



**Stevensville Town Council Meeting
Agenda for
THURSDAY, JULY 14, 2022
7:00 PM
206 Buck Street, Town Hall**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comments (Public comment from citizens on items that are not on the agenda)
4. Approval of Minutes
5. Approval of Bi-Weekly Claims
 - a. Claims #17780-#17808
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
10. Unfinished Business
11. New Business
 - a. Discussion/Decision: Special Event and Alcohol Use Permit for Stevensville Creamery Picnic
 - b. Discussion/Decision: Rescind/Suspend Resolution No. 486 (Resolution For The Bill Assistance Program)
12. Executive Report
13. Town Council Comments
14. Board Reports
15. Adjournment

Welcome to Stevensville Town Council Chambers

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

It is essential that we treat each other with respect.

We expect that participants will:

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

We further expect that participants will refrain from disrespectful displays:

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

Guidelines for Public Comment

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

During any council meeting you have two opportunities to comment:

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

Comment made outside of these times may not be allowed.

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

Thank you for observing these guidelines.

File Attachments for Item:

a. Claims #17780-#17808

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
17780	July	1758 Ramona Vance 07/01/22 Police Office Lease July	1,000.00 1,000.00			1000 420100	530	101000
17781	June22	1790 Taz Properties 07/01/22 Rent- June	300.00 300.00*			5610 430300	530	101000
17782	Monthly	1436 Maureen M. O'Connor Compensation \$1500.00 07/01/22 Monthly Compensation	1,500.00 1,500.00			1000 410360	350	101000
17783	Summer	1656 COLJ CONFERENCE REGISTRATION 2022 Court of Limited Jurisdiction Conference 07/04/22 C- Court of Limited Juris.	250.00 250.00			1000 410360	380	101000
17784	PD-	1714 Big Bear Sign Company Inc Vinyl decal for After hours emergency number 07/01/22 PD- Vinyl decal for emergency	16.00 16.00			1000 420100	210	101000
17785		858 MILLER LAW OFFICE, PLLC Stevensville Water Right Matters	9,160.40					
		1261 07/04/22 Prepared PER	50.00			5210 430530	352	101000
		1261 07/04/22 Review place of use & water ri	400.00			5210 430530	352	101000
		1261 07/04/22 Phone call with Gibson/Kruse	50.00			5210 430530	352	101000
		1261 07/04/22 Pre-application meeting DNRC	50.00			5210 430530	352	101000
		1261 07/04/22 Pre-application & draft agenda	50.00			5210 430530	352	101000
		1261 07/04/22 Review & change app DNRC	1,000.00			5210 430530	352	101000
		1261 07/04/22 Prep ltr water wells	800.00			5210 430530	352	101000
		1261 07/04/22 Amend to water court	1,900.00			5210 430530	352	101000
		1261 07/04/22 Amend Place of use well	1,200.00			5210 430530	352	101000
		1261 07/04/22 Amend to expand POU	600.00*			5210 430530	325	101000
		1261 07/04/22 Amend well POU	700.00*			5210 430530	325	101000
		1261 07/04/22 Motion to water court POU	600.00*			5210 430530	325	101000
		1261 07/04/22 Finalize well to amend water	600.00*			5210 430530	325	101000
		1261 07/04/22 Motion to amend Well 1 rights	350.00*			5210 430530	325	101000
		1261 07/04/22 Finalize & File Motion Well 1	200.00*			5210 430530	325	101000
		1261 07/04/22 Printing & copying	8.64*			5210 430530	325	101000
		1261 07/04/22 Mailing & postage	1.76*			5210 430530	325	101000
		1261 07/04/22 Direct cost DNRC filing fee	600.00*			5210 430530	325	101000

07/12/22
14:36:01

TOWN OF STEVENSVILLE
Claim Approval List
For the Accounting Period: 7/22

Page: 2 of 5
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
17786		1754 Construct Montana, LLC	1,143.20					
		May Invoice for Permit fees for Inspection/Consultation (80%) Permit Fees for Plan Review (20%)						
	1054	07/06/22 Building Inspections	1,143.20			2394 420531	350	101000
	1054	07/06/22 Plan Review	0.00			2394 420531	350	101000
17787		1827 Pintler Billing Services	50.00					
		Monthly maintenance fee-Medical billing						
	558	07/01/22 Medical billing-monthly maint.	50.00			2230 420730	350	101000
17788		1841 Overstreet Law Group	5,130.00					
		General Matters/ Prosecution June 2022						
	June22	06/22/22 Town Legal Services	2,010.00*			1000 411100	350	101000
	June22	06/30/22 Prosecuting Atty Services	3,120.00*			1000 410364	350	101000
17789		1869 Grizzly Broadband	90.00					
		Airport Office Internet						
	168582	07/01/22 A- Office Internet	90.00			5610 430300	340	101000
17790		1475 Spectrum Chemical Mfg.	339.82					
		Reagent for chemical sensor						
	11973095	05/03/22 S- Reagent for chem sensor	339.82			5310 430640	222	101000
17791		1815 Republic Manufacturing	2,224.30					
		Roots blower rebuild (1/2 price) Waste water process						
	0225304IN	06/30/22 S- Roots blower rebuild	2,224.30			5310 430640	360	101000
17792		1856 Master Meter	195.73					
		Water meter computer maintenance						
	248396	06/17/22 W- Meter computer maint.	195.73			5210 430550	238	101000
17793		74 STEVENSVILLE RURAL FIRE DISTRICT	65.46					
	115	06/15/22 FD- Meal split-training	65.46			1000 420410	229	101000
17794		1675 Ravalli County Sheriff's Office	291.06					
		Zuercher field ops 2 license and maintenance fee						
	100102022	06/08/22 FD- Zuercher field ops lince	291.06			1000 420410	331	101000
17795		690 Core & Main LP	1,620.35					
		New part water service						
	Q906981	05/23/22 W-Water service part	1,620.35*			5210 430510	230	101000

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
17796		1251 Bags N' Packs	100.00					
	Signs for stage rebuild							
	2999 05/17/22	P-Signs for stage rebuild	100.00			2987 460430	212	101000
17797		85 CENTURYLINK	58.98					
	AWOS phone line							
	499709556 06/08/22	A-AWOS phone line	58.98*			5610 430300	345	101000
17798		1827 Pintler Billing Services	50.00					
	Monthly maintenance fee							
	523 06/01/22	FD- Medical billing maint fee	50.00			2230 420730	350	101000
17799		958 TIRE RAMA	166.50					
	7060013787 06/20/22	PW- Tire for Utility trail	166.50			1000 430100	232	101000
17800		1164 ATCO International	393.00					
	Sewer line additive							
	I0598165 06/14/22	WW- Devour microbial additive	393.00			5310 430640	222	101000
17801		1702 DE Lage Landen Finance Services, Printer Lease June 2022	72.34					
	76769923 07/15/22	Printer Lease	51.02			1000 410360	320	101000
	76706621 07/11/22	Property tax	15.32			1000 410360	320	101000
	76706621 07/11/22	Property tax admin fee	6.00			1000 410360	320	101000
17802		553 Lane and Associates, Inc.	225.00					
	2022 Consortium Fee (FY 22-23)							
	0020 05/25/20	Streets/Roads Consortium Fee	75.00*			1000 430200	350	101000
	0020 05/25/20	Water Consortium Fee	75.00			5210 430510	350	101000
	0020 05/25/20	Sewer Consortium Fee	75.00*			5310 430610	350	101000
17803		17 MONTANA SAWS LLC	69.00					
	401 06/15/22	FD-oil	5.00			1000 420460	232	101000
	401 06/15/22	FD- Air filter	10.00			1000 420460	232	101000
	401 06/15/22	FD- Labor	25.00			1000 420460	232	101000
	401 06/15/22	FD- 2 Cycle mix	29.00			1000 420460	232	101000
17804		1744 MMIA-Liability Program	393.12					
	DR1005279 06/30/22	S- Insurance payment	393.12			5310 430610	510	101000

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
17805		1731 Quadient Finance USA, Inc.	401.45					
		Postage						
	06/12/22	Admin-Postage	54.00			1000 410550	311	101000
	06/12/22	Court- Postage	208.80			1000 410360	311	101000
	06/12/22	PD-Postage	0.53			1000 420100	311	101000
	06/12/22	FD-Postage	0.53			1000 420410	311	101000
	06/12/22	BD-Postage	0.00			2394 420531	311	101000
	06/12/22	W-Postage	65.43			5210 430510	311	101000
	06/12/22	WW- Postage	58.00			5310 430610	311	101000
	06/12/22	AP- Postage	14.16			5610 430300	311	101000
17806	E	852 CENEX FLEETCARD	3,023.54					
		Fuel for Town departments						
	242440CL	06/30/22 Fuel for Police	810.33			1000 420100	231	101000
	242440CL	06/30/22 Fuel for Fire Dept	452.39			1000 420460	231	101000
	242440CL	06/30/22 Fuel for Public Works	1,319.43			1000 430100	231	101000
	242440CL	06/30/22 Fuel for Airport	441.39*			5610 430300	231	101000
17807		1330 Burnt Fork Market	116.32					
	04-1428318	06/21/22 Pool chemicals	47.92			1000 460445	220	101000
	02-1450547	06/23/22 Bleach for pool	68.40			1000 460445	222	101000
17808		33 NORTHWESTERN ENERGY	11,874.50					
	June 22	06/15/22 Special Lighting District	236.72			2430 430263	340	101000
	June 22	06/15/22 206 Buck 90% TH Facility	307.71			1000 411201	340	101000
	June 22	06/15/22 206 Buck 10% Bldg Dept	34.20			2394 420531	340	101000
	June 22	06/15/22 Peterson Add'n lighting	176.08			2420 430263	340	101000
	June 22	06/15/22 Dayton Add'n lighting	242.09			2410 430263	340	101000
	June 22	06/15/22 Maplewood Cemetery	10.03			1000 430900	340	101000
	June 22	06/15/22 Main St seasonal lighting	6.61			1000 430263	340	101000
	June 22	06/15/22 Orig Town street lights	231.17			1000 430263	340	101000
	June 22	06/15/22 ESH - 5th St. lights	417.50			1000 430263	340	101000
	June 22	06/15/22 5th St - Lange Park lights	33.28			1000 430263	340	101000
	June 22	06/15/22 Add'l Town lighting	151.62			1000 430263	340	101000
	June 22	06/15/22 MBF H2O plant	82.92			5210 430520	340	101000
	June 22	06/15/22 102 Main St pump #1	34.51			5210 430520	340	101000
	June 22	06/15/22 Riverside Cemetery IRR	153.80			1000 430900	340	101000
	June 22	06/15/22 Maplewood Cemetery	163.28			1000 430900	340	101000
	June 22	06/15/22 Sewer lift station W. Central	9.55			5310 430620	340	101000
	June 22	06/15/22 Sewer trtmnt plant	3,049.09			5310 430620	340	101000
	June 22	06/15/22 Truck garage South	46.11			1000 430100	340	101000
	June 22	06/15/22 L&C Yard Light	10.03			1000 460430	340	101000
	June 22	06/15/22 L&C Park Irrigation 5hp IRR	31.54			1000 460430	340	101000
	June 22	06/15/22 L&C Park Parking Lot	6.00			1000 460430	340	101000

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	June 22	06/15/22 L&C Park Restrooms/Field ligh	40.43			1000 460430	340	101000
	June 22	06/15/22 214 Buck St. - H2O 25%	13.83			5210 430520	340	101000
	June 22	06/15/22 214 Buck St. - Sewer 25%	13.83			5310 430620	340	101000
	June 22	06/15/22 214 Buck St. - PD 50%	27.68			1000 420100	340	101000
	June 22	06/15/22 3rd & Park	12.04			1000 430263	340	101000
	June 22	06/15/22 421 Airport Rd - SRE 50%	51.45			5610 430300	340	101000
	June 22	06/15/22 421 Airport Rd - FD 50%	51.46			1000 420422	340	101000
	June 22	06/15/22 Pool	539.07			1000 460445	340	101000
	June 22	06/15/22 MBF Well Field	4,584.48			5210 430520	340	101000
	June 22	06/15/22 MBF booster station	117.29			5210 430520	340	101000
	June 22	06/15/22 Creamery Park (223 Main)	45.63			1000 460430	340	101000
	June 22	06/15/22 102 Main Street D-PD	42.63			1000 420100	340	101000
	June 22	06/15/22 Dickerson Park	6.31			1000 460430	340	101000
	June 22	06/15/22 Water 157 Sewer Works Rd Depo	4.28			5210 430520	340	101000
	June 22	06/15/22 Sewer 157 Sewer Works Rd Depo	4.28			5310 430620	340	101000
	June 22	06/15/22 Streets 157 Sewer Works Rd De	4.29			1000 430200	340	101000
	June 22	06/15/22 Crksde Mdws Lighting Dist #4	242.25			2440 430263	340	101000
	June 22	06/15/22 Crksde Mdws Lighting Dist #4	130.54			2440 430263	340	101000
	June 22	06/15/22 Stevensville Cutoff Rd Path	6.00			1000 430263	340	101000
	June 22	06/15/22 Twin Creeks Dist #5	415.96			2450 430263	340	101000
	June 22	06/15/22 300 Main St seasonal lighting	6.00			1000 430263	340	101000
	June 22	06/15/22 206 Buck Fire Dept Lighting	80.93			1000 411201	340	101000
		# of Claims 29	Total: 40,320.07					
		Total Electronic Claims	3,023.54	Total Non-Electronic Claims		37296.53		

File Attachments for Item:

b. Building Department

MONTHLY REPORT

Building Department

June 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> (4 permits)	
1. NSFR	\$100.00
2. New Commercial Building	\$0
3. Renovation/Remodel	\$90.00
4. Demo	\$0
<u>Mechanical</u> (5 permits)	
1. NSFR	\$125.00
2. New Commercial Building	\$0
3. Renovation/Remodel	\$740.00
4. Demo	\$0
<u>Plumbing</u> (3 permits)	
1. NSFR	\$286.00
2. New Commercial Building	\$0
3. Renovation/Remodel	\$88.00
4. Demo	\$0
Total permits issued: 12	Total fees collected: \$1,429.00
<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:

d. Fire Department



STEVENSVILLE FIRE DEPARTMENT

206 BUCK STREET

Activity Report – June 2022

Calls for the Month of June: 44

Calls for Stevensville Town: 16

Calls for Stevensville Rural: 26

Mutual Aid: 2

Medical Response: 34

Fire Calls: 9

Motor Vehicle Crash: 1

Total Calls: 44

Calls for the Year to Date: 282

Calls for Stevensville Town: 117

Calls for Stevensville Rural: 155

Mutual Aid: 10

Missed call: 0

Medical Response: 230

Fire Calls: 43

Motor Vehicle Crash: 9

Total Calls: 282

File Attachments for Item:

e. Police Department

**TOWN OF STEVENSVILLE
POLICE DEPARTMENT ACTIVITY REPORT**

June 2022

MONTHLY REPORT: June 2022 - Police Activity Report

Officers engaged in 6 traffic citations for the month of June. A slight increase was observed in criminal mischiefs and traffic accidents, but overall calls for service were down, when compared to the previous year.

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

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							11
Traffic Citations	2	7	4	4	3	6							26
Traffic Warnings	25	25	18	14	15	32							129
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							369
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
Assault 2021	0	0	0	1	1	1	2	1	1	1	0	0	8
Assault	0	1	0	0	1	1							3
Sex Crime 2021	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Crime	0	0	2	0	0	0							2
Burglary/Theft 2021	2	2	1	1	1	2	1	2	4	0	2	1	19
Burglary/Theft	4	0	4	2	2	0							12
Crim Mischief 2021	1	0	0	0	0	0	3	1	0	0	0	0	6
Crim Mischief	3	1	1	0	1	2							8
Fraud 2021	2	0	2	0	0	0	1	0	1	1	1	1	9
Fraud	0	0	0	0	1	1							2
Suspicious Incident 2021	0	0	3	3	1	6	3	1	7	6	0	2	32
Suspicious Incident	4	3	5	1	3	6							22
Disturbance 2021	2	2	6	5	2	2	10	5	3	1	1	3	42
Disturbance	4	6	3	3	4	4							24
Found Property 2021	0	0	1	0	1	2	1	1	0	0	0	1	7
Found Property	0	0	1	0	1	2							4
Traffic Hazard 2020	2	0	1	0	0	2	3	0	1	0	1	0	10
Traffic Hazard	0	0	0	0	2	2							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							10
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
SPD AGENCY ASSISTS													
Ravalli County S.O	4	6	8	6	6	8							38

File Attachments for Item:

f.

WO Number	Type	Status	Description	Locations	Assigned To	Requester
001093	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
001088	SCHEDULED	Closed	Monthly Meter Readings	Water / Town of Stevensville	Cody Anderson Dustin Tribby Steve Kruse	Steve Kruse
001082	CORRECTIVE	Closed	Lange park curb valve	Water / Town of Stevensville	Cody Anderson Steve Kruse	Steve Kruse
001079	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
001076	CORRECTIVE	Closed	Read meters all grids in town, on Thursday	Town of Stevensville	Cody Anderson	Steve Kruse
001073	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
001071	SCHEDULED	Closed	Backup the SCADA Computer	Town of Stevensville Water / Town of Stevensville		Steve Kruse
001070	SCHEDULED	Closed	Mowing, weed eating and irrigation for all parks and cemeteries every week	Town of Stevensville	Ian Murray Tristen Murray	Steve Kruse
001068	SCHEDULED	Closed	Hand water flower buckets on Main St and Creamery park	Town of Stevensville		Steve Kruse
001067	SCHEDULED	Closed	Backup the SCADA Computer	Town of Stevensville Water / Town of Stevensville		Steve Kruse
001066	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville	Tristen Murray	Steve Kruse
001061	SCHEDULED	Closed	Mowing, weed eating and irrigation for all parks and cemeteries every week	Town of Stevensville		Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
001060	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001059	SCHEDULED	Closed	Hand water flower buckets on Main St and Creamery park	Town of Stevensville		Steve Kruse
001058	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
001057	CORRECTIVE	Closed	Replace CL2 dosing lines at pool	Town of Stevensville	Glenn Bies	Steve Kruse
001055	CORRECTIVE	Closed	Post pavillion rental sign on Friday, get it from Jenelle	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
001054	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001053	SCHEDULED	Closed	Hand water flower buckets on Main St and Creamery park	Town of Stevensville		Steve Kruse
001052	SCHEDULED	Closed	Ditch Maintenance	Town of Stevensville	Cody Anderson Dustin Tribby Ian Murray Steve Kruse	Steve Kruse
001049	CORRECTIVE	Closed	Area outside park restrooms that was excavated, clean up rocks and weeds and replace with clean rock	Town of Stevensville	Ian Murray Tristen Murray	Steve Kruse
001048	CORRECTIVE	Closed	Stage to behind Rocky Mtn Bank, park benches to The Mission	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray Tristen Murray	Steve Kruse
001047	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001046	SCHEDULED	Closed	Hand water flower buckets on Main St and Creamery park	Town of Stevensville		Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
001045	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
001043	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
001041	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
001040	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001038	SCHEDULED	Closed	Backup the SCADA Computer	Town of Stevensville Water / Town of Stevensville		Steve Kruse
001037	SCHEDULED	Closed	Mowing, weed eating and irrigation for all parks and cemeteries every week	Town of Stevensville		Steve Kruse
001034	SCHEDULED	Closed	Backup the SCADA Computer	Town of Stevensville Water / Town of Stevensville		Steve Kruse
001033	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville	Tristen Murray	Steve Kruse
001030	CORRECTIVE	Closed	Replace pool pump	Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Steve Kruse	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
001028	SCHEDULED	Closed	Hand water flower buckets on Main St and Creamery park	Town of Stevensville		Steve Kruse
001024	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
001023	CORRECTIVE	In Progress	Mow well field for weeds		Dustin Tribby Glenn Bies Ian Murray Tristen Murray	Steve Kruse
001022	CORRECTIVE	Closed	Flush and vacumn curb valve at 100 College (Bass Mansion), not functioning	Water / Town of Stevensville	Cody Anderson Dustin Tribby	Steve Kruse
001020	SCHEDULED	Closed	Hand water flower buckets on Main St and Creamery park	Town of Stevensville		Steve Kruse
001019	SCHEDULED	Closed	Ditch Maintenance	Town of Stevensville	Cody Anderson Dustin Tribby Ian Murray Steve Kruse	Steve Kruse
001015	SCHEDULED	Closed	Backhoe Status fluids/tires/air filter/filters/clean exterior and interior		Glenn Bies Ian Murray	Steve Kruse
001014	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment Jetted behind cop shop and up 5th past apartments.	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
001013	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	Cody Anderson Glenn Bies	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
				20-Final Clarifier 2 / Wastewater / Town of Stevensville		
001010	CORRECTIVE	Closed	Utility locate at 1st and College for new water service	Water / Town of Stevensville	Dustin Tribby Steve Kruse	Steve Kruse
001009	CORRECTIVE	Closed	Bass Mansion owner called and said he has water leaking at meter, need to assess and fix if needed	Town of Stevensville Water / Town of Stevensville	Dustin Tribby Ian Murray	Steve Kruse
001002	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
001000	SCHEDULED	Closed	Backup the SCADA Computer	Town of Stevensville Water / Town of Stevensville		Steve Kruse
000999	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
000997	SCHEDULED	Closed	Inspect Mini Excavator			Steve Kruse
000994	SCHEDULED	Closed	Inspect skidsteer			Steve Kruse
000990	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
000988	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
000987	CORRECTIVE	Closed	Fix faucet in office, new packing/washers	Wastewater / Town of Stevensville	Dustin Tribby Glenn Bies Ian Murray Tristen Murray	Steve Kruse
000985	SCHEDULED	Closed	Hand water flower buckets on Main St and Creamery park	Town of Stevensville		Steve Kruse
000983	CORRECTIVE	Closed	Change engine oil on Case skidsteer	99-Mobile / Mobile / Town of Stevensville	Glenn Bies Tristen Murray	Steve Kruse
000982	CORRECTIVE	Closed	Casket burial 1:00 Friday,	Town of Stevensville	Dustin Tribby	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
			dif on Thursday		Ian Murray Tristen Murray	
000976	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
000974	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
000963	CORRECTIVE	Closed	Remove brush from Lewis and Clark Park	Town of Stevensville	Cody Anderson Dustin Tribby	Steve Kruse
000960	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
000959	CORRECTIVE	Closed	Turn on water at Twin Creeks common area, pipe repair is finished	Water / Town of Stevensville	Cody Anderson Dustin Tribby	Steve Kruse
000956	SCHEDULED	Closed	Ditch Maintenance	Town of Stevensville	Ian Murray Tristen Murray	Steve Kruse
000953	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
000952	SCHEDULED	Closed	Weed control at wellhouse and Town properties	Town of Stevensville		Steve Kruse
000951	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

WO Number	Type	Status	Description	Locations	Assigned To	Requester
000948	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
000947	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
000944	CORRECTIVE	Closed	Month end paperwork at Wellhouse, I need totals for monthly report and Dustin needs for DEQ	Water / Town of Stevensville	Dustin Tribby Ian Murray	Steve Kruse
000901	CORRECTIVE	Closed	Locate on bike path for irrigation lines, survey flag just West of botanical garden	Town of Stevensville	Dustin Tribby	Steve Kruse
000890	CORRECTIVE	Closed	Mow at reservoir	Town of Stevensville	Ian Murray Tristen Murray	Steve Kruse
000855	CORRECTIVE	Closed	Change out both UV bank lamps and package old bulbs for ship back to UV Doctor		Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
000168	CORRECTIVE	Completed	Fix water leak at bike path/Forest Service manifold, look at putting all valves, meters, irrigation into 1 box	Town of Stevensville Water / Town of Stevensville	Cody Anderson Dustin Tribby Ian Murray Steve Kruse	Steve Kruse

TOWN OF STEVENSVILLE PUBLIC WORKS ACTIVITY REPORT June, 2022

UTILITIES REPORT

Water Production 21,362,000

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Produced</i>	25,748,000	21,362,000

- 💧 Total Metered/Unmetered Usage
- 💧 Monthly, weekly and Annual reports to the state
- 💧 Monthly Meter Readings
- 💧 Unread Meters: 132
- 💧 Satisfied Permit reporting and testing requirements

Waste Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Treated</i>	6,280,088	5,872,652

- 💧 State Reports and EPA, weekly monthly and Annual samples taken and reports submitted.
- 💧 Started 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
- 💧 Power pole at 3rd and Main project finished
- 💧 Preemptive jetting of sewer mains in all grids
- 💧 Street maintenance, potholes, sign installation and replacement
- 💧 Main Street sweeping schedule weekly early Friday mornings
- 💧 Garbage removal all grids
- 💧 Western Heritage Days support, stage and benches, power pedestals staged
- 💧 Operation of parks and rest rooms
- 💧 Tree maintenance at Father Ravalli Park
- 💧 Water and Waste plants rounds
- 💧 Bike path and Veterans irrigation repair
- 💧 splash pad project nearly complete, water and sewer connected, meter installed, fish and pads poured, plumbing nearing completion
- 💧 Trouble calls, 3 sewer
- 💧 Utility Locates

- 💧 Pool operations open, lost old pump second day of operation, installed new pump and plumbing to reopen by the next week
- 💧 2 3rd party contractor locates
- 💧 Meter replacements
- 💧 Hazard tree inspection and mitigation
- 💧 Flower pots and Main Street gardens
- 💧 Vehicle Maintenance
- 💧 Park building maintenance
- 💧 Meetings with Mayor and developers
- 💧 Coordinated with contractor to start Clover project
- 💧 Water distribution system repairs and improvements
- 💧 Trouble Calls
- 💧 Cemetery locates and 2 burials
- 💧 Changed bulbs both banks of UV disinfection process WWTP

File Attachments for Item:

- a. Discussion/Decision: Special Event and Alcohol Use Permit for Stevensville Creamery Picnic

**TOWN OF STEVENSVILLE
APPLICATION FOR SPECIAL EVENT PERMIT**

APPLICATION DATE: 6-30-22 (Must be at least 14 days prior to event)

NAME OF GROUP OR ORGANIZATION: Stevensville Civic Club

CONTACT PERSON: Liz Cook **TELEPHONE:** 406 880-2007

ACTIVITY: 109th Annual Creamery Picnic, August 5th & 6th 2022

LOCATION REQUESTING: Lewis & Clark Park for event. Temporary closure of Main Street from Ravalli Street to West 2nd Street to LCP on Friday, August 5th from 6:15 pm to 11:59 pm for Kiddie Parade. Temporary closure of Main street between Eastside Hwy and Middle Burnt Fork on Saturday, August 6th from 10:00 am to 12:00 pm for Main Parade, closure of 2nd Street from Main Street to Lewis and Clark Park (with intersections of Buck & Mission being left open for through traffic from Friday at 4:00 pm through Saturday at 10:00 pm. *and street dance and clean up.*

DATE: August 5th & 6th, 2022 **STARTING TIME:** 3:00 pm on 8-5 **ENDING TIME:** 11:59 pm on 8-6

ESTIMATED NUMBER OF PEOPLE ATTENDING: 7,000-10,000

ALCOHOL USE? YES NO If yes please attach alcohol use request form

HIGHWAY OR STREET CLOSURE? YES NO If yes, please attach MDT Street Closure permit

REQUEST FOR BONFIRE: YES NO If yes, please attach Town Burn Permit

IS OVERNIGHT CAMPING REQUESTED? YES NO

DO YOU HAVE INSURANCE? YES NO

If yes please attach declaration page as proof of insurance for \$1.5 million as pursuant to Montana Statute MCA 2-9-018

WILL SECURITY BE REQUIRED? YES NO

IF YES, PLANS FOR SECURITY: Uniformed officers will do walk-throughs through the park throughout the event. There will be private trained security checking ID's and monitoring crowds, coordinating with SPD. The Park will be locked and patrolled at night. Security personnel will also monitor Main Street activity consistently throughout: *Friday.*

PLANS FOR CLEAN-UP: Volunteers will clean up Main on Saturday night prior to street re-opening.

Tear-down will take place at LCP Sunday morning.

FEE:

TOWN OF STEVENSVILLE
ALCOHOL USE REQUEST FORM

Applicant Name Liz Cook Phone Number 406-880-2007

Group/Organization Name Stevensville Civic Club

Describe Intended Alcohol Use (type, amount, commercial or private, etc.) _____

Beer garden at Creamery Picnic Aug. 5th - 6th 2022
Run by Civic Club volunteers

Has an Application to Use/Sell Alcohol been approved by the Montana Department of Revenue? _____ Yes _____ No. If yes, please provide a copy.

Describe the Plan to: 1. Contain the alcohol use to a restricted area. Traffic
candles, caution tape and signage to clearly
delineate alcohol use area. Paid security will
patrol.

Describe the Plan to: 2. Prevent the sale or use of alcohol by minors. _____
FD's will be checked before selling alcohol.
No one without a wristband will be allowed to
possess or consume alcohol.

Describe the Plan to: 3. Provide for the safety and security of event attendants and other citizens. Paid security plus support from SPD.

Approved _____ Date _____ Denied _____ Date _____

Fee: \$200 Date Paid: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/02/22

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER BRIAN K POTTON INSURANCE AGENCY 221 Main St Stevensville, MT 59870 10775	CONTACT NAME: Brian K Potton PHONE (A/C, No, Ext): (406)777-3626 E-MAIL ADDRESS: bpotton@farmersagent.com	FAX (A/C, No): (406)777-3526
	INSURER(S) AFFORDING COVERAGE	
INSURED Stevensville Civic Club PO Box 676 Stevensville, MT 59870	INSURER A : Truck Insurance Exchange	NAIC # 21709
	INSURER B : Farmers Insurance Exchange	21652
	INSURER C : Mid Century Insurance Company	21687
	INSURER D :	
	INSURER E :	
INSURER F :		

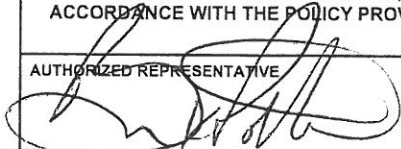
COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

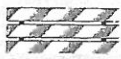




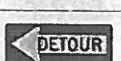




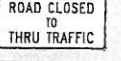


INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y	N	605428362	01/15/22	01/15/23	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE \$ 4,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 4,000,000
	OTHER:						liquor liability \$ 2,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	DED RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Town of Stevensville listed as additional insured
 Events include Creamery Picnic @ Lewis and Clark Park and Main St street dance.
 Liquor liability included.

CERTIFICATE HOLDER Town of Stevensville 206 Buck St Stevensville, MT 59870	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	--

Plan: Daytime/Evening Event Detour
TCP-2

	005	005_BARRIER_BOARD_TYPE_III_ORANGE	5	7
	M4-8A	END DETOUR(orange)	1	
	M4-9	DETOUR LEFT ARROW(orange)	3	
	M4-9	DETOUR RIGHT ARROW(orange)	3	
	M4-9	DETOUR STRAIGHT ARROW(orange)	1	
	M4-10	DETOUR LEFT ARROW(orange)	1	
	M4-10	DETOUR RIGHT ARROW(orange)	1	
	R3-1	NO RIGHT TURN	2	
	R3-2	NO LEFT TURN	2	
	R11-2	ROAD CLOSED	5	2
	R11-4	ROAD CLOSED TO THRU TRAFFIC	6	3
	W20-2	DETOUR AHEAD(orange)	2	
	W21-5	ROAD CLOSED AHEAD	2	

and 30 candles



Montana Department of Transportation
Special Use Permit for State Maintained Highways

NAME OF APPLICANT

Address

City State Zip Code

Email Phone Number

Time of Event Date of Event Duration

APPLICATION FOR PERMISSION TO:

Temporary street closure of S269/Main Street on Friday August 5th, 2022 from 6:15 pm to 11:00pm for kiddie parade, street dance and clean up, detouring onto church street.
Temporary street closure of S269/Main Street on Saturday August 6th 2022 from approx 10:00am-12pm for grand parade, detouring onto MBF, Logan Lane & S203

(Provide sufficient information to insure a thorough understanding of your proposal. This will include a traffic control plan and sketch detailing the vent layout.)

Applicant will complete this form and submit it, along with detailed sketches, to the Area Maintenance Chief.

Applicant will review the terms and conditions on the reverse side of this permit. In signing and submitting this permit, the applicant agrees to accept and abide by those terms and conditions in their entirety.

The undersigned "Permittee" agrees to the terms and conditions of this permit.

Department of Transportation

Town of Stevensville
City, Town or County

Title

[Signature] 7-7-22
Signature Date

Signature Date



Montana Department of Transportation Special Use Permit for State Maintained Highways

This permit is hereby granted subject to the following terms and conditions:

1. **REVOCAION:** This permit may be revoked by the City/State upon giving seven (7) days advanced written notice. However the City/State may revoke this permit without notice if Permittee violates any of its terms or conditions.
2. **CITY/STATE HARMLESS FROM CLAIMS:** As a consideration of being issued this permit the Permittee, their successor or assign, agrees to protect the City/State and save it harmless from all claims, actions or damage of every kind and description which may accrue to, or be suffered by, any person or persons, corporations or party by reason of the performance of this activity, character of materials used, or manner of installation, maintenance and operation or by the improper occupancy of said highway right-of-way. In the event any suit or action is brought against the City/State arising out of or by reason of any of the above causes, the Permittee, its successor or assign, will, upon notice to them of the commencement of such action, defend the same at its sole cost and expense and satisfy any judgment which may be rendered against the City/State in any such suit or action.
3. **PROTECTION OF TRAFFIC AND PEDESTRIANS:** The Permittee shall protect the event area with traffic control devices that comply with the Manual on Uniform Traffic Control Devices and will be required to submit and have approved a traffic control plan prior to commencing the event. The permittee further agrees to insure and provide for the safe passage of pedestrians within the event area and, unless approved by the City, will not allow any obstructions within any sidewalk or designated pedestrian walkway. The Permittee also agrees to insure a minimum twelve (12) foot continuous traffic lane for emergency vehicle access within the event area. Further, the Permittee will notify all area emergency services at least forty-eight (48) hours prior to the closure and will, at that time, provide said agencies with a sketch of the event layout.
4. **RUBBISH AND DEBRIS:** Immediately upon completion of the event, all rubbish and debris shall be removed and the roadway and roadside left in a neat and presentable condition satisfactory to the City/State.
5. **INSPECTION:** The installation(s) or activities authorized by this permit shall be in compliance with the submitted plan and conditions of this permit. The Permittee may be required to remove or revise the installation(s) or activities at the sole expense of the Permittee, if the installation(s) or activities do not conform to the requirements of this permit or the submitted plan.
6. **REMOVAL OF INSTALLATIONS:** Upon termination of this event and/or permit, the Permittee will remove the installations installed under this permit at no cost to the City/State and restore the premises to the prior existing condition. Exceptions will include reasonable and ordinary wear and tear and damage by the elements, or by circumstances over which the Permittee has no control.
7. **CITY/STATE TO BE REIMBURSED FOR REPAIRING ROADWAY:** Upon being billed, the Permittee agree to promptly reimburse the City/State for any expense incurred in repairing damage to City/State roadway or appurtenances incurred as the direct result of the event for which this permit is issued.
8. **Any condition of this permit will not be waived without written approval of the appropriate official.**
9. **Other conditions and/or remarks:**



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:	Liz Cook, Stevensville Civic Club
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/14/2022
Agenda Topic:	Discussion/Decision: Special Event and Alcohol Use Permit for Stevensville Creamery Picnic
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/14/2022
Notes:	



Governor **Greg Gianforte**
Director **Brendan Beatty**

STEVENSVILLE CIVIC CLUB
PO BOX 676
STEVENSVILLE MT 59870-0676

Letter Date: July 8, 2022

Letter ID: L0754258496
Account ID: 5589384-002-SPP
Account Type: Liquor Special Permit License

License Type: Special Permit
License Number: 4966
Subject: Special Permit for LIZ COOK

Dear LIZ COOK :

We have approved your request for a special permit to sell Beer and Table Wine for the STEVENSVILLE CREAMY PICNIC COMMUNITY EVENT, at LEWIS & CLARK PARK STEVENSVILLE. Your permit will begin on August 5, 2022 and end on August 6, 2022. Please display the enclosed permit and an age placard at the event.

I will be happy to assist you if you have any questions. Please contact me at the address or phone number below.

Sincerely,

Lisa Patzer
Alcoholic Beverage Control Division
Licensing and Compliance Bureau
PO Box 1712
Helena, MT 59624-1712
Phone: (406) 444-4332

Encl: Special Permit

Special Permit: 4966

Fee: \$20.00

STATE OF MONTANA
ALCOHOLIC BEVERAGE CONTROL DIVISION

SPECIAL PERMIT
FOR THE PERIOD BELOW

THIS IS TO CERTIFY that Stevensville Civic Club of Stevensville, Montana is hereby granted a special permit to sell Beer and Table Wine to the patrons of the STEVENSVILLE CREAMY PICNIC COMMUNITY EVENT at LEWIS & CLARK PARK STEVENSVILLE, the location described on the application.

This permit starts on August 5, 2022 and ends August 6, 2022. All permit holders are required to follow the laws and rules of the Montana Alcoholic Beverage Code (MABC) regarding the sale of Beer and Table Wine.

DATED at Helena, Montana this 8th day of July, 2022.

DEPARTMENT OF REVENUE
Alcoholic Beverage Control Division

Please Note: *Legal hours for sale of Beer and Table Wine are between 8:00 a.m. and 2:00 a.m. except when further restricted by city ordinance.*

File Attachments for Item:

b. Discussion/Decision: Rescind/Suspend Resolution No. 486 (Resolution For The Bill Assistance Program)

Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Council member
Submitter Phone:	274-1946
Submitter Email:	bob@townofstevensville.com
Requested Council Meeting Date for Item:	7-14-22
Agenda Topic:	Rescind/Suspend resolution 486 (Resolution For The Bill Assistance Program).
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	
If Approved, Meeting Date for Consideration:	
Notes:	

Agenda Item: New Business

Discussion/Decision: Resolution No. 486, Reinstating funding for the water/sewer bill assistance program

Other Council Meetings

March 4, 2021 Public Hearing
March 8, 2021 Public Hearing

Exhibits

a. Res. # 486

This agenda item provides Council with the ability to reinstate funding to continue the Utility Assistance Program for water & sewer customers.

Background:

Reduced rates are available for water and sewer utilities provided by the Town of Stevensville through the utility assistance program established by Resolution No. 380 in 2015. Customers are eligible for a discount on their bill if they are a low income, senior, or disabled adult living in a residence receiving a Town of Stevensville water or sewer bill.

Until a decision by the Town Council to suspend the fee, the program was funded through a \$1.52 charge on each utility account. The funding was allocated separately for the program. In 2017 the Town Council suspended the fee to draw down a balance of program funds that had accumulate. As of January 26, 2021 all funds had been disbursed to program participants.

The following table provides the age and income requirements to qualify for a discount:

Age	Household Income
62+	\$28,000 or less
18+	\$28,000 or less and receiving permanent Social Security Disability payments.

Rate Reduction

Qualified customers receive a reduction on their utility bill by the following percentages:

Household Income	Percent Reduction
0 - 50% of the qualifying income	75%
51% - 75% of the qualifying income	50%

Household Income	Percent Reduction
76% - 100% of the qualifying income	25%

There are currently 11 participants receiving a reduction through the program. Six of the participants are receiving a 75% reduction on only the O&M portion of their bill. Four participants are receiving a 50% reduction. All participants are required to regularly re-certify for the program.

To continue funding the program for the 11 current participants, revenue must be reinstated to meet the annual expenditure of **\$3,615.35**. The Town Council desires to reinstate the fee to cover the program for an additional **\$0.40 monthly**.

If Council decides to not reinstate the fee and discontinue the program, an effective date should be determined, and a resolution created to state the policy.

Board/Commission Recommendation: Applicable - Not Applicable

Alternative(s): Do not approve the resolution

MOTION

I move to: Approve Resolution No. 486, reinstating funding for the water/sewer bill assistance program.

RESOLUTION NO. 486

**A RESOLUTION REINSTATING FUNDING
FOR THE WATER/SEWER BILL ASSISTANCE PROGRAM**

WHEREAS, the Town of Stevensville, Montana (the "Town") pursuant to authority conferred by Montana Code Annotated (M.C.A.), Title 7, Chapter 13, Part 43, as amended (the "Act"), and other laws of the State of Montana, has established and presently owns and operates a municipal sewer system (the "System"); and

WHEREAS, pursuant to Sections 7-13-4308 and 69-7-101, M.C.A., the Town has the power and authority to regulate, establish, and change, as it considers proper, rates, charges, and classifications imposed for utility services to its inhabitants and other persons served by the municipal systems. Rates, charges, and classifications must be reasonable and just; and

WHEREAS, the Stevensville Town Council has determined that this program continues to meet the requirement that all rate payers pay essentially the same rates for water and sewer utilities; and

WHEREAS, a notice of public hearing was mailed to all users of the Town's System notifying them that it was the intention of the Town to reinstate the rates and charges for the program and notice of public hearing was published as required by Section 69-7-11 J, M.C.A. A public hearing was held on March 4, 2020 at 6:30 p.m. at the at the LDS Church, Middle Burnt Fork Road, Stevensville, Montana, and on March 8, 2020 at 6:30 p.m. virtually on Zoom, for the purpose of hearing comments from the public on the reinstatement of the charge for the program; and

WHEREAS, all persons appearing were given an opportunity to speak at the public hearing.

NOW, THEREFORE, BE IT RESOLVED, THAT, by the Town Council (the "Council") of the Town of Stevensville, Montana, the Town Council reinstates a charge of forty cents (\$0.40) to support the water/sewer utility bill assistance program.

Passed and adopted by the Town Council of the Town of Stevensville, Montana, this 11th day of March, 2021.

ATTEST:

Brandon E. Dewey, Mayor

Jenelle Berthoud, Town Clerk

Help for you program
Pam Sosa <finance@townofstevensville.com>
Tue 7/5/2022 4:34 PM
To:

- Bob Michalson <bob@townofstevensville.com>

Hi Bob,

I have attached the current/up to date "Help for you" program budget. There are currently 8 active users.

If you need any additional information, please let me know.

Thank you,

Pamela Sosa

Director of Finance and Human Resources
206 Buck Street
Stevensville, MT 59870
Phone: 406-777-5271
Fax:406-777-4284
Email: finance@townofstevensville.com



07/05/22
15:54:52

TOWN OF STEVENSVILLE
Budget Query
For the Accounting Period: 6 / 22

Page: 1

5310 SEWER

-----Current Year -----

Account	Object	Description	Current Month	Current YTD	Budget	Variance	%
	343039	Help 4 You Contributions - Sewer		1,668.06		1,668.06	