is overnight camping requested? Yes ___ No

If yes, please state the location camping is desired _____

If camping, who will supply temporary toilet and hygiene facilities?

Do you have insurance? Yes No ___ Insurance On File Yes No ___

If Yes, please attach proof of insurance for \$750,000 per claimant and \$1.5 Million pursuant to Montana Statute § 2-9-108 MCA for the duration of your event.

Is the Town of Stevensville name co-insured? Yes ___ No

Copy of Certificate of insurance attached? Yes No ___

Will Security be required? Yes ___ No

If yes, please describe your security plan and provide your security organization information. Attach security plan and contact numbers.

We will use our church security team _____

If the requesting entity requires the town police department to provide security, the cost will be determined by the Finance Officer w/consultation with the Chief of Police and the Town Clerk.

Finance Officer Cost Estimate _____ n/a _____

Plans for Clean Up We will have everything cleaned up that night. _____

Do you need electricity for this event Yes No ___ If yes, there is a nominal fee of \$20 per panel per day.

All fees listed within this Special Event Permit Request have been reviewed, approved and adopted by the Stevensville Town Council via Resolution 540A passed and adopted at a regularly scheduled meeting on the 12th day of February 2026.

Town of Stevensville Application for a Special Event Permit

To be completed by Town of Stevensville Staff

If the total attendance will be greater than 1000 people, the Town Council must approve this permit. § 22.315 (a) SMC.

Council Approval Required by number of attendees? Yes ___ No x

Number of days for electrical hookup - # of Days 1 x \$20 = 20.00 (Note 1)

Multiple electrical hookups ___ x \$20/day x # of Days ___ =- _____

Special Event Fee \$125 _____

Special Event Fee (reoccurring event) \$15 every two weeks _____ (Note 2)

Road Closure (Note 3) \$25/day Number of days x \$25= _____

Bonfire \$50 Number of days x \$50= _____

Alcohol fee \$200 Alcohol Fee _____

Pavillion Rental \$40 40.00

Stage Set up/Moving Fee \$100 (Civic Club is Exempt) _____

Deposit (Applicable to alcohol events only) _____

Total event fee _____

Reviewed and approved by the Stevensville Police Department

_____ Title _____ Date ___ - ___ - ___

Reviewed and approved by the Stevensville Fire Department

_____ Title _____ Date ___ - ___ - ___

Reviewed and approved b the Stevensville Public Works Supervisor (or designee)

_____ Title _____ Date ___ - ___ - ___

Alcohol Use Request Form approved by Town Council?

Council Meeting Date ___ - ___ - ___ Approved Yes ___ No ___

Road Closure and Traffic Control approved?

Council Meeting Date ___ - ___ - ___ Approved Yes ___ No ___

Note 1-If portable power meters are available, actual usage fees may be determined vs a dally fee. Fee may be waived by the Town Council.

Note 2-Renewal requests must be submitted in a timely manner to schedule the renewal request within the required public notice timeframe and per Town Council Rules. Consult with the Clerk for Agenda Item Request Submittals. Fee may be waived by the Town Council.

Note 3-Fee is only applicable if town staff are used when closing a road or street.

All fees listed within this Special Event Permit Request have been reviewed, approved and adopted by the Stevensville Town Council via Resolution 540A passed and adopted at a regularly scheduled meeting on the 12th day of February 2026.

**Town of Stevensville Application for a Special Event Permit
Special Event Permit reviewed and approved by the Stevensville Town Council**

Meeting Date ___-___-___ Approved Yes___ No___

Approved by the Mayor Yes___ No___

_____ Date ___-___-___

Permit Issued by the Stevensville Town Clerk

Signed _____ Date ___-___-___

If Disapproved, attach details regarding the reason(s) for disapproval

Deposit Refunded when approved by Public Works Inspection

Public works inspection Satisfactory ___ Unsatisfactory ___

Inspection by _____ Date ___-___-___

Deposit refund authorized by the Town Council less actual power usage per portable KWh
meter assessment on Date ___-___-___

Deposit refunded on ___-___-___ Check Number _____

Highway Closure please attach the Montana Department of Transportation Road Closure Permit
when received by MDOT. Permit Number _____

Clerks Initial when received _____

All fees listed within this Special Event Permit Request have been reviewed, approved and adopted by the Stevensville Town Council via
Resolution 540A passed and adopted at a regularly scheduled meeting on the 12th day of February 2026.

File Attachments for Item:

c. Discussion/Decision: Resolution No. 591 a Resolution Accepting Donated Items for the Town of Stevensville Pool



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:	Gerry Gaylor, Parks Manager
Second Person Submitting the Agenda Item:	Jim Crews
Submitter Title:	Department Head
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	06/25/2026
Agenda Topic:	Discussion/Decision: Resolution No. 591 a Resolution Accepting Donated Items for the Town of Stevensville Pool
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	06/25/2026
Notes:	The Bitterroot Aquatic Center contacted the town of Stevensville to inform us that they had 3 used pool covers, in good condition, that they would like to donate to the Stevensville Pool. Parks Manager Gerry Gaylor accepted the pool covers on behalf of the town.



Checkout - Review Items

[Review Items](#) >
 [Billing Information](#) >
 [Shipping Information](#) >
 [Payment Information](#) >
 [Review Order](#) >
 [Order Confirmation](#)

Selected Items				
Item No.	Description	Qty.	Unit Price	Total Price
84-190	1214 XL Cover, weighted, 1-299 sq ft	1125	\$10.25	\$ 11,531.25
Total:				\$ 11,531.25

If you have a promotional code enter it here and click Update:

If you have changed any quantities or options above, press Update to save your changes before you continue.

To remove a single item change the quantity to 0 and press Update. To remove all items press

If you are already registered you can use the login form at the top of the page, or if you have not registered yet, click [here](#) to register.

If you would like to request a quote for these items instead, click [here](#).

Lincoln Aquatics

Ph. (800) 223-5450 / Fax (888) 680-2825

CustomerService@lincolnaquatics.com

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RESOLUTION NO. 591
A Resolution Accepting Donated Items
for the Town of Stevensville Pool

WHEREAS, the Town of Stevensville operates a town swimming pool located at Lewis & Clark Park; and

WHEREAS, the acceptance of donated items allows the Stevensville Pool to continue replacing aging parts and accessories without impacting or reducing the Town’s General Fund budget;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Stevensville, Montana, that the Town hereby accepts the donated pool covers (used) with an estimated replacement value as of 05/20/2026 in the amount of \$11,531.25; and

BE IT FURTHER RESOLVED that said funds shall be used by the Stevensville Pool for the purpose of covering the pool.

PASSED AND ADOPTED Dated this 25th day of June 2026, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

James Crews, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

d. Discussion/Decision: Resolution No. 592 a Resolution Accepting Donated Items for the Town of Stevensville Pickleball Courts



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:	Gerry Gaylor, Parks Manager
Second Person Submitting the Agenda Item:	Jim Crews
Submitter Title:	Department Head
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	06/25/2026
Agenda Topic:	Discussion/Decision: Resolution No. 592 a Resolution Accepting Donated Items for the Town of Stevensville Pickleball Courts
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	06/25/2026
Notes:	Bitterroot Pickleball donated supplies for the maintance of the pickleball courts. The parks department accepted the supplies on behalf of the town.

RESOLUTION NO. 592

**A Resolution Accepting Donated Items
for the Town of Stevensville Pickleball Courts**

WHEREAS, the Town of Stevensville’s Lewis & Clark Park has a Pickleball Court located on the basketball courts in the northwest corner of the park; and

WHEREAS, the acceptance of donated items allows the Stevensville Park to continue replacing aging parts and accessories without impacting or reducing the Town’s General Fund budget;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Stevensville, Montana, that the Town hereby accepts the donated paint, patching materials and pickleball nets with an estimated value as of 06/15/2026 in the amount of \$1,600.00; and

BE IT FURTHER RESOLVED that said items shall be used by the Stevensville Parks for the purpose of maintaining the pickleball courts.

PASSED AND ADOPTED Dated this 25th day of June 2026, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

James Crews, Mayor

Jenelle S. Berthoud, Town Clerk