



**Stevensville Town Council Meeting
Agenda for
THURSDAY, JULY 11, 2024
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 06/13/2024
 - [b.](#) Town Council Meeting Minutes 06/27/2024
5. Approval of Bi-Weekly Claims
6. Administrative Reports
 - [a.](#) Airport
 - [b.](#) Building Department
 - c. Finance
 - [d.](#) Fire Department
 - e. Police Department
 - [f.](#) Public Works
7. Unfinished Business
 - [a.](#) Discussion/Decision: Stevensville Park Board Recommends Lewis & Clark Park Hours for Closure be Sundown to Sunup
 - [b.](#) Discussion/Decision: Resolution No. 533, a Resolution of the Stevensville Town Council Adopting Park Hours for Lewis & Clark Park
8. New Business
 - [a.](#) Discussion/Decision: Stevensville Park Board Recommends that the Public Works Department get Estimates to Repair or Replace the Fence at Father Ravalli Park
 - [b.](#) Discussion/Decision: Resolution No. 536 a Resolution Adopting a Fee Schedule & Charges for Animal Licenses by the Town of Stevensville
 - [c.](#) Discussion/Decision: Resolution No. 537 a Resolution Adopting a Fee Schedule & Charges for Business & Alcohol Licenses by the Town of Stevensville
 - [d.](#) Discussion/Decision: Resolution No. 538 a Resolution Adopting a Fee Schedule & Charges for Town Cemeteries by the Town of Stevensville
 - [e.](#) Discussion/Decision: Resolution No. 539 a Resolution Adopting a Fee Schedule & Charges for Records Requests by the Town of Stevensville
 - [f.](#) Discussion/Decision: Resolution No. 540 a Resolution Adopting a Fee Schedule for Special Events and Park Use by the Town of Stevensville
 - [g.](#) Discussion/Decision: Resolution No. 541 a Resolution Adopting a Charge for Fingerprinting Services
 - [h.](#) Discussion/Decision: Resolution No. 542 a Resolution Adopting a Fee Schedule and Charges for Ambulance Fees by the Town of Stevensville
 - [i.](#) Discussion/Decision: Resolution No. 543 a Resolution Adopting a Fee Schedule and Charges for General Public Works Fees by the Town of Stevensville
 - [j.](#) Discussion/Decision: Resolution No. 544 a Resolution Adopting a Fee Schedule and Charges for Excavation Fees by the Town of Stevensville
9. Board Reports

10. Town Council Comments
11. Executive Report
12. 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 06/13/2024

Stevensville Town Council Meeting Minutes
for THURSDAY, JUNE 13, 2024, 6:30 PM 206 Buck Street, Town Hall

CONDENSED MINUTES

1. Call to Order and Roll Call

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

2. Pledge of Allegiance

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

Lesley Tadvick: 503 Mission Street: we have had a lot of problems still have not gotten them fixed but, I want to thank Stephen Lassiter and Cody Anderson, we still do not have water pressure to the front of our house, I am so appreciative of the two of them.

4. Approval of Minutes

a. Special Town Council Meeting Minutes April 18, 2024

Mayor Michalson: introduced approval of minutes for Special Town Council Meeting Minutes April 18, 2024.

Councilmember Smith: make a motion to approve Special Town Council Meeting Minutes April 18, 2024.

Councilmember Nelson: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council. Public comment? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

b. Special Town Council Meeting Minutes May 6, 2024

Mayor Michalson: introduced approval of minutes for Special Town Council Meeting Minutes May 6, 2024.

Councilmember Smith: make a motion to approve Special Town Council Meeting Minutes May 6, 2024.

Councilmember Nelson: 2nd. I do want to say that I am sorry about my tardiness.

Mayor Michalson: just so you know that you need to save that for council comments.

Mayor Michalson: motion and a 2nd. Discussion from the council.? Public Comments?
Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

c. Stevensville Budget Workshop Minutes May 30, 2024

Mayor Michalson: introduced approval of minutes for Stevensville Budget Workshop
Minutes May 30, 2024.

Councilmember Barker: make a motion to approve minutes for Stevensville Budget
Workshop Minutes May 30, 2024.

Councilmember Brown: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council? Public comment?
Jenelle, please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0.

5. Approval of Bi-Weekly Claims

a. Claims #18999-#19026, #19028-#19040

Mayor Michalson: introduced bi-weekly claims, #18999-#19026, #19028-#19040.

Councilmember Barker: make a motion to approve bi-weekly claims #18999-#19026,
#19028-#19040.

Councilmember Smith: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council?

Councilmember Brown: #19003 North Ridge Fire equipment fire department uniforms.
My question is, is this replacing uniforms or is this for the new cadets coming through.

Chief Motley: yes, for both.

Councilmember Brown: #19004 for piping going under the railroad tracks. I see that many of the crossings are taken out and the rail is inactive.

Mayor Michalson: we still have to pay it every year.

Councilmember Brown: claim #19097, building inspection, does any of that need to be billed to Bert Farms?

Mayor Michalson: that is not for that.

Jenelle Berthoud: that is being paid off of the building permits for May.

Councilmember Brown: Claim #19033, HDR Inc. Mission or both streets?

Gina Crowe: just Mission Street, ARPA project.

Councilmember Brown: #307646287? Ravalli Electric Services for the airport. My question is what is going on with the airport and is this for the gate?

Gina Crowe: yes, for the gate. It is a charge every month.

Mayor Michalson: any other questions on the claims from the council? Public comment?
Jenelle, would you please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

6. Administrative Reports

a. Airport

b. Building Department

IN THE PACKET

c. Finance

d. Fire Department

Chief Motley: report was provided to the council in the packet. Chief Motley read his report to the council. Snow and wind event also happened in May. We also did our disbursement sale. We are doing the fireworks show through the association.

e. Police Department

Chief Boe: provided the report to the council at the meeting. Chief Boe read his report to the council. New officer is going through his field training program.

Councilmember Nelson: is the property about stolen property?

Chief Boe: it is found property, like a bike on the bike path.

f. Public Works

IN THE PACKET

7. Guests

a. Fred Thomas

Not in the audience.

8. New Business

a. Discussion/Decision: Town Council to set a Date and Time for a C.O.W. Meeting to Discuss a Drug & Alcohol Policy

Mayor Michalson: introduced new business item a. Town Council to set a Date and Time for a C.O.W. Meeting to Discuss a Drug & Alcohol Policy. A couple of months ago Gina and I contacted Derek with MMIA, and he recommends that we use this and go through it.

Councilmember Barker: make a motion to approve Town Council to set a Date and Time for a C.O.W. Meeting to Discuss a Drug & Alcohol Policy.

Councilmember Nelson: 2nd.

Mayor Michalson: motion and a 2nd.

Councilmember Barker: need to set a date and a time.

Mayor Michalson: yes, it is your meeting. next Tuesday or Thursday? June 20th at 5:30. Jenelle take a vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

Councilmember Nelson: make a motion to set a COW meeting June 20, 2024, at 5:30.

Councilmember Barker: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council? Public comment? Seeing none, Jenelle, would you take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

b. Discussion/Decision: To Move Forward with the Process to Place a Parcel of Land up for Sale that is Owned by the Town of Stevensville

Mayor Michalson: introduced new business item b. To Move Forward with the Process to Place a Parcel of Land up for Sale that is Owned by the Town of Stevensville. Father Ravalli park has a location on Main Street it boards two private properties. Sorry the orange did not show up. This came up about 2 years ago by Ramona Vance. We tried to get that done, it did not happen so she came back and asked if she could buy it, that did not happen, so we are back again. I ran this through the attorney, and he said that we are doing this the right way. This parcel of land would then be surveyed.

Jenelle Berthoud: I checked with the same company that checked our pin location for us about 3 years ago.

Mayor Michalson: if you approve this then we would put out an RFP for a realtor. We are helping out Ramona and there is an approach there.

Councilmember Brown: there is an approach there.

Councilmember Barker: this is just the little piece on the end.

Mayor Michalson: it is the little piece.

Councilmember Barker: I would like to make a motion to Move Forward with the Process to Place a Parcel of Land up for Sale that is Owned by the Town of Stevensville.

Councilmember Nelson: 2nd.

Mayor Michalson: motion and a 2nd. Discussion by the council?

Councilmember Brown: this is the same place that the dog park was going to be put in. Just another idea, if possible, I am wondering if we could just do the portion where the fence posts are and where the pavement is. I am wondering if we would make enough money from that, then public works get rid of that hump and throw a layer of gravel down for parking for people to park instead, during soccer time College street is full. I am wondering if we could put a bike rack in there. Public works needs to keep the weeds down. Just an idea.

Councilmember Barker: it is not going to hurt to survey both areas. Is that going to be big enough for a parking area?

Mayor Michalson: you might be right Stacie, that would be some tight parking.

Councilmember Barker: if she is asking for a portion of it, that is going to take away a little bit more.

Mayor Michalson: after you look at where the asphalt is.

Councilmember Brown: if we put it out for bids to sale, I think that we should have an egress for in and out of the park. I know with the apartments off of 11th street that use that to walk across main.

Mayor Michalson: we could put that language in there for an easement. I am sure that she would put that in there.

Councilmember Barker: we are doing the right process.

Mayor Michalson: since money is tight on the budget, we could use this money for the abetment of Berta Farms, and then get our money back.

Councilmember Brown: we also have a fence down there that needs to be replaces on College Street.

Mayor Michalson: any further discussion from the council? Public comment?

PUBLIC COMMENT

Vicki Motley: 318 9th Street, I just am really sad that the map was not accurate, and it looks like you are selling the whole park because there were no orange circles. I don't know if you can say the vote is okay because it is not labeled properly.

Jenelle Berthoud: that is my fault the new printer I did not know that it did not scan in color, when I did my packet, it was there.

Vicki Motley: it is not an accurate map, as to what you were doing. I was very confused.

Jeff Motley: has the park board reviewed this and you will need to have an easement because of the fire hydrant located in that area and the water line runs through there. When did it happen when they put asphalts down. The town needs to take care of the town property. We should not be selling off our town assets. We sold the gravel pit; the money is gone. I do not understand the hurry to sell off town assets.

Mayor Michalson: any further comments from the public? Council?

Councilmember Brown: this was first brought to me it was the understanding that the town gave a fencing easement and that was a handshake from other councils.

Mayor Michalson: any further comments from the council? Seeing none, Jenelle please take the vote.

Councilmember Barker: no.

Councilmember Brown: no

Councilmember Nelson: no.

Councilmember Smith: no.

Mayor Michalson: fails 4-0

c. Discussion/Decision: Request RFP for Realtor Services to Sell a Parcel of Land Owned by the Town of Stevensville

Mayor Michalson: we will not move forward with new business item c. because new business item b failed.

d. Discussion/Decision: Removal/Changes to the Town of Stevensville Personnel Policy's Parental Leave, Section 27

Mayor Michalson: introduced new business item d. Removal/Changes to the Town of Stevensville Personnel Policy's Parental Leave, Section 27. So, we were, last year we were told that the parental leave part was taken out. It was not, so we met with Derek at MMIA.

Gina Crowe: per MCA code you do have to provide reasonable leave of absence, 6 weeks for the mother and 15 days for the father. Some towns pay for it and others do not. We have to at least provide 6 weeks for the mother and 15 days for the father.

Mayor Michalson: it is up to the council if you want to pay for it. Our policy stated that both were getting paid the 6 weeks. We had to honor that for an employee right now, because it was in the policy.

Councilmember Barker: I make a motion for Removal/Changes to the Town of Stevensville Personnel Policy's Parental Leave, Section 27 .

Councilmember Smith: 2nd.

Mayor Michalson: motion and a 2nd. Further discussion from the council.

Councilmember Barker: I think that it would be interesting to see what other towns are doing. At my place of work, we do not pay for that you either use leave or not paid. I think that is how other businesses have done. money is tight again and I think this is something that should be looked into a little bit more.

Gina Crowe: we have looked into this, and Derek has stated that it was up to the town. We can't compare to Missoula, Polson or other towns because we do not know their financial situation. He said basically it is up to each town and what they want to do.

Mayor Michalson: and also, Derek wrote to Gina that employers are required to provide leave. It comes down to 6 weeks, which is reasonable and 15 days for the father.

PUBLIC COMMENT

Lesley Tadvick: does that affect our current employee that has just had a little one?

Mayor Michalson: no, it is already in place, so he does.

Vickie Motley: at the school they have to use their vacation and sick leave. Up to FMLA says. And if they need more time, they go through the sick leave bank and request more.

Councilmember Smith: I would like to find out more information about this. Perhaps we should do this in a COW meeting and see what other towns are doing.

Councilmember Barker: I agree with Gina, everyone is in a different situation. but how are we going to narrow that down. I do like the idea, but I agree with Gina.

Mayor Michalson: towns with bigger budgets can provide paid leave.

Councilmember Barker: this is something that we can come back at a later time and change it.

Chief Boe: I have always thought that FMLA you used your time.

Gina Crowe: FMLA is different from Parental Leave.

Councilmember Barker: at this time, it needs to be changed to not pay for it at this time.

Gina Crowe: you have to give 6 weeks.

Councilmember Barker: I think that it should be 6 weeks not paid, 15 days for the father not paid.

Chief Boe: can you still use your sick and vacation time?

Gina Crowe: yes, you can use your vacation and sick leave.

Councilmember Barker: make a motion to the removal and changes to the towns no pay for either 6 weeks for the mother and 15 days for the father.

Councilmember Nelson: 2nd.

Mayor Michalson: motion and a 2nd. Further discussion from the council? Public comment? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

e. Discussion/Decision: Approval of Special Event Permit for the Stevensville Scarecrow Festival

Mayor Michalson: introduced new business item e. Approval of Special Event Permit for the Stevensville Scarecrow Festival

Jenelle Berthoud: this was brought forth by Project 59870 and this is to secure a date just like Sean did.

Councilmember Barker: make a motion for Approval of Special Event Permit for the Stevensville Scarecrow Festival.

Councilmember Smith: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council?

Councilmember Barker: I see that she has it marked on her permit for camping as possible?

Jenelle Berthoud: I think that she meant to put it on the bonfire, we were going back and forth on a few of those. The possible was bonfire and if it is it would be the two by Rocky Mountain Bank.

Councilmember Barker: are they planning on still putting them on the sidewalks, nothing out.

Jenelle Berthoud: nothing on the bike path.

Councilmember Brown: has the fire department chief and the police chief seen this?

Jenelle Berthoud: not at this time, she was just wanting to secure the days.

Mayor Michalson: any further discussion from the council? Public comment?

PUBLIC COMMENT

Jeff Motley: I am happy to see that they are early hopefully they will perform better then the circus. I still have not see anything.

Jenelle Berthoud: I will go back and look but I sent that to you in an email.

Mayor Michalson: any further comment? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: no, I would like to see the permit with corrections and to the departments.

Councilmember Nelson: no.

Councilmember Smith: aye.

Mayor Michalson: Motion fails, back to fire and police.

f. Discussion/Decision: Resolution No. 533, a Resolution of the Stevensville Town Council Adopting Park Hours for Lewis & Clark Park

Mayor Michalson: introduced new business item f. Resolution No. 533, a Resolution of the Stevensville Town Council Adopting Park Hours for Lewis & Clark Park.

Chief Boe: began talking a few weeks ago, we were talking about changing the operating hours of Lewis & Clark Park and Ravalli Park from sundown to sunup. What this does is keep those people that are up to no good out of the park. Started talking with

the mayor and Jenelle about getting this started. It gives me a better handle on the problems.

Councilmember Brown: I move that we adopt Resolution No. 533, a Resolution of the Stevensville Town Council Adopting Park Hours for Lewis & Clark Park and Father Ravalli Park.

Jenelle Berthoud: I was not informed of Father Ravalli Park when I put this together.

Chief Boe: I want it for all parks. You could have the same problem at the other park.

Councilmember Brown: for all city parks.

Councilmember Barker: we have it as Lewis & Clark Park on the agenda, so we need to stick with that one.

Jenelle Berthoud: if you are stating all hours then that is an ordinance change. Because of our ordinance, we can change per location.

Councilmember Barker: we would have to bring it back, how our agenda states it is just for Lewis & Clark Park.

Chief Boe: when we run these folks off, they are going to run to Ravalli Park.

Councilmember Barker: that is not what I am saying we can bring it back.

Mayor Michalson: can we just change it?

Jenelle Berthoud: it is very simple for me to bring this back with another resolution to state Father Ravalli Park at the 27th Meeting.

Councilmember Brown: I rescind my motion to approve Resolution No. 533, a Resolution of the Stevensville Town Council Adopting Park Hours for all parks.

Councilmember Barker: 2nd.

Mayor Michalson: motion and a 2nd to rescind. Council discussion? Public comment? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

Mayor Michalson: we need a motion for Lewis & Clark Park.

Councilmember Nelson: I make a motion that we adopt resolution 533 for the Lewis & Clark Park.

Councilmember Barker: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council.

Councilmember Nelson: one of the only things that I think is an issue, what time are we talking about?

Chief Boe: sundown to sunup. And that can change. Keeps it about the same all year around. Not at light, just sundown to sunup. If gives me an opportunity to explain it to them.

Councilmember Barker: I think that we need to have a specific time.

Chief Boe: the problem with that is when I got here it was getting dark around 6:00 and now it is getting dark around 9:30-10:00.

Councilmember Barker: I understand that if we put a set time, then they know they can't be in there.

Chief Boe: if that was the case then I would recommend 6:00 in the evening. Unless you have a special event. Because certain times of the year it gets dark at different times.

Councilmember Brown: you can't do 6:00 because kids are using the park, soccer, football. They are usually wrapping up around 7:00.

Chief Boe: so, the lights work on the softball field?

Councilmember Brown: no, but they are wrapping up around 7:00. And what are the swimming pool hours?

Jenelle Berthoud: pool hours are 8:00-7:00pm Monday-Friday and 12:00-5:00 on Saturdays.

Councilmember Barker: it is a tough one, I like that we are monitoring what is going on down there but a bigger direction. everyone sees sunup and sundown differently. At one time there was a sign at the park.

Councilmember Smith: I would like to state that I have observed other communities that have signs that say sundown to sunup.

Councilmember Nelson: I am concerning with Stacie. What is curfew, can we concur with that?

Councilmember Barker: I think that it was 10:00.

Chief Boe: I get what you are saying, but we run into the same problem.

PUBLIC COMMENT

Vickie Motley: I think that it is ridiculous to close the parks at 6:00 at night and that is when it cools down in the summer and when parents get off of work and I think that 10:00 is reasonable.

Abby Motley: I think that summer and winter hours would be beneficial. As the chief stated it gets dark earlier in the year and stays lighter.

Lesley Tadvick: I grew up here and we had access to the park, and there was a gate, and I realize that the gate was taken down about 5 years ago. Can we not put a gate up and lock that up, when you have decided on the hours and then it can be locked up. How about the cameras? We had cameras that were bought in the park, where are they and why are they not working. Can we not do that again.

Mayor Michalson: those cameras did not work down there, could not get them to work.

Lesley Tadvick: I am sure that they have updated the cameras these days.

Mayor Michalson: as far as the gate, it was taken down when Brandon became mayor.

Leslie Tadvick: maybe we should get a gate down there.

Mayor Michalson: read the ordinance for park hours and stated that other town parks can be set by resolution for times. Currently our ordinance is 6:00 am- 11:00 pm.

Councilmember Barker: so, you are saying 11:00 am, they do swimming lessons at the park before that.

Mayor Michalson: 11:00 pm-6:00 am.

Councilmember Smith: what about two different times during the year.

Councilmember Barker: is this going to exclude special events at the park.

Jenelle Berthoud: what they would have to do now, just like camping in the park, then they would have to ask for an exemption of the park hours.

Councilmember Barker: I do have to agree with Abbey.

Mayor Michalson: do you want to set a time? Right now, it reads sundown to sunrise.

Councilmember Barker: I think that we should leave it the way it is now, Jeff I do not like that look, we are going to rescind resolution 533.

Councilmember Nelson: 2nd.

Mayor Michalson: to rescind, a motion and a 2nd. Discussion by the council? Public comment? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

Councilmember Barker: I would like to make a motion to approve Resolution No. 533, a Resolution of the Stevensville Town Council Adopting Park Hours for Lewis & Clark Park, 6:00 pm, 6:00 am to, 11:00 am. No, 11:00 pm-6:00 pm. summer hours.

Councilmember Brown: that would be summer hours.

Jenelle Berthoud: I believe that is what the ordinance already states.

Councilmember Barker: the ordinance does not state that.

Jeff Motley: you are making a resolution no. 533. You are not changing the ordinance. And in that resolution, it says that sundown to sunup. That pretty much is your time frame, take out sundown to sunup and put in your times and adopt resolution 533.

Councilmember Barker: that is what I am trying to do, but I can't get that. 11:00 pm- 6:00 am is what it says. It is going to be closed anyways.

Mayor Michalson: you want to do 11:00 pm- 6:00 am, well that is already in the ordinance.

Councilmember Barker: it says winter hours in the ordinance.

Councilmember Smith: I did not hear you say that.

Mayor Michalson: re-read the ordinance. All of the town parks should be closed to unauthorized town personnel between the hours of 11:00 pm and 6:00 am each day. It does not say winter or summer. But within the resolution you can change the times.

Councilmember Barker: lets do that.

Jenelle Berthoud: but the parks are already closed between 11:00 pm and 6:00 am per ordinance. If they are going to keep it, then they do not need to vote on the resolution.

Gina Crowe: I think what the chief was bringing up on changing the hours, like close at 10:00 pm or 9:30 pm. Isn't that what you were trying to do.

Chief Boe: that is correct.

Gina Crowe: I think what he was trying to say is that it gets pretty dark before that.

Councilmember Barker: we can change that one hour from 11:00 to 10:00 to reflect it. If that is where we are going with it.

Jenelle Berthoud: like Chief Motley mentioned, if you want to change the hours from what the ordinance already states, which is 11:00 pm- 6:00 am. all that you have to do is change the words of sunset to sunrise to a time.

Councilmember Nelson: can we word it like this; to adopt sunrise to sundown as the time seems fit.

Mayor Michalson: that is pretty vague.

Councilmember Brown: I think that all we have to do is the park is closed in the summertime from 10:00/10:30 -6:00 am. Wintertime such and such to such and such. This is all that we have to do.

Chief Motley: what about fall and spring?

Jenelle Berthoud: that is what I was going to say, the phone calls that I am going to receive. The phone calls that I will get will be "what are the months that you are identifying as summer and winter". I am serious, that is what we will get at town hall.

Chief Motley: you can adopt this and then bring back the other parks at another meeting.

Chief Boe: maybe I should bring it into a better contexts. A lot of folks like to get off and bring their families down. What I am seeing after 8:00 pm is kids down there smoking weed and sleeping in the park.

Mayor Michalson: that is why he is bringing this forward is for safety first. I realize that we all want to change the hours, we need to be thinking of the safety and making it accessible for the him. Wanting to be able to search a car if it is down there.

Chief Boe: I have better probable cause.

Councilmember Nelson: can we word it at the end for times to be adjusted, I do not understand why this has become so difficult.

Mayor Michalson: I want to know what you want to do about the hours.

PUBLIC COMMENT

Vicki Motley: maybe this needs to be tabled until you can figure this out.

Jeff Motley: I think that your intent is on the mark, we just need to lock in that time period a little bit. I understand the chiefs point.

Councilmember Brown: we could actually state from May 1st- October 1st the parks will be open from 6:00 am to whatever we decide it will close. Then when it starts to get cold, then we can set a time for October to May.

Mayor Michalson: we table this and take it to the Park Board, make a recommendation to the council. That would be the proper way, should probably take it to them.

Councilmember Barker: I will rescind my motion.

Councilmember Smith: 2nd.

Mayor Michalson: we have a motion and a 2nd to rescind. Can we take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

Councilmember Nelson: I make a motion that we table the ordinance.

Councilmember Smith: make that a resolution.

Councilmember Nelson: I apologize, a resolution.

Mayor Michalson: we have a motion to table resolution 533 and take it to the Park Board.

Councilmember Smith: 2nd.

Mayor Michalson: we have a motion and a 2nd. Discussion? Public comment. Seeing none, Jenelle would you take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

g. Discussion/Decision: Resolution No. 534, a Resolution of the Stevensville Town Council Declaring Certain Town Property as Sold

Mayor Michalson: introduced new business item g. Resolution No. 534, a Resolution of the Stevensville Town Council Declaring Certain Town Property as Sold . As you know we had a surplus sale, and we had some items left after the sale, so I got with the department heads, and we decided to sell some of the items for the starting bid. The cop car is going to the airport, and they have all been paid for except for the ambulance waiting on a new title.

Councilmember Nelson: make a motion that we acknowledge the dodge charger.

Mayor Michalson: no, just a motion for the resolution.

Councilmember Nelson: I make a motion that we adopt Resolution No. 534, a Resolution of the Stevensville Town Council Declaring Certain Town Property as Sold.

Councilmember Barker: 2nd.

Mayor Michalson: we have a motion and a 2nd. Discussion from the council? Public discussion? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: no.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 3-1

9. Board Reports

NONE

10. Town Council Comments

Councilmember Brown: Bob was out of town, and I set in on the meeting for Spring Street Project, they are waiting on that project when Donaldson gets the correct

manhole. We also discussed the paving/crowning problem on Mission Street and that they would look at that.

Councilmember Barker: want to make a comment this weekend there is going to be a lot going on with the car show on 3rd to Church Street, come out and support the community and see what is going on.

Councilmember Nelson: I was on a walk by the cemetery by our houses. There was a large branch by the fence. I pulled it back over and I bent the fence a little, I just want to make that clear.

11. Executive Report

Mayor Michalson: Spring Street Paving Project is waiting on a manhole fix that should be done next week, should start June 24th. Should get notices out first part of next week. Mission Street is moving along, I did talk to Caleb about the crown in the road.

Leslie Tadvick: are they going to level that out.

Mayor Michalson: yes, they are. I took part in the school proclamation for Ms. Jette. We will get ready for another budget workshop. Cleanup is happening, Jeff and Matthew are doing a great job, I am so proud of them. They are going all day long, they are hard workers, hands on. Gina is setting them up for an apprenticeship program for water. Pool opens on the 17th. And the water billing I will turn over to Gina and Jenelle, they need our help.

Gina Crowe: we have 170 unread meters still and we have all been working on that. Andrena is putting lists together of the location of meters and making sure that they can be read. We may have a little bit of extra money from ARPA for meter pits for Pine Street.

Mayor Michalson: the BDS part.

Gina Crowe: is that what you meant, so sorry. We are moving away from BDS and going to BMS for our billing, putting together a FAQ about this change and getting it out to all of the customers. as of July 1st we are going to be taking the printing back in house, it is about \$1,600.00 a month so we want to save some money. we will have the ability for email bills.

Jenelle Berthoud: in the same time as the information on the new billing there will be a CCR report, it is an annual report. To save on the expense of mailing 911 of those out along with posting that in the newspaper, so those are going to be printed in house and then hand delivered. Which will save us about \$1,200.00.

Mayor Michalson: what I am asking the council is how would you feel about walking your wards and delivering.

Jenelle Berthoud: we will have them prepared by next week and we would like to see them delivered starting June 24th. They have to be delivered by June 30th.

Councilmember Barker: it is a good idea, but. What happens when we come to a yard that is fenced.

Mayor Michalson: we use common sense.

12. Adjournment

Councilmember Smith: motion.

Councilmember Nelson: 2nd.

APPROVE:

ATTEST:

**Bob Michalson, Mayor
Clerk**

Jenelle S. Berthoud, Town

File Attachments for Item:

b. Town Council Meeting Minutes 06/27/2024

Stevensville Town Council Meeting Minutes

for Thursday, JUNE 27, 2024, 6:30 PM

206 Buck Street, Town Hall

CONDENSED MINUTES

1. Call to Order and Roll Call

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

2. Pledge of Allegiance

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

Sean Doyle, Stevensville Civic Club: thank you council members and the mayor for trusting us with the park and the circus. Thank you to Jenelle and Mayor Michalson and the shortchanges and the flexibility. Thank you Chief Boe and Stephen Lassiter.

Blaine Millman: quick things that I want to ask you about. I go to Community Baptist Church, we would like to put a sign, and I have talked to Stephen Lassiter about this, on the light pole at Main and Ravalli. What that would entail, according to Steve there are no problems, and I looked at city codes, the sign itself would not be a huge sign about double the size of a street sign and it would be on both sides of the light pole. I checked with a sign company, and they have a bracket that would fit around that light pole. Under Sec. 22 city codes under signs and fences, people may not place signage without first obtaining a permit from the council. I looked at the website and could not find a permit.

Mayor Michalson: get with Gina or myself and we can put together an agenda item.

Jenelle Berthoud: you can get with me not Gina.

Blaine Billman: met with you.

Jenelle Berthoud: you can come by or go to the website under forms and permits, town council and then agenda item request form.

Mayor Michalson: who owns the light pole?

Blaine Billman: I am going to assume Northwest Energy. I looked around town at things similar.

Councilmember Nelson: what are the streets again?

Blaine Billman: Main and Ravalli. I understand that they have to be a different color from the green and white. I understand that maybe brown and white like the museum. My number two thing is a couple of years ago I planted a tree on the path, I remember talking to Steve Lassiter's precursor, I talked about planting a tree and we did. We found the water line towards the memorial garden and then come to find out that the valve was not good and so that whole summer we watered that never got replaced, we watered for two summers. I talked to Steve, and he said that the previous mayor had the water shut off because of some sort of leak. He said that whole stretch of road is in

contingency as to who has it. That is the main entry way into town, and I just wanted to bring that to your attention.

Mayor Michalson: I will look into that and get back to you.

4. Approval of Minutes

a. Town Council Meeting Minutes 05/23/2024

Mayor Michalson: introduced town council meeting minutes of 05/23/2024.

Councilmember Barker: make a motion to approve town council meeting minutes of 5/23/2024.

Councilmember Nelson: 2nd.

Mayor Michalson: motion and a 2nd. Council discussion? Public comment? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

b. Special Town Council Meeting Minutes 06/04/2024

Mayor Michalson: introduced special town council meeting minutes for 06/04/2024.

Councilmember Nelson: make a motion to approve special town council meeting minutes for 06/04/2024.

Councilmember Smith: 2nd

Mayor Michalson: motion and a 2nd. Council discussion? Public comment? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

c. C.O.W. Meeting Minutes 06/20/2024

Councilmember Smith: make a motion to approve C.O.W. Meeting Minutes for 06/20/2024.

Councilmember Nelson: 2nd

Mayor Michalson: motion and a 2nd. Discussion from the council? Public comment?
Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

5.Approval of Bi-Weekly Claims

a. Claims #19042-#19062

Mayor Michalson: introduced bi-weekly claims #19042-#19062.

Councilmember Barker: make a motion to approve bi-weekly claims #19042-#19062.

Councilmember Smith: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council?

Councilmember Brown: claim #19052, splash pad repairs, \$560.00. Can you tell us what that is for. There were several ones for a total of \$1580.00. and #19504.

Stephen Lassiter: that was for repair of the bucket and frog. water lines going to the frog and bucket froze and then we had to cut into the concrete and dig that all out and expose that pipe for the bucket and the frog. The original concrete guy and the plumber came back. We were able to go under the concrete and put stainless steel fittings in on the line. That was the cost of the plumbing and the concrete.

Councilmember Brown: have we come up with a solution because this seems to be an ongoing problem?

Stephen Lassiter: yes, we have. They figured out why it happened. When we blow it out it goes out of the line but sits in the bottom of the line. This year we took a shop-vac and did that after we blew the lines out and this year, we will do the same and put some of the RV antifreeze in the lines.

Councilmember Brown: okay, because that is the second repair on the splash pad. Airport vertical gate, grant funded, #19057.

Gina Crowe: so, that was part of the airport grant funding, and we got a grant to help cover our match.

Councilmember Brown: so how are we doing with the budget for the airport?

Gina Crowe: as far as the budget I know that it has been ongoing battle, we were just under the deadline on getting that grant money.

Councilmember Brown: thank you.

Mayor Michalson: as far as the budget with the airport it is not bad it is at 87% so not bad.

Gina Crowe: we did not have those numbers until Tuesday.

Mayor Michalson: any other questions on the claims. Any questions from the public on the claims? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

6. Guests

a. Fred Thomas

Did not attend.

7. Unfinished Business

a. Discussion/Decision: Approval of Special Event Permit for the Stevensville Scarecrow Festival

Mayor Michalson: introduced unfinished business item a. Approval of Special Event Permit for the Stevensville Scarecrow Festival. After the last meeting Chief Motley and Chief Boe have signed off on it

Councilmember Barker: make a motion to approve Special Event Permit for the Stevensville Scarecrow Festival.

Councilmember Nelson: 2nd.

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

Councilmember Brown: thank you everybody for going back and making the corrections.

Mayor Michalson: any further discussion from the council? Comments from the public? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

8. New Business

a. Informational: Updates to Mission Street Water Main Replacement Project

Mayor Michalson: introduced new business item a. Eli is here to give an update.

Eli Malloy, HDR project manager: I will give you an update on the project, the water main has been completely installed and tomorrow we will do a walk through. The road is all paved over the last two weeks. It is looking good.

Councilmember Brown: we need to get the yield sign back up at the Mission and Central dangerous intersection.

Mayor Michalson: what time is the walk through?

Eli Malloy: tomorrow morning. Those areas will be tapered out with gravel. Any questions about the pay requests, they submitted payment for work.

Councilmember Smith: a citizen with water pressure issues?

Mayor Michalson: I do not believe that is on them.

Eli Malloy: they will be back on site tomorrow and we will check in.

b. Discussion/Decision: Approval of Annexation by Petition for Tract of Land Previously Recorded as Document 767047 of Ravalli County Records, Located in the Northeast One-Quarter (NE ¼) of Section 26, Township 9 North, range 20 West, Principal Meridian Montana; Ravalli County, Montana

Mayor Michalson: introduced new business item b. Approval of Annexation by Petition for Tract of Land Previously Recorded as Document 767047 of Ravalli County Records, Located in the Northeast One-Quarter (NE ¼) of Section 26, Township 9 North, range 20 West, Principal Meridian Montana; Ravalli County, Montana. Croci approached the town and wanted to annex that little sliver of land and they took it Planning & Zoning; the changes have been made and now that is coming to us. There is no water at this time provided, drainage was signed off by Stephen Lassiter.

Councilmember Brown: I move that we annex the property described as for Tract of Land Previously Recorded as Document 767047 of Ravalli County Records, Located in the Northeast One-Quarter (NE ¼) of Section 26, Township 9 North, range 20 West, Principal Meridian Montana; Ravalli County, Montana, with no services to be provided.

Councilmember Barker: 2nd.

Mayor Michalson: motion and a 2nd. Council discussion? Public comment? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0, sorry that took a bit longer, and thank you for your patience.

c. Discussion/Decision: Close Town Hall on July 5th, 2024, in Observance of the 4th of July Weekend

Mayor Michalson: introduced new business item c. Close Town Hall on July 5th, 2024, in Observance of the 4th of July Weekend. Some of the employees would like to have next Friday off, and I would like to ask the council. They will not be given the day they have to use a vacation or comp day.

Councilmember Nelson: I make a motion that we close town hall on July 5th, 2024, in Observance of the 4th of July Weekend.

Councilmember Barker: 2nd.

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

Councilmember Smith: all three of our ladies are taking the day or needing to take the day off.

Mayor Michalson: well, it is just not busy on Fridays.

Councilmember Brown: they are going to use their own time.

Mayor Michalson: they can use vacation or comp time or come to work. Further discussion from the council? Public comments? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: no.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 3-1

d. Discussion/Decision: Resolution No. 535, a Resolution Adopting a Drug & Alcohol Policy for the Town of Stevensville

Mayor Michalson: introduced new business item d. Resolution No. 535, a Resolution Adopting a Drug & Alcohol Policy for the Town of Stevensville. As you know we had a COW meeting last week and we made changes and I sent it to Derek Shepard and he said that it looked good, and then I sent it to Greg, and he had some clerical corrections.

Jenelle Berthoud: I missed some XXXX's where Stevensville should have been plugged in. I have corrected those and if this is passed tonight, I will make sure that all corrections are completed and then I will send that over to Gina for her to send out to the employees.

Mayor Michalson: he also said that methamphetamine needed to be added.

Councilmember Brown: make a motion to approve Resolution No. 535, a Resolution Adopting a Drug & Alcohol Policy for the Town of Stevensville with the corrections that the town attorney has suggested.

Councilmember Nelson: 2nd

Mayor Michalson: motion and a 2nd. Discussion from the council?

Councilmember Smith: I still have a concern that was brought up at the COW meeting, put it this way like we have a toolbox, and we have straight screwdrivers, and we have the ability to have a Phillips head and we are not putting that in their when it comes to the hair, if we do not have it in there then we can not use it.

Mayor Michalson: you can make a motion to add that it there.

Councilmember Smith: it would be a lot of work.

Mayor Michalson: any further questions from the council? Public comment? Seeing none, Jenelle, would you take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: no.

Mayor Michalson: motion passes 3-1

9.Board Reports

NONE

10.Town Council Comments

Councilmember Brown: I would like everyone to have a safe and wonderful 4th of July. We do have an ordinance for fireworks. (Councilmember Brown read the ordinance to the public.) I would like to ask the mayor if we could post our fireworks ordinance on the website for the upcoming holiday.

Jenelle Berthoud: will do.

Councilmember Nelson: I want to bring it back to the table the sale of the portion of the park, I believe that should be re-brought to council.

Councilmember Brown: I am sorry we cannot discuss that at this time.

Mayor Michalson: bring it as an agenda item.

Councilmember Smith: back to the fireworks, I noticed that other towns have a sign posted, maybe in the future a sign that could be posted a few days ahead.

11.Executive Report

Mayor Michalson: town property clean up is continuing, limb pick up has ended. So, if you place anything out it will not sit until the fall pickup. A few calls that will be towed in the next few days. Jenelle had the idea that we provide some of our large garbage cans to Angie for his cleanup efforts, they are going through and cleaning up the property. Sent a letter to the property behind Pat Groninger, pretty bad shape. As far as the abatement process, I have sent his attorney a notice. Last Thursday met with MMIA attorney, Greg and Jenelle over the Burnt Fork Estates lawsuit. We got a hold of Fred, and he is willing to come down either the 15, 16, or 17 to go over the lawsuit in a closed session. We are going to schedule a budget workshop for the 9th. Can we have that at 4:30 again?

Councilmember Brown: I will do my best and put in a request for that.

Councilmember Nelson: I will also do my best to be here at that time.

Mayor Michalson: Jenelle is going to also post the Park Board meeting for July 8th for them to discuss Lewis & Clark time change, chairman and the fence at Ravalli Park.

Councilmember Nelson: what time is that scheduled?

Jenelle Berthoud: July 8th at 6:30.

Mayor Michalson: myself, Gina, Councilmember Brown and Robert we sat and had an audit exit review meeting. some of the things that needed to be addressed were taken care of by Gina and Robert. Yesterday I met at the school about a piece of property/area to see if we could give them that piece of property, we will discuss when I bring it up. I will be out for the 4th of July weekend and if you need anything please contact Councilmember Brown.

12.Adjournment

Councilmember Nelson: motion.

Councilmember Smith: 2nd.

APPROVE:

ATTEST:

**Bob Michalson, Mayor
Clerk**

Jenelle S. Berthoud, Town

File Attachments for Item:

a. Airport

STEVENSVILLE AIRPORT REPORT

Lease payments are due this month.

We are still out of fuel at the airport, and I am still working on a solution to this problem.

Airport Board Meeting in July.

Small fire at the airport that started at the Yoders Gravel Pit below the airport.

File Attachments for Item:

b. Building Department

MONTHLY REPORT

Building Department

June 2024

<u>Permits Issued</u>	<u>Fees Collected</u>
<u>Building</u> (4 permits)	
1. NSFR	\$0
2. New Commercial Building	\$0
3. Renovation/Remodel	\$1652.40
4. Demo re-roof, commercial.....	\$50.00
<u>Electrical</u> (0 permits)	
1. NSFR	\$0
2. New Commercial Building	\$0
3. Renovation/Remodel	\$0
4. Demo	\$0
<u>Mechanical</u> (1 permits)	
1. NSFR	\$0
2. New Commercial Building	\$222.00
3. Renovation/Remodel	\$0
4. Demo	\$0
<u>Plumbing</u> (0 permit)	
1. NSFR	\$0
2. New Commercial Building	\$0
3. Renovation/Remodel	\$0
4. Demo	\$0
Total permits issued: 5	Total fees collected: \$1,924.40
<u>Activities</u>	
1. Inspections and consultations.	
2. Active clearing or archiving old and expired permits, depending on age of activity.	
3. Implement uniform strategies to increase records retention and accessibility thereof.	
<u>Items of Interest</u>	
1. Continued exploration of best ways to universally digitize records and day to day functions to be accessible across pertinent staff for greater efficiency.	

Prepared by Jenelle Berthoud, Town Clerk

File Attachments for Item:

d. Fire Department



STEVENSVILLE FIRE DEPARTMENT

206 BUCK STREET

Activity Report – June 2024

Calls for the Month of June: 50

Calls for Stevensville Town: 20

Calls for Stevensville Rural: 30

Mutual Aid: 0

Missed calls: 0

Medical Response: 39

Fire Calls: 6

Motor Vehicle Crash: 5

Total Calls: 50

Calls for the Year to Date: 323

Calls for Stevensville Town: 115

Calls for Stevensville Rural: 199

Mutual Aid: 9

Missed call: 0

Medical Response: 244

Fire Calls: 67

Motor Vehicle Crash: 12

Total Calls: 323

File Attachments for Item:

f. Public Works

TOWN OF STEVENSVILLE PUBLIC WORKS ACTIVITY REPORT June 2024

UTILITIES REPORT

Domestic Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Produced</i>	27,732,000	23,705,000

- 💧 Monthly, weekly and Annual reports to the state
- 💧 Monthly Meter Readings
- 💧 Unread Meters: 168

Waste Water Treatment

	<i>This Month</i>	<i>Last Month</i>
<i>Gallons Treated</i>	6,737,667	6,614,000

- 💧 State Reports and EPA, weekly monthly and Annual samples taken and reports submitted.
- 💧 Wasting to drying beds
- 💧 Satisfied Permit reporting, testing and regulatory requirements
- 💧 Continued sludge press, started wasting into drying beds

OTHER

- 💧 Preemptive Sanitary Sewer Jetting in all Grids
- 💧 Meter reads and billing cycle
- 💧 Daily road grid inspections
- 💧 Finished storm cleanup
- 💧 Burning yard debris as conditions permit
- 💧 Coordinate with engineers on paving project, Spring and RR Ave
- 💧 Street maintenance, potholes, sign installation and replacement
- 💧 Water and Waste plants rounds
- 💧 2 Utility inspections
- 💧 Preventive maintenance at WWTP buildings
- 💧 Vehicle Maintenance
- 💧 Continued review and update of Riverside Cemetery map
- 💧 Alley maintenance
- 💧 Downtown risk management inspections
- 💧 Began community pool cleanup/prepare for opening
- 💧 Opened pool

- 💧 Began splash pad repair and opened splash pad
- 💧 Continued mowing all Parks and Cemeteries
- 💧 Continued support for Emerine (Mission St. Water Main)
- 💧 Changed out 18 water meters and installed 3 new ones
- 💧 2 after hours emergency call outs
- 💧 Began irrigation in all parks and cemeteries
- 💧 2 ash burials
- 💧 Prepared for circus
- 💧 Met county health inspector at pool and splash pad
- 💧 Final walkthrough with Emerine and HDR on Mission Street

File Attachments for Item:

a. Discussion/Decision: Stevensville Park Board Recommends Lewis & Clark Park Hours for Closure be Sundown to Sunup



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	Unfinished Business
Person Submitting the Agenda Item:	Stevensville Park Board
Second Person Submitting the Agenda Item:	
Submitter Title:	Board
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/11/2024
Agenda Topic:	Discussion/Decision: Stevensville Park Board Recommends Lewis & Clark Park Hours for Closure be Sundown to Sunup
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/11/2024
Notes:	At the 6/13/2024 Town Council meeting, Resolution No. 533 was brought to the Town Council for the hours of closure for Lewis & Clark Park. The agenda item was tabled, and the council asked for the Park Board to review and make a recommendation to the council. The Stevensville Park Board met on 7/8/2024 and have made their recommendation that the hours for closure at Lewis & Clark Park be Sundown to Sunup.

File Attachments for Item:

b. Discussion/Decision: Resolution No. 533, a Resolution of the Stevensville Town Council Adopting Park Hours for Lewis & Clark Park



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	Unfinished Business
Person Submitting the Agenda Item:	Bob Michalson
Second Person Submitting the Agenda Item:	John Boe, Chief of Police
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/11/2024
Agenda Topic:	Discussion/Decision: Resolution No. 533, a Resolution of the Stevensville Town Council Adopting Park Hours for Lewis & Clark Park
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/11/2024
Notes:	

RESOLUTION NO. 533

**A RESOLUTION OF THE STEVENSVILLE
TOWN COUNCIL ADOPTING PARK
HOURS FOR LEWIS & CLARK PARK**

WHEREAS, the Town of Stevensville Montana being the owner of Lewis & Clark Park;
and

WHEREAS, the Town of Stevensville Ordinance No. 137 Section 2, 11.04.020 Hours of
Operation-Closed Hours Number 3 states that by resolution town parks be closed during
specified hours, based upon the time of year and the individual park's security issues,
provided such closed hours shall be prominently posted at each entrance to the park in
question; and

NOW THEREFORE, BE IT RESOLVED, by this Town Council that the following Lewis &
Clark Park hours be adopted as closed from Sundown to Sunup.

DATED this 11th day of July 2024, after motion and second at a regular meeting of the
Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

a. Discussion/Decision: Stevensville Park Board Recommends that the Public Works Department get Estimates to Repair or Replace the Fence at Father Ravalli Park



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:	Stevensville Park Board
Second Person Submitting the Agenda Item:	
Submitter Title:	Board
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/11/2024
Agenda Topic:	Discussion/Decision: Stevensville Park Board Recommends that the Public Works Department get Estimates to Repair or Replace the Fence at Father Ravalli Park
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/11/2024
Notes:	The fence at Father Ravalli Park that borders College Street is in need of repair or replacement. The Stevensville Park Board met on 7/8/2024 and discussed the issues with the fence, they are requesting that the Public Works Department get estimates for the fence.

File Attachments for Item:

b. Discussion/Decision: Resolution No. 536 a Resolution Adopting a Fee Schedule & Charges for Animal Licenses by the Town of Stevensville



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:	Bob Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/11/2024
Agenda Topic:	Discussion/Decision: Resolution No. 536 a Resolution Adopting a Fee Schedule & Charges for Animal Licenses by the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/11/2024
Notes:	Town Code Sec. 4-5(a) states that every person registering a dog shall pay a license fee as set by the town council. Town Code Sec. 4-3(d)(3) states that owners of chickens, rabbits and ducks shall obtain an annual permit fee set by resolution of the town council.

RESOLUTION NO. 536

**A RESOLUTION ADOPTING A FEE
SCHEDULE & CHARGES FOR ANIMAL
LICENSES BY
THE TOWN OF STEVENSVILLE**

WHEREAS, MCA 7-1-4123(7) authorizes local governments to charge reasonable fees for the provision of services; and

WHEREAS, the Stevensville Municipal Code provides that usage rates, service charges, and license and permit fees be appropriately set by resolution of the Town Council; and

WHEREAS, the Town Council periodically sets fees and charges for various services provided by the Town.

WHEREAS, animal license fees for dogs are \$10.00 per year and \$5.00 for citizens that are 60 years or older.

WHEREAS, animal license fees for chickens, rabbits and ducks are \$25.00 per year.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, herby adopts the fees for Animal Licenses to include; dogs, chickens, rabbits and ducks with an effective date of the passing of the FY 24/25 Budget.

BE IT FURTHER RESOLVED THAT, the adoption of this resolution voids previous resolutions pertaining to Animal License Fees.

PASSED AND ADOPTED, dated this 11th day of July 2024, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

c. Discussion/Decision: Resolution No. 537 a Resolution Adopting a Fee Schedule & Charges for Business & Alcohol Licenses by the Town of Stevensville



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:	Bob Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/11/2024
Agenda Topic:	Discussion/Decision: Resolution No. 537 a Resolution Adopting a Fee Schedule & Charges for Business & Alcohol Licenses by the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/11/2024
Notes:	The fees schedule and charges for business and alcohol licenses was amended in FY 21/22. General \$50.00, junk dealer \$10.00, pawnbroker \$50.00. Resolution No. 537 is requesting an increase to \$75.00 for general, junk dealer and pawnbroker. No increases or changes to transient, non-profit organizations of alcohol licenses.

RESOLUTION NO. 537

**A RESOLUTION ADOPTING A FEE
SCHEDULE & CHARGES FOR
BUSINESS & ALCOHOL LICENSES
BY THE TOWN OF STEVENSVILLE**

WHEREAS, MCA 7-1-4123(7) authorizes local governments to charge reasonable fees for the provision of services; and

WHEREAS, the Stevensville Municipal Code provides that usage rates, service charges, and license and permit fees be appropriately set by resolution of the Town Council; and

WHEREAS, the Town Council periodically sets fees and charges for various services provided by the Town.

WHEREAS, general, junk dealer, pawnbroker, and itinerant/transient vendor business license fee: \$75.00 per year.

WHEREAS, non-profit organizations business license fee: NO CHARGE.

WHEREAS, alcohol off-premises consumption license fee: \$200.00 per year, alcohol on-premises consumption license fee: \$250.00 per year, and alcohol all beverage license fee: \$350.00 per year. Alcohol License Transfer fee (plus a new alcohol consumption license) \$100.00 per transfer.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, herby adopts the fees for business and alcohol licenses with an effective date of the passing of the FY 24/25 Budget.

BE IT FURTHER RESOLVED THAT, the adoption of this resolution voids previous resolutions pertaining to Business and Alcohol License Fees.

PASSED AND ADOPTED, dated this 11th day of July 2024, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

d. Discussion/Decision: Resolution No. 538 a Resolution Adopting a Fee Schedule & Charges for Town Cemeteries by the Town of Stevensville



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:	Bob Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/11/2024
Agenda Topic:	Discussion/Decision: Resolution No. 538 a Resolution Adopting a Fee Schedule & Charges for Town Cemeteries by the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/11/2024
Notes:	The fee schedule and charges for cemeteries was amended in FY 21/22. Changes that are presented include an additional \$100.00 fee for opening and closings on Saturdays. Items to be removed from the cemeteries fee schedule are delivery charges of \$40.00 and engraving fees of \$101.00 for niche plaques. The town no longer delivers the niche plaques to Missoula for engraving, the owner of the niche is responsible for this portion.

RESOLUTION NO. 538

**A RESOLUTION ADOPTING A FEE
SCHEDULE & CHARGES FOR
TOWN CEMETERIES
BY THE TOWN OF STEVENSVILLE**

WHEREAS, MCA 7-1-4123(7) authorizes local governments to charge reasonable fees for the provision of services; and

WHEREAS, the Stevensville Municipal Code provides that usage rates, service charges, and license and permit fees be appropriately set by resolution of the Town Council; and

WHEREAS, the Town Council periodically sets fees and charges for various services provided by the Town.

WHEREAS, grave spaces and cremation spaces; for town residents \$500.00 and non-residents \$750.00. Niche spaces; all residents \$600.00 (includes opening & closing).

WHEREAS, grave site opening and closing; for town residents \$250.00 and non-residents \$400.00. Cremation opening and closing; for town residents \$150.00 and non-residents \$250.00. 2nd Niche opening & closing \$150.00. Disinterment, all residents \$700.00.

WHEREAS, after hours opening and closings on (Saturdays 8:00 am-3:00 pm) have an extra \$100.00 fee. NO burials on Sundays or holidays, days and times during the week for burials are as follows: Monday-Friday 8:00 am-3:00 pm.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, hereby adopts the fees for town cemeteries with an effective date of the passing of the FY 24/25 Budget.

BE IT FURTHER RESOLVED THAT, the adoption of this resolution voids previous resolutions pertaining to Cemetery Fees.

PASSED AND ADOPTED, dated this 11th day of July 2024, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

e. Discussion/Decision: Resolution No. 539 a Resolution Adopting a Fee Schedule & Charges for Records Requests by the Town of Stevensville



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:	Bob Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/11/2024
Agenda Topic:	Discussion/Decision: Resolution No. 539 a Resolution Adopting a Fee Schedule & Charges for Records Requests by the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/11/2024
Notes:	

RESOLUTION NO. 539

**A RESOLUTION ADOPTING A FEE
SCHEDULE & CHARGES FOR
RECORDS REQUESTS
BY THE TOWN OF STEVENSVILLE**

WHEREAS, MCA 7-1-4123(7) authorizes local governments to charge reasonable fees for the provision of services; and

WHEREAS, the Stevensville Municipal Code provides that usage rates, service charges, and license and permit fees be appropriately set by resolution of the Town Council; and

WHEREAS, the Town Council periodically sets fees and charges for various services provided by the Town.

WHEREAS, records requests can be obtained through Town Hall; the Town Clerk, Stevensville City Court; the Court Clerk, Fire Department; the Fire Clerk, Police Department; the Police Clerk/Chief of Police.

WHEREAS, general, fire and police records requests \$5.00 plus \$.50 per page; research-based records requests \$15.00 per hour; audio copies of meetings (consult with clerk) \$15.00 per audio; archived documents/multiple files search (documents outside the current fiscal year) \$25.00 per search.

WHEREAS, city court records requests \$5.00 per name search (current year), \$25.00 per name (outside current year).

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, hereby adopts the fees for records requests with an effective date of the passing of the FY 24/25 Budget.

BE IT FURTHER RESOLVED THAT the adoption of this resolution voids previous resolutions pertaining to Records Request Fees.

PASSED AND ADOPTED, dated this 11th day of July 2024, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

f. Discussion/Decision: Resolution No. 540 a Resolution Adopting a Fee Schedule for Special Events and Park Use by the Town of Stevensville



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:	Bob Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/11/2024
Agenda Topic:	Discussion/Decision: Resolution No. 540 a Resolution Adopting a Fee Schedule for Special Events and Park Use by the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/11/2024
Notes:	<p>Special event and park use fees were last adopted FY 21/22. Removal of special event application fee.</p> <p>Removal of breakdown on number of people permit fees, one set fee for all special event permits, regards the number of people.</p> <p>Road closure fee is unchanged.</p> <p>Power panel fee is unchanged.</p> <p>Special event w/alcohol fee is unchanged.</p> <p>Currently there is a fee for setup and moving of stages , \$100.00 per stage. Proposal is for the stage setup and moving fee would not pertain to Stevensville Civic Club Events but would still have a \$100.00 fee per stage for any other person or club to rent.</p> <p>Bonfire permit fee unchanged.</p> <p>Currently there is one fee set for annual events and that is for the farmers market, one time fee of \$100.00 per season. Proposal is to call it an Annual Event Fee \$100.00 per season. Annual Event is defined as Farmers Market, Creamery Picnic, Scarecrow Festival and Country Christmas.</p> <p>Removal of organized league field use fee.</p> <p>Pavilion rentals have been split, resident \$30.00 and non-resident \$50.00, proposal for pavilion rentals is a flat fee of \$40.00 per rental.</p>

RESOLUTION NO. 540

**A RESOLUTION ADOPTING A FEE
SCHEDULE & CHARGES FOR
SPECIAL EVENTS AND PARK USE
BY THE TOWN OF STEVENSVILLE**

WHEREAS, MCA 7-1-4123(7) authorizes local governments to charge reasonable fees for the provision of services; and

WHEREAS, the Stevensville Municipal Code provides that usage rates, service charges, and license and permit fees be appropriately set by resolution of the Town Council; and

WHEREAS, the Town Council periodically sets fees and charges for various services provided by the Town.

WHEREAS, Special Event Permit Fee is set at \$125.00, Special Event Permit Fee for Road Closures is \$25.00 per block that is closed, Power Panel Fee is set at \$20.00 per panel, Special Event W/Alcohol Fee is set at \$200.00, Stage Setup and Moving Fee \$100.00 per event/per stage (this fee does not pertain to the Stevensville Civic Club Events, Bonfire Permit Fee \$50.00; and

WHEREAS, Annual Event Fee is set at \$100.00 per season, not to include Special Event Permit Fee, Special Event Road Closures, Power Panel Fee, Special Event w/Alcohol Fees; and

WHEREAS, Annual Events are defined as Farmers Market, Creamery Picnic, Scarecrow Festival and Country Christmas.

WHEREAS, Pavilion Rental Fee is set at \$40.00 per rental.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, hereby adopts the fees for special events and park use with an effective date of the passing of the FY 24/25 Budget.

BE IT FURTHER RESOLVED THAT the adoption of this resolution voids previous resolutions pertaining to Special Event and Park Use Fees.

PASSED AND ADOPTED, dated this 11th day of July 2024, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

g. Discussion/Decision: Resolution No. 541 a Resolution Adopting a Charge for Fingerprinting Services



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:	Bob Michalson
Second Person Submitting the Agenda Item:	Jenelle Berthoud, Town Clerk
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/11/2024
Agenda Topic:	Discussion/Decision: Resolution No. 541 a Resolution Adopting a Charge for Fingerprinting Services
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/11/2024
Notes:	Fingerprinting fees were set by Resolution No. 427 at \$20.00 per card. Proposed increase is to \$25.00 per fingerprint card.

RESOLUTION NO. 541

**A RESOLUTION ADOPTING A CHARGE FOR
FINGERPRINTING SERVICES
BY THE TOWN OF STEVENSVILLE**

WHEREAS, MCA 7-1-4123(7) authorizes local governments to charge reasonable fees for the provision of services; and

WHEREAS, the Stevensville Municipal Code provides that usage rates, service charges, and license and permit fees be appropriately set by resolution of the Town Council; and

WHEREAS, the Town Council periodically sets fees and charges for various services provided by the Town.

WHEREAS, Fingerprint cards are set at \$25.00 per card.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, herby adopts charges for Fingerprinting Services with an effective date of the passing of the FY 24/25 Budget.

BE IT FURTHER RESOLVED THAT the adoption of this resolution voids previous resolutions pertaining to Fingerprinting Fees.

PASSED AND ADOPTED, dated this 11th day of July 2024, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

h. Discussion/Decision: Resolution No. 542 a Resolution Adopting a Fee Schedule and Charges for Ambulance Fees by the Town of Stevensville



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:	Bob Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/11/2024
Agenda Topic:	Discussion/Decision: Resolution No. 542 a Resolution Adopting a Fee Schedule and Charges for Ambulance Fees by the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/11/2024
Notes:	Ambulance charges and fees were adopted in FY 21/22. There are no proposed changes to the current fees.

RESOLUTION NO. 542

**A RESOLUTION ADOPTING A FEE
SCHEDULE & CHARGES FOR
AMBULANCE FEES
BY THE TOWN OF STEVENSVILLE**

WHEREAS, MCA 7-1-4123(7) authorizes local governments to charge reasonable fees for the provision of services; and

WHEREAS, the Stevensville Municipal Code provides that usage rates, service charges, and license and permit fees be appropriately set by resolution of the Town Council; and

WHEREAS, the Town Council periodically sets fees and charges for various services provided by the Town.

WHEREAS, Ambulance Fees are as follows:

Ambulance Mileage: \$10.00 per loaded mile
Transport, BLS Emergent: \$500.00
Oxygen (1/2-hour increments): \$30.00
Defibrillation Supplies : \$125.00
BLS Routine Supplies: \$25.00
Ambulance Attendants: \$150.00

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, hereby adopts the fees for Ambulance Services with an effective date of the passing of the FY 24/25 Budget.

BE IT FURTHER RESOLVED THAT the adoption of this resolution voids previous resolutions pertaining to Ambulance Fees.

PASSED AND ADOPTED, dated this 11th day of July 2024, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

i. Discussion/Decision: Resolution No. 543 a Resolution Adopting a Fee Schedule and Charges for General Public Works Fees by the Town of Stevensville



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:	Bob Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/11/2024
Agenda Topic:	Discussion/Decision: Resolution No. 543 a Resolution Adopting a Fee Schedule and Charges for General Public Works Fees by the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/11/2024
Notes:	Previous general public works fees were adopted in FY 21/22. Town employee w/backhoe currently at \$135.00 per hour, proposed rate is \$150.00 per hour. Town employee w/truck unchanged. Town employee w/Dump Truck currently at \$75.00 per hour, proposed rate is \$150.00 per hour. Town employee currently at \$25.00 per hour, proposed rate is \$40.00 per hour. Snow removal unchanged.

RESOLUTION NO. 543

**A RESOLUTION ADOPTING A FEE
SCHEDULE & CHARGES FOR
GENERAL PUBLIC WORKS FEES
BY THE TOWN OF STEVENSVILLE**

WHEREAS, MCA 7-1-4123(7) authorizes local governments to charge reasonable fees for the provision of services; and

WHEREAS, the Stevensville Municipal Code provides that usage rates, service charges, and license and permit fees be appropriately set by resolution of the Town Council; and

WHEREAS, the Town Council periodically sets fees and charges for various services provided by the Town.

WHEREAS, General Public Works Fees are as follows:

- Town Employee w/Backhoe: \$150.00 per hour
- Town Employee w/Truck: \$50.00 per hour
- Town Employee w/Dump Truck: \$150.00 per hour
- Town Employee: \$40.00 per hour
- Snow Removal (non-compliance): \$50.00 per snow removal

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, hereby adopts the fees for General Public Works with an effective date of the passing of the FY 24/25 Budget.

BE IT FURTHER RESOLVED THAT the adoption of this resolution voids previous resolutions pertaining to General Public Works Fees.

PASSED AND ADOPTED, dated this 11th day of July 2024, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

j. Discussion/Decision: Resolution No. 544 a Resolution Adopting a Fee Schedule and Charges for Excavation Fees by the Town of Stevensville

RESOLUTION NO. 544

**A RESOLUTION ADOPTING A FEE
SCHEDULE & CHARGES FOR
EXCAVATION FEES
BY THE TOWN OF STEVENSVILLE**

WHEREAS, MCA 7-1-4123(7) authorizes local governments to charge reasonable fees for the provision of services; and

WHEREAS, the Stevensville Municipal Code provides that usage rates, service charges, and license and permit fees be appropriately set by resolution of the Town Council; and

WHEREAS, the Town Council periodically sets fees and charges for various services provided by the Town.

WHEREAS, Excavation Fees are as follows: Paved Excavation Fee \$150.00. Un-paved Excavation Fee \$75.00. Curb-cut Fee \$150.00.

NOW THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Stevensville, hereby adopts the fees for Excavation with an effective date of the passing of the FY 24/25 Budget.

BE IT FURTHER RESOLVED THAT the adoption of this resolution voids previous resolutions pertaining to Excavation Fees (previously known as Streets & Transportation).

PASSED AND ADOPTED, dated this 11th day of July 2024, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

Bob Michalson, Mayor

Jenelle S. Berthoud, Town Clerk



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:	Bob Michalson
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/11/2024
Agenda Topic:	Discussion/Decision: Resolution No. 544 a Resolution Adopting a Fee Schedule and Charges for Excavation Fees by the Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/11/2024
Notes:	Previously known as Streets and Transportation in the fee schedule adopted in FY 21/22. No changes are being proposed to the fees.