



**Stevensville Town Council Meeting
Agenda for
THURSDAY, JANUARY 12, 2023
6:00 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
 - a. [Town Council Meeting Minutes 12/08/2022](#)
5. Approval of Bi-Weekly Claims
 - a. [Claims \(paid out of cycle\) #18110-#18132](#)
 - b. [Claims #18133-#18165](#)
6. Administrative Reports
 - a. Airport
 - b. [Building Department](#)
 - c. Finance
 - d. Fire Department
 - e. [Police Department](#)
 - f. [Public Works](#)
7. Guests
8. Correspondence
9. Public Hearings
 - a. [Discussion/Decision: First Reading of Ordinance No.150 Removal of Contradicting Language in Section 3. Sec. 24-17 4 \(a\)](#)
 - b. [Pine Street Proposed Residential Development by Spire Properties](#)
10. Unfinished Business
11. New Business
 - a. [Discussion: Remaining Funds Available with HDR Engineering, Previously Approved Task Order No. 10, To Use Said Funds for Water Capacity Study](#)
 - b. [Discussion/Decision: Approval of Proposed Pine Street Residential Development, Contingent Upon Purchase of Pine Street Property by Spire Properties and DEQ Approval](#)
 - c. [Discussion/Decision: Mayor Recommends the Appointment of Melanie D'Isidoro or Nathan Huling for Prosecution Services for the Town of Stevensville City Court](#)
 - d. [Discussion/Decision: Approval to Utilize Jean Thomas Funds up to \\$10,000 for Stevensville City Pool Repairs to Meet State Pool Standards](#)
 - e. [Discussion/Decision: Consent to the Mayor's Appointment of Karen Wandler to the Police Commission](#)
 - f. [Discussion/Decision: Skydive Montana is Requesting the Town Council to Approve Consultation with the Town Attorney and their Attorney for the Development and Review of Waivers for Skydiving at the Stevensville Airport](#)
 - g. [Informational: The Stevensville Airport will not be Accepting Ravalli County ARPA Funds](#)

- h. Discussion/Decision: Appoint Councilmember Bob Michalson as Council President for 2023
 - i. Discussion/Decision: Appoint a Councilmember to Serve on the Airport Board for 2023
 - j. Discussion/Decision: Appoint a Councilmember to Serve on the Park Board for 2023
 - k. Discussion/Decision: Appoint a Councilmember to Serve on the Planning & Zoning Board for 2023
 - l. Discussion/Decision: Appoint a Councilmember to Serve on the TIFID/TEDD Board for 2023
14. Board Reports
 13. Town Council Comments
 12. Executive Report
 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. Town Council Meeting Minutes 12/08/2022

Stevensville Town Council Meeting Minutes

for THURSDAY, DECEMBER 08, 2022, 6:00 PM 206 Buck Street, Town Hall

1. Call to Order and Roll Call

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

2. Pledge of Allegiance

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

Craig Thomas: 4189 Ember Lane, I emailed you, the councilmembers, mayor and staff about the business plan for the airport where it said that the airport was double billed and that did occur in seventeen, I spoke with Robert and he and Pam explained to me that it is no longer the case. I just wanted to correct that. Thank you.

4. Approval of Minutes

a. Town Council Meeting Minutes 11/10/2022

Mayor Gibson: introduced approval of meeting minutes for 11/10/2022.

Councilmember Michalson: make a motion to approve town council meeting minutes for 11/10/2022.

Councilmember Barker: 2nd.

Mayor Gibson: motion and a second. Council discussion? Public comment? Seeing none, Jenelle please call for the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: 4-0

b. Special Town Council Meeting Minutes 11/22/2022

Mayor Gibson: introduced approval of meeting minutes for 11/22/2022.

Councilmember Michalson: make a motion to approve the special town council meeting minutes for 11/22/2022.

Councilmember Lowell: 2nd.

Mayor Gibson: motion and a second. Any discussion on those minutes? Public comment?
Seeing none, Jenelle please call for the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: 4-0

5. Approval of Bi-Weekly Claims

a. Claims (paid out of cycle) #18053-#18083

Mayor Gibson: introduced claims, #18053-#18083.

Councilmember Michalson: make a motion to approve claims paid out of cycle #18053-#18083.

Councilmember Barker: 2nd.

Steve Gibson: motion and a second. Discussion on the claims?

Councilmember Barker: Claim #18062 to Jeff Newsom Towing? Are we going to reimbursed for this? The \$996.00 or is it just a.

Robert Underwood: the total is the tow truck, so we are not going to be reimbursed for that and the other one is for the tires.

Mayor Gibson: it was for the plow truck, and it broke down and had to be towed. Any further questions? Any public comment on the claims, seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: 4-0

b. Claims #18084-#18107

Mayor Gibson: introduced claims, #18084-#18107

Councilmember Barker: I make a motion to approve claims #18084-#18107.

Councilmember Michalson: 2nd.

Steve Gibson: motion and a second any questions on the claims?

Councilmember Barker: #18089 Corporate Warehouse Supply tonner replacement, product discontinued, but it looks like we are still being charged for that.

Jenelle Berthoud: we ordered them because they are discontinued so we got some before they ran out.

Councilmember Barker: is that going to cause problems in the future.

Jenelle Berthoud: that is in discussion for next budget season for the one in the main office.

Councilmember Barker: #18092 Industrial Scientific. Please explain what that is.

Robert Underwood: for the fire department.

Councilmember Barker: gas monitor as in for.

Jeff Motley: gas monitor, it detects whatever gases are inside a building or gas leaks.

Councilmember Barker: okay.

Councilmember Lowell: I was just looking, and I questioned all of the fuel from Cenex for the airport, #18103, \$640. 54.

Mayor Gibson: I had a question about that as well this morning, Robert I talked to Pam yesterday, my understanding is it is for plowing snow, is that correct.

Robert Underwood: yes, there is a plow truck up there.

Mayor Gibson: we are going to look into that, it seems a bit high.

Councilmember Barker: especially when we have only had a couple of snows and it is already that high.

Mayor Gibson: I agree, it caught my eye too.

Councilmember Barker: sludge process #18100, what is that?

Steve Kruse: in the wintertime we can't pump our sludge out to dry by evaporation, we have to use a sludge press and a de-watering and that is a 55-gallon drum it should last us for the winter.

Councilmember Brown: I had a question #18101, Snow Mountain Electric, what that was exactly for.

Councilmember Michalson: service on 2511.

Robert Underwood: lighting on the fire truck. Maintenance.

Mayor Gibson: how much was that.

Councilmember Brown: \$1439.18.

Mayor Gibson: was that the repair.

Robert Underwood: list of items, 12 hours of service.

Mayor Gibson: we talked about that during the budget.

Councilmember Brown: the other question that I had was #18098, \$50,000.

Mayor Gibson: I think that Robert can explain it, it is basically for the auditor it is a three-year contract, and we were so far behind. The first part which was budgeted was, they have already started so it does not go over the amount of the contract it is up front, they have been coming a couple of weeks and that is what that is.

Councilmember Brown: thank you.

Councilmember Michalson: I have a question for Robert, where are we at as far as our fuel are we budgeted out, halfway through.

Robert Underwood: we increased during the budget.

Mayor Gibson: I think we are okay, but the utilities. When we hit the six months, we will look at it again. We are going to have a problem with the utilities. Any more questions on the claims, seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: 4-0

6. Administrative Reports

In the packet.

a. Airport

b. Building Department

c. Finance

d. Fire Department

e. Police Department

f. Public Works

7. Guests

NONE

8. Correspondence

NONE

9. Public Hearings

NONE

10. Unfinished Business

NONE

11. New Business

a. Discussion/Decision: Confirmation of Stevensville Police Officer Todd Schafer

Mayor Gibson: introduced new business item a. Confirmation of Stevensville Police Officer Todd Schafer. Any questions or comments?

Councilmember Michalson: how do you like it here so far?

Todd Schafer: I just want to take a second to say thank you for this opportunity the overwhelming support I have from the town, the town council the town hall staff has been awesome and the community, coming from where I came from, we had great support but nothing like this. The chili cook off blew my mind last year. The kids are awesome at the school. I am looking forward to many more years. My wife and I are settled, and we are not going anywhere.

Mayor Gibson: thank you, you are doing a fantastic job, I hear nothing but all positive.

Councilmember Michalson: did the one police officer leave, Warstead or whatever his name. Wartman?

Mayor Gibson: a couple of months ago.

Councilmember Michalson: make a motion to approve the confirmation of Stevensville Police Officer Todd Schafer.

Councilmember Lowell: 2nd.

Councilmember Barker: welcome to the force.

Mayor Gibson: Jenelle, please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: 4-0

b. Discussion/Decision: Consent to the Mayor's Appointment of Nancy Lowell to the TIFD/TEDD Board

Mayor Gibson: introduced new business item b. Consent to the Mayor's Appointment of Nancy Lowell to the TIFD/TEDD Board.

Councilmember Michalson: I make a motion to approve Nancy Lowell to the TIFD/TEDD Board

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd. Any public comment? Any further discussion, seeing none, Jenelle please call for the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: abstained.

Councilmember Michalson: aye.

Mayor Gibson: 3-1 abstaining

c. Discussion/Decision: Consent to the Mayor's Appointment of Jim Crews to the Park Board

Mayor Gibson: introduced new business item c. Consent to the Mayor's Appointment of Jim Crews to the Park Board.

Councilmember Brown: I will make the motion to appoint Jim Crews to the Park Board.

Councilmember Michalson: 2nd.

Mayor Gibson: motion and a second, any public comment? Any further discussion?

Councilmember Michalson: I have a question for Jim. Do you want to be on the Park Board because of item h below.

Jim Crews: I want to be on the Park Board because we have a lot of stuff going on in our parks, we have 6 parks in town and some things that are not being addressed, need to be addressed. I use of the parks every single day. And there is stuff that I wanted to get done over five years ago, haven't been touched. I have talked to a lot of the residents that use the park and we discussed a bit, and they have some things that they want to get done too. We have a park over on 6th Street that most people don't even know about that you have to access between two homes and there is a little basketball court back there we need advertise to the kids and get them out there, we also need to have some work, I know the streets and alleys guys they do a great job, but we have people down jumping the fence at Father Ravalli Park I have the videos we have people going down there having lunch and throwing their trash all over the ground, and we need to police that and do that ourselves as a community. I think that our parks are being underutilized, we used to have softball tournaments down here we used to have softball games all the time, I can't remember the last time we had a softball game. We use our parks more for

stuff like Creamery Picnic and things like that and I think that we need to change that. There is a lot of stuff that needs to be done, we need to have for example, the fences at Father Ravalli Park need to have that repaired and we need to actually continue to enclose that park so that people either letting their dogs off their leash by command or they accidentally run off and into the street. Not to mention the little girls that go down there 6, 8, 10 years old that just kind of run out into the street, we need to have something to slow them down. We also have Lange Park, and the parking spots are being utilized by the business over there. The parking spots are for Lange Park. So, we have a lot of stuff that needs to be done, and yes, I am very interested in the bicycles.

Mayor Gibson: we will get to that.

Jim Crews: but he asked the question. I will explain that a little bit later.

Councilmember Michalson: the issue that I have Jim, you are very patinate about the town we all know that you are very patinate about the things you do and say, and I went through and looked that we have over 34 emails from you since I have been on the council and that is not good or bad, I am just saying you are active. Some of them are very legitimate and some of them, my own opinion only, they are out there. My only issue that I have with you being on the Park Board are you going to be aggressive like that to them? Are you going to be able to work with them or is it going to be.

Jim Crews: I don't know where aggressive comes in, I am passionate, and I believe in following the rules and using the rules to the advantage of the citizen if there is a problem with that I don't how to take it. I am not aggressive to my fellow co-workers have never been, but I do however like to work for people and if somebody has a view, I do listen. I don't rush to judgement, you know, and this come back to what happened on January 6th, I am a right-wing republican, and everyone knows it I support President Trump 100%, I also support President Biden because he is our president but when people tell me that you are just 100% Trump supporter no matter what. That is not true, I listen to what is being said and I want to see the evidence before I make a decision. Being on the Park Board and the reason that I want to be on there is because I want to help improve our town and the things that are going on in this town and make this a better place to live.

Mayor Gibson: thank you. any other questions or discussion? Any other public comment. Seeing none, Jenelle please take the vote.

Councilmember Barker: abstain.

Councilmember Brown: abstain.

Councilmember Lowell: aye

Councilmember Michalson: no

Mayor Gibson: motion fails, 2 abstained, 1 no and 1 yes.

d. Discussion/Decision: Suspension of Town Council Rules to Cancel the December 22, 2022, Town Council Meeting in Observance of the Christmas Holiday and Authorizing Claims to be Paid out of Cycle

Mayor Gibson: introduced new business item d. Suspension of Town Council Rules to Cancel the December 22, 2022, Town Council Meeting in Observance of the Christmas Holiday and Authorizing Claims to be Paid out of Cycle.

Councilmember Michalson: make a motion to approve the suspension of Town Council Rules to Cancel the December 22, 2022, Town Council Meeting in Observance of the Christmas Holiday and Authorizing Claims to be Paid out of Cycle

Councilmember Barker: 2nd.

Mayor Gibson: motion and a second, is there any public comment? I think that this is pretty historical Mr. Michalson, correct?

Councilmember Michalson: yes.

Mayor Gibson: Jenelle, please take the vote.

Councilmember Barker: yes

Councilmember Brown: no.

Councilmember Lowell: yes

Councilmember Michalson: aye.

Mayor Gibson: passes 3-1

e. Discussion/Decision: Approve the Presented Amount Allocated for NewFields to Complete the Water Rights Global Permit Application

Mayor Gibson: introduced new business item e. Approve the Presented Amount Allocated for NewFields to Complete the Water Rights Global Permit Application

Councilmember Michalson: make a motion to approve the Presented Amount Allocated for NewFields to Complete the Water Rights Global Permit Application.

Councilmember Barker: 2nd

Mayor Gibson: motion and a second just to clear this up, we have this in the budget, this is for the water rights, we have Ross Miller and NewFields doing this the bulk of the money has gone to NewFields. In the past Mr. Miller sometimes are \$1,100 or \$1,200 this is in the budget; we have run into some snags with the application, and we have to redo some stuff with wells. It is in the budget, and we have been working on this all year and it is very important to the town as you are all aware, if you want to look at future annexation and we have problems outside the place of use, future development. So, that is what this is. Public comment? Seeing none. Council discussion?

Councilmember Lowell: I am not up on all of this, what is a global permit.

Steve Kruse: I will explain to the best of my ability, the current situation for the town is that the town exists quiet a few water rights that came from the surface water filtration system Burnt Fork and South Burnt Fork way up. The decision was made to upgrade the well field at Twin Creeks, wells were put in and that is what provides our domestic drinking water. Only one of those wells is permitted so this effort is to take the rights that the town possesses use them as mitigation to assign the proper rights to the well field, at Well 1 at Veterans Park, the global part is they are brining it all together and presenting it to DEQ and DNRC. NewFields is an engineering firm and Ross Miller is a water rights attorney.

Councilmember Lowell: thank you.

Mayor Gibson: this goes back to 2008. Public comment? Further discussion?

Councilmember Lowell: what happened to the water rights at Twin Creeks?

Mayor Gibson: Twin Creeks did what they needed to do, and I think Ross Miller was involved in that time and they transferred through DEQ their irrigation rights which what happened with Creekside Meadows and Mr. Ellison it never happened. Any further discussion, public comment. Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: 4-0

f. Discussion/Decision: Request for Qualifications for a Town Prosecutor for the Town of Stevensville and the Stevensville City Court

Mayor Gibson: introduced new business item f. Request for Qualifications for a Town Prosecutor for the Town of Stevensville and the Stevensville City Court. Let me explain a little bit what this means, Mr. Overstreet who has done a great job as the town attorney and wants to continue in that roll, he ahs a private practice now he is basically how do I say, prosecution is not his cup of tea. He has agreed to stay on until we find a replacement, this will not cost any more money it just divided the two duties. As you know we pay Mr. Overstreet as town attorney and then there are so many hours that are paid to the town prosecutor. It could come back less. When we put out the RFP they could bargain to get less, and I have no idea what that could be. It has nothing to do with not doing their job. It is not going to cost more money. it is just to get the prosecution. The judge is in line with this Colette is in line with this Mr. Overstreet is in line with this, so it is a mutual agreement. With that is there any public comment? Councilmember Michalson?

Councilmember Michalson: so, we budgeted for this year is going to come out of the same, it is already in there.

Mayor Gibson: you can see in the claims like this time, it is split up. It is up to so many hours, all it is the prosecution. Any further discussion? Need a motion.

Councilmember Michalson: make a motion to approve the request for a town prosecutor the Town of Stevensville City Court.

Councilmember Lowell : 2nd.

Mayor Gibson: motion and a second any further discussion, seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: 4-0

g. Bike Path

Mayor Gibson: introduced new business item g. This was brought by Mr. Crews. Just to give an update, the other Mr. Kruse and I have been dealing with people since April on this issue especially in regards to the bridge, we have met with congressional staff met with MDT have not had a response, it looks like obviously we don't own it, MDT they think they own it, but we did find a document, 2015, this was signed by then chairman of the county commissioners Mr. Burrows and MDT that basically says and correct me if I am wrong, Steve Kruse, the county is responsible not the Town of Stevensville. We plow the snow out of the goodness of our hearts, but we are not in a position to cut into a piece of property that is not ours, which is the bridge. This is interesting, 2015, I can get this to all of you it is very clear, highlighted signed in 2015 it is the counties responsibility, which makes sense it is in the county. With that Mr. Crews did you want to add anything?

Jim Crews, 316 9th Street: I do have some stuff to add that you Mayor may not be aware of. The bollards on the Stevensville shared use path were apparently installed by the Civic Club during construction of the path around 1994. The bollards post a hazard to bicycle riders in that they do not allow sufficient clearance in the approaching lane for bicycle riders and even more so for those with a bicycle trailer, child or pet carrier and may not provide sufficient clearance between the foot rails and the foot bridge. I gave you a handout. The bollards are positioned centrally in the front of the entrance to the bridge. The highway safety institute says there should be approximately a five-foot clearance between the bollards and 30 feet before an intersection. Obviously in this case they are not they are about 16 inches from the end of the bridge, and it is 44 inches from the bollard to the handrail, lateral clearance is only about 40 inches from the edge of the bollard to the edge of the bike path. The Federal Highway Administration F8 course on bicycle safety on page 7 and 9 indicate that when bollards take place, they should be placed at a minimum of 1.5 meters of 5 feet between two bollards and it should be a minimum of 3 feet high and should be at least 9 meters or 30 feet in advance of an

intersection as placement of the entity (unclear audio from speaker) on the bollards. What happened to really get this going was two senior citizens came up from Hamilton and where riding four wheeled bicycles and they could not get through the bridge, they had to actually lift this two hundred fifty-pound contraption up over the bollard to get it on the bridge. Again, is that the kind of liability that we want to have or the county or the state? I don't think so. Bollards are supposed to be placed to prevent people from driving cars and trucks down the bike paths and things like that where they should not be doing that. The only time I have ever seen a car on that bike path is during the Scarecrow Festival. I don't think that the bollards are that necessary, the other problem that we have is that the bridge is constructed so that they can allow a full adult body to travel through the handrail sections if they fall off their bike and could possibly go down into the slough and drowned. The construction stands say an eight-inch spear should not be able to pass through the handrails, so we have a problem with the bridge itself. There are numerous people that use that bike path out there using three, wheelers, four wheelers, bicycles, wheelchairs, and their scooters. You go down there today and try to get down that bike path using a mobility scooter, you can't get through there.

Mayor Gibson: can I just say something?

Jim Crews: sure.

Mayor Gibson: I don't doubt anything that you are saying, but the fact is it is not ours. I would suggest and the council you can this discussion, I would suggest that you contact the county commissioners you contact MDT and with legislature coming up January 2nd I would ask that you contact your local legislators and anybody in the community. I don't think that anyone is doubting that there is a problem there, but I don't see where the town, it would be like cutting somebody's fence, we don't own it.

Jim Crews: with all do respect Mr. Mayor I am trying to identify a problem here, it is not just a logistics problem it is a problem with the architecture, a problem with the use. The fact of the matter is in 1994 when they build the bike path there was an agreement signed between the state and the county saying the county had to maintain this forever. If you look at the shared use document, which I gave you a copy of, it says on the first paragraph (unclear audio) route 269, to mile post 213, the asphalt separating the path it 2.2 miles long and was built in 1995, there are two structures, the path as major oxidation it also has minor cracking the path needs crack sealing and fog seal. It may also need some patching, the cost for current maintenance is \$3462.40 and the CTEP program, all CTEP projects are bound by the county, and will cause a maintenance of these paths, otherwise noticed, this came out in 2015, the agreement between the county and the state which I could not get a copy of, is 1994. I had a conversation with Greg Chilcott out county commission for Ravalli County, he said they are not going to maintain them so we have a problem in the community whether it is a town problem or a state problem and the only way to get it fixed is if somebody at this level starts squeaking really loud to get some oil put on the axel and if council doesn't want to deal with it that is fine but as far as the next item and the bike path the information is there and I was going to have it referred to the Park Board and have them deal with it.

Mayor Gibson: thank you. any council discussion, we are plowing the path and it is very clear that it is not ours, and again if it is a concern, and obviously it is for some people I would suggest

like we have done, I am setting up a meeting again in January with the director or MDT, not particularly about his issue but I can talk about it, it is mainly about Main Street and Eastside Highway and Logan and Eastside Highway and the traffic. If the council has any other suggestions, Councilmember Brown.

Councilmember Brown: I travel up and down that road quiet a bit, going back and forth to Hamilton, I do see a lot of people struggling to go through this bollard I myself with kids on bike rides it always poses a hazard for them, come summertime there will be more kids out there on bikes going down to the river. It is something, I don't know if we as a council need to approach the county, but sooner than later something is going to have to be done that bridge is not going to last much longer.

Mayor Gibson: I would suggest council, citizens. Steve Kruse and I have done, I would actually suggest, when we talked to senator's representative even before we talked to the regional director for the department of transportation, we actually took them out there and their answer to us and what they could find is it was MDT. That is as far as we have gotten, there is a committee called the department of transportation my suggestion is whoever wants to contact your legislator. Councilmember Barker.

Councilmember Barker: I believe the one reason why they put those bollards there was to keep vehicles off that bridge because that bridge can not sustain the weight of a normal vehicle going across there. It wasn't built for that; I truly believe that is why that was put there. Any other bridges I have looked at up and down the valley they have gone to a steel bridge, so it sustains more. I have actually seen a lady run a bike into and she was hurt, but again it is the awareness too.

Mayor Gibson: I think that if was kind of funny, so I did not go out there all the way, Steve Kruse went out with the two young people, Senator Testers. The girl would not walk on the bridge because Steve told her it was dangerous. Councilmember Michalson.

Councilmember Michalson: I walk it every day, I have pretty much walked it every day for a year now and yes it can be kind of a hindrance but I talk to people out there on the walking path and we talk about that and they are pretty much in agreement that those bollards were put there for safety yes it hinders to the biker and they may have to lift up their bike but what would happen if a kid was on a four wheel, ATV and he was partying down out the River Park and he came flying across that bridge and goes off the side, could we all live with that, I couldn't, that is why they are there, yes it needs to be changed like Mr., Crews said. We don't have the funding to do, until that is done, I think that we have to keep those things there, one accident or one death or one serious injury we are all going to say what happened. I don't think we want that.

Mayor Gibson: thank you. Councilmember Lowell.

Councilmember Lowell: I can kind of fill you in on the bike path I wrote the grant for the bike path back in the early 90's, they were put up because of the jeeps, four wheelers and three wheelers and they were going through, and the liability was pretty high. It is considered a walking bridge not a drive over bridge that was a reason because they were having a problem at that time.

Mayor Gibson: I think that if it was replaced, we are talking big bucks. Probably has to be concrete and it has to have an engineer there has to be a design. Councilmember Brown.

Councilmember Brown: can I ask you a question? Nancy who actually put those in.

Councilmember Lowell: it was done, wasn't by the town we had a company help build it along with the Job Corps from Darby, they worked on it. I can't remember if they were placed at the time or added later, Bill Misner handled that, and he worked for the county. I am not sure if it was through the state, but we had a big issue with it and for safety that is why they were put on.

Mayor Gibson: are we all ready to move on? There was no decision on this, good information.

h. Bike Path and Bike Route/Lanes in the Town

Mayor Gibson: introduced new business item h. That too, Mr. Crews introduced that you have a large packet, this was a discussion, my understanding this was from the 2016 growth policy which this is some years later, probably some merit to it and I have Mr. Kruse here and talked about it and you are talking about miles and miles of design you probably have to higher an engineer, my suggestion would be. Mr. Michalson, I think that we are getting close to the subdivision regulations and the next thing on the planning and zoning board is the growth policy which a lot has changed since 2016. My suggestion would be that this should probably be looked at the 2022 growth policy that would be my suggestion. Councilmember Michalson.

Councilmember Michalson: and Stacie do you remember was it in 2018 they came from Hamilton and gave a presentation.

Councilmember Barker: they had the bike presentation.

Councilmember Michalson: they wanted to set up an area and work within the growth policy, I can't remember their name.

Councilmember Barker: I think part of them were from the college, because they did, the whole thing of what the lanes would be, they had it all down to a "t" .

Mayor Gibson: with that was there any public comment on that? Is the council in favor of addressing this in the growth policy. We need to get some ideas, actually looking at cost wise here. Councilmember Brown.

Councilmember Brown: we do really need to address this problem; our sidewalks are so terrible in town they are a tripping hazard, so the kids are not on the sidewalks they are in the street riding their bikes. Some of them don't watch I have almost been hit on my bike riding around town, because I ride my bike quiet a bit around town because it is quicker then jumping in the vehicle. And yes, people don't watch out for you, and it is a hazard. We have from the school, how the traffic goes down through the neighborhood down by the school after and before school, you don't want to be out there trying to walk the dogs or riding your bike, so we really need to take time to address this problem.

Mayor Gibson: I agree, Mr. Michalson you are on the Planning and Zoning Board, Councilmember Lowell.

Councilmember Lowell: I just want to add the growth policy, I went back through it, the old one, I think one thing really needs to be addressed in town is the parking problem, Main Street is full, and I don't know where people could park, if you are on a bike, it is hard to see when they are backing out. I think the town, or someone should really look into a parking lot or area maybe meet with the businesspeople. I really think that we have a parking issue.

Mayor Gibson: I agree, we had a call, I am on the board for League of Towns about this very issue this is a special subcommittee the League of Towns and some board members will be addressing that with the legislature, the problem here again in the past some places, let's take Lonesome Dove, there is a parking ordinance off of Main Street that a business has so many there and they have to have so many parking places, what complicates it again is Main Street being a state highway. So, you have areas behind here, but you are exactly right, in the summer pretty hard to find a place to park. Councilmember Barker.

Councilmember Barker: our big issue right now is down at that little s-curve.

Mayor Gibson: which we have met with department of transportation.

Councilmember Barker: we brought business in that should not have been brought in and here we are sitting with certain business do have the compliance but again those side spots are for traveling with bicycles and we can't even let bicycles travel.

Mayor Gibson: you are exactly right and that is another thing that we will be talking to transportation about. Jim could

Jim Edwards, owner of Burnt Fork Market: I don't understand that comment that you brought in businesses that we shouldn't have.

Councilmember Barker: not us the prior administration, we have four businesses in one corner section with no parking along a state highway, they should not be all parking along there. There have been many times coming around that corner with doors flying open, prior administration passed that. Four businesses in one building, there is a coffee shop, a medical business.

Jim Edwards: so, you are talking about the white building with four businesses in it.

Councilmember Barker: correct.

Jim Edwards: yeah, there was no common sense on that, there is no parking, they just use the street, and that is why I decided to come down here, I was just curious on that term that you used.

Councilmember Barker: the prior administration.

Mayor Gibson: we plan on having Mr. Edwards on the agenda in January to talk about what he has raised. And what the town needs, a lot of these traffic issues, we have all seen it, some of the simple, if you come down eastside highway to take a left on Main Street, it is not just the people coming this way, you have one stop sign and everything roles through, we will get to that. We are outside public comment Jim, not trying to shut you down.

Jim Edwards: so, I can't say anything tonight?

Mayor Gibson: it would be better to put you on the agenda, it is up to the council. We are outside the scope of public comment.

Jim Edwards: I really came down here to talk to a Marilyn, but I don't see a Marilyn here.

Mayor Gibson: she is not on the council anymore.

Jim Edwards: I talked to Bob a little bit with stuff that is happening at the store which I thought was outlandish.

Mayor Gibson: well, I would suggest, you talked to me about traffic issues, the pool and other things I just assume that you would have put in a request to be put on the agenda for the next time and you can talk to your hearts content.

Jim Edwards: okay. That is in January, so I better be prepared.

Mayor Gibson: this is out of the scope, and we have allowed you to get up.

Jim Edwards: there are definitely issues there and I did talk to the police department, and they do a great job by the way, I do business in Missoula with the Missoula police department and these guys are top notch, so I appreciate them.

Mayor Gibson: get with Jenelle and get on the agenda for January 12th. Are we okay with finishing our discussion about the bike path. Councilmember Barker.

Councilmember Barker: is this something that maybe, obviously we are talking about this, and the growth policy has it, is this something we could bring to a council of the whole meeting and just really nab down on this specific issue. I think that it needs to be addressed.

Mayor Gibson: I have no issue with that, I think what you need to be prepared for and probably involve Steve Kruse, cost.

Councilmember Barker: that is big. I really think that we need to look into this.

- i. Discussion/Decision: Master Agreement for Planning Services by Morrison-Maierle for the Stevensville Airport
- ii. Mayor Gibson: introduced new business item i. Master Agreement for Planning Services by Morrison-Maierle for the Stevensville Airport

Tyler Reed, Morrison-Maierle: presenting two different items tonight and they are connected. The first is the master agreement, back in 2018 the airport did a reselection for engineering services but not planning services because at the time there wasn't much of a need for planning services the FAA requires that the airport go through a selection process for planning so earlier this year the airport went through the town and the FAA for a statement of qualifications for services because at that time the FAA recommended that the airport update their airport master plan. The last time the airport master plan was done was in 2010 so twelve years now since that was updated, they recommend that you update the master plan every ten years so this is a good time to update it again. The airport reviewed the statement of qualifications, and the town council approved the recommendation for Morrison-Maierle to be contracted under the planning services under the August town council meeting, so this is just the next step to

establish the paperwork between the town of Stevensville and Morrison-Maierle for the next five years. So, that is directly connected with Task Order No. 1 that is the separate documents.

Mayor Gibson: so, the question that I have, and it has come up before, it was the councils strong, that this will be paid for all through grants and there will be no cost to the town of Stevensville is that correct.

Robert Underwood: 10%.

Mayor Gibson: so, how much is that?

Robert Underwood: \$32,000.00.

Mayor Gibson: and you guys agreed to that?

Councilmember Michalson: I already asked Robert about this.

Tyler Reed: Mater agreements, is pretty much the agreement and the Task Order is where the FAA has already secured their 90% grant funding and they are waiting this Task Order. The other 10%, \$32,000 we submitted another grant application to Montana Aeronautics to cover that match, we are not guaranteed to get that, but it would help. Worst case scenario we don't receive a grant from Montana Aeronautics in January and then the town has to cover that 10% match. There is a chance that the local match will come through.

Mayor Gibson: do I have a motion?

Councilmember Michalson: I make a motion to approve the mater agreement for planning services by Morrison-Maierle for the Stevensville Airport.

Councilmember Barker: 2nd.

Mayor Gibson: motion and a second, public comment?

Craig Thomas Ember Lane : I have been working with Tyler for over ten years these people have been assisting us in correcting. The feedback that the FAA is they are doing things great, I don't think that we could find any other firm to do this.

Mayor Gibson: any further comments? Any further discission from the council.

Councilmember Lowell: does the airport have the revenue for the \$32,000 if this were the case that is a lot of money.

Robert Underwood: they have about \$33,000 in the budget. Looks like we have spent \$10,000 that is an accounting error. We will move that tomorrow. You have already approved this to Morrison-Maierle.

Councilmember Lowell: does that include mileage. Back in forth from Missoula and hotels and all of that.

Tyler Reed: yes, mileage for sure, I am from Missoula, all of the expenses are laid out in the task order.

Councilmember Lowell: that is what I wondered, thank you.

Mayor Gibson: any further discussion?

Councilmember Brown: what will the airport have left if they have to pay the \$32,000 out of their budget.

Robert Underwood: if we follow budget (unclear audio).

Tyler Reed: this will take roughly 18 months.

Mayor Gibson: any further discussion, seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 4-0

j. Discussion/Decision: Task Order #1- Stevensville Airport Master Plan Update

Mayor Gibson: introduced new business item j.

Tyler Reed: the task order is a bread down of our scope and fees. Both of these two will need a signature from the mayor and then turned into the FAA.

Councilmember Michalson: make a motion to approve task order #1, Stevensville Airport Master Plan Update

Councilmember Lowell: 2nd.

Mayor Gibson: motion and a second, any further discussion, seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 4-0

14. Board Reports

Councilmember Michalson: I did not have a board report, but our subdivision regulations have come back, and Jenelle has already set up a meeting for the 21st. we will review and take the town attorney if we need to and then to the town council. This is not a board report I attended the Stevensville Fire fighter Relief Association on 11/29 and it was a very interesting meeting I would encourage the other councilmembers when they get a chance to attend one of these.

These guys don't get a lot of notoriety from us, as far as the council. For whatever reason there is a little disconnect there and I think that we should get more involved.

Mayor Gibson: we did forward that to Mr. Overstreet, and I also gave it to Mr. Kruse, and he has already made some comments to the subdivision regulations. Hopefully February.

13. Town Council Comments

Councilmember Brown: I was approached by quite a few people about the Christmas Parade regarding how dark it is on Main Street and the lighting situation and kind of keeping track of that I understand that it is the towns responsibility not Northwest Energy to change out the lightbulbs on Main, I am not sure about that. There are at least three maybe four lights not functioning.

Mayor Gibson: I will get with Mr. Kruse; I don't believe that it is us. Even if it is just replacing bulbs, we should look into it.

Councilmember Lowell: Northwest Energy wont charge, they never used to. they would just come in with their truck and do it.

Mayor Gibson: we will look into.

Councilmember Brown: when I come home at night and go out, I have at least counted four that are not functioning, two by the Exit Reality one by the Plum Loco and one by Valley Drug is the ones I noticed.

Mayor Gibson: Jenelle remind me we will get with Mr. Kruse tomorrow.

12. Executive Report

15. Adjournment

APPROVE:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

a. Claims (paid out of cycle) #18110-#18132

All Bank Accounts
* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
18110	-99137E	1823 Visa c/o Rocky Mountain Bank	7,877.16					
1	11/29/22 PD-	spotlight/rifle mount	668.19			1000 420100	210	101000
2	11/15/22 C-	roll of stamps	60.00			1000 410360	311	101000
7	11/14/22 PW-	AWWA Annual membership	348.00			5210 430510	335	101000
9	11/29/22 PD-	yellow flags (crossing)	226.36			1000 420100	336	101000
10	11/15/22 PD-	xerox toner	215.98			1000 420100	210	101000
11	10/26/22 Admin-	Bitterroot Disposal	281.75			2820 430200	950	101000
12	10/04/22 FD-	AED training pads	73.50			2230 420730	220	101000
13	11/17/22 PD-	ear hugger 2.5 mm jack	120.19			1000 420100	226	101000
14	11/30/22 P-	Bitterroot Disposal	426.20			1000 460430	340	101000
15	11/17/22 Admin-	Postage/ Claims postage	64.88			1000 410550	311	101000
16	11/15/22 Admin-	laminator	25.95			1000 410550	220	101000
17	12/13/22 A-	Grizzly broadband	90.00			5610 430300	340	101000
24	11/01/22 Admin-	Adobe subscriptions	33.98			1000 410550	330	101000
63	11/01/22 PD-	Adobe subscriptions	16.99			1000 420100	330	101000
64	11/15/22 Admin-	HDMI cable finance moni	27.00			1000 410550	220	101000
65	11/03/22 Admin-	post it notes lg & sm	45.36			1000 410550	210	101000
66	11/03/22 Admin-	hand soap	10.99			1000 410550	220	101000
67	11/03/22 Admin-	febreeze	18.49			1000 410550	220	101000
68	11/03/22 Admin-	trash bags	23.69			1000 410550	220	101000
69	11/03/22 Admin-	trash bags 13 gal	22.69			1000 410550	220	101000
70	11/03/22 PD-	trash bags 13 gal	22.69			1000 420100	220	101000
71	11/03/22 Admin-	Paper towels	34.48			1000 410550	220	101000
72	11/03/22 PW-	Paper towels	34.48			5210 430610	220	101000
73	11/03/22 Admin-	Toilet paper	47.98			1000 410550	220	101000
74	11/03/22 FD-	Toilet paper	23.99			1000 420410	220	101000
75	11/03/22 PW-	Toilet paper	47.98			5210 430610	220	101000
76	11/03/22 FD-	Multifold towels	38.49			1000 420410	210	101000
77	11/03/22 Admin-	copy paper	148.24			1000 410550	210	101000
78	11/03/22 C-	copy paper	74.12			1000 410360	210	101000
79	11/03/22 PD-	copy paper	74.12			1000 420100	210	101000
80	11/03/22 FD-	copy paper	74.12			1000 420410	210	101000
81	11/03/22 PW-	copy paper	74.12			1000 430100	210	101000
82	11/03/22 P-	copy paper	37.06			1000 460430	210	101000
83	11/03/22 Airport-	copy paper	37.06			5610 430300	210	101000
84	11/03/22 Admin-	computer monitor	359.98			1000 410550	212	101000
85	11/03/22 Admin-	sm legal pads	24.60			1000 410550	210	101000
86	11/03/22 Admin-	sharpie gel pens	23.47			1000 410550	210	101000
87	11/15/22 Airport-	Ravalli electric	266.00			5610 430300	340	101000
88	11/11/22 Airport-	Centurylink	57.71			5610 430300	331	101000
89	11/03/22 Admin-	First call	400.00			1000 410550	356	101000
90	11/03/22 PD-	First call	400.00			1000 420100	356	101000
91	11/03/22 Court-	First Call	110.00			1000 410360	356	101000
92	11/03/22 Bldg	First call	110.00			2394 420531	356	101000

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All Bank Accounts

* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
93	11/03/22	FD-First call	110.00			1000 420410	356	101000
94	11/03/22	Sewer- First Call	535.00			5310 430610	356	101000
95	11/03/22	Water- First call	535.00			5210 430510	356	101000
96	11/05/22	Verizon- Mayor	46.61			1000 410200	340	101000
97	11/05/22	Verizon- PD cell phone	201.52			1000 420100	340	101000
98	11/05/22	Verizon- H2O cell phone	41.03			5210 430510	345	101000
99	11/05/22	Verizon- Sewer cell phone	41.02			5310 430610	345	101000
100	11/05/22	Verizon- Airport cell phone	84.12			5610 430300	340	101000
101	11/05/22	Verizon- Mobile internet	20.02			5610 430300	340	101000
102	11/05/22	Verizon-Mobile internet	9.94			2230 420730	340	101000
103	11/05/22	Spectrum- Admin	37.17			1000 410550	340	101000
104	11/05/22	Spectrum- Police	139.97			1000 420100	340	101000
105	11/05/22	Spectrum- Fire Dept	40.53			1000 420410	340	101000
106	11/05/22	Spectrum- Eco development	37.42			2940 410550	340	101000
107	11/05/22	Spectrum- Water Dept	101.72			5210 430510	340	101000
108	11/05/22	Spectrum- Sewer Dept	101.72			5310 430610	340	101000
109	11/05/22	Spectrum-pool	46.36			1000 460445	340	101000
110	11/23/22	PW- 10W-30 bulk oil	139.98			1000 430100	232	101000
111	11/22/22	PD- uniform supplies	287.15			1000 420100	226	101000
18111	22011S	1898 Recorders Charts and Pens	208.99					
1	INV122742	11/09/22 Sewer- Recording charts WWT	208.99			5310 430610	220	101000
18112	22012S	289 MONTANA DEPT. OF ENVIRONMENTAL	1,736.00					
	Community Connection Fee							
1	5L2303563	09/26/22 WW- 2022 Community connecti	1,736.00			5310 430610	355	101000
18113	22013S	29 STEVENSVILLE NAPA AUTO PARTS	406.93					
1	12/08/22	PW- Fleet maintenance supplies	43.35			1000 430100	232	101000
2	12/11/22	PD- Strut replacement	363.58			1000 420100	232	101000
18114	22014S	1787 Valli Information Systems, Inc.	534.24					
	Sewer On Line Monthly Maintenance, Web posting, manual postage, e-statements, etc							
1	85825	12/16/22 1st image ToStevensville	147.00			5210 430510	350	101000
2	85825	12/16/22 Manual 1st image	0.60			5210 430510	350	101000
3	85825	12/16/22 Foreign 1st image	1.00			5210 430510	350	101000
4	85825	12/16/22 E-statement	8.00			5210 430510	350	101000
5	85825	12/16/22 Web posting	9.35			5210 430510	350	101000
6	85825	12/16/22 Postage	341.70			5210 430510	350	101000
7	85825	12/16/22 Manual postage	13.50			5210 430510	350	101000
8	85825	12/16/22 ZRO client customer field	6.80			5210 430510	350	101000
9	85825	12/16/22 E-text	1.25			5210 430510	350	101000
10	85825	12/16/22 Add image	3.28			5210 430510	350	101000
11	85825	12/16/22 Manual add image	1.64			5210 430510	350	101000

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12	85825 12/16/22	Foreign add image	0.12			5210 430510	350	101000
18115	22015S 1787	Valli Information Systems, Inc.	249.74					
	Sewer On Line Monthly Maintenance, Web posting, manual postage, e-statements, etc							
13	85713 11/30/22	On-line monthly maintenance	75.00			5210 430510	320	101000
14	85713 11/30/22	OTC monthly maintenance	25.00			5210 430510	320	101000
16	85713 11/30/22	BDS Service Fee for autopay	149.49			5210 430510	350	101000
17	85713 11/30/22	IVR declined payments	0.25			5210 430510	350	101000
18116	22016S 1179	MT State Volunteer Firefighters	55.00					
1	12/13/22	FD- Membership dues	55.00			1000 420410	330	101000
18117	22017S 1703	North Ridge Fire Equipment	85.99					
1	10/17/22	FD- Aluminum Adaptor	85.99			1000 420460	230	101000
18118	22018S 1754	Construct Montana, LLC	348.80					
	November Invoice for Permit fees for Inspection/Consultation (80%) Permit Fees for Plan Review (20%)							
1	1074 12/07/22	Building Inspections	348.80			2394 420531	350	101000
2	1074 12/07/22	Plan Review	0.00			2394 420531	350	101000
18119	22019S 1061	WESTERN BUILDING CENTER	114.36					
	Repair of damaged street signs							
1	15130207 12/01/22	P- 4x4 posts damaged street	114.36			1000 430200	220	101000
18120	22020S 16	MONTANA ENVIRONMENTAL LAB LLC	723.40					
1	11/30/22	WW- waste water testing	568.20			5310 430610	355	101000
2	11/30/22	W- water testing	155.20			5210 430510	355	101000
18121	22021S 858	MILLER LAW OFFICE, PLLC	400.00					
1	1297 12/06/22	W- water rights	400.00			5210 430530	352	101000
18122	22022S 74	STEVENSVILLE RURAL FIRE DISTRICT	1,280.17					
	Annual service split for Bauer Breathing Compressor (883.50)							
	Annual service split for Hurst eDraulic tool (322.50)							
1	11/16/22	FD- Meal split trainings	74.17			1000 420410	229	101000
2	11/16/22	FD- Annual service split	883.50			1000 420460	360	101000
3	11/16/22	FD- Annual service split	322.50			1000 420460	360	101000

All Bank Accounts
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Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
18123	22023S	224 STEVENSVILLE FIREFIGHTERS	2,500.00					
	FF reimbursement-annual payment 2023							
1	12/01/22 FD-	Annual payment 2023	2,500.00			1000 420410	228	101000
18124	22024S	1899 T-Dog's Auto Repair	5,091.95					
1	11/30/22 FD-	repairs on #2002	5,091.95			1000 420460	360	101000
18125	22025S	1827 Pintler Billing Services	50.00					
1	743 12/01/22 FD-	Medical billing monthly fe	50.00			2230 420730	350	101000
18126	22026S	1212 NewFields	630.00					
	Water right technical services							
1	350.00709. 12/05/22 W-	Water rights techincal	630.00			5210 430530	354	101000
18127	22027S	85 CENTURYLINK	211.17					
1	Nov/Dec 11/22/22 WWTP	Internet #0185	68.99			5310 430640	340	101000
2	Nov/Dec 11/22/22 H2O	Plant Phone #7132	67.96			5210 430540	340	101000
3	Nov/Dec 11/22/22 MBF	Reservoir #9934	74.22			5210 430530	340	101000
18128	22028S	201 Montana Rural Water Systems,	200.00					
	Wastewater treatment I- Liquid treatment book							
	Wastewater treatment II- Solids handling and support book							
1	1780 12/01/22 W-	Liquid treatment fundamenta	100.00			5210 430510	330	101000
2	1780 12/01/22 W-	Solids handling and support	100.00			5210 430510	330	101000
18129	22029S	1852 Cheese Factory Garage	246.69					
	Public Works pick up transmission repair							
1	0040665 11/03/22 PW-	transmission repair	246.69			1000 430100	232	101000
18130	22030S	115 BURNT FORK COMMISSION	15.64					
	Irrigation water from ditch (underpayment made on the September bill)							
	Orginal bill was \$152.16, payment made was \$136.52							
1	September 09/08/22	400" H2O delivered	15.64			1000 430900	342	101000
18131	22031S	345 POOL & POND SUPPLY	190.00					
1	934557 11/03/22 P-	investigate flow issues	190.00			1000 460445	220	101000
18132	22032S	34 STEVENSVILLE HARDWARE AND RENTAL	315.07					
1	11/01/22 PW-	plumbing supplies Buck St	24.59			1000 430100	232	101000
2	11/01/22 PW-	PVC pipe/ couplng Buck St	22.91			1000 430100	232	101000
3	11/01/22 PW-	PVC adapter/clamp	7.17			1000 430100	232	101000
4	11/01/22 PW-	galv nipple/blower repair	5.03			1000 430100	232	101000
5	11/16/22 S-	6T carb blade	11.24			5310 430610	230	101000
6	11/23/22 S-	galv bushing	2.33			5310 430610	230	101000

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Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7	11/17/22 PW- carb & choke cleaner		12.58			1000 430100	232	101000
8	11/11/22 P- paint supplies/ Ftr Ravalli		25.89			1000 460430	235	101000
9	11/13/22 PW- insulation/duct tape		12.67			1000 430100	232	101000
10	11/22/22 C- blk cable ties		7.58			1000 430900	230	101000
11	11/09/22 WW- plumbing supplies		37.45			1000 430100	232	101000
12	11/16/22 Admin- light bulbs		25.90			1000 411201	232	101000
13	11/03/22 PW- CW fluor tube		29.13			1000 430100	232	101000
14	11/16/22 PW- universal pin padlock		90.60			1000 430100	232	101000
# of Claims		23	Total:		23,471.30			

Total Electronic Claims 7,877.16 Total Non-Electronic Claims 15594.14

** This report runs by Claim Posted Date, which is a system generated field that always shows the date on which the Claim was actually posted in the system. If a Claim was cancelled and re-posted, the posted date will show as of the date it was re-posted. **

File Attachments for Item:

b. Claims #18133-#18165

* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
18133	1758 Ramona Vance		1,000.00					
1	01/01/23 Police Office- January rent		1,000.00			1000 420100	530	101000
18134	1790 Taz Properties		300.00					
1	January 01/01/23 Rent- January		300.00			5610 430300	530	101000
18135	1436 Maureen M. O'Connor		3,000.00					
	Monthly Compensation \$3000.00							
1	January 01/01/22 Monthly Compensation		3,000.00			1000 410360	350	101000
18136	74 STEVENSVILLE RURAL FIRE DISTRICT		45.49					
1	124 12/21/22 FD- Meal split trainings		45.49			1000 420410	229	101000
18137	1862 Modern Marketing		344.25					
	Halloween lollipops (No drugs)							
1	MMI148173 10/12/22 PD- Halloween lollipops		339.16			1000 420100	330	101000
2	10/12/22 PD- finance charge		5.09			1000 420100	330	101000
18138	1841 Overstreet Law Group		1,890.00					
	Attorney Services							
1	12/11/22 Prosecuting Services		330.00			1000 410364	352	101000
2	12/11/22 General Legal Services		1,560.00			1000 411100	352	101000
18139	33 NORTHWESTERN ENERGY		15,284.07					
1	Dec 22 12/15/22 Geo-Smith Lighting Dist		275.49			2430 430263	340	101000
2	Dec 22 12/15/22 206 Buck 90% TH Facility		818.87			1000 411201	340	101000
3	Dec 22 12/15/22 206 Buck 10% Bldg Dept		90.98			2394 420531	340	101000
4	Dec 22 12/15/22 Peterson Add'n lighting		204.39			2420 430263	340	101000
5	Dec 22 12/15/22 Dayton Add'n lighting		281.02			2410 430263	340	101000
6	Dec 22 12/15/22 Maplewood Cemetery		11.69			1000 430900	340	101000
7	Dec 22 12/15/22 Main St seasonal lighting		6.00			1000 430263	340	101000
8	Dec 22 12/15/22 Orig Town street lights		269.92			1000 430263	340	101000
9	Dec 22 12/15/22 ESH - 5th St. lights		490.78			1000 430263	340	101000
10	Dec 22 12/15/22 5th St - Lange Park lights		39.16			1000 430263	340	101000
11	Dec 22 12/15/22 Add'l Town lighting		177.07			1000 430263	340	101000
12	Dec 22 12/15/22 MBF H20 plant		279.25			5210 430520	340	101000
13	Dec 22 12/15/22 102 Main St pump #1		118.59			5210 430520	340	101000
14	Dec 22 12/15/22 Riverside Cemetery IRR		0.00			1000 430900	340	101000
15	Dec 22 12/15/22 Maplewood Cemetery		0.00			1000 430900	340	101000
16	Dec 22 12/15/22 Sewer lift station W. Central		18.00			5310 430620	340	101000
17	Dec 22 12/15/22 Sewer trtmnt plant		5,051.81			5310 430620	340	101000
18	Dec 22 12/15/22 Truck garage South		355.07			5210 430520	340	101000
19	Dec 22 12/15/22 L&C Yard Light		11.69			1000 460430	340	101000
20	Dec 22 12/15/22 L&C Park Irrigation 5hp IRR		0.41			1000 460430	340	101000

* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
21	Dec 22 12/15/22	L&C Park Parking Lot	6.00			1000 460430	340	101000
22	Dec 22 12/15/22	L&C Park Restrooms/Field light	55.90			1000 460430	340	101000
23	Dec 22 12/15/22	214 Buck St. - H2O 25%	23.71			5210 430520	340	101000
24	Dec 22 12/15/22	214 Buck St. - Sewer 25%	23.71			5310 430620	340	101000
25	Dec 22 12/15/22	214 Buck St. - PD 50%	47.42			1000 420100	340	101000
26	Dec 22 12/15/22	3rd & Park	14.08			1000 430263	340	101000
27	Dec 22 12/15/22	421 Airport Rd - SRE 50%	131.67			5610 430300	340	101000
28	Dec 22 12/15/22	421 Airport Rd - FD 50%	131.67			1000 420422	340	101000
29		Pool	0.00			1000 460445	340	101000
30	Dec 22 12/15/22	MBF Well Field	4,795.48			5210 430520	340	101000
31	Dec 22 12/15/22	MBF booster station	176.08			5210 430520	340	101000
32	Dec 22 12/15/22	Creamery Park (223 Main)	52.04			1000 460430	340	101000
33	Dec 22 12/15/22	102 Main Street D-PD	45.41			1000 420100	340	101000
34	Dec 22 12/15/22	Dickerson Park	7.38			1000 460430	340	101000
35	Dec 22 12/15/22	Water 157 Sewer Works Rd Depot	41.77			5210 430520	340	101000
36	Dec 22 12/15/22	Sewer 157 Sewer Works Rd Depot	41.77			5310 430620	340	101000
37	Dec 22 12/15/22	Streets 157 Sewer Works Rd Dep	41.77			1000 430200	340	101000
38	Dec 22 12/15/22	Crksde Mdws Lighting Dist #4 1	281.15			2440 430263	340	101000
39	Dec 22 12/15/22	Crksde Mdws Lighting Dist #4 2	151.61			2440 430263	340	101000
40	Dec 22 12/15/22	Stevensville Cutoff Rd Path	6.00			1000 430263	340	101000
41	Dec 22 12/15/22	Twin Creeks Dist #5	482.56			2450 430263	340	101000
43	Dec 22 12/15/22	206 Buck Fire Dept Lighting	226.70			1000 411201	340	101000
18140		1267 Witmer Public Safety Group Inc. Rogers/Firefighter (1) & Prob/Cadet/Stevensville (4)	288.26					
	1	166587 12/20/22 FD- Custom Leather fronts	274.95			1000 420460	226	101000
	2	166587 12/20/22 FD- Shipping & Handling	13.31			1000 420460	226	101000
18141		1827 Pintler Billing Services	50.00					
	1	782 01/01/22 FD- Medical billing-monthly ma	50.00			2230 420730	350	101000
18142		1146 Motorola Solutions, Inc.	4,075.00					
		1- USB Dock Desk Charger						
		4- Body worn camera						
	1	8281530621 12/10/22 PD- USB dock desk charger	95.00			1000 420100	212	101000
	2	8281530621 12/10/22 PD- 4 body worn camera	3,980.00			1000 420100	212	101000
18143		1845 Thomson Reuters-West	200.00					
	1	47422408 12/12/28 PD- online /software subscri	200.00			1000 420100	331	101000

* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
18144	1845 Thomson Reuters-West		200.00					
1	847584046 01/01/23 PD- online /software subscr		200.00			1000 420100	331	101000
18145	1794 Jeff Newsom		690.00					
1	12/06/22 PD- Set of tires 2017 Explorer	PD- Reimbursement from Stevensville Police Dept Association	690.00			1000 420100	236	101000
18146	77 THATCHER COMPANY OF MONTANA		3,849.43					
1	2022350101 12/29/22 W- Chlorine water disinfec		3,849.43			5210 430540	222	101000
18147	1900 Traffic Safety Supply		2,121.78					
1	054757 11/22/22 PD- Crosswalk signs/materials	Reimbursed by the Stevensville Police Department Foundation	1,848.15			1000 420100	212	101000
2	054757 11/22/22 PD- Shipping & Handling		273.63			1000 420100	212	101000
18148	1714 Big Bear Sign Company Inc		500.00					
1	2022-1897 12/20/22 PD- Vinyl decals	Vinyl decals Ford Explorer	500.00			1000 420100	350	101000
18149	1787 Valli Information Systems, Inc.		100.00					
13	85293 12/31/22 On-line monthly maintenance	Sewer On Line Monthly Maintenance, Web posting, manual postage, e-statements, etc	75.00			5210 430510	320	101000
14	85293 12/31/22 OTC monthly maintenance		25.00			5210 430510	320	101000
18150	1754 Construct Montana, LLC		1,112.00					
1	1078 01/05/23 Building Inspections	November Invoice for Permit fees for Inspection/Consultation (80%) Permit Fees for Plan Review (20%)	1,112.00			2394 420531	350	101000
2	1074 01/05/23 Plan Review		0.00			2394 420531	350	101000
18151	1475 Spectrum Chemical Mfg.		143.95					
1	12056398 12/21/22 W- Reagents for Chemical sca		143.95			5310 430640	220	101000
18152	23 VALLEY DRUG AND VARIETY		129.98					
1	12/12/22 FD- Roll of stamps (2)	Reimbursed by Fire Dept (Check #1001)	120.00			1000 420410	311	101000
2	12/12/22 FD- Strip & Seal box (2)		9.98			1000 420410	311	101000

* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
18153	1901	Stephen Lassiter	80.00					
	Per diem payment for Hazard Mitigation training conference in Kalispell Jan 17-19							
1	01/06/22	W- per diem meals	80.00			1000 430100	370	101000
18154	1702	DE Lage Landen Finance Services,	51.02					
	Printer Lease December 2022							
1	78593017	12/24/22 Printer Lease	51.02			1000 410360	320	101000
18155	108	BITTERROOT STAR	14.70					
1	4585	12/31/22 A- Legal ad- Ward 1 vacancy	14.70			1000 410550	330	101000
18156	85	CENTURYLINK	143.21					
1	Dec/Jan 12/22/22	WWTP Internet #0185	68.99			5310 430640	340	101000
2	Dec/Jan 12/22/22	H2O Plant Phone #7132	0.00			5210 430540	340	101000
3	Dec/Jan 12/22/22	MBF Reservoir #9934	74.22			5210 430530	340	101000
18157	20	Skagit Farmers Supply	1.01					
	Underpayment of previous claim #18007							
1	64-41938	12/01/22 Underpayment of claim #18007	1.01			1000 430100	230	101000
18158	1582	Optical Scientific, Inc.	1,436.92					
	Cost of AWOS inspection, less warrantied work							
1	S422146-AW	07/27/22 A- AWOS inspection	1,436.92			5610 430300	360	101000
18159	1669	Pavlik Electric Co, Inc	5,447.91					
	Repairs to electricity damaged by lightning storm.							
1	7013	07/15/22 A- repairs to airport electric	5,447.91			5610 430300	360	101000
18160	34	STEVENSVILLE HARDWARE AND RENTAL	55.96					
1	12/20/22	W- batteries for water testing	26.97			5210 430540	230	101000
2	12/20/22	PW-snowmelt crosswalks	13.49			1000 430200	220	101000
3	12/20/22	W- PH meter	10.79			5210 430540	230	101000
4	12/01/22	Service charge	4.71			1000 410550	555	101000
18161	34	STEVENSVILLE HARDWARE AND RENTAL	70.49					
	Equipment rental and parts for Crosswalk install							
1	01/04/22	PD-equipment rental & parts	70.49			1000 420100	212	101000

01/06/23
14:20:59

TOWN OF STEVENSVILLE
Claim Details by Posted Date
For Claims from 01/03/23 to 01/06/23

Page: 5 of 5
Report ID: AP100

* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
18162	6 Eastside Ace Hardware		31.99					
1	12/13/22 ww- cable ties for WWTP		31.99			5310 430640	220	101000
18163	53 SUPER 1 FOODS		36.40					
	Distilled water for chemical scan							
1	12/12/22 WW- distilled water for chem		36.40			5310 430640	220	101000
18164	E 852 CENEX FLEETCARD		2,990.16					
	Fuel for Town departments							
1	254779CL 12/31/22 Fuel for Police		580.01			1000 420100	231	101000
2	254779CL 12/31/22 Fuel for Fire Dept		546.61			1000 420460	231	101000
3	254770CL 12/31/22 Fuel for Public Works		1,294.83			1000 430100	231	101000
4	254770CL 12/31/22 Fuel for Airport		568.71			5610 430300	231	101000
18165	1659 CHS Mountain West CO-OP		92.22					
1	December 12/20/00 PW- Fuel		92.22			1000 430100	231	101000
# of Claims		33	Total:		45,776.20			

Total Electronic Claims 2,990.16 Total Non-Electronic Claims 42786.04

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File Attachments for Item:

b. Building Department

MONTHLY REPORT

Building Department

December 2022

<u>Permits Issued</u>	<u>Fees Collected</u>
<u>Building</u> (0 permits)	
1. NSFR	\$0
2. New Commercial Building	\$0
3. Renovation/Remodel	\$0
4. Demo	\$0
<u>Electrical</u> (1 permits)	
1. NSFR	\$300.00
2. New Commercial Building	\$0
3. Renovation/Remodel	\$0
4. Demo	\$0
<u>Mechanical</u> (3 permits)	
1. NSFR	\$0
2. New Commercial Building	\$0
3. Renovation/Remodel	\$945.00
4. Demo	\$0
<u>Plumbing</u> (1 permits)	
1. NSFR	\$0
2. New Commercial Building	\$0
3. Renovation/Remodel	\$145.00
4. Demo	\$0
Total permits issued: 5	Total fees collected: \$1390.00
<u>Activities</u>	
1. Inspections and consultations.	
2. Active clearing or archiving old and expired permits, depending on age of activity.	
3. Implement uniform strategies to increase records retention and accessibility thereof.	
<u>Items of Interest</u>	
1. Continued exploration of best ways to universally digitize records and day to day functions to be accessible across pertinent staff for greater efficiency.	

Prepared by Jenelle Berthoud, Town Clerk

File Attachments for Item:

e. Police Department

**TOWN OF STEVENSVILLE
POLICE DEPARTMENT ACTIVITY REPORT**

December 2022

MONTHLY REPORT: November 2022 - Police Activity Report

Officers engaged in One (1) arrest in the month of November and issued one (1) citation.

PROACTIVE POLICING, CALLS FOR SERVICE, and Investigations: Call for Service tallies do not include Traffic Citations, Traffic Warnings, Vacation Checks, Extra Patrols or Agency Assists.

The Town received a patrol vehicle from Helena PD as a donation valued at \$56,000. A spot light, gun rack, radar detector, tires, struts and shocks were replaced and the town was reimbursed for this cost. The town was reimbursed for crosswalk signs and flags and they should go up soon. Body Cameras were ordered. Drug seizure money will cover a portion and the remainder will be reimbursed to the Town.

PERSONNEL WORKLOAD	1/22	2/22	3/22	4/22	5/22	6/22	7/22	8/22	9/22	10/22	11/22	12/22	Total
PATROL													
Arrests	1	0	6	2	2	0	2	4	1	2	1	1	22
Traffic Citations	2	7	4	4	3	6	1	0	0	0	0	1	28
Traffic Warnings	25	25	18	14	15	32	12	8	3	2	3		157
Calls for Service 2021	55	59	63	76	58	95	72	103	83	50	34	36	784
Calls for Service	59	66	69	48	60	67	66	75	52	47	49	43	701
INVESTIGATIONS													
Robbery/Homicide 2021	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery/Homicide	0	0	0	0	0	0	0	0	0	0	0	0	0
Assault 2021	0	0	0	1	1	1	2	1	1	1	0	0	8
Assault	0	1	0	0	1	1	2	1	1	1	0	1	9
Sex Crime 2021	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Crime	0	0	2	0	0	0	0	1	1	1	0	0	5
Burglary/Theft 2021	2	2	1	1	1	2	1	2	4	0	2	1	19
Burglary/Theft	4	0	4	2	2	0	0	1	0	0	0	1	14
Crim Mischief 2021	1	0	0	0	0	0	3	1	0	0	0	0	6
Crim Mischief	3	1	1	0	1	2	3	2	1	1	1	0	16
Fraud 2021	2	0	2	0	0	0	1	0	1	1	1	1	9
Fraud	0	0	0	0	1	1	1	0	1	0	0	1	5
Suspicious Incident 2021	0	0	3	3	1	6	3	1	7	6	0	2	32
Suspicious Incident	4	3	5	1	3	6	6	1	6	5	2	5	47
Disturbance 2021	2	2	6	5	2	2	10	5	3	1	1	3	42
Disturbance	4	6	3	3	4	4	0	4	2	4	5	4	43
Found Property 2021	0	0	1	0	1	2	1	1	0	0	0	1	7
Found Property	0	0	1	0	1	2	0	0	1	1	0	1	7
Traffic Hazard 2020	2	0	1	0	0	2	3	0	1	0	1	0	10
Traffic Hazard	0	0	0	0	2	2	0	0	0	0	0	0	4
Traffic Accidents 2020	0	0	0	0	2	1	3	4	2	1	0	0	13
Traffic Accident	0	0	3	2	3	2	5	1	0	6	4	3	29
Vacation Checks 2020	0	0	0	0	0	4	10	2	1	2	0	0	19
Vacation Checks	0	0	1	0	0	0	1	0	0	1	0	2	5
SPD AGENCY ASSISTS													
Ravalli County S.O	4	6	8	6	6	8	13	8	5	2	1	3	70

SPD Monthly Report December 2022

Actual Call Breakdown

Call Type	SPD Response	County Response	Handled by Dispatch
Accident	1	2	
Agency Assist			
Animal Call	2	3	
Alarm	1		
Assault	1		
Assistance			1
Traffic	12	7	
Citizens Assist	1		
Civil Papers			
Court Transport			
Criminal Mischief			
Disturbance	1	3	
Found Property	2		
Fraud	1		
Information	6	1	
Missing Person	1		
Notification			
Officer Advice		2	
Open Door			
Suicidal Threats			
Suspicious Activity	1	4	
Theft			1
Trespass		1	
Warrant		2	
Welfare Check	3	2	
Hangup 911	1	1	6
Total for the Month	34	28	8
Minus Traffic	22	21	

Stevensville Police Department Foundation Reimbursement to the Town of Stevensville

Items	Amount
Police Radar	2090.03
Gun Rack	425.24
Spot Light	242.95
Tires	690
Front Struts	363.58
Rear Shocks	183.98
Pedestrian Signs	2121.78
Flags	226.36
Men's Police shirt	41
Registration	24.4
	6409.32
Over reimbursement	242.95
	6652.27

Motorola	4075
Signs Equipment	70.49
Haloweed Lollipops	344.25
	4489.74
Minus	
Drug Seizure	2594.08
Over Payment	242.95
	1652.71
	6652.27
	1652.71
Total Reimbursed	8304.98

File Attachments for Item:

f. Public Works

TOWN OF STEVENSVILLE PUBLIC WORKS ACTIVITY REPORT December 2022

UTILITIES REPORT

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Produced</i>	18,368,000	14,875,000

- 💧 Total Metered/Unmetered Usage 12,203,060
- 💧 Monthly, weekly and Annual reports to the state
- 💧 Monthly Meter Readings
- 💧 Unread Meters: 138
- 💧 Satisfied Permit reporting and testing requirements

Waste Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Treated</i>	5,936,635	5,600,547

- 💧 State Reports and EPA, weekly monthly and Annual samples taken and reports submitted.
- 💧 Wasting to drying beds
- 💧 Bi-annual Bac-T test
- 💧 Satisfied Permit reporting, testing and regulatory requirements

○

OTHER

- 💧 Preemptive Sanitary Sewer Jetting in all Grids
- 💧 Meter reads and billing cycle
- 💧 Bitterroot River bi-annual ambient water sampling
- 💧 DEQ Compliance Inspection
- 💧 Continued to replace defective meters
- 💧 Plowing and sanding all grids, almost every day
- 💧 Yearly and bi-annual water testing
- 💧 Trouble shoot and temp fix for power problem at Wellhouse, working with vendor
- 💧 Started prep for road shoulder work behind Stevei Hardware
- 💧 Fixed leaking hydrant at Pine and 2nd, prepped for replacement in spring
- 💧 Street maintenance, potholes, sign installation and replacement
- 💧 Yearly compliance testing for water and WW
- 💧 Garbage removal all grids
- 💧 Burned all fall cleanup organics
- 💧 UV system maintenance
- 💧 Repaired chlorine leak at wellhouse

- 💧 Water and Waste plants rounds
- 💧 1 Burials
- 💧 Utility Locates
- 💧 Utility inspections
- 💧 3rd party contractor locates
- 💧 Preventive maintenance at WWTP buildings
- 💧 Vehicle Maintenance
- Trouble Calls
- Water bill warnings and shutoffs
- 💧 Cemetery locates
- 💧 Coordinating with engineers, vendors to investigate pumping activity at wellhouse, pumps not keeping up with demand during watering hours. Propose an engineering report on solutions
- 💧 Rebuilt press sludge pump in blower building inhouse
- 💧 2 emergency call outs to Mission Bistro for sewer backup, both times on their side, starting a survey as to which commercial users have grease traps, will suggest to Council an ordinance requiring them. Both call outs late night, costing Town \$

WO Number	Type	Status	Description	Locations	Assigned To	Requester
001846	CORRECTIVE	Closed	Pull ambient monitoring sample at river	Town of Stevensville		Dustin Tribby
001845	SCHEDULED	Closed	Monthly Meter Readings	Water / Town of Stevensville	Cody Anderson Dustin Tribby Steve Kruse	Steve Kruse
001843	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
001842	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
001841	SCHEDULED	Closed	weekly/biweekly cleaning of channels, clarifiers and bar screen brush	24-Influent Channel / Wastewater / Town of Stevensville 23-Headworks Bldg / Wastewater / Town of Stevensville 19-Final Clarifier 1 / Wastewater / Town of Stevensville 20-Final Clarifier 2 / Wastewater / Town of Stevensville	Cody Anderson Glenn Bies	Steve Kruse
001840	SCHEDULED	Closed	Influent and effluent DEQ sampling	23-Headworks Bldg / Wastewater / Town of Stevensville 39-UV Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
001839	SCHEDULED	Closed	Backup the SCADA Computer	Town of Stevensville Water / Town of Stevensville		Steve Kruse
001838	SCHEDULED	Closed	Start and drive plow/sander truck to exercise	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001837	SCHEDULED	Closed	Backup the SCADA Computer	Town of Stevensville Water / Town of		Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
				Stevensville		
001836	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
001835	SCHEDULED	Closed	Check compressor oil level, blow off air and recharge	23-Headworks Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Steve Kruse	Steve Kruse
001834	SCHEDULED	Closed	Hose brush on headworks perforated plate screen		Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
001833	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
001831	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
001829	SCHEDULED	Closed	Influent and effluent DEQ sampling	23-Headworks Bldg / Wastewater / Town of Stevensville 39-UV Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
001826	SCHEDULED	Closed	Start and drive plow/sander truck to exercise	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001825	SCHEDULED	Closed	Backup the SCADA Computer	Town of Stevensville Water / Town of Stevensville		Steve Kruse
001824	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
001821	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
001818	SCHEDULED	Closed	Backhoe Status fluids/tires/air		Glenn Bies Ian Murray	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
			filter/filters/clean exterior and interior			
001816	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville	Cody Anderson	Steve Kruse
001813	SCHEDULED	Closed	Influent and effluent DEQ sampling	23-Headworks Bldg / Wastewater / Town of Stevensville 39-UV Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
001811	SCHEDULED	Closed	maintenance jetting of St Mary's/5th Street/Masonic alley, alley behind SPD and alley behind Town Hall	43-Manholes / Wastewater / Town of Stevensville Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
001810	CORRECTIVE	Closed	Sand intersections in all grid	Streets	Cody Anderson	Steve Kruse
001809	SCHEDULED	Closed	Inspect Mini Excavator			Steve Kruse
001806	SCHEDULED	Closed	Inspect skidsteer			Steve Kruse
001805	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
001798	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
001795	CORRECTIVE	Closed	Mandatory Meeting on December 22 at 10:00 at Police Department	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray Stephen Lassiter	Steve Kruse
001772	SCHEDULED	Closed	Remove sediment/rags/rocks from in front of bar screen	23-Headworks Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
001764	CORRECTIVE	Closed	Talk to Glenn about Chem Scan on WWTP	Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
			rounds		Glenn Bies Ian Murray	

File Attachments for Item:

a. Discussion/Decision: First Reading of Ordinance No.150 Removal of Contradicting Language in Section 3. Sec. 24-17 4 (a)



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:	Steve Gibson
Second Person Submitting the Agenda Item:	Jenelle Berthoud
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/12/2023
Agenda Topic:	Discussion/Decision: First Reading of Ordinance No.150 Removal of Contradicting Language in Section 3. Sec. 24-17 4 (a)
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	01/12/2023
Notes:	

ORDINANCE NO. 150

AN ORDINANCE AMENDING CHAPTER 24 - TRAFFIC AND VEHICLES OF THE STEVENSVILLE, MONTANA MUNICIPAL CODE

SECTION 1. Sec. 24-56 "Starting Parked Vehicles" shall be renumbered as Sec. 24.57.

SECTION 2. A new Sec. 24-56 "Driving on a Divided Highway" shall be added to read:

- (a) Where a highway has been divided into two or more roadways by leaving a space delineated by two double line or two yellow lines with a crosshatch pattern or by a physical barrier or a clearly indicated dividing section that is constructed in a way that impedes vehicular traffic, a vehicle may be driven only upon the right-hand roadway unless directed or permitted by official traffic control devices or police officers to use another roadway.
- (b) Excepting those left turns authorized in Sec. 24-55(4), a vehicle may not be driven over, across, or within a space, barrier, or section described in subsection (a) except through an opening in the physical barrier or dividing section or space or at an established crossover or intersection, unless specifically prohibited.

SECTION 3. Sec. 24-17 4. "Limitation on U-turns" shall be amended to read in full as follows:

- (a) U-turns are strictly prohibited at intersections on Main Street from the north town limits to the south town limits.
- (b) J-turns are strictly prohibited on Main Street from the north town limits to the south town limits.

Passed on First Reading by the Stevensville Town Council this ____ day of _____, 2023.

APPROVED:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

Passed and Adopted on the Second Reading by the Stevensville Town Council this ____ day of _____, 2023.

APPROVED:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

ORDINANCE NO. 150

**AN ORDINANCE AMENDING CHAPTER 24 - TRAFFIC AND VEHICLES OF THE
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- (b) Excepting those left turns authorized in Sec. 24-55(4), a vehicle may not be driven over, across, or within a space, barrier, or section described in subsection (a) except through an opening in the physical barrier or dividing section or space or at an established crossover or intersection, unless specifically prohibited.

SECTION 3. Sec. 24-17 4. "Limitation on U-turns" shall be amended to read in full as follows:

- (a) An operator of a vehicle may not turn the vehicle to proceed in the opposite direction unless the movement can be made safely and without interfering with other traffic.
- (b) U-turns are strictly prohibited at intersections on Main Street from the north town limits to the south town limits.
- (c) J-turns are strictly prohibited on Main Street from the north town limits to the south town limits.


Passed on First Reading by the Stevensville Town Council this 27th day of October, 2022.

APPROVED:



Steve Gibson, Mayor

ATTEST:



Jenelle S. Berthoud, Town Clerk

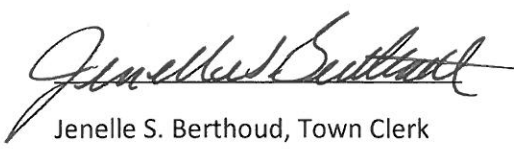
Passed and Adopted on the Second Reading by the Stevensville Town Council this 10th day of December, 2022.

APPROVED:



Steve Gibson, Mayor

ATTEST:



Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

b. Pine Street Proposed Residential Development by Spire Properties



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:	Public Hearing
Person Submitting the Agenda Item:	Spire Properties
Second Person Submitting the Agenda Item:	
Submitter Title:	Citizen
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/12/2023
Agenda Topic:	Pine Street Proposed Residential Development by Spire Properties
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Choose an item.
If Approved, Meeting Date for Consideration:	
Notes:	





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Envelope Compliance Certificate

Section 1: Project Information

Energy Code: 2009 IECC
Project Title: Pine Street
Project Type: New Construction

Construction Site:
108 Pine St
Stevensville, Montana 59870

Owner/Agent:
jeff cyr
pci
1750 Russell St
Missoula 59801
jeffc@pcimontana.com

Designer/Contractor:

Building Location (for weather data): Stevensville, Montana
Climate Zone: 6b
Vertical Glazing / Wall Area Pct.: 1%

Building Use: Activity Type(s) **Floor Area**
1-Multifamily : Nonresidential 3200

Section 2: Envelope Assemblies and Requirements Checklist

Envelope TBD: Total linear feet of slab perimeter must be less than total roof area (sq.ft). Verify slab input is linear feet

Envelope Assemblies:

Component Name/Description	Gross Area or Perimeter	Cavity R-Value	Cont. R-Value	Proposed U-Factor	Budget U-Factor(a)
Roof: Insulation Entirely Above Deck, [Bldg. Use 1 - Multifamily]	3200	---	36.0	0.027	0.048
Ext. Wall: Wood-Framed, 24in. o.c., [Bldg. Use 1 - Multifamily]	2400	0.0	19.0	0.044	0.051
Window: Vinyl Frame, Perf. Type: Energy code default, Double Pane, Clear , SHGC 0.70, [Bldg. Use 1 - Multifamily]	36	---	---	0.550	0.350
Door: Insulated Metal, Swinging, [Bldg. Use 1 - Multifamily]	24	---	---	0.500	0.700
Floor: Unheated Slab-On-Grade, [Bldg. Use 1 - Multifamily]	3200	---	---	---	---

(a) Budget U-factors are used for software baseline calculations ONLY, and are not code requirements.

Air Leakage, Component Certification, and Vapor Retarder Requirements:

- 1. All joints and penetrations are caulked, gasketed or covered with a moisture vapor-permeable wrapping material installed in accordance with the manufacturer's installation instructions.
- 2. Windows, doors, and skylights certified as meeting leakage requirements.
- 3. Component R-values & U-factors labeled as certified.
- 4. No roof insulation is installed on a suspended ceiling with removable ceiling panels.
- 5. 'Other' components have supporting documentation for proposed U-Factors.
- 6. Insulation installed according to manufacturer's instructions, in substantial contact with the surface being insulated, and in a manner that achieves the rated R-value without compressing the insulation.
- 7. Stair, elevator shaft vents, and other outdoor air intake and exhaust openings in the building envelope are equipped with motorized dampers.
- 8. Cargo doors and loading dock doors are weather sealed.
- 9. Recessed lighting fixtures installed in the building envelope are Type IC rated as meeting ASTM E283, are sealed with gasket or caulk.
- 10. Building entrance doors have a vestibule equipped with self-closing devices.
 - Exceptions:*
 - Building entrances with revolving doors.
 - Doors not intended to be used as a building entrance.

- Doors that open directly from a space less than 3000 sq. ft. in area.
- Doors used primarily to facilitate vehicular movement or materials handling and adjacent personnel doors.
- Doors opening directly from a sleeping/dwelling unit.



Generated by COMcheck-Web Software

Interior Lighting Compliance Certificate

Section 1: Project Information

Energy Code: 2009 IECC
Project Title: Pine Street
Project Type: New Construction

Construction Site:
108 Pine St
Stevensville, Montana 59870

Owner/Agent:
jeff cyr
pci
1750 Russell St
Missoula 59801
jeffc@pcimontana.com

Designer/Contractor:

Section 2: Interior Lighting and Power Calculation

A Area Category	B Floor Area (ft ²)	C Allowed Watts / ft ²	D Allowed Watts (B x C)
Multifamily	3200	0.7	2240
Total Allowed Watts =			2240

Section 3: Interior Lighting Fixture Schedule

A Fixture ID : Description / Lamp / Wattage Per Lamp / Ballast	B Lamps/ Fixture	C # of Fixtures	D Fixture Watt.	E (C X D)
Multifamily (3200 sq.ft.) LED: LED PAR 7W:	2	20	14	280
Total Proposed Watts =				280

Section 4: Requirements Checklist

Interior Lighting PASSES Design 88% better than code.

Lighting Wattage:

1. Total proposed watts must be less than or equal to total allowed watts.

Allowed Watts	Proposed Watts	Complies
2240	280	YES

Controls, Switching, and Wiring:

2. Daylight zones under skylights more than 15 feet from the perimeter have lighting controls separate from daylight zones adjacent to vertical fenestration.
3. Daylight zones have individual lighting controls independent from that of the general area lighting.

Exceptions:

- Contiguous daylight zones spanning no more than two orientations are allowed to be controlled by a single controlling device.
- Daylight spaces enclosed by walls or ceiling height partitions and containing two or fewer light fixtures are not required to have a separate switch for general area lighting.
4. Independent controls for each space (switch/occupancy sensor).

Exceptions:

- Areas designated as security or emergency areas that must be continuously illuminated.

- Lighting in stairways or corridors that are elements of the means of egress.
- 5. Master switch at entry to hotel/motel guest room.
- 6. Individual dwelling units separately metered.
- 7. Medical task lighting or art/history display lighting claimed to be exempt from compliance has a control device independent of the control of the nonexempt lighting.
- 8. Each space required to have a manual control also allows for reducing the connected lighting load by at least 50 percent by either controlling all luminaires, dual switching of alternate rows of luminaires, alternate luminaires, or alternate lamps, switching the middle lamp luminaires independently of other lamps, or switching each luminaire or each lamp.

Exceptions:

- Only one luminaire in space.
- An occupant-sensing device controls the area.
- The area is a corridor, storeroom, restroom, public lobby or sleeping unit.
- Areas that use less than 0.6 Watts/sq.ft.
- 9. Automatic lighting shutoff control in buildings larger than 5,000 sq.ft.

Exceptions:

- Sleeping units, patient care areas; and spaces where automatic shutoff would endanger safety or security.
- 10. Photocell/astronomical time switch on exterior lights.

Exceptions:

- Lighting intended for 24 hour use.
- 11. Tandem wired one-lamp and three-lamp ballasted luminaires (No single-lamp ballasts).

Exceptions:

- Electronic high-frequency ballasts; Luminaires on emergency circuits or with no available pair.

Section 5: Compliance Statement

Compliance Statement: The proposed lighting design represented in this document is consistent with the building plans, specifications and other calculations submitted with this permit application. The proposed lighting system has been designed to meet the 2009 IECC requirements in COMcheck-Web and to comply with the mandatory requirements in the Requirements Checklist.

ROBB HORLACHER
Name - Title


Signature

12/9/22
Date



Generated by COMcheck-Web Software

Exterior Lighting Compliance Certificate

Section 1: Project Information

Energy Code: 2009 IECC
 Project Title: Pine Street
 Project Type: New Construction
 Exterior Lighting Zone: 2 (Residentially zoned area (LZ2))

Construction Site:
 108 Pine St
 Stevensville, Montana 59870

Owner/Agent:
 jeff cyr
 pci
 1750 Russell St
 Missoula 59801
 jeffc@pcimontana.com

Designer/Contractor:

Section 2: Exterior Lighting Area/Surface Power Calculation

A Exterior Area/Surface	B Quantity	C Allowed Watts / Unit	D Tradable Wattage	E Allowed Watts (B x C)	F Proposed Watts
Doorway (Main entry)	10 ft of door width	20	Yes	200	0
Doorway (Main entry)	10 ft of door width	20	Yes	200	0
Doorway (Main entry)	10 ft of door width	20	Yes	200	0
Doorway (Main entry)	10 ft of door width	20	Yes	200	0
Total Tradable Watts* =				800	0
Total Allowed Watts =				800	
Total Allowed Supplemental Watts** =				600	

* Wattage tradeoffs are only allowed between tradable areas/surfaces.

** A supplemental allowance equal to 600 watts may be applied toward compliance of both non-tradable and tradable areas/surfaces.

Section 3: Exterior Lighting Fixture Schedule

A Fixture ID : Description / Lamp / Wattage Per Lamp / Ballast	B Lamps/ Fixture	C # of Fixtures	D Fixture Watt.	E (C X D)
Doorway (Main entry, 10 ft of door width): Tradable Wattage				
Doorway (Main entry, 10 ft of door width): Tradable Wattage				
Doorway (Main entry, 10 ft of door width): Tradable Wattage				
Doorway (Main entry, 10 ft of door width): Tradable Wattage				
Total Tradable Proposed Watts =				0

Section 4: Requirements Checklist

Lighting Wattage:

1. Within each non-tradable area/surface, total proposed watts must be less than or equal to total allowed watts. Across all tradable areas/surfaces, total proposed watts must be less than or equal to total allowed watts.

Compliance: No exterior fixtures are defined.

Controls, Switching, and Wiring:

2. All exemption claims are associated with fixtures that have a control device independent of the control of the nonexempt lighting.
3. Lighting not designated for dusk-to-dawn operation is controlled by either a a photosensor (with time switch), or an astronomical time switch.

- 4. Lighting designated for dusk-to-dawn operation is controlled by an astronomical time switch or photosensor.
- 5. All time switches are capable of retaining programming and the time setting during loss of power for a period of at least 10 hours.

Exterior Lighting Efficacy:

- 6. All exterior building grounds luminaires that operate at greater than 100W have minimum efficacy of 60 lumen/watt.

Exceptions:

- Lighting that has been claimed as exempt and is identified as such in Section 3 table above.
- Lighting that is specifically designated as required by a health or life safety statute, ordinance, or regulation.
- Emergency lighting that is automatically off during normal building operation.
- Lighting that is controlled by motion sensor.

Exterior Lighting TBD. No exterior lighting fixtures specified



Mechanical Compliance Certificate

Section 1: Project Information

Energy Code: 2009 IECC

Project Title: Pine Street

Project Type: New Construction

Construction Site:

108 Pine St
Stevensville, Montana 59870

Owner/Agent:

jeff cyr
pci
1750 Russell St
Missoula 59801
jeffc@pcimontana.com

Designer/Contractor:

Section 2: General Information

Building Location (for weather data):

Stevensville, Montana

Climate Zone:

6b

Section 3: Mechanical Systems List

Quantity System Type & Description

- 1 HVAC System (Single Zone w/ Perimeter System) :
Heating: 1 each - Central Furnace, Gas, Capacity = 12000 kBtu/h
Proposed Efficiency = 85.00% Ec, Required Efficiency: 80.00 % Ec
Cooling: 1 each - Packaged Terminal Unit, Capacity = 8000 kBtu/h, Air-Cooled Condenser, Air Economizer
Proposed Efficiency = 15.00 EER, Required Efficiency: 9.30 EER
Fan System: FAN SYSTEM 3 -- Compliance (Motor nameplate HP and fan efficiency method) : Passes

Fans:
FAN 1 Supply, Single-Zone VAV, 30 CFM, 1.0 motor nameplate hp
- 1 HVAC System (Single Zone w/ Perimeter System) :
Heating: 1 each - Central Furnace, Gas, Capacity = 12000 kBtu/h
Proposed Efficiency = 85.00% Ec, Required Efficiency: 80.00 % Ec
Cooling: 1 each - Packaged Terminal Unit, Capacity = 8000 kBtu/h, Air-Cooled Condenser, Air Economizer
Proposed Efficiency = 15.00 EER, Required Efficiency: 9.30 EER
Fan System: FAN SYSTEM 3 -- Compliance (Motor nameplate HP and fan efficiency method) : Passes

Fans:
FAN 1 Supply, Single-Zone VAV, 30 CFM, 1.0 motor nameplate hp
- 1 HVAC System (Single Zone w/ Perimeter System) :
Heating: 1 each - Central Furnace, Gas, Capacity = 12000 kBtu/h
Proposed Efficiency = 85.00% Ec, Required Efficiency: 80.00 % Ec
Cooling: 1 each - Packaged Terminal Unit, Capacity = 8000 kBtu/h, Air-Cooled Condenser, Air Economizer
Proposed Efficiency = 15.00 EER, Required Efficiency: 9.30 EER
Fan System: FAN SYSTEM 3 -- Compliance (Motor nameplate HP and fan efficiency method) : Passes

Fans:
FAN 1 Supply, Single-Zone VAV, 30 CFM, 1.0 motor nameplate hp
- 1 HVAC System (Single Zone w/ Perimeter System) :
Heating: 1 each - Central Furnace, Gas, Capacity = 12000 kBtu/h
Proposed Efficiency = 85.00% Ec, Required Efficiency: 80.00 % Ec
Cooling: 1 each - Packaged Terminal Unit, Capacity = 8000 kBtu/h, Air-Cooled Condenser, Air Economizer
Proposed Efficiency = 15.00 EER, Required Efficiency: 9.30 EER
Fan System: FAN SYSTEM 3 -- Compliance (Motor nameplate HP and fan efficiency method) : Passes

Fans:
FAN 1 Supply, Single-Zone VAV, 30 CFM, 1.0 motor nameplate hp

- 1 Water Heater:
Gas Storage Water Heater, Capacity: 30 gallons, Input Rating: 75 kBtu/h
Proposed Efficiency: 50.00 EF, Required Efficiency: 0.61 EF
- 1 Water Heater:
Gas Storage Water Heater, Capacity: 30 gallons, Input Rating: 75 kBtu/h
Proposed Efficiency: 50.00 EF, Required Efficiency: 0.61 EF
- 1 Water Heater:
Gas Storage Water Heater, Capacity: 30 gallons, Input Rating: 75 kBtu/h
Proposed Efficiency: 50.00 EF, Required Efficiency: 0.61 EF
- 1 Water Heater:
Gas Storage Water Heater, Capacity: 30 gallons, Input Rating: 75 kBtu/h
Proposed Efficiency: 50.00 EF, Required Efficiency: 0.61 EF

Section 4: Requirements Checklist

Requirements Specific To: HVAC System :

- 1. Equipment minimum efficiency: Central Furnace (Gas): 80.00 % Ec
- 2. Equipment minimum efficiency: Packaged Terminal DX Unit: 9.30 EER
- 3. Discharge dampers prohibited with fan motors > 25 hp
- 4. Integrated economizer is required for this location and system.
- 5. Cooling system provides a means to relieve excess outdoor air during economizer operation.
- 6. Hot gas bypass prohibited unless system has multiple steps of unloading or continuous capacity modulation
- 7. Hot gas bypass limited to 25% of total cooling capacity

Requirements Specific To: HVAC System :

- 1. Equipment minimum efficiency: Central Furnace (Gas): 80.00 % Ec
- 2. Equipment minimum efficiency: Packaged Terminal DX Unit: 9.30 EER
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- 6. Hot gas bypass prohibited unless system has multiple steps of unloading or continuous capacity modulation
- 7. Hot gas bypass limited to 25% of total cooling capacity

Requirements Specific To: Water Heater :

- 1. Water heating equipment meets minimum efficiency requirements: Gas Storage Water Heater efficiency: 0.61 EF
- 2. First 8 ft of outlet piping is insulated
- 3. Hot water storage temperature controls that allow setpoint of 90°F for non-dwelling units and 110°F for dwelling units.
- 4. Heat traps provided on inlet and outlet of storage tanks

Requirements Specific To: Water Heater :

- 1. Water heating equipment meets minimum efficiency requirements: Gas Storage Water Heater efficiency: 0.61 EF

- 2. First 8 ft of outlet piping is insulated
- 3. Hot water storage temperature controls that allow setpoint of 90°F for non-dwelling units and 110°F for dwelling units.
- 4. Heat traps provided on inlet and outlet of storage tanks

Requirements Specific To: Water Heater :

- 1. Water heating equipment meets minimum efficiency requirements: Gas Storage Water Heater efficiency: 0.61 EF
- 2. First 8 ft of outlet piping is insulated
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- 4. Heat traps provided on inlet and outlet of storage tanks

Requirements Specific To: Water Heater :

- 1. Water heating equipment meets minimum efficiency requirements: Gas Storage Water Heater efficiency: 0.61 EF
- 2. First 8 ft of outlet piping is insulated
- 3. Hot water storage temperature controls that allow setpoint of 90°F for non-dwelling units and 110°F for dwelling units.
- 4. Heat traps provided on inlet and outlet of storage tanks

Generic Requirements: Must be met by all systems to which the requirement is applicable:

- 1. Plant equipment and system capacity no greater than needed to meet loads
Exception(s):
 - Standby equipment automatically off when primary system is operating
 - Multiple units controlled to sequence operation as a function of load
- 2. Minimum one temperature control device per system
- 3. Minimum one humidity control device per installed humidification/dehumidification system
- 4. Load calculations per ASHRAE/ACCA Standard 183.
- 5. Automatic Controls: Setback to 55°F (heat) and 85°F (cool); 7-day clock, 2-hour occupant override, 10-hour backup
Exception(s):
 - Continuously operating zones
- 6. Outside-air source for ventilation; system capable of reducing OSA to required minimum
- 7. R-5 supply and return air duct insulation in unconditioned spaces
R-8 supply and return air duct insulation outside the building
R-8 insulation between ducts and the building exterior when ducts are part of a building assembly
Exception(s):
 - Ducts located within equipment
 - Ducts with interior and exterior temperature difference not exceeding 15°F.
- 8. Mechanical fasteners and sealants used to connect ducts and air distribution equipment
- 9. Ducts sealed - longitudinal seams on rigid ducts; transverse seams on all ducts; UL 181A or 181B tapes and mastics
- 10. Hot water pipe insulation: 1.5 in. for pipes <=1.5 in. and 2 in. for pipes >1.5 in.
Chilled water/refrigerant/brine pipe insulation: 1.5 in. for pipes <=1.5 in. and 1.5 in. for pipes >1.5 in.
Steam pipe insulation: 1.5 in. for pipes <=1.5 in. and 3 in. for pipes >1.5 in.
Exception(s):
 - Piping within HVAC equipment.
 - Fluid temperatures between 55 and 105°F.
 - Fluid not heated or cooled with renewable energy.
 - Piping within room fan-coil (with AHRI440 rating) and unit ventilators (with AHRI840 rating).
 - Runouts <4 ft in length.
- 11. Operation and maintenance manual provided to building owner
- 12. Thermostatic controls have 5°F deadband
Exception(s):
 - Thermostats requiring manual changeover between heating and cooling
 - Special occupancy or special applications where wide temperature ranges are not acceptable and are approved by the authority having jurisdiction.
- 13. Balancing devices provided in accordance with IMC 603.17
- 14. Demand control ventilation (DCV) present for high design occupancy areas (>40 person/1000 ft2 in spaces >500 ft2) and served by systems with any one of 1) an air-side economizer, 2) automatic modulating control of the outdoor air damper, or 3) a design outdoor airflow greater than 3000 cfm.
Exception(s):
 - Systems with heat recovery.
 - Multiple-zone systems without DDC of individual zones communicating with a central control panel.
 - Systems with a design outdoor airflow less than 1200 cfm.



TOWN OF STEVENSVILLE
COMMERCIAL SITE PLAN CHECK LIST

MULTI-FAMILY, COMMERCIAL, INDUSTRIAL SITE PLAN REQUIREMENTS

New/Change of Use Addition Interior Remodel/Tenant Finish

THE FOLLOWING CHECK LIST MAY NOT BE ALL INCLUSIVE OF EVERYTHING NEEDED TO COMPLETE THE PLAN REVIEW PROCESS, BUT NONETHELESS IT MUST BE COMPLETED, SIGNED AND SUBMITTED BY THE PERMITTEE. INCOMPLETE SUMBITTLAS WILL BE RETURNED UN-REVIEWED.

SITE ADDRESS: Pine St between 2nd st and Eastside ZONING: R-2
 LEGAL DESCRIPTION: parcels 200700, 200600, 277000
 CONTACT PERSON: James Higginson EMAIL: j.higginson@primacor.com PHONE NUMBER: 406-214-4040

<input checked="" type="checkbox"/>	TWO (2) COPIES OF COMPLETE PROJECT PLANS, ONE MAY BE DIGITAL
<input checked="" type="checkbox"/>	TWO (2) COPIES OF SIGNED COM-CHECK (www.energycodes.gov)
<input checked="" type="checkbox"/>	TWO (2) COPIES OF SITE PLANS
<u>N/A</u>	TWO (2) COPIES OF SIGNED ASBESTOS LETTERS FROM OWNER AND CONTRACTOR (MAY NOT BE APPLICABLE TO NEW CONSTRUCTION)

N/A YES Please show the following on the site plan:

	<input checked="" type="checkbox"/> North Arrow
	<input checked="" type="checkbox"/> Clearly Indicate Scale Use on Site Plan. (1" = 20' maximum unless pre-approved by OPG)
	<input checked="" type="checkbox"/> Names of Streets and Cross Streets – include alleyways and all rights-of-way.
	<input checked="" type="checkbox"/> Easements; access, utility, etc. – include location and size.
	<input checked="" type="checkbox"/> Boundaries and dimensions of property and property corners identified on site.
	<input checked="" type="checkbox"/> Distance from property line to curb or edge of street.
	<input checked="" type="checkbox"/> Locations of existing and proposed structures.
	<input checked="" type="checkbox"/> Distance from all structures to the property lines. (No reversed plans accepted.)
	<input checked="" type="checkbox"/> Existing and proposed curbs, sidewalks, driveways, curb cuts and locations.
	<input checked="" type="checkbox"/> Garages and Carports <input type="checkbox"/> Attached <input type="checkbox"/> Detached # of buildings on site:
	<input checked="" type="checkbox"/> Location, dimensions, and number of existing and proposed parking spaces including:
	<input checked="" type="checkbox"/> Number of parking spaces and dimensions.
	<input checked="" type="checkbox"/> Number, type and location of ADA (Americans With Disabilities Act) accessible parking.
	<input checked="" type="checkbox"/> Square footage of paved parking area.
	<input checked="" type="checkbox"/> Striping and ADA signage placement.
	<input checked="" type="checkbox"/> Show ADA accessible entrances, ramps, routes and signage.
	<input checked="" type="checkbox"/> Location of loading areas, accesses and type of vehicles using the area (delivery trucks, etc.)
	<input checked="" type="checkbox"/> Show all areas to be paved including alleys, show typical pavement section.
	<input checked="" type="checkbox"/> Show fire access and fire hydrant size and location.
	<input checked="" type="checkbox"/> Grading and drainage plan to include (may be on a separate sheet):
	<input checked="" type="checkbox"/> Topographic map showing existing elevation of all relative features including but not limited to: curbs and sidewalks, edge of asphalt and drainage structures in existing street, property corners, spot elevation throughout lot, contours on a 1 foot maximum interval if cut or fill exceeds 3 feet. (Elevations must be in sea level designation if greater than 3400 feet above sea level.)
	<input checked="" type="checkbox"/> Show proposed elevations for: critical locations in parking lots, curbing both on site and on right-of-way, sidewalks, existing and finished building floor elevations, landscaping, cut and fill slopes, retaining walls,
	<input checked="" type="checkbox"/> Show drainage plan including inlets or sumps with reference or copy of Town Standards, roof drainage, storm drains, etc.
	<input checked="" type="checkbox"/> Indicate plans for erosion control and drag-on mitigation during construction.
	<input checked="" type="checkbox"/> Exterior lighting to include (may be on a separate sheet):
	<input checked="" type="checkbox"/> Photometric drawing to include, lighting layout, foot candles at property lines and regular lines and regular intervals and fixture mounting height. (Municipal Code Sec. 10-178)
	<input checked="" type="checkbox"/> Lighting fixture catalog sheets.
	<input checked="" type="checkbox"/> Show irrigation and drainage ditches.
	<input checked="" type="checkbox"/> Show existing and proposed landscaping for on-site and boulevard including (may be on a separate sheet):
	<input checked="" type="checkbox"/> Square footage existing, proposed and required.
	<input checked="" type="checkbox"/> Topography.
	<input checked="" type="checkbox"/> Landscaping plan.
	<input checked="" type="checkbox"/> Types of plants, botanical and common name, ultimate size and size at planting.
	<input checked="" type="checkbox"/> Type of ground cover.
	<input checked="" type="checkbox"/> Irrigation.
	<input checked="" type="checkbox"/> Type of mulch and location.
	<input checked="" type="checkbox"/> Installation and maintenance plan.

N/A YES

<input checked="" type="checkbox"/>	Heights and types of fences, existing and proposed.
-------------------------------------	---



**TOWN OF STEVENSVILLE
COMMERCIAL SITE PLAN CHECK LIST**

<input checked="" type="checkbox"/>	Location and type of trash storage, including screening.
<input checked="" type="checkbox"/>	Location of external grease interceptor and/or sand/oil interceptor.
<input checked="" type="checkbox"/>	Drain field, step system, and/or sewer line location and size.
<input checked="" type="checkbox"/>	Location of water service, outside shut off, and water meter as approved by Mountain Water Company.
<input checked="" type="checkbox"/>	Water meter size: _____ inch
<input checked="" type="checkbox"/>	Signs may require a separate permit.
<input type="checkbox"/>	Include construction quantities for the following: Curb/Gutter <u>1400</u> L.F. Sidewalks: <u>10700</u> S.F. Parking/Paving (Asphalt/Concrete): <u>31,700</u> S.F.
<input checked="" type="checkbox"/>	Number, type and location of short and long term bicycle spaces.

GRADING, DRAINAGE AND HILLSIDE STANDARDS

N/A YES Please show the following on the building plans:

<input checked="" type="checkbox"/>	Occupancy type, type of construction and occupant load on table of contents page of plans.
<input checked="" type="checkbox"/>	Exterior building elevations of all structures. (Indicate scale used ie: 1/8" = 1')
<input checked="" type="checkbox"/>	Room identification and intended use of each room.
<input checked="" type="checkbox"/>	Structural plans.
<input checked="" type="checkbox"/>	Engineering and/or architect stamps on appropriate sheets.
<input checked="" type="checkbox"/>	Foundation.
<input checked="" type="checkbox"/>	Floor framing.
<input checked="" type="checkbox"/>	Wall framing.
<input checked="" type="checkbox"/>	Conventional roof framing.
<input checked="" type="checkbox"/>	Schematic Drawings:
<input checked="" type="checkbox"/>	Electrical
<input checked="" type="checkbox"/>	Mechanical
<input checked="" type="checkbox"/>	Plumbing

MUST BE COMPLETED WHEN A BUILDING ON A HILLSIDE LOT WITH A SLOPE GREATER THAN 5%

NO YES

<input checked="" type="checkbox"/>	Is any part of the proposed structure located on a slope greater than 5%? (5' elevation in 100 lineal feet) If you checked NO then STOP here. If you checked YES then the following must be completed.
<input type="checkbox"/>	Existing and finished ground elevations at all building corners.
<input type="checkbox"/>	Spot elevations for driveway at street, garage floor and sea level elevation for one building corner.
<input type="checkbox"/>	Existing trees showing species and size.
<input type="checkbox"/>	Use shading or crosshatch to indicate location of cut and fill and proposed slopes in excess of 2:1.
<input type="checkbox"/>	Existing and proposed drainage structures and flow lines.
<input type="checkbox"/>	Retaining walls including height and location (maximum height of 6' above grade).
<input type="checkbox"/>	Existing and proposed contours of not more than two foot (2') intervals for the entire lot.

MUST BE COMPLETED WHEN A BUILDING ON A HILLSIDE LOT WITH A SLOPE GREATER THAN 10%

NO YES

<input checked="" type="checkbox"/>	Is any part of the proposed structure located on a slope greater than 10%? (5' elevation in 100 lineal feet) If you checked NO then STOP here. If you checked YES then the following must be completed.
<input type="checkbox"/>	The topographic map showing existing and proposed contours of not more than two foot (2') intervals through the entire lot.
<input type="checkbox"/>	Natural drainage courses.
<input type="checkbox"/>	Rock out-croppings.
<input type="checkbox"/>	Any geological hazards.
<input type="checkbox"/>	Exterior building elevations showing finished and existing grade.
<input type="checkbox"/>	Building height envelope calculations.

Notes/Comments: _____

ATTEST: I hereby attest that the information submitted on this document and site plan is true and accurate.



TOWN OF STEVENSVILLE
COMMERCIAL SITE PLAN CHECK LIST

APPLICANT'S SIGNATURE: *[Handwritten Signature]* DATE: 12-1-2022

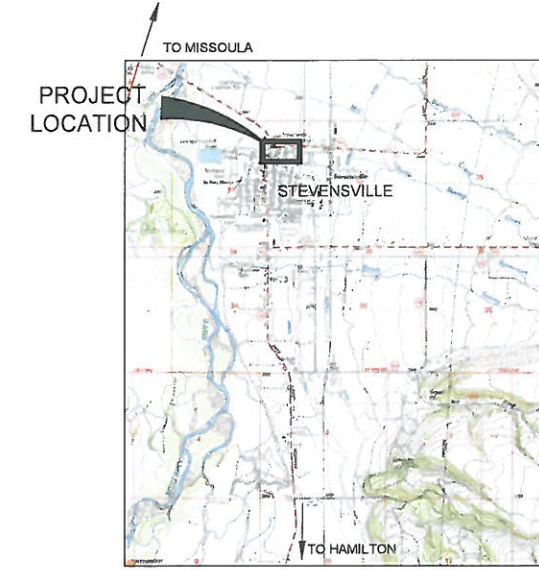
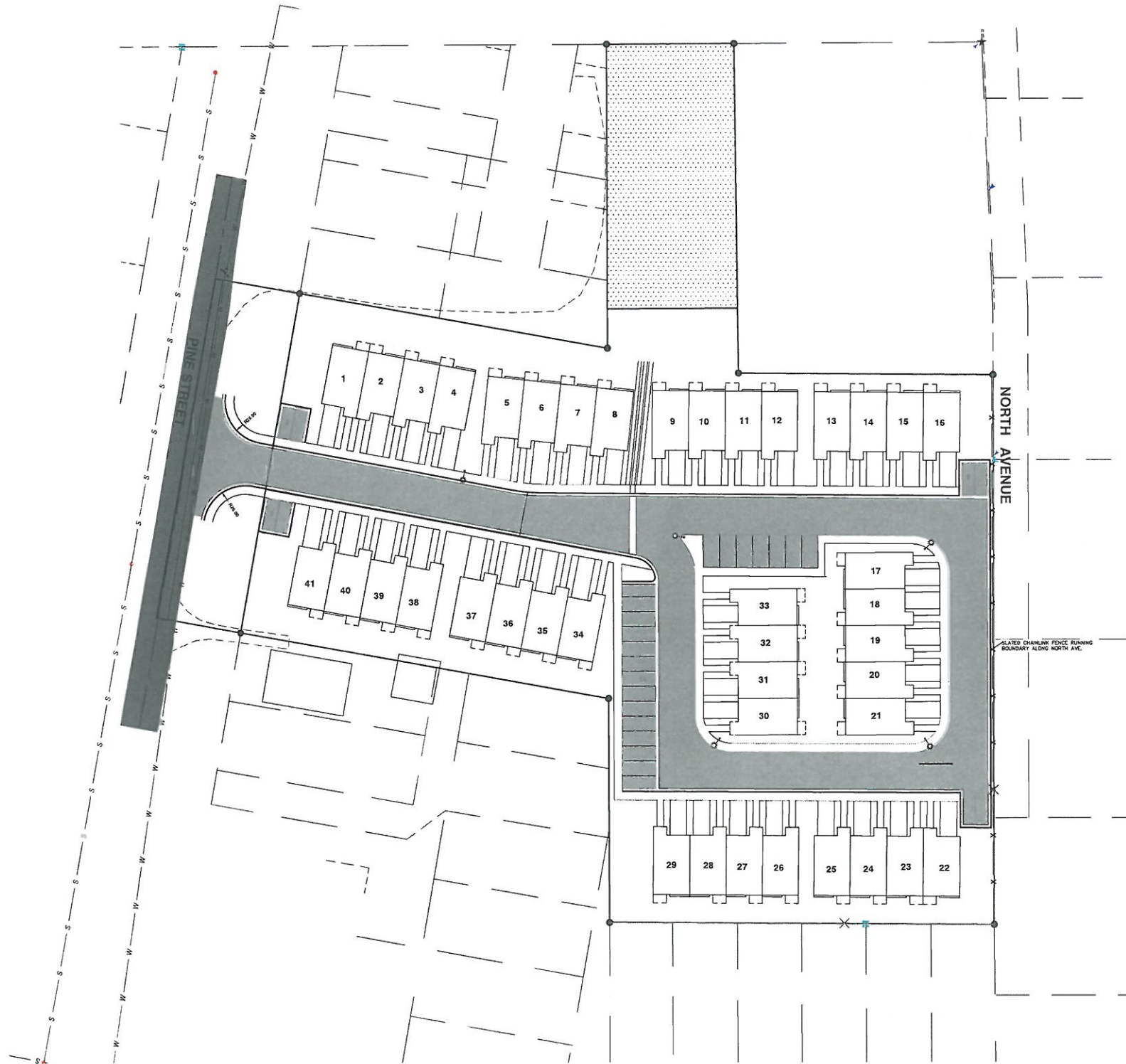
Failure to complete this form and to provide all the requested information will result in the permit application being returned to the permittee for corrections.

NOTICE: Written authorization from owner, if other than applicant, MUST accompany all tenant improvement projects.

CONSTRUCTION PLANS

PINE STREET TOWNHOMES

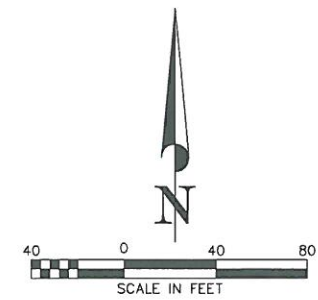
A PORTION OF SECTIONS 26 & 27, T9N, R20W, P.M.M. ALSO BEING
A PORTION OF THE TOWNSITE OF STEVENSVILLE
RAVALLI COUNTY, MONTANA



VICINITY MAP

SHEET INDEX

- C-1 COVER SHEET
- C-2 LEGEND AND NOTES
- C-3 SITE PLAN
- C-4 SITE GRADING
- C-5 STORM WATER
- C-6 WATER PLAN & PROFILE NORTH DRIVE
- C-7 WATER PLAN & PROFILE MID AND SOUTH DRIVE
- C-8 WATER PLAN & PROFILE CONNECTION TO 2ND STREET
- C-9 SEWER PLAN & PROFILE
- C-10 DETAILS
- C-11 DETAILS

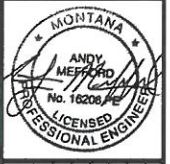


CALL UTILITY NOTIFICATION
CENTER OF MONTANA
1-800-424-5555

CALL FOR THE MARKING OF
UNDERGROUND UTILITIES
2 BUSINESS DAYS BEFORE
YOU DIG, GRADE, OR EXCAVATE

HORIZONTAL DATUM:
MONTANA 2500 STATE PLANE COORDINATE SYSTEM
NAD83(2011)(EPOCH:2016) @ GROUND
INTERNATIONAL FEET

VERTICAL DATUM:
NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88)



PROJECT #	9146-21
DRAWN	AC
REVISION	AC
CHECKED	AC

SPIRE PROPERTIES
PINE STREET TOWNHOMES
STEVENSVILLE RAVALLI COUNTY MONTANA

PCU
Professional Consultants Inc.
1700 W. 10TH STREET, SUITE 100
MONTANA, MONTANA 59101
PHONE: 406-328-5555
FAX: 406-328-5555

Oct-22

COVER

C-1

REV

© 2022 10/16/22 J.M. Jones Consulting & GIS 0146-21-RESUB SHEETS.dwg 12/22

STANDARD CONSTRUCTION NOTES:

- The Contractor shall notify the Engineer immediately should any conflicts exist between the plans and what is found in the field.
- The Contractor shall be responsible for all permits, licenses and fees required for completion of this project unless specifically noted otherwise.
- The Contractor shall provide the Owner with a 24 hour phone number of a party responsible and capable of immediate local response to emergency maintenance for the duration of the Work. Contractor shall provide the name of the responsible party and phone number in writing prior to proceeding with the Work.
- All work shall be completed in a safe manner and consistent with O.S.H.A. guidelines.
- Unless noted otherwise, the Contractor shall be responsible for any necessary traffic control on and off-site including obtaining any applicable permits. All temporary signs shall be in compliance with the Manual on Uniform Traffic Control Device Standards and be in a good state of repair.
- Material stockpiled along the project route shall be done so in a manner that does not affect public safety and is in a neat and orderly fashion.
- The Contractor shall be responsible for disposing of all waste and excess materials such as, but not limited to: vegetation, trees, brush, asphalt, concrete, sub-grade soils, etc., offsite in accordance with local, state and federal laws. The Owner reserves the right to request certain waste materials to be stockpiled at a location on-site.
- The Contractor will be responsible to adhere to the MDEQ or EPA approved Storm Water Pollution Prevention Plan (SWPPP), if applicable to the project. The Contractor is responsible for repairing any damage made to BMPs identified in the SWPPP. The approved Storm Water Pollution Prevention Plan will be provided by Owner to Contractor upon written request. If a SWPPP has not been prepared for the project, but is required by regulation, the Contractor is responsible for preparing and submitting a Notice of Intent and SWPPP.
- The Contractor will be required to make every effort to immediately restore the construction area once the construction task is completed. All seeding shall be completed in accordance with MPWSS 02910. This includes such required activities as finish grading, spreading of topsoil, restoring irrigation, replacing traffic and street signs, etc. The Contractor will have 48 hours to begin restoration once the construction task in the immediate area is complete. Once restoration is begun, it must be completed without interruption to the extent possible.
- After all work on this project is completed and before final acceptance of the project, the entire project shall be neatly finished to the lines, grades, and cross sections shown on the plans and as hereinafter specified.
 - Drainage facilities, such as inlets, catch basins, storm pipe, culverts, and curb and gutter shall be cleaned of all debris, gravel, silt or other foreign material.
 - The Contractor shall remove and dispose of all construction stakes.
 - All areas disturbed by the construction shall be shaped to present a uniform appearance blending into the contour of adjacent properties. All surface replacement and landscaping shall be completed.
 - Except as otherwise permitted, all excess excavated materials shall be disposed of away from the site of the work.
 - Broken concrete and other debris resulting from pavement or sidewalk removal, excavated rock in excess of the amount permitted, and other waste and debris encountered in excavated work, and other similar waste materials shall be disposed of away from the site.

There will be no separate measurement or payment for cleanup, and all costs for such work shall be included in the Contract Price.
- No on-site burning of waste materials will be allowed.
- If a street has not been surfaced and cleaned, the Contractor shall be responsible for dust control and maintenance of the street. Also, if detours are made on a gravel road, the Contractor is responsible for dust control and maintenance on the detours. See "Air Quality" below also.
- Unpaved detours or any other fugitive dust emission sources from construction and demolition should be watered and/or chemically stabilized so emissions are less than 20% opacity.

UTILITY NOTES:

- The Contractor shall notify appropriate personnel for utility locations and notice of construction commencement at least two business days prior to proceeding with the Work. Before Contractor proceeds with the Work, a common locate service (One Call) is available at 1-800-424-5555. All Underground Facilities may not be located by the One Call service including but not limited to such Underground Facilities as irrigation systems, public and private water and sewer systems, etc.
- The Contractor shall support and protect all exposed utilities in conformance with the utility owner's standards.
- The information and data shown or indicated in the Drawings with respect to existing Underground Facilities at or contiguous to the Site is based on information and data furnished to Owner or Engineer by the owners of such Underground Facilities, including Owner, or by others. Unless it is otherwise noted:
 - Owner and Engineer shall not be responsible for the accuracy or completeness of any such information or data; and
 - The cost of all of the following will be included in the Contract Price, and Contractor shall have full responsibility for:
 - Reviewing and checking all such information and data.
 - Locating all Underground Facilities shown or indicated in the Drawings.
 - Coordination of the Work with the owners of such Underground Facilities, including Owner, during construction, and
 - The safety and protection of all such Underground Facilities and repairing any damage thereto resulting from the Work.
 - At least 2 business days before beginning any excavation, the Contractor shall, according to MCA 69-4-501, notify all owners of underground facilities and coordinate the Work with the owners of such underground facilities. The information shown or indicated in the Drawings with respect to existing underground facilities is based on information and data obtained from the owners of the facilities without field exploration, and as such, Owner and Engineer are not responsible for the accuracy or completeness of such information or data.

SUBMITTALS, QUALITY CONTROL & ASSURANCE, INSPECTIONS, AND TESTING

- Contractor is responsible to comply with the Contractor Quality Control and Owner Quality Assurance, Section 01400 MPWSS.
- Contract shall complete trench excavation and backfill in accordance with Section 02221 MPWSS.
- The Contractor shall coordinate with the Material Testing Company to obtain samples of trench backfill material to be used on-site.
- The Contractor shall provide the Engineer with shop drawings and material certifications for all pipes, structures, valves, fittings, fire hydrants, and appurtenances incorporated into the project.
- The Contractor shall provide the following information to the Engineer before any material is placed on the job (as applicable):
 - Gradation (AASHTO T-27) and moisture density curve (AASHTO T-99) dated within the last year for sub-base, base, and any import/borrow to be used on the project.
 - Asphalt mix design in accordance with MPWSS dated within the last year for the hot-mix asphalt concrete proposed for incorporation into the project. Mix design shall be for the same aggregates and asphalt proposed for incorporation into the project.
 - Concrete mix design in accordance with MPWSS dated within the last year for the concrete proposed for incorporation into the project. Mix design shall be for the same aggregates and cement proposed for incorporation into the project.
- Contractor will be responsible for hiring a certified Material Testing Company of their choice to complete all required testing. Coordination includes updating appropriate personnel of the Material Testing Company every day as to progress of work so adequate testing can be completed. 48 hours advanced notice shall be given to the Engineer for all testing. Testing results shall be provided to the Engineer daily.
- Testing shall occur intervals per City of Missoula requirements. See COM admin rule 661.
- Tested areas not meeting specifications shall be re-compacted and re-tested until passing results are achieved.
- The Contractor will be required to prepare a set of detailed as-built drawings to be presented to the Engineer at the completion of the project. The as-built drawings shall be updated daily and reviewed weekly by the Project Engineer. As-built drawings shall include, but are not limited to, location/depths of water mains and services, sewer mains and services, utilities, culverts, drainage structures, etc.
- As part of their quality assurance testing, the Owner may elect to conduct periodic spot checks of material testing and quality. The Contractor shall cooperate with the Owner's testing agent in performing these tests and provide 48 hours advanced notice of the readiness of the subgrade, sub-base, base, trench backfill, asphalt, and concrete for testing. The Contractor shall be responsible to correct and re-test all areas of failed tests.
- Contractor is required to turn in all SWPPP reporting documents to Engineer upon completion of the work. The Engineer is required to turn these SWPPP reporting documents into the City at the time As-Built are submitted.
- Contractor is required to turn in any remaining SWPPP documents into City Engineering upon site stabilization and submittal of the Notice of Termination.
- Contractor is to provide construction access in accordance with COM STD-408 and maintain clean construction site and access routes.

CONSTRUCTION STAKING:

- The Owner will provide one set of construction stakes. Additional staking will be the responsibility of the Contractor for scheduling and payment.
- Contractor is responsible to coordinate and request staking at least five days in advance, unless otherwise agreed upon in writing by Engineer.
- Staking will be provided as follows unless specified otherwise:
 - Bends, Tees/Connections, Structures, Valves and Hydrants: Center of structure and two offset stakes including elevation.
 - Water Main: Hub offset set at 50' stations. Offset distance and side of trench as requested by Contractor in writing to Engineer.
 - Sewer Main: Hub offset set at 25' stations. Offset distance and side of trench as requested by Contractor in writing to Engineer.
 - Pavement: Hub offset at 50' stations, PI's, PC's, and PT's. Offset distance as requested by Contractor in writing to Engineer.
 - Curb and Sidewalk: Hub offset at 25' stations, PI's, PC's, and PT's. Offset distance and side as requested by the Contractor in writing to Engineer.
- Cut sheets will be provided to the Contractor with elevations from the hub to a specified location.
- Engineer does not consider staking to be complete and ready for use until cut sheets have been delivered to Contractor.

LEGEND

EXISTING	PROPOSED	EXISTING	PROPOSED
W	W	ST	ST
WS	WS	ST	ST
S	S	SM	SM
SS	SS	SC	SC
FM	FM	LS	LS
SD	SD	SD	SD
>	>	CB	CB
> S >	> S >	CB	CB
G	G	SL	SL
OH	OH	OV	OV
E	E	UP	UP
T	T	FL	FL
FO	FO	FO	FO
TV	TV	TV	TV
X	X	X	X
C	C	C	C
F	F	F	F
WM	WM	WM	WM
PS	PS	PS	PS
MW	MW	MW	MW
W	W	W	W
A	A	A	A

ABBREVIATIONS

AC	ALUMINUM CAP	MON	MONUMENT
ASP.	ASPHALT CONCRETE	MAX	MAXIMUM
A.C.I.	AMERICAN CONCRETE INSTITUTE	MECH	MECHANICAL
ANSI	AMERICAN NATIONAL STANDARDS INSTITUTE	MFD	MANUFACTURED
ARCH	ARCHITECTURAL	MH	MANHOLE
ASTM	AMERICAN SOCIETY OF TESTING AND MATERIALS	MIN	MINIMUM
		MISC	MISCELLANEOUS
BLDG	BUILDING	MJ	MECHANICAL JOINT
BLK	BLOCK	MPWSS	MONTANA PUBLIC WORKS STANDARD SPECIFICATIONS
BOT	BOTTOM	N	NORTHING
BRG	BEARING	NIC	NOT IN CONTRACT
BSMT	BASEMENT	NOM	NOMINAL
BVCS	BEGIN VERTICAL CURVE STATION	NTS	NOT TO SCALE
BVCE	BEGIN VERTICAL CURVE ELEVATION		
BW	BOTTOM OF WALL	OC	ON CENTER
		OD	OUTSIDE DIAMETER
		OH	OVERHEAD POWER
		PAPUE	PUBLIC ACCESS & PRIVATE UTILITY EASEMENT
		PAUE	PUBLIC ACCESS & UTILITY EASEMENT
		PAUPME	PUBLIC ACCESS & UTILITY & PRIVATE MAINTENANCE EASEMENT
		PC	POINT OF CURVATURE
		PE	POLYETHYLENE
		PI	POINT OF INTERSECTION
		PL	PROPERTY LINE
		PRELIM	PRELIMINARY
		PROP	PROPERTY
		PSI	POUNDS PER SQUARE INCH
		PT	POINT OF TANGENT
		PUE	PUBLIC UTILITY EASEMENT
		PVI	POINT OF VERTICAL INTERSECTION
		PVC	POLYVINYL CHLORIDE
		PVMT	PAVEMENT
		RAD	RADIUS
		RCP	REINFORCED CONCRETE PIPE
		RD	ROOF DRAIN
		REF	REFERENCE
		REQD	REQUIRED
		REINF	REINFORCE
		RM	REFERENCE MARK
		RT	RIGHT
		RAW	RIGHT OF WAY
		SAN	SANITARY
		SCH	SCHEDULE
		SDR	STANDARD DIMENSION RATIO
		SF	SQUARE FEET
		SHT	SHEET
		SPEC	SPECIFICATION
		S	SANITARY SEWER
		SS	SEWER SERVICE
		STA	STATION
		STD	STANDARD
		SY	SQUARE YARD
		TA	TOP OF ASPHALT
		TB	THRUST BLOCK
		TBC	TOP BACK OF CURB
		TC	TOP OF CONCRETE
		TEMP	TEMPORARY
		TS	TOP OF SLAB
		TSW	TOP OF SIDEWALK
		TW	TOP OF WALL
		TYP	TYPICAL
		UE	UTILITY EASEMENT
		UG	UNDERGROUND
		UPC	UNIFORM PLUMBING CODE
		UTIL	UTILITY
		VERT	VERTICAL
		VOL	VOLUME
		WM	WATER MAIN
		WS	WATER SERVICE
		WWF	WELDED WIRE MESH
		WW	WATER VALVE
		YD	YARD
		YPC	YELLOW PLASTIC CAP



PROJECT #:	9146-21
DRAWN:	J.C.
CHECKED:	J.C.
REVISION:	
REVISION:	
REVISION:	
REVISION:	

SPIRE PROPERTIES	STEVENSVILLE	RAVALLI COUNTY	MONTANA
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PINE STREET HOMES

Professional Consultants Inc.
 1001 N. 2nd Street, Suite 100
 Missoula, MT 59701
 Phone: (406) 541-1111
 Fax: (406) 541-1112

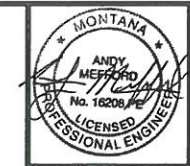
Oct-22

NOTES AND LEGEND

C-2

REV

SITE PLAN



PROJECT #	19146-21
DRAWN	J.C.
CHECKED	J.C.
REVISION	
REVISION	
REVISION	
REVISION	
REVISION	

SPIRE PROPERTIES
PINE STREET HOMES

STEVENSVILLE RAVALLI COUNTY MONTANA

Professional Consultants Inc.
 Engineers, Surveyors, Planners, Architects
 1000 PACIFIC ST., STE. 200, BUTTE, MT 59701
 PHONE: 406.241.1111 FAX: 406.241.1112
 WWW.PCI-CONSULTANTS.COM

Dec-22

SITE PLAN

C-3

REV

SITE GRADING AND DRAINAGE PLAN

COS 30



PROJECT #	9146-21
DRAWN	JAC
REVISION	
REVISION	
REVISION	
REVISION	
REVISION	

SPIRE PROPERTIES
PINE STREET HOMES

STEVENSVILLE RAVALLI COUNTY MONTANA

Professional Consultants Inc.
1000 W. WASHINGTON ST. STE 100
BOZEMAN, MONTANA 59717
TEL: 406.552.1234 FAX: 406.552.1235

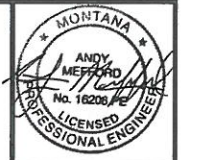
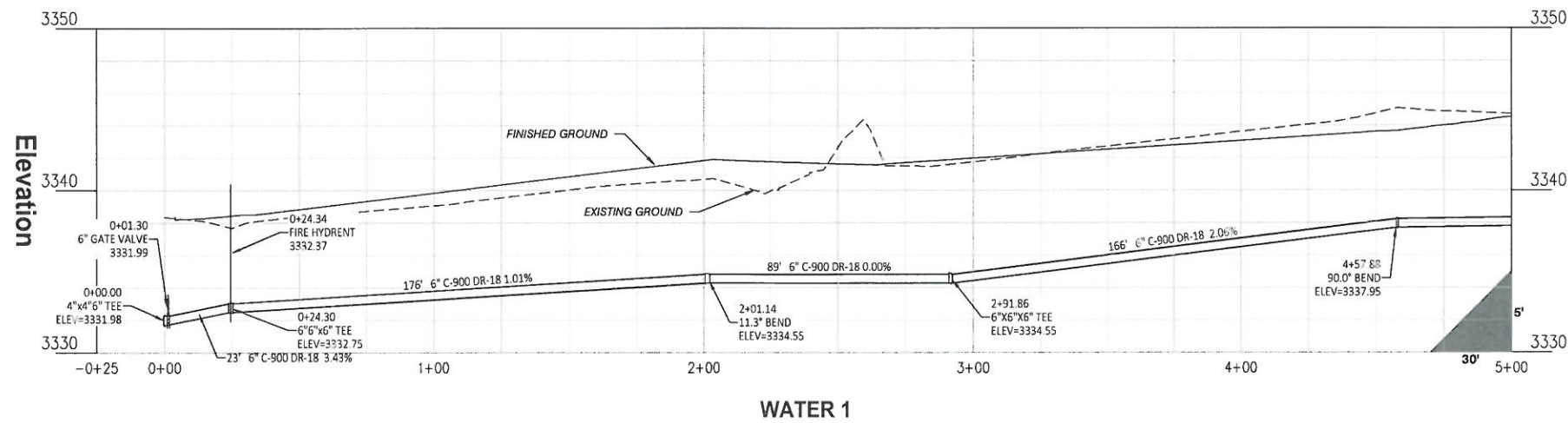
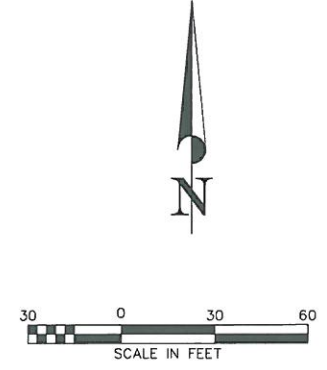
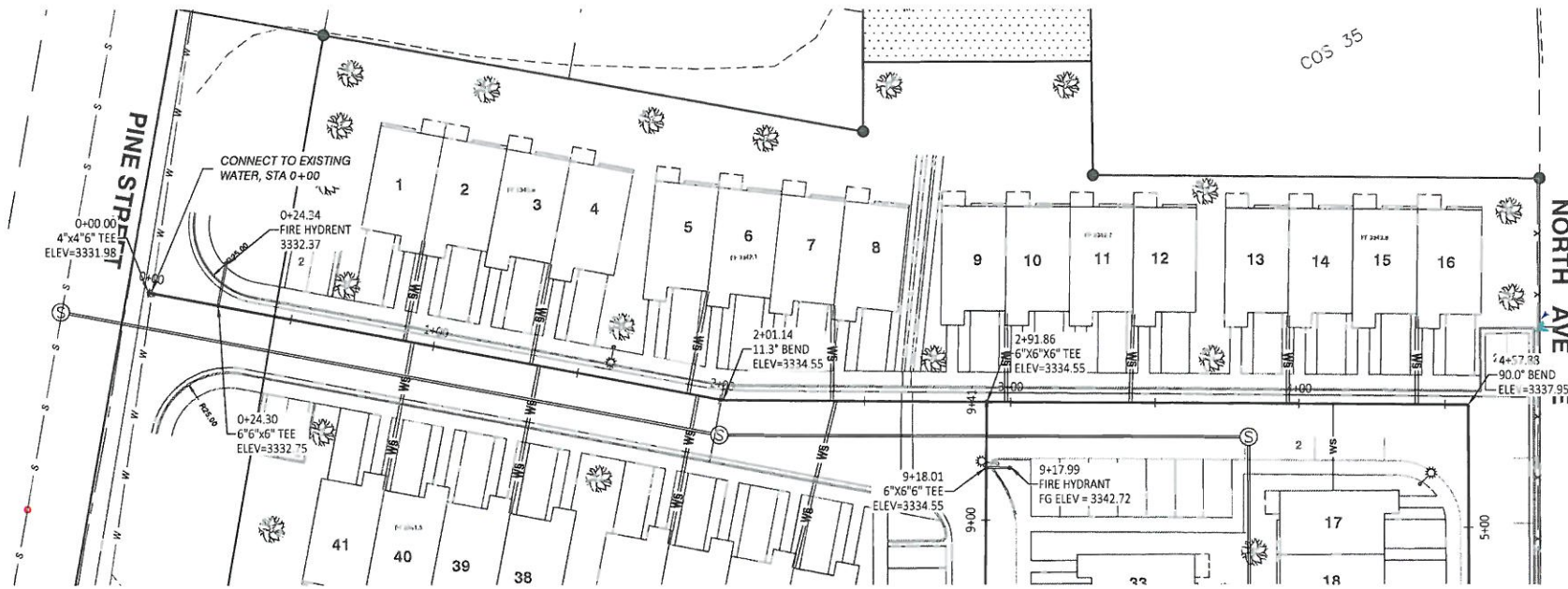
Dec-22

GRADING AND DRAINAGE

C-4

REV

NORTH DRIVE WATER PLAN & PROFILE



PROJECT #	19146-21
DRAWN	J.C.
CHECKED	J.C.
REVISION	
REVISION	
REVISION	
REVISION	

SPIRE PROPERTIES
PINE STREET HOMES

STEVENSVILLE RAVALLI COUNTY MONTANA

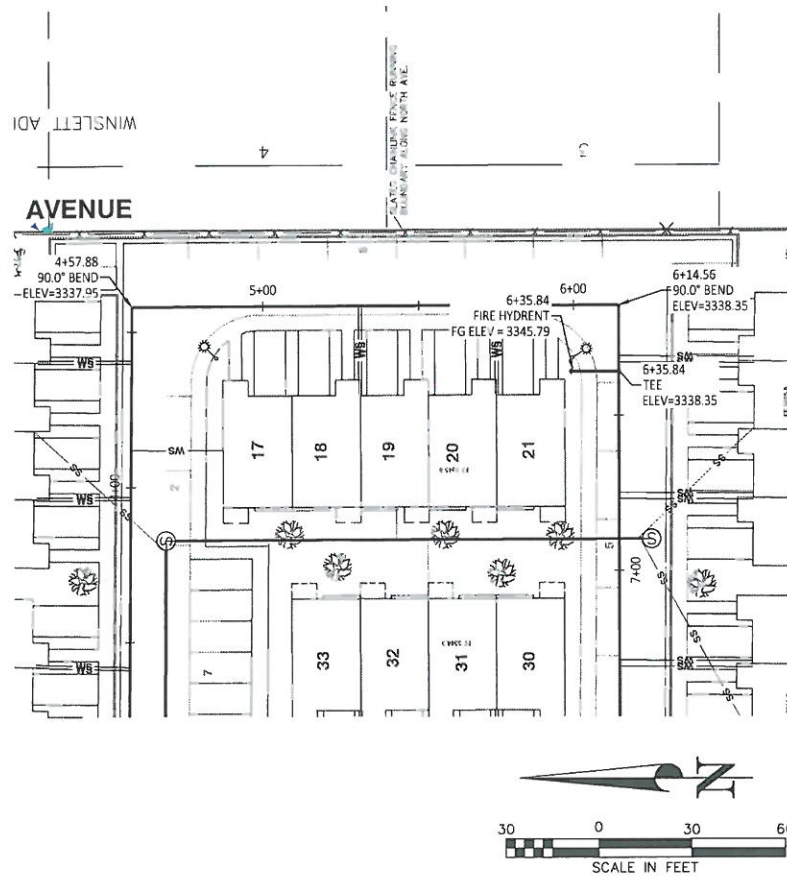
Professional Consultants Inc.
101 S. 10th St. Suite 200
Stevensville, MT 59717
Phone: (406) 328-1100
Fax: (406) 328-1101

Dec-22
WATER 1
PLAN &
PROFILE

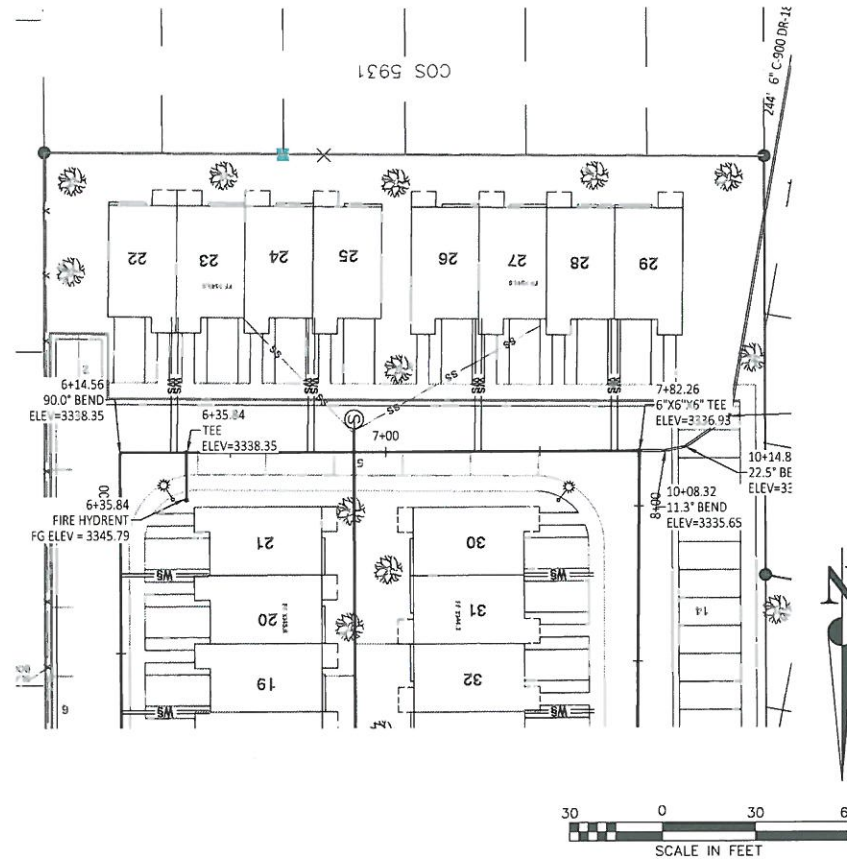
C-6
REV

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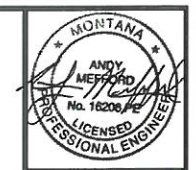
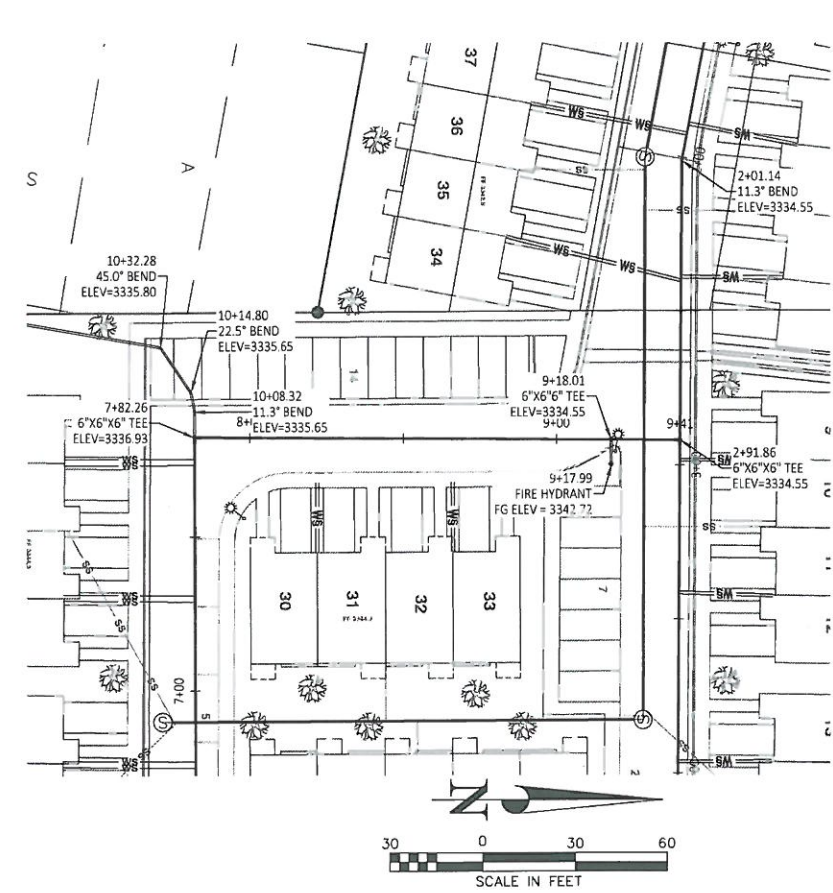
WATER PLAN & PROFILE



WATER PLAN & PROFILE



WATER PLAN & PROFILE



PROJECT #	19146-21
DRAWN	JAC
CHECKED	JAC
DESIGNED	
REVISION	
REVISION	
REVISION	
REVISION	

SPIRE PROPERTIES
PINE STREET HOMES
STEVENSVILLE RAVALLI COUNTY MONTANA

Professional Consultants Inc.
Professional Engineers, Surveyors, Planners
1000 W. 1st St., Suite 100
Stevensville, MT 59717
Phone: 406-339-1000
Fax: 406-339-1001

Dec-22

**WATER 2
PLAN &
PROFILE**

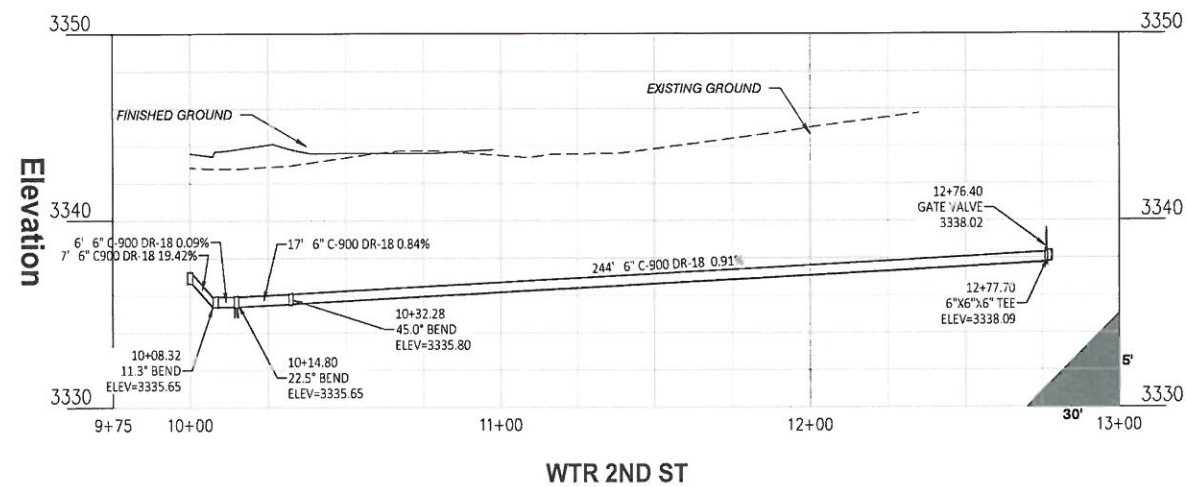
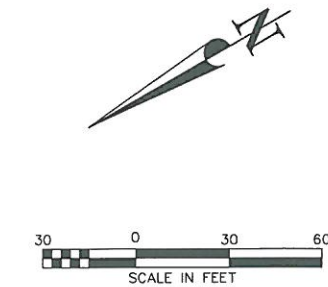
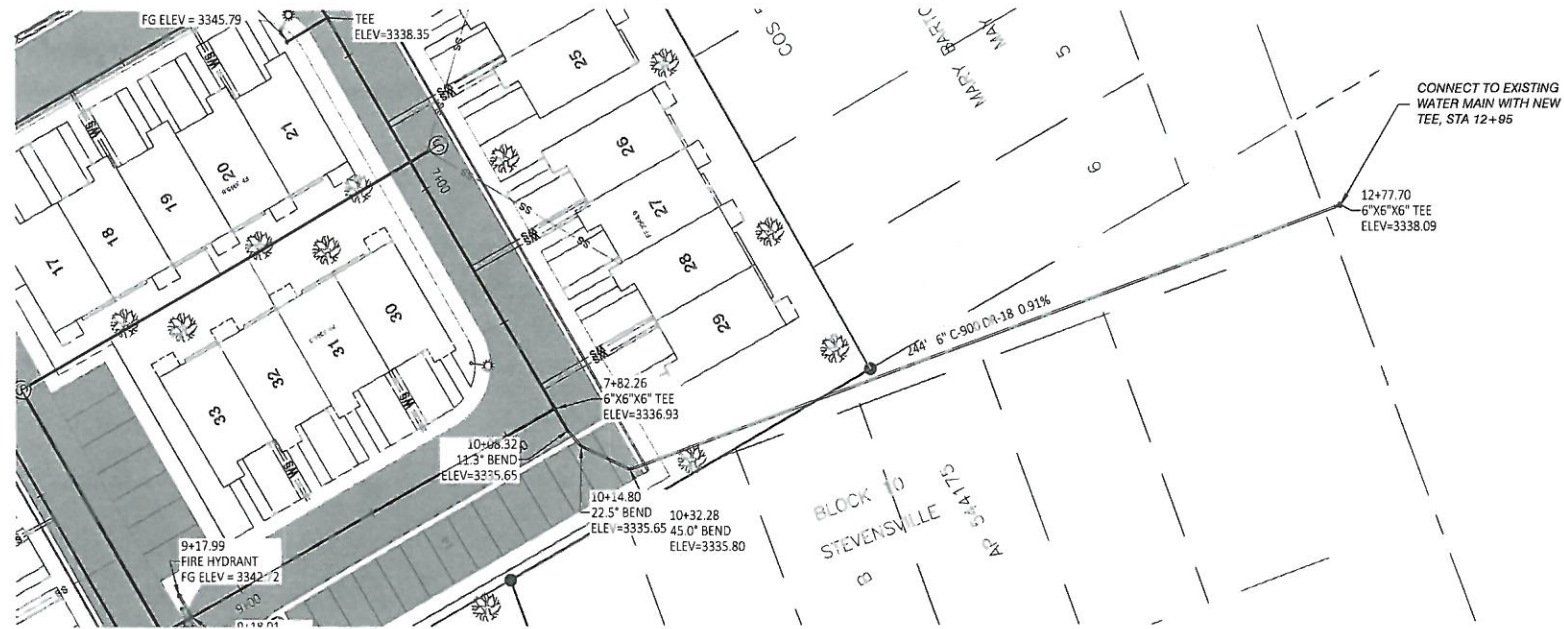
C-7

REV

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WATER MAIN CONNECTION TO 2ND ST

PLAN & PROFILE



PROJECT #:	0146-21
DRAWN:	JLC
CHECKED:	JLC
REVISION:	
REVISION:	
REVISION:	
REVISION:	
REVISION:	

SPIRE PROPERTIES
PINE STREET HOMES

STEVENSVILLE RAVALLI COUNTY MONTANA

Professional Consultants Inc.
Engineers, Surveyors, Planners, Architects
1000 S. 10th Street, Suite 100
Stevensville, MT 59701
Phone: (406) 338-7800
Fax: (406) 338-7870

Dec-22

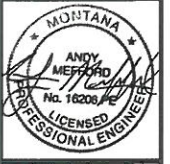
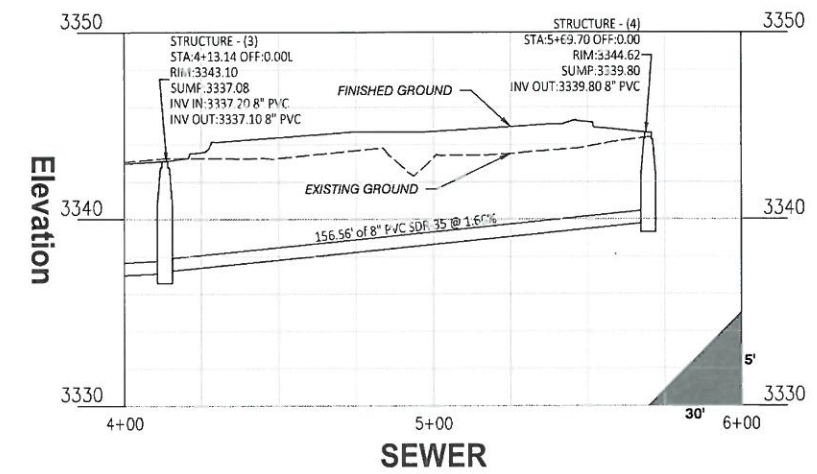
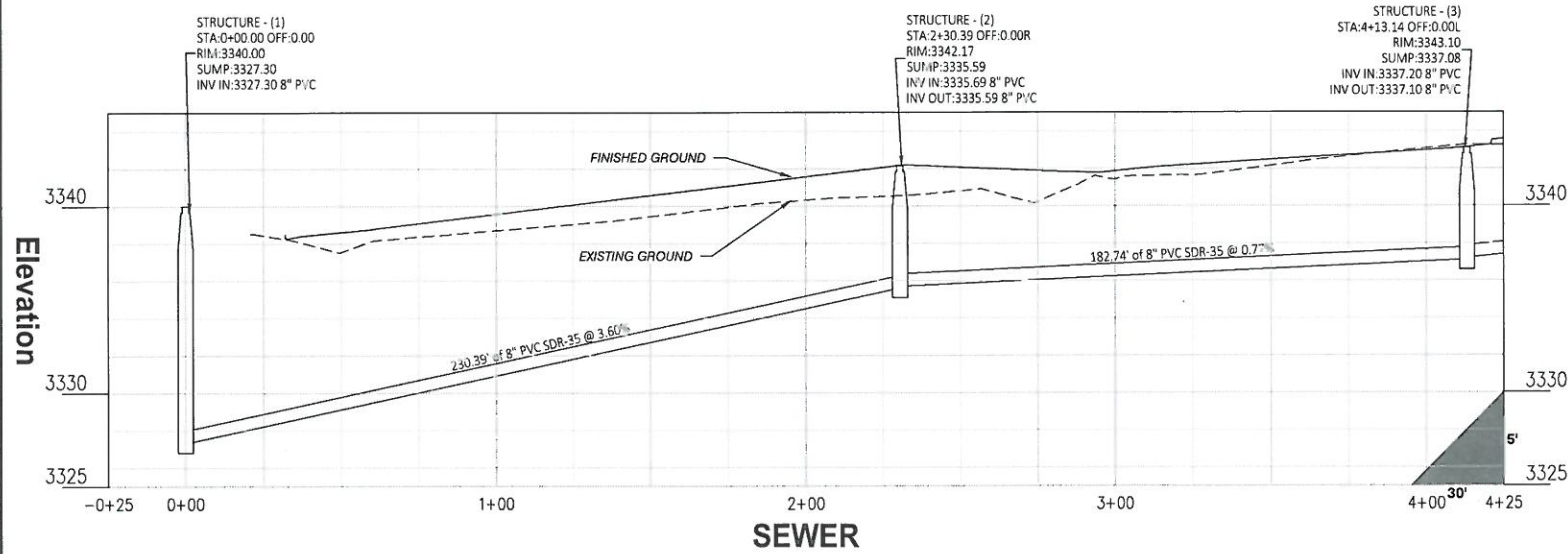
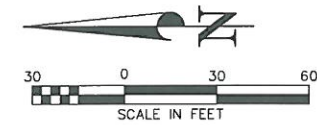
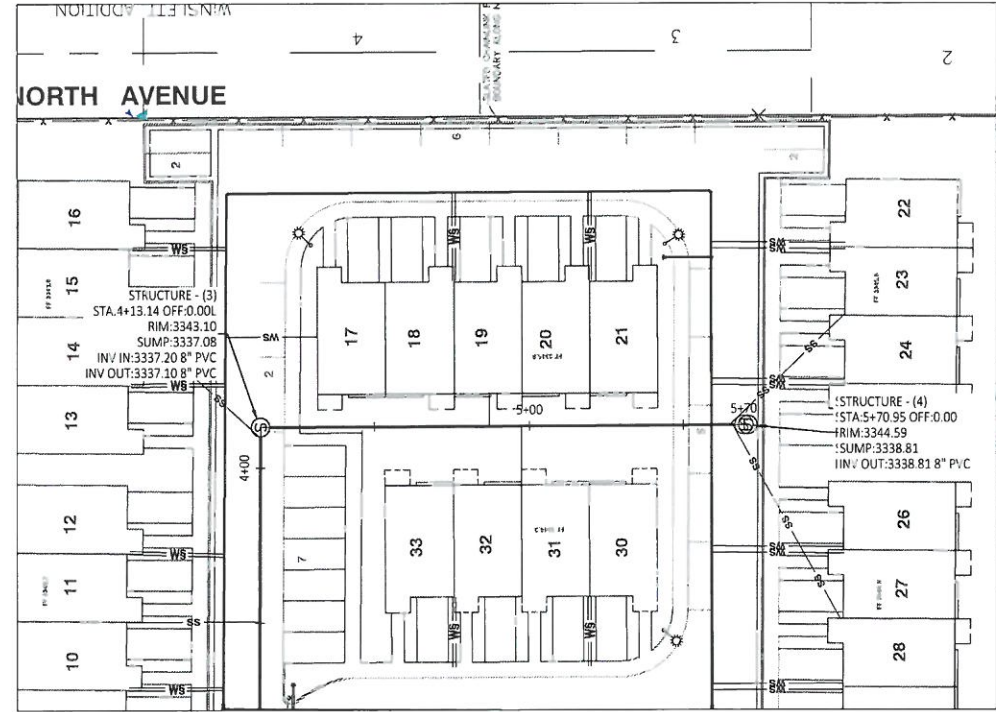
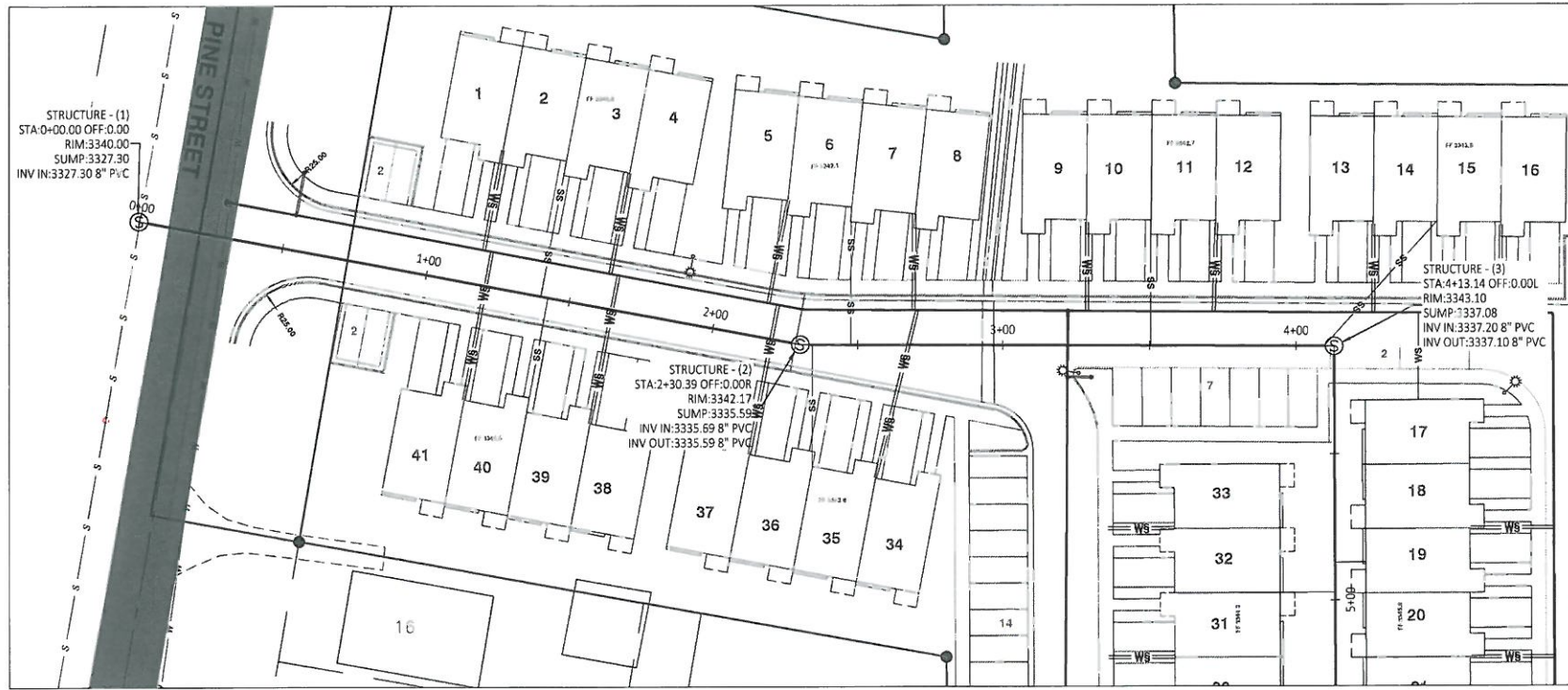
WATER 3
PLAN &
PROFILE

C-8

REV

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SEWER PLAN & PROFILE



PROJECT #	19146-21
DRAWN	JAC
CHECKED	JAC
REVISION	
REVISION	
REVISION	
REVISION	

SPIRE PROPERTIES
PINE STREET HOMES

STEVENSVILLE RAVALLI COUNTY MONTANA

Professional Consultants Inc.
1005 S. 2ND ST. STE. 100
PO BOX 100
STEVENSVILLE, MT 59711
PHONE: 406.738.8275
FAX: 406.738.8275

Dec-22

**SEWER
PLAN & PROFILE**

C-9

REV



PROJECT #	9146-21
DRAWN	AC
CHECKED	AC
REVISION	
REVISION	
REVISION	
REVISION	
REVISION	

SPIRE PROPERTIES
 PINE STREET HOMES
 STEVENSVILLE RAVALLI COUNTY MONTANA

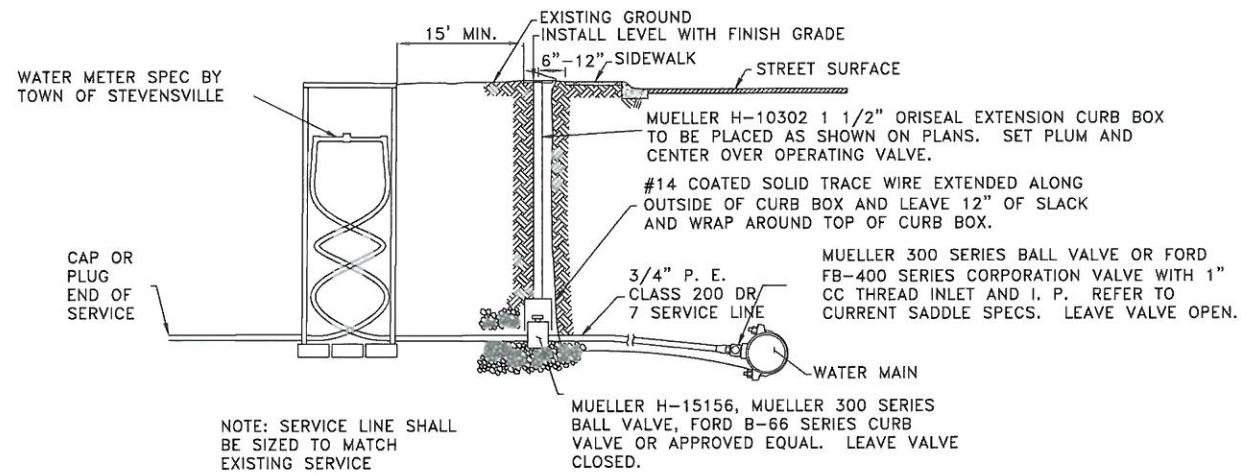
PC
 Professional Consultants Inc.
 Professional Engineers, Surveyors, Planners
 1015 W. 10th St., Ste. 1000
 Helena, MT 59601
 Phone: 406.328.8800
 Fax: 406.328.8875

Dec-22

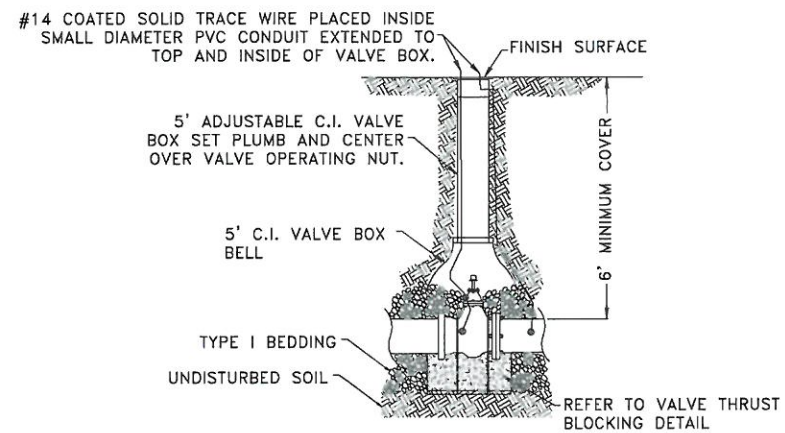
DETAILS

C-10

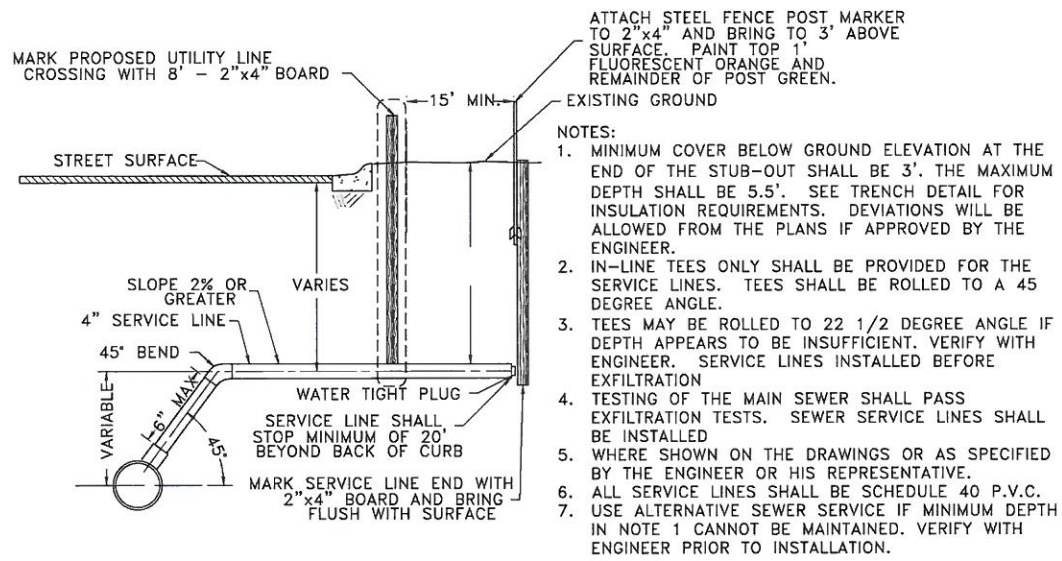
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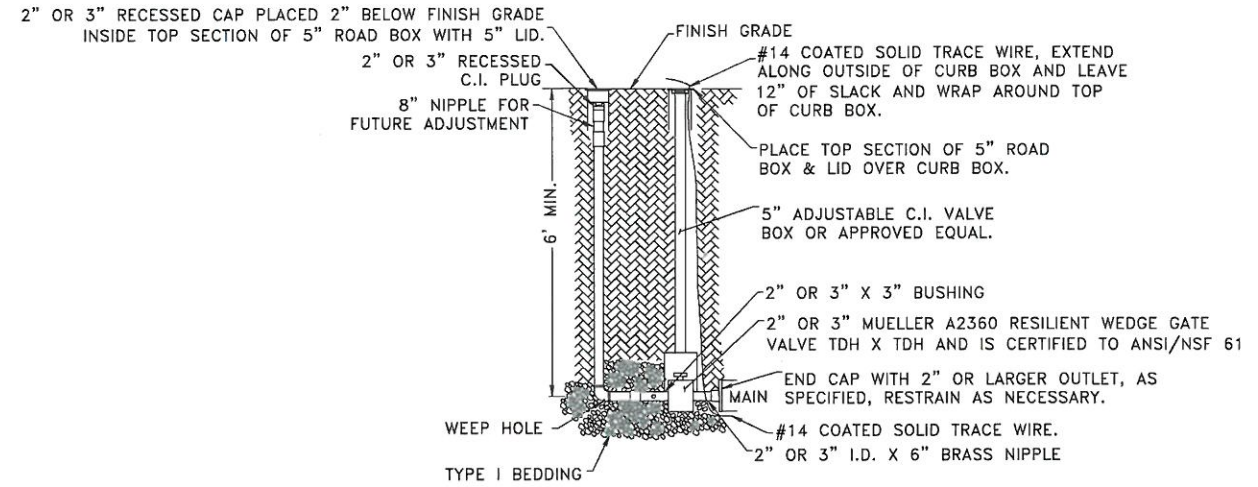
TYPICAL WATER SERVICE
NOT TO SCALE



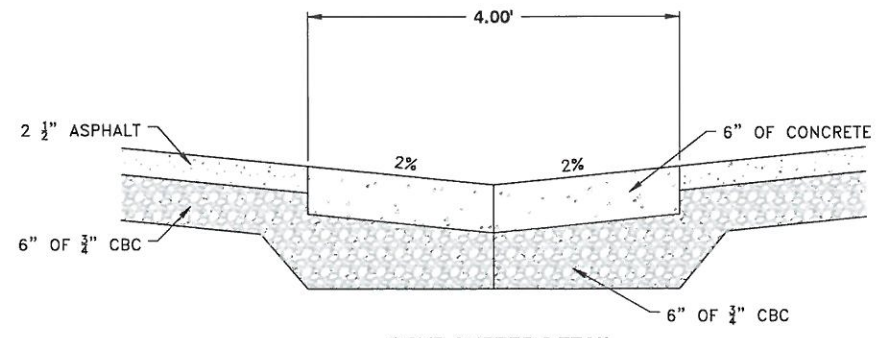
VALVE DETAIL
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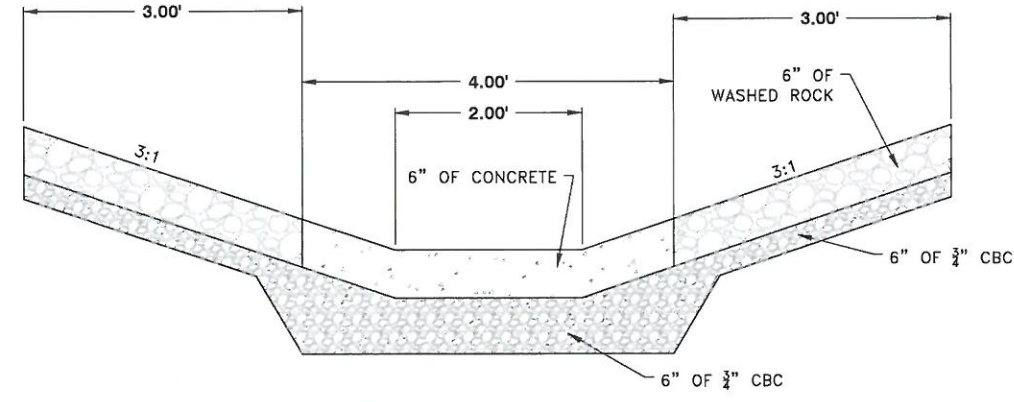
SEWER SERVICE DETAIL
NOT TO SCALE



BLOW OFF ASSEMBLY
NOT TO SCALE



COVE GUTTER DETAIL
NOT TO SCALE



CONCRETE DRAINAGE CHANNEL
NOT TO SCALE

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PROJECT #:	19146-21
DRAWN:	J.C.
CHECKED:	J.C.
REVISION:	
REVISION:	
REVISION:	
REVISION:	

PROJECT #:	19146-21
DRAWN:	J.C.
CHECKED:	J.C.
REVISION:	
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REVISION:	

SPIRE PROPERTIES
 PINE STREET HOMES
 SPIRE PROPERTIES/RAVALLI COUNTY MONTANA

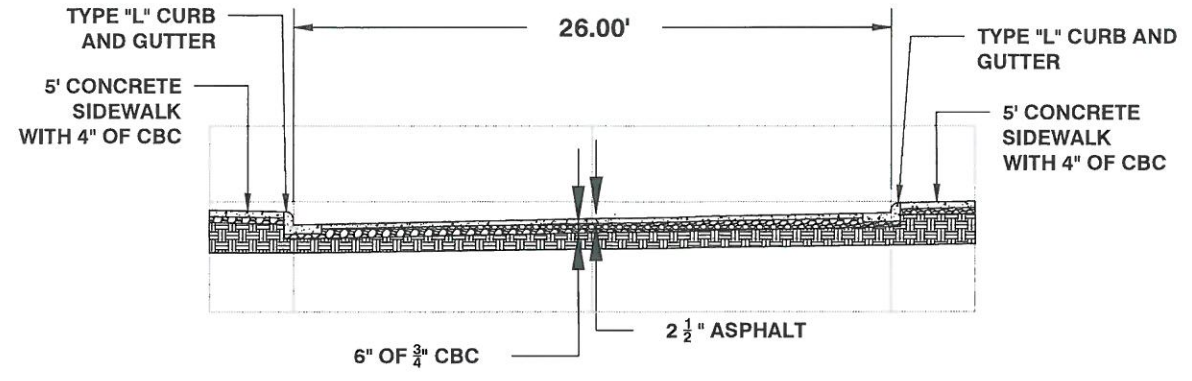
PCI
 Professional Consultants Inc.
 Engineers, Architects, Planners, Surveyors
 1000 W. MAIN ST., SUITE 200
 BOZEMAN, MT 59717
 PHONE: (406) 552-1234
 FAX: (406) 552-1234

Dec-22

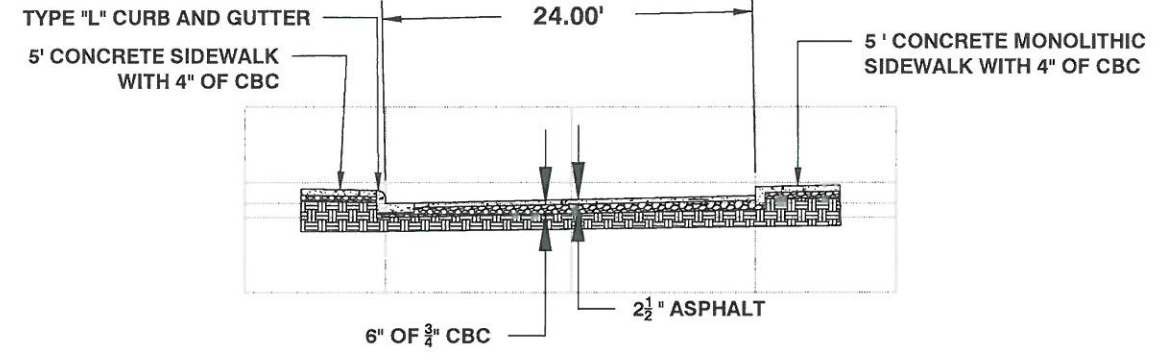
ROAD
DETAILS 2

C-11

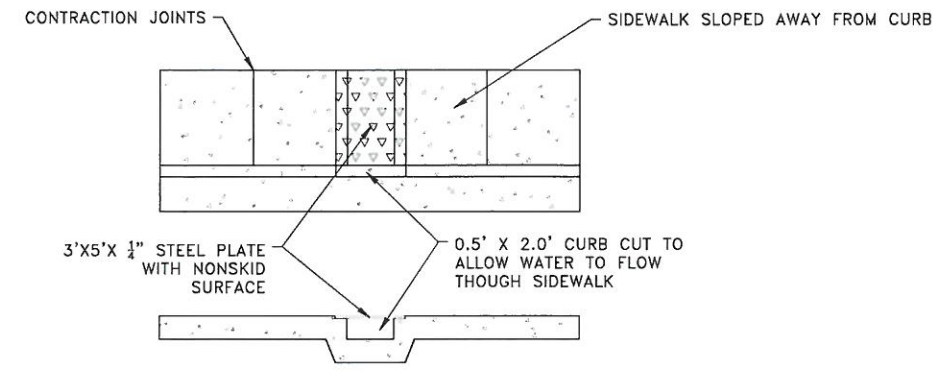
REV



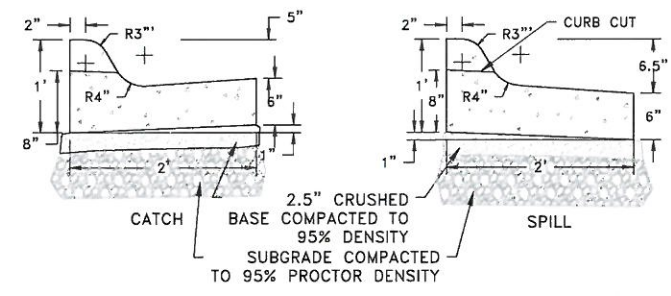
TYPICAL ROAD SECTIONS
NOT TO SCALE



TYPICAL ROAD SECTIONS
NOT TO SCALE

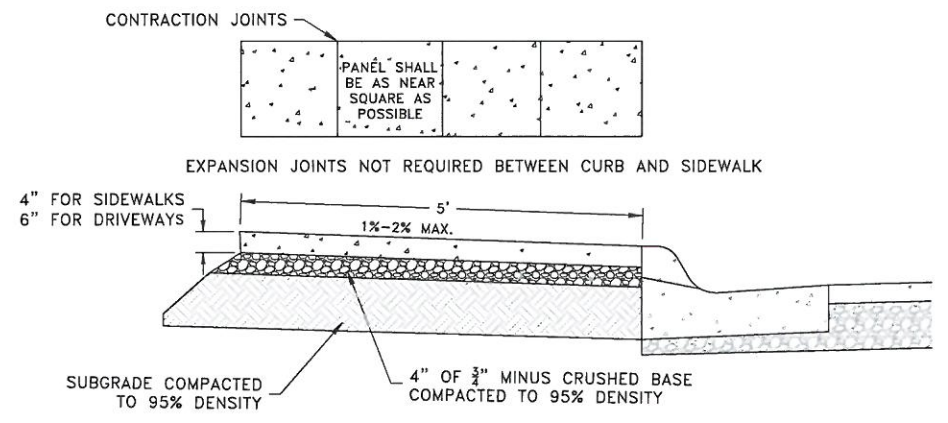


STEEL PLATE WITH 2' DRAINAGE TRENCH
NOT TO SCALE



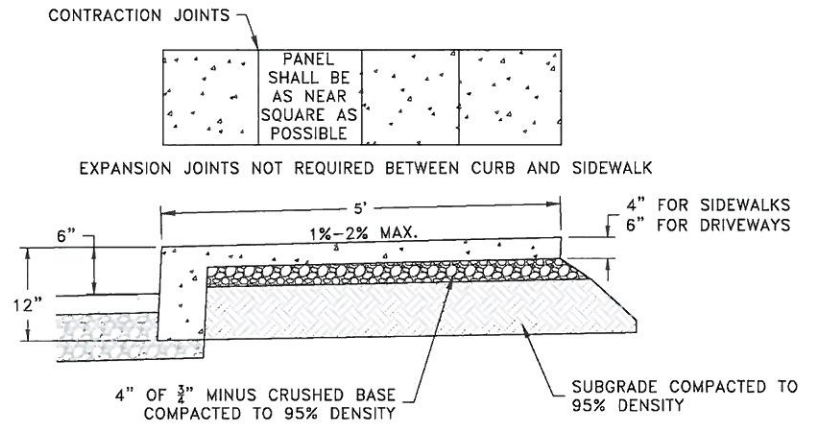
- CONTRACTION JOINTS SHALL BE PLACED EVERY 10 FEET AND SHALL BE 3/4" DEEP.
- EXPANSION JOINTS OF 1/2" MASTIC MATERIAL SHALL BE PLACED AT THE FOLLOWING LOCATIONS:
P.C.S AND P.T.S OF CURVES
GRADE BREAKS
4' ON EITHER SIDE OF A DRAINAGE STRUCTURE
AT OTHER LOCATIONS AS SPECIFIED BY ENGINEER
- NO CURB SHALL BE PLACED WITHOUT A FINAL FORM INSPECTION BY THE ENGINEER.
- CONSTRUCTION MATERIALS AND PROCEDURES SHALL CONFORM TO EXISTING CITY AND STATE STANDARD SPECIFICATIONS.

TYPICAL "L" TYPE CURB/GUTTER SECTION
NOT TO SCALE



- CONTRACTION JOINTS SHALL BE SPACED SO AS TO FORM AS NEAR SQUARE PANEL AS POSSIBLE, NO SINGLE PANEL SHALL EXCEED 8' ON ANY SIDE. CONTRACTION JOINTS SHALL BE TOOLED 3/4" DEEP (NO SAW CUTS).
- EXPANSION JOINTS OF 1/2" MASTIC MATERIAL SHALL BE PLACED AT THE FOLLOWING LOCATIONS:
P.C.S AND P.T.S OF CURVES
GRADE BREAKS
AT DRIVEWAYS
AT OTHER LOCATIONS AS SPECIFIED BY ENGINEER
- NO SIDEWALK SHALL BE PLACED WITHOUT A FINAL FORM INSPECTION BY THE ENGINEER.
- CONSTRUCTION MATERIALS AND PROCEDURES SHALL CONFORM TO LOCAL CITY AND STATE STANDARD SPECIFICATIONS.

SIDEWALK DETAIL
NOT TO SCALE



- CONTRACTION JOINTS SHALL BE SPACED SO AS TO FORM AS NEAR SQUARE PANEL AS POSSIBLE, NO SINGLE PANEL SHALL EXCEED 8' ON ANY SIDE. CONTRACTION JOINTS SHALL BE TOOLED 3/4" DEEP (NO SAW CUTS).
- EXPANSION JOINTS OF 1/2" MASTIC MATERIAL SHALL BE PLACED AT THE FOLLOWING LOCATIONS:
P.C.S AND P.T.S OF CURVES
GRADE BREAKS
AT DRIVEWAYS
AT OTHER LOCATIONS AS SPECIFIED BY ENGINEER
- NO SIDEWALK SHALL BE PLACED WITHOUT A FINAL FORM INSPECTION BY THE ENGINEER.
- CONSTRUCTION MATERIALS AND PROCEDURES SHALL CONFORM TO LOCAL CITY AND STATE STANDARD SPECIFICATIONS.

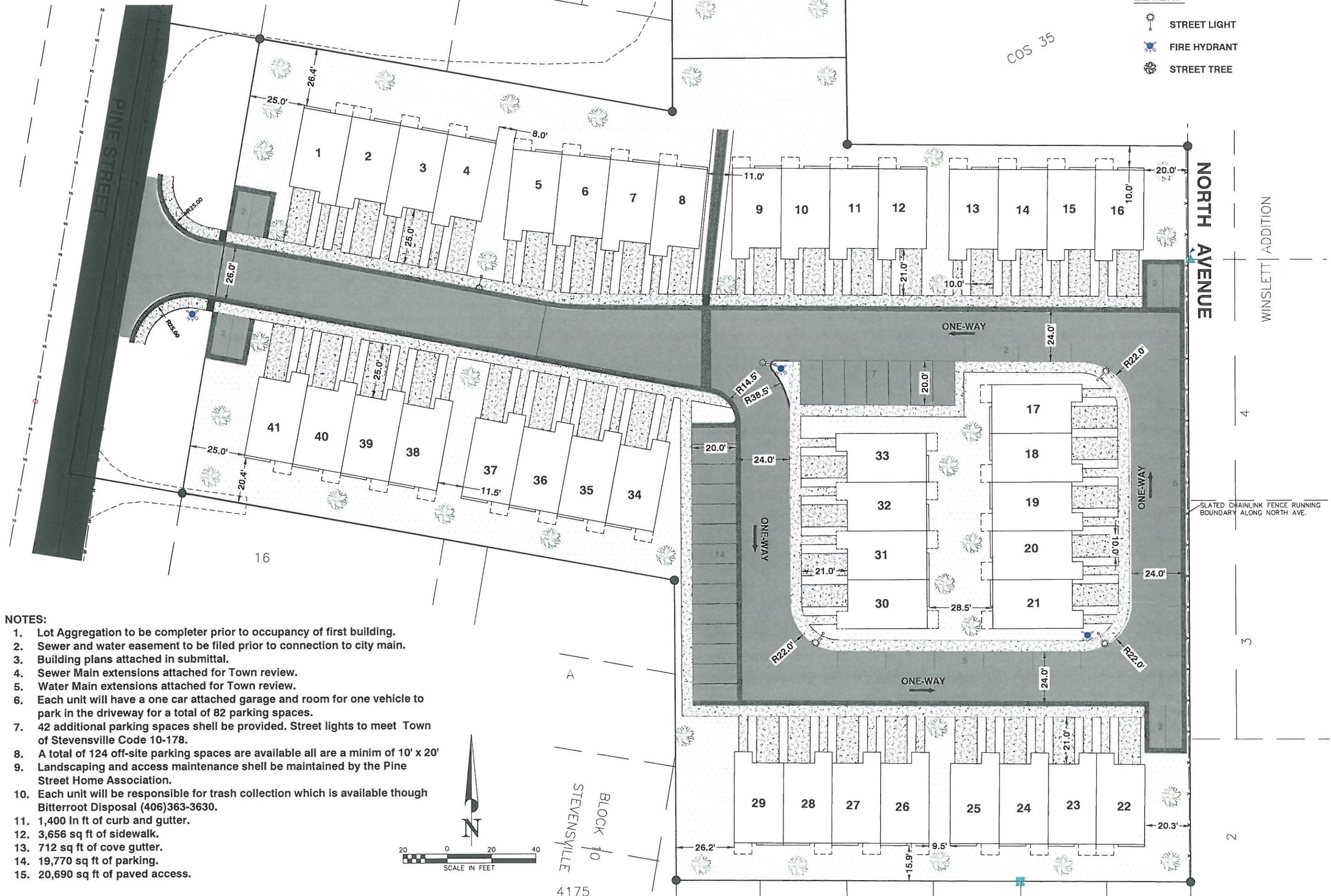
MONOLITHIC SIDEWALK
NOT TO SCALE

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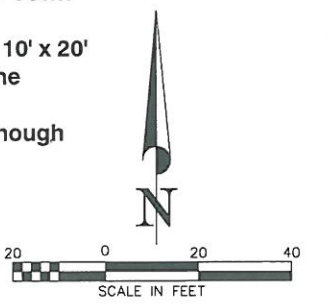
PINE STREET HOMES

LEGEND

-  STREET LIGHT
-  FIRE HYDRANT
-  STREET TREE



- NOTES:**
1. Lot Aggregation to be completed prior to occupancy of first building.
 2. Sewer and water easement to be filed prior to connection to city main.
 3. Building plans attached in submittal.
 4. Sewer Main extensions attached for Town review.
 5. Water Main extensions attached for Town review.
 6. Each unit will have a one car attached garage and room for one vehicle to park in the driveway for a total of 82 parking spaces.
 7. 42 additional parking spaces shall be provided. Street lights to meet Town of Stevensville Code 10-178.
 8. A total of 124 off-site parking spaces are available all are a minim of 10' x 20'
 9. Landscaping and access maintenance shall be maintained by the Pine Street Home Association.
 10. Each unit will be responsible for trash collection which is available through Bitterroot Disposal (406)363-3630.
 11. 1,400 In ft of curb and gutter.
 12. 3,656 sq ft of sidewalk.
 13. 712 sq ft of cove gutter.
 14. 19,770 sq ft of parking.
 15. 20,690 sq ft of paved access.



PROJECT #:	9145-21
DRAWN:	J.C.
CHECKED:	J.C.
REVISION:	
REVISION:	
REVISION:	
REVISION:	

SPIRE PROPERTIES
 PINE STREET HOMES
 STEVENSVILLE RAVALLI COUNTY MONTANA

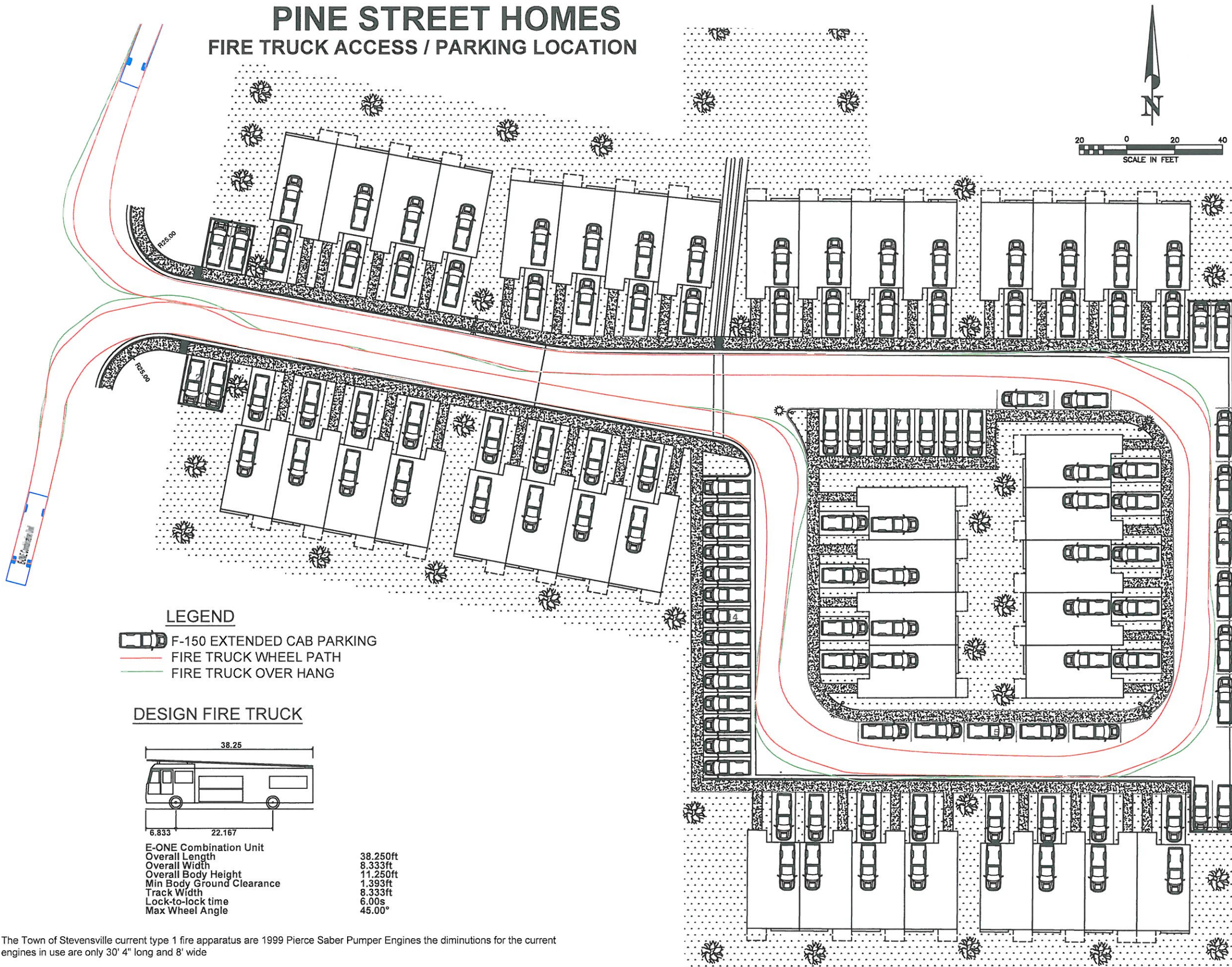
Professional Consultants Inc.
 100 WINDY HILL AVENUE
 STEVENSVILLE, MONTANA 59717
 PHONE: (406) 328-1000
 FAX: (406) 328-1070

Dec-22
 SITE
 PLAN




SITE

PINE STREET HOMES

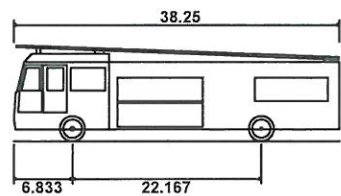
FIRE TRUCK ACCESS / PARKING LOCATION



LEGEND

-  F-150 EXTENDED CAB PARKING
-  FIRE TRUCK WHEEL PATH
-  FIRE TRUCK OVER HANG

DESIGN FIRE TRUCK



E-ONE Combination Unit	
Overall Length	38.250ft
Overall Width	8.333ft
Overall Body Height	11.250ft
Min Body Ground Clearance	1.393ft
Track Width	8.333ft
Lock-to-lock time	6.00s
Max Wheel Angle	45.00°

* The Town of Stevensville current type 1 fire apparatus are 1999 Pierce Saber Pumper Engines the dimensions for the current engines in use are only 30' 4" long and 8' wide

PROJECT #	21-014-02
DRAWN	JLS
CHECKED	JLS
DATE	
REVISION	
REVISION	
REVISION	
REVISION	
REVISION	

SPIRE PROPERTIES
 PINE STREET HOMES
 STEVENSVILLE RAVALLI COUNTY MONTANA

Professional Consultants Inc.
 101 S. 2ND ST. SUITE C
 STEVENSVILLE, MT 59701
 PHONE: 406-778-8778
 FAX: 406-778-8778

Dec-22

FA

REVISION

File Attachments for Item:

a. Discussion: Remaining Funds Available with HDR Engineering, Previously Approved Task Order No. 10, To Use Said Funds for Water Capacity Study



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:	Steve Gibson
Second Person Submitting the Agenda Item:	Steve Kruse
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/12/2023
Agenda Topic:	Discussion: Remaining Funds Available with HDR Engineering, Previously Approved Task Order No. 10, To Use Said Funds for Water Capacity Study
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	01/12/2023
Notes:	

EXHIBIT A

TASK ORDER NO. 10

This Task Order pertains to an Agreement by and between the Town of Stevensville , MT, (“OWNER”), and HDR Engineering, Inc. (“ENGINEER”), dated April 4, 2016, (“the Agreement”). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER: 10

PROJECT NAME: Stevensville Miscellaneous Services

PART 1.0 PROJECT DESCRIPTION:

Assist the Town of Stevensville with miscellaneous engineering services.

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER ON THE PROJECT:

The scope of work for this Task Order may include the following tasks or additional tasks as defined by the Town of Stevensville on an as needed basis.

- Review and provide comment on plans, specifications and basis of design reports for proposed subdivision projects and variance requests submitted to the Town of Stevensville.
- Evaluate the water and wastewater utility’s ability to serve new subdivisions.
- Assist with the development of comment letters on proposed subdivision projects and variance requests submitted to the Town of Stevensville.
- Meet with Town staff to review and discuss comments.
- Review will be based on the Town of Stevensville Development Code.
- Assist with the development and interpretation of design standards for the Town of Stevensville.
- Wastewater utility troubleshooting and operations assistance.
- MPDES Discharge Permit assistance.
- Water utility troubleshooting and operations assistance.

PART 3.0 OWNER’S RESPONSIBILITIES:

- Serve as the liaison between HDR and the public.
- Develop comment letters based on HDR and Town of Stevensville staff review comments.

PART 4.0 PERIODS OF SERVICE:

- Notice to proceed for engineering services – Date of execution of agreement.
- Period of Service – One year from execution of this Amendment.

PART 5.0 ENGINEER’S FEE:

Owner shall pay Engineer for Services described in Part 2.0 an amount equal to Engineer’s Direct Labor Costs times a factor of 3.20, plus reimbursable expenses

times a factor of 1.10 on a time and material basis not to exceed **\$10,000** without prior written approval.


PART 6.0 OTHER:

This Task Order is executed this _____ day of _____, 2021.

TOWN OF STEVENSVILLE
"OWNER"

HDR ENGINEERING, INC.
"ENGINEER"

BY: _____

BY:  _____

NAME: _____

NAME: Craig T. Caprara

TITLE: _____

TITLE: Water Business Group
Manager

ADDRESS: PO Box 30
Stevensville, MT 59870

ADDRESS: 700 SW Higgins, Suite 200
Missoula, MT 59803-1489

File Attachments for Item:

b. Discussion/Decision: Approval of Proposed Pine Street Residential Development, Contingent Upon Purchase of Pine Street Property by Spire Properties and DEQ Approval



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:	Steve Gibson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/12/2023
Agenda Topic:	Discussion/Decision: Approval of Proposed Pine Street Residential Development, Contingent Upon Purchase of Pine Street Property by Spire Properties and DEQ Approval
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Choose an item.
If Approved, Meeting Date for Consideration:	
Notes:	All backup documents for this agenda item are included in the public hearing section of this agenda.

File Attachments for Item:

c. Discussion/Decision: Mayor Recommends the Appointment of Melanie D'Isidoro or Nathan Hulling for Prosecution Services for the Town of Stevensville City Court



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:	Steve Gibson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/12/2023
Agenda Topic:	Discussion/Decision: Mayor Recommends the Appointment of Melanie D'Isidoro or Nathan Hulling for Prosecution Services for the Town of Stevensville City Court
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	01/12/2023
Notes:	

HULLING LAW, PLLC

2976 St. Thomas Dr.
Missoula, MT 59803
(406)880-5940
Nathan@Hullinglaw.com

December 17, 2022

Town of Stevensville
PO Box 30
Stevensville, MT 59870-0030

RE: Request for Qualifications for Legal Services as Town Prosecutor: 2023-2026

In response to the Town of Stevensville's request for proposal, please accept the following proposal on behalf of Nathan L. Huling and Huling Law, P.L.L.C. in advance of negotiating a contract for the term beginning 2023 for a period of three (3) years. This proposal covers all areas noted in the Town's request.

Proposal Requirements

A. Legal Experience/Statement of Qualifications.

I am a private practice attorney based out of Missoula, Montana. For the past six (6) years I have worked for the Judnich Law Office. During that time, I have served as the managing attorney and head of our criminal and family law sections. As part of my duties, I have maintained a full criminal case load and supervised three (3) other attorneys' defense of criminal clients and litigation of civil cases. Prior to coming to work for the Judnich Law Office, I was a Judge Advocate in the United States Marine Corps from 2012 through 2017. During that time, I was a prosecutor and the Officer in Charge (OIC) for Legal Team Delta at Camp Horno, a subsection of Marine Corps Base Camp Pendleton. I worked primarily with the 1st Marine Division and over saw the prosecution of all cases involving Marines and Sailors that were alleged to have committed crimes while serving the United States on Camp Horno. I reached the rank of Major. I also had three (3) other Judge Advocates and three (3) Marine clerks under my command and supervision during that time. Throughout my nearly 11 years of experience, I have handled every type of criminal case from minor traffic offense to child sexual assault, to federal cases involving the trafficking of narcotics. I have worked on both sides of the aisle, which has given me a unique ability to understand a case from both perspectives. I have a complete understanding of Montana's criminal justice system and misdemeanor law. I have litigation experience in the form of multi-day jury trials in criminal law and civil trial experience as well.

Beginning in 2023, I will be leaving the Judnich Law Office and opening my own firm, Huling Law, P.L.L.C. I plan on focusing primarily on criminal law, and I would be in a great position to focus on the Town of Stevensville as one of my primary clients.

Due to client confidentiality, I decline to offer client's names and contact information. The town is able to contact the references listed below to verify my qualifications.

Hon. Alex Beal
Missoula County Justice of the Peace, Department 1
200 W Broadway Street Missoula, MT 59802
(406) 258-3470
Alexalexbeallaw.com

Hon. Landee Holloway
Missoula County Justice of the Peace, Department 2
200 W Broadway Street Missoula, MT 59802
(406) 258-3470

Mr. Brian J. West
Chief Civil Deputy County Attorney
Missoula County Attorney's Office
200 W. Broadway
Missoula, MT 59801
(406) 258-4737
Bwest@missoulacounty.us

Major Kurt Sorensen
Special Assistant United States Attorney
Eastern District of Virginia
Office (703) 299-3924
Cell (952) 270-5596
Kurt.Sorensen@usdoj.gov
Kurt.Sorensen@usmc.mail

Mr. Adam Walser
Prosecuting Attorney
Lincoln County Washington
Awalser@co.lincoln.wa.us
(509) 725-4040

B. Support Staff.

When I open Huling Law in 2023, I plan to hire one legal assistant to assist with administrative tasks in the office. However, I do not plan on hiring any other attorneys for the first year. So, all legal work will initially be performed by myself. However, I will not bill the Town of Stevensville for any work performed by my legal assistant. Any such work performed by my assistant will be a cost assumed by my firm as part of this position. I will note that any individual hired will have to have prior legal assistant experience and will be appropriately screened by myself. Additionally, I am willing to utilize the Town of Stevensville's support staff to any extent the Town prefers.

C. Description of Services.

Huling Law would expect to provide all services expected with the prosecution of misdemeanor charges in the Town of Stevensville including review of charges and evidence, disclosure of evidence

to criminal defendants, representing Stevensville in all court proceedings, negotiating plea agreements, conducting all trials for all cases that are not resolved by an agreement, provide advice to law enforcement as required, and attend all law and motion hearings. I would also expect to be personally present at all court hearings.

D. Rates and Charges.

I currently bill at rates ranging from \$250 to \$350 per hour at the Judnich Law Office. However, if awarded this contract I would agree to \$150 per hour for all legal work and courtroom time. I would also agree to \$50.00 per hour for travel from Missoula to Stevensville when required. I would provide a monthly accounting of all time spent on cases for the Town of Stevensville, including a detailed description of the services provided and the time spent. All time would be billed in 6-minute increments.

E. Available Commitment to Provide Services.

As I will be starting my own firm, I will have ample time to commit to the Town of Stevensville to provide the services necessary as the Town's prosecutor. I will be prepared to be at all court appearances and to give each case the care and attention it deserves. Throughout my service in the United State's Marine Corp as a prosecutor and my time as a defense counsel, I have come to understand the importance of competent and dedicated prosecutors. Prosecutors have a unique ability to effectuate the outcome of a case, more so than any other party involved in a criminal proceeding. Prosecutors decide which charges to pursue, whether a resolution is appropriate, the weight to give issues such as the protection of society, rehabilitation of the defendant, punishment, or second chances. I have had the opportunity to work beside and against some phenomenal prosecutors in my time. If given this contract, I would give this position the time it requires and deserves to ensure that the Town of Stevensville's interest are protected, but also, that a fair and just outcome is achieved in each case. 20 hours a month or even 40 hours per month will not be an issue in terms of my time management.

One potential issue to note if my available start date. I provided notice to the Judnich Law Office on December 5, 2022, that I intended to start my own firm. As I am the managing attorney and overseeing over 50 of my own cases and an additional 50 of associate cases at the time of my notice, I agreed to stay with the firm for at least a month to provide a smooth transition. It is an amicable resignation, and Mr. Judnich and myself are on great terms. I would not be able to begin before January 9, 2023. Most likely I will be available to begin January 16, 2023. My absolute latest start date would be February 3, 2023. However, if awarded this contract, this would be an item that would need to be discussed and an agreed upon start date decided. It is important to me that the Judnich Law Office and its needs be considered in regard to this timing.

F. Actual or Perceived Conflicts

I have two current clients with cases in Ravalli County District Court. Both clients have elected to continue representation with me when I leave the Judnich Law Office. I do not see an actual conflict, but I will notify each client of my position with the Town of Stevensville and ask that they sign a waiver. Neither client's case originates out of the Town of Stevensville and no Stevensville City Police Officer was involved in the investigation. Moving forward, I will note to any new client

of my position as the Town's prosecutor in any retainer agreement. Of course, I will not agree to represent any client with charges originating in the Town of Stevensville City Court or involving its police officers.

Thank you for your consideration. I am happy to answer any question and to meet with any Town representative during your selection process.

Sincerely,
Nathan L. Hulling

A handwritten signature in black ink, appearing to read 'Nathan L. Hulling', with a long horizontal flourish extending to the right.

Hulling Law, P.L.L.C.

Melanie C. D'Isidoro

P.O. Box 26
Hamilton, Montana 59840
(406) 303-9076
(575) 993-9241
Melanie@TrapperPeakLaw.com

EDUCATION:

- **University of Montana School of Law: *Juris Doctor***
 - **China Summer Law Program**
 - **New Mexico State University: *Bachelor of Arts, Sociology, Philosophy Minor***
-

EXPERIENCE:

- **Owner and Attorney:** Trapper Peak Law, *June 2022-present*
 - **Associate Attorney:** Bitterroot Law, *April 2021 - June 2022*
 - **Staff Attorney:** State of Montana Public Defender, *May 2018 - April 2021*
 - **Law Clerk:** First Judicial District, Hon. Judge Reynolds, *Sept. 2017 - May 2018*
 - **Law Clerk:** Montana Supreme Court, Hon. Justice McKinnon, *Aug. 2016 - Aug. 2017*
 - **Clerk Externship:** Montana Supreme Court, Hon. Justice McKinnon, *Summer 2015*
 - **Life Enrichment:** Riverside Health Care Center, Missoula, MT *Sept. 2013 - May 2015*
-

VOLUNTEER WORK:

- **S.A.F.E. in the Bitterroot, Pro Bono**
 - **Free one hour consultations with survivors**
 - **Provide legal assistance with Pro Se Forms**
 - **Offer limited scope representation for complex matters**
 - **Treatment Court, Pro Bono**
 - **Provide legal assistance with Pro Se Forms**
 - **Ravalli County Head Start, Board of Directors**
 - **Voting member, Legal Community Representative**
-

AWARDS & ACHIEVEMENTS:

- **2021 Bitterroot Attorney of the Year**
- **Montana 1st Judicial District Bar, Treasurer, 2016 - 2018**

Melanie C. D'Isidoro
P.O. Box 26
Hamilton, Montana 59840
(406) 303-9076
(575) 993-9241
Melanie@TrapperPeakLaw.com

PROFESSIONAL REFERENCES:

- **Sadie Busch: Former Supervisor, Office of the State Public Defender**
 - Zephyr Law: 406-219-1355
 - Sadie@zephyrlaw.net
- **Ryan Archibald: Former Supervisor, Office of the State Public Defender**
 - 406-698-4296
 - Archibaldattorney@gmail.com
- **Shannon Hathaway: Owner and Attorney, Hathaway Law Group**
 - Hathaway Law Group: 406-356-6546
 - Shannon@hathaway-lawgroup.com
- **Korin Ziegler: Former Ravalli Deputy County Attorney**
 - 406-577-4137
 - Korin.Ziegler@gmail.com
- **Cori Losing: Assistant Attorney General**
 - 406-450-6319
 - Cori.Losing@mt.gov

Melanie C. D'Isidoro
Trapper Peak Law, PLLC
P.O. Box 26
Hamilton, MT 59840
(406) 303-9076
Melanie@TrapperPeakLaw.com

STATEMENT OF QUALIFICATIONS

Identification of Attorneys:

Melanie C. D'Isidoro

Melanie is an accomplished Criminal Defense and Family Law Attorney currently in private practice in Hamilton, Montana. She has participated in dozens of trials and contested hearings since moving to the Bitterroot Valley in 2018. She specializes in both Felonies and Misdemeanors, as well as Parenting Plans, Orders of Protection, Dependency and Neglect, and Involuntary Commitments. She has also practiced in front of Judge O'Connor during the course of her duties with the Office of the State Public Defender. She is the sole proprietor of Trapper Peak Law, and will be the only attorney handling legal cases for the Town of Stevensville. References are attached alongside this Statement.

- Active Attorney in Good Standing of the Montana State Bar from 2016 to present
 - Bar No.: 42376502
 - Member of the Western Montana Bar Association
 - Member of the Montana 21st Judicial District Bar Association
- Active Attorney in Good Standing of the United States District Court, District of Montana from June 2021 to present

Description of Services:

Trapper Peak Law will provide prosecutorial services for criminal matters being pursued by the Town of Stevensville. We anticipate this will include making charging decisions, negotiating plea deals, motion work, court hearings, and trials, as well as cooperation and coordination with local law enforcement. Melanie's extensive experience in criminal practice, as well as her experience as a Law Clerk at both the Trial Court and Appellate levels makes her particularly well suited to deal with anything that might come up during the course of her duties.

Rates and Charges:

Melanie will bill her time to the Town of Stevensville in six (6) minute increments at a rate of \$150.00 per hour. Any costs or fees (such as, but not limited to, the costs of printing/copying physical or digital media) incurred in accomplishing the duties of this position will be charged to the Town of Stevensville at cost. Other monthly costs ordinarily and regularly

incurred by the Firm (such as rent, software subscription fees, annual bar fees, insurance premiums, etc...) will not be charged to the Town. Costs for travel time when traveling further than 15 miles from Trapper Peak Law's office address will be billed at the State of Montana's rate of \$45.00 per hour, with no additional charge for mileage incurred. As no overnight stays are anticipated during the course of this work, no lodging or per diem will be charged at any time.

Availability and Commitment to Provide Services:

Trapper Peak Law is willing and able to provide legal services to the Town of Stevensville for the initial three (3) year period, and longer if desired. Trapper Peak Law is a small firm, and as such has a tremendous amount of control over its schedule. With that said, the Firm anticipates continuing with its current practice framework, albeit at a reduced level to account for the work requirements of this position. This means that Wednesdays and Thursdays during the week are usually quite busy for us, as those are the local District Court Law and Motion days. The rest of the week, however, can easily be molded to the needs of the Town.

Actual or Perceived Conflict:

Trapper Peak Law and Melanie D'Isidoro are unaware of any actual or perceived conflict of interest with the Town of Stevensville. However, due to Melanie's past work, there will likely be instances where a former client is criminally charged by the Town. Should this happen, Melanie will ask the Town Attorney to cover the case, or will work with the Town to address the conflict in other ways. Trapper Peak Law has a comprehensive list of all Melanie's prior clients, and will run a conflict check through their case management software as new cases develop.

Additional Information:

Unless a case needs to go to a trial, there is no reason costs cannot be kept to a minimum. Also, with the Firm's location being only 19 miles from the Stevensville Courthouse, I anticipate travel costs will be minimal. I also plan to streamline the prosecutorial process by having initial plea offers ready to be sent alongside the Initial Discovery Notice to the Defendant. This creates an opportunity to have cases resolved quickly while still furthering the goals of the Town. I will also prioritize connecting with victims in order to obtain their position on any potential plea offer before communicating it to the defense. I want to make sure any person in Stevensville who is the victim of a crime feels like they have a voice in the system, and achieves a resolution which promotes justice, judicial economy, and public safety.

If you have any further questions, please do not hesitate to contact me by phone or by email as listed above.

File Attachments for Item:

d. Discussion/Decision: Approval to Utilize Jean Thomas Funds up to \$10,000 for Stevensville City Pool Repairs to Meet State Pool Standards



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:	Steve Gibson
Second Person Submitting the Agenda Item:	Steve Kruse
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/12/2023
Agenda Topic:	Discussion/Decision: Approval to Utilize Jean Thomas Funds up to \$10,000 for Stevensville City Pool Repairs to Meet State Pool Standards
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	01/12/2023
Notes:	Pool is currently out of compliance, this proposed work is the first step to bring the pool into compliance.

POOL & POND SUPPLY BID/QUOTE
3916 BROOKS
MISSOULA, MT 59804
cory@poolandpondsupply.com
406-543-4267

EMAIL:		CUSTOMER: Town of Stevensville
HOME/WORK:		ADDRESS:
CELL:		
DESCRIPTION:	PRICE:	BID TYPE: Replace pool filter/flow meter
Pentair TR100C3 Sand Filter	\$ 2,347.50	NOTES:
Pentair TR100C3 Sand Filter	\$ 2,347.50	
Pentair hiflow multiport valve	\$ 307.50	
Pentair hiflow multiport valve	\$ 307.50	
1600 pounds of Filter Sand	\$ 480.00	
Misc. PVC parts	\$ 300.00	
2-man Labor 12 hours	\$ 1,560.00	
Pentair 356324Z wiring kit	\$ 82.50	
Pentair 97014 Flow Sensor Kit	\$ 2,124.00	
DATE QUOTED: 12/16/22		We do require a half-down deposit on all parts before we order them in, with the exception of new pool construction. Jobs are scheduled in the order that we receive deposits. This bid does not include the cost of sub-contractors such as excavation, concrete, HVAC and electrical work. Prices quoted are guaranteed for a period of (30) days from the day of this quote. (THIS IS NOT A BILL)
TOTAL		\$ 9,856.50

File Attachments for Item:

e. Discussion/Decision: Consent to the Mayor's Appointment of Karen Wandler to the Police Commission



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:	Steve Gibson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/12/2023
Agenda Topic:	Discussion/Decision: Consent to the Mayor's Appointment of Karen Wandler to the Police Commission
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	01/12/2023
Notes:	

BOARD APPLICATION FORM
STEVENSVILLE, MONTANA

*Disclosure: any information on this application is available for public view

Name: Rosen Wandler Home Phone: 406 360 0045
Address: 311 6th Work/Cell Phone: No Home Phone
City: Stevensville MT State: MT Zip: 59870
Email Address: steviwandler@a.com
Business or Occupation: Retired
Board or Committee applying for: Police Board Commission

- ✓ Please describe your experience or background which you believe qualifies you for service on this Board or Committee (attached additional sheets if needed):

I was on the selection board for choosing MacSosa
Worked extensively with law enforcement
while employed with the U.S.F.S and on fires

- ✓ Why do you wish to serve on this Board or Committee?

I want to volunteer and work with the
outstanding Police force in Stevensville.
As a citizen of Stevensville it is my duty
to contribute my time & talents to our town

- ✓ Additional information which you feel is pertinent:

Signature: Rosen Wandler Date: 7/20/22

Return Application to: Town of Stevensville, P.O. Box 30, Stevensville, MT 59870

File Attachments for Item:

f. Discussion/Decision: Skydive Montana is Requesting the Town Council to Approve Consultation with the Town Attorney and their Attorney for the Development and Review of Waivers for Skydiving at the Stevensville Airport



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Craig Thomas, Chairman Airport Board
Second Person Submitting the Agenda Item:	
Submitter Title:	Choose an item.
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/12/2023
Agenda Topic:	Discussion/Decision: Skydive Montana is Requesting the Town Council to Approve Consultation with the Town Attorney and their Attorney for the Development and Review of Waivers for Skydiving at the Stevensville Airport
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Choose an item.
If Approved, Meeting Date for Consideration:	01/12/2023
Notes:	All legal fees associated with the consultation will be paid by Skydive Montana and there will be no cost to the town.

File Attachments for Item:

g. Informational: The Stevensville Airport will not be Accepting Ravalli County ARPA Funds



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:	Steve Gibson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/12/2023
Agenda Topic:	Informational: The Stevensville Airport will not be Accepting Ravalli County ARPA Funds
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Choose an item.
If Approved, Meeting Date for Consideration:	01/12/2023
Notes:	

File Attachments for Item:

h. Discussion/Decision: Appoint Councilmember Bob Michalson as Council President for 2023



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:	Steve Gibson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/12/2023
Agenda Topic:	Discussion/Decision: Appoint Councilmember Bob Michalson as Council President for 2023
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	01/12/2023
Notes:	

Jenelle Berthoud

From: Bob Michalson
Sent: Monday, January 2, 2023 9:06 AM
To: Jenelle Berthoud
Cc: Steve Gibson; greg Overstreet
Subject: Town Council President

Follow Up Flag: Follow up
Flag Status: Flagged

Jenelle:

Per Council Rules Part XII (Sec.1) I am submitting my name to continue to represent the Town of Stevensville as Town Council President for 2023.

regards
Bob Michalson
Town Council President
Ward 2
Town of Stevensville

File Attachments for Item:

i. Discussion/Decision: Appoint a Councilmember to Serve on the Airport Board for 2023



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:	Steve Gibson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/12/2023
Agenda Topic:	Discussion/Decision: Appoint a Councilmember to Serve on the Airport Board for 2023
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	01/12/2023
Notes:	

File Attachments for Item:

j. Discussion/Decision: Appoint a Councilmember to Serve on the Park Board for 2023



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:	Steve Gibson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/12/2023
Agenda Topic:	Discussion/Decision: Appoint a Councilmember to Serve on the Park Board for 2023
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	01/12/2023
Notes:	

File Attachments for Item:

k. Discussion/Decision: Appoint a Councilmember to Serve on the Planning & Zoning Board for 2023



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:	Steve Gibson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/12/2023
Agenda Topic:	Discussion/Decision: Appoint a Councilmember to Serve on the Planning & Zoning Board for 2023
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	01/12/2023
Notes:	

File Attachments for Item:

I. Discussion/Decision: Appoint a Councilmember to Serve on the TIFID/TEDD Board for 2023



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:	Steve Gibson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	01/12/2023
Agenda Topic:	Discussion/Decision: Appoint a Councilmember to Serve on the TIFID/TEDD Board for 2023
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	01/12/2023
Notes:	