



**Stevensville Town Council Meeting
Agenda for
THURSDAY, AUGUST 10, 2023
6:00 PM
206 Buck Street, Town Hall**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comments (Public comment from citizens on items that are not on the agenda)
4. Approval of Minutes
 - [a.](#) Town Council Meeting Minutes 07/27/2023
5. Approval of Bi-Weekly Claims
 - [a.](#) Claims #18470, #18493-#18498, #18500-#18512
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: Allowing Inflatable Bounce Houses or Similar Inflatable Apparatuses on Town of Stevensville Property
 - [b.](#) Discussion/Decision: Resolution No. 520 a Resolution Establishing Lighting District Taxes for FY 23/24
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 07/27/2023

Stevensville Town Council Meeting Minutes

for THURSDAY, JULY 27, 2023, 6:00 PM 206 Buck Street, Town Hall

CONDENSED MINUTES

1. Call to Order and Roll Call

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

2. Pledge of Allegiance

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

Vicki Motley, I want to say thank you to Colette for mowing the bike path. Another comment is on the code of conduct resolution that you dissolved, you said that you were going to bring that back with the revised wording.

Mayor Gibson: after the budget is completed, I will meet with Mr. Michalson, and we will work on this.

4. Approval of Minutes

a. Town Council Meeting Minutes for 06/22/2023

Mayor Gibson: introduced approval of meeting minutes 06/22/2023.

Councilmember Michalson: make a motion to approve the meeting minutes for 06/22/2023.

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd. Public comment? Seeing none, further discussion? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 4-0

b. Town Council Meeting Minutes for 07/13/2023

Mayor Gibson: introduced approval of meeting minutes 07/13/2023.

Councilmember Michalson: make a motion to approve meeting minutes 07/13/2023.

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd. Public comment? Seeing none, further discussion? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 4-0

5. Approval of Bi-Weekly Claims

a. Claims #18461, #18471, #18473-#, 18477#18479, #18481-#18487

Mayor Gibson: introduced the approval of bi-weekly claims.

Councilmember Michalson: I have a question; we are approving these ones now and not these ones?

Gina Crowe: those are the ones that I tried to get in before Tuesday, pretty new to this role, I wanted to make sure that we got late claims paid.

Councilmember Michalson: There is one on the online claim, #18481 for Don Scott Finley, medical exam for \$170.00 and now it is not on here.

Gina Crowe: that one was removed because it was a duplicate charge

Councilmember Michalson: make a motion to approve #18461, #18471, #18473-#, 18477#18479, #18481-#18487.

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd, any questions on the claims?

Councilmember Brown: we need to add 18443, 188472 18489,18491 and 18492 to our motion.

Councilmember Michalson: claim 18477 construction, exceeded budget. What is that about?

Gina Crowe: that was the concrete for the pool.

Councilmember Michalson: did they exceed their budget or did it exceed the budget line.

Robert Underwood: if was an object line, we are still under in total.

Councilmember Lowell: 18443, Mr. Asphalt, \$2268.00

Gina Crowe: street repairs, potholes.

Mayor Gibson: anything else, seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 4-0

6. New Business

a. Discussion: Proposing of Park Land Being Gifted to the North Valley Public Library

Mayor Gibson: This is just a preliminary discussion. I will have Mr. Overstreet give a presentation. This would take a long time, would have to go out for the public vote.

Mr. Overstreet: Town Attorney, cited MCA code about the sale, lease, or gift of property that is held in trust by the municipality, and the park is held in trust. That sale release or gift must be approved by the voters, the voters get to make that decision. this is not as if this is a done deal it would have to be passed by the voters, and that is why this is a discussion.

Mayor Gibson: a lot of people to go through, the Park Board, the Council and the community. Bozeman is doing something similar. If this was to go through, they would have their own parking which would alleviate the parking on Main Street.

PUBLIC COMMENT

(Name not given or written down) First name is Penny: I am an outlander and if this thing goes through, we don't have a vote on it, but we do have to pay for the new building. We are going looking at a taxation without representation. We all know that the building is bad, but this is not the time to be asking for money. We already have people that are going to lose their houses because of the tax increases.

Victoria Howell: I have been the chair of the library board for quiet a while, we just had an election, and we have a new chair, the library board has been trying to deal with a building that is deteriorating for a long time, we have done everything that we can to fix what we have and now we are at a point that it doesn't make sense economically to put any more money into that building. It is not big enough, no parking and there are a lot of problems with it. It is not the best location for the library, but everyone loves that it is downtown. Over the past years we have been looking at the possibilities and we have a preliminary architectural review done to show us what we have now and what we need going forward, in that process we looked at a number of potential sites in the community and none of them are quiet right. This idea came up about Lewis & Clark Park, when it was brought up that sounds like a really great location, the library is owned by the taxpayers in our district. The land that is being proposed is not being used as much anymore. The sports have been moved to the athletic fields. Those are just some things that we have thought about, as the mayor said this is so preliminary. I am really interested to find out what the public thinks about the idea. It seems like a great idea to me; a library is a treasured resource. As far as running the bond we also have a library foundation, the library board handles the budget and make decisions about policy the foundation was set up to bring in additional money for something like this. They are looking at running a capital campaign and they would be

looking at sources other than taxes and the library board is the entity that would make the decision on whether to run the bond or not. At this time, we are not looking favorably at running a bond. The places that the foundation would look would be private donors, we already have people that have left donations to the library when they die. It seems like a good idea, the town would not be turning it over to a private entity, they would be turning it over to another public entity. When I heard about this idea, we need to explore every part of this because it could be a win for the whole community.

Vicki Motley: I am going to start by saying that I am not against the library at all, but I have a lot of concerns with the agenda item and how it was placed on the agenda. I tried to email the town but did not get an email back and through other sources I found out that it was Lewis & Clark Park. I am disappointed that this was not presented to the park board, I found the deed for the park. States that the 2nd party should hold this property for public use or a public playground. I am against using Lewis & Clark Park.

Mayor Gibson: just to follow up, this is just a discussion. This is very preliminary.

Craig Thomas: airport board chair, there are currently space at the airport to put the library. The board has thought about expansion and the library could work up there. If you have thought about this, I have a building partially designed.

(Name not given or written down) Is there an average usage of the library? Per day, per week, per month, per year.

Denise Ard: between 100-200 a day.

Leslie Tadvick: I am not against the library, gave history about being at the library, but I have kids that played in the park and now we have been shifted to park for Creamery Picnic. I would ask that you look at remodeling the building, or the building next door. i would hate to see the park used, the kids use the park for soccer. I think that it would be a poor use of land and it is a public park, and everyone likes to use it.

Penny: I am also a number of the county park board and Councilmember Barker and I have talked about this; we are trying to put together a list of stake holders for recreation, if we have baseball fields that are not being used that is one of the biggest things that the county needs. If we have a park here that has baseball fields, we need to know.

Kathy Cook: I just want to clarify that soccer has not been at the park since 2019, it has been at the fields, the nicest thing about that we did not have to pay the town anymore. The baseball fields were there, and they are not there anymore either. There is some infield left but those have been gone for 15 years. I am not against it, but I would not want to see using that land for that and taking away the green grass.

Mayor Gibson: the park is about 7.5 acres, and this would be around 2 acres.

COUNCIL DISCUSSION:

Councilmember Barker: read a letter from a citizen. (the letter was not provided to the town clerk for public record) I am saddened also that it was not in our packet. The letter discussed the

mayor proposing the land and having the attorney look over the process. The letter stated that the town attorney presented this idea at the library meeting before discussion here at town hall. The letter talked about what was discussed at the library meeting. The letter stated that if you have questions reach out to the library board.

Mayor Gibson: do you have any comments Mr. Overstreet?

Greg Overstreet: I will say that the July 19th library board meeting was an open public meeting, I understand that there is some concern that the meeting was a closed meeting, it was an open meeting which would be the opposite of a closed meeting.

Mayor Gibson: my personal opinion is that it is a good idea, it is not that I am promoting it, or Mr. Overstreet is promoting it. It is up to the park board, the council and the citizens, it is a long road.

Councilmember Michalson: when I saw this deed it brought back a memory from 2015 when they wanted to put a bike camp in that location. They read the deed and they saw that they could not do anything with how the deed is written. I have an email from Susan Kardaras, at the read a letter from her where she stated that she was against it, and I also had two phone calls.

Councilmember Brown: I wanted to thank Vicki for doing her homework and bringing this deed to the public. This would have to be addressed. I would have problems with the town using the land for anything that it was not intended for.

b. Discussion/Decision: Reduction of the Mayor's Salary

Mayor Gibson: introduced new business item b. last year I proposed a \$4,000 reduction and now I am reducing it again by \$4,000 to help with employee salaries.

Councilmember Michalson: I make a motion to approve the reduction of the mayor's salary.

Councilmember Barker: 2nd.

Mayor Gibson: motion and a 2nd. Public comment? Further discussion?

Councilmember Michalson: I think that it is very noble of you what you did last year, and I think that it is very noble of you this year. One we don't even know what we have in the budget yet and two I don't think that it would even be fair to the incoming mayor, who ever the mayor is replacing you and step in with a reduced salary, to me that shows that the council does not have a lot of faith in who ever that would be, that is just my opinion.

Mayor Gibson: I forgot to mention it would be reduced Monday while I am still here.

Councilmember Michalson: I don't think that it would be fair for the next mayor to come in on a reduced salary.

Councilmember Brown: you say that it is a reduction in the mayor's salary, so that employees can have a raise what if even reducing your salary cant give the employees a raise.

Mayor Gibson: just trying to do the best that I can.

Councilmember Brown: what if it doesn't work.

Mayor Gibson: it is just not raises, it is going to be a pretty tight budget, right Robert. I hope that it can be used for raises but there are other things. A lot of people want a lot of things.

Councilmember Brown: I just thought if it is going to be a tight budget and they can't, is it still going to be a reduction in the mayor salary, if you are earmarking it.

Mayor Gibson: I am not earmarking it we still don't know what the numbers are, it is to help with the budget. Property taxes going up, everything going up and it is going to be a tough budget so that is why I am proposing it.

Councilmember Lowell: any idea when the budget is going to be prepared. I am sure that it is confusing closing out June and working into July.

Mayor Gibson: we are going to start the next meeting with the levies and lighting districts, Regina wants those in.

Councilmember Lowell: it is making me nervous not getting this budget done.

Councilmember Barker: I guess my question would be what are our wages right now for our town employees, I am not saying that they are not worth it, trying to find it there is not anything showing what those wages are.

Mayor Gibson: we can give it to you, there was something done a time ago with the aggregate, based on number of years. Example would be the last police officer that Mac hired was \$20.00, it is about recruitment.

Councilmember Barker: it is just hard not having it here in front of us to see it.

Mayor Gibson: any further discussion, Jenelle please take the vote.

Councilmember Barker: no

Councilmember Brown: aye

Councilmember Lowell: no

Councilmember Michalson: no

Mayor Gibson: motion fails. 3-1

c. Discussion/Decision: Emergency Mowing of the Stevensville Airport

Mayor Gibson: introduced new business item c. Robert and I were up there, it is a fire hazard, there are weeds. We have to get it done.

Councilmember Michalson: make a motion to approve the Emergency Mowing of the Stevensville Airport.

Councilmember Lowell: 2nd

Mayor Gibson: motion and a 2nd. Public comment? Further discussion?

Councilmember Michalson: Councilmember Brown and I went up to the airport today and Craig Thomas gave us a tour, and it is bad. And it needs to be done.

Councilmember Brown: Bob and I did run up there today. Some of the weeds are so high you can't see the runway lights or the markers. With the fire season exploding, we could have the Forest Service not use our property, that is a good contract to keep.

Mayor Gibson: I talked to Mr. Thomas that he might want to have a fire truck present for fire issues. Jenelle, please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Lowell: aye.

Councilmember Michalson: aye.

Mayor Gibson: passes 4-0

7. Board Reports

NONE

8. Town Council Comments

Councilmember Lowell: I just have a question about the program that Gina presented, has anything been done.

Mayor Gibson: we are still looking into it; we need to get through this budget. Gina and I need to meet on this, she has been busy.

Councilmember Michalson: are you going to start the process of advertising for your position here soon?

Mayor Gibson: I will let you know when my decision is I went through the process with Mr. Overstreet it is both in statute and in the rules, I hope to get through the budget and what it says in council rules and in statute that if I give 30 days' notice, and the effective date is the 30 days after I give notice. And the council would have the choice to either make a decision to take applications, appoint the council president or depending on the timing it could go to the next general election. And when that time comes you will certainly know.

Councilmember Barker: I had a citizen actually send me an email to see if we have a cat ordinance about selling cats. Do they have to hold a business license. Is there also an ordinance on how many cats you can have in the home?

Jenelle Berthoud: I have never come across anything in town ordinance that states how many you can have.

Councilmember Barker: she is selling them for \$75.00 apiece.

Jenelle Berthoud: she would then need to look at a transient business license through the town and then she could have permission to sell them in front of a business downtown, but she would still need to have a transient business license.

9. Executive Report

Mayor Gibson: I mentioned that we are going to start with the lighting districts and levies.

Robert talked about starting the process on the 24th, I think it should be in by September 15th.

Councilmember Michalson: does it have to be in by September 30th ?

Robert Underwood: she would like it in as soon as possible.

Mayor Gibson: with all of the mix up with the taxes we will see.

10. Adjournment

APPROVE:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

a. Claims #18470, #18493-#18498, #18500-#18512

* ... 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 (6/23) ****								
18470	E	1823 Visa c/o Rocky Mountain Bank	5,755.29					
		06/10/23 Century Link	57.74			5610 430300	345	101000
		NEED PO 06/27/23 SQ-Off the Grid LLC	381.25			1000 420100	227	101000
		06/07/23 Amazon-life guard supplies	101.55			1000 460445	226	101000
		NEED PO 06/15/23 Harbor Freight Tools	26.98			5210 430510	240	101000
		29293 06/08/23 Rain Deck-Valve for pool	121.65*			1000 460445	230	101000
		3394617 06/06/23 Amazon - Office Supplies	14.13			1000 410550	210	101000
		3394617 06/06/23 Amazon - Office Supplies	55.99*			1000 410550	220	101000
		06/20/23 Amazon - Toner	80.48			1000 410360	210	101000
		2595429161 06/01/23 Go Daddy	4.50			1000 420100	330	101000
		06/15/23 Adobe	12.99			1000 410550	210	101000
		06/15/23 Adobe	19.89			1000 410550	210	101000
		4339120V41 06/25/23 Bitterroot Disposal	217.40			1000 430200	340	101000
		4339120V41 06/25/23 Bitterroot Disposal	217.40			5310 430610	340	101000
		433972V411 06/25/23 Bitterroot Disposal - Cour	5.44*			1000 410360	340	101000
		433972V411 06/23/23 Bitterroot Disposal - Wate	32.61			5210 430510	340	101000
		433972V411 06/23/23 Bitterroot Disposal - Sewe	32.61			5310 430610	340	101000
		433972V411 06/23/23 Bitterroot Disposal - Poli	5.44			1000 420100	340	101000
		433972V411 06/23/23 Bitterroot Disposal - FD	5.44			1000 420410	340	101000
		433972V411 06/23/23 Bitterroot Disposal - Admi	21.72			1000 410550	340	101000
		433972V411 06/23/23 Bitterroot Disposal - Bldg	5.44			2394 420531	340	101000
		88847 06/23/23 First Call - Admin	320.40			1000 410550	356	101000
		88847 06/23/23 First Call - Police Dept	320.40			1000 420100	356	101000
		88847 06/23/23 First Call - Court	106.80			1000 410360	356	101000
		88847 06/23/23 First Call - Bldg Dept	106.80			2394 420531	356	101000
		88847 06/23/23 First Call - Fire Dept	106.80			1000 420410	356	101000
		88847 06/23/23 First Call - Sewer	534.00			5310 430610	356	101000
		88847 06/23/23 First Call - Water	534.00			5210 430510	356	101000
		88847 06/23/23 First Call - Airport	106.80*			5610 430300	356	101000
		9935196573 06/23/23 Verizon - Police Dept	500.96			1000 420100	345	101000
		9935196573 06/23/23 Verizon - Airport	104.73			1000 430300	345	101000
		9935196573 06/10/23 Verizon - Mayor	46.47			1000 410200	345	101000
		9935196573 06/10/23 Verizon - Fire Dept	40.06			1000 420410	345	101000
		9935196573 06/10/23 Verizon - Public Works	38.23			5210 430510	345	101000
		9935196573 06/10/23 Verizon - Public Works	38.23			5310 430610	345	101000
		06/11/23 Adobe	23.99			1000 420100	330	101000
		06/11/23 Adobe	47.98			1000 410550	330	101000
		52450 06/15/23 Ravalli County Electric	125.40			5610 430300	340	101000
		52450 06/15/23 Ravalli County Electirc	6.60			1000 420422	340	101000
		06/15/23 Go Daddy	17.99			1000 430100	340	101000
		06/15/23 Go Daddy	17.99			1000 420100	330	101000
		06/15/23 Adobe	9.99			1000 410550	340	101000
		06/15/23 Spectrum - FD	72.04			1000 420410	340	101000
		06/15/23 Spectrum - Court	72.04*			1000 410360	340	101000

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account	
	06/15/23	Spectrum - Admin	144.08			1000 410550	340	101000	
	06/15/23	Spectrum - Water	216.23			5210 430510	340	101000	
	06/15/23	Spectrum - Sewer	216.13			5310 430610	340	101000	
	4237824	05/30/23 Amazon -garbage can	21.48			1000 420100	210	101000	
	2373036	06/01/23 Amazon - phone case	19.98			1000 420100	220	101000	
	14182	06/06/23 NNO - shirts	137.94			1000 420100	330	101000	
	7692205	06/15/23 Amazon - Wall Calendar	12.29			1000 420100	210	101000	
	06/20/23	Visa - Interest & Late fee	267.82*			1000 410550	621	101000	
		*** Claim from another period (5/23) ****							
18493	E	1823 Visa c/o Rocky Mountain Bank	9,268.01						
	05/05/23	Walmart	83.38*			1000 410550	220	101000	
	05/03/23	Walmart	36.89			1000 410550	210	101000	
	05/03/23	USPS	441.00			1000 410360	311	101000	
	05/04/23	Craiglist	20.00			1000 410550	330	101000	
	05/14/23	Costco	193.90			1000 410550	210	101000	
	05/14/23	Centurylink	57.74			5610 430300	345	101000	
	05/17/23	Sporty's Catalog- T Smead	266.23			5610 430300	210	101000	
	Radio by T Smead								
	05/17/23	Amazon ordered by Smead	22.99			5610 430300	210	101000	
	No receipt								
	05/19/23	Century Link	57.74			5610 430300	345	101000	
	05/05/23	Greater Good Tactical	939.94			1000 420100	226	101000	
	20671183	05/07/21 Under Armour -	135.00			1000 420100	226	101000	
	05/05/23	Don Finley	170.00			1000 420100	350	101000	
	May 05/19/23	Auto Zone	249.99			1000 420100	232	101000	
	203443	04/28/23 Chem Scan	515.00			5310 430640	212	101000	
	050223	05/02/23 Eastside Ace	59.99			1000 430100	232	101000	
	050223	05/02/23 Eastside Ace	32.76			1000 430100	210	101000	
	1389035	05/04/23 Amazon - Gloves	275.98			5310 430610	220	101000	
	230088	05/05/23 Bitterroot Turf Farm	59.40			2987 460430	220	101000	
	05/09/23	Home Depot	107.86			1000 430100	232	101000	
	05/09/23	Home Depot	5.95*			1000 460445	230	101000	
	338	05/04/23 Comfort Inn-S. Barker	271.84			1000 410100	376	101000	
	318	05/04/23 Comfort Inn -B. Michaelson	271.84			1000 410100	376	101000	
	no invoice	05/20/23 ADOBE	19.99			1000 410550	330	101000	
	no invoice	05/20/23 ADOBE	12.99			1000 410550	330	101000	
	05/30/23	Amazon	41.82			1000 410550	210	101000	
	05/03/23	C-Bitterroot Disposal	5.44*			1000 410360	340	101000	
	05/03/23	W-Bitterroot Disposal	32.61			5210 430510	340	101000	
	05/03/23	WW-Bitterroot Disposal	32.61			5310 430610	340	101000	
	05/03/23	PD-Bitterroot Disposal	5.44			1000 420100	340	101000	
	05/03/23	FD-Bitterroot Disposal	5.42			1000 410550	340	101000	
	05/03/23	A-Bitterroot Disposal	21.74			1000 410550	340	101000	
	05/03/23	Bldg Dept-Bitterroot Disposal	5.44			2394 420531	340	101000	
	05/03/23	Streets -Bitterroot Disposal	217.40			1000 430200	340	101000	

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	05/03/23	WW-Bitterroot Disposal	217.40			5310 430610	340	101000
	05/05/23	Mayor-Verizon	46.47			1000 410200	345	101000
	05/05/23	PD-Verizon	230.94			1000 420100	345	101000
	05/05/23	PD Mobile Verizon	350.02			1000 420100	345	101000
	05/05/23	FD - Verizon	30.06			1000 420410	345	101000
	05/05/23	W-Verizon	46.87			5210 430510	345	101000
	05/05/23	WW-Verizon	46.86			5310 430610	345	101000
	05/05/23	Airport-Verizon	52.26			5610 430300	345	101000
	05/11/23	Admin-ADOBE	47.98			1000 410550	330	101000
	05/11/23	Water- ADOBE	12.00			5210 430510	330	101000
	05/11/23	WW-ADOBE	11.99			5310 430610	330	101000
	05/12/23	Water- Go Daddy email	15.99			5210 430510	330	101000
	05/05/23	A- Ravalli County Electric	95.04			5610 430300	340	101000
	05/05/23	FD - Ravalli County Electric	36.96			1000 420422	340	101000
	05/16/23	Go Daddy	6.99			1000 420100	330	101000
	05/05/23	Adobe	9.99			1000 410550	330	101000
	05/05/23	Admin First Call	320.40			1000 410550	356	101000
	05/05/23	PD First Call	320.40			1000 420100	356	101000
	05/05/23	Court First Call	106.80			1000 410360	356	101000
	05/05/23	Bldg First Call	106.80			2394 420531	356	101000
	05/05/23	FD First Call	106.80			1000 420410	356	101000
	05/05/23	Sewer First Call	534.00			5310 430610	356	101000
	05/05/23	Water First Call	534.00			5210 430510	356	101000
	05/05/23	Airport - First Call	106.80*			5610 430300	356	101000
	05/05/23	Spectrum- Admin	51.99			1000 410550	340	101000
	05/05/23	Spectrum- Police	159.97			1000 420100	340	101000
	05/05/23	Spectrum-Fire Dept	25.99			1000 420410	340	101000
	05/05/23	Spectrum - Court	25.99*			1000 410360	340	101000
	05/05/23	Spectrum-Water Dept	97.98			5210 430510	340	101000
	05/05/23	Spectrum-Sewer Dept	97.98			5310 430610	340	101000
	05/05/23	Spectrum-Pool	49.99			1000 460445	340	101000
	05/15/23	GREATER GOOD TACTICAL	156.50			1000 420100	226	101000
	123972	05/09/23 Zero9 Holsters	199.96			1000 420100	226	101000
	124041	05/09/23 Zero9 Holsters	170.97			1000 420100	220	101000
	05/31/23	Finance Charge	160.55			1000 410550	620	101000
		*** Claim from another period (7/23) ***						
18494		21 BLACK MOUNTAIN SOFTWARE	642.00					
	29405	07/27/23 CC Mgr - Water	192.60			5210 430510	350	101000
	29405	07/27/23 CC Mgr - Sewer	192.60			5310 430610	350	101000
	29405	07/27/23 CC Mgr - Admin	128.40			1000 410550	350	101000
	29405	07/27/23 CC Mgr - PD	32.10*			1000 410100	350	101000
	29405	07/27/23 CC Mgr - Streets	32.10			1000 430200	350	101000
	29405	07/27/23 CC Mgr - Court	16.05			1000 410360	350	101000
	29405	07/27/23 CC Mgr - FD	32.10			1000 420410	350	101000
	29405	07/27/23 CC Mgr - Airport	16.05			5610 430300	350	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 (7/23) ****						
18495	E	1937 MMIA Property Program	34,667.50					
	107PROP24	07/01/23 Property Insurance	298.14*			1000 411201	510	101000
	107PROP24	07/01/23 Property Insurance	166.40			1000 420100	510	101000
	107PROP24	07/01/23 Property Insurance	610.15			1000 420410	510	101000
	107PROP24	07/01/23 Property Insurance	842.42			1000 430100	510	101000
	107PROP24	07/01/23 Property Insurance	100.54*			1000 430900	510	101000
	107PROP24	07/01/23 Property Insurance	1,799.24			1000 460430	510	101000
	107PROP24	07/01/23 Property Insurance	637.88			1000 460445	510	101000
	107PROP24	07/01/23 Property Insurance	298.14			2394 420531	510	101000
	107PROP24	07/01/23 Property Insurance	970.69			5210 430510	510	101000
	107PROP24	07/01/23 Property Insurance	1,625.91*			5210 430530	510	101000
	107PROP24	07/01/23 Property Insurance	4,687.05*			5210 430540	510	101000
	107PROP24	07/01/23 Property Insurance	1,116.29			5310 430610	510	101000
	107PROP24	07/01/23 Property Insurance	20,512.76*			5310 430640	510	101000
	107PROP24	07/01/23 Property Insurance	1,001.89			5610 430300	510	101000
		*** Claim from another period (7/23) ****						
18496		285 BITTERROOT TREE SERVICE	1,237.00					
	789586	07/28/23 Bitterroot Tree Svc-Tree spray	1,237.00			1000 460437	350	101000
		*** Claim from another period (7/23) ****						
18497		1932 Pieri Construction	3,342.00					
	W53025	07/25/23 Pool Top Pour Back	3,342.00*			1000 460445	230	101000
		*** Claim from another period (7/23) ****						
18498		345 POOL & POND SUPPLY	702.00					
	934912	07/20/23 Pool & Splash Pad Supplies	702.00*			1000 460445	222	101000
		*** Claim from another period (7/23) ****						
18500		1938 Cowdog Mechanical LLC	1,890.00					
		Fix AC in Town Hall						
	0107	07/26/23 Cowdog-Fix AC in Town Hall	1,890.00*			1000 410550	230	101000
		*** Claim from another period (7/23) ****						
18501		6 Eastside Ace Hardware	33.98					
		Sprinkler heads for parks						
	CC Slips	Eastside Ace - sprinkler heads	33.98			1000 460430	220	101000
		*** Claim from another period (7/23) ****						
18502		74 STEVENSVILLE RURAL FIRE DISTRICT	2,546.14					
		Meal split \$46.14 and Lease for North Bays @ 208 Buck St.						
	133	07/19/23 S.R.FD	46.14			1000 420410	229	101000
	132	07/19/23 S.R.FD - Lease for North Bay	2,500.00			1000 420421	530	101000
		*** Claim from another period (7/23) ****						
18503		107 HACH CO.	1,592.00					
		PH & Temperature Meter & Probe WWTP						
	320625140	07/28/23 HACH - PH/Temp Meter probe	1,592.00			5310 430610	212	101000

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TOWN OF STEVENSVILLE
Claim Approval List
For the Accounting Period: 8/23

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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
*** Claim from another period (7/23) ****								
18504		728 HDR ENGINEERING, INC.	3,486.74					
Professional Svcs - Engineering review for Pine St #2. Billed Spires Properties, they paid ck 2097 on 7/26/23 for \$3486.74.								
		1200539592 07/14/23 HDR-Engineering Review Pin	3,486.74			5210 430510	354	101000
*** Claim from another period (7/23) ****								
18505		6 Eastside Ace Hardware	202.98					
Park Sprinklers and Air Compressor for WWTP								
		07/31/23 East Side Ace - Sprinklers	33.98			1000 460430	220	101000
		07/31/23 East Side Ace - Air Compressor	169.00			5310 430640	212	101000
*** Claim from another period (7/23) ****								
18506		1841 Overstreet Law Group	1,914.00					
Generalmat 07/31/23 LEGAL SERVICES								
			1,914.00			1000 411100	352	101000
18507		34 STEVENSVILLE HARDWARE AND RENTAL	448.61					
CC-1 07/27/23 Battery for microphone								
			17.79			1000 202200		101000
16081092		STEVENSVILLE HARDWARE AND RENTAL INC						
CC-1 07/13/23 Gear Rotor Sprinkler								
			24.28			1000 202200		101000
16077190		STEVENSVILLE HARDWARE AND RENTAL INC						
CC-1 07/17/23 Battery & Bulbs								
			21.43			1000 202200		101000
16078118		STEVENSVILLE HARDWARE AND RENTAL INC						
CC-1 07/14/23 Stencils								
			10.34			1000 202200		101000
16077478		STEVENSVILLE HARDWARE AND RENTAL INC						
CC-1 07/13/23 Supplies								
			5.55			1000 202200		101000
16077195		STEVENSVILLE HARDWARE AND RENTAL INC						
CC-1 07/19/23 Wet PVC Cement								
			14.84			1000 202200		101000
16078649		STEVENSVILLE HARDWARE AND RENTAL INC						
CC-1 07/18/23 Cutoff Wheel								
			3.50			1000 202200		101000
16078403		STEVENSVILLE HARDWARE AND RENTAL INC						
CC-1 07/10/23 Box Fan								
			24.29			5310 202200		101000
16076208		STEVENSVILLE HARDWARE AND RENTAL INC						
CC-1 07/20/23 100PSI Pipe								
			7.20			1000 202200		101000
16078978		STEVENSVILLE HARDWARE AND RENTAL INC						
CC-1 07/20/23 Clamp/Coupling								
			7.25			1000 202200		101000
16079055		STEVENSVILLE HARDWARE AND RENTAL INC						
CC Accounting: 1000- -460430-220								

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	CC-1 07/19/23	Hose Bibb	8.99			1000 202200		101000
16078825		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-460430-220		
	CC-1 07/19/23	6th st park supplies	2.85			1000 202200		101000
16078792		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-460430-220		
	CC-1 07/19/23	6th st park	24.45			1000 202200		101000
16078726		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-460430-220		
	CC-1 07/19/23	6th st park	0.18			1000 202200		101000
16078657		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-460430-220		
	CC-1 07/17/23	lang park	58.93			1000 202200		101000
16078285		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-460430-220		
	CC-1 07/17/23	lang park	1.52			1000 202200		101000
16078298		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-460430-220		
	CC-1 07/14/23	lang park	12.84			1000 202200		101000
16077477		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-460430-220		
	CC-1 07/26/23	Cemetary	25.19			1000 202200		101000
16080471		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-430900-220		
	CC-1 07/28/23	Splash Pad	26.40			1000 202200		101000
16081147		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-460445-220		
	CC-1 07/27/23	Splash Pad	11.15			1000 202200		101000
16081016		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-460445-220		
	CC-1 07/25/23	Shop	36.43			1000 202200		101000
16080329		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-430100-230		
	CC-10 07/18/23	6th street park	51.07			1000 202200		101000
16078547		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-460430-212		
	CC-10 07/05/23	hornet wasp killer	10.78			1000 202200		101000
16074956		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-460430-212		
	CC-10 07/06/23	pool	2.87			1000 202200		101000
16075201		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-460430-212		
	CC-10 07/13/23	pool	2.77			1000 202200		101000
16077136		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting: 1000-		-460445-212		

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	CC-10	07/13/23 pool	5.54			1000 202200		101000
16077115		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting:	1000-	-460445-212		
	CC-10	07/11/23 pool	10.33			1000 202200		101000
16076588		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting:	1000-	-460445-212		
	CC-10	07/07/23 splash pad	1.97			1000 202200		101000
16075502		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting:	1000-	-460445-212		
	CC-10	07/06/23 pool	17.88			1000 202200		101000
16075210		STEVENSVILLE HARDWARE AND RENTAL INC		CC Accounting:	1000-	-460445-212		
18508		1754 Construct Montana, LLC	100.00					
		BUILDING INSPECTION CONSULTATION AND PLAN REVIEW						
	1097	06/07/23 Bldg Inspection Consult	100.00			2394 420531	350	101000
18509		348 Snow Mountain Electric	157.40					
	3663	07/27/23 Electrical Work Pool Repair	157.40			1000 460445	350	101000
18510		1929 MISSOULA MOTOR PARTS CO.	94.93					
	CC-12	07/28/23 WWTP UV Repair	79.95			5310 202200		101000
754033		MISSOULA MOTOR PARTS CO.		CC Accounting:	5310-	-430610-212		
	CC-12	07/31/23 Vehicle Maintenance	14.98			1000 202200		101000
754598		MISSOULA MOTOR PARTS CO.		CC Accounting:	1000-	-430100-232		
18511		16 MONTANA ENVIRONMENTAL LAB LLC	423.00					
	2306211	07/05/23 WWTP Lab Test	211.50			5310 430610	355	101000
	2307171	07/26/23 WWTP Lab Test	211.50			5310 430610	355	101000
18512		1659 CHS Mountain West CO-OP	403.15					
	UC0945	05/01/23 Fuel	75.44			1000 430100	231	101000
	UC4958	05/12/23 Fuel	72.05			1000 430100	231	101000
	UC6520	05/13/23 Fuel	8.39			1000 430100	231	101000
	UD2074	05/30/23 Fuel	77.98			1000 430100	231	101000
	UD8391	06/16/23 Fuel	82.18			1000 430100	231	101000
	UE0842	06/23/23 Fuel	4.84			1000 430100	231	101000
	UF0380	07/17/23 Fuel	82.27			1000 430100	231	101000
# of Claims			20	Total:		68,906.73		
Total Electronic Claims			49,690.80	Total Non-Electronic Claims		19215.93		

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TOWN OF STEVENSVILLE
Fund Summary for Claims
For the Accounting Period: 8/23

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Fund/Account	Amount
1000 GENERAL	
101000 Cash - Operating	\$26,827.46
2394 BUILDING CODE ENFORCEMENT	
101000 Cash - Operating	\$622.62
2987 JEAN THOMAS PARK BEAUTIFICATION FUND	
101000 Cash - Operating	\$59.40
5210 WATER	
101000 Cash - Operating	\$12,550.49
5310 SEWER	
101000 Cash - Operating	\$26,880.08
5610 AIRPORT	
101000 Cash - Operating	\$1,966.68
Total:	\$68,906.73

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TOWN OF STEVENSVILLE
Claim Approval Signature Page
For the Accounting Period: 8 / 23

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

Stacie Barker, Councilmember

Bob Michalson, Councilmember

Cindy Brown, Councilmember

Nancy Lowell, Councilmember

Steve Gibson, Mayor

Date Approved _____

File Attachments for Item:

b. Building Department

MONTHLY REPORT
Building Department
 July 2023

<u>Permits Issued</u>	<u>Fees Collected</u>
<u>Building</u> (0 permits)	
1. NSFR	\$0
2. New Commercial Building	\$0
3. Renovation/Remodel	\$0
4. Demo	\$0
<u>Electrical</u> (1 permits)	
1. NSFR	\$0
2. New Commercial Building	\$0
3. Renovation/Remodel	\$75.00
4. Demo	\$0
<u>Mechanical</u> (1 permits)	
1. NSFR	\$0
2. New Commercial Building	\$0
3. Renovation/Remodel	\$50.00
4. Demo	\$0
<u>Plumbing</u> (0 permits)	
1. NSFR	\$0
2. New Commercial Building	\$0
3. Renovation/Remodel	\$0
4. Demo	\$0
Total permits issued: 2	Total fees collected: \$125.00
<u>Activities</u>	
<ol style="list-style-type: none"> 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>	
<ol style="list-style-type: none"> 1. Continued exploration of best ways to universally digitize records and day to day functions to be accessible across pertinent staff for greater efficiency. 	

Prepared by Jenelle Berthoud, Town Clerk

File Attachments for Item:

d. Fire Department



STEVENSVILLE FIRE DEPARTMENT

206 BUCK STREET

Activity Report – July 2023

Calls for the Month of July: 75

Calls for Stevensville Town: 28

Calls for Stevensville Rural: 43

Mutual Aid: 4

Medical Response: 58

Fire Calls: 13

Motor Vehicle Crash: 4

Total Calls: 75

Calls for the Year to Date: 394

Calls for Stevensville Town: 160

Calls for Stevensville Rural: 225

Mutual Aid: 9

Missed call: 0

Medical Response: 308

Fire Calls: 67

Motor Vehicle Crash: 19

Total Calls: 394

File Attachments for Item:

e. Police Department

SPD Monthly Report July 2023

Actual Call Breakdown

Call Type	SPD Response	County Response	Handled by Dispatch
Accident	1	1	
Agency Assist	2	1	
Animal Call	1	1	
Alarm	1	2	
Assault			
Assistance	2		
CFS			
Citizens Assist			
Civil Papers		15	
Civil Issue	2	1	
Court Transport			
Court Violation	1		
CPS Cross Report			
Criminal Mischief	1		
Death Investigations			
Disturbance	4	1	1
Drug Intel			
Emotionally Disturbed			
Erratic Driver	1		
Extra Patrol	3		
Fireworks	2		
Found Property	1		
Fraud			
Harassment	1		
Information	3	1	
MIP			
Missing Person	1	1	
Notification			
Officer Advice	1	1	
Open Door			
Ordinance Violation	1		
Parking			
Suspicious Activity	5		
Theft			
Traffic	62W, 7C, 1A	1W, 1A	
Trespass	1		
Vin Inspection			
Warrant	2		
Welfare Check	4		
Hangup 911	3	1	18
Total for the Month	114	28	19

Minus Traffic	44	26	

**TOWN OF STEVENSVILLE
POLICE DEPARTMENT ACTIVITY REPORT**

July 2023

MONTHLY REPORT: May 2023 - Police Activity Report

Officer engaged in 63 Warnings, 7 Citations, and 2 arrests on traffic stops. There was 1 criminal mischief, 5 Suspicious Incidents, 5 disturbances, 2 accidents and no vacation check. Cassie has finished her training phases and is on evaluation. She is expected to be riding by herself by mid-August.

PROACTIVE POLICING, CALLS FOR SERVICE, and Investigations: Call for Service totals do not include Traffic Citations, Traffic Warnings, Vacation Checks, Extra Patrols or Agency Assists. Officer Kopsa is on field training and about half way through. Sgt Schafer has transitioned to nights with Officer Frandsen for the summer.

PERSONNEL WORKLOAD	1/23	2/23	3/23	4/23	5/23	6/23	7/23	8/23	9/23	10/23	11/23	12/23	Total
PATROL													
Arrests	0	0	1	1	1	1	2						6
Traffic Citations	12	19	7	0	3	2	7						50
Traffic Warnings	30	16	10	17	12	38	63						186
Calls for Service	51	38	63	58	32	38	52						330
Calls for Service 2022	59	66	69	48	60	67	66	75	52	47	49	43	701
INVESTIGATIONS													
Robbery/Homicide	0	0	0	0	0	0	0						0
Robbery/Homicide 2022	0	0	0	0	0	0	0	0	0	0	0	0	0
Assault	0	2	0	0	1	0	0						3
Assault 2022	0	1	0	0	1	1	2	1	1	1	0	1	9
Sex Crime	0	0	1	0	0	0	0						1
Sex Crime 2022	0	0	2	0	0	0	0	1	1	1	0	0	5
Burglary/Theft	1	0	0	0	1	1	0						3
Burglary/Theft 2022	4	0	4	2	2	0	0	1	0	0	0	1	14
Crim Mischief	2	2	1	0	0	0	1						6
Crim Mischief 2022	3	1	1	0	1	2	3	2	1	1	1	0	16
Fraud	0	0	2	0	1	1	0						4
Fraud 2022	0	0	0	0	1	1	1	0	1	0	0	1	5
Suspicious Incident	5	2	2	7	3	2	6						27
Suspicious Incident 2022	4	3	5	1	3	6	6	1	6	5	2	5	47
Disturbance	6	3	5	9	2	9	5						39
Disturbance	2	2	6	5	2	2	10	5	3	1	1	3	47
Found Property	0	0	0	0	0	0	1						1
Found Property 2022	0	0	1	0	1	2	0	0	1	1	0	1	7
Traffic Hazard	0	0	0	0	0	0	0						0
Traffic Hazard 2022	0	0	0	0	2	2	0	0	0	0	0	0	4
Traffic Accidents	4	1	0	1	6	1	2						15
Traffic Accident 2022	0	0	3	2	3	2	5	1	0	6	4	3	29
Vacation Checks	0	0	1	1	1	1	0						4
Vacation Checks 2022	0	0	1	0	0	0	1	0	0	1	0	2	5
SPD AGENCY ASSISTS													
Ravalli County S.O	2	1	1	2	1	3	2						12

File Attachments for Item:

f. Public Works

WO Number	Type	Status	Description	Locations	Assigned To	Requester
002585	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
002574	SCHEDULED	Closed	Hose brush on headworks perforated plate screen		Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
002572	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
002569	SCHEDULED	Closed	weekly/biweekly cleaning of channels, clarifiers and bar screen brush	24-Influent Channel / Wastewater / Town of Stevensville 23-Headworks Bldg / Wastewater / Town of Stevensville 19-Final Clarifier 1 / Wastewater / Town of Stevensville 20-Final Clarifier 2 / Wastewater / Town of Stevensville	Cody Anderson Glenn Bies	Steve Kruse
002568	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
002566	SCHEDULED	Closed	Backup the SCADA Computer	Town of Stevensville Water / Town of Stevensville		Steve Kruse
002565	SCHEDULED	Closed	Check compressor oil level, blow off air and recharge	23-Headworks Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Steve Kruse	Steve Kruse
002564	SCHEDULED	Closed	Influent and effluent DEQ sampling	23-Headworks Bldg / Wastewater / Town of Stevensville 39-UV Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
002563	CORRECTIVE	Closed	Locate water main in front of Brad Pollmans new	Water / Town of Stevensville	Cody Anderson Steve Kruse	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
			house on Mission			
002561	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
002560	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
002559	SCHEDULED	Closed	Inspect all Parks for safety issues, clearances, conditions, etc, and start work order for any issues needing attention	Town of Stevensville	Stephen Lassiter	Steve Kruse
002556	SCHEDULED	Closed	Hose brush on headworks perforated plate screen		Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
002554	SCHEDULED	Closed	Check oil level on influent pumps	Wastewater / Town of Stevensville	Cody Anderson Glenn Bies Steve Kruse	Steve Kruse
002552	CORRECTIVE	Closed	Pump CL2 and Ortho at wellhouse	Water / Town of Stevensville	Cody Anderson Steve Kruse	Steve Kruse
002550	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
002548	SCHEDULED	Closed	Backup the SCADA Computer	Town of Stevensville Water / Town of Stevensville		Steve Kruse
002547	SCHEDULED	Closed	Influent and effluent DEQ sampling	23-Headworks Bldg / Wastewater / Town of Stevensville 39-UV Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
002532	SCHEDULED	Closed	Hose brush on headworks perforated plate screen		Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
002529	SCHEDULED	Closed	Check oil level on influent	Wastewater / Town of	Cody Anderson	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
			pumps	Stevensville	Glenn Bies Steve Kruse	
002526	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
002517	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
002515	CORRECTIVE	Closed	Check out weeds on Cimmaron at Twin Creeks	Streets	Cody Anderson Steve Kruse	Steve Kruse
002512	SCHEDULED	Closed	Influent and effluent DEQ sampling	23-Headworks Bldg / Wastewater / Town of Stevensville 39-UV Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
002511	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
002510	SCHEDULED	Closed	Backup the SCADA Computer	Town of Stevensville Water / Town of Stevensville		Steve Kruse
002509	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
002508	SCHEDULED	Closed	Inspect all Parks for safety issues, clearances, conditions, etc, and start work order for any issues needing attention	Town of Stevensville	Stephen Lassiter	Steve Kruse
002507	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
002506	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
002505	SCHEDULED	Closed	Inspect and sign all plant extinguishers	Town of Stevensville	Steve Kruse	Steve Kruse
002504	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
002503	SCHEDULED	Closed	Check oil level on influent	Wastewater / Town of	Cody Anderson	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
			pumps	Stevensville	Glenn Bies Steve Kruse	
002502	CORRECTIVE	Closed	Pull empty planter from Main St	Town of Stevensville	Stephen Lassiter	Steve Kruse
002500	SCHEDULED	Closed	Garbage removal and bag replacement	Town of Stevensville	Ian Murray	Steve Kruse
002499	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
002495	CORRECTIVE	Closed	Remove roof from Maplewood pump house for well repair	Town of Stevensville	Cody Anderson Glenn Bies Stephen Lassiter Steve Kruse	Steve Kruse
002494	CORRECTIVE	Closed	June DMR	Town of Stevensville	Cody Anderson Steve Kruse	Steve Kruse
002493	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
002491	SCHEDULED	Closed	Wednesday Manhole Inspection and degreasing and bio treatment	Town of Stevensville Wastewater / Town of Stevensville		Steve Kruse
002486	CORRECTIVE	Closed	Mow and weed eat Wellhouse	Town of Stevensville	Stephen Lassiter	Steve Kruse
002485	SCHEDULED	Closed	Backup the SCADA Computer	Town of Stevensville Water / Town of Stevensville		Steve Kruse
002484	SCHEDULED	Closed	Monday Check all trash can sites for weekend use	Town of Stevensville		Steve Kruse
002483	SCHEDULED	Closed	Inspect all Parks for safety issues, clearances, conditions, etc, and start work order for any issues needing attention	Town of Stevensville	Stephen Lassiter	Steve Kruse
002482	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse

WO Number	Type	Status	Description	Locations	Assigned To	Requester
002481	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
002479	SCHEDULED	Closed	Switch UV banks		Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse
002478	SCHEDULED	Closed	Inspect and document all plant fire extinguishers	Wastewater / Town of Stevensville	Cody Anderson Glenn Bies Ian Murray Stephen Lassiter Steve Kruse	Steve Kruse
002477	SCHEDULED	Closed	Remove sediment/rags/rocks from in front of bar screen	23-Headworks Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Ian Murray	Steve Kruse
002476	SCHEDULED	Closed	Grrease perf screen and influent pumps		Glenn Bies	Steve Kruse
002475	SCHEDULED	Closed	Check the level of hydro at the pump with dipstick, UV building	39-UV Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies Steve Kruse	Steve Kruse
002472	SCHEDULED	Closed	Open and check condition of restrooms everyday	Town of Stevensville	Ian Murray	Steve Kruse
002471	SCHEDULED	Closed	Grease Huber sludge press and sludge pump		Glenn Bies	Steve Kruse
002468	SCHEDULED	Closed	Monthly DEQ Sampling	23-Headworks Bldg / Wastewater / Town of Stevensville 39-UV Bldg / Wastewater / Town of Stevensville	Cody Anderson Dustin Tribby Glenn Bies	Steve Kruse

TOWN OF STEVENSVILLE PUBLIC WORKS ACTIVITY REPORT July, 2023

UTILITIES REPORT

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Produced</i>	35,613,000	24,663,000

- 💧 Monthly, weekly and Annual reports to the state
- 💧 Monthly Meter Readings
- 💧 Unread Meters: 148
- 💧 Satisfied Permit reporting and testing requirements

Waste Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Treated</i>	7,435,000	8,694,000

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

○

OTHER

- 💧 Preemptive Sanitary Sewer Jetting in all Grids
- 💧 Meter reads and billing cycle
- 💧 Daily road grid inspections
- 💧 2 utility locates and connections
- 💧 Satisfied both DEQ and DOLI sanitary and safety inspections
- 💧 Pool and Splashpad daily maintenance, 4 times daily
- 💧 Mowed, sprayed and weed trimmed all parks and cemeteries
- 💧 Numerous irrigation repairs at Parks and Cemeteries, Veterans, 6th ST, Lange
- 💧 Pool staff hired and working
- 💧 Leak at Kohl building investigation
- 💧 Continued to replace defective meters
- 💧 Irrigation at all parks and cemeteries
- 💧 Yearly and bi-annual water testing
- 💧 2 Urn burials
- 💧 Cleared ditch and Swamp Creek, restored water flow to Riverside
- 💧 Concrete hauling from town to plant
- 💧 Street maintenance, potholes, sign installation and replacement

- 💧 Repaired Maplewood well pump, warranty work
- 💧 UV system leak repaired
- 💧 Water and Waste plants rounds
- 💧 Utility Locates
- 💧 Utility inspections
- 💧 Preventive maintenance at WWTP buildings
- 💧 Vehicle Maintenance
- 💧 3 after hours trouble calls
- 💧 Coordinating with engineers, vendors to investigate pumping activity at wellhouse, pumps not keeping up with demand during watering hours. Met with HDR regarding bringing Well 1 permanently on line to address high demand times and met with engineers at wellhouse to calculate well drawdown
- 💧 Assisted with RFP prep for paving
- 💧 Working with water rights attorney and consultant to straighten out rights situation, all objectors have withdrawn their objections
- 💧 Calibrated all sensing equipment
- 💧 Daily maintenance and chemical testing at Splashpad, 4 times daily
- 💧 Alley maintenance
- 💧 Downtown risk management inspections
- 💧 Received check from insurance company, coordinating repair of Kiosk at Veterans

File Attachments for Item:

a. Discussion/Decision: Allowing Inflatable Bounce Houses or Similar Inflatable Apparatuses on Town of Stevensville Property



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Steve Gibson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	08/10/2023
Agenda Topic:	Discussion/Decision: Allowing Inflatable Bounce Houses or Similar Inflatable Apparatuses on Town of Stevensville Property
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	08/10/2023
Notes:	The Town of Stevensville's insurance carrier, MMIA sent out a friendly reminder about inflatable bounce houses or similar inflatable apparatuses and that they are excluded from coverage under the MMIA's Liability Memorandum of Coverage. The risk management bulletin is provided with this agenda item.



MONTANA MUNICIPAL INTERLOCAL AUTHORITY
PO Box 6669
Helena MT 59604-6669

RISK MANAGEMENT BULLETIN

Please distribute to all appropriate personnel and post in a conspicuous place.

DATE: March 14, 2018 **RM Bulletin #01-18**

TO: MMIA Member Cities & Towns

RE: Coverage Exclusion - Inflatable Bounce Houses or Similar Inflatable Apparatuses

With the changing of the weather comes preparation for upcoming seasonal activities in our communities. One popular activity that cities and towns should give thorough consideration is the use of bounce houses or similar inflatable apparatuses on city/town property.

As of October 1, 2017 inflatable bounce houses, or similar inflatable apparatus, are **excluded from coverage** under the MMIA's Liability Memorandum of Coverage. With this coverage change it is important for cities and towns to review whether or not they will allow such devices on city/town property.

If cities and towns elect to allow these apparatuses to continue to be used on city/town property, a thorough review of the current user agreements for city/town properties is strongly encouraged. User agreements allow the city/town to transfer the liability to the party utilizing the city/town property. Areas to consider in the user agreement include, but are not limited to, indemnification language and insurance requirements for the users. Sample language for these areas is included below; however members should consult with their city/town attorney regarding updates to the user agreements.

Sample Indemnification Language

Vendor shall agree to indemnify, protect, defend, save and hold harmless the City, its officers, employees, agents, and volunteers from and against any and all liability, claims, suits, and causes of action for death or injury to persons, or damage to property, resulting from intentional or negligent acts, errors, or omissions of Vendor arising out of the setup, use or operation of the Inflatable Structure, or resulting from any violation of any federal, state, or municipal law or ordinance, the extent caused, in whole or in part, by the willful misconduct, negligent acts, or omissions of Vendor, which occurs related to the setup, use or operation of the Inflatable Structure. The Vendor further agrees to waive all claims against the City on account of any loss, damage or injury from whatever cause which may occur to it and its property in the use and occupancy of said described premises, the giving of this waiver being one of the considerations upon which this Agreement is granted.



MONTANA MUNICIPAL INTERLOCAL AUTHORITY
PO Box 6669
Helena MT 59604-6669

RISK MANAGEMENT BULLETIN

Please distribute to all appropriate personnel and post in a conspicuous place.

Sample Insurance Requirement Language

The Vendor agrees to furnish the City a CERTIFICATE OF LIABILITY INSURANCE from their entity providing liability insurance coverage that also identifies the CITY as an ADDITIONAL INSURED on the CERTIFICATE OF LIABILITY INSURANCE and that the policy is primary and non-contributory. The CERTIFICATE OF LIABILITY INSURANCE coverage limits at a minimum shall provide liability insurance coverage in accordance to Montana State Statute, Section 2-9-108 MCA of \$750,000 for each claim and \$1.5 million for each occurrence. The CERTIFICATE OF INSURANCE shall also provide that the insurance coverage shall not be amended, altered, canceled, or reduced without providing at least ten (10) days advance written notice to both the insured as well as to the City.

For questions regarding this bulletin, please contact us at riskmgmt@mmia.net or 800-635-3089.

File Attachments for Item:

b. Discussion/Decision: Resolution No. 520 a Resolution Establishing Lighting District Taxes for FY 23/24



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Steve Gibson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	08/10/2023
Agenda Topic:	Discussion/Decision: Resolution No. 520 a Resolution Establishing Lighting District Taxes for FY 23/24
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Choose an item.
If Approved, Meeting Date for Consideration:	
Notes:	

Hon. Steve Gibson
Mayor of Stevensville

Gina Crowe
Finance Officer/HR



Stevensville Town Hall
206 Buck Street
Stevensville, MT 59870
Phone: 406-777-5271
Fax: 406-777-4284

DATE

Ravalli County Treasurer's Office
215 South 4th Street
Suite H
Hamilton, MT 59840

The Stevensville Town Council adopted our budget with the following FY 23-24 Lighting District Assessments on **DATE**. This Assessments has a 5% increase from the expenditures last year with a 30% reserve.

Dayton Lighting District	\$3,660
Peterson Addition Lighting District	\$2,655
George Smith Lighting District	\$3,460
Creskide Lighting District	\$5,700
Twin Creeks Lighting District	\$6,625

Sincerely,

Steve Gibson
Mayor

Gina Crowe
Finance Officer

Town of Stevensville
PO Box 30
Stevensville, MT 59870-0030
406.777.5271 x 3
financet@townofstevensville.com

RESOLUTION NO. 520

**A Resolution Establishing Lighting District Taxes for
the Town of Stevensville, Montana
Fiscal Year 2023-2024**

WHEREAS, MCA 7-12-4301 provides the governing body is authorized to establish special improvements districts for lighting streets.

WHEREAS, the current Lighting Districts are as follows:

Dayton Lighting District
Peterson Lighting District
Geo Smith Lighting District
Creekside Lighting District
Twin Creeks Lighting District

NOW THEREFORE BE IT RESOLVED, that the Town Council of the Town of Stevensville, Montana, do hereby establish the following taxes for each lighting district;

Dayton Lighting District \$3,660.00
Peterson Lighting District \$2,655.00
Geo Smith Lighting District \$3,460.00
Creekside Lighting District \$5,700.00
Twin Creeks Lighting District \$6,625.00

DATED this day 10th of August 2023, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk