



**Stevensville Town Council Meeting
Agenda for
THURSDAY, APRIL 09, 2026
6:30 PM
206 Buck Street, Town Hall**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comments (Public comment from citizens on items that are not on the agenda)
4. Approval of Minutes
 - a. Town Council Meeting Minutes 03/26/2026
5. Approval of Bi-Weekly Claims
 - a. Claims #20292-#20326
6. Administrative Reports
 - a. Airport
 - b. Building Department
 - c. Finance
 - d. Fire Department
 - e. Police Department
 - f. Public Works
7. New Business
 - a. Discussion/Decision: Resolution NO. 584, a Resolution of the Stevensville Town Council Designating Authorized Signers for Municipal Bank Accounts and Adopting a Bank Account Signatory and Disbursement Policy
 - b. Discussion/Decision: Resolution No. 586, a Resolution Accepting Donated Funds for the Town of Stevensville Police Department
 - c. Discussion/Decision: Resolution No. 587, a Resolution Accepting Donated Funds for the Town of Stevensville Police Department
 - d. Discussion/Decision: Approval of Change Order No. 1 Between the Town of Stevensville and HDR Engineering, Inc.
8. Board Reports
9. Town Council Comments
10. Executive Report
11. Adjournment

Welcome to Stevensville Town Council Chambers

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

It is essential that we treat each other with respect.

We expect that participants will:

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

We further expect that participants will refrain from disrespectful displays:

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

Guidelines for Public Comment

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

During any council meeting you have two opportunities to comment:

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

Comment made outside of these times may not be allowed.

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

Thank you for observing these guidelines.

File Attachments for Item:

- a. Town Council Meeting Minutes 03/26/2026

Stevensville Town Council Meeting Minutes

for THURSDAY, MARCH 26, 2026, 6:30 PM 206 Buck Street, Town Hall

1. Call to Order and Roll Call

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

2. Pledge of Allegiance

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

NONE

4. Approval of Minutes

Mayor Crews: introduced town council, COW meeting and Special town council minutes.

a. Town Council Meeting Minutes 02/12/2026

b. Town Council Meeting Minutes 02/26/2026

c. Town Council Meeting Minutes 03/12/2026

d. C.O.W. Meeting Minutes 03/18/2026

e. Special Town Council Meeting Minutes 03/19/2026

Councilmember Smith: make a motion to approve all of minutes at one time.

Councilmember Ross: 2nd.

Mayor Crews: motion and a 2nd. To approve all five sets of minutes. Questions from the council. Public comments? Jenelle take the vote.

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: okay.

5. Approval of Bi-Weekly Claims

a. Claims #20268-#20291

Mayor Crews: introduced approval of bi-weekly claims #20268-#20291. Council discussion, public comments?

Councilmember Smith: I move that we approve bi-weekly claims #20268-#20291.

Councilmember Wandler: 2nd

Mayor Crews: motion and a 2nd. Further council discussion? Jenelle, please take the vote.

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: okay, thank you.

6. Unfinished Business

a. Discussion/Decision: Resolution No. 415A, a Resolution Amending Resolution No 415 to make the Land Donation to the Town of Stevensville via Ravalli County Resolution 3600, a Permanent Part of the Stevensville River Park

Mayor Crews: introduced unfinished business item a. Resolution No. 415A, a Resolution Amending Resolution No 415 to make the Land Donation to the Town of Stevensville via Ravalli County Resolution 3600, a Permanent Part of the Stevensville River Park. Resolution is in the packet, the adoption of this piece of property into the park is not a commitment to go out and do any physical work besides clean up the property because it is dirty, ultimately the long-term goal would be to improve the property with park benches, but that is not the purpose of this resolution. The purpose of this resolution is to adopt that part of the park into the Stevensville River Park, just a minute councilmember Smith. There are some

concerns on the property and the treasurer discussed with MMIA today and I will read those.

Deed Restrictions: the property came from the county with no deed restrictions.

Setbacks: "Are there required setbacks from the river for placing benches or tables?" We are not discussing placing benches and tables tonight we are simply discussing adoption of the park into the park boundary.

State Involvement: "Would the State need to approve or be involved in placing benches and tables?" We are not discussing that tonight, if we need to do that we will bring those forward as a separate action.

MDT Considerations: "Are there any restrictions related to access or right-of-way issues involving MDT?" I do not think so because there is a road right there. There is a road on the west side of the river and people already use that. We are not supplying parking or a road to the property. We just want to adopt the property at this time.

Parking: "Is parking available? What if the parking is being used for overnight camping, is that allowed? Who monitors it?" You can park on the state property at this time; we are not providing parking.

Agency Coordination: "Would DNRC or Fish & Wildlife need to be consulted or involved?" We are just adopting the piece of property into the park, so no.

Flood Zone: "Is the property located within a flood zone?" No, it is above the flood zone, and part of the property is under water already. If you look at the land, half of that property runs into the river.

Gina has done a good job going through MMIA and talking about this sort of stuff but for our purposes of tonight we just want to adopt this piece of property into Stevensville River Park. Later on, when we want to do improvements it will come back to council. To follow this up and why I brought this forward. I was the mayor in 2017 that accepted this piece of property, and I have some obligations and I think that the town does too. (Mayor Crews read a statement that he had prepared, it will be included in the minutes of this meeting). in addition to that, by making it part of the Stevensville River Park, the land cannot be sold or traded without public consent. That is my presentation regarding 415A.

Councilmember Smith: I move to adopt Resolution No. 415A, a Resolution Amending Resolution No 415 to make the Land Donation to the Town of Stevensville via Ravalli County Resolution 3600, a Permanent Part of the Stevensville River Park.

Councilmember Bailey: 2nd.

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

Councilmember Bailey: you mentioned that we honor to maintain the property as well what is going to go into that maintenance as soon as we obtain the property?

Mayor Crews: it might not happen tomorrow or the next day, our goal is to clean up all of the trash on the property. There are people that have been throwing garbage, that is the primary to clean up the trash and make it look like it belongs to Stevensville, later on as time and money allows we can start mowing and making the property a little more presentable.

Councilmember Bailey: if there were to be any benches placed or a railing like that, that would all come through council or just the town.

Mayor Crews: it would come back through council, and I will give you my word on that because it will cost a little bit of money, not much I have actually checked into some of our used benches, and if we have some I have volunteered to refurbish them myself, out of my own pocket, this how much I believe in this. This can be a nice little piece of property where people can go and sit. There are possibly permits that we will have to get. In 2017 we developed the Stevensville River Park fishing access site,, I had to get a flood plain permit to go through some of that work back there, we are going to be above the flood plain so I am not sure if I have to do that or not, that will be something that the mayor's office will pursue and also we will coordinate with our insurance to make sure we are covered. The property is covered by our general liability policy, am I correct Gina.

Gina Crowe: the property itself is covered under the general liability, but like I said in the email there is a difference between a park and a recreational park status. And what that does is, right now it is being used as a recreational status where people can go and enjoy the park and if they get hurt we are not liable, they could file a claim but depending on the outcome of this we are more protected under the recreational statue. If we designate it as a park and we are doing things, that recreational use puts the town at more risk because we are inviting people to come. That would change the insurance on that, but anything that the town of Stevensville has without structures it is covered under the general liability.

Councilmember Bailey: could we label it as recreation instead of park. Or are we set on being part of the park. Will we benefit.

Mayor Crews: the benefit would be that it can't be sold.

Councilmember Bailey: so, if we incorporate it into the town as recreational land, it is still public land that has to come before the public before it is sold.

Mayor Crews: I don't see where that would gain us anything, I don't.

Councilmember Smith: I was just thinking that this is just an extension of what we already have.

Mayor Crews: who in here has never walked the River Park? Who in the public has never walked the public park? Who has walked it in the past year? So have I, you go along the west side of the park on the trail and there is a point where the trail drops off into the river. As a matter of fact, one of our benches has moved from the upper part all the way down to the river. We have in our River Park we have half a dozen park benches and picnic tables. It looks like someone has cut through and put a new bench down there and someone has been going down and putting pea gravel on the east trail which I don't mind but the town should be cognitive that these things are going on. I don't see any difference between the west bank of the river and the east bank of the river except there is a river in the way, we are not going to go out right away and put benches and make other improvements other than to just clean up the park. That is the goal right now, and if we keep it as part of the River Park property it cannot be sold. We declared that in 2017 and we did extensive research and declared the Stevensville River Park as a park by resolution and it cannot be sold, and if we incorporate this piece of property it cannot be sold. I don't know about you but if someone gives me a piece of property I don't think I am going to give it away I am going to try and take care of it, we have already been negligent on this for four years, let's not continue down that road, let's take care of this piece of property, that is my opinion.

Councilmember Smith: my questions was answered by Gina, so I am alright there.

Councilmember Wandler: how much impact will it have with the garbage, will we put a garbage.

Mayor Crews: we are not going to put a garbage can over there we will just occasionally go over there and pick up the trash. I know that if we put a garbage can over there, and Gina has made this very clear, we are going to have to pay to recover the trash, we are not going to do any improvements to that property right away, not until we do a full evaluation of the impact of what we plan to do, my primary emphasis tonight was to get that piece of river property as River Park.

Mayor Crews: public comment.

PUBLIC COMMENT

Cindy Brown: I don't have to do my address because I learned that at convention and everybody can look it up on the internet anyways. This did come in front of the council before it was a 2-2 under Mayor Gibson as a safety problem. Is this more of a safety problem then the issue at the skate park or down at the splash pad? To me it is not because you have kids crashing and burning all of the time, so. You might want to review the prior vote and be careful what you hear from former members, but I don't see any former members here tonight. Do we know what path the river might take, no we don't. we don't know which way the river is going to go there is a few people here tonight that do remember the change in the river at Bass Creek several years ago. I know Karen and Don where here, me myself was here and watched and watched the river change its course, that was the first river course change that I have witnessed in my life and that was several years ago. There are no deed restrictions because it came from the county as a resolution does your park board feel that this is a good piece of property to keep, the park board did approve this before as an acquisition. Does the park board see this might be a piece to improve? Probably, I can't speak for the park board but yes, maybe so. So, the really the only piece of advice that I can give the council tonight is what I received from a former town councilmember who is not 92 years old. Yes it is my father and that advice to me was be careful on giving any property away because the town does not have money to purchase property and get that back. Think about the future and is this something that could enhance the town, I feel that yes it could, have you looked at the piece of property on the south side of the bridge? How many go by it every day, there is a fence up there, there is a guy that has pulled his trailer in, he has cut off the public access. How did he receive that property? How many of you know how that happened? He received it by a tax deed. Many years ago. So, is it beneficial for the town to keep this little track, it might not be very big, it is small in size, but does it keep the town with access on that side of the river. Yes it does. So that is about all that I have to say tonight I want to thank everybody for their time and dedication to be on the council as I well know is a very thankless job. That is all that I have to say be very careful on what you do because prior councils have a vision for this piece of property and it does give the town access to that side of the property and remember on the other side of the bridge that guy has cut off the public access. Thank you for your time tonight.

Mayor Crews: any other public comment?

Gina Crowe: I have a silly question I just don't know, the property was deeded to the town, so we already had that property so basically we just want to designate it as a park, is that right.

Mayor Crews: we need to follow through with what the deed said, or the dedication of the property to the town said, for park land and river access and recreational purposes.

Gina Crowe: so, we are already doing that. because it is already considered recreational right now, so that part is being met. So are we trying to say that this is going to be the River Park, I guess I don't understand.

Mayor Crews: we have a 27-acre park when you turn and go down the road, that is River Park, it was dedicated in 1994 by the governor and in 2017 we did a resolution to make it sure that it is town. It was a trade, 7 acres for 3 acres, so when the owner of that property cut that access to the river off, we the town took it upon ourselves and created the Stevensville River Park Fishing Access by cutting a road through the park to the river and the sandy area where all of the floats have stacked up, we did that in one day and Fish Wildlife and Parks said that it would never last, you know what it has been nine years and it is still there. It is not going anywhere but at the same time the county thought that we could use that piece of property across the river to create a fishing access sight on that side of the river because we had people dropping their boats in on the county property at that time launching them right there at that steep bank and then they would try to bring their boats out and they were not always using proper techniques to bring the boats out, I watched a bullnose fly off the end of one of the those boats and just about take a guy out, and that is when I said that is it we have to do something over there, I watched probably fifty launches over there. The county gave us the property because they did not know what was going on over here with the river access site and they just wanted to help the situation. That river usage out there is about a forty-two-million-dollar industry. It is important, whether or not we further develop the property will be up to the council, but I think because we own the property on that river and incorporating into the River Park itself is protecting it. And that is what we said we would do in 2017, and our word that we would do it; we are only as good as our word nothing else counts in life, if you cant live up to your word you are not worth anything.

PUBLIC COMMENT

Sharon Gee: the quick claim deed, that was signed over in 2017 does there need to be a new quick claim deed.

Mayor Crews: no.

Sharron Gee: that was my question, if something did happen in the budget.

Mayor Crews: the county had a chance to take it back and they do not want it; this will lock it in permanently for us. Any further public comment, council comments. Hearing none, Jenelle take the vote.

Councilmember Wandler: aye.

Councilmember Ross: aye.

Councilmember Smith: aye.

Councilmember Bailey: aye.

Mayor Crews: passes 4-0

7. New Business

a. Discussion/Decision: Accept Montana Department of Transportation Funding for Tractor/Mower for the Stevensville Airport

Mayor Crews: introduced new business item a. Accept Montana Department of Transportation Funding for Tractor/Mower for the Stevensville Airport.

Brian Germane, Airport Manager: in your packet is the official grant offer, this is being presented to get final approval, money probably not until late summer. This is just a formal step to accept it.

Mayor Crews: any questions from the council.

Councilmember Smith: so, the check is ready?

Brian Germane: like I said it is probably mid-summer. The only obligation that we have is whatever we do not spend we have to give back.

Mayor Crews: this is a very unique thing to get a lawn mower.

Brian Germane: yes, it is, they have not funded a mower before.

Councilmember Smith: as I understand it has been voluntarily mowed.

Brian Germane: that is correct, mowing is done by volunteers and with volunteer equipment as well. Craig Thomas has brought his equipment over to do this; we do have a smaller mower to do the smaller areas.

Councilmember Smith: that is also the landing zone for the skydivers.

Brian Germane: yes. The forest service land use agreement and all of that has to be mowed, it is about 74 acres that need to be mowed.

Mayor Crews: any public comment, entertain a motion.

Councilmember Wandler: I move that we accept Montana Department of Transportation Funding for Tractor/Mower for the Stevensville Airport

Councilmember Ross: 2nd.

Mayor Crews: motion and a 2nd. Any further council discussion? Jenelle, please call for the vote.

Councilmember Smith: aye.

Councilmember Wandler: aye.

Councilmember Ross: aye.

Councilmember Bailey: aye.

Mayor Crews: thank you.

b. Discussion/Decision: Resolution No. 585, a Resolution to Sell Town-Owned Property to Purchaser

Mayor Crews: introduced new business item b. Resolution No. 585, a Resolution to Sell Town-Owned Property to Purchaser. As you know we put a few items up for bid and there were two trucks that did not sell and we had a private bid for \$500 per truck and I believe that we should sell them. Any questions from the council? Public comment?

Councilmember Bailey: make a motion to approve Resolution No. 585, a Resolution to Sell Town-Owned Property to Purchaser.

Councilmember Wandler: 2nd.

Mayor Crews: motion and a 2nd. Further council discussion? Jenelle, please call for the vote.

Councilmember Wandler: aye.

Councilmember Ross: aye.

Councilmember Bailey: aye.

Councilmember Smith: aye.

Mayor Crews: thank you.

c. Discussion/Decision: Approve Greg Overstreet for Temporary Engagement to Support Berta's Farm Litigation

Mayor Crews: introduced new business item c. Approve Greg Overstreet for Temporary Engagement to Support Berta's Farm Litigation. As you know our former counsel, Mr. Overstreet, was fully involved in the litigations and one of those is Berta's Farm litigation. It would probably cost us more money to get our current town attorney up to speed because he has all of the background information about the property so the conclusion between the town attorney, myself and Mr. Overstreet is that we should engage Mr. Overstreet to help finish out this litigation.

Councilmember Bailey: will this engagement be at the same rate as his prior engagement.

Mayor Crews: I think it is \$165.00 per hour instead of \$150.00.

Councilmember Bailey: the current one is \$165.00.

Mayor Crews: yes.

Councilmember Bailey: is there a time limit on that agreement.

Mayor Crews: until litigation is complete. We only get charged for when he is on the project.

Councilmember Wandler: I do not understand what a Berta's Farm litigation is.

Mayor Crews: there is a lawsuit on the property at 3rd Street and Park that is what this litigation is about, getting that property cleaned up.

Councilmember Ross: Gina, do you see any impact to the town financially.

Gina Crowe: no, I don't for her to get caught up on the Berta's Farm is a lot, there has been a lot and Greg has been heavily involved, and I would recommend that he continue on. I think that it would cost us a lot more to get her caught up.

Mayor Crews: further council comment, public comment.

Councilmember Wandler: I move to approve Greg Overstreet for Temporary Engagement to Support Berta's Farm Litigation

Councilmember Smith: 2nd.

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

Councilmember Smith: aye.

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Mayor Crews: okay.

d. Discussion/Decision: Approve Task Order No. 5 Between the Town of Stevensville and Morrison-Maierle

Mayor Crews: introduced new business item d, Approve Task Order No. 5 Between the Town of Stevensville and Morrison-Maierle

Tyler Reed, Morrison-Maierle: task order no.5, this is for asphalt rehab for the taxi lanes. We just bid the project, and our services will include project management, grant administrative services, construction management services. The project is 28 working days, this will also included our bidding services and closing out of the grant, this was included with the project, the FAA will be covering 90% of the project and Montana Aeronautics will be covering the local match as well.

Mayor Crews: council any questions, public comment.

Councilmember Smith: I move to approve task order no. 5 between the Town of Stevensville and Morrison-Maierle.

Councilmember Bailey: 2nd.

Mayor Crews: motion and a 2nd. further discussion by the council. Hearing none, Jenelle please call for the vote.

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: thank you motion carries 4-0

e. Discussion/Decision: Approve Service Order No. 8 Between the Town of Stevensville and Geosyntec Consultants. This is part of our water rights project, this would give us an on-call service as we need it, it is only \$5,000.00 Jenelle anything that you have to add to that.

Mayor Crews: introduced new business item e, Approve Service Order No. 8 Between the Town of Stevensville and Geosyntec Consultants. This is part of our water rights project, this would give us an on-call service as we need it, it is only \$5,000.00 Jenelle anything that you have to add to that.

Jenelle Berthoud: it all comes back to our water rights; they work alongside the town and our water rights attorney Ross Miller.

Councilmember Bailey: I make a motion that we approve Service Order No. 8 Between the Town of Stevensville and Geosyntec Consultants.

Councilmember Wandler: 2nd.

Mayor Crews: motion and a 2nd. further council comment or discussion, hearing none Jenelle call for the vote.

Councilmember Wandler: aye.

Councilmember Bailey: aye.

Councilmember Smith: aye.

Councilmember Ross: aye.

Mayor Crews: thank you.

f. Discussion/Decision: Approval of Updated By-Laws for the Stevensville Planning & Zoning Board

Mayor Crews: introduced approval of Updated By-Laws for the Stevensville Planning & Zoning Board.

Tamara Ross, P&Z Board Chairperson: thank you for your time everybody I am here to answer questions you may have about our bylaws. This is fostering us to have a member on the board that is not allowed to be on the board and also to be better aligned with our Ravalli County and Town jurisdictions. Those changes are in your packet.

Mayor Crews: any questions for Ms. Ross. What this does is we are limited to seven people on the board this allows us to expand our base and Stevensville is growing and we need people in and outside of the community. Public comment?

Councilmember Bailey: I make a motion that we approve Updated By-Laws for the Stevensville Planning & Zoning Board.

Councilmember Smith: 2nd.

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

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: carries 4-0

g. Discussion/Decision: Approval of Catana Miller to the Planning & Zoning Board

Mayor Crews: introduced new business item g, Approval of Catana Miller to the Planning & Zoning Board.

Catana Miller: you can call me Kate, have you all read my letter, I was raised here, I want to be part of the growth here.

Mayor Crews: any questions for Ms. Miller, I appreciate you stepping up the problem that we have in and out of town is that we do not have enough volunteers.

Catana Miller: I do not live right in town but pretty close.

Mayor Crews: any comments from the public?

Tamara Ross: I would also like to show my gratitude for the volunteer, and we are more than happy to accommodate and will respect your perspective on the board.

Councilmember Smith: I move for approval of Catana Miller to the Planning & Zoning Board.

Councilmember Wandler: 2nd.

Mayor Crews: motion and a 2nd. any further council discussion?

Councilmember Bailey: quick question, so has Kate already been approved at the planning and zoning board as a member. I am assuming that we approve the bylaws tonight and that the recommendation of the zoning board that we approve her.

Mayor Crews: yes.

Councilmember Smith: I am just glad to see a face to the paper.

Mayor Crews: no further comment, Jenelle please call for the vote.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Councilmember Bailey: aye.

Mayor Crews: thank you.

h. Discussion/Decision: Approval of Special Event Permit for the Circus

Mayor Crews: introduced new business item h, Special Event Permit for the Circus. Jenelle would you please explain this one.

Jenelle Berthoud: not my event. (laughter) there is a representative here and it is his event he can explain better.

Eli Madero, SCC President: requesting that we get the approval for the park to hold the circus on June 8 and 9. They do need to come to town a few days before and there is camping requested on the permit. Boards approval to bring the circus back to town it was a huge success.

Councilmember Ross: how late is it open?

Eli Madero: the circus is going to run two shows, one at five and one at seven-thirty and they are about one and a half hours long.

Councilmember Bailey: page three of the application is blank as far as rates for anything like that.

Mayor Crews: not yet, he is primarily here to get the dates approved and the overnight camping approved. The permit will come back again. it is a big event, wait until you see the next one, we are already looking at modifying how we do these.

Councilmember Smith: do you have any idea of how much overnight camping there will be, RV's?

Eli Madero: I am not sure how many, they essentially come in the night before and maybe two days. We are providing trash cans and dumpsters, and they are providing sanitary stations. I think that Chief Boe can attest to it that you could not even tell that they had been there, it was a huge success and money maker for the town.

Councilmember Smith: what I am getting at is the number of employees and what have you, does it pretty much take up the whole parking lot so there is no parking.

Jenelle Berthoud: they are not set up in the parking lot; they are set up in the south section of the park in the grass. Last time that they were here I believe that there were only two campers as everyone else shows up later on to complete it.

Councilmember Bailey: I am, where are the dates listed on page 1, I just want to make sure for the minutes and our consideration the exact dates are.

Eli Madero: I came in to fill out the permit and you guys had just revised it and I think that there are some things that need to be cleared up and the same thing will apply to the Creamery Picnic.

Councilmember Bailey: so, the dates they are in June.

Eli Madero: the dates are June 8th and 9th I requested for Friday the 5th-10th. That is incase they come in early, and from what I understand from last time they were gone early the next day.

Mayor Crews: any further comments.

Councilmember Bailey: I make a motion that we approve Special Event Permit for the Circus, June 5-10th 2026.

Councilmember Ross: 2nd.

Mayor Crews: motion and a 2nd. June 5-10 and to approve camping. Any further discussion by the council? Call for the vote.

Councilmember Smith: aye.

Councilmember Ross: aye.

Councilmember Bailey: aye.

Councilmember Wandler: aye.

Mayor Crews: thank you, we are still learning on our new form, we still have some changes.

i. Discussion/Decision: Approval of Special Event Permit for the Creamery Picnic

Mayor Crews: introduced new business item i, Special Event Permit for the Creamery Picnic.

Eli Madero: this is a request for the Creamery Picnic, August 6-9th actual run dates are the 7th and the 8th at Lewis and Clark Park. There will be road closures, and we will be getting all permits completed, there will be electricity usage and anything that you can think of we are going to take advantage of.

Councilmember Bailey: the dates for this one are.

Eli Madero: August 7th and 8th. Asking for 6th-9th.

Mayor Crews: any questions by the council, public comment?

Councilmember Ross: I move that we approve the special event permit for the Creamery Picnic.

Councilmember Smith: 2nd.

Mayor Crews: motion and a 2nd. any further discussion.

Councilmember Bailey: I want to provide some transparency on the permit application that we had tabled in early February and make sure.

Mayor Crews: okay, items like applications for special events and permits they are office generated forms and we take and make sure that we are in compliance with our ordinance. We had originally brought this in front of our council and then the clerk and I discussed this, and we went back to the old way of doing this business where we would generate this form on the fly to make sure that we are covering everything. We will be modifying the form, and we also had a discussion today with the chief of the fire department because we do not have a comment block where

they can make recommendations. We are going to back and add those things back in, when we get the form finalized it should function well. We may end up with two types of forms because we have special events and community events which are probably a little larger than special events, it will help us manage our resources (fire police) we had tabled it and we realized that we need to keep it until it is done, it is not the only form that we use, we have a business license application, a building permit and we find errors in those and fix them.

Councilmember Ross: with approving of this form and in three months we go and change the form do we honor this form?

Mayor Crews: yes we do.

Jenelle Berthoud: reminder what you are approving tonight for Creamery Picnic is the date and times for his MDT permit and alcohol and then you will see this come back for street closures and the sign off by the chief for the alcohol permit.

Mayor Crews: any further comments? Jenelle call for the vote.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Councilmember Bailey: aye.

Mayor Crews: thank you.

8. Board Reports

NONE

9. Town Council Comments

NONE

10. Executive Report

Mayor Crews: I did not file an executive report, because as some of you are aware I had a medical incident, I had a stroke, two, Wednesday night and Thursday morning. Went to the hospital, had a scan, went to Missoula and then into surgery. Came through it okay, no permanent damage. April 20th I go back to my surgeon and have a series of tests hopefully everything will go fine, I am taking it easy and that is why

you have not seen me much at the office. I need to destress. I will continue to do the best job that I can, and if I can't I make ask the council president to step in. We do have a resolution coming up that we should have had in place, thanks to Gina and Jenelle working hard to get this done, to make sure that we have continuity of government. If I cant fulfill my job the council president would step in and we are making sure that we are taking the legal previsions to have additional signers, assistant finance and council president on the bank account. We will bring this on the next council meeting. any questions for me?

Councilmember Smith: who is the assistant finance officer?

Mayor Crews: Robert Underwood. Thank you for taking the time to come.

11. Adjournment

Councilmember Smith: motion to adjourn.

Councilmember Bailey: 2nd.

APPROVE:

ATTEST:

James Crews, Mayor

Jenelle S. Berthoud, Town Clerk

Regarding Resolution 415

Reference § 7-2-203 of the Montana Code.

Duties of the executive - The Executive shall:

1. Enforce laws, ordinances and resolutions

Sec. 2-83. - A *resolution* is a statement of town policy and may be adopted at a single meeting of the town council. *Resolutions* shall be approved by the mayor or the person acting in the mayor's stead and shall be numbered sequentially and filed by the town clerk in a *resolution* book to facilitate future access. (See 7-5-4201)

Resolution 415 is not being and has not been implemented or enforced as directed by the Town Council

2. Perform duties required by law, ordinance or resolution

The Mayor is trying to implement Resolution 415.

3. Administer the affairs of the local government

The Mayor is trying to administer the affairs of the local government by obeying 7-2-203(1).

4. Carry out policies established by the commission

The Mayor is trying to carry out Policy established via Resolution 415

5. Recommend measures to the commission

The Mayor is making a formal recommendation to the Town Council regarding the use and maintenance of property belonging to the Town of Stevensville.

On August 14th, 2017, the Town Council of the Town of Stevensville passed Resolution 415 accepting the donation of a small tract of land to be used as a Park or Recreational Ground and to allow access to the Bitterroot River. The Town Council found it to be of the best interest of the town to accept the property as Parkland and River Access Land and to take such necessary steps to create river access. The property is regularly used by local citizens who go there for coffee, eat their lunches and often fish from the bank.

The property is no more of a hazard than the northwestern footpath of the Stevensville River Park which has had its bank eroded and fallen away making it somewhat perilous to travel the foot path.

Resolution 415A was written and presented to follow up on the council's resolution to incorporate the land donation into and as part of the Stevensville River Park.

The property is safe and has been in use since the donation for almost 9 years with no incidents but has fallen into a state of non-maintenance as the town has neglected this gift to the people.

In 2017 it was intended to be incorporated into the park as per paragraph 4 of Resolution 415. In order to see that it is properly maintained for the public the mayor feels that it is necessary to designate it as part of the Stevensville River Park and make very inexpensive improvements on the property so that citizens of our community may use the property safely and comfortably.

I did indeed ask Commissioner Chilcott if the county wanted the property back and there was a negative response. The Town of Stevensville needs to honor its word to the Citizens of the town and county by doing the right thing, which is to incorporate the property into the Stevensville River Park, maintain the property and make it available to all citizens for use as a recreational gift.

Therefore I encourage the council to adopt Resolution 415A in order to carry out the original intent of the county gift and acceptance by the Town Council in 2017.

With all due respect,

Jim Crews

Mayor-Town of Stevensville

File Attachments for Item:

a. Claims #20292-#20326

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TOWN OF STEVENSVILLE
Claim Approval List
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* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
20292	E	85 CENTURYLINK	68.99					
3247		- Phone at Sewer Plant March 22 2026 to April 21 2026 3247-0426 04/21/26 Phone	68.99			5310 430610	345	101000
20293	E	85 CENTURYLINK	77.17					
9846		- Phone/Internet for WWTP March 22 2026 to April 21 2026 9846-0426 04/21/26 Phone/Internet MBF	77.17			5210 430510	345	101000
20294	E	85 CENTURYLINK	63.73					
5489		-Phone/Internet Well House March 22nd 2026 to April 21 2026 5489-0426 04/21/26 Phone/Internet Well House	63.73			5210 430510	345	101000
		*** Claim from another period (3/26) ****						
20295	C	2079 CityServiceValcom	14,520.73					
		Fuel for the airport 2500 galllons will refuel in May or June 0918053 03/24/26 Fuel for the Airport	14,520.73			5610 430300	253	101000
		*** Claim from another period (2/26) ****						
20296	C	1841 Overstreet Law Group	66.00					
		Legal services for the town regarding Berta Farms 1419 04/01/26 Legal svcs - Berta Farms	66.00			1000 411100	352	101000
		*** Claim from another period (3/26) ****						
20297	C	1841 Overstreet Law Group	132.00					
		Legal services for the town regarding Berta Farms 1418 04/01/26 Legal svcs - Berta Farms	132.00			1000 411100	352	101000
		*** Claim from another period (3/26) ****						
20298	E	2006 RICOH	12.12					
		Printing charges for the month of March 2026 5073001130 03/31/26 Printing - Admin	1.52			1000 410550	320	101000
		5073001130 03/31/26 Printing - BLDG Dept	0.61			2394 420531	320	101000
		5073001130 03/31/26 Printing - Water	4.24			5210 430510	320	101000
		5007300113 03/31/26 Printing - Sewer	4.24			5310 430610	320	101000
		5073001130 03/31/26 Printing - Airport	0.30			5610 430300	320	101000
		5073001130 03/31/26 Printing - PW Admin	1.21			1000 430100	320	101000
20299		1436 Maureen M. O'Connor	3,000.00					
		City Judge services for April 2026 040126 04/01/26 City Judge Services	3,000.00			1000 410360	350	101000
20300		1180 National Fire Protection	225.00					
		National Fire Protection Association Membership good thru 5/1/2027 3068227M 04/02/26 Annual Dues	225.00*			1000 420410	330	101000

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (3/26) ****								
20301		16 Montana Environmental Lab LLC	1,599.55					
Montana Environmental Lab Testing for Water & Sewer								
	2601692	03/04/26 Lab Testing - Sewer	267.10			5310 430640	355	101000
	2602068	03/20/26 Lab Testing - Sewer	465.15			5310 430640	355	101000
	2602318	03/16/26 Lab Testing - Sewer	267.10			5310 430640	355	101000
	2602518	03/23/26 Lab Testing - Sewer	267.10			5310 430640	355	101000
	2602675	03/31/26 Lab Testing - Water	267.10			5210 430540	355	101000
	2602067	03/05/26 Lab Testing - Water	66.00			5210 430540	355	101000
20302	C	1696 First Call Computer Solutions, IT services for the Town for the month of April 2026	2,455.75					
	111613	04/01/26 IT Services - Council	196.46			1000 410100	356	101000
	111613	04/01/26 IT Services - Mayor	49.12			1000 410200	356	101000
	111613	04/01/26 IT Services - Court	49.12			1000 410360	356	101000
	111613	04/01/26 IT Services - Admin	196.44			1000 410550	356	101000
	111613	04/01/26 IT Services - PD	196.46			1000 420100	356	101000
	111613	04/01/26 IT Services - FD	98.23			1000 420410	356	101000
	111613	04/01/26 IT Services - Water	810.40			5210 430510	356	101000
	111613	04/01/26 IT Services - Sewer	810.40			5310 430610	356	101000
	111613	04/01/26 IT Services - Airport	49.12			5610 430300	356	101000
*** Claim from another period (3/26) ****								
20303	C	228 Norco, Inc. Cylinder Rental and O2 for the PW for March 2026	53.32					
	46365909	03/31/26 Cylinder Rental	10.66			1000 430200	220	101000
	46365909	03/31/26 Cylinder Rental	21.33			5210 430510	220	101000
	46365909	03/31/26 Cylinder Rental	21.33			5310 430610	220	101000
*** Claim from another period (3/26) ****								
20304		348 Snow Mountain Electric Install hand blow dryers in the L&C bathrooms. The money to pay for this was donated by Stockmans bank.	932.00					
	4005	03/25/26 Blow Dryers for L&C Bathroom	932.00			1000 460430	360 12	101000
20305	E	1884 Montana Department of Labor & Boiler Maintenance Certificate MTB#7498	36.00					
	7498	03/25/26 Bioler Cert MTB#7498	36.00*			1000 411201	330	101000
*** Claim from another period (3/26) ****								
20306	E	852 CENEX FLEETCARD Fuel for Town	2,315.34					
	333808CL	03/31/26 Fuel-FD	63.12			1000 420460	231	101000
	333808CL	03/31/26 Fuel-FD	59.60			1000 420460	231	101000
	333808CL	03/31/26 Fuel-FD	101.19			1000 420460	231	101000
	333808CL	03/31/26 Fuel-FD	61.54			1000 420460	231	101000
	333808CL	03/31/26 Fuel-FD	231.03			1000 420460	231	101000
	333808CL	03/31/26 Fuel - PD	221.12			1000 420100	231	101000

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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	333808CL	03/31/26 Fuel - PD	184.28			1000 420100	231	101000
	333808CL	03/31/26 Fuel - PD	271.99			2810 420100	370	101000
	333808CL	03/31/26 Fuel - PW	373.82			1000 430100	231	101000
	333808CL	03/31/26 Fuel - PW	373.82			5210 430510	231	101000
	333808CL	03/31/26 Fuel - PW	373.83			5310 430610	231	101000
*** Claim from another period (3/26) ****								
20307	C	1901 Stephen Lassiter	133.81					
Reimbursement for fuel and meals while attending the Wastewater Certification course in Billings 3/22 thru 3/25/2026								
		03/25/26 Reimbursement Fuel	75.01			5310 430610	370	101000
		03/25/26 Reimbursement Food	58.80			5310 430610	377	101000
*** Claim from another period (3/26) ****								
20308	E	2044 First Security Bank VISA	4,523.55					
	CC-638	03/03/26 MSU Local Extension-Jenelle	450.00			1000 202200		101000
Conference attendance								
MSU LOCAL GOVERNMENT CENTER								
	CC-651	03/04/26 USPS - PD	4.14			1000 202200		101000
Postage								
U.S Postal Service								
	CC-657	03/01/26 Bitter Root Disposal - Court	2.51			1000 202200		101000
Bitterroot Disposal - 5411-88931								
	CC-657	03/01/26 Bitter Root Disposal - Admin	10.05			1000 202200		101000
Bitterroot Disposal - 5411-88931								
	CC-657	03/01/26 Bitter Root Disposal - PD	2.51			1000 202200		101000
Bitterroot Disposal - 5411-88931								
	CC-657	03/01/26 Bitter Root Disposal - FD	2.51			1000 202200		101000
Bitterroot Disposal - 5411-88931								
	CC-657	03/01/26 Bitter Root Disposal - Bldg	2.51			2394 202200		101000
Bitterroot Disposal - 5411-88931								
	CC-657	03/01/26 Bitter Root Disposal - Water	15.08			5210 202200		101000
Bitterroot Disposal - 5411-88931								
	CC-657	03/01/26 Bitter Root Disposal - Sewer	15.08			5310 202200		101000
Bitterroot Disposal - 5411-88931								
	CC-658	03/01/26 Bitter Root Disposal - Roads	139.75			1000 202200		101000
BITTERROOT DISPOSAL 5411-88770								
	CC-658	03/01/26 Bitter Root Disposal - Sewer	139.75			5310 202200		101000
BITTERROOT DISPOSAL 5411-88770								
	CC-650	02/28/26 Ravalli Electric - Fuel Tank	46.94			5610 202200		101000
RAVALLI ELECTRIC CO-OP								
	CC-650	02/28/26 Ravalli Electric - Airport Lig	59.01			5610 202200		101000
RAVALLI ELECTRIC CO-OP								
	CC-650	02/28/26 Ravalli Electric - Well	48.40			5610 202200		101000
RAVALLI ELECTRIC CO-OP								
	CC-650	02/28/26 Ravalli Electric - Airport Gat	49.65			5610 202200		101000
RAVALLI ELECTRIC CO-OP								

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	CC-650	02/28/26 Credit Autopay-Paperless Bill	-1.00			5610 202200		101000
		RAVALLI ELECTRIC CO-OP		CC Accounting: 5610-		-430300-340		
	CC-654	03/18/26 SpeedTechLights	811.15			1000 202200		101000
		Operating Supplies		CC Accounting: 1000-		-420460-232		
		SpeedTech Lights						
	CC-654	03/18/26 SpeedTechLights	47.99			1000 202200		101000
		Operating Supplies		CC Accounting: 1000-		-420460-232		
		SpeedTech Lights						
	CC-655	03/18/26 Amazon Fire Department	79.99			1000 202200		101000
		Exhaust fan for Fire Hall Bathroom		CC Accounting: 1000-		-420460-220		
		AMAZON						
	CC-655	03/18/26 Amazon Fire Department	36.11			1000 202200		101000
		LED Bulbs for 2010 & 2050		CC Accounting: 1000-		-420460-232		
		AMAZON						
	CC-655	03/18/26 Amazon Fire Department	179.30			1000 202200		101000
		Medical Glove Caddies		CC Accounting: 1000-		-420460-220		
		AMAZON						
	CC-659	03/11/26 ADOBE - Admin	23.99			1000 202200		101000
		ADOBE		CC Accounting: 1000-		-410550-331		
		ADOBE						
	CC-659	03/11/26 ADOBE - Water	11.99			5210 202200		101000
		ADOBE		CC Accounting: 5210-		-430510-331		
		ADOBE						
	CC-659	03/11/26 ADOBE - Sewer	12.00			5310 202200		101000
		ADOBE		CC Accounting: 5310-		-430610-331		
		ADOBE						
	CC-660	02/28/26 T-Mobile - PD	197.76			1000 202200		101000
		PD		CC Accounting: 1000-		-420100-345		
		T-Mobile						
	CC-660	02/28/26 T-Mobile - Water	34.40			5210 202200		101000
		Water		CC Accounting: 5210-		-430510-345		
		T-Mobile						
	CC-660	02/28/26 T-Mobile - Sewer	34.40			5310 202200		101000
		Sewer		CC Accounting: 5310-		-430610-345		
		T-Mobile						
	CC-660	02/28/26 T-Mobile - Mayor	35.25			1000 202200		101000
		Mayor		CC Accounting: 1000-		-410200-345		
		T-Mobile						
	CC-660	02/28/26 T-Mobile - Airport	35.25			5610 202200		101000
		Airport		CC Accounting: 5610-		-430300-345		
		T-Mobile						
	CC-661	03/11/26 Aerotronics - Airport	453.36			5610 202200		101000
		RUNWAY REPAIRS		CC Accounting: 5610-		-430300-360		
		AEROTRONICS						
	CC-663	03/18/26 Amazon - PW	4.38			5210 202200		101000
		Batteries		CC Accounting: 5210-		-430510-210		
		AMAZON						

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	CC-663	03/18/26 Amazon - PW Batteries AMAZON	4.37			5310 202200		101000
				CC Accounting:	5310-	-430610-210		
	CC-663	03/18/26 Amazon - PD Toner for Printer AMAZON	30.99			1000 202200		101000
				CC Accounting:	1000-	-420100-210		
	CC-663	03/18/26 Amazon - Parks Bathroom supplies AMAZON	24.72			1000 202200		101000
				CC Accounting:	1000-	-460430-230		
	CC-664	03/31/26 Spectrum -Admin Spectrum Spectrum	33.47			1000 202200		101000
				CC Accounting:	1000-	-410550-345		
	CC-664	03/31/26 Specturm-FD Spectrum Spectrum	33.47			1000 202200		101000
				CC Accounting:	1000-	-420410-345		
	CC-664	03/31/26 Specturm-Court Spectrum Spectrum	33.47			1000 202200		101000
				CC Accounting:	1000-	-410360-345		
	CC-664	03/31/26 Specturm-Water Spectrum Spectrum	101.90			5210 202200		101000
				CC Accounting:	5210-	-430510-345		
	CC-664	03/31/26 Specturm-WWTP Spectrum Spectrum	101.90			5310 202200		101000
				CC Accounting:	5310-	-430610-345		
	CC-664	03/31/26 Specturm-PD Spectrum Spectrum	129.99			1000 202200		101000
				CC Accounting:	1000-	-420100-345		
	CC-664	03/31/26 Spectrum -Pool Spectrum Spectrum	58.26			1000 202200		101000
				CC Accounting:	1000-	-460445-345		
	CC-664	03/31/26 Spectrum-WWTP Office Spectrum Spectrum	46.84			5310 202200		101000
				CC Accounting:	5310-	-430610-345		
	CC-665	03/18/26 Walmart-07564091 Card Stock Paper Walmart	31.23			1000 202200		101000
				CC Accounting:	1000-	-420100-210		
	CC-670	03/31/26 HP - FD HP	8.00			1000 202200		101000
				CC Accounting:	1000-	-420410-320		
	CC-670	03/31/26 HP- Court HP	7.99			1000 202200		101000
				CC Accounting:	1000-	-410360-320		
	CC-673	03/13/26 MSU - K Wander Training Municipal Training Montana State University	225.00			1000 202200		101000
				CC Accounting:	1000-	-410100-380		
	CC-675	03/04/26 Fairfield- -77661553 Mayor training Fairfield by Marriott Inn & Suites	217.84			1000 202200		101000
				CC Accounting:	1000-	-410200-376		

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		CC-676 03/24/26 MT Trailhead Inn -Training Stephen Lassiter Hotel Stay Montana Trailhead Inn	429.96			5310 202200 -430610-376		101000
		CC-677 03/19/26 Smart Signs - Children at Play SmartSigns	19.94			1000 202200 -460430-220		101000
*** Claim from another period (3/26) ****								
20309	C	1696 First Call Computer Solutions, .GOV monthly charges for month of March 2026	666.33					
		112069 03/31/26 .GOV - ADMIN	115.88			1000 410550	331	101000
		112069 03/31/26 .GOV - PD	115.88*			1000 420100	331	101000
		112069 03/31/26 .GOV - COURT	43.46*			1000 410360	331	101000
		112069 03/31/26 .GOV - FD	72.43*			1000 420410	331	101000
		112069 03/31/26 .GOV - WATER	72.43*			5210 430510	331	101000
		112069 03/31/26 .GOV - SEWER	72.43*			5310 430610	331	101000
		112069 03/31/26 .GOV - COUNCIL	115.88			1000 410100	331	101000
		112069 03/31/26 .GOV - MAYOR	28.97			1000 410200	331	101000
		112069 03/31/26 .GOV - AIRPORT	28.97			5610 430300	331	101000
*** Claim from another period (3/26) ****								
20310	C	1787 Valli Information Systems, Inc. UB Billing Statement Services for Water & Sewer for the month of March 2026.	477.66					
		105227 03/31/26 UB Stmt Services - Water	238.83			5210 430510	320	101000
		105227 03/31/26 UB Stmt Services -Sewer	238.83			5310 430610	320	101000
*** Claim from another period (2/26) ****								
20311	C	2078 Glenn Bies Waste Water Testing for the month of February 2026	571.62					
		022826 02/28/26 Wastewater Testing	571.62			5310 430610	350	101000
20312	C	2098 Kierra Smethers Prosecution work for the Town for the month of March 2026	610.00					
		26-03 03/31/26 Prosecution Services	495.00			1000 410364	352	101000
		26-03 03/31/26 Prosecution Paralegal	115.00			1000 410364	352	101000
20313		108 BITTERROOT STAR Surplus sale of Fire Engine and 2 PW vehicles. Call for bids Airport Pavement Project	62.00					
		43341 03/04/26 Surplus Sale Items	27.00			1000 410550	330	101000
		43342 03/04/26 Call for Bids - Airport	35.00*			5610 430300	330	101000
*** Claim from another period (3/26) ****								
20314	C	2114 Lindley Law, LLC Legal services for the Town regarding Burnt Fork Estates	245.00					
		109 03/31/26 Legal -Burnt Fork Estates	245.00			1000 411100	352	101000

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
20315	C	2114 Lindley Law, LLC	150.00					
		Legal services for the Town regarding Wagon Wheel Townhomes						
		108 03/31/26 Legal -Wagon Wheel Homes	150.00			1000 411100	352	101000
		*** Claim from another period (3/26) ****						
20316	C	2114 Lindley Law, LLC	855.00					
		Legal services for the Town regarding Berta Farms						
		106 03/31/26 Legal - Berta Farms	855.00			1000 411100	352	101000
20317	C	2114 Lindley Law, LLC	2,701.18					
		Legal services regarding Farmers Market, signer resolution, Jessop case, and sump repair.						
		Legal services regardig 2 Ravens LLC						
		105 03/31/26 Legal Services - Town	1,986.18			1000 411100	352	101000
		107 03/31/26 Legal Services - Airport	715.00*			5610 430300	352	101000
		*** Claim from another period (3/26) ****						
20318		33 NORTHWESTERN ENERGY	15,870.47					
		Northwestern Energy for the town for the month of March 2026						
		03/31/26 721275-6 Geo Smith Lt Dist 3	273.03			2430 430263	340	101000
		GEO Smith Lighting District 3,Turner, Heritage & Valley View -16 lights						
		03/31/26 722451-2 206 Buck Adm 5%	26.81*			1000 410550	340	101000
		Admin 5%						
		03/31/26 722451-2 - PD 15%	80.43			1000 420100	340	101000
		Police Dept 15%						
		03/31/26 7224512 - Court 2.5%	13.40*			1000 410360	340	101000
		Court 2.5%						
		03/31/26 722451 - - Bldg - 5%	26.81			2394 420531	340	101000
		Bldg Dept 5%						
		03/31/26 722451-2 - Fire Dept 50%	268.10			1000 420421	340	101000
		Fire Dept 5%						
		03/31/26 722451-2 - Sewer 10%	53.62			5310 430610	340	101000
		Sewer 10%						
		03/31/26 722451-2 - Water 10%	53.62*			5210 430510	340	101000
		Water 10%						
		03/31/26 722451-2 - Airport 2.5%	13.40			5610 430300	340	101000
		Airport 2.5%						
		03/31/26 723606-0 Peterson Lt Dist 2	215.61			2420 430263	340	101000
		Peterson Lighting District 2, Peterson and Spring -8 lights						
		03/31/26 723607-8 Dayton Lt Dist 1	296.46			2410 430263	340	101000
		Dayton Lighint District 1, 7th, 8th & St Mary's Dr -11 lights						
		03/31/26 724186-2 Maplewood Cemetery	12.51*			1000 430900	340	101000
		1 Yard Light						
		03/31/26 724187-0 Main St seasonal Lig	22.05			1000 430263	340	101000
		Plug on 3rd st, Xmas Lights & Farmers Market						

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	03/31/26	724206-8 Orig Town Street Ligh 37 Street Lights	294.65			1000 430263	340	101000
	03/31/26	724207-6 ESH - 5th St. Lights 19 Lights on Main, Eastside Hwy to 5th St	559.88			1000 430263	340	101000
	03/31/26	724208-4 5th to Valley Vw Lt 5 Lights on Main St, 6th to Valley View	53.53			1000 430263	340	101000
	03/31/26	724209-2 Add'l Town lighting 26 Street Lights	222.09			1000 430263	340	101000
	03/31/26	724515-2 MBF H20 plant 1 yard light, Well House	123.71			5210 430520	340	101000
	03/31/26	724518-6 102 Main St pump #1 Pump House	105.72			5210 430520	340	101000
		724755-4 Riverside Cemetery IR Riverside Cemetery Irrigation	0.00*			1000 430900	340	101000
		724756-2 Maplewood Cemetery Maplewood Cemetery Irrigation	0.00*			1000 430900	340	101000
	03/31/26	724942-8 Sewer lift station W. Sewer Lift Station W Central	27.25			5310 430620	340	101000
	03/31/26	724944-4 WWTP WWTP	4,706.90			5310 430620	340	101000
	03/31/26	724971-7 Truck garage Truck Shop	390.36			5210 430520	340	101000
	03/31/26	725036-8 L&C Yard Light L&C Park Entrance Light	12.51			1000 460430	340	101000
	03/31/26	725041-8 L&C Park 5hp IRR L&C Irrigation	0.34			1000 460430	340	101000
	03/31/26	725042-6 L&C Park Event Special Events plugs peremeter of field, S & W Fence	22.05			1000 460430	340	101000
	03/31/26	725084-8 L&C Park Rest/Field 3 Yard Lights along Rd to Plant -N.W.E does not maintain	34.23			1000 460430	340	101000
	03/31/26	782189-5 214 Buck Water 10% Annex - Water	5.83			5210 430520	340	101000
	03/31/26	782189-5 Sewer 10% Annex - Sewer	5.83			5310 430620	340	101000
	03/31/26	782189-5 Town Hall 40% Annex - TH	23.31			1000 411201	340	101000
	03/31/26	782189-5 - PD 40% Annex - PD	23.30			1000 420100	340	101000
	03/31/26	1447753-3 3rd & Park Lt 1 Light on Corner of 3rd & Park	15.41			1000 430263	340	101000
	03/31/26	1538216-1-Airport-SRE 50% 421 Airport Rd SRE Bldg	70.45			5610 430300	340	101000
	03/31/26	1538216-1-Airport-SRE 50% FD 421 Airport Rd SRE Bldg	70.45			1000 420422	340	101000
	03/31/26	1685436-6 Crksde Mdws Pl LD4 Creekside Phasel Lighting District 4, Birch Lane & Willow Way 7 Lights	295.00			2440 430263	340	101000

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	03/31/26	1685994-4 Crksde Mdws p2 LD4 Creekside Phase 2 Lighting District 4, Creekside Dr, Aspen Trail & Syrings St, 7 Lights	160.37			2440 430263	340	101000
	03/31/26	2057364-8 Pool Pool	83.57*			1000 460445	340	101000
	03/31/26	2079637-1 305 MBF Well Field Silver Stone lane	6,092.79			5210 430520	340	101000
	03/31/26	2079645-4 346 MBF booster Pump Station	214.63			5210 430520	340	101000
	03/31/26	3148944-6 Twin Creeks LD5 Twin Creek Phase 1 Lighting District 5, 9 Lights	505.29			2450 430263	340	101000
	03/31/26	3218493-9 223 Main Creamery Creamery Park, 3 Lights	70.61			1000 460430	340	101000
	03/31/26	3672984-6 300 Main Outlet Plug in behind Exit Realty	22.05			1000 460430	340	101000
	03/31/26	3672985-3 Stevensville Cutoff Plug in for Cutoff road- not used	22.05			1000 430263	340	101000
	03/31/26	3691677-3 157 Sewer Rd - Water Sewer Work Rd Old Depo / 3	40.91			5210 430520	340	101000
	03/31/26	3691677-3 Sewer 157 Sewer Work Sewer Work Rd Old Depo / 3	40.91			5310 430620	340	101000
	03/31/26	3691677-3 Streets 157 Sewer Wo Sewer Work Rd Old Depo / 3	40.91			1000 430200	340	101000
	03/31/26	3763580-2 Dickerson Park 1 light at 6th Street Park	8.05			1000 460430	340	101000
	03/31/26	3795194-4 208 Buck Fire Dept Fire Department Addition	149.68			1000 420421	340	101000
*** Claim from another period (3/26) ****								
20319		34 STEVENSVILLE HARDWARE AND RENTAL	75.46					
		Supplies for the Town						
	CC-653	03/18/26 Stevi Hardware-16289230	20.00			1000 202200		101000
		Paint Paddles				CC Accounting: 1000-	-420100-210	
		STEVENSVILLE HARDWARE AND RENTAL INC						
	CC-656	03/03/26 Stevi Hardware - 16286758	14.38			1000 202200		101000
		Concrete drill bits				CC Accounting: 1000-	-460430-220	
		STEVENSVILLE HARDWARE AND RENTAL INC						
	CC-662	03/10/26 Stevi Hardware-16287962	17.09			1000 202200		101000
		Owl				CC Accounting: 1000-	-411201-230	
		STEVENSVILLE HARDWARE AND RENTAL INC						
	CC-666	03/26/26 Stevi Hardware-16290108	4.20			5210 202200		101000
		Tracer wire				CC Accounting: 5210-	-430550-230	
		STEVENSVILLE HARDWARE AND RENTAL INC						
	CC-667	03/24/26 Stevi Hardware-16290271	19.79			1000 202200		101000
		Spike Kit				CC Accounting: 1000-	-411201-230	
		STEVENSVILLE HARDWARE AND RENTAL INC						

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (3/26) ****								
20320		2090 Alpine Signs	665.00					
New street signs to replace missing ones								
		12082 03/18/26 New street signs	665.00			1000 430200	242	101000
*** Claim from another period (3/26) ****								
20321	E	1659 CHS Mountain West CO-OP	151.46					
Fuel for Town								
		179508 03/10/26 Fuel - PW	50.48			1000 430100	231	101000
		VL3674 03/22/26 Fuel - PW	50.49			5210 430510	231	101000
		VL6183 03/30/26 Fuel - PW	50.49			5310 430610	231	101000
*** Claim from another period (3/26) ****								
20322		6 Eastside Ace Hardware	3.50					
Nuts & Bolts for use in the Parks								
		34700/2 03/19/26 Nuts & Bolts	3.50*			1000 460430	230	101000
*** Claim from another period (3/26) ****								
20323		23 VALLEY DRUG AND VARIETY	32.70					
Postage and mailings for the Town								
		814170 03/27/26 Postage - PD	2.48			1000 420100	311	101000
		814749 03/30/26 Postage - Resolutions	1.94			1000 410550	311	101000
		814749 03/30/26 Postage - BARS Map to MDT	2.21			1000 410550	311	101000
		810849 03/09/26 Postage	26.07			1000 410550	311	101000
20324		1675 Ravalli County Sheriff's Office	73.41					
Central Square/Zuercher - Used by the PD. Prorated 6/12 to 7/30/26. Central Square bills Ravalli County for our region: Darby, Victor, Pinesdale, Sula, Marcus Daly, Stevensville, & Ravalli County. Ravalli County then bills each entity for their share that is provided to them by Central Square								
		31726 04/06/26 Software - Field Ops	73.41*			1000 420100	331	101000
20325		2003 TALL TIMBER CLIMBING &	8,500.00					
Draw for pruning & removal of windstorm damaged trees along Church, Buck Street and vacant lot across from 526 3rd st. This will be reimbursed from the Disaster Funds								
		040726 04/07/26 Churck -1	625.00			1000 460437	350	101000
		040726 04/07/26 Buck St - 3	1,875.00			1000 460437	350	101000
		040726 04/07/26 5-7 Poplars on Vacant land	6,000.00			1000 460437	350	101000
*** Claim from another period (3/26) ****								
20326	C	1754 Construct Montana, LLC	5,584.51					
Buliding inspection and plan review								
		1194 03/31/26 Bldg Inspection	4,614.74			2394 420531	350	101000
		1194 03/31/26 Plan review	969.77			2394 420531	350	101000
# of Claims			35	Total:		67,510.36		
Total Electronic Claims			36,471.27	Total Non-Electronic Claims		31039.09		

04/07/26
17:17:09

TOWN OF STEVENSVILLE
Fund Summary for Claims
For the Accounting Period: 4/26

Page: 12 of 13
Report ID: AP110

Fund/Account	Amount
1000 GENERAL	
101000 Cash - Operating	25,277.30
2394 BUILDING CODE ENFORCEMENT	
101000 Cash - Operating	5,614.44
2410 DAYTON LIGHTING #1 DISTRICT 55	
101000 Cash - Operating	296.46
2420 PETERSON ADDN LIGHTING #2 DISTRICT 80	
101000 Cash - Operating	215.61
2430 GEO SMITH LIGHTING #3 DISTRICT 76	
101000 Cash - Operating	273.03
2440 CREEKSIDE LIGHTING #4 DISTRICT 77	
101000 Cash - Operating	455.37
2450 TWIN CREEKS LIGHTING #5 DISTRICT	
101000 Cash - Operating	505.29
2810 POLICE TRAINING & PENSION	
101000 Cash - Operating	271.99
5210 WATER	
101000 Cash - Operating	9,245.06
5310 SEWER	
101000 Cash - Operating	9,231.23
5610 AIRPORT	
101000 Cash - Operating	16,124.58
Total:	67,510.36

04/07/26
17:17:09

TOWN OF STEVENSVILLE
Claim Approval Signature Page
For the Accounting Period: 4 / 26

Page: 13 of 13
Report ID: AP100A

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

Melissa Bailey, Councilmember

Talon Ross, Councilmember

Karne Wandler, Councilmember

Wallace Smith, Councilmember

Jim Crews, Mayor

Date Approved _____

File Attachments for Item:

a. Airport

Stevensville Airport Manager's Report

April 2026

1. Maintenance
 - a. Update on the lighting failure:
 - Repairs to the PAPI lighting have begun. I expect to be wrapped up within the week. A NOTAM for the PAPI is in effect
 - The repaired PCL receiver has been reinstalled and tested. The airport lighting is operational again.
2. CIP Projects for 2025/2026
 - a. The fuel farm project is progressing well. The electrical contractor is onsite installing the electrical distribution in preparation for the tank delivery the week of 4/13/2026. The QC building is also expected to be completed over the next two weeks.
3. Fuel Sales
 - a. March fuel sales were relatively strong. March saw the sale of 722.53 gallons for a total of \$3,569.68.
4. Upcoming
 - a. Missoula Skydiving's 2026 season officially opens the week of 4/13, although preparations have already begun with the completion of several practice jumps and both pilot and jump instructor recertifications.
5. Spring Clean-up
 - a. We are planning a spring clean-up for later this month to get address several items of both maintenance and general clean-up. The date is tentatively scheduled for April 25th with a back-up date of May 2nd. Those dates may need to push one week due to some conflicts. Lunch will be served for anyone in attendance.

File Attachments for Item:

b. Building Department

MONTHLY REPORT

Building Department

March 2026

<u>Permits Issued</u>	<u>Fees Collected</u>
<u>Building</u> (6 permits)	
1. NSFR	\$3391.25
2. New/Remodel Commercial Building	\$2087.50
3. Renovation/Remodel	\$582.31
4. Demo re-roof, commercial.....	\$150.00
<u>Electrical</u> (2 permits)	
1. NSFR	\$0
2. New/Remodel Commercial Building	\$339.00
3. Renovation/Remodel	\$30.00
4. Demo	\$0
<u>Mechanical</u> (1 permits)	
1. NSFR	\$0
2. New/Remodel Commercial Building	\$188.58
3. Renovation/Remodel	\$0
4. Demo	\$0
<u>Plumbing</u> (3 permit)	
1. NSFR	\$0
2. New/Remodel Commercial Building	\$73.00
3. Renovation/Remodel	\$139.00
4. Demo	\$0
Total permits issued: 12	Total fees collected: \$6,980.64
<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:

c. Finance

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
1000 GENERAL						
101000 Cash - Operating	250,144.93	101,762.99	65.99	38,458.04	38,318.90	275,196.97
2250 PLANNING						
101000 Cash - Operating	3,805.78	1,128.97	0.00	0.00	0.00	4,934.75
2310 TAX INCREMENT FINANCE DISTRICT						
101000 Cash - Operating	359,227.93	0.00	0.00	0.00	0.00	359,227.93
2311 TARGETED ECONOMIC DEVELOPMENT DISTRICT						
101000 Cash - Operating	42,575.74	0.00	0.00	0.00	0.00	42,575.74
2394 BUILDING CODE ENFORCEMENT						
101000 Cash - Operating	14,633.71	5,945.67	0.00	295.18	5,899.58	14,384.62
2410 DAYTON LIGHTING #1 DISTRICT 55						
101000 Cash - Operating	2,556.75	0.00	0.00	0.00	296.18	2,260.57
2420 PETERSON ADDN LIGHTING #2 DISTRICT 80						
101000 Cash - Operating	1,849.01	0.00	0.00	0.00	215.41	1,633.60
2430 GEO SMITH LIGHTING #3 DISTRICT 76						
101000 Cash - Operating	2,565.34	0.00	0.00	0.00	272.89	2,292.45
2440 CREEKSIDE LIGHTING #4 DISTRICT 77						
101000 Cash - Operating	2,245.93	79.76	0.00	0.00	455.41	1,870.28
2450 TWIN CREEKS LIGHTING #5 DISTRICT						
101000 Cash - Operating	2,231.44	0.00	0.00	0.00	505.21	1,726.23
2810 POLICE TRAINING & PENSION						
101000 Cash - Operating	31,178.01	0.00	0.00	0.00	576.88	30,601.13
2820 GAS APPORTIONMENT TAX / BarsAA						
101000 Cash - Operating	179,114.53	6,939.42	0.00	0.00	1,013.76	185,040.19
4001 SIDEWALK IMPROVEMENT						
101000 Cash - Operating	14,148.40	0.00	0.00	0.00	0.00	14,148.40
4002 FIRE ENGINE CAPITAL IMPROVEMENT						
101000 Cash - Operating	2,588.85	0.00	0.00	0.00	0.00	2,588.85
4006 Street Equipment Capital Asset						
101000 Cash - Operating	10,595.68	0.00	0.00	0.00	0.00	10,595.68
5210 WATER						
101000 Cash - Operating	593,152.10	61,793.73	0.00	15,471.57	34,012.68	605,461.58
102000 Cash - Restricted	7,584.00	0.00	0.00	0.00	0.00	7,584.00
102210 Bond & Interest	14,676.43	7,955.56	124.10	29.20	0.00	22,726.89
102220 Cash - Rest. Future Payment	91,008.00	0.00	0.00	0.00	0.00	91,008.00
102240 Cash - Rest. Replacement	169,000.00	0.00	0.00	0.00	0.00	169,000.00
Total Fund	875,420.53	69,749.29	124.10	15,500.77	34,012.68	895,780.47
5211 WATER CAPTIAL ASSET						
101000 Cash - Operating	879,346.79	18,843.32	287.00	60.00	0.00	898,417.11
5230 ARPA WATER LEAK REPAIR						
101000 Cash - Operating	221,599.83	0.00	0.00	0.00	12,459.50	209,140.33
5310 SEWER						
101000 Cash - Operating	239,300.63	41,555.76	508.61	15,327.34	33,784.53	232,253.13
102000 Cash - Restricted	316,062.00	0.00	0.00	0.00	0.00	316,062.00
102210 Bond & Interest	21,179.30	16,527.32	243.70	49.36	0.00	37,900.96
Total Fund	576,541.93	58,083.08	752.31	15,376.70	33,784.53	586,216.09

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
5311 SEWER CAPITAL ASSET						
101000 Cash - Operating	720,421.01	12,046.84	148.52	37.60	0.00	732,578.77
5610 AIRPORT						
101000 Cash - Operating	12,139.38	4,949.99	1.00	1,979.66	8,595.94	6,514.77
5620 AIRPORT PROJECT						
101000 Cash - Operating	250,094.24	0.00	0.00	0.00	189,825.05	60,269.19
7120 FIREMEN'S DISABILITY						
101000 Cash - Operating	3.15	0.00	0.00	0.00	0.00	3.15
7910 PAYROLL FUND						
101000 Cash - Operating	24,214.61	71,139.67	0.00	70,401.96	0.00	24,952.32
7930 CLAIMS FUND						
101000 Cash - Operating	39,875.56	0.00	324,853.00	274,059.12	0.00	90,669.44
Totals	4,519,119.06	350,669.00	326,231.92	416,169.03	326,231.92	4,453,619.03

*** Transfers In and Transfers Out columns should match, with the following exceptions:
 1) Cancelled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.
 2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.

TOWN OF STEVENSVILLE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 26

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
2250 PLANNING	0.00	0.00	250.00	250.00	250.00	0%
2310 TAX INCREMENT FINANCE DISTRICT	0.00	16,950.00	40,000.00	40,000.00	23,050.00	42%
2311 TARGETED ECONOMIC DEVELOPMENT	0.00	0.00	7,475.00	7,475.00	7,475.00	0%
2394 BUILDING CODE ENFORCEMENT	6,286.99	41,658.75	44,974.00	44,974.00	3,315.25	93%
2410 DAYTON LIGHTING #1 DISTRICT 55	296.46	2,698.99	3,600.00	3,600.00	901.01	75%
2420 PETERSON ADDN LIGHTING #2 DISTRICT	215.61	1,962.92	2,614.00	2,614.00	651.08	75%
2430 GEO SMITH LIGHTING #3 DISTRICT 76	273.03	2,499.29	3,534.00	3,534.00	1,034.71	71%
2440 CREEKSIDE LIGHTING #4 DISTRICT 77	455.37	4,151.79	5,520.00	5,520.00	1,368.21	75%
2450 TWIN CREEKS LIGHTING #5 DISTRICT	505.29	4,610.05	6,150.00	6,150.00	1,539.95	75%
2810 POLICE TRAINING & PENSION	271.99	2,151.06	8,150.00	8,150.00	5,998.94	26%
2820 GAS APPORTIONMENT TAX / BarsAA	0.00	3,103.06	128,500.00	128,500.00	125,396.94	2%
4006 Street Equipment Capital Asset	0.00	12,000.00	12,000.00	12,000.00	0.00	100%
5210 WATER	48,012.37	515,920.27	1,309,282.00	1,309,282.00	793,361.73	39%
5211 WATER CAPTIAL ASSET	0.00	0.00	200,000.00	200,000.00	200,000.00	0%
5230 ARPA WATER LEAK REPAIR	0.00	164,133.38	381,937.00	381,937.00	217,803.62	43%
5310 SEWER	48,417.68	475,960.08	1,065,857.00	1,065,857.00	589,896.92	45%
5311 SEWER CAPITAL ASSET	0.00	23,618.76	248,000.00	248,000.00	224,381.24	10%
5610 AIRPORT	22,092.34	124,313.27	119,224.00	119,224.00	-5,089.27	104%
5620 AIRPORT PROJECT	21,837.64	411,535.79	538,000.00	538,000.00	126,464.21	76%
7120 FIREMEN'S DISABILITY	0.00	0.00	7,732.00	7,732.00	7,732.00	0%
Grand Total:	148,664.77	1,807,267.46	4,132,799.00	4,132,799.00	2,325,531.54	44%

1000 GENERAL

Account	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
410000 General Government						
410100 Legislative Services	2,410.04	16,558.23	24,919.00	24,919.00	8,360.77	66%
410200 Executive Services	1,053.25	5,155.30	6,709.00	6,709.00	1,553.70	77%
410360 City Court	5,223.57	51,303.12	81,654.00	81,654.00	30,350.88	63%
410364 Prosecution Services	0.00	14,393.74	16,000.00	16,000.00	1,606.26	90%
410530 Audit Services	2,184.00	21,423.75	19,200.00	19,200.00	-2,223.75	112%
410550 Administration	8,298.78	86,314.44	125,027.00	125,027.00	38,712.56	69%
410600 Elections	0.00	1,552.50	1,800.00	1,800.00	247.50	86%
411100 Legal Services	2,132.00	10,755.90	18,000.00	18,000.00	7,244.10	60%
411201 Town Hall/Annex Building	60.19	6,480.89	8,600.00	8,600.00	2,119.11	75%
Account Group Total:	21,361.83	213,937.87	301,909.00	301,909.00	87,971.13	71%
420000 Public Safety Pension Expense						
420100 Law Enforcement Services	21,117.01	222,977.29	319,819.00	319,819.00	96,841.71	70%
420410 Fire Department - Administration	1,811.70	38,185.44	73,435.00	73,435.00	35,249.56	52%
420421 Fire Department - Facilities Station	417.78	5,836.50	7,000.00	7,000.00	1,163.50	83%
420422 Fire Department - Facilities Station	70.45	559.39	2,100.00	2,100.00	1,540.61	27%
420460 Fire Department - Suppression	4,183.98	23,204.15	36,640.00	36,640.00	13,435.85	63%
420730 Emergency Medical Services	1,007.07	2,258.00	6,200.00	6,200.00	3,942.00	36%
Account Group Total:	28,607.99	293,020.77	445,194.00	445,194.00	152,173.23	66%
430000 Public Works/Airport Admin						
430100 Public Works Administration	2,400.66	23,903.19	35,928.00	35,928.00	12,024.81	67%
430200 Road & Street Services	1,175.92	11,366.26	17,800.00	17,800.00	6,433.74	64%
430263 Street Lighting	1,189.66	10,774.28	13,000.00	13,000.00	2,225.72	83%
430900 Cemetery Services	367.51	9,618.41	11,260.00	11,260.00	1,641.59	85%
Account Group Total:	5,133.75	55,662.14	77,988.00	77,988.00	22,325.86	71%
460000 Culture and Recreation						
460430 Parks	4,051.33	32,986.03	59,289.00	59,289.00	26,302.97	56%
460437 Forestry and Nursery	11,250.00	37,054.68	49,250.00	49,250.00	12,195.32	75%
460445 Swimming Pool / Aquatics	141.83	35,485.82	49,184.00	49,184.00	13,698.18	72%
460446 Splash Pad	0.00	1,259.54	2,800.00	2,800.00	1,540.46	45%
Account Group Total:	15,443.16	106,786.07	160,523.00	160,523.00	53,736.93	67%
Fund Total:	70,546.73	669,406.85	985,614.00	985,614.00	316,207.15	68%

TOWN OF STEVENSVILLE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 26

Fund	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
1000 GENERAL	99,634.99	699,432.13	940,922.00	241,489.87	74 %
2250 PLANNING	1,128.97	6,667.22	5,000.00	-1,667.22	133 %
2310 TAX INCREMENT FINANCE DISTRICT	0.00	24,675.75	26,000.00	1,324.25	95 %
2311 TARGETED ECONOMIC DEVELOPMENT DISTRICT	0.00	11,069.15	17,000.00	5,930.85	65 %
2394 BUILDING CODE ENFORCEMENT	5,945.67	29,213.68	34,000.00	4,786.32	86 %
2410 DAYTON LIGHTING #1 DISTRICT 55	0.00	3,270.57	3,350.00	79.43	98 %
2420 PETERSON ADDN LIGHTING #2 DISTRICT 80	0.00	2,300.00	2,300.00	0.00	100 %
2430 GEO SMITH LIGHTING #3 DISTRICT 76	0.00	2,738.65	2,800.00	61.35	98 %
2440 CREEKSIDE LIGHTING #4 DISTRICT 77	79.76	3,541.48	5,425.00	1,883.52	65 %
2450 TWIN CREEKS LIGHTING #5 DISTRICT	0.00	2,798.00	4,800.00	2,002.00	58 %
2810 POLICE TRAINING & PENSION	0.00	7,732.00	7,732.00	0.00	100 %
2820 GAS APPORTIONMENT TAX / BarsAA	6,939.42	72,530.31	93,593.00	21,062.69	77 %
4006 Street Equipment Capital Asset	0.00	0.00	23,500.00	23,500.00	0 %
5210 WATER	66,785.54	699,903.69	827,328.00	127,424.31	85 %
5211 WATER CAPTIAL ASSET	18,370.70	177,014.82	816,550.00	639,535.18	22 %
5230 ARPA WATER LEAK REPAIR	0.00	0.00	46,434.00	46,434.00	0 %
5310 SEWER	55,948.64	488,559.86	675,547.00	186,987.14	72 %
5311 SEWER CAPITAL ASSET	11,679.32	123,223.87	539,400.00	416,176.13	23 %
5610 AIRPORT	5,149.99	91,690.21	94,518.00	2,827.79	97 %
5620 AIRPORT PROJECT	0.00	471,804.98	573,503.00	101,698.02	82 %
7120 FIREMEN'S DISABILITY	0.00	7,732.00	7,732.00	0.00	100 %
Grand Total:	271,663.00	2,925,898.37	4,747,434.00	1,821,535.63	62 %

File Attachments for Item:

d. Fire Department



STEVENSVILLE FIRE DEPARTMENT

206 BUCK STREET

Activity Report – March 2026

Calls for the Month of March: 45

Calls for Stevensville Town: 11

Calls for Stevensville Rural: 34

Mutual Aid: 0

Medical Response: 35

Fire Calls: 7

Motor Vehicle Crash: 3

Total Calls: 45

Missed calls: 3

Calls for the Year to Date: 160

Calls for Stevensville Town: 58

Calls for Stevensville Rural: 99

Mutual Aid: 3

Medical Response: 119

Fire Calls: 17

Motor Vehicle Crash: 24

Total Calls: 160

Missed calls: 16

File Attachments for Item:

e. Police Department

Stevensville Police Department Monthly Activity Report 2026

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
CALLS FOR SERVICE	77	49	77									
ARRESTS ADULT/JUV	0	4	3									
TRAFFIC CITATIONS	14	7	7									
TRAFFIC STOPS	18	9	5									
TRAFFIC ACCIDENTS	5	4	3									
VEH TOWS	1	1	0									
HOMICIDES	0	0	0									
ROBBERIES	0	0	0									
BURGLARIES	0	0	0									
THEFTS	2	1	5									
ASSAULTS OR PFMA	0	1	2									
SEX CRIMES	0	0	1									
FRAUD CRIMES	1	0	1									
CRIMINAL MISCHIEF	1	0	0									
PRIVACY COMMUNICAT	1	0	0									
THREATS OR INTIMIDATION	1	2	9									
SUSPICIOUS ACTIVITY	3	1	1									
DISTURBANCE	1	0	3									
UNATTENDED DEATHS	0	0	0									
WELFARE CHECKS	3	4	2									
LOST/FOUND PROPERTY	0	1	1									
BURG ALARMS 911 HANGUPS	0	1	2									
VICTIM NOTIFICATION	0	0	1									

File Attachments for Item:

f. Public Works

TOWN OF STEVENSVILLE PUBLIC WORKS ACTIVITY REPORT March 2026

UTILITIES REPORT

Domestic Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Produced</i>	20,116,566	17,779,210

- 💧 Monthly, weekly and Annual reports to the state
- 💧 Monthly Meter Readings
- 💧 Submitted monthly DMR to DEQ

Waste Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Treated</i>	7,492,042	5,070,629

- 💧 State Reports and EPA, weekly monthly and Annual samples taken and reports submitted.
- 💧 Satisfied Permit reporting, testing and regulatory requirements
- 💧 Running sludge press

○

OTHER

- 💧 Meter reads and billing cycle
- 💧 Daily road grid inspections
- 💧 Street maintenance, potholes, sign installation and replacement
- 💧 Water and Wastewater plants rounds
- 💧 Preventive maintenance at WWTP buildings
- 💧 Vehicle Maintenance
- 💧 Downtown risk management inspections
- 💧 Continued storm damaged tree removal/pruning
- 💧 SCADA upgrade continues at wellhouse and WWTP
- 💧 Sold two old trucks
- 💧 Explored signage for River Park
- 💧 Pumped chlorine at well house
- 💧 Marked graves at Riverside for monuments
- 💧 Grading/leveling at Riverside

- 💧 Emergency Call-out for sewer backup
- 💧 Inspected 3 water meters at the school and ordered replacements
- 💧 Installed two new cell meters
- 💧 Ordered new street signs to replace missing ones
- 💧 Added sand bags to creek diversion at Riverside cemetery
- 💧 Attended DEQ training and took WWTP operator exam in Billings
- 💧 Burned large debris pile in burn pit
- 💧 More fence repair in Riverside

File Attachments for Item:

a. Discussion/Decision: Resolution NO. 584, a Resolution of the Stevensville Town Council Designating Authorized Signers for Municipal Bank Accounts and Adopting a Bank Account Signatory and Disbursement Policy



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:	Gina Crowe
Second Person Submitting the Agenda Item:	
Submitter Title:	Department Head
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	04/09/2026
Agenda Topic:	Discussion/Decision: Resolution NO. 584, a Resolution of the Stevensville Town Council Designating Authorized Signers for Municipal Bank Accounts and Adopting a Bank Account Signatory and Disbursement Policy
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/09/2026
Notes:	

RESOLUTION NO. 584

A RESOLUTION OF THE STEVENSVILLE TOWN COUNCIL DESIGNATING AUTHORIZED SIGNERS FOR MUNICIPAL BANK ACCOUNTS AND ADOPTING A BANK ACCOUNT SIGNATORY AND DISBURSEMENT POLICY

WHEREAS, Section 7-6-4301, Montana Code Annotated (“MCA”) requires that establishment of certain procedures and internal controls to ensure that public funds are lawfully disbursed;

WHEREAS, the Town of Stevensville is required to safeguard public funds and ensure proper internal controls over municipal financial transactions; and

WHEREAS, the Town of Stevensville requires the proper control and accounting of all public funds;

WHEREAS, the Town of Stevensville requires claims against the municipality to be reviewed and approved prior to payment;

WHEREAS, the Town Council finds it necessary to formally designate authorized signers and adopt a policy governing municipal disbursements and internal controls.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville adopts Exhibit A, Bank Account Signatory and Disbursement Policy.

BE IT FURTHER RESOLVED THAT the adoption of this resolution repeals any previous resolutions or policies pertaining to bank account signatory and disbursements and is effective upon adoption.

PASSED AND ADOPTED, dated this 9th day of April 2026, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Jim Crews, Mayor

Jenelle S. Berthoud, Town Clerk

EXHIBIT A

BANK ACCOUNT SIGNATORY AND DISBURSEMENT POLICY FOR THE TOWN OF STEVENSVILLE

Purpose

To ensure compliance with Montana law, safeguard public funds, and establish clear authorization procedures for municipal financial transactions, while also establishing procedures for continuity of government in the absence of certain public officials.

Policy Statement

All Town of Stevensville funds shall be managed with accountability, transparency, and strong internal controls.

Authorized Signers

The following officials are authorized signers:

- Mayor, James Crews

- Council President, Melissa Bailey or Council-Appointed Acting Mayor (when serving as the Acting Mayor in the Mayor's absence pursuant to 7-4-4403, MCA)

- Finance Officer (Treasurer), Gina Crowe

- Assistant Finance Officer (Treasurer), Robert Underwood (only when acting in the Finance Officer's absence)

Disbursement Requirements

1. All claims must initially be submitted to the Finance Officer for evaluation of claim legitimacy, budget authority, and documentation prior to approval. The Finance Officer shall evaluate legitimacy and sufficiency of documentation of claims submitted based on the requirement described in 7-6-4301, MCA.

2. All claims must be presented to and approved by the Town Council prior to payment unless otherwise authorized by law.

3. Payments shall only be made after proper documentation and approval.

4. **All checks, warrants, and disbursements require two (2) authorized signatures.**

Electronic Payments (ACH, EFT, Wire Transfers)

1. If claims are approved by the Town Council, then:
 1. the Finance Officer (or Assistant Finance Officer in the Finance Officer's absence) shall prepare and initiate the electronic payments;
 2. the Mayor or Council President or Council-Appointed Acting Mayor (when serving as the Acting Mayor in the Mayor's absence pursuant to 7-4-4403, MCA) shall sign the bank authorization showing the total payment amount;
 3. the Mayor or Council President Council-Appointed Acting Mayor (when serving as the Acting Mayor in the Mayor's absence pursuant to 7-4-4403, MCA) sign the printed report listing all electronic payments confirming accuracy; and,
 4. supporting documentation for all electronic payments shall be retained in the Finance Department's records for such periods as may be required under applicable law..

Duties and Responsibilities

- The Finance Officer is responsible for custody, accounting, and compliance.
- The Assistant Finance Officer may act in the Finance Officer's absence.
- All signers must verify claim legitimacy, budget authority, and documentation prior to approval. Claim legitimacy and documentation shall be evaluated based on the requirement described in 7-6-4301, MCA.

Internal Controls

- Separation of duties shall be maintained.
- No individual shall control all aspects of a transaction.
- The Finance Officer (or Assistant Finance Officer in the Finance Officer's absence) shall complete and present monthly reconciliations and must be completed and presented to the Mayor and Council.
- Financial documentation must be retained for such periods as may be required under applicable law by the Finance Department.

Changes to Name of Signers

Changes to the names of signers under this Resolution must be approved by the Town Council and recorded in official minutes, with prompt notification to financial institutions.

Modification of Amendments to This Resolution

Any other changes to this Resolution must be made by the Town Council by passing a new Resolution amending and/or repealing this Resolution.

Audit and Compliance

All financial activity is subject to audit. Any discrepancies must be reported and corrected.

File Attachments for Item:

b. Discussion/Decision: Resolution No. 586, a Resolution Accepting Donated Funds for the Town of Stevensville Police Department



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:	Gina Crowe
Second Person Submitting the Agenda Item:	John Boe
Submitter Title:	Department Head
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	04/09/2026
Agenda Topic:	Discussion/Decision: Resolution No. 586, a Resolution Accepting Donated Funds for the Town of Stevensville Police Department
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/09/2026
Notes:	

RESOLUTION NO. 586

**A Resolution Accepting Donated Funds for the Town of Stevensville
Police Department**

WHEREAS, the Stevensville Reserve Police Officers Association donated funds in the amount of **Ten Thousand Dollars and Zero Cents (\$10,000.00)**; and

WHEREAS, acceptance of these funds will allow the Stevensville Police Department to address operational priorities without impacting or reducing the Town’s previously approved General Fund budget allocations;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Stevensville, Montana, that the Town hereby accepts the donated funds in the amount of \$10,000.00 from the Stevensville Reserve Police Officers Association; and

BE IT FURTHER RESOLVED that said funds shall be used by the Stevensville Police Department for police department equipment; and

BE IT FURTHER RESOLVED that expenditure of these funds shall be at the sole discretion of the Police Chief, for the benefit of the Stevensville Police Department and in furtherance of its operational readiness and equipment needs.

Dated this 9th day of April 2026, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

James Crews, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

c. Discussion/Decision: Resolution No. 587, a Resolution Accepting Donated Funds for the Town of Stevensville Police Department



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:	Gina Crowe
Second Person Submitting the Agenda Item:	John Boe
Submitter Title:	Department Head
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	04/09/2026
Agenda Topic:	Discussion/Decision: Resolution No. 587, a Resolution Accepting Donated Funds for the Town of Stevensville Police Department
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/09/2026
Notes:	

RESOLUTION NO. 587

**A Resolution Accepting Donated Funds for the Town of Stevensville
Police Department**

WHEREAS, the Stevensville Police Department 4th Annual Chili Cook-off and Fundraiser raised funds in the amount of **Nineteen Thousand Eighteen Dollars and Forty-Four Cents (\$19,018.44)**; and

WHEREAS, acceptance of these funds will allow the Stevensville Police Department to address operational priorities without impacting or reducing the Town’s previously approved General Fund budget allocations;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Stevensville, Montana, that the Town hereby accepts the monies raised in the amount of \$19,018.44 from the Stevensville Police Department 4th Annual Chili Cook-off and Fundraiser; and

BE IT FURTHER RESOLVED that said funds shall be used by the Stevensville Police Department for police department equipment; and

BE IT FURTHER RESOLVED that expenditure of these funds shall be at the sole discretion of the Police Chief, for the benefit of the Stevensville Police Department and in furtherance of its operational readiness and equipment needs.

Dated this 9th day of April 2026, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

James Crews, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

d. Discussion/Decision: Approval of Change Order No. 1 Between the Town of Stevensville and HDR Engineering, Inc.



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Jim Crews
Second Person Submitting the Agenda Item:	Eli Molloy, HDR
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	04/09/2026
Agenda Topic:	Discussion/Decision: Approval of Change Order No. 1 Between the Town of Stevensville and HDR Engineering, Inc.
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	04/09/2026
Notes:	



April 7, 2026

Mayor Jim Crews
Town of Stevensville
206 Buck Street
Stevensville, MT 59870

RE: SCADA Improvements Change Orders

Mayor Crews,

Neely Electric has submitted three change order requests for additional time and materials spent on the water system SCADA improvements project. We have reviewed these requests and recommended that only one of them is approved as amended.

A summary of each request is as follows:

COE-001: The computer hardware listed in COE-001 is included in the project specifications Section 40 62 05 Computer System Hardware and Ancillaries, paragraph 2.3 Operator Computer Workstation. We do not believe that this is a justifiable request and recommend that the town not approve this change order.

COE-002: The software listed in COE-002 is included in specifications Section 40 68 13 Process Control (HMI) Software. We do not believe that this is a justifiable request and recommend that the town not approve this change order.

COE-003: This change order request is for additional hardware components required for the SCADA panels and the time to install the additional components. With the modifications shown, we believe this is a justifiable request and recommend this change order is approved as amended in Change Order 1. The cost associated with Change Order 1 will be included in the project contingency allowance line item and not result in an increase in the total project cost.

Please let me know if you have any questions or require additional information.

Sincerely,

Eli Molloy, P.E.
Project Manager
HDR Engineering, Inc.

CHANGE ORDER NO.: 1

Owner:	Town of Stevensville	Owner's Project No.:	
Engineer:	HDR Engineering, Inc.	Engineer's Project No.:	10235808
Contractor:	Neely Electric, Inc.	Contractor's Project No.:	
Project:	Water System SCADA Upgrades		
Contract Name:			
Date Issued:	4/9/2026	Effective Date of Change Order:	4/9/2026

The Contract is modified as follows upon execution of this Change Order:

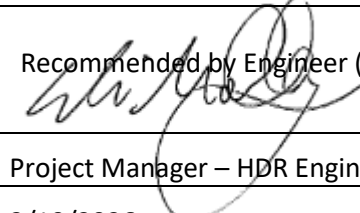
Description:

Additional telemetry panel hardware components to achieve the required functions and labor time associated with the additions. The additional cost of \$5,789.16 will be included in project line item 8, Contingency Allowance, and will not increase the total project budget.

Attachments:

Change Proposal Request No COE-003 from Neely Electric Inc. amended by HDR.

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ <u>186,613.00</u>	Original Contract Times: Substantial Completion: <u>November 30, 2025</u> Ready for final payment: <u>December 20, 2025</u>
Increase/Decrease from previously approved Change Orders: \$ <u>N/A</u>	Increase/Decrease from previously approved Change Orders: Substantial Completion: <u>N/A</u> Ready for final payment: <u>N/A</u>
Contract Price prior to this Change Order: \$ <u>186,613.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>November 30, 2025</u> Ready for final payment: <u>December 20, 2025</u>
Increase this Change Order: \$ <u>\$0</u>	Increase this Change Order: Substantial Completion: <u>N/A</u> Ready for final payment: <u>N/A</u>
Contract Price incorporating this Change Order: \$ <u>186,613.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>November 30, 2025</u> Ready for final payment: <u>December 20, 2025</u>

By: 
 Title: Project Manager – HDR Engineering, Inc.
 Date: 3/19/2026

Authorized by Owner
 By: _____
 Title: Mayor
 Date: _____

Accepted by Contractor

Approved by Funding Agency (if applicable)



Neely Electric, Inc.

10481 Moccasin Lane, Missoula, Montana 59801

Telephone: 406.329.6500

Facsimile: 406.329.6504

Email: BrandonW@NeelyElectric.net



Change Order Proposal

TO: HDR Engineering ATTN: Terry Stulc PHONE: 208-818-5584 FAX:	CHANGE REQUEST NO: COE-003 JOB NAME: Stevensville Water Scada Upgrades JOB #: 25.1023.CE DATE OF PROPOSAL: 23-Jan-26
---	---

WORK TO BE DONE:

Pre-Con job walk to determine I/O status and Functionality of existing system to identify preliminary install issues. Discreet I/O in need of an additional 8 relays for outputs to VFD and Chemical Run Command signals. Issacs Telemetry Device Requiring 12VDC. Add an additional 12VDC power supply, Fused and non fused Power Terminals for 12VDC distribution. Additional Panel Design Drawing Changes. Additional 12VDC relays to capture Status back from the Booster station Issacs device. Flyback Diode required across these relays.

DIRECT LABOR		<input type="checkbox"/> ESTIMATED	<input checked="" type="checkbox"/> ACTUAL	HOURS	RATE	TOTAL
Labor Hours Added				38	\$ 90.00	\$ 3420.00
Darrell - Octobor 9th	Hours have been		7			
Brandon - October 9th	corrected to match		7			
Darrell - Novemeber 17th	certified payroll.		10			
Carson - November 17th			2			
Brandon - November 17th			10			
Brandon - Existing (OLD) Panel Drawings			2			
Labour Hours Deleted						
SUBTOTAL LABOR:						\$ 3420.00

MATERIAL		<input type="checkbox"/> ESTIMATED	<input checked="" type="checkbox"/> ACTUAL	QUANTITY	UNIT COST	TOTAL
Allen Bradley 700-HLT1U1 w/TBR60 coils (Texnite.com)				8	\$ 78.00	\$ 624.00
Allen Bradley 700-HLT1Z w/TBR12 coils (Texnite.com)				4	\$ 116.00	\$ 464.00
Allen Bradley Power Supply 12VDC (smcelectric.com)				1	\$ 487.46	\$ 487.46
Brady M6-19-427 Labels (tequipment.net)				1	\$ 53.91	\$ 53.91
NEI (NEW) Design Drawings				2	\$ 140.00	\$ 280.00
Littlefuse 313.002 (radwell.com)				12	\$ 36.00	\$ 36.00
Allen Bradley 1492-J4 (radwell.com)				21	\$ 1.61	\$ 33.81
Allen Bradley 1492-EAJ35 (radwell.com)				8	\$ 3.00	\$ 24.00
Allen Bradley 1492-JG4 (radwell.com)				4	\$ 6.40	\$ 25.60
Allen Bradley 1492-H5 Fuse Holders (radwell.com)				5	\$ 25.00	\$ 125.00
SUBTOTAL MATERIAL:						\$ 2,153.78

OTHER		<input type="checkbox"/> ESTIMATED	<input type="checkbox"/> ACTUAL
Project Management & Administration			
Tools & Supplies			
Travel & Subsistence			

Other/Miscellaneous	
Overhead/Profit	\$ 215.38
SUBTOTAL OTHER:	\$ 215.38
TOTAL PROPOSED CHANGE ORDER COSTS	\$ 5,789.16

This change requires a time extension of ___ days. Pricing void/subject to revision after _____. The cost represented in the Change Proposal includes only those that can be identified at this time. NO impact or delay costs are included. Should it be determined at a later date that the project has been impacted by multiple changes, delays, or other causes beyond our control, we are reserving our right to submit additional costs at this time.

Submitted by: Brandon Williams

Date: 1/23/2026

Approved by: _____

Date: _____