



**Stevensville Town Council Meeting  
Agenda for  
THURSDAY, SEPTEMBER 26, 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 09/12/2024](#)
5. Approval of Bi-Weekly Claims
6. Guests
  - a. Denning, Downey & Associates, Presentation of Audit for FY 23/24
7. Public Hearings
  - a. [Preliminary Budget for Fiscal Year 2024-2025](#)
8. New Business
  - a. Discussion/Decision: Consent to the Mayor's Appointment of Brian Germane as the new Airport Manager
  - b. Informational: Jessica Cochrell as the new Fire and Court Clerk
  - c. Discussion/Decision: Agreement Between the Town of Stevensville and the Stevensville School District School Resource Officer Program
  - d. Discussion/Decision: Resolution No. 556 a Resolution for Adopting a Budget and Adopting Wages and Salaries for the Town of Stevensville, Montana
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 09/12/2024

## Stevensville Town Council Meeting Minutes

for THURSDAY, SEPTEMBER 12, 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)

Nena Williams, 105 College Street: I just wanted to find out if there was any progress on the land that I would like to lease for my flower garden.

Mayor Michalson: Jenelle found some old paperwork from Cindy and as soon as the budget is passed, we can start the process. In October, the budget is priority number one.

4. Approval of Minutes

Mayor Michalson: introduced all of the meeting minutes as one item a-g.

- a. Special Town Council Meeting Minutes 08/06/2024
- b. Town Council Meeting Minutes August 8, 2024
- c. Town Council Meeting Minutes August 22, 2024
- d. Budget Workshop Minutes 08/27/2024
- e. Special Town Council Meeting Minutes August 29, 2024
- f. C.O.W. Meeting Minutes September 4, 2024
- g. Budget Workshop Meeting Minutes September 5, 2024

Councilmember Smith: I move that we approve council minutes A-G on the agenda.

Councilmember Brown: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion? Comments from the public?

### PUBLIC COMMENT

Sarah Lucas, Grizzly Way here for my mother: I have a question on e. C.O.W. meeting. I was hoping to see something on the agenda for a committee on the assistance program. There was a discussion about that.

Jenelle Berthoud, Town Clerk: yes, that was talked about at the meeting, but I did not receive anything from the council on putting this on the agenda.

Sarah Lucas: is this something that I can do.

Mayor Michalson: you are more than welcome to put an agenda item in. Any other comments, seeing none, 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 #19179-#19233

Mayor Michalson: introduced approval of bi-weekly claims, #19179-#19233.

Councilmember Smith: I move that we approve claims #19179-#19233.

Councilmember Nelson: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion?

Councilmember Barker: #19181, Ravalli County Sheriff's Department, Zercure I see three of them on here why is that and two of them are very large.

Gina Crowe, Finance Officer: Central Square, the county decided that they would take on the payments.

John Boe, Chief of Police: we have the basic program.

Mayor Michalson: and this is something that is required?

John Boe, Chief of Police: yes.

Councilmember Barker: is that something that we are going to see quiet regularly?

Gina Crowe: you will probably see them quarterly. They are actually all yearly.

Councilmember Barker: #19226, Western States equipment and #19227.

Mayor Michalson: I believe that this the maintance on the big generator at the plant.

Stephen Lassiter, Public Works Director: yes, the well house and the plant. Yearly maintenance.

Councilmember Barker: #19231 HDR is the completion for the final project?

Gina Crowe: part of the final design, not the end.

Mayor Michalson: I will get into that in my executive report.

Councilmember Barker: I see that is says, budgeted and budgeted remaining.

Gina Crowe: I have to break it out like that for DNRC.

Councilmember Brown: #19186 and #19218, Rex Olsen Trucking, A/C repair. Is that one bill of two bills?

Gina Crowe: those are separate bills for the fire truck.

Councilmember Brown: is it for the same thing?

Gina Crowe: I think that they had an issue with the A/C in the truck and then they had to take it back.

Councilmember Brown: Credit card charges, I see we have hotel reservation for Colette if I remember correctly Colette will no longer be here.

Gina Crowe: it shows it there, it crosses months, and it will credit next month.

Councilmember Brown: #19191, is this something that we will be able to claim through MMIA?

Mayor Michalson: I do not believe so, it is something that they have been doing every year, it is for spraying of trees on Main Street.

Councilmember Brown: #19198 for M&M any information back from them on the RFP out for bids. Is that still going?

Jenelle Berthoud: Mr. Germane and I completed that with Diane and the FAA. That went on the website yesterday and we are taking bids until October 2<sup>nd</sup>.

Councilmember Brown: thank you

Councilmember Smith: #19206 the inspection fees and plan review.

Gina Crowe: it is not one building, it could be many. It could be building, electrical, plumbing and mechanical.

Mayor Michalson: any other comments from the council? Public comment? Seeing none, 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

Mayor Michalson: we do not have an airport manager, but we have had five applications for the airport manager.

b. Building Department

IN THE PACKET

c. Finance

NONE

d. Fire Department

IN THE PACKET

e. Police Department

John Boe, Chief of Police gave his report to the council tonight on paper and presented the report in person.

f. Public Works

IN THE PACKET

Stephen Lassiter: meter replacements, we went from 180 unread meters and today we have 99. And we did 8 this week so hopefully 91. It is going so well because of the system, Andrena making the appointments and Cody replacing them. Pine Street we are still working on getting some meter pits there with ARPA money. that is all in four months. Thank you to Andrena and Cody.

Mayor Michalson: next week you are going to do all of Mission Street.

Stephen Lassiter: we are going to shoot for 23. 8-10 a week is pretty good.

Mayor Michalson: you are always going to have some failures, George figured 20-30 a month. Like I have said while I am here, my goal is to get a meter pit in every house. I want to thank you for doing the gravel on the alley way on Pine Street.

7. Guest

a. Fred Thomas, I am here as the building committee for Saint Mary's Catholic Church. We are planning on adding on to the church. My purpose of being here tonight is to talk parking and about the alley way. (provided the council with pictures to reference to) We would like to use the alley way for parking, this would be for Sunday's. We would like to put in the parking, this would not change the land ownership just the use of it. This would be for public parking. Lastly the parking line along this road, let me say on the outside, is not our land along the

outside of that lot. What you will find if you go up to the bank here, it is a parking lot, it is paved for parking. So that is what we would like to do, the same thing that has been done along Main Street. Try to answer any questions that you may have.

Councilmember Nelson: the block in question, who owns it.

Fred Thomas: we can not affect them at all. Between the church and the house.

Councilmember Nelson: so, it is public property?

Fred Thomas: there is nothing that shows, just along the street area. If you look along the side streets on 3<sup>rd</sup> Street, there is a strip on land that is just developed for parking.

Councilmember Baker: so, nobody owns this piece of property, but the town? This pretty confusing, just like Ramona Vance wanting to use parts of property. It sounds wonderful and not having the specifics.

Councilmember Brown: I think Stacie is asking for site layout plan with ownership.

Councilmember Barker: instead of what you want to do with it but who owns it.

Mayor Michalson: if it is town property.

Councilmember Barker: I want to see who owns what before we vote on anything.

Fred Thomas: the lot that we are talking about scrapping and adding gravel is owned by the church. It is the area of land around it. We can make that clear.

Mayor Michalson: any other questions? Thank you, Fred.

## 8. New Business

### a. Discussion/Decision: Scarecrow Festival 2024 Warming Station/Smores

Mayor Michalson: introduced new business item a, Scarecrow Festival 2024 Warming Station/Smores.

Gretchen Spies: I am normally the one that fills out the permit. And Loey did it and the burn barrel was left off. I understand that if there is anything going on with weather or fire.

Mayor Michalson: that sits by the old Rocky Mountain Bank. It was just an oversight.

Councilmember Barker: I make a motion to approve the Scarecrow Festival 2024 Warming Station/Smores.



Councilmember Nelson: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion?

Councilmember Barker: looking at the dates on the bottom, you have October 5<sup>th</sup> on west 3<sup>rd</sup>. we still have farmers market.

Gretchen Speis: yes, when you are done, we will set up.

Councilmember Nelson: are there going to be fire extinguishers handy?

Gretchen Speis: yes, and adults will be present.

Councilmember Brown: we did approve this.

Mayor Michalson: yes.

Jenelle Berthoud: everyone looked at this and it has been voted on. One thing when Ms. Loey turned it in was the warming station, that is the only change to the whole permit.

Mayor Michalson: any other comments? Seeing none, Jenelle, would you please take the vote.

Councilmember Smith: aye.

Councilmember Nelson: aye.

Councilmember Brown: aye.

Councilmember Barker: aye.

Mayor Michalson: passes 4-0

b. Discussion/Decision: Renewal of Town Attorney Contract, Effective October 15, 2024

Mayor Michalson: introduced new business item b, Renewal of Town Attorney Contract, Effective October 15, 2024. Has been our attorney since fall of 2021. I ran some numbers on the work that Greg has done. I took the numbers from January of this year to now. Greg's rate is \$165.00 per hour, so far from January to now \$412.50 for Burnt Fork Estates, \$1,468.50 for water rights, \$1,683.00 for Berta Farms, \$6,733.00 for his total. Right now, he is averaging about \$352.00 per month. As you know we have to have an attorney. I say that Greg and I have a good working relationship. If you choose to go another route it will, Greg has a good relationship with Ross Miller and the water rights.

Councilmember Barker: I make a motion for the Renewal of Town Attorney Contract, Effective October 15, 2024

Councilmember Smith: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion?

Councilmember Barker: one thing that concerns me is that you are running for HD 88, what is that going to leave us with.

Greg Overstreet: before the meeting I had this conversation with Councilmember Smith. If I was to win, I will be keeping two clients Stevensville and the Town of Philipsburg, I am looking at around 10 hours per month. I can easily do it.

Councilmember Barker: I here you say, 5 months. What does that 5 months look like?

Greg Overstreet: The 5 months in the legislature? The busy month is the last month. They do not meet on Saturdays and Sundays. I will have time to access my emails.

Councilmember Brown: In our discussion, reminder to the council when we go to vote. Because we are so deep in Berta Farms and our water rights if we put it out for bid, a new attorney would have to get into those files and then we would be billed for those hours.

Greg Overstreet: it would be a lot of time. There are few attorneys in Ravalli County, back in July of 2021. An RFP went out to all of the attorneys in Ravalli County and the rate that I charge is about a 1/3 of what I charge in Washinton state.

Councilmember Smith: I was reading through the contract, and it says 3 years. Looking through some of the MCA's it says a 2-year term.

Greg Overstreet: I only answer questions that I am asked. The past contract was based on the one before that. Written 3-year contract was modified by the statute.

Councilmember Smith: also, in the terms of duties I do not see you prosecuting.

Greg Overstreet: as you know I am not. My civil practice has grown so we have a town attorney and a prosecuting attorney.

Councilmember Smith: is she working under you.

Greg Overstreet: no, she works independently, and there is no need for her to work under me. It would cost more money for her time and my time, and she does a fantastic job.

Councilmember Barker: if we are going to put this contract in place, it needs to say 2 year not 3 year.

Mayor Michalson: easy to do. You can make a sub-motion.

Councilmember Barker: I would like to make an amendment to the motion that in the contract that it goes from a 3-year to a 2-year. For October 15, 2024-October 15, 2026.

Councilmember Smith: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Discussion on that amended motion. Public comment?

#### PUBLIC COMMENT

Melissa Bailey, College Street: page 91 of the packet. That the contractor should have a sub-contractor perform his duties. Is that voted on by the council or is that up to Mr. Overstreet.

Mayor Michalson: where is this now?

Councilmember Barker: is this similar to when you were out with COVID and you had the lady that came in and sat for you, she did not charge for anything. She came in and sat so that we had an attorney when he was gone. And he made that choice.

Greg Overstreet: she contacted the town and said that she would fill in.

Melissa Bailey: in the event that you had to go to Philipsburg for something and you need to appoint a substitute we would be obligated to pay them at \$165.00

Councilmember Barker: at no charge. At no additional cost to the town.

Greg Overstreet: it just happened that way. I go to Philipsburg and return phone calls and emails. It would be in an incapacity situation. There are other attorneys that I could call on. Other lawyers could step in.

Councilmember Barker: I think her question is, will we be charged.

Greg Overstreet: I would insist that it be at the same rate.

Melissa Bailey: if we are going to pay an additional attorney \$165.00 per hour do, we want the ability to approve who that attorney is. It just says that Mr. Overstreet is responsible for a substitute contractor.

Mayor Michalson: hopefully we never get to that.

Councilmember Barker: is there some sort of wording that needs to go in there.

Mayor Michalson: if the council would like to add that in. "the contractor shall be responsible at no additional cost to the town, a substitute contractor will perform the duties in his absence upon approval by the town council." We can add that in there. Any other comments from the public? Further comments from the council? I think that it can not hurt the town to have a town attorney on the legislature.

Greg Overstreet: I have been given a spot on the local government committee. They were tickled to have an attorney from a small town of 2000 and 950.

Councilmember Nelson: on that point there is no conflict of interest in the legal sense.

Greg Overstreet: no, councilmember Smith brought this up before the meeting. If this was of a personal nature.

Mayor Michalson: any other comments from the council, voting on the amendment.

Councilmember Brown: aye.

Councilmember Smith: aye.

Councilmember Barker: aye

Councilmember Nelson: aye.

Mayor Michalson: passes 4-0 on the amendment

Councilmember Smith: can I get that language into the contract, the way that you said it.

Mayor Michalson: motion on "the contractor shall be responsible for having available at not additional cost to the town a substitute contractor perform his duties while in his absence upon approval by the town council."

Councilmember Smith: I so move.

Councilmember Nelson: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup> to amend number 9. Council comments? Public comments? Seeing none, Jenelle please take the vote.

Councilmember Brown: aye.

Councilmember Smith: aye.

Councilmember Barker: aye.

Councilmember Nelson: aye.

Mayor Michalson: motion passes 4-0 on the amendment. Can I get a motion to approve the contract.

Councilmember Barker: make a motion to approve the renewal of the towns attorney contract effective October 15, 2024.

Councilmember Nelson: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Further discussion from the council? Public comments? Seeing none Jenelle take the vote.

Councilmember Brown: aye.

Councilmember Smith: aye.

Councilmember Barker: aye.

Councilmember Nelson: aye.

Mayor Michalson: passes 4-0

- c. Discussion/Decision: Resolution No. 457d, a Resolution of the Town of Stevensville, Town Council Amending Water & Sewer Billing Policies

Mayor Michalson: introduced new business item c, Resolution No. 457d, a Resolution of the Town of Stevensville, Town Council Amending Water & Sewer Billing Policies. This is clean up work and has to do with DEQ.

Councilmember Barker: I make a motion to approve Resolution No. 457d, a Resolution of the Town of Stevensville, Town Council Amending Water & Sewer Billing Policies

Councilmember Smith: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion?

Councilmember Barker: just reading through some of the other things in the policy why is it the water and sewer billing office are only from 8-4 when the office is open 8-5.

Jenelle Berthoud: that was approved when it went through last time, I think it is because Public Works is only here until 4:00. That has been there a long time.

Councilmember Barker: I was just curious as to why that hour was different.

Jenelle Berthoud: at the last council meeting when you approved this that was what was in there, the only thing that is being changed tonight is the addition of the DEQ fee.

Councilmember Barker: I must have missed it.

Jenelle Berthoud: Nancy had mentioned to me once that they only used to collect water bills until 4:00 so that they had the last hour to balance their till and close up.

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

Councilmember Barker: aye.

Councilmember Brown: aye

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

- d. Discussion/Decision: Resolution No. 548a, a Resolution Adopting a User Fee for Unmetered Water by the Town of Stevensville

Mayor Michalson: introduced new business item d, Resolution No. 548a, a Resolution Adopting a User Fee for Unmetered Water by the Town of Stevensville. this is basically another clean up. Bulk is just to vague.

Councilmember Smith: I move to approve Resolution No. 548a, a Resolution Adopting a User Fee for Unmetered Water by the Town of Stevensville

Councilmember Nelson: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Council discussion?

Councilmember Smith: I would just say that is a good change of wording.

Mayor Michalson: Public comments?

#### PUBLIC COMMENT

Pat Gronniger: you are saying that it is unmetered. The water coming out of the hydrant, how are you keeping track of that.

Jenelle Berthoud: those are filled out contracts and they report to us by the size of the truck that they are filling.

Pat Gronniger: so, we are working on merit and who is doing what.

Jenelle Berthoud: they have to have a key to use that hydrant and the only other hydrant that is being used is on South Ave.

Pat Gronniger: I just noticed the hose laying there.

Jenelle Berthoud: this is because that one is strictly being used by the Forest Service for the fire camp. They have a contract with us, and they are paying. The one on South is being used by Big Sky Utilities and they report to us by email.

Councilmember Smith: the Forest Service is filling up for the camp how are they paying? Three years from now?

Jenelle Berthoud: they come in and pay with a credit card and takes place at the end of their fire camp.

Councilmember Smith: I have heard stories.

Jenelle Berthoud: always check in with the town.

Mayor Michalson: any other comments from the council or the public. Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

#### 9. Board Reports

Mayor Michalson: I attended the airport board meeting last night. At the meeting the curtesy car status came up, gravel pit status and they are still working on

that, I brought up leases there is probably 30,000 in unpaid leases. Next week the girls and I will get together and get the leases out. I will give them 30 days, and then I will take the chief up and put locks on them. The Hawthorne Fuel status, Hawthorne is willing to sell the tank back to us, but there may need to be an assessment on the tank before we pay \$20,000 for the tank. Tyler brought up a good point that we put the fuel tank into the current grant funding. We have five applicants for the airport manager position, I will be bringing a person forth at the next council meeting.

10. Town Council Comments

Councilmember Brown: I need to inform the public that an email was sent to council and the mayor. I would like all councilmembers to read their town council rules. (councilmember Brown provided a typed statement that is included in the minutes of this meeting). I also have concerned citizens if we have started to garnish the wages for the fines that were supposed to be paid back to the town by Mr. Dewey.

Councilmember Barker: I need to touch on a few things, I wish that Sarah would have stayed about the COW meeting. I spoke to Joyceann about the Stevensville Foundation. We have a meeting next week, September 26<sup>th</sup> and we are going to also meet with Sandy that is the treasurer and talk about the help for you program. On the website there is budget billing, maybe that is something that people can do. The yellow crossing flags, many citizens have commented that they look dingy and dirty and unattractive for our town. They would like to see the flags go, we are not a big city, and they would like to see them go. The construction trucks in Creekside was the issue resolved on the excess use off of Sassafras was there ever a solution for an alternative route. We had a gentleman come to us from Park Street parking were we able to have proper patrol for the parking concern.

11. Executive Report

Mayor Michalson: on 8/27/24 I did a walk through with Stephen and Riley Lubbers on Spring Street, I think that it looks really good. 8/29/24 I attended a water systems class with Stephen Lassiter and his team they get credits and a start on the certification. On Sunday I will be doing a proclamation for Ralph Serrette. Also had a meeting with HDR with Jenelle, Steve and Gina about Park Street and drainage. Pine Street is a different deal, they will be telling PCI that this will be going to DEQ. Also discussed the remaining ARPA money for the SCADA system and meter pits. Spring Street and Railroad Street are wrapping up. I would like to thank HB355, which gave the town \$144,000.00 dollars. I would like to thank HDR, Riley Lubbers, MR Asphalt, thank former mayor Steve Gibson, I would like to thank councilmembers past and present, Nancy Lowell, Cindy Brown, Isaiah Nelson, Stacie Barker and Wallace Smith. I would like to thank public works, former Steve Kruse, Steve Lassiter, Glenn Beiss, Matt and Jeff Wilkinson, and Cody Anderson. I would like to thank the town staff, Jenelle Berthoud, Robert Underwood, Gina Crowe and Andrena Case. I want to thank all the citizens of Spring Street and for your patience, we have talking about

Spring street being done and now it is. I want to move to the Mission Street Water Main Replacement Project. I want to thank the president of the United States and congress that passed the ARPA grant, they gave us \$1.1 million dollars. Need to thank the current and former presidents. I want to thank the council and former mayors Brandon Dewey and Steve Gibson. The ARPA grant came to fruition in 2021, and I was on the council then, why are we doing this and paying HDR. I need to thank the councilmembers at the time, Jaime Devlin, Patrick Shourd, Karen Wandler, Dempsey Vick, Robin Holcomb, Paul Ludington, Marilyn Wolff, Nancy Lowell, Isaiah Nelson, Wallace Smith, Stacie Barker, Cindy Brown. I want to thank all of those councilmembers for putting in the time. I would like to thank public works past and now, Steve Kruse, Steve Lassiter, Cody Anderson, Glenn Beiss, Jeff and Matt Wilkinson I want to thank them for their hard work and putting these projects together. I want to thank the town staff former and present Pam Sosa, Jenelle Berthoud, Gina Crowe, Melanie Sawyer and Andrena Case for their hard work and keeping it going. I want to thank you all.

12. Adjournment

Councilmember Smith: I move.

Councilmember Nelson: 2<sup>nd</sup>.

**APPROVE:**

**ATTEST:**

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**Bob Michalson, Mayor**

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**Jenelle S. Berthoud, Town Clerk**



## Council Comments

I need to inform the public and the council that on August 29, 2024 we had an email incident that may have created an inadvertent violation of the Montana Public Open Meeting as defined under MCA 2-3-202. An email was sent to the mayor and all of the Town Council Members from one council member stating that one member would not be in attendance at the September 5, meeting.

By emailing more than one member of the council at the same time this potentially establishes a quorum of the council.

In this particular case incident the correct procedure as delineated in the Town of Stevensville Council Rules Part XIII paragraph 1 is as follows:

- A Town Council Member desiring to be absent from the Town continuously for 10 calendar days or more shall submit a written or electronic request for permission to be absent to the Town Clerk's office.
- The request shall be directed to the Town Council Members and the Mayor. The Town Clerk shall forward a copy to the Town Council Members request to be absent to each Town Council member and the Mayor.
- If three or more Council Members have an objection to the absence, they may object, in writing or via email, within three calendar days after a copy of the request for absence has been sent to the Town Council Members (by the Town Clerk)
- General information, anytime a member of the council emails more than one other council member, a quorum has potentially been established electronically. This is a potential violation of the Open Meeting Laws in the State of Montana.
- If the Mayor emails more than two council members at the same time, there is a potential establishment of a quorum. This is the reason communications between Council Members and between the Council and the Mayor need to be sent to the Clerk. The Clerk can provide information to the council and the mayor without establishing a quorum. The information is sent to the council and there is no group discussion. Any replies to an email should be sent individually from a Council Member to the Clerk. Thus no discussion between council members occurs.
- The same thing applies to conference calls. One Council Member call another member, but no three members of the council may be on the same call. The same applies to the Mayor and Council. Two Members of the Council and the Mayor may be on a call together, but not three members. This prevents an establishment of a quorum. However, the number of members actually on the Council determine a quorum. 3 of 4 members, or 2 of 3, etc., establish a quorum.

Secondly, I would like all the members to please review the Town of Stevensville Council Rules especially Part VI Section 1. Item, 1 Every member desiring to speak shall address the presiding officer and, upon recognition, shall confine himself/herself to the question under debate. All comments and questions shall be directed to the Presiding Officer and not to another member of the council, public or staff. This is consistent with the Council Rules and Roberts Rules of Order. No member of the public may directly engage in a conversation with the Council, not a member of the Staff without first obtaining concurrence from the presiding Officer.

- For example, if a Ward X Council member needs further information from the Treasurer regarding an item, the member will seek to be acknowledged by the Presiding Officer. Once recognized, the Member will make the request to the Presiding Officer not the Treasurer. The Presiding Officer may request the information from the Treasurer as a Presiding Officer request to the Treasurer or he may authorize the Treasurer to provide the information directly to the Council. But unless authorized by the Presiding Officer no council member may address the staff and the staff may not address a member of the Council.
- The same applies to the public. Public comment is public comment, not question and answer unless it is placed on the agenda as so. Unless the Presiding Officer authorizes it, no Council Member may address a member of the public.
- During the presentation of an agenda item, questions by the Council may arise. As such they must be administered in the same way as stated above.

And lastly once, when a Meeting of the Council has been, adjourned the members need to disperse and not discuss any town business amongst themselves in such a manner as to not establish a quorum.

## Open Meetings

### Page 3

A “ministerial” decision or action is one that is generally performed pursuant to legal authority, and requires no exercise of judgment. Id.

Notice of a meeting must be given sufficiently in advance of the meeting to permit the public to attend. Id.; Montana Code Annotated § 2-3-103. The amount of notice required “should increase with the relative significance of the decision to be made,” with the ultimate goal of encouraging and assisting citizen participation. See 47 Op. Att’y Gen. No. 13 at 6 (1998). In the case of county commission meetings, the Attorney General has suggested that 48 hours advance notice should generally be considered “sufficient to notify the public of contemplated action.” 47 Op. Att’y Gen. No. 13 at 6 (1998). However, each case will be considered based on its own unique facts, and depending on the circumstances less than 48 hours notice may be adequate. See Jones v. Missoula County, 330 Mont. 205, 127 P.3d 406 (2006).

Failure to comply with the notice requirements may subject any decision made in violation of the requirement to be voided under Montana Code Annotated § 2-3-213.

### Closing a Meeting

Montana Code Annotated § 2-3-203 lists the circumstances under which a public meeting may be closed. The most litigated exception to the open meeting requirement is the one expressed in subsection (3) of the statute:

(3) The presiding officer of any meeting may close the meeting during the time the discussion relates to a matter of individual privacy and then if and only if the presiding officer determines that the demands of individual privacy clearly exceed the merits of public disclosure. The right of individual privacy may be waived by the individual about whom the discussion pertains and, in that event, the meeting must be open.

The presiding officer of the agency or public body that holds the meeting makes the determination whether to close the meeting. In making the determination, the officer must balance the demands of individual privacy against the constitutional right to know, which can be a difficult process depending on the circumstances. If the presiding officer determines that a meeting should be closed pursuant to this subsection, he or she should state on the record that a determination has been made that the demands of individual privacy clearly exceed the merits of public disclosure.

The right to privacy is guaranteed by Article II, Section 10 of the Montana Constitution:

**Right of privacy.** The right of individual privacy is essential to the well-being of a free society and shall not be infringed without the showing of a compelling state interest.

## Open Meetings

Montana's open meeting and public participation laws are based on two fundamental rights contained in the Montana Constitution. Article II, Section 9 contains a strong right to know provision:

**Right to know.** No person shall be deprived of the right to examine documents or to observe the deliberations of all public bodies or agencies of state government and its subdivisions, except in cases in which the demand of individual privacy clearly exceeds the merits of public disclosure.

Article II, Section 8 guarantees the right of public participation:

**Right of participation.** The public has the right to expect governmental agencies to afford such reasonable opportunity for citizen participation in the operation of the agencies prior to the final decision as may be provided by law.

In the case of meetings of public agencies and other entities, these constitutional rights are primarily implemented through Montana's open meeting laws, codified at Montana Code Annotated §§ 2-3-201 through 2-3-221. See SJL of Montana v. City of Billings, 263 Mont. 142, 147, 867 P.2d 1084 (1993). The general provision for open public meetings is contained in Montana Code Annotated § 2-3-203(1), which provides:

**Meetings of public agencies and certain associations of public agencies to be open to public -- exceptions.** (1) All meetings of public or governmental bodies, boards, bureaus, commissions, agencies of the state, or any political subdivision of the state or organizations or agencies supported in whole or in part by public funds, or expending public funds, including the supreme court, must be open to the public.

...

(3) The presiding officer of any meeting may close the meeting during the time the discussion relates to a matter of individual privacy and then if and only if the presiding officer determines that the demands of individual privacy clearly exceed the merits of public disclosure. The right of individual privacy may be waived by the individual about whom the discussion pertains and, in that event, the meeting must be open.

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## Open Meetings

### Page 2

#### What is a Meeting?

Under the open meeting laws, a “meeting” is very broadly defined as “. . . the convening of a quorum of the constituent membership of a public agency or association . . . , whether corporal or by means of electronic equipment, to hear, discuss, or act upon a matter over which the agency has supervision, control, jurisdiction, or advisory power.” Montana Code Annotated § 2-3-202.

A “quorum” is defined as “a majority of the entire body” when members are acting as a group, “not merely the action of a particular number of members as individuals.” 42 Op. Att’y Gen. No. 51 at 200-01. The same opinion found that the terms “discuss,” “deliberations,” and “discussions” contemplate “collective discussion and collective acquisition of information among the ‘constituent membership’ of the agency.” Id. At 201.

An agency may not appoint any committee or subcommittee for the purpose of conducting business that is within the jurisdiction of the agency in order to avoid the requirements of the open meeting laws. Montana Code Annotated § 2-3-203(6).

There is no statutory distinction between a “regular” or “special” meeting for purposes of determining whether it is a “meeting” subject to the open meeting laws. See Montana Code Annotated § 2-3-202.

A “meeting” subject to the open meeting laws occurs regardless of whether it is conducted in person, by telephone conference call, by videoconferencing, or by email. See Montana Code Annotated § 2-3-202 (“whether corporeal or by means of electronic equipment . . .”).

#### Notice of the Meeting

The open meeting laws themselves contain no explicit notice requirements. The notice requirement as it pertains to open meetings is derived from Montana’s public participation laws, and it attaches only when an issue is of significant public interest. See Montana Code Annotated § 2-3-103; Common Cause of Mont. v. Statutory Comm. To Nominate Candidates for Comm’r of Political Practices, 263 Mont. 324, 326, 329, 868 P.2d 604, 605, 607 (1994); Board of Trustees, Huntley Project Sch. Dist. No. 24 v. Board of County Comm’rs, 186 Mont. 148, 154, 606 P.2d 1069, 1072 (1980).

The term “significant public interest” is not defined for purposes of the open meeting laws. In the context of meetings of a county commission, the Attorney General has determined that the term refers to “any non-ministerial decision or action . . . which has meaning to or affects a portion of the community . . . .” 47 Op. Att’y Gen. No. 13 (1998).

**File Attachments for Item:**

a. Preliminary Budget for Fiscal Year 2024-2025

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

1000 GENERAL

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	20-21	21-22	22-23	23-24	Budget 23-24	Rec. 23-24	Budget 24-25	Change 24-25	Budget 24-25	Budget 24-25
<b>310000 TAXES</b>										
311010 Real Property Taxes	291,377	291,431	351,326	354,741	353,000	100%	360,000		360,000	102%
311020 Personal Property Taxes	1,892	1,681	2,190	2,480	2,200	113%	2,500		2,500	114%
311021 Mobile Homes	123	69	170	227	200	114%	230		230	115%
312000 P & I on Delinquent Taxes	135	118	1,014	703	500	141%	600		600	120%
314140 Local Option Tax	60,331	65,782	84,228	80,476	77,000	105%	74,000		74,000	96%
Group:	353,858	359,081	438,928	438,627	432,900	101%	437,330	0	437,330	101%
<b>320000 LICENSES AND PERMITS</b>										
322010 Alcohol Beverage Licenses	300	470		40	0	***%			0	0%
322014 CANNABIS MONEY			4,593	21,365	20,000	107%	15,000		15,000	75%
322030 Franchise Fees	11,579	12,059	12,319	12,184	12,200	100%	12,180		12,180	100%
323030 Animal Licenses	231	199	305	150	300	50%	150		150	50%
323050 Business Licenses	350	10,900	6,725	6,575	6,800	97%	7,000		7,000	103%
323056 Special Event Permits	795	1,435	2,160	765	2,000	38%	750		750	38%
Group:	13,255	25,063	26,102	41,079	41,300	99%	35,080	0	35,080	85%
<b>330000 INTERGOVERNMENTAL REVENUE</b>										
331021 Law Enforcement Block	471				0	0%			0	0%
334121 DNRC Grant	3,367	1,165			150	0%	150		150	100%
334991 COVID-19/Stimulus	291,836				0	0%			0	0%
335120 Gambling Machine Permits	7,325	5,750	3,825	3,550	5,000	71%	3,750		3,750	75%
335230 State Entitlement Share	216,842	220,706	229,559	238,711	238,609	100%	248,379		248,379	104%
337000 Local Grants				119	0	***%			0	0%
Group:	519,841	227,621	233,384	242,380	243,759	99%	252,279	0	252,279	103%
<b>340000 CHARGES FOR SERVICES</b>										
341010 Miscellaneous Collections			635	7,049	200	***%			0	0%
341041 Records Request Charges		110	81	45	80	56%	40		40	50%
342000 Public Safety			4,012		0	0%			0	0%
342010 Law Enforcement	900	1,209	10,529	1,140	1,200	95%	1,150		1,150	96%
342011 SRO Services		33,352	36,329	35,343	36,400	97%	36,000		36,000	99%
342013 Finger Printing Services	3,280	7,800	4,900	5,280	4,500	117%	5,000		5,000	111%
342020 Fire Protection	250				0	0%			0	0%
343320 Sale of Cemetery Plots	900	3,950	9,450	3,100	5,000	62%	3,100		3,100	62%
343340 Opening and Closing	1,400	6,475	4,300	3,775	4,300	88%	4,300		4,300	100%
346011 Pavilion Rental Fees		370	790	600	730	82%	600		600	82%
346013 Feild Use		63			0	0%			0	0%
346030 Swimming Pool Fees	17,436	14,263	17,257	28,643	19,300	148%	28,000		28,000	145%
346050 Recreation Program Fees	605	340			0	0%			0	0%
Group:	24,771	67,932	88,283	84,975	71,710	118%	78,190	0	78,190	109%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

1000 GENERAL

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	20-21	21-22	22-23	23-24	Budget 23-24	Rec. 23-24	Budget 24-25	Change 24-25	Budget 24-25	Budget 24-25
350000 FINES AND FORFEITURES										
351030 City Courts	19,665	13,421	13,311	10,709	13,500	79%	10,500		10,500	78%
Group:	19,665	13,421	13,311	10,709	13,500	79%	10,500	0	10,500	78%
360000 MISCELLANEOUS REVENUE										
360000 MISCELLANEOUS REVENUE	13,198	35,800	16,322	8,431	10,000	84%	5,400		5,400	54%
361000 Rents/Leases	5,055	5,216		5,000	5,000	100%	5,000		5,000	100%
362000 Other Miscellaneous	1,110	97			500	0%			0	0%
363000 Special Assessments	5	1			0	0%			0	0%
365000 Contributions and	6,804	2,500	4,995	15,166	0	***%			0	0%
365010 Private gifts and	2,000		500		0	0%			0	0%
367000 Sale of Junk or Salvage			5,364		0	0%	5,000		5,000	***%*
Group:	28,172	43,614	27,181	28,597	15,500	184%	15,400	0	15,400	99%
370000 INVESTMENT AND ROYALTY EARNINGS										
371010 Investment Earnings	4	434		30,266	2,600	***%	35,000		35,000	1346%
Group:	4	434		30,266	2,600	***%	35,000	0	35,000	1346%
380000 Other Financing Sources										
382010 Sale of General Fixed		243,157			0	0%			0	0%
383000 Interfund Operating			534,862	-492,966	11,000	***%			0	0%
Group:		243,157	534,862	-492,966	11,000	***%	0	0	0	0%
Fund:	959,566	980,323	1,362,051	383,667	832,269	46%	863,779	0	863,779	104%



TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

30 AMBULANCE

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	20-21	21-22	22-23	23-24	Budget 23-24	Rec. 23-24	Budget 24-25	Change 24-25	Budget 24-25	Budget 24-25
340000 CHARGES FOR SERVICES										
342050 Ambulance Services		720			0	0%			0	0%
Group:		720			0	0%	0	0	0	0%
380000 Other Financing Sources										
383000 Interfund Operating	10,000		6,000	5,750	5,750	100%	5,600		5,600	97%
Group:	10,000		6,000	5,750	5,750	100%	5,600	0	5,600	97%
Fund:	10,000	720	6,000	5,750	5,750	100%	5,600	0	5,600	97%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

40 PLANNING

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
340000 CHARGES FOR SERVICES										
341070 Planning Fees	3,686	5,167	3,381	6,805	5,000	136%	6,500		6,500	130%
Group:	3,686	5,167	3,381	6,805	5,000	136%	6,500	0	6,500	130%
370000 INVESTMENT AND ROYALTY EARNINGS										
371010 Investment Earnings					90	0%			0	0%
Group:					90	0%	0	0	0	0%
380000 Other Financing Sources										
383000 Interfund Operating		10,000			0	0%			0	0%
Group:		10,000			0	0%	0	0	0	0%
Fund:	3,686	15,167	3,381	6,805	5,090	134%	6,500	0	6,500	128%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

50 TAX INCREMENT FINANCE DISTRICT

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
310000 TAXES										
311001 TIF Revenue	21,710	4,083	10,910	48,125	4,000	***%	25,000		25,000	625%
Group:	21,710	4,083	10,910	48,125	4,000	***%	25,000	0	25,000	625%
330000 INTERGOVERNMENTAL REVENUE										
335230 State Entitlement Share		21,770			0	0%			0	0%
Group:		21,770			0	0%	0	0	0	0%
370000 INVESTMENT AND ROYALTY EARNINGS										
371010 Investment Earnings					4,000	0%			0	0%
Group:					4,000	0%	0	0	0	0%
Fund:	21,710	25,853	10,910	48,125	8,000	602%	25,000	0	25,000	313%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

6 TARGETED ECONOMIC DEVELOPMENT DISTRICT

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
310000 TAXES										
311002 TEDD Revenue	9,678	9,630	11,873	17,815	10,000	178%	17,000		17,000	170%
Group:	9,678	9,630	11,873	17,815	10,000	178%	17,000	0	17,000	170%
330000 INTERGOVERNMENTAL REVENUE										
335230 State Entitlement Share		53				0%			0	0%
Group:		53				0%	0	0	0	0%
Fund:	9,678	9,683	11,873	17,815	10,000	178%	17,000	0	17,000	170%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

7 BUILDING CODE ENFORCEMENT

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
320000 LICENSES AND PERMITS										
323010 Building & Related	59,988	26,444	22,438	24,739	22,000	112%	23,000		23,000	105%
Group:	59,988	26,444	22,438	24,739	22,000	112%	23,000	0	23,000	105%
370000 INVESTMENT AND ROYALTY EARNINGS										
371010 Investment Earnings					1,000	0%			0	0%
Group:					1,000	0%	0	0	0	0%
Fund:	59,988	26,444	22,438	24,739	23,000	108%	23,000	0	23,000	100%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

8 DAYTON LIGHTING #1 DISTRICT 55

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
360000 MISCELLANEOUS REVENUE										
363000 Special Assessments	2,151	5,663	800	3,660	3,660	100%	3,750		3,750	102%
Group:	2,151	5,663	800	3,660	3,660	100%	3,750	0	3,750	102%
Fund:	2,151	5,663	800	3,660	3,660	100%	3,750	0	3,750	102%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

90 PETERSON ADDN LIGHTING #2 DISTRICT 80

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
360000 MISCELLANEOUS REVENUE										
363000 Special Assessments	1,900	4,662		2,655	2,655	100%	2,750		2,750	104%
Group:	1,900	4,662		2,655	2,655	100%	2,750	0	2,750	104%
Fund:	1,900	4,662		2,655	2,655	100%	2,750	0	2,750	104%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

100 GEO SMITH LIGHTING #3 DISTRICT 76

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
360000 MISCELLANEOUS REVENUE										
363000 Special Assessments	2,550	5,295	781	3,374	3,460	98%	3,500		3,500	101%
Group:	2,550	5,295	781	3,374	3,460	98%	3,500	0	3,500	101%
Fund:	2,550	5,295	781	3,374	3,460	98%	3,500	0	3,500	101%



TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

110 CREEKSIDE LIGHTING #4 DISTRICT 77

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
360000 MISCELLANEOUS REVENUE										
363000 Special Assessments	3,962	8,027	2,724	5,635	5,700	99%	6,500		6,500	114%
Group:	3,962	8,027	2,724	5,635	5,700	99%	6,500	0	6,500	114%
Fund:	3,962	8,027	2,724	5,635	5,700	99%	6,500	0	6,500	114%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

120 TWIN CREEKS LIGHTING #5 DISTRICT

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
360000 MISCELLANEOUS REVENUE										
363000 Special Assessments	2,694	6,656	4,847	6,649	6,625	100%	6,700		6,700	101%
Group:	2,694	6,656	4,847	6,649	6,625	100%	6,700	0	6,700	101%
Fund:	2,694	6,656	4,847	6,649	6,625	100%	6,700	0	6,700	101%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

130 POLICE TRAINING & PENSION

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
330000 INTERGOVERNMENTAL REVENUE										
335050 Insurance Premium	4,636	5,337		13,222	5,300	249%	8,000		8,000	151%
Group:	4,636	5,337		13,222	5,300	249%	8,000	0	8,000	151%
370000 INVESTMENT AND ROYALTY EARNINGS										
371010 Investment Earnings					275	0%			0	0%
Group:					275	0%	0	0	0	0%
Fund:	4,636	5,337		13,222	5,575	237%	8,000	0	8,000	143%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

140 GAS APPORTIONMENT TAX / BaRSAA

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
330000 INTERGOVERNMENTAL REVENUE										
335040 Gasoline Tax	36,421	37,256	36,782	358,282	356,884	100%	93,276		93,276	26%
Group:	36,421	37,256	36,782	358,282	356,884	100%	93,276	0	93,276	26%
370000 INVESTMENT AND ROYALTY EARNINGS										
371010 Investment Earnings					3,500	0%			0	0%
Group:					3,500	0%	0	0	0	0%
380000 Other Financing Sources										
383000 Interfund Operating				24,907	0	***%			0	0%
Group:				24,907	0	***%	0	0	0	0%
Fund:	36,421	37,256	36,782	383,189	360,384	106%	93,276	0	93,276	26%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

15 BaRSAA (HB 473)

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
330000 INTERGOVERNMENTAL REVENUE										
335040 Gasoline Tax	41,319	41,815	47,858		0	0%			0	0%
Group:	41,319	41,815	47,858		0	0%	0	0	0	0%
Fund:	41,319	41,815	47,858		0	0%	0	0	0	0%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

16 ECONOMIC DEVELOPMENT

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	20-21	21-22	22-23	23-24	Budget 23-24	Rec. 23-24	Budget 24-25	Change 24-25	Budget 24-25	Budget 24-25
320000 LICENSES AND PERMITS										
323050 Business Licenses	10,250			825	0	***%				0 0%
Group:	10,250			825	0	***%	0	0		0 0%
Fund:	10,250			825	0	***%	0	0		0 0%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

17 American Rescue Plan Act (ARPA)

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
330000 INTERGOVERNMENTAL REVENUE										
331990 COVID-19/Stimulus	264,635	266,227			0	0%			0	0%
Group:	264,635	266,227			0	0%	0	0	0	0%
Fund:	264,635	266,227			0	0%	0	0	0	0%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

18 CAPITAL IMPROVEMENTS

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
310000 TAXES										
311010 Real Property Taxes	9,551	9,465	548		0	0%			0	0%
311020 Personal Property Taxes	65	55	22		0	0%			0	0%
311021 Mobile Homes	4	2	1		0	0%			0	0%
312000 P & I on Delinquent Taxes	5	4	33	7	0	***%			0	0%
314140 Local Option Tax	2,028	2,151	198		0	0%			0	0%
Group:	11,653	11,677	802	7	0	***%	0	0	0	0%
360000 MISCELLANEOUS REVENUE										
362000 Other Miscellaneous	58				0	0%			0	0%
367000 Sale of Junk or Salvage	8,840				0	0%			0	0%
Group:	8,898				0	0%	0	0	0	0%
370000 INVESTMENT AND ROYALTY EARNINGS										
371010 Investment Earnings	20				95	0%			0	0%
Group:	20				95	0%	0	0	0	0%
380000 Other Financing Sources										
383000 Interfund Operating			6,400	-6,400	800	***%	10,200		10,200	1275%
Group:			6,400	-6,400	800	***%	10,200	0	10,200	1275%
Fund:	20,571	11,677	7,202	-6,393	895	***%	10,200	0	10,200	1140%



TOWN OF STEVENSVILLE  
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19 SIDEWALK IMPROVEMENT

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
370000 INVESTMENT AND ROYALTY EARNINGS										
371010 Investment Earnings	26	22	29	4	200	2%			0	0%
Group:	26	22	29	4	200	2%	0	0	0	0%
Fund:	26	22	29	4	200	2%	0	0	0	0%

TOWN OF STEVENSVILLE  
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20 FIRE ENGINE CAPITAL IMPROVEMENT

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
370000 INVESTMENT AND ROYALTY EARNINGS										
371010 Investment Earnings	1	1			30	0%			0	0%
Group:	1	1			30	0%	0	0	0	0%
Fund:	1	1			30	0%	0	0	0	0%

TOWN OF STEVENSVILLE  
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21 Main Street Lighting Project

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
360000 MISCELLANEOUS REVENUE										
365010 Private gifts and		10,000			0	0%			0	0%
Group:		10,000			0	0%	0	0	0	0%
370000 INVESTMENT AND ROYALTY EARNINGS										
371010 Investment Earnings					120	0%			0	0%
Group:					120	0%	0	0	0	0%
Fund:		10,000			120	0%	0	0	0	0%

TOWN OF STEVENSVILLE  
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22 WATER

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	20-21	21-22	22-23	23-24	Budget 23-24	Rec. 23-24	Budget 24-25	Change 24-25	Budget 24-25	Budget 24-25
340000 CHARGES FOR SERVICES										
343022 Metered & Unmetered Water	316,937	308,714	319,439	307,640	320,000	96%	620,500		620,500	194%
343023 Bulk and Irrigation Water	563		225		200	0%			0	0%
343025 Water Permits	64,045	15,400	23,326	8,854	15,000	59%	6,000		6,000	40%
343027 Miscellaneous Water	3,963	1,075	28,240		2,000	0%			0	0%
343028 Water Testing Charge	11,581	7,456	9,378	12,173	8,000	152%	12,000		12,000	150%
343029 Help 4 You Contributions	460	1,391	1,398	1,405	1,300	108%			0	0%
Group:	397,549	334,036	382,006	330,072	346,500	95%	638,500	0	638,500	184%
370000 INVESTMENT AND ROYALTY EARNINGS										
371010 Investment Earnings	2,353	1,853	2,760	28,272	11,000	257%	30,000		30,000	273%
Group:	2,353	1,853	2,760	28,272	11,000	257%	30,000	0	30,000	273%
Fund:	399,902	335,889	384,766	358,344	357,500	100%	668,500	0	668,500	187%

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Revenue Budget Report -- MultiYear Actuals  
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230 ARPA WATER LEAK REPAIR

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	20-21	21-22	22-23	23-24	Budget 23-24	Rec. 23-24	Budget 24-25	Change 24-25	Budget 24-25	Budget 24-25
330000 INTERGOVERNMENTAL REVENUE										
331005 USDA Rural Development					1,351,808	0%				0 0%
331900 ARPA Revenues				277,534	0	***%				0 0%
Group:				277,534	1,351,808	21%	0	0		0 0%
380000 Other Financing Sources										
383000 Interfund Operating				494,732	494,732	100%				0 0%
Group:				494,732	494,732	100%	0	0		0 0%
Fund:				772,266	1,846,540	42%	0	0		0 0%

TOWN OF STEVENSVILLE  
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240 WATER BOND PRINCIPAL & INTEREST

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
360000 MISCELLANEOUS REVENUE										
363020 Bond Principal and	195,130	199,989	201,518	203,014	200,000	102%	91,008		91,008	46%
Group:	195,130	199,989	201,518	203,014	200,000	102%	91,008	0	91,008	46%
370000 INVESTMENT AND ROYALTY EARNINGS										
371010 Investment Earnings					9,000	0%			0	0%
Group:					9,000	0%	0	0	0	0%
Fund:	195,130	199,989	201,518	203,014	209,000	97%	91,008	0	91,008	44%

TOWN OF STEVENSVILLE  
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250 SEWER

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	20-21	21-22	22-23	23-24	Budget	Rec.	Budget	Change	Budget	Budget
340000 CHARGES FOR SERVICES										
343030 Sewer Revenues			32	-28	0	***%			0	0%
343031 Sewer Service Charges	362,202	371,584	374,673	376,808	373,000	101%	460,500		460,500	123%
343033 Sewer Permits	17,285	4,140	2,380	2,381	2,380	100%	2,000		2,000	84%
343037 Miscellaneous Sewer	1,035		7,577	1,500	0	***%	1,000		1,000	*****%
343039 Help 4 You Contributions	947	2,863	2,878	2,890	2,800	103%			0	0%
Group:	381,469	378,587	387,540	383,551	378,180	101%	463,500	0	463,500	123%
370000 INVESTMENT AND ROYALTY EARNINGS										
371010 Investment Earnings	1,622	1,203	2,459	27,883	7,500	372%	30,000		30,000	400%
Group:	1,622	1,203	2,459	27,883	7,500	372%	30,000	0	30,000	400%
Fund:	383,091	379,790	389,999	411,434	385,680	107%	493,500	0	493,500	128%

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260 SEWER BOND PRINCIPAL & INTEREST

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
360000 MISCELLANEOUS REVENUE										
363020 Bond Principal and	233,509	239,308	241,135	242,520	240,000	101%	189,528		189,528	79%
Group:	233,509	239,308	241,135	242,520	240,000	101%	189,528	0	189,528	79%
370000 INVESTMENT AND ROYALTY EARNINGS										
371010 Investment Earnings					6,000	0%			0	0%
Group:					6,000	0%	0	0	0	0%
Fund:	233,509	239,308	241,135	242,520	246,000	99%	189,528	0	189,528	77%



TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
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270 AIRPORT

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	20-21	21-22	22-23	23-24	Budget 23-24	Rec. 23-24	Budget 24-25	Change 24-25	Budget 24-25	Budget 24-25
310000 TAXES										
311010 Real Property Taxes	4,241	4,159	4,910	3,862	4,600	84%	4,200		4,200	91%
Group:	4,241	4,159	4,910	3,862	4,600	84%	4,200	0	4,200	91%
330000 INTERGOVERNMENTAL REVENUE										
331129 Federal Aeronautics		918			0	0%			0	0%
331992 COVID-19/FAA Stimulus	30,000		45,000		0	0%			0	0%
334000 State Grants					0	0%	17,000		17,000	*****%
334030 Montana Aeronautics Grant	173,340				0	0%			0	0%
Group:	203,340	918	45,000		0	0%	17,000	0	17,000	*****%
340000 CHARGES FOR SERVICES										
343061 Landing Fees	538			6	0	***%			0	0%
343062 Aviation Fuel	1,218	1,000	980	293	1,000	29%	300		300	30%
343063 Tie Down Fees	510	15	35	358	35	***%	30		30	86%
343064 Hanger and Land Lease	14,562	12,754	20,949	12,503	14,500	86%	14,500		14,500	100%
343065 User and Business Fees	8,250	125	2,875	2,875	3,000	96%	2,850		2,850	95%
Group:	25,078	13,894	24,839	16,035	18,535	87%	17,680	0	17,680	95%
360000 MISCELLANEOUS REVENUE										
360000 MISCELLANEOUS REVENUE	16	2,006	1,675	3,386	1,950	174%	8,500		8,500	436%
Group:	16	2,006	1,675	3,386	1,950	174%	8,500	0	8,500	436%
370000 INVESTMENT AND ROYALTY EARNINGS										
371010 Investment Earnings	59			1,969	600	328%	2,000		2,000	333%
Group:	59			1,969	600	328%	2,000	0	2,000	333%
380000 Other Financing Sources										
383000 Interfund Operating	12,000	12,000	9,431	9,650	9,500	102%			0	0%
Group:	12,000	12,000	9,431	9,650	9,500	102%	0	0	0	0%
Fund:	244,734	32,977	85,855	34,902	35,185	99%	49,380	0	49,380	140%

TOWN OF STEVENSVILLE  
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280 AIRPORT PROJECT

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
330000 INTERGOVERNMENTAL REVENUE										
331129 Federal Aeronautics	1,550,567	245,152	4,444	107,537	300,000	36%	218,250		218,250	73%
334000 State Grants				17,000	17,000	100%			0	0%
Group:	1,550,567	245,152	4,444	124,537	317,000	39%	218,250	0	218,250	69%
Fund:	1,550,567	245,152	4,444	124,537	317,000	39%	218,250	0	218,250	69%

TOWN OF STEVENSVILLE  
Revenue Budget Report -- MultiYear Actuals  
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2920 FIREMEN'S DISABILITY

Account	Actuals				Current Budget 23-24	% Rec. 23-24	Prelim. Budget 24-25	Budget Change 24-25	Final Budget 24-25	% Old Budget 24-25
	20-21	21-22	22-23	23-24						
330000 INTERGOVERNMENTAL REVENUE										
335050 Insurance Premium	4,636	5,337	5,372	7,850	5,372	146%	7,850		7,850	146%
Group:	4,636	5,337	5,372	7,850	5,372	146%	7,850	0	7,850	146%
Fund:	4,636	5,337	5,372	7,850	5,372	146%	7,850	0	7,850	146%
Grand Total:	4,467,313	2,899,270	2,830,765	3,054,588	4,675,690		2,793,571	0	2,793,571	

TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

1000 GENERAL

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget 23-24	Exp. 23-24	Budget 24-25	Changes 24-25	Budget 24-25	Budget 24-25
410000	General Government										
210	Office Supplies & Materia	10,002				0	0%			0	0%
340	Utility Services	-303				0	0%			0	0%
800	OTHER OBJECTS	2,699				0	0%			0	0%
	Account:	12,398				0	***%	0	0	0	0%
410100	Legislative Services										
110	Salaries and Wages	11,500	11,319	13,326	16,825	13,200	127%	12,600		12,600	95%
140	Employer Contributions	719	1,001	1,130	1,430	1,115	128%	1,443		1,443	129%
201	Supplies		-228			0	0%			0	0%
210	Office Supplies & Materia	32	10			100	0%			0	0%
212	Small Non-capitalized Equ	228	3,427	4,939		0	0%			0	0%
320	Printing, Duplicating, Ty				33	0	***%			0	0%
330	Publicity, Subscriptions	8,250	3,790		34	0	***%			0	0%
331	Computer Software / Websi				845	0	***%			0	0%
336	Public Relations		17			0	0%			0	0%
350	Professional Services	1,100			710	100	710%	650		650	650%
	NETCHEX \$650.00										
352	Legal Services		3,260			0	0%			0	0%
356	Information Technology Se	7,275	1,675	4,962	519	4,000	13%	3,200		3,200	80%
	First Call \$3,200										
370	Travel				185	600	31%	500		500	83%
376	Lodging			544	694	1,500	46%	750		750	50%
377	Meals				16	0	***%	50		50	***%
380	Training Services	75		450	675	400	169%	700		700	175%
510	Insurance	517	31,441	1,427	1,342	1,430	94%	1,715		1,715	120%
	Liabililty Insurnace \$1,684.36										
	Errors & Omission \$30.00										
	Account:	29,696	55,712	26,778	23,308	22,445	104%	21,608	0	21,608	96%
410200	Executive Services										
110	Salaries and Wages	4,831	5,287	2,245	4,083	3,333	123%	3,600		3,600	108%
140	Employer Contributions	812	707	197	366	278	132%	327		327	118%
201	Supplies		93			0	0%			0	0%
210	Office Supplies & Materia	315	209		51	0	***%			0	0%
212	Small Non-capitalized Equ	854				0	0%			0	0%
220	Operating Supplies		50			0	0%			0	0%
226	Clothing and Uniforms				281	0	***%			0	0%
229	Food	41	78			0	0%			0	0%
312	Computer Software	13				150	0%			0	0%
320	Printing, Duplicating, Ty				33	0	***%			0	0%
330	Publicity, Subscriptions	3,193			63	0	***%			0	0%
331	Computer Software / Websi				269	0	***%	300		300	***%
	Email										
	MS Program										
336	Public Relations	60	17			0	0%			0	0%
340	Utility Services	563	326	373		326	0%			0	0%
345	Telephone & Internet			139	313	650	48%			0	0%

TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

1000 GENERAL

Account	Object	Actuals				Current Budget	% Exp.	Prelim. Budget	Budget Changes	Final Budget	% Old Budget
		20-21	21-22	22-23	23-24						
350	Professional Services	500	152		177	0	***%	160		160	*****%
	NETCHEX \$160.00										
352	Legal Services		270			0	0%			0	0%
356	Information Technology Se				131	500	26%	725		725	145%
	First Call \$725.00										
370	Travel			32	376	50	752%			0	0%
376	Lodging				599	0	***%			0	0%
377	Meals				16	0	***%			0	0%
380	Training Services	464	574			1,000	0%	500		500	50%
510	Insurance	180	22	903	840	840	100%	502		502	60%
	Liability Ins \$494.34										
	Errors and Omission Ins \$7.50										
	Account:	11,826	7,785	3,889	7,598	7,127	107%	6,114	0	6,114	86%
410360	City Court										
110	Salaries and Wages	15,054	16,807	15,099	14,631	17,330	84%	22,201		22,201	128%
140	Employer Contributions	6,369	6,905	6,774	6,746	7,441	91%	8,848		8,848	119%
201	Supplies		-610			0	0%			0	0%
210	Office Supplies & Materia	777	252	421	242	1,050	23%	796		796	76%
	\$450.00 legal files, dividers, folders, pens etc.										
	\$146.00 electronic checks										
	\$200.00 Ink Cartridges										
212	Small Non-capitalized Equ			1,165	1,050	700	150%	300		300	43%
	\$300.00 locking file/storage cabinet										
	\$2,000.00 raised bench										
220	Operating Supplies		7			0	0%			0	0%
311	Postage, Box Rent, etc.	259	276	776	553	775	71%	825		825	106%
	\$450.00 Annual jury pool										
	\$375.00 Monthly postage										
312	Computer Software	111				0	0%			0	0%
320	Printing, Duplicating, Ty	987	676	1,088	726	1,050	69%	1,050		1,050	100%
	\$1,050.00 Paper & misc. printer maintenance split with Stevi Fire Dpt										
330	Publicity, Subscriptions	474	385	216	183	335	55%	200		200	60%
331	Computer Software / Websi			1,013	1,119	435	257%	1,200		1,200	276%
	Zoom \$240.00										
	Folio Views \$50.00										
	Black Mountain \$500.00										
335	Memberships & Registratio					0	0%	350		350	*****%
	\$300.00 Judge annual magistrate dues										
	\$50.00 Clerk annual dues										
339	COVID-19 Services	62				0	0%			0	0%
340	Utility Services	225	627	115	214	150	143%	250		250	167%
345	Telephone & Internet				156	0	***%	810		810	*****%
	Spectrum \$320.00										
	Verizon \$490.00										
350	Professional Services	18,559	18,485	39,071	35,331	39,500	89%	39,580		39,580	100%
	\$36,000.00 Judge services										
	\$2,000.00 Interpreter/ translator services										
	\$1,500.00 Sub judge services										
	\$80.00 NETCHEX										

TOWN OF STEVENSVILLE  
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For the Year: 2024 - 2025

1000 GENERAL

Account	Object	Actuals				Current Budget	% Exp.	Prelim. Budget	Budget Changes	Final Budget	% Old Budget
		20-21	21-22	22-23	23-24						
356	Information Technology Se First Call \$725.00	1,260	1,085	1,335	1,787	1,300	137%	1,000		1,000	77%
370	Travel	860	891	3,245	2,325	3,390	69%	1,332		1,332	39%
	\$1,332.00 mileage										
376	Lodging			324	742	0	***%	3,000		3,000	*****%
	\$3,000.00 Judge/Clerk Fall/Spring Conferences; misc. judicial travel										
377	Meals	122		173	340	0	***%	1,000		1,000	*****%
	\$1,000.00 meals										
380	Training Services	250	1,311	250	850	850	100%	1,160		1,160	136%
	\$1,160/00 Judge/ Court clerk Fall & Spring Conferences										
390	Other Purchased Services				5	0	***%			0	0%
394	Jury and Witness Fees					750	0%	750		750	100%
	\$750.00 juror/witness fees										
510	Insurance	1,124	43	2,114	1,981	2,200	90%	602		602	27%
	Liability Ins \$597.98										
	Errors & Omissions \$3.75										
520	Premiums on Surety Bond	9	9	21		25	0%	25		25	100%
555	Bank Service Charges				10	0	***%			0	0%
	Account:	46,502	47,149	73,200	68,991	77,281	89%	85,279	0	85,279	110%
410364	Prosecution Services										
331	Computer Software / Websi Email MS		375			0	0%			0	0%
350	Professional Services	13,705	-855			0	0%			0	0%
352	Legal Services		18,019	12,349	12,502	16,000	78%	15,000		15,000	94%
370	Travel				459	0	***%			0	0%
	Account:	13,705	17,539	12,349	12,961	16,000	81%	15,000	0	15,000	94%
410530	Audit Services										
350	Professional Services		4,470	189,232		25,000	0%			0	0%
353	Accounting and Auditing					0	0%	17,850		17,850	*****%
	AAudit \$35,000										
	AFR \$18,000										
	Audit		AFR								
	Gen. Fund 25.0%	\$ 12,450.00	5,400.00								
	Bldg. Dept. 5.0%	\$ 1,750.00	900.00								
	Sewer 30.0%	\$ 10,500.00	5,400.00								
	Water 30.0%	\$ 10,500.00	5,400.00								
	Airport 10.0%	\$ 3,500.00	1,800.00								
	<b>Total</b>	<b>\$ 35,000.00</b>	<b>18,000.00</b>								
	Filing Fees \$1500.00										
	Extra Aduit work \$5,000.00										
	Account:		4,470	189,232		25,000	0%	17,850	0	17,850	71%
410550	Adminstration										
100	PERSONAL SERVICES		4,836			0	0%			0	0%
110	Salaries and Wages	74,505	63,903	69,963	46,638	70,896	66%	62,600		62,600	88%

TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

1000 GENERAL

Account	Object	Actuals				Current Budget	% Exp.	Prelim. Budget	Budget Changes	Final Budget	% Old Budget
		20-21	21-22	22-23	23-24						
140	Employer Contributions	22,659	26,771	21,141	15,823	22,545	70%	21,950		21,950	97%
142	MMIA Retired Employee	-316	910	1,027	-2,636	0	***%			0	0%
201	Supplies		8,297			0	0%			0	0%
210	Office Supplies & Materia	1,478	1,647	1,210	318	2,000	16%	1,000		1,000	50%
212	Small Non-capitalized Equ	2,301		1,752	1,497	2,000	75%	1,500		1,500	75%
220	Operating Supplies	216	464	454	340	500	68%			0	0%
229	Food		62			0	0%			0	0%
230	Repair & Maintenance Supp	262	53	41	529	0	***%			0	0%
239	COVID-19 Supplies	120,371				0	0%			0	0%
311	Postage, Box Rent, etc.	472	315	974	50	1,000	5%	1,000		1,000	100%
312	Computer Software	764	152			0	0%			0	0%
320	Printing, Duplicating, Ty	736	1,149	2,813	118	3,000	4%	1,500		1,500	50%
330	Publicity, Subscriptions	3,329	3,024	8,702	661	2,000	33%	700		700	35%
331	Computer Software / Websi		8,538	5,090	4,371	10,000	44%	5,000		5,000	50%
	Black Moutian 1,500.00										
335	Memberships & Registratio		10	50		50	0%			0	0%
336	Public Relations		1,077			0	0%			0	0%
339	COVID-19 Services	6,908	96			0	0%			0	0%
340	Utility Services	263	501	2,332	-1,189	2,400	-50%	2,400		2,400	100%
345	Telephone & Internet			145	364	0	***%	650		650	*****
	Spectrum \$650.00										
350	Professional Services	3,229	7,966	5,530	741	500	148%	750		750	150%
	NETCHEX \$ 500.00										
355	Laboratory Testing	1,000				0	0%			0	0%
356	Information Technology Se	3,790	3,496	4,566	5,675	4,200	135%	5,675		5,675	135%
	First Class \$4,000.00										
360	Repair & Maintenance Serv		1,633			0	0%			0	0%
363	Furniture, Office Machine	514				600	0%	300		300	50%
370	Travel	10		602		100	0%			0	0%
380	Training Services	435	390			500	0%	500		500	100%
390	Other Purchased Services				10	0	***%			0	0%
510	Insurance	1,982	13,074	10,678	10,012	10,100	99%	6,910		6,910	68%
	Liablity Ins \$6,842.33										
	Errors & Omission Ins\$22.50										
511	Insurance Deductible	1,500				0	0%			0	0%
520	Premiums on Surety Bond	22	22	28	105	105	100%	105		105	100%
555	Bank Service Charges		591	78	-124	300	-41%			0	0%
556	Late Fees	94	-83	255	-8	0	***%			0	0%
620	Interest			1,001	315	0	***%			0	0%
621	Interest/late fees-on acc	9		331		0	0%			0	0%
800	OTHER OBJECTS	2,287	265			0	0%			0	0%
	Account:	248,820	149,159	138,763	83,610	132,796	63%	112,540	0	112,540	85%
410600	Elections										
350	Professional Services		1,591			0	0%	1,700		1,700	*****
	Account:		1,591			0	***%	1,700	0	1,700	*****

TOWN OF STEVENSVILLE  
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For the Year: 2024 - 2025

1000 GENERAL

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Exp.	Budget	Changes	Budget	Budget
411100	Legal Services										
350	Professional Services	23,324	-3,690			0	0%			0	0%
352	Legal Services		27,640	19,665	8,894	20,000	44%	10,000		10,000	50%
	Account:	23,324	23,950	19,665	8,894	20,000	44%	10,000	0	10,000	50%
411201	Town Hall/Annex Building										
212	Small Non-capitalized Equ	2,927				0	0%			0	0%
220	Operating Supplies	26	412		150	0	***%	200		200	*****%
230	Repair & Maintenance Supp	320	1,009		85	0	***%	100		100	*****%
232	Motor Vehicle Repair & Ma			26		0	0%			0	0%
235	Building Repair and Maint		81			250	0%	250		250	100%
340	Utility Services	6,947	6,838	7,971	5,122	8,000	64%	5,300		5,300	66%
350	Professional Services				488	0	***%	500		500	*****%
360	Repair & Maintenance Serv	545	448	1,620	1,960	1,620	121%	2,000		2,000	123%
510	Insurance	161	170	202	298	300	99%	305		305	102%
	Property Ins \$305.00										
930	Improvements Other than B	309				0	0%			0	0%
	Account:	11,235	8,958	9,819	8,103	10,170	80%	8,655	0	8,655	85%
420100	Law Enforcement Services										
110	Salaries and Wages	196,947	235,868	197,020	6,789	221,933	3%	193,200		193,200	87%
140	Employer Contributions	55,458	66,540	62,892	22,416	71,522	31%	66,700		66,700	93%
201	Supplies		-990			0	0%			0	0%
210	Office Supplies & Materia	713	1,403	1,445	510	205	249%	600		600	293%
212	Small Non-capitalized Equ	7,315	22,797	7,333	1,299	2,115	61%	1,000		1,000	47%
220	Operating Supplies	1,657	2,242	1,128	1,854	440	421%	1,850		1,850	420%
226	Clothing and Uniforms	2,823	6,780	6,111	2,459	4,442	55%	3,000		3,000	68%
227	Firearm Supplies	1,197	2,436	381	272	0	***%	50		50	*****%
229	Food	17				0	0%			0	0%
230	Repair & Maintenance Supp	473	59	-6,652		0	0%	150		150	*****%
231	Gas, Oil, Diesel Fuel, Gr	6,477	7,256	8,172	6,524	9,000	72%	8,000		8,000	89%
232	Motor Vehicle Repair & Ma	4,657	1,371	3,565	3,219	3,200	101%	2,000		2,000	63%
236	Tires and Tubes	587	700	1,466		0	0%	1,080		1,080	*****%
239	COVID-19 Supplies	337				0	0%			0	0%
310	Communication & Transport	45				0	0%			0	0%
311	Postage, Box Rent, etc.	111	197	37	16	245	7%	100		100	41%
312	Computer Software	25	487	756	210	0	***%			0	0%
314	Automobile Licenses & Ti	126		24		0	0%			0	0%
317	Vehicle Tow-In Services			135		600	0%	250		250	42%
320	Printing, Duplicating, Ty	-64	182		122	500	24%	150		150	30%
330	Publicity, Subscriptions	4,935	4,179	1,505	189	1,400	14%	200		200	14%
331	Computer Software / Websi		2,600	3,766	7,754	6,400	121%	8,000		8,000	125%
	Black Mountian \$500.00										
335	Memberships & Registratio					100	0%			0	0%
336	Public Relations			711	79	1,200	7%			0	0%
339	COVID-19 Services	3,381				0	0%			0	0%
340	Utility Services	4,076	4,206	5,698	3,795	3,500	108%	3,750		3,750	107%
345	Telephone & Internet			1,613	4,240	4,400	96%	5,250		5,250	119%
	VERIZON \$3,300										
	Spectrum 1,950										



TOWN OF STEVENSVILLE  
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Account	Object	Actuals				Current Budget	% Exp.	Prelim. Budget	Budget Changes	Final Budget	% Old Budget
		20-21	21-22	22-23	23-24						
350	Professional Services	4,986	3,204	1,564	3,366	1,500	224%	2,000		2,000	133%
	Netchex \$ 500.00										
351	Medical Services				461	0	***%			0	0%
356	Information Technology Se	4,582	3,595	4,566	9,068	1,700	533%	6,500		6,500	382%
	First Call \$6,000.00										
360	Repair & Maintenance Serv				283	0	***%	4,200		4,200	*****%
363	Furniture, Office Machine	358				0	0%			0	0%
370	Travel	467	276		117	0	***%			0	0%
380	Training Services		4,414	1,510		0	0%			0	0%
390	Other Purchased Services				10	0	***%			0	0%
510	Insurance	10,034	1,121	30,115	27,583	27,600	100%	26,500		26,500	96%
	Liabilty Ins \$23,418.58										
	Errors & omssion \$15.00										
	Property Ins \$1,305.00										
	Vehicle Ins \$1,759.40										
520	Premiums on Surety Bond	9	9	21		29	0%	33		33	114%
530	Rent	10,500	12,000	11,000	2,000	2,000	100%			0	0%
940	Machinery & Equipment	5,500				0	0%			0	0%
	Account:	327,729	382,932	345,882	104,635	364,031	29%	334,563	0	334,563	92%
420410	Fire Department - Administration										
110	Salaries and Wages	21,050	22,963	21,378	19,578	23,930	82%	28,805		28,805	120%
140	Employer Contributions	7,564	8,232	8,397	8,655	9,555	91%	10,500		10,500	110%
195	Pension Expense				13,000	13,000	100%	25,000		25,000	192%
	Retirement - The Fire Department must turn in a copy for all they Retirement Plans, Paperwork and calulations for this poeple will be allocated. Currently, Stevi Rural fire fighters, who retire from serivce, can apply and get retirement from the town as well as the State.										
201	Supplies		5,424			0	0%			0	0%
210	Office Supplies & Materia	169	178	113	112	100	112%	600		600	600%
212	Small Non-capitalized Equ	55	7,516	475		475	0%	600		600	126%
	\$600.00 Computer - Needs jus tification										
220	Operating Supplies			24		0	0%			0	0%
228	FFR Reimbursement	2,500	2,500	2,500	2,500	2,500	100%	2,500		2,500	100%
	This is money they give each Firefighter to buy gear. 1/4 split Town/Dist/Town Ass/Dist Ass										
229	Food	345	293	425	486	500	97%	500		500	100%
	Month meal during meetings (50/50 Split)										
310	Communication & Transport	203	-165			0	0%			0	0%
311	Postage, Box Rent, etc.	111	95	212	7	100	7%	50		50	50%
312	Computer Software	96				0	0%			0	0%
320	Printing, Duplicating, Ty	833	424	421	709	150	473%	700		700	467%
	Requested \$500.00 but 23-34 was over \$668.00										
330	Publicity, Subscriptions	2,074	844	476	801	350	229%	710		710	203%
	Ravalli County Fire Council \$164.86										
	MT State Fire Chiefs Association \$150.00										
	Annual EMT Memebership Dues \$65.00										
	EMS Renewal MT EMS & Trauma Systems \$35.00										
	NFPA \$175.00										
	MT League of Cities & Towns \$110.50										

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Account	Object	Actuals				Current Budget	% Exp.	Prelim. Budget	Budget Changes	Final Budget	% Old Budget
		20-21	21-22	22-23	23-24						
331	Computer Software / Websi		2,134	1,667	2,429	2,000	121%	2,200		2,200	110%
	Email \$600										
	Black Mountain \$500.00										
	Civic Plus \$15.75										
	Image Trend \$750.00										
	Zuercher \$321.00										
336	Public Relations	268				0	0%			0	0%
338	Firefighter Recruitment		42			0	0%	500	-500	0	0%
	Fist time in a few years										
	No justification										
339	COVID-19 Services	5,646				0	0%			0	0%
340	Utility Services	592	361	450	133	500	27%	250		250	50%
345	Telephone & Internet			100	694	0	***%	810		810	*****%
	Spectrum \$320.00										
	Verizon \$490.00										
350	Professional Services	426	245	71	2,616	0	***%	660		660	*****%
	No justification \$250.00										
	NETCHEX \$410.00										
351	Medical Services	3,553	5,063	208	2,219	5,000	44%		-4,800	4,800	-96%
	Physicals \$320 x 15 = \$4,800 OUT										
	What is the requirement? Every two years??										
356	Information Technology Se	1,257	1,085	1,335	2,159	770	280%	3,600		3,600	468%
	First Call 3,600.00										
370	Travel			130		0	0%			0	0%
380	Training Services	355	5,806			0	0%			0	0%
390	Other Purchased Services				5	0	***%			0	0%
510	Insurance	1,597	536	3,691	3,284	3,300	100%	3,455		3,455	105%
	Property Ins \$1,519.00										
	Liability Ins \$1,203.55										
	Vehcile Ins \$703.76										
	Errors & Omssions \$3.75										
	Account:	48,694	63,576	42,073	59,387	62,230	95%	81,440	-5,300	76,140	122%
420421	Fire Department - Facilities Station #1										
	220 Operating Supplies	181	-234			0	0%			0	0%
	230 Repair & Maintenance Supp	29	377		52	0	***%	500		500	*****%
	Paint \$500.00										
	530 Rent	5,000		2,500	2,500	2,500	100%	2,500		2,500	100%
	920 Buildings	22,994				0	0%			0	0%
	930 Improvements Other than B	5,100				0	0%			0	0%
	Account:	33,304	143	2,500	2,552	2,500	102%	3,000	0	3,000	120%
420422	Fire Department - Facilities Station #2										
	340 Utility Services	467	698	1,122	896	1,000	90%		1,000	1,000	100%
	369 Other Repair & Maint Serv		-185			0	0%			0	0%
	Account:	467	513	1,122	896	1,000	90%	0	1,000	1,000	100%

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Account	Object	Actuals				Current Budget	% Exp.	Prelim. Budget	Budget Changes	Final Budget	% Old Budget
		20-21	21-22	22-23	23-24						
420440	Fire Department - Fire Prevention										
223	Educational Supplies	540	219	131	137	200	69%	200	-200	0	0%
	Account:	540	219	131	137	200	69%	200	-200	0	0%
420460	Fire Department - Suppression										
201	Supplies		2,100			0	0%			0	0%
212	Small Non-capitalized Equ	4,395	2,554	2,876	1,461	3,000	49%	10,750	-5,000	5,750	192%
	Hose 1 3/4" Attach Line 600' \$3,000										
	Hose 3" Supply Line 1000' \$7,750										
220	Operating Supplies	341	609	376	346	0	***%	500		500	*****%
	No justification										
226	Clothing and Uniforms	7,343	3,263	11,362	4,397	6,000	73%	6,000	-2,000	4,000	67%
	1 set of Bunkers \$4,000										
	Helmit, gloves, boots, wildland \$2,000										
230	Repair & Maintenance Supp		215	323		100	0%			0	0%
231	Gas, Oil, Diesel Fuel, Gr	3,781	5,398	5,707	2,809	5,000	56%	3,000		3,000	60%
	Requested \$3,500 spent \$2,600 during FY 23-24 \$3,000										
232	Motor Vehicle Repair & Ma	10,188	5,576	170	230	250	92%	250		250	100%
	No justification										
236	Tires and Tubes	1,900				0	0%			0	0%
310	Communication & Transport	1,000	1,000			0	0%			0	0%
317	Vehicle Tow-In Services		2,820			0	0%			0	0%
350	Professional Services					0	0%	4,000	-4,000	0	0%
	ISO Analysis \$5,000										
	What is the requirement?										
351	Medical Services					0	0%	1,060		1,060	*****%
	Vehicle Ins \$1,055.64										
360	Repair & Maintenance Serv	4,260	25,966	13,242	7,430	8,000	93%	15,000	-5,000	10,000	125%
	Repalce Draft valve, Prime value										
	2010 & 2510 lighting upgrade										
	Electical Draw 2050										
	Is the lighting upgrade needed?										
	Repair Engine \$6,000 Brake Repair										
380	Training Services	239	335			1,000	0%	1,000	-1,000	0	0%
	No Justification										
510	Insurance	1,227	2,242	2,777		2,000	0%			0	0%
	Account:	34,943	52,078	36,833	16,673	25,350	66%	41,560	-17,000	24,560	97%
420730	Emergency Medical Services										
220	Operating Supplies		122			0	0%			0	0%
	Account:		122			0	***%	0	0	0	0%
430000	Public Works										
220	Operating Supplies			44		0	0%			0	0%
	Account:			44		0	***%	0	0	0	0%

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Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget 23-24	Exp. 23-24	Budget 24-25	Changes 24-25	Budget 24-25	Budget 24-25
430100	Public Works Administration										
110	Salaries and Wages	61,089	43,812	38,331	21,641	29,510	73%	25,820		25,820	87%
140	Employer Contributions	14,384	15,772	13,847	7,974	8,452	94%	9,700		9,700	115%
201	Supplies		774			0	0%			0	0%
210	Office Supplies & Materia	160	360	286	14	230	6%	25		25	11%
212	Small Non-capitalized Equ	344		76		150	0%	100		100	67%
220	Operating Supplies	5		100	250	150	167%	200		200	133%
230	Repair & Maintenance Supp		687	185	444	500	89%	500		500	100%
231	Gas, Oil, Diesel Fuel, Gr	8,125	12,543	15,910	12,097	15,200	80%	4,800		4,800	32%
232	Motor Vehicle Repair & Ma	788	4,383	3,339	1,458	4,000	36%	1,500		1,500	38%
233	Machinery & Equipment Par		16			0	0%			0	0%
311	Postage, Box Rent, etc.			68		0	0%	25		25	*****%
312	Computer Software	72		2,520		0	0%			0	0%
330	Publicity, Subscriptions				36	0	***%	50		50	*****%
331	Computer Software / Websi		2,448	349	549	3,200	17%	550		550	17%
335	Memberships & Registratio		44			0	0%			0	0%
339	COVID-19 Services	88				0	0%			0	0%
340	Utility Services	2,091	2,165	320		2,960	0%	1,500		1,500	51%
350	Professional Services	113	222	420	457	250	183%	500		500	200%
	NETCHEX 160.00										
370	Travel	105		606		200	0%	200		200	100%
376	Lodging					0	0%	150		150	*****%
377	Meals	6				200	0%	150		150	75%
380	Training Services		439		250	100	250%	250		250	250%
510	Insurance	1,875	1,896	4,564	4,584	4,600	100%	3,050		3,050	66%
	Contractor Equipment \$150.00										
	Liabilty Ins \$,2,896.32										
	Account:	89,245	85,561	80,921	49,754	69,702	71%	49,070	0	49,070	70%
430200	Road & Street Services										
201	Supplies		-177			0	0%			0	0%
212	Small Non-capitalized Equ			270		500	0%	500		500	100%
220	Operating Supplies	739	1,224	2,379	153	3,000	5%	3,000	-2,000	1,000	33%
230	Repair & Maintenance Supp	1,674	1,292	516	2,246	1,500	150%	3,000	-2,000	1,000	67%
231	Gas, Oil, Diesel Fuel, Gr	8	30			0	0%			0	0%
232	Motor Vehicle Repair & Ma	3,467	108		198	0	***%	1,000		1,000	*****%
320	Printing, Duplicating, Ty		171			0	0%			0	0%
330	Publicity, Subscriptions	228				0	0%			0	0%
331	Computer Software / Websi			1,013	578	500	116%	600		600	120%
	Black Mountain \$500.00										
340	Utility Services	2,174	805	970	2,913	450	647%	3,050		3,050	678%
350	Professional Services	2,964	1,332	75		0	0%			0	0%
356	Information Technology Se		210			0	0%			0	0%
359	Rental Services	171	1,050	40		1,000	0%	1,000	-500	500	50%
360	Repair & Maintenance Serv	402	2,651	826	486	1,500	32%	1,500		1,500	100%
380	Training Services	351				0	0%			0	0%
400	Building Materials	301	92			200	0%	500		500	250%
510	Insurance	230	421	751		750	0%	3,570		3,570	476%
	Property Ins 1,000.00										
	Vehicle Ins \$2,463.16										

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		20-21	21-22	22-23	23-24						
	Account:	12,709	9,209	6,840	6,574	9,400	70%	17,720	-4,500	13,220	141%
430263	Street Lighting										
340	Utility Services	10,505	10,843	12,030	13,347	12,100	110%	15,000	-1,000	14,000	116%
	Account:	10,505	10,843	12,030	13,347	12,100	110%	15,000	-1,000	14,000	116%
430300	Airport										
345	Telephone & Internet			105	157	0	***%			0	0%
	Account:			105	157	0	***%	0	0	0	0%
430510	Water Utility Administration										
311	Postage, Box Rent, etc.			15		15	0%			0	0%
330	Publicity, Subscriptions				10	0	***%			0	0%
	Account:			15	10	15	67%	0	0	0	0%
430640	Treatment and Disposal										
230	Repair & Maintenance Supp			7		7	0%			0	0%
330	Publicity, Subscriptions				10	0	***%			0	0%
	Account:			7	10	7	143%	0	0	0	0%
430900	Cemetery Services										
110	Salaries and Wages				1,471	0	***%	4,000		4,000	*****%
140	Employer Contributions				450	0	***%	400		400	*****%
201	Supplies		3			0	0%			0	0%
212	Small Non-capitalized Equ	4,834	1,199	1,429	-110	2,000	-6%	2,500	2,500	5,000	250%
220	Operating Supplies	29	214	438	731	1,500	49%	700		700	47%
230	Repair & Maintenance Supp	331	321	531	268	1,500	18%	500		500	33%
232	Motor Vehicle Repair & Ma	59			151	0	***%	150		150	*****%
340	Utility Services	1,425	1,839	2,367	1,608	3,425	47%	1,200	500	1,700	50%
342	Irrigation water	1,795	1,647	1,054	1,483	1,200	124%	1,500		1,500	125%
360	Repair & Maintenance Serv	498	46	502	101	1,000	10%	200		200	20%
510	Insurance	572	57	69	4,208	80	***%	460		460	575%
	Liability Ins \$208.68										
	Property Ins \$250.00										
940	Machinery & Equipment			5,500		6,000	0%			0	0%
	Account:	9,543	5,326	11,890	10,361	16,705	62%	11,610	3,000	14,610	87%
460410	Parks Department Administration										
110	Salaries and Wages	35,276	25,745	37,305	13,328	38,150	35%			0	0%
140	Employer Contributions	15,585	8,197	12,872	4,752	10,356	46%			0	0%
201	Supplies		-280			0	0%			0	0%
210	Office Supplies & Materia	23				150	0%			0	0%
226	Clothing and Uniforms			100	71	100	71%			0	0%
230	Repair & Maintenance Supp			174		200	0%			0	0%
330	Publicity, Subscriptions	295				0	0%			0	0%
380	Training Services	345	66	322		0	0%			0	0%
	Account:	51,524	33,728	50,773	18,151	48,956	37%	0	0	0	0%

TOWN OF STEVENSVILLE  
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For the Year: 2024 - 2025

1000 GENERAL

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget 23-24	Exp. 23-24	Budget 24-25	Changes 24-25	Budget 24-25	Budget 24-25
460430	Parks										
110	Salaries and Wages	5,131	4,164	5,445	3,795	6,060	63%	3,960		3,960	65%
140	Employer Contributions	326	454	592	1,443	592	244%	380		380	64%
201	Supplies		-768			0	0%			0	0%
210	Office Supplies & Materia	21	83	37	240	200	120%	250		250	125%
212	Small Non-capitalized Equ		1,500	801	-46	1,500	-3%	500		500	33%
220	Operating Supplies	840	809	766	2,074	1,500	138%	2,000		2,000	133%
226	Clothing and Uniforms			120	83	300	28%			0	0%
230	Repair & Maintenance Supp	2,816	1,791	796	969	1,500	65%	1,000		1,000	67%
231	Gas, Oil, Diesel Fuel, Gr	76	81	63	123	0	***%	200		200	*****%
232	Motor Vehicle Repair & Ma				151	0	***%			0	0%
235	Building Repair and Maint		510	101		0	0%	5,000	5,800	10,800	*****%
239	COVID-19 Supplies	41				0	0%			0	0%
240	Repair & Maintenance Tool				56	200	28%			0	0%
330	Publicity, Subscriptions	234				0	0%			0	0%
339	COVID-19 Services	69				0	0%			0	0%
340	Utility Services	3,729	3,694	5,895	3,273	5,900	55%	3,400		3,400	58%
350	Professional Services	3,691	582		59	0	***%			0	0%
359	Rental Services	35	130			250	0%			0	0%
360	Repair & Maintenance Serv	477	46	5,319	1,239	5,319	23%	1,200		1,200	23%
365	Grounds Maintenance		246	186	178	1,000	18%	200		200	20%
380	Training Services	305		208		300	0%			0	0%
510	Insurance	971	1,115	5,600	1,799	5,600	32%	1,210		1,210	22%
	Liability Ins \$208.68										
	Property Ins, \$1,0000										
930	Improvements Other than B	6,132				7,900	0%			0	0%
940	Machinery & Equipment			5,500		0	0%			0	0%
950	Construction				6,610	0	***%			0	0%
	Account:	24,894	14,437	31,429	22,046	38,121	58%	19,300	5,800	25,100	66%
460437	Forestry and Nursery										
220	Operating Supplies	675	26	1,019	102	1,500	7%	100		100	7%
230	Repair & Maintenance Supp			424		500	0%	500		500	100%
330	Publicity, Subscriptions				50	0	***%			0	0%
350	Professional Services		529	6,124	2,137	3,000	71%	10,000	-8,000	2,000	67%
	Trim trees										
359	Rental Services	288				0	0%			0	0%
365	Grounds Maintenance		6,237	1,237	780	1,500	52%	800		800	53%
	Account:	963	6,792	8,804	3,069	6,500	47%	11,400	-8,000	3,400	52%
460445	Swimming Pool / Aquatics										
110	Salaries and Wages	13,091	15,002	17,902	20,815	21,240	98%	42,200	-10,000	32,200	152%
140	Employer Contributions	1,924	1,622	2,031	2,007	2,048	98%	4,115	-1,100	3,015	147%
201	Supplies		14			0	0%			0	0%
210	Office Supplies & Materia		77		65	200	33%	100		100	50%
212	Small Non-capitalized Equ		4,983	71	946	1,500	63%	1,000		1,000	67%
220	Operating Supplies	420	66	1,141	1,024	1,500	68%	600		600	40%
222	Chemical, Laboratory & Me		720	788	5,294	2,000	265%	5,000		5,000	250%

TOWN OF STEVENSVILLE  
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For the Year: 2024 - 2025

1000 GENERAL

Account	Object	Actuals				Current Budget 23-24	% Exp. 23-24	Prelim. Budget 24-25	Budget Changes 24-25	Final Budget 24-25	% Old Budget 24-25
		20-21	21-22	22-23	23-24						
226	Clothing and Uniforms	137		176		200	0%			0	0%
230	Repair & Maintenance Supp	829	330	1,149	3,951	1,000	395%	4,000	-1,500	2,500	250%
239	COVID-19 Supplies	47				0	0%			0	0%
311	Postage, Box Rent, etc.				18	0	***%	20		20	*****%
330	Publicity, Subscriptions	565	220		275	0	***%	275		275	*****%
340	Utility Services	2,349	4,086	2,635	2,732	2,700	101%	2,800		2,800	104%
345	Telephone & Internet Spectrum \$600.00				350	0	***%	600		600	*****%
350	Professional Services NETCHEX \$375.00	1,270	1,500	638	1,432	1,000	143%	1,800		1,800	180%
360	Repair & Maintenance Serv				335	0	***%	350		350	*****%
380	Training Services		349	475	180	475	38%	150		150	32%
510	Insurance Liability Ins \$2,617.70 Property Ins \$500.00	1,614	825	2,468	2,545	2,550	100%	3,120		3,120	122%
555	Bank Service Charges	-38	161			0	0%			0	0%
	Account:	22,208	29,955	29,474	41,969	36,413	115%	66,130	-12,600	53,530	147%
460446	Splash Pad										
220	Operating Supplies				6	0	***%	150		150	*****%
222	Chemical, Laboratory & Me				710	0	***%	450		450	*****%
230	Repair & Maintenance Supp				21	0	***%	100		100	*****%
360	Repair & Maintenance Serv				3,192	0	***%	1,000		1,000	*****%
	Account:				3,929	0	***%	1,700	0	1,700	*****%
521000	Interfund Operating Transfers Out										
820	Transfers to Other Funds	10,000	10,000	6,000	5,750	6,450	89%	15,800		15,800	245%
	Transfer \$5,600 to Ambulance Fund										
	Transfer \$10,200 to Capital Improvement Fund										
	Account:	10,000	10,000	6,000	5,750	6,450	89%	15,800	0	15,800	245%
	Fund:	1,074,896	1,021,625	1,140,568	572,872	1,010,499	57%	947,239	-38,800	908,439	90%

TOWN OF STEVENSVILLE  
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130 AMBULANCE

Account	Object	Actuals				Current Budget 23-24	% Exp. 23-24	Prelim. Budget 24-25	Budget Changes 24-25	Final Budget 24-25	% Old Budget 24-25
		20-21	21-22	22-23	23-24						
420730	Emergency Medical Services										
201	Supplies		-116			0	0%			0	0%
220	Operating Supplies	2,556	1,728	1,128	1,658	1,500	111%	1,500		1,500	100%
	No justification										
231	Gas, Oil, Diesel Fuel, Gr	93	276	148	673	800	84%	700		700	88%
	Requested 800.00 FY 23-24 actual < \$700.00										
232	Motor Vehicle Repair & Ma			582	82	500	16%	1,000		1,000	200%
	No Justiciation										
239	COVID-19 Supplies	100				0	0%			0	0%
310	Communication & Transport		100			0	0%			0	0%
340	Utility Services	57	70	120		110	0%			0	0%
350	Professional Services		325	650	250	650	38%			0	0%
380	Training Services	496	1,348			0	0%	4,500	-4,500	0	0%
	No Justification										
510	Insurance	415	758	976		976	0%	352		352	36%
	Vehicle Ins #352.00										
	Account:	3,717	4,489	3,604	2,663	4,536	59%	8,052	-4,500	3,552	78%
	Fund:	3,717	4,489	3,604	2,663	4,536	59%	8,052	-4,500	3,552	78%



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140 PLANNING

Account	Object	Actuals				Current Budget 23-24	% Exp. 23-24	Prelim. Budget 24-25	Budget Changes 24-25	Final Budget 24-25	% Old Budget 24-25
		20-21	21-22	22-23	23-24						
410200	Executive Services										
110	Salaries and Wages		2,308	456	500	0%				0%	
140	Employer Contributions		290	42	42	0%				0%	
	Account:		2,598	498	542	0%	0	0		0%	
411010	Administration										
110	Salaries and Wages	2,869	-33	1,500	792	48%	1,800		1,800	108%	
140	Employer Contributions	484		126	66	47%	164		164	118%	
210	Office Supplies & Materia					0%				0%	
311	Postage, Box Rent, etc.	248			39	20%				0%	
330	Publicity, Subscriptions	263				0%				0%	
331	Computer Software / Websi			341	180	52%				0%	
350	Professional Services	13,916	240			0%				0%	
510	Insurance					0%	248		248	*****%	
	Liability Ins 247.17										
530	Rent	250				0%				0%	
	Account:	18,030	207	1,967	1,077	44%	2,212	0	2,212	90%	
	Fund:	18,030	2,805	2,465	1,077	36%	2,212	0	2,212	74%	

TOWN OF STEVENSVILLE  
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150 TAX INCREMENT FINANCE DISTRICT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Exp.	Budget	Changes	Budget	Budget
410210	Administration										
110	Salaries and Wages		1,843			0	0%			0	0%
140	Employer Contributions		497			0	0%			0	0%
330	Publicity, Subscriptions	2,500				0	0%			0	0%
	Account:	2,500	2,340			0	***%	0	0	0	0%
	Fund:	2,500	2,340			0	0%	0	0	0	0%

TOWN OF STEVENSVILLE  
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16 TARGETED ECONOMIC DEVELOPMENT DISTRICT

Account	Object	Actuals				Current Budget	% Exp.	Prelim. Budget	Budget Changes	Final Budget	% Old Budget
		20-21	21-22	22-23	23-24						
521000	Interfund Operating Transfers	Out									
	820	Transfers to Other Funds	12,000	12,000	9,431	9,650	100%	9,650		9,650	100%
		Pay Montana Aeronautics Loan									
		Account:	12,000	12,000	9,431	9,650	100%	9,650	0	9,650	100%
		Fund:	12,000	12,000	9,431	9,650	100%	9,650	0	9,650	100%

TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
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17 DRUG FINES-FORFEITURES ACCOUNT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Exp.	Budget	Changes	Budget	Budget
		20-21	21-22	22-23	23-24	23-24	23-24	24-25	24-25	24-25	24-25
420100	Law Enforcement Services										
	212 Small Non-capitalized Equ			2,594		0	0%			0	0%
	Account:			2,594		0	***%	0	0	0	0%
	Fund:			2,594		0	0%	0	0	0	0%

TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
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18 BUILDING CODE ENFORCEMENT

Account	Object	Actuals				Current Budget 23-24	% Exp. 23-24	Prelim. Budget 24-25	Budget Changes 24-25	Final Budget 24-25	% Old Budget 24-25
		20-21	21-22	22-23	23-24						
420531	Building Inspection										
110	Salaries and Wages	20,595	14,974	13,434	12,911	16,896	76%	13,122	13,122	78%	
140	Employer Contributions	5,392	4,315	3,648	4,228	5,281	80%	4,200	4,200	80%	
201	Supplies		-96			0	0%		0	0%	
210	Office Supplies & Materia	70	11		28	0	***%	150	150	***%	
220	Operating Supplies					0	0%	200	200	***%	
311	Postage, Box Rent, etc.	102	30		12	0	***%		0	0%	
320	Printing, Duplicating, Ty	61	61		70	0	***%	150	150	***%	
330	Publicity, Subscriptions	1,500	28		15	0	***%		0	0%	
331	Computer Software / Websi			2,424	1,305	1,142	114%	1,500	1,500	131%	
	Black Mountain \$500.00										
340	Utility Services	1,952	1,057	1,239	730	1,143	64%	875	875	77%	
350	Professional Services	34,801	46,434	21,768	24,807	16,999	146%	25,000	25,000	147%	
353	Accounting and Auditing					0	0%	3,000	3,000	***%	
356	Information Technology Se	1,285	1,085	1,335	1,701	770	221%	1,000	1,000	130%	
	First Call \$1,000.00										
380	Training Services	170				0	0%		0	0%	
390	Other Purchased Services				5	0	***%		0	0%	
510	Insurance	1,706	227	1,078	1,101	1,078	102%	2,875	2,875	267%	
	Liabilty Ins \$1,469.66										
	Property Ins \$1,405.00										
540	Special Assessments				179	0	***%	100	100	***%	
	Account:	67,634	68,126	44,926	47,092	43,309	109%	52,172	0	52,172 120%	
	Fund:	67,634	68,126	44,926	47,092	43,309	109%	52,172	0	52,172 120%	

TOWN OF STEVENSVILLE  
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19 DAYTON LIGHTING #1 DISTRICT 55

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Exp.	Budget	Changes	Budget	Budget
		20-21	21-22	22-23	23-24	23-24	23-24	24-25	24-25	24-25	24-25
430263	Street Lighting										
	340 Utility Services	2,913	2,972	3,380	3,684	3,550	104%	3,750		3,750	106%
	Account:	2,913	2,972	3,380	3,684	3,550	104%	3,750	0	3,750	106%
	Fund:	2,913	2,972	3,380	3,684	3,550	104%	3,750	0	3,750	106%

TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
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200 PETERSON ADDN LIGHTING #2 DISTRICT 80

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Exp.	Budget	Changes	Budget	Budget
430263	Street Lighting										
	340 Utility Services	2,119	2,161	2,458	2,679	2,581	104%	2,750		2,750	107%
	Account:	2,119	2,161	2,458	2,679	2,581	104%	2,750	0	2,750	107%
	Fund:	2,119	2,161	2,458	2,679	2,581	104%	2,750	0	2,750	107%

TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
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210 GEO SMITH LIGHTING #3 DISTRICT 76

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget 23-24	Exp. 23-24	Budget 24-25	Changes 24-25	Budget 24-25	Budget 24-25
430263	Street Lighting										
	340 Utility Services	2,986	2,913	3,283	3,843	3,447	111%	3,500		3,500	102%
	Account:	2,986	2,913	3,283	3,843	3,447	111%	3,500	0	3,500	102%
	Fund:	2,986	2,913	3,283	3,843	3,447	111%	3,500	0	3,500	102%



TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
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220 CREEKSIDE LIGHTING #4 DISTRICT 77

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Exp.	Budget	Changes	Budget	Budget
430263	Street Lighting										
	340 Utility Services	4,121	4,578	5,197	5,549	5,456	102%	5,700		5,700	104%
	Account:	4,121	4,578	5,197	5,549	5,456	102%	5,700	0	5,700	104%
	Fund:	4,121	4,578	5,197	5,549	5,456	102%	5,700	0	5,700	104%

TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
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230 TWIN CREEKS LIGHTING #5 DISTRICT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Exp.	Budget	Changes	Budget	Budget
430263	Street Lighting										
	340 Utility Services	4,601	5,108	5,818	6,645	6,108	109%	6,750		6,750	111%
	Account:	4,601	5,108	5,818	6,645	6,108	109%	6,750	0	6,750	111%
	Fund:	4,601	5,108	5,818	6,645	6,108	109%	6,750	0	6,750	111%

TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

240 POLICE TRAINING & PENSION

Account	Object	Actuals				Current Budget	% Exp.	Prelim. Budget	Budget Changes	Final Budget	% Old Budget
		20-21	21-22	22-23	23-24						
420100	Law Enforcement Services										
	227 Firearm Supplies	712				4,440	0%	1,500		1,500	34%
	231 Gas, Oil, Diesel Fuel, Gr		39			0	0%	400		400	*****%
	370 Travel	60				2,000	0%	2,000		2,000	100%
	376 Lodging		75	98		0	0%	500		500	*****%
	377 Meals	147	63			0	0%	150		150	*****%
	380 Training Services	955	650		1,500	6,500	23%	7,000		7,000	108%
	Account:	1,874	827	98	1,500	12,940	12%	11,550	0	11,550	89%
	Fund:	1,874	827	98	1,500	12,940	12%	11,550	0	11,550	89%

TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

250 GAS APPORTIONMENT TAX / BaRSAA

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget 23-24	Exp. 23-24	Budget 24-25	Changes 24-25	Budget 24-25	Budget 24-25
430200	Road & Street Services										
	212 Small Non-capitalized Equ					6,000	0%	6,000		6,000	100%
	230 Repair & Maintenance Supp				1,550	0	***%	2,000		2,000	*****%
	350 Professional Services	47,417	15,708	1,800	5,052	1,800	281%	8,000		8,000	444%
	360 Repair & Maintenance Serv	700			510	1,000	51%	1,000		1,000	100%
	931 Roads, Streets & Parking		64,997			0	0%			0	0%
	940 Machinery & Equipment	12,181	-6,172			0	0%			0	0%
	950 Construction			3,350	14,111	447,000	3%	450,000		450,000	101%
	Account:	60,298	74,533	5,150	21,223	455,800	5%	467,000	0	467,000	102%
	Fund:	60,298	74,533	5,150	21,223	455,800	5%	467,000	0	467,000	102%

TOWN OF STEVENSVILLE  
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26 BaRSAA (HB 473)

Account	Object	Actuals				Current Budget	% Exp.	Prelim. Budget	Budget Changes	Final Budget	% Old Budget
		20-21	21-22	22-23	23-24						
430200	Road & Street Services										
	230 Repair & Maintenance Supp			1,178		0	0%			0	0%
	820 Transfers to Other Funds				24,907	24,907	100%			0	0%
	931 Roads, Streets & Parking		144,616			0	0%			0	0%
	950 Construction			1,054		0	0%			0	0%
	Account:		144,616	2,232	24,907	24,907	100%	0	0	0	0%
	Fund:		144,616	2,232	24,907	24,907	100%	0	0	0	0%

TOWN OF STEVENSVILLE  
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27 HEYER FOUNDATION GRANT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Exp.	Budget	Changes	Budget	Budget
		20-21	21-22	22-23	23-24	23-24	23-24	24-25	24-25	24-25	24-25
420460	Fire Department - Suppression										
212	Small Non-capitalized Equ	235				0	0%			0	0%
	Account:	235				0	***%	0	0	0	0%
	Fund:	235				0	0%	0	0	0	0%

TOWN OF STEVENSVILLE  
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28 ECONOMIC DEVELOPMENT

Account	Object	Actuals				Current Budget	% Exp.	Prelim. Budget	Budget Changes	Final Budget	% Old Budget
		20-21	21-22	22-23	23-24						
410550	Adminstration										
201	Supplies		24			0	0%			0	0%
220	Operating Supplies		385			0	0%			0	0%
340	Utility Services	24	235	299		0	0%			0	0%
730	Grants to Other Instituti			-2,500	2,500	0	***%			0	0%
820	Transfers to Other Funds				20,496	24,671	83%			0	0%
	Account:	24	644	-2,201	22,996	24,671	93%	0	0	0	0%
470310	Park Department Administration										
220	Operating Supplies	74				0	0%			0	0%
320	Printing, Duplicating, Ty	-19				0	0%			0	0%
330	Publicity, Subscriptions	2,500				0	0%			0	0%
340	Utility Services	288				0	0%			0	0%
350	Professional Services	1,550				0	0%			0	0%
	Account:	4,393				0	***%	0	0	0	0%
	Fund:	4,417	644	-2,201	22,996	24,671	93%	0	0	0	0%

TOWN OF STEVENSVILLE  
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29 JEAN THOMAS PARK BEAUTIFICATION FUND

Account	Object	Actuals				Current Budget	% Exp.	Prelim. Budget	Budget Changes	Final Budget	% Old Budget
		20-21	21-22	22-23	23-24						
460430	Parks										
201	Supplies		316			0	0%			0	0%
212	Small Non-capitalized Equ		16,557	4,928	5,934	6,000	99%	6,298		6,298	105%
220	Operating Supplies			59		0	0%			0	0%
359	Rental Services			290		0	0%			0	0%
400	Building Materials		510			0	0%			0	0%
730	Grants to Other Instituti	25,000				0	0%			0	0%
930	Improvements Other than B	11,400			-5,786	4,000	***%			0	0%
	Account:	36,400	17,383	5,277	148	10,000	1%	6,298	0	6,298	63%
	Fund:	36,400	17,383	5,277	148	10,000	1%	6,298	0	6,298	63%



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30 American Rescue Plan Act (ARPA)

Account	Object	Actuals				Current Budget	% Exp.	Prelim. Budget	Budget Changes	Final Budget	% Old Budget
		20-21	21-22	22-23	23-24						
410530	Audit Services										
350	Professional Services				41,723	0 ***%				0	0%
	Account:				41,723	0 ***%		0	0	0	0%
420100	Law Enforcement Services										
110	Salaries and Wages				189,795	0 ***%				0	0%
140	Employer Contributions				34,709	0 ***%				0	0%
	Account:				224,504	0 ***%		0	0	0	0%
430550	Transmission & Distribution (Lines)										
900	CAPITAL OUTLAY				264,635	0 ***%				0	0%
	Account:				264,635	0 ***%		0	0	0	0%
521000	Interfund Operating Transfers Out										
820	Transfers to Other Funds			530,862	-530,862	0 ***%				0	0%
	Account:			530,862	-530,862	0 ***%		0	0	0	0%
	Fund:			530,862		0 0%		0	0	0	0%

TOWN OF STEVENSVILLE  
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31 CAPITAL IMPROVEMENTS

Account	Object	Actuals				Current Budget 23-24	% Exp. 23-24	Prelim. Budget 24-25	Budget Changes 24-25	Final Budget 24-25	% Old Budget 24-25
		20-21	21-22	22-23	23-24						
420100	Law Enforcement Services										
940	Machinery & Equipment	85,696				0	0%			0	0%
	Account:	85,696				0	***%	0	0	0	0%
420400	Fire Protection & Control										
940	Machinery & Equipment	26,462				0	0%			0	0%
	Account:	26,462				0	***%	0	0	0	0%
430100	Public Works Administration										
940	Machinery & Equipment	10,500				0	0%			0	0%
	Account:	10,500				0	***%	0	0	0	0%
460445	Swimming Pool / Aquatics										
930	Improvements Other than B	19,602				0	0%			0	0%
	Account:	19,602				0	***%	0	0	0	0%
	Fund:	142,260				0	0%	0	0	0	0%

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32 SIDEWALK IMPROVEMENT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Exp.	Budget	Changes	Budget	Budget
430262	Sidewalks Improvements										
950	Construction		38,536			0	0%			0	0%
	Account:		38,536			0	***%	0	0	0	0%
	Fund:		38,536			0	0%	0	0	0	0%

TOWN OF STEVENSVILLE  
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33 Main Street Lighting Project

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Exp.	Budget	Changes	Budget	Budget
		20-21	21-22	22-23	23-24	23-24	23-24	24-25	24-25	24-25	24-25
521000	Interfund Operating Transfers Out										
800	OTHER OBJECTS				10,000	10,000	100%			0	0%
	Account:				10,000	10,000	100%	0	0	0	0%
	Fund:				10,000	10,000	100%	0	0	0	0%

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5210 WATER

Account	Object	Actuals				Current Budget	% Exp.	Prelim. Budget	Budget Changes	Final Budget	% Old Budget
		20-21	21-22	22-23	23-24						
430100	Public Works Administration										
340	Utility Services		118	394		0	0%			0	0%
	Account:		118	394		0	***%	0	0	0	0%
430510	Water Utility Administration										
110	Salaries and Wages	122,934	141,122	135,484	137,473	148,867	92%	179,020		179,020	120%
120	Overtime Wages					0	0%	15,000		15,000	*****
140	Employer Contributions	40,720	45,855	45,051	48,407	46,390	104%	62,100		62,100	134%
201	Supplies		-128			0	0%			0	0%
210	Office Supplies & Materia	695	66	79	1,347	150	898%	1,350		1,350	900%
212	Small Non-capitalized Equ	355	160			1,000	0%			0	0%
220	Operating Supplies	275	431	9	3,389	0	***%	3,300		3,300	*****
226	Clothing and Uniforms		27	218	336	300	112%	340		340	113%
229	Food	35				0	0%			0	0%
230	Repair & Maintenance Supp		49	1,634	1,378	1,700	81%	1,400		1,400	82%
231	Gas, Oil, Diesel Fuel, Gr					0	0%	5,800		5,800	*****
232	Motor Vehicle Repair & Ma				198	0	***%	200		200	*****
239	COVID-19 Supplies	11				0	0%			0	0%
240	Repair & Maintenance Tool		60	230	66	500	13%	500		500	100%
311	Postage, Box Rent, etc.	2,294	507	1,070	342	1,200	29%	350		350	29%
312	Computer Software	72				0	0%			0	0%
320	Printing, Duplicating, Ty	394	2,949	1,520	215	1,500	14%	1,500		1,500	100%
330	Publicity, Subscriptions	5,135	2,484	1,456	4,202	1,400	300%	4,300		4,300	307%
331	Computer Software / Websi		1,296	9,763	14,700	4,604	319%	15,000		15,000	326%
	Black Mountian \$500.00										
335	Memberships & Registratio	350	60	858	509	858	59%	858		858	100%
	Rual Water \$150										
339	COVID-19 Services	150				0	0%			0	0%
340	Utility Services	3,025	1,197	1,989	1,078	2,000	54%	1,200		1,200	60%
345	Telephone & Internet		278	494	3,075	330	932%	3,100		3,100	939%
	Spectrum \$1,200.00										
	Verizon \$500.00										
350	Professional Services	35,018	7,643	27,046	30,943	41,525	75%	32,500		32,500	78%
	NETCHEX \$410.00										
353	Accounting and Auditing					0	0%	18,850		18,850	*****
354	Architectural/Engineering		20,768	19,593		20,000	0%			0	0%
355	Laboratory Testing	703	469	1,263	58	0	***%	50		50	*****
356	Information Technology Se	6,325	5,605	6,499	9,395	3,700	254%	9,450		9,450	255%
	First Call \$3,600.00										
360	Repair & Maintenance Serv	49		430		430	0%	500		500	116%
370	Travel	114	491	257	206	257	80%	300		300	117%
376	Lodging			307	399	0	***%	450		450	*****
377	Meals			83	25	83	30%	150		150	181%
380	Training Services	60	830	573	335	600	56%	600		600	100%
390	Other Purchased Services				29	0	***%			0	0%
500	Help 4 You Assistance	1,173	852	841	937	701	134%	950		950	136%
510	Insurance	7,158	1,193	18,930	17,399	17,500	99%	19,990		19,990	114%
	Contractor Equipment \$150.00										
	Liabilty Ins \$17,275.66										
	Errors and Omssions \$22.50										
	Property Ins \$1,415.00										

TOWN OF STEVENSVILLE  
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5210 WATER

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget 23-24	Exp. 23-24	Budget 24-25	Changes 24-25	Budget 24-25	Budget 24-25
Errors & Omissions \$22.50											
Vehicle Ins 1,055.65											
520	Premiums on Surety Bond	33	33	17		17	0%	33		33	194%
555	Bank Service Charges		2		613	0	***%			0	0%
820	Transfers to Other Funds			5,200	5,500	5,500	100%			0	0%
940	Machinery & Equipment					25,000	0%	25,000		25,000	100%
Account:		227,078	234,299	280,894	282,554	326,112	87%	404,141	0	404,141	124%
430520 Facilities - Grounds & Buildings											
340	Utility Services		61,940	81,994	87,093	83,000	105%	90,000		90,000	108%
Account:			61,940	81,994	87,093	83,000	105%	90,000	0	90,000	108%
430530 Source of Supply & Pumping (Storage & Wells)											
212	Small Non-capitalized Equ			293	292	300	97%	300		300	100%
220	Operating Supplies			345	87	350	25%	350		350	100%
230	Repair & Maintenance Supp	145		1,040	121	1,000	12%	1,000		1,000	100%
340	Utility Services	67,010	8,107	1,081	117	1,200	10%	150		150	13%
350	Professional Services	2,855		6,293		1,500	0%	1,500		1,500	100%
352	Legal Services	4,550	14,654	42,628	40,029	20,000	200%	50,000		50,000	250%
354	Architectural/Engineering		36,779	5,320		5,000	0%			0	0%
360	Repair & Maintenance Serv	1,186	23,384		2,853	10,000	29%	10,000		10,000	100%
510	Insurance	877	916	1,104	1,626	1,104	147%	2,415		2,415	219%
Property Ins \$2,415.00											
910	Land					0	0%	25,000		25,000	*****%
Easement for Well land \$25,000											
Account:		76,630	83,840	58,104	45,125	40,454	112%	90,715	0	90,715	224%
430540 Purification and Treatment											
201	Supplies		-75			0	0%			0	0%
212	Small Non-capitalized Equ	627				0	0%	2,000		2,000	*****%
220	Operating Supplies	17,182	3,344	94	179	100	179%	200		200	200%
222	Chemical, Laboratory & Me		11,326	31,915	22,210	32,000	69%	25,000		25,000	78%
230	Repair & Maintenance Supp	9,397	581	796	-177	600	-30%	600		600	100%
340	Utility Services	2,522	725	536	104	484	21%	484		484	100%
346	Internet	360	719			0	0%			0	0%
355	Laboratory Testing	50	430	2,390	1,118	3,500	32%	1,200		1,200	34%
360	Repair & Maintenance Serv	80				0	0%			0	0%
510	Insurance	2,528	2,640	3,180	4,687	3,180	147%	5,050		5,050	159%
Property Ins 5,050.00											
556	Late Fees	26		29		0	0%			0	0%
621	Interest/late fees-on acc	29		-29		0	0%			0	0%
Account:		32,801	19,690	38,911	28,121	39,864	71%	34,534	0	34,534	87%
430550 Transmission & Distribution (Lines)											
220	Operating Supplies	-19	1,249	200	230	200	115%	250		250	125%
230	Repair & Maintenance Supp	13,966	1,266	4,241	6,265	4,250	147%	6,500		6,500	153%
238	Water Meters		165	24,442	27,300	26,000	105%	30,000		30,000	115%
331	Computer Software / Websi	10,787				0	0%			0	0%

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5210 WATER

Account	Object	Actuals				Current Budget 23-24	% Exp. 23-24	Prelim. Budget 24-25	Budget Changes 24-25	Final Budget 24-25	% Old Budget 24-25
		20-21	21-22	22-23	23-24						
340	Utility Services	1,767	399	391		400	0%	400		400	100%
350	Professional Services	3,486	3,754	250	710	50	***%	100		100	200%
360	Repair & Maintenance Serv		198			0	0%			0	0%
530	Rent				183	0	***%	500		500	****%
934	Drainage, Water Supply &		23,044			0	0%			0	0%
	Account:	29,987	30,075	29,524	34,688	30,900	112%	37,750	0	37,750	122%
430610	Sewer Utility Administration										
230	Repair & Maintenance Supp		7			0	0%			0	0%
240	Repair & Maintenance Tool			33		0	0%			0	0%
	Account:		7	33		0	***%	0	0	0	0%
430630	Collection & Transmission - Main Lines										
230	Repair & Maintenance Supp			98		0	0%			0	0%
350	Professional Services		2,951	5,677		8,177	0%	6,000		6,000	73%
	Account:		2,951	5,775		8,177	0%	6,000	0	6,000	73%
430640	Treatment and Disposal										
220	Operating Supplies	20				0	0%			0	0%
	Account:	20				0	***%	0	0	0	0%
	Fund:	366,516	432,920	495,629	477,581	528,507	90%	663,140	0	663,140	125%

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370 ARPA WATER LEAK REPAIR

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Exp.	Budget	Changes	Budget	Budget
430550	Transmission & Distribution (Lines)										
900	CAPITAL OUTLAY				569,704	1,846,540	31%	1,020,000		1,020,000	55%
	Account:				569,704	1,846,540	31%	1,020,000	0	1,020,000	55%
	Fund:				569,704	1,846,540	31%	1,020,000	0	1,020,000	55%



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380 WATER BOND PRINCIPAL & INTEREST

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Exp.	Budget	Changes	Budget	Budget
490200	Revenue Bonds										
610	Principal	29,243	31,901	31,901	31,901	32,000	100%	31,902		31,902	100%
620	Interest	54,181	59,107	59,107	59,107	59,200	100%	59,200		59,200	100%
	Account:	83,424	91,008	91,008	91,008	91,200	100%	91,102	0	91,102	100%
521000	Interfund Operating Transfers Out										
820	Transfers to Other Funds				494,732	494,732	100%			0	0%
	Account:				494,732	494,732	100%	0	0	0	0%
	Fund:	83,424	91,008	91,008	585,740	585,932	100%	91,102	0	91,102	16%

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5310 SEWER

Account	Object	Actuals				Current Budget	% Exp.	Prelim. Budget	Budget Changes	Final Budget	% Old Budget
		20-21	21-22	22-23	23-24						
430510	Water Utility Administration										
320	Printing, Duplicating, Ty		1,396	603		0	0%			0	0%
335	Memberships & Registratio			504		0	0%			0	0%
355	Laboratory Testing			369		0	0%			0	0%
	Account:		1,396	1,476		0	***%	0	0	0	0%
430550	Transmission & Distribution (Lines)										
230	Repair & Maintenance Supp		1,870			0	0%			0	0%
	Account:		1,870			0	***%	0	0	0	0%
430610	Sewer Utility Administration										
110	Salaries and Wages	122,922	141,082	135,467	136,064	148,867	91%	179,020		179,020	120%
120	Overtime Wages					0	0%	15,000		15,000	*****
140	Employer Contributions	40,716	45,838	45,358	47,760	46,391	103%	62,100		62,100	134%
201	Supplies		-565			0	0%			0	0%
210	Office Supplies & Materia	745	80		841	0	***%	1,000		1,000	*****
212	Small Non-capitalized Equ	156		1,951	2,671	1,951	137%	2,700		2,700	138%
220	Operating Supplies	699	445	997	3,789	721	526%	4,000		4,000	555%
222	Chemical, Laboratory & Me		86		844	0	***%	1,500		1,500	*****
226	Clothing and Uniforms			205	196	205	96%	250		250	122%
229	Food	35				0	0%			0	0%
230	Repair & Maintenance Supp	182	4	242	141	242	58%	250		250	103%
231	Gas, Oil, Diesel Fuel, Gr					0	0%	5,800		5,800	*****
232	Motor Vehicle Repair & Ma				198	0	***%	500		500	*****
240	Repair & Maintenance Tool		36	63		63	0%			0	0%
311	Postage, Box Rent, etc.	1,937	436	238	342	238	144%	350		350	147%
312	Computer Software	72				0	0%			0	0%
320	Printing, Duplicating, Ty	363	2,899	63	209	63	332%	500		500	794%
330	Publicity, Subscriptions	3,030		24	165	0	***%	200		200	*****
331	Computer Software / Websi		346	9,763	13,127	4,604	285%	13,500		13,500	293%
	Black Mountain \$500.00										
335	Memberships & Registratio		80	1,660	1,780	1,660	107%	1,800		1,800	108%
339	COVID-19 Services	150				0	0%			0	0%
340	Utility Services	3,050	1,222	2,075	3,811	866	440%	3,950		3,950	456%
345	Telephone & Internet		278	462	1,874	289	648%	2,000		2,000	692%
	Spectrum \$1,200.00										
	Verizon \$500.00										
350	Professional Services	32,380	9,999	25,749	28,028	25,000	112%	29,000		29,000	116%
	NETCHEXS \$410.00										
353	Accounting and Auditing					0	0%	17,850		17,850	*****
355	Laboratory Testing	703	2,010	13,063	1,272	14,000	9%	1,500		1,500	11%
356	Information Technology Se	6,325	5,605	6,499	9,395	3,687	255%	10,000		10,000	271%
	First Call \$3,600.00										
360	Repair & Maintenance Serv	49		13,891		13,891	0%	500		500	4%
366	Building Maintenance			588	96	588	16%	500		500	85%
370	Travel	114		270	206	270	76%	500		500	185%
377	Meals				25	0	***%	150		150	*****
380	Training Services	60	154	62	10	0	***%	500		500	*****

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5310 SEWER

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget 23-24	Exp. 23-24	Budget 24-25	Changes 24-25	Budget 24-25	Budget 24-25
390	Other Purchased Services				29	0	***%			0	0%
500	Help 4 You Assistance	2,512	1,825	1,801	1,936	1,501	129%	2,000		2,000	133%
510	Insurance	6,918	27,750	23,871	17,545	23,871	73%	19,000		19,000	80%
	Contractor Equipment \$150.00										
	Liabilty Ins \$17,275.66										
	Property Ins \$500.00										
	Vehicles Ins \$1055.64										
511	Insurance Deductible	1,500				0	0%			0	0%
520	Premiums on Surety Bond	33	33	17		17	0%	33		33	194%
555	Bank Service Charges		2		577	0	***%			0	0%
820	Transfers to Other Funds			5,200	5,500	5,500	100%			0	0%
	Account:	224,651	239,645	289,579	278,431	294,485	95%	375,953	0	375,953	128%
430620	Facilities - Grounds & Buildings										
340	Utility Services		44,317	49,143	46,154	50,000	92%	50,000		50,000	100%
	Account:		44,317	49,143	46,154	50,000	92%	50,000	0	50,000	100%
430630	Collection & Transmission - Main Lines										
212	Small Non-capitalized Equ		219			0	0%			0	0%
220	Operating Supplies	885	1,457	975	849	975	87%	1,000		1,000	103%
230	Repair & Maintenance Supp	769	3,670	1,463	888	1,095	81%	1,100		1,100	100%
332	Publication of Formal & L		418			0	0%			0	0%
340	Utility Services		25			0	0%			0	0%
350	Professional Services	5	500			0	0%			0	0%
354	Architectural/Engineering		11,969			0	0%			0	0%
360	Repair & Maintenance Serv				2,814	0	***%	3,000		3,000	*****
530	Rent				108	0	***%	500		500	*****
934	Drainage, Water Supply &		11,937			0	0%			0	0%
	Account:	1,659	30,195	2,438	4,659	2,070	225%	5,600	0	5,600	271%
430640	Treatment and Disposal										
201	Supplies		-409			0	0%			0	0%
212	Small Non-capitalized Equ	67		1,809	208	1,294	16%	1,000		1,000	77%
220	Operating Supplies	6,268	7,339	3,538	1,554	3,486	45%	1,600		1,600	46%
222	Chemical, Laboratory & Me			1,481	162	1,481	11%	1,481		1,481	100%
230	Repair & Maintenance Supp	1,059	2,171	437	307	416	74%	400		400	96%
231	Gas, Oil, Diesel Fuel, Gr					0	0%	5,800		5,800	*****
313	Freight/Shipping	514	179			0	0%			0	0%
330	Publicity, Subscriptions					0	0%	100		100	*****
335	Memberships & Registratio			1,165		1,165	0%			0	0%
339	COVID-19 Services	871				0	0%			0	0%
340	Utility Services	54,239	5,792	895	138	826	17%	200		200	24%
350	Professional Services	1,775	1,985			0	0%			0	0%
355	Laboratory Testing		9,929	423	11,756	423	***%	12,500		12,500	2955%
360	Repair & Maintenance Serv	4,208	8,059	2,743	1,910	4,132	46%	2,500		2,500	61%
510	Insurance	11,062	11,554	13,918	20,513	20,600	100%	12,030		12,030	58%
	Property Ins \$12,030										
	Account:	80,063	46,599	26,409	36,548	33,823	108%	37,611	0	37,611	111%

09/17/24  
17:26:09

TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

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5310 SEWER

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Exp.	Budget	Changes	Budget	Budget
600001	Writeoff Bad Debt Account										
810	Losses (Bad Debt Exp-Ente Account:					0	0%	500		500	*****%
						0	***%	500	0	500	*****%
Fund:		306,373	364,022	369,045	365,792	380,378	96%	469,664	0	469,664	123%

TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

420 SEWER BOND PRINCIPAL & INTEREST

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget	Exp.	Budget	Changes	Budget	Budget
		20-21	21-22	22-23	23-24	23-24	23-24	24-25	24-25	24-25	24-25
490200	Revenue Bonds										
610	Principal	51,987	58,161	58,161	58,161	58,161	100%	58,161		58,161	100%
620	Interest	113,379	131,367	131,367	131,367	131,400	100%	131,367		131,367	100%
	Account:	165,366	189,528	189,528	189,528	189,561	100%	189,528	0	189,528	100%
	Fund:	165,366	189,528	189,528	189,528	189,561	100%	189,528	0	189,528	100%

TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

5610 AIRPORT

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		20-21	21-22	22-23	23-24	Budget 23-24	Exp. 23-24	Budget 24-25	Changes 24-25	Budget 24-25	Budget 24-25
430200	Road & Street Services										
340	Utility Services	12				0	0%			0	0%
	Account:	12				0	***%	0	0	0	0%
430300	Airport										
110	Salaries and Wages	4,967	24,828	30,159	15,708	18,129	87%	19,900		19,900	110%
140	Employer Contributions	3,093	11,415	5,660	2,710	3,046	89%	3,400		3,400	112%
201	Supplies		581			0	0%			0	0%
210	Office Supplies & Materia	39	441	442	58	450	13%	500		500	111%
220	Operating Supplies		129	70	105	200	53%	150		150	75%
230	Repair & Maintenance Supp	175	7,994	7,056		400	0%	600		600	150%
	\$600.00 lights and wind socks other maintenance										
231	Gas, Oil, Diesel Fuel, Gr	116	374	2,542	152	2,700	6%	2,700		2,700	100%
	\$2,700.00 mowing and snow removal										
232	Motor Vehicle Repair & Ma		43			3,000	0%	500		500	17%
236	Tires and Tubes					0	0%	1,000		1,000	*****%
311	Postage, Box Rent, etc.	101	83	99	5	100	5%	100		100	100%
320	Printing, Duplicating, Ty	61	260	33	17	100	17%	20		20	20%
330	Publicity, Subscriptions				115	0	***%	115		115	*****%
331	Computer Software / Websi			399	787	400	197%	800		800	200%
	Black Mountain \$250.00										
332	Publication of Formal & L		579			0	0%			0	0%
339	COVID-19 Services					0	0%			0	0%
340	Utility Services	2,464	9,119	5,106	2,394	4,700	51%	2,500		2,500	53%
345	Telephone & Internet	43		644	1,235	1,340	92%	1,250		1,250	93%
	Verizon \$630.00										
346	Internet	360		542	108	200	54%			0	0%
350	Professional Services	4,527	7,320	6,116	3,636	22,012	17%	23,500		23,500	107%
	NETCHEX 160.00										
	10% share for FFA project \$23,225										
352	Legal Services		435	495	776	450	172%	1,500		1,500	333%
353	Accounting and Auditing					0	0%	2,975		2,975	*****%
	Audit \$35,000										
	AFR \$18,000										
			Audit	AFR							
	Gen. Fund 25.0%	\$ 12,450.00		5,400.00							
	Bldg. Dept. 5.0%	\$ 1,750.00		900.00							
	Sewer 30.0%	\$ 10,500.00		5,400.00							
	Water 30.0%	\$ 10,500.00		5,400.00							
	Airport 10.0%	\$ 3,500.00		1,800.00							
	<b>Total</b>	<b>\$ 35,000.00</b>		<b>18,000.00</b>							
	Filing Fees \$1500.00										
	Extra Aduit work \$5,000.00										
356	Information Technology Se	1,260	1,075	455	1,708	500	342%	800		800	160%
	First Call \$725.00										
360	Repair & Maintenance Serv			9,643	9,874	9,200	107%	3,000		3,000	33%
361	Motor Vehicle Repair & Ma					0	0%	1,000		1,000	*****%
	\$1,000.00 mower, snow plow and car										

TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

5610 AIRPORT

Account	Object	Actuals				Current Budget 23-24	% Exp. 23-24	Prelim. Budget 24-25	Budget Changes 24-25	Final Budget 24-25	% Old Budget 24-25
		20-21	21-22	22-23	23-24						
380	Training Services		66			0	0%			C	0%
390	Other Purchased Services				5	0	***%			C	0%
510	Insurance	2,859	6,418	6,176	5,979	6,500	92%	6,200		6,200	95%
	Liabilty Ins \$2,384.33										
	351.88										
530	Rent	900	3,600	2,400		0	0%			C	0%
555	Bank Service Charges		35		21	0	***%			C	0%
820	Transfers to Other Funds			11,161		0	0%			C	0%
950	Construction	139,626	11,400	3,331		0	0%			C	0%
	Account:	160,656	86,195	92,529	45,393	73,427	62%	72,510	0	72,510	99%
490500	Other Debt Service Payments										
610	Principal	8,756	8,756	8,756	8,756	8,756	100%			C	0%
620	Interest	977	826	675	524	675	78%			C	0%
	Account:	9,733	9,582	9,431	9,280	9,431	98%	0	0	C	0%
	Fund:	170,401	95,777	101,960	54,673	82,858	66%	72,510	0	72,510	88%

TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

450 AIRPORT PROJECT

Account	Object	Actuals				Current Budget 23-24	% Exp. 23-24	Prelim. Budget 24-25	Budget Changes 24-25	Final Budget 24-25	% Old Budget 24-25
		20-21	21-22	22-23	23-24						
430300	Airport										
350	Professional Services				127,955	317,000	40%	218,250		218,250	69%
820	Transfers to Other Funds			-11,161		0	0%			0	0%
950	Construction	1,217,453	242,904		7,530	0	***%			0	0%
	Account:	1,217,453	242,904	-11,161	135,485	317,000	43%	218,250	0	218,250	69%
	Fund:	1,217,453	242,904	-11,161	135,485	317,000	43%	218,250	0	218,250	69%



TOWN OF STEVENSVILLE  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2024 - 2025

4620 FIREMEN'S DISABILITY

Account	Object	Actuals				Current Budget 23-24	% Exp. 23-24	Prelim. Budget 24-25	Budget Changes 24-25	Final Budget 24-25	% Old Budget 24-25
		20-21	21-22	22-23	23-24						
510300	Other Unallocated Costs										
780	Intergovernmental TRF to Account:	4,636	5,337	5,372	7,850	5,372	146%	8,000	8,000	149%	
		4,636	5,337	5,372	7,850	5,372	146%	8,000	0	8,000	149%
	Fund:	4,636	5,337	5,372	7,850	5,372	146%	8,000	0	8,000	149%
											%
	Grand Total:	3,755,170	2,827,152	3,006,523	3,122,881	5,566,595		4,258,817	-43,300	4,215,517	

**File Attachments for Item:**

a. Discussion/Decision: Consent to the Mayor's Appointment of Brian Germane as the new Airport Manager



## 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).**

<b>Agenda Item Type:</b>	New Business
<b>Person Submitting the Agenda Item:</b>	Bob Michalson
<b>Second Person Submitting the Agenda Item:</b>	
<b>Submitter Title:</b>	Mayor
<b>Submitter Phone:</b>	
<b>Submitter Email:</b>	
<b>Requested Council Meeting Date for Item:</b>	09/26/2024
<b>Agenda Topic:</b>	Discussion/Decision: Consent to the Mayor's Appointment of Brian Germane as the new Airport Manager
<b>Backup Documents Attached?</b>	Yes
<b>If no, why not?</b>	
<b>Approved/Disapproved?</b>	Approved
<b>If Approved, Meeting Date for Consideration:</b>	09/26/2024
<b>Notes:</b>	

# Brian Germane

## Experience

### **Senior Superintendent** *The Whiting-Turner Contracting Company, 2000-2016*

Oversaw and managed the on-site construction activities for complex and large-scale projects with some projects valued near \$500mil. My role was crucial in ensuring that projects were completed on time, within budget, and to the highest quality standards. I led teams with as many as 400 staff and tradespeople, coordinated with various stakeholders, and drove safety, production, and compliance on the job site.

### **Senior Superintendent and Preconstruction** *The Jackson Contractor Group, 2016-Present*

At Jackson, I continued my career as a Senior Superintendent, but ultimately, that role has transitioned into overseeing and supporting multiple teams to ensure that their projects are achieving the highest level of safety, production, and quality. I am responsible for estimating and securing projects, creating master schedules, logistics, safety, production and quality control plans, and then working with the onsite teams to execute those plans.

### **Stevensville Airport Board Member** *July 2022-Present*

Two-plus years as a board member have provided me with a great understanding of our airport, it's users, it's needs, and it's struggles. This time has also allowed me to see first-hand what is required to be an effective and successful airport manager.

## Education

**Associate degree**, Fire Science, Santa Ana College, June 2001

## Skills

- Ability to lead and motivate a diverse team.
- Strong decision-making and problem-solving skills.
- Effective delegation and supervision.
- Strong verbal and written communication skills
- Ability to analyze financial reports and make data-driven decisions.
- Experience in managing large and small projects, including upgrades, renovations, and expansions.
- Private Pilot SEL, TW

**File Attachments for Item:**

b. Informational: Jessica Cochrell as the new Fire and Court 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).**

<b>Agenda Item Type:</b>	New Business
<b>Person Submitting the Agenda Item:</b>	Bob Michalson
<b>Second Person Submitting the Agenda Item:</b>	
<b>Submitter Title:</b>	Mayor
<b>Submitter Phone:</b>	
<b>Submitter Email:</b>	
<b>Requested Council Meeting Date for Item:</b>	09/26/2024
<b>Agenda Topic:</b>	Informational: Jessica Cochrell as the new Fire and Court Clerk
<b>Backup Documents Attached?</b>	Choose an item.
<b>If no, why not?</b>	
<b>Approved/Disapproved?</b>	Approved
<b>If Approved, Meeting Date for Consideration:</b>	09/26/2024
<b>Notes:</b>	

**File Attachments for Item:**

c. Discussion/Decision: Agreement Between the Town of Stevensville and the Stevensville School District School Resource Officer Program



## Stevensville Town Council Meeting

### Agenda Item Request

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

<b>Agenda Item Type:</b>	New Business
<b>Person Submitting the Agenda Item:</b>	Bob Michalson
<b>Second Person Submitting the Agenda Item:</b>	John Boe, Chief of Police
<b>Submitter Title:</b>	Mayor
<b>Submitter Phone:</b>	
<b>Submitter Email:</b>	
<b>Requested Council Meeting Date for Item:</b>	09/26/2024
<b>Agenda Topic:</b>	Discussion/Decision: Agreement Between the Town of Stevensville and the Stevensville School District School Resource Officer Program
<b>Backup Documents Attached?</b>	Yes
<b>If no, why not?</b>	
<b>Approved/Disapproved?</b>	Approved
<b>If Approved, Meeting Date for Consideration:</b>	09/26/2024
<b>Notes:</b>	



**AGREEMENT BETWEEN THE TOWN OF STEVENSVILLE AND THE  
STEVENSVILLE SCHOOL DISTRICT  
SCHOOL RESOURCE OFFICER PROGRAM**

WHEREAS, the Interlocal Cooperation Act permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other local governmental units on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities; and

WHEREAS, The Town of Stevensville and the Stevensville School District recognize that a School Resource Officer program benefits both the Town of Stevensville and the District; and

WHEREAS, the parties have mutually determined that it would be beneficial to assign one full-time, experienced, fully commissioned The Town of Stevensville Police officer as a School Resource Officer (SRO) to the School District during regular school hours and certain special school events during the school year, in order to assist the School District in its educational mission by addressing issues such as safety, security, and crime, as well as providing a positive interaction with students on a regular basis; and

WHEREAS, the parties wish to commit to the funding of the SRO as described herein; and

WHEREAS, it is the intention of the parties as reflected by the funding of the SRO to acknowledge that the SRO is an employee of the Town of Stevensville and subject to the control of the Town of Stevensville Chief of Police and may be assigned other duties outside the normal SRO school year schedule and on a limited basis during the school year for training and on an emergency basis.

NOW THEREFORE, The Town of Stevensville, a political subdivision of the State of Montana, and the Stevensville School District have this \_\_\_\_\_ day of \_\_\_\_\_, 2024, entered into this agreement in consideration of the mutual benefits to be derived and in accordance with the authorization provided by the Interlocal Cooperation Act, Mont. Code Ann. § 7-11-101, et seq.

1. Purpose. The purpose of this agreement is to provide for funding necessary to permit assignment by The Town of Stevensville of one full-time, experienced The Town of Stevensville Police officer, and to implement a School Resource Officer (SRO) program in the Stevensville School District. The SRO program will:

- A. Promote safety and security on school grounds and during school activities;
- B. Discourage illicit drug use;
- C. Discourage criminal activity;
- D. Encourage collaboration between law enforcement officers and students;
- E. Work in cooperation with administrators and the safety committees to formulate plans and strategies to prevent and/or minimize dangerous situations and to respond to emergency situations which might occur on campus; and
- F. Otherwise provide law enforcement services to the School District.

2. Term. This agreement shall commence on August 26<sup>th</sup>, 2024, and terminate June 6<sup>th</sup>, 2025, unless earlier terminated or extended. This agreement may be renewed with the mutual consent of the parties. Either party may terminate this agreement at any time for any reason upon 60 days written notice.

3. School Resource Officer Responsibilities. SRO will endeavor to interact with students on a non-punitive and positive basis. In addition, the duties of the SRO include but are not limited to:

- A. Patrolling the School and providing security;
- B. Responding to calls for police officer assistance;
- C. Enforcing truancy laws;
- D. Enforcing traffic laws on school grounds;
- E. Assisting building administrators to develop plans and strategies to prevent and/or minimize dangerous situations that may result from student unrest;
- F. Wearing official uniforms and badge and carrying a firearm.
- G. Maintaining an activity log and drafting all required records and reports.
- H. Providing a law enforcement consulting resource;
- I. Enforcing federal, state, and local laws and ordinances;
- J. Providing a liaison with school staff, faculty, and students, including but not limited to answering questions about Montana criminal or juvenile laws;
- K. Providing an investigative resource regarding alleged or suspected criminal activities on or adjacent to school property and providing assistance to other law enforcement officers with outside investigations concerning students attending a District school.
- L. Conferring on strategies to prevent delinquency and to enhance safety;
- M. Counseling students in special situations, such as students suspected of engaging in criminal misconduct, when requested by the principal or the principal's designee or by the parents of a student;
- N. Participating in educational and outreach activities concerning the SRO's role and the law;
- O. Provide educational programming under the supervision of teaching staff related to student safety and law enforcement; and
- P. Other duties as assigned.

4. Town of Stevensville Responsibilities. The responsibilities of the Town include but are not limited to:

- A. Providing an SRO to be assigned to the School District during the school year on a schedule to be determined in collaboration with the district.
- B. Providing law enforcement services to the School District.
- C. Maintain adequate and appropriate records and reports; and

D. Supervise, train, and support an SRO in accordance with this agreement.

5. School District Responsibilities. The responsibilities of the School District include but are not limited to:

A. Provide a secure office for the SRO program;

B. Provide in-service training;

C. Provide feedback and performance reviews to the Police Chief; and

D. Participate in developing the SRO program.

6. Guidelines and Procedures. The parties may agree to guidelines and procedures which may be amended from time to time for the purposes of implementing the SRO program. Such guidelines and procedures are enforceable under the terms of this agreement.

7. Funding. The Stevensville School District and the Town of Stevensville agree to share equally the costs of the SRO's salary and employment benefits for the assignment during the school year following the applicable salary schedules and employment practices of the SPD. The SRO's compensation shall be calculated as an hourly rate. The School District shall make an annual reimbursement to the SPD for 50% of the SRO's salary and benefits for each day in which the officer serves as a SRO at a District school. Overtime generated at the request of the School District shall be paid by the School District, this includes all special events and activities. In the event of a school closure in excess of 5 school days, the School District shall not be responsible for any salary contributions for the officer starting on day 6 of the school closure until school resumes. For purposes of this provision, "school closure" shall mean closure of a school building for in-person instruction to students due to weather, epidemic, emergency, or other extenuating circumstances which is the result of a federal, state, or local governmental order for closure or by a majority vote of the District's Board of Trustees. The SRO shall be subject to personnel policies and practices of the SPD except as such policies or practices may have to be modified to comply with the terms and conditions of this Agreement

8. Work Schedule. [During the defined school year, the SRO will work 40 hours per week at the school district. Generally, those hours will be 0800 hours to 1600 hours Monday through Friday.

9. Selection of SRO. The SPD is responsible for all final employment decisions regarding the SRO. However, SPD agrees to consult with the School District regarding the assignment, re-assignment, evaluation, and termination of the SRO. The School District must immediately report any potential disciplinary issues to the Chief of Police. As the employer, the SPD shall hold the School District free, harmless, and indemnified from and against any and all claims, suits or causes of action arising out of allegations of unfair or unlawful employment practices brought by the SRO.

Factors the Police Chief will consider include but are not limited to:

A. The SRO must be a certified law enforcement officer; or law enforcement in training under the direction of the Police Chief.

B. The SRO must have specialized training to work with youth at a school site as soon as practical upon assignment, which could include university coursework for potential

SRO candidates, law enforcement coursework addressing working with youth at a school site, professional training in such areas, or training and experience in connection with other recognized school/youth law enforcement programs.

- C. The SRO must be capable of conveying a positive law enforcement presence at the school and in the community.
- D. The SRO must have the ability to be a positive resource to the school, staff, students, parents, and residents of the community.
- E. The SRO must be certified or scheduled for the academy by the Montana POST or other POST-recognized program; and
- F. Consistent with this agreement, the SRO must be able to work effectively under the direction of the Police Chief and cooperatively with School District management. In the event that the District Superintendent or other authorized School District administrator views the conduct of an SRO as not meeting the professional standards expected by the School District, the School District reserves the right to request the re-appointment of a new SRO. The Town of Stevensville agrees that it will not unreasonably deny the re-appointment of a new SRO and that it is obligated to provide continuity in service while seeking a suitable replacement.

#### 10. Performance of Law Enforcement-Related Duties.

- A. If the SRO plans to interview suspects or victims of crime, the SRO, to the extent practicable, will advise the Principal or the Principal's designee and work with him or her to minimize disruption to the school and other students. School District employees will provide notification to parents or guardians of such interviews in accordance with policies and procedures established by the School District. The SRO and the Principal (or designee) will confer concerning who may be present during the interview or observe the interview. Interviews must be documented in accordance with the policies of the Sheriff.
- B. An SRO may, in the exercise of his or her duties as a certified law enforcement officer, take law enforcement action when deemed appropriate and necessary. As soon as is practicable, the SRO shall notify the building administrator of such action.
- C. In the event the SRO arrests a student at school, the SRO must notify the Principal or the Principal's designee as soon thereafter as practicable. In the event the arrested student is a juvenile, the parents or guardians of the juvenile shall be notified in accordance with the policies of the Police Chief. The School District may also make such notifications as are consistent with School District policy.
- D. SROs are not responsible for acting as school disciplinarians. Disciplining students for violation of student conduct rules or School District policy is a school responsibility. The building administrators, and appropriate school staff as designated, shall be responsible for investigating and determining, in their discretion, whether a student has violated student conduct rules or School District policies and the appropriate administrative action to take. However, this provision shall not be construed to prevent building administrators and/or school staff from notifying an SRO regarding suspected criminal behavior arising out of the same or related incident

or seeking assistance to quell a disturbance if appropriate. This provision shall also not be construed to prevent the SRO from sharing information with building administrators and/or school staff to aid in the determination of whether a disciplinary offense occurred to the extent permitted by federal and state law and School District and The Town of Stevensville policies and procedures. Upon assignment, the SRO will be provided with copies of School District policies and student conduct rules. The SRO shall become familiar with District/school conduct rules and School District policies. Building administrators will be available to meet with the SRO on an annual basis, at a minimum, to review applicable policies and rules.

- E. Consistent with School District policies and procedures and federal and state law, building administrators and/or school staff, if permitted, may advise an SRO of incidents or activities suspected to be in violation of criminal or juvenile laws. The SRO shall determine, in accordance with The Town of Stevensville policies and procedures, whether law enforcement action is appropriate with respect to those activities occurring on school property or at school-sponsored functions.

11. Employment. The SRO shall be an employee of the Town of Stevensville and shall be subject to the administration, supervision and control of the Town of Stevensville Police Department, except as such administration, supervision and control is subject to the terms and conditions of this Agreement. The SRO shall be subject to all other personnel policies and practices of the Town of Stevensville except as such policies or practices may have to be modified to comply with the terms and conditions of this Agreement. The Town of Stevensville shall remain solely responsible for the SRO's hiring, training, discipline, or dismissal. Any allegations of improper conduct shall be referred to the SRO's immediate supervisor or to the Chief.

- a. In the event an SRO is absent from work, the SRO shall notify both his/her supervisor in the Town of Stevensville's Police Department and the administration of the school. The Town of Stevensville Police Department agrees to make a reasonable effort to assign another officer to substitute for the officer who is absent or to increase patrols in and around the School District's schools.
- b. The SRO shall abide by School District policies to the extent that there is no conflict with the Town of Stevensville policies.

12. Access to Education Records. The SRO shall not have access to education records except in the specific instances set forth in this agreement and in accordance with the specific procedures and safeguards set forth herein. Education records shall include all student information, including but not limited to student cumulative files, electronic records, and special education records. The School District will make student records available to the SRO in accordance with the protections and procedures set forth in state and federal law, as follows:

- a. The School District will allow the SRO to inspect and copy any public records maintained by the school, including student directory information such as yearbooks and student directories, which have already been established as available to the public.

- b. The School District will allow the SRO to inspect and copy student records for which an appropriate consent has been secured and will assist in the securing of such consents.
- c. The School District may disclose to the SRO, without consent, information from education records of a student pertaining to violations of the Montana Youth Court Act or criminal laws by a student, in accordance with §§ 20-1-213(5) and 41-5-215(5), MCA, upon certification by the SRO that the information will not be disclosed to any other party except as provided under state law without appropriate prior consent.
- d. The School District may disclose information from confidential student education records in emergency situations, with a school or District administrator present, upon the certification of the SRO that the information will not be disclosed to any other party except as provided under state and federal law without appropriate prior consent. Where information in a student's cumulative record is needed in an emergency to protect the health or safety of the student or other individuals, school officials may disclose to the SRO that information which is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety; the need of the information to meet the emergency situation and the extent to which time is of the essence. Emergency situations will be limited to situations in which there is an immediate and direct threat to a person's health or safety, as determined by the School District.
- e. The School District will disclose information or records pursuant to a lawfully issued court order, upon compliance with the appropriate provisions of the Family Educational Rights to Privacy Act, 20 U.S.C. 1232g, *et seq.*, and 34 CFR 99 *et seq.*
- f. The School District shall transmit special education and disciplinary records for those students receiving services pursuant to the Individuals with Disabilities Education Act, 34 C.F.R. § 300.535(b), to appropriate law enforcement authorities, including SROs if appropriate, after reporting the student for criminal activity if such disclosure and transmission is in accordance with this Agreement and the Family Educational Rights to Privacy Act, 20 U.S.C. 1232g, *et seq.*, and 34 CFR 99 *et seq.*

13. Insurance. The parties represent and warrant that the formation and performance of this agreement will not void or cause a breach of the respective insurance policies of the parties. The parties represent that they carry adequate and appropriate liability insurance covering their respective agents and employees. The parties agree to proof of insurance coverage upon request.

14. Indemnification. The Town of Stevensville and the School District shall hold harmless, defend, and indemnify claims as follows:

- A. All demands, claims, suits, and actions arising or alleged to arise directly or indirectly out of or as a result of the Town of Stevensville's or the SRO's performance or failure to perform duties pursuant to this agreement shall be the Town of Stevensville's sole obligation, and the Town of Stevensville will defend, indemnify and hold harmless the School District and its officials, employees, and agents, including but not limited to costs of defense.
- B. All demands, claims, suits, and actions arising or alleged to arise directly or indirectly out of or as a result of the School District's performance or failure to perform duties

pursuant to this agreement shall be the School District's sole obligation, and the School District will defend, indemnify and hold harmless the Town of Stevensville and the Police Chief and its officials, officers, employees, and agents, including but not limited to costs of defense.

15. Termination. This agreement may be terminated by either party, with or without reason, upon 60 days written notification. The notice shall specify the date of termination and shall be conclusively deemed to have been delivered to and received at the close of business if personally delivered or delivered by electronic means, or by midnight of the day following the date of delivery, if personally delivered by U.S. mail.

16. Property. Any property obtained under this agreement or in furtherance of the purposes of this agreement primarily for law enforcement purposes shall remain or become the property of The Town of Stevensville upon termination of the agreement for any cause. Any property obtained under this agreement or in furtherance of the purposes of this agreement primarily for educational purposes shall remain or become the property of the School District upon termination of the agreement for any cause.

17. Breach. Upon breach, the aggrieved party may avail itself of all remedies at law or in equity, including specific performance.

18. Nondiscrimination.

A. Neither party shall discriminate in employment, education, otherwise as forbidden by Mont. Code Ann. §§ 49-2-303, 307, 308, and 310.

B. Neither party shall discharge, expel, blacklist, or otherwise discriminate against an individual because the individual has opposed any practices forbidden under Title 49, chapter 2, Mont. Code Ann., or because the individual has filed a complaint, testified, assisted, or participated in any manner in an investigation or proceeding under that chapter.

19. Compliance with Laws. Both parties shall comply with all applicable federal, state and local laws, ordinances, rules and regulations, including the safety rules, codes, and provisions of the Montana Safety Act in Title 50, Chapter 71, Montana Code Annotated.

20. Notification. Notification shall be as follows:

A. To the Town of Stevensville:

Gina M. Crowe  
Finance & HR Director  
PO Box 30  
Stevensville, MT 59870  
406-777-2946 ext. 103  
finance@townofstevensville.com

B. To the School District:

Superintendent  
Stevensville School District  
300 Park Avenue  
Stevensville, MT 59870

21. Miscellaneous.

- A. The parties enter into this agreement in good faith and agree to cooperate in fulfilling its terms and conditions.
- B. Neither party may assign in this agreement in whole or in part without the express written consent of the other.
- C. This agreement merges all prior agreements and understandings between the parties concerning the subject thereof, whether verbal or in writing, and no prior agreement or understanding shall have any force or effect.
- D. No modification, deletion, addition, or amendment of this agreement shall be valid or have any force or effect unless signed by authorized agents from both parties.
- E. The establishment of this program and the execution of this agreement shall create no third-party rights.
- F. This agreement will become effective and binding when approved and signed by authorized agents from both parties.
- G. This agreement shall be governed by the laws of the State of Montana. If a dispute arises, the proper venue for the hearing of the case is the District Court of the Twenty-First Judicial District of the State of Montana, in and for the County of Ravalli.

Signed as of the \_\_\_\_ day of \_\_\_\_\_, 2024, by representatives duly authorized by the Stevensville School District and The Town of Stevensville.

Stevensville School District:

Town of Stevensville:

\_\_\_\_\_  
Dave Thennis, Superintendent

\_\_\_\_\_  
Bob Michalson, Mayor

Date Signed: \_\_\_\_\_

Date Signed: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Date Signed: \_\_\_\_\_



**File Attachments for Item:**

d. Discussion/Decision: Resolution No. 556 a Resolution for Adopting a Budget and Adopting Wages and Salaries for the Town of Stevensville, Montana



## 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).**

<b>Agenda Item Type:</b>	New Business
<b>Person Submitting the Agenda Item:</b>	Bob Michalson
<b>Second Person Submitting the Agenda Item:</b>	
<b>Submitter Title:</b>	Mayor
<b>Submitter Phone:</b>	
<b>Submitter Email:</b>	
<b>Requested Council Meeting Date for Item:</b>	09/26/2024
<b>Agenda Topic:</b>	Discussion/Decision: Resolution No. 556 a Resolution for Adopting a Budget and Adopting Wages and Salaries for the Town of Stevensville, Montana
<b>Backup Documents Attached?</b>	Yes
<b>If no, why not?</b>	
<b>Approved/Disapproved?</b>	Approved
<b>If Approved, Meeting Date for Consideration:</b>	09/26/2024
<b>Notes:</b>	

**RESOLUTION NO. 556**

**A Resolution for Adopting a Budget and Adopting Wages and Salaries for the**

**Town of Stevensville, Montana**

**Fiscal Year 2024-2025**

**WHEREAS**, pursuant to Section 7-6-4024, MCA, the Town Council of the Town of Stevensville, Montana has held a public hearing on the proposed budget of Stevensville for the fiscal year 2024-2025 as required by law, and

**WHEREAS**, pursuant to Local Government Budget Act contained in Title 7, Chapter 6, Part 40 of the Montana Code Annotated, the Town Council of Stevensville has held hearings and passed resolutions as applicable under the above sections.

**NOW THEREFORE BE IT RESOLVED**, by this Town Council that the budget be approved and adopted, and that checks/warrants be issued in accordance with laws appertaining thereto.

**IT IS HEREBY MOVED, SECONDED and CARRIED** by the Stevensville Town Council that “this resolution be adopted” for fiscal year 2024-2025 and;

**WHEREAS**, the above resolution adopting the budget was passed by the Town of Stevensville Council; and

**WHEREAS**, Section 7-4-4201, Montana Code Annotated, mandates the establishment of wages and compensation of elected and appointed Town officers and all Town employees by ordinance or resolution.

**NOW THEREFORE BE IT RESOLVED THAT**, the wages and compensation for the elected and appointed Town officers and all Town employees, for Fiscal Year 2024-2025, are hereby established as set forth in the Final Budget attached hereto and by this reference made a part hereof.

**BE IT FURTHER RESOLVED THAT**, the wages and compensation shall be effective as of September 28, 2024, unless otherwise noted in the attachments hereto.

**PASSED AND ADOPTED** by the Town Council and approved by the Mayor this 26<sup>TH</sup> day of September 2024.

**APPROVE:**

**ATTEST:**

\_\_\_\_\_  
Bob Michalson, Mayor

\_\_\_\_\_  
Jenelle S. Berthoud, Town Clerk