



**Stevensville Town Council Meeting
Agenda for
THURSDAY, JULY 23, 2026
6:30 PM
206 Buck Street, Town Hall**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comments (Public comment from citizens on items that are not on the agenda)
4. Approval of Minutes
 - a. Budget Workshop Meeting Minutes 07/07/2026
5. Approval of Bi-Weekly Claims
6. New Business
 - a. Discussion/Decision: Approval of Stevensville Harvest Valley Farmers Market for 08/08/2026
 - b. Discussion/Decision: Approval of Sign Permit for The Hat Edit
 - c. Sign Permit
 - d. Discussion/Decision: Resolution No. 593 a Resolution Accepting Donated Funds for the Town of Stevensville Pool
 - e. Discussion/Decision: Resolution No. 594 a Resolution of the Stevensville Town Council for the Creation of a Water and Sewer Advisory Board, and for the Designation of the Powers and Duties of the Water and Sewer Advisory Board and the Terms of Members
 - f. Discussion/Decision: Appointment of a Councilmember to the Water and Sewer Advisory Board
7. Board Reports
8. Town Council Comments
9. Executive Report
10. 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. Budget Workshop Meeting Minutes 07/07/2026

Stevensville Budget Workshop FY2026/2027 Minutes
for TUESDAY, JULY 07, 2026, 5:15 PM 206 Buck Street, Town Hall

1. Call to Order and Roll Call

Mayor Crews called the meeting to order, Councilmembers Bailey, Ross, Wandler and Smith were all present. Along with department heads John Boe and Jeff Motley

2. Discussion on the Following Items

a. General Fund FY26/27

Robert Underwood: I will start with revenues compared with expenditures.

Councilmembers, Staff and Mayor discussed salaries, general fund line items, requests for the fire department and police department.

Robert Underwood: lets go through expenditures. Referred to the chart provided to the council, mayor and staff. Went through the items that are separated out per department, allocation. (Adobe, Netchex, dot gov etc.)

On the attorneys we are over, having two attorneys is costing us a lot. Right now, it is over budget, and we have not received last years, we are expecting around \$10,000 and we are already over budget, so I bumped it up to \$25,000.

Gina Crowe: is there any way to work on reducing that cost, because it has gone up a lot.

Councilmember Ross: do you think that is because we are using the service more.

Gina Crowe: when the mayor came in he had questions, when we had Greg, he would give us his opinion, and I think what is happening she is doing the research, even though we have already done the research to come up with something.

Mayor Crews: that may be the answer right there, we have to go back to doing the research. We need an opinion on our conclusion; we have a lot of things going on. We have has some instances with the real estate agencies that think they do not have to have a business license in the town limits. I asked the attorney if this is correct and that I needed a yes or no answer. She is currently researching the supreme court ruling.

Councilmember Bailey: what is the name of the man from the university that came out and did a workshop upstairs. Didn't he suggest that we change our attorneys to a salary rate instead of an hourly rate.

Mayor Crews: yes. We should look at that; she is in a contract with us right now.

Jenelle Berthoud: it has been asked in the past for a salaried rate, and they come back with an hourly rate.

Gina Crowe: I think we have to look at a \$75.00 business license and see if it is worth the fees.

Mayor Crews: maybe not but that decision is not only for one year, that is a long time. I did try to get the point across that we needed an answer.

Councilmember Bailey: I would like to know what Hamilton and Missoula are doing for their attorney rates.

Gina Crowe: I think that it is hard to compare towns that are not our size. They bill hourly.

Councilmember Bailey: how do we know that.

Gina Crowe: I know that they do in Missoula.

Mayor Crews: we can talk about it all night, but if we don't sit down and talk about it we won't know.

Councilmember Wandler: I think it is because she is new.

Jenelle Berthoud: I just looked up and the attorney for Hamilton is actually an employee, so she is salaried. Ours are not employees.

Gina Crowe: it makes a big difference.

(Continued discussion about attorneys for the town and fees associated with that.)

Robert Udnerwood: you can read through this and bring anything back tomorrow. We talked about the police truck I put in the \$80,000 and that is what draws us down. That is why this is a budget workshop. Fire department, \$23,000. We have not paid the one down from last year, this is an area that we can put in a non-voted levy. Some towns rent out their trucks.

Jeff Motley: we have our trucks on the list to rent them out, we don't have anyone to operate them.

Robert Underwood: that is something that we can look at and get \$17,000, 3 Mills. The council needs to look at raising the taxes. And that cost is going to keep going.

Jeff Motley: questions about the budget, on the telephone and internet, what did it go up.

Robert Underwood: it is based on the cost of phones, Spectrum, Century link. That is how you get the numbers.

Jeff Motley: why did it double.

Gina Crowe: spectrum did raise their rates; they used to not charge us for taxes and now they are. That increase came about 2 months ago.

Councilmember Bailey: so, it is going to double for everyone.

Gina Crowe: we have five lines.

John Boe: what does my department pay for a phone.

Gina Crowe: \$35.00 per month, but those are cell phones we are talking about Spectrum. And then you have hot spots and that is another \$35.00.

Jeff Motley: I have another question, number 140. We went from \$9,000 to \$16,000; my salary did not change.

Robert Underwood: that is the work comp for firefighters. Taxes. This is what you pay for your stipend, and Jessica and your assistant.

Jeff Motley: taxes.

Robert Underwood: taxes, work comp. we have to pay all of the work comp on the volunteers.

Jeff Motley: I can understand that, but you have a \$16,000 number. Work comp on 24 people, PERS, all that stuff. Last year it was only \$9,000. If you look back it was lower.

Robert Underwood: I think that they paid it out of other areas, and I caught it this year. We have changed workers comp.

Jeff Motley: why did we change.

Robert Underwood: we had to go to the state fund because MMIA does not have that coverage anymore. So, we have to go to the state fund.

Jeff Motley: and we can't shop around for coverage?

Jenelle Berthoud: we did, but we do not have enough employees.

Mayor Crews: other parts of the employee contributions are we are paying 100% of the health care and 50% of the dental and vision. We can't change that this year, maybe we can next year. We have to give notice.

Jeff Motley: information technologies, we doubled that one again. #356.

Robert Underwood: I would have to show you the sheet, it shows where everyone pays.

Jeff Motley: we spent \$1,100 last year and now we are spending \$3,000. Another question, machinery and equipment, 940. \$11,500.

Robert Underwood: didn't you get five more radios?

Jeff Motley: I got three.

Robert Underwood: that is the information that we did not have.

Jeff Motley: the radios should have been the last budget cycle.

Robert Underwood: we have not paid for them yet, when the year ends, and you don't spend your money we start over, it does not mean the cash goes away we just now have to reallocate it.

Jeff Motley: what we are paying on these extra radios is exactly what we were billed for from the rural fire district this month. June bill. I just got a message from Gina about some more information.

Robert Underwood: so, three extra radios is \$10,000.

Jeff Motley: yes, that is the amount left from the original grant from last year.

Robert Underwood: so, we are paying the \$10,000.

Jeff Motley: no, we are not, we are paying the match for the \$10,000 worth of radios.

Robert Underwood: this grant thing never works out.

Jeff Motley: how can you say it never works out, we got \$17,000 worth of radios and we did not pay over \$10,000.

Robert Underwood: the bill may still come in, and if it does we will put it into June, but if I don't put this in the budget and we pass the budget and then we have to pay it.

Jeff Motley: is the other one paid off, is it already done.

Robert Underwood: I do not see it.

Jeff Motley: that should already have been done and gone. It is.

Robert Underwood: this happens every year, on June 30th if the bill is not there, we do not cover for the next year so that is why we have to put it into the next year. I was told that it was five more radios. We did not take it to council to buy these five more radios, it is something outside the office here, so I do not know, if it was three, then it is three.

Jeff Motley: we got eleven radios; I am not sure how we got them.

Robert Underwood: then how did you get them.

Jeff Motley: we got eleven, we bought wisely and that turned into fourteen.

Robert Underwood: I get the great buying portion of it; I need to know how much she paid. We will look at radios.

Jeff Motley: if the fire department budget was not spent then we should be able to move the money, should we not.

Robert Underwood: the fund is done by the council, the budget is done by the mayor and the code is done. Let's say that we really needed fire hoses, \$5,000 and they did not get ordered and then you spend the money on something else, you still need those fire hoses the next month. You said that you are going to buy a fire hose and then you did not buy it and spent it on something else and the next month in July pops up and you still really need the fire hoses.

Jeff Motley: so, when the fire head prioritizes that we need these, you should be trusting me that I can do this, and if you are not then I will take a job as a lifeguard and make more money because your lifeguards are making more money than your fire chief does in a year. I spend way more time and way more responsibility than your lifeguard.

Robert Underwood: I understand, but nothing goes over into the next year. Except for the turnout gear and the grant writer.

Jeff Motley: we will pay for the grant writer so that will not be a cost.

PUBLIC COMMENT

Vicki Motley: I was looking, this kind of goes back to the police department is where it started, the Netchex amount that the police department pays is \$710.00 and the salaries are \$182,000.

Gina Crowe: it does not go by salaries; it goes by check.

Vicki Motley: there are three checks that are written.

Gina Crowe: it goes by payroll check, Netchex charges by payroll checks.

Vicki Motley: how many police are there.

Gina Crowe: three.

Jeff Motley: three in fire.

Gina Crowe: Jessica and two more.

Vicki Motley: the fire department is paying more.

Gina Crowe: we are charged by pay roll.

Vicki Motley: the fire department is budgeted for \$710, and they have three employees and the police department has three employees and you have budgeted \$600.00 that does not seem to be right.

Robert Underwood: the grant writer is in there, even if we are getting it paid back. If you have not paid it yet, it still comes out of cash. This cash number will change depending on what bills we get.

(continued to go through general fund lines)

Robert Underwood: Parks, Gerry comes out of general fund. Nothing really pops out in parks, the pool, we have lost some revenue in the pool.

(continued to go through training, travel and court)

Councilmember Smith: if we don't do the training money where does it go?

Robert Underwood: back in the general fund. Part of the money that is carried over. Example would be that we are 90% spent in the general fund and the 10% will carry over. If we don't spend it, it will stay in the fund. Looking at this, I figure that we need to find about \$170,000.00.

Jeff Motley: we like to have about \$200,000.

Robert Underwood: by law you do not have to have any money in reserve, but not a good idea if we need to fix something. Training, physicals those are always in discussion.

Jeff Motley: what that represents is two sets of bunker gear, if we went on a fire tonight and contaminate two sets of bunker gear we cannot decontaminate it, and then in the budget we have the funds to replace those two sets of bunker gear.

Gina Crowe: isn't that what the grant is for?

Jeff Motley: no.

Councilmember Bailey: so, you don't have actual plans to replace it but would like to have the money available.

Jeff Motley: it is an insurance type of a thing. If I don't ask for it then I have to go back and ask for it.

Robert Underwood: if you put \$8,000 in there then, not saying that this is going to happen, then you have that money to do something else with.

Jeff Motley: that could happen, but as a manager of the fund that has not happened in 31 years.

Gina Crowe: can I recommend something for the training, can we just have someone come here to do the training, and maybe share with some others.

Mayor Crews: we have already done one of those this year and I also attended another one outside of here, I think that if we can keep them on track it is a good idea, we could look at that.

Gina Crowe: I think that is a good idea for them to come here so that we do not have to travel and spend money on rooms and fuel.

Mayor Crews: we need participation, people have to make time to attend the training.

Gina Crowe: even if we did not have participation it would still be worth it to have them come here.

Mayor Crews: I do not have a problem with that.

Councilmember Bailey: I think that it is a good idea and it makes sense.

Mayor Crews: for those of you that attended the mini summit we had here did you get anything out of it. (all said yeah). If you got something out of it then it is worth it. I encouraged the department heads to attend, and Jeff Motley could not because he has a job, I think that we entertain compensating his wages for that day. He is a volunteer.

Jeff Motley: since we are here, let's talk about this list. The fire physicals, 24 volunteers on the roster, \$4,000.00 is what I have. We have a criteria list that we want them to go through, that doctor gives us a thumb up or thumb down on if they are physically fit or not. They are volunteers, at least we could give them that physical they do not get a stipend. The training, a chance to get to learn

about many topics so for \$2,000 I can get a lot of people to go. The signs, I would negotiate the signs. Scene lights, they will be on the list next year if they are not on the list this year, kind of a safety thing. Radios. Clothing for \$8,000.00. we get a volunteer and we don't have something that fits then we do not have a volunteer.

Robert Underwood: on this list we just added four used trucks for public works. (reviewed where the %'s come from). I had to go back to this number because we have not paid the \$23,000 for the relief fund for last year. Look at the general fund and look at what you can cut.

Jeff Motley: wouldn't the relief money come out of the cash reserve from last year.

Robert Underwood: yes. the hard work of this whole thing, I have been preaching we are slowing going down the tubes, this year, if you look at the individual amounts.

Gina Crowe: we did get a donation from First Security for \$1,500 for the pool certifications.

Mayor Crews: this is the very reason that I put my foot down getting repairs done by some of these contractors. We are not going to pay these outrageous fees to fix items that our guys can do. These trucks at public works have been beat to pieces. We have to start holding our people accountable, if we get new trucks there will need to be daily checks. I do not mind not going to training.

Councilmember Wandler: we seem to have so much money in the bank in savings and bonds where does some of that money come back into our account.

Robert Underwood: the money is in different funds, here is our cash right now, most of our cash is in water and sewer. Lets look at the one million in water asset, but it will not fix anything, does not replace a water tank, or a road. Everything is so expensive. In the big picture for water and sewer it is a lot of money, but it has to stay there because you have to have money in reserve. Water and sewer are looking good right now, but in the big picture if anything goes down we won't have enough.

Mayor Crews: we need safety equipment for our guys. They need safety gear, cones, work lights.

Robert Underwood: when you look at the funds, the airport has \$5,000. Water and sewer are okay. Lighting districts are their own fund. The general fund, where do we cut. The 2.8% COLA, we may have to look at that. Close the pool and save about \$30,000.00. These are the tough decisions.

(side discussions around wages, benefits)

Councilmember Bailey: how long has that public works position been posted and open, and vacant.

Mayor Crews: a while. We lost Kevin and then we lost the other guy.

Councilmember Bailey: this assistant position has been vacant for some time, and the work has been absorbed do we need to replace this position. We need to cut money.

Mayor Crews: we have to have licensed operators.

Councilmember Bailey: how many.

Mayor Crews: we have to have at least one, we have a contractor that has a sewer license and Stephen has water.

Councilmember Ross: she is talking about the assistant.

Councilmember Bailey: this position has been vacant for five months and the work has been getting done for five months. Do we need to replace them.

Mayor Crews: you do not understand how strapped the guys are.

Councilmember Bailey: I believe you, and we need to cut so I am asking about it.

Mayor Crews: if someone wants to go on vacation we are screwed. I have a supervisor that is supervising one person, and I just started supervising the park manager.

Gina Crowe: you have to have a certified operator, so if I go and take the test and pass it, I still have to have two years of experience. We have to have Glenn because he has to be the one that is going to train the next one.

Councilmember Bailey: we need to make sure cuts .

Mayor Crews: the fact is that the work that needs to get done is not getting done, we need the two people back, if we get one water leak it takes everyone. We are not even into wintertime yet.

(continued discussion around wages and positions in public works)

Councilmember Bailey: my question is would they like to have a new car, additional help or additional money. I am curious.

Robert Underwood: look at public works, only 10% of their salaries come from the general fund.

Councilmember Ross: it is only \$6,000.00.

Mayor Crews: we are supposed to have five guys to do everything around town. Can we cut this off tonight and resume tomorrow.

John Boe: I know that it is a little different from where I came from. we would get a stipend if we used our own cell phone, if we drop the phone, I don't even know if it is possible.

Robert Underwood: the freedom of information act.

Gina Crowe: if something goes on chief you do not want them to take your phone.

John Boe: I am just thinking of where I need to cut my budget.

Gina Crowe: we need to really look at the holidays, if they are going to work a holiday.

John Boe: I would agree.

(conversation around access fees)

3. Public Comment

NONE

4. Adjournment

Councilmember Ross: motion to adjourn.

Councilmember Wandler: 2nd.

APPROVE:

ATTEST:

**James Crews, Mayor
Clerk**

Jenelle S. Berthoud, Town

File Attachments for Item:

a. Discussion/Decision: Approval of Stevensville Harvest Valley Farmers Market for 08/08/2026



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Jess Bundren
Second Person Submitting the Agenda Item:	
Submitter Title:	Stevensville Harvest Valley Farmers Market
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/23/2026
Agenda Topic:	Discussion/Decision: Approval of Stevensville Harvest Valley Farmers Market for 08/08/2026
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/23/2026
Notes:	

Town of Stevensville Application for a Special Event Permit

Received Date ____-____-____ Time _____ Received by _____

Permit request must be submitted at least 14 days prior to the event

Name of Organization Stevensville Harvest Valley Farmers Market

Address 905 Middle Burnt Fork Rd

Town/City Stevensville State MT Zip Code 59870

Responsible Person (Print Name) Jess Bundren

Address 905 Middle Burnt Fork Rd

Town/City Stevensville State MT Zip Code 59870

Phone Number (406) 207-9425 Alternate Phone Number _____

Email Address SteviHVFM@gmail.com

Website if applicable https://SteviHVFM.square.site

Single Event Date 08 - 08 - 2026 * Is this a multiple day event Yes X No ____

*If multiple days are requested, attach additional sheets with a schedule. If the event is an ongoing/recurring event, the permit must be renewed every two weeks and subject to approval of the Town Council. § 22.315 (b) SMC. -

Start time 7 A.M. End Time 3 P.M. (if necessary, attach an additional schedule)

Location Requested (please select one)

Lewis & Clark Park Veterans Park Father Ravalli Park Creamery Park

River Park Tad Lange Park Dickerson Park Other West Third Street between Main & Buck

Estimated number of people per day 200-400. Estimated Total Number Per Event 200-400

Alcohol Use? Yes ____ No X If yes please attach Alcohol Use Request Form

Highway or Street Closure? Yes X No ____

If you need to close a town street, who will perform the closure?

Event Staff X Town of Stevensville Public Works Department ____ If the Town's personnel are used to close a town street there is a \$25 per day charge per block or street closure.

Number of days assistance is required? 0 x \$25=_____

Request for bonfire Yes ____ No X If yes, please attach a Town of Stevensville Burn Permit

Bonfire Permit Request Attached? Yes ____ No ____

Town of Stevensville Application for a Special Event Permit

Is a highway to be closed? Yes ___ No X If yes, please apply for your MDOT Permit as soon as this event permit is approved, supply a copy of the approved Highway Closure Permit to the Clerk when received. Acknowledgement-Initials _____ Date ____-____-____

Is overnight camping requested? Yes ___ No X

If yes, please state the location camping is desired N/A

If camping, who will supply temporary toilet and hygiene facilities?

N/A

Do you have insurance? Yes X No ___ Insurance On File Yes X No ___

If Yes, please attach proof of insurance for \$750,000 per claimant and \$1.5 Million pursuant to Montana Statute § 2-9-108 MCA for the duration of your event.

Is the Town of Stevensville name co-insured? Yes X No ___

Copy of Certificate of insurance attached? Yes X No ___

Will Security be required? Yes ___ No X

If yes, please describe your security plan and provide your security organization information. Attach security plan and contact numbers.

If the requesting entity requires the town police department to provide security, the cost will be determined by the Finance Officer w/consultation with the Chief of Police and the Town Clerk.

Finance Officer Cost Estimate _____

Plans for Clean Up Each vendor is required to pack in and pack out. Market members will do a final walkthrough at the end of the day for any necessary cleanup (3PM).

Do you need electricity for this event Yes X No ___ If yes, there is a nominal fee of \$20 per panel per day. (Fee Waived and Good Faith Metering and Reimbursement)

All fees listed within this Special Event Permit Request have been reviewed, approved and adopted by the Stevensville Town Council via Resolution 540A passed and adopted at a regularly scheduled meeting on the 12th day of February 2026.

Town of Stevensville Application for a Special Event Permit

To be completed by Town of Stevensville Staff

If the total attendance will be greater than 1000 people, the Town Council must approve this permit. § 22.315 (a) SMC.

Council Approval Required by number of attendees?

Yes ___ No ___

Number of days for electrical hookup - # of Days ___ x \$20 = ___ (Note 1)

(Fee Waived and Good Faith Metering and Reimbursement)

Multiple electrical hookups ___ x \$20/day x # of Days ___ = ___

Special Event Fee \$125 ___

Special Event Fee (reoccurring event) \$15 every two weeks ___ (Note 2)

Road Closure (Note 3) \$25/day Number of days x \$25= ___

Bonfire \$50 Number of days x \$50= ___

Alcohol fee \$200 Alcohol Fee ___

Pavillion Rental \$40 ___

Stage Set up/Moving Fee \$100 (Civic Club is Exempt) ___

Deposit (Applicable to alcohol events only) ___

Total event fee _____

Reviewed and approved by the Stevensville Police Department

_____ Title _____ Date ___ - ___ - ___

Reviewed and approved by the Stevensville Fire Department

_____ Title _____ Date ___ - ___ - ___

Reviewed and approved by the Stevensville Public Works Supervisor (or designee)

_____ Title _____ Date ___ - ___ - ___

Alcohol Use Request Form approved by Town Council?

Council Meeting Date ___ - ___ - ___ Approved Yes ___ No ___

Road Closure and Traffic Control approved?

Council Meeting Date ___ - ___ - ___ Approved Yes ___ No ___

Note 1-If portable power meters are available, actual usage fees may be determined vs a daily fee. Fee may be waived by the Town Council.

Note 2-Renewal requests must be submitted in a timely manner to schedule the renewal request within the required public notice timeframe and per Town Council Rules. Consult with the Clerk for Agenda Item Request Submittals. Fee may be waived by the Town Council.

Note 3-Fee is only applicable if town staff are used when closing a road or street.

All fees listed within this Special Event Permit Request have been reviewed, approved and adopted by the Stevensville Town Council via Resolution 540A passed and adopted at a regularly scheduled meeting on the 12th day of February 2026.

Town of Stevensville Application for a Special Event Permit
Special Event Permit reviewed and approved by the Stevensville Town Council

Meeting Date ____ - ____ - ____ Approved Yes ____ No ____

Approved by the Mayor Yes ____ No ____

____ Date ____ - ____ - ____

Permit Issued by the Stevensville Town Clerk

Signed _____ Date ____ - ____ - ____

If Disapproved, attach details regarding the reason(s) for disapproval

Deposit Refunded when approved by Public Works Inspection

Public works inspection Satisfactory ____ Unsatisfactory ____

Inspection by _____ Date ____ - ____ - ____

Deposit refund authorized by the Town Council less actual power usage per portable KWh
meter assessment on Date ____ - ____ - ____

Deposit refunded on ____ - ____ - ____ Check Number _____

Highway Closure please attach the Montana Department of Transportation Road Closure Permit
when received by MDOT. Permit Number _____

Clerks Initial when received _____

All fees listed within this Special Event Permit Request have been reviewed, approved and adopted by the Stevensville Town Council via
Resolution 540A passed and adopted at a regularly scheduled meeting on the 12th day of February 2026.

File Attachments for Item:

b. Discussion/Decision: Approval of Sign Permit for The Hat Edit



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	Jim Crews
Second Person Submitting the Agenda Item:	Allison Milner
Submitter Title:	Mayor
Submitter Phone:	406-777-5271
Submitter Email:	Mayor@townofstevensville.gov
Requested Council Meeting Date for Item:	July 23, 2026
Agenda Topic:	Sign Permit
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	July 23, 2026
Notes:	Sign permit or authorization needed from the Town Council regarding sandwich sign, and other, in the public space near the business of Hat Edit per Stevensville Municipal Code 22-110

File Attachments for Item:

c. Sign Permit



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	James Crews
Second Person Submitting the Agenda Item:	Donna Bainbridge, NVPL Board, Treasurer
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/23/2026
Agenda Topic:	Sign Permit
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/23/2026
Notes:	Sign permit or authorization needed from the Town Council regarding yard signs, in public places for the purpose of advertising event for the North Valley Public Library per Stevensville Municipal Code 22-110. The event (golf tournament at Whitetail Golf Course) will take place on August 22, 2026, and the signs will be removed after the event.

File Attachments for Item:

d. Discussion/Decision: Resolution No. 593 a Resolution Accepting Donated Funds for the Town of Stevensville Pool



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	James Crews
Second Person Submitting the Agenda Item:	Gina Crowe
Submitter Title:	Mayor & Finance Officer
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/23/2026
Agenda Topic:	Discussion/Decision: Resolution No. 593 a Resolution Accepting Donated Funds for the Town of Stevensville Pool
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/23/2026
Notes:	First Security Bank of Stevensville, MT has graciously donated funds in the amount of \$1,500.00 to the Stevensville Pool to help cover costs associated with Lifeguard Certifications for the 2026 pool season.

RESOLUTION NO. 593
A Resolution Accepting Donated Funds
for the Town of Stevensville Pool

WHEREAS, the Town of Stevensville operates a town swimming pool located at Lewis & Clark Park; and

WHEREAS, the acceptance of donated funds allows the Stevensville Pool to continue operating without impacting or reducing the Town's General Fund budget;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Stevensville, Montana, that the Town hereby accepts donated funds in the amount of \$1,500.00 from First Security Bank, Stevensville, MT; and

BE IT FURTHER RESOLVED that said funds shall be used by the Stevensville Pool for the purpose of covering costs associated with Lifeguard Certification for the 2026 pool season.

PASSED AND ADOPTED Dated this 23rd day of July 2026, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

James Crews, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

e. Discussion/Decision: Resolution No. 594 a Resolution of the Stevensville Town Council for the Creation of a Water and Sewer Advisory Board, and for the Designation of the Powers and Duties of the Water and Sewer Advisory Board and the Terms of Members



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	James Crews
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/23/2026
Agenda Topic:	Discussion/Decision: Resolution No. 594 a Resolution of the Stevensville Town Council for the Creation of a Water and Sewer Advisory Board, and for the Designation of the Powers and Duties of the Water and Sewer Advisory Board and the Terms of Members
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/23/2026
Notes:	At the 07/09/2026 town council meeting the mayor dissolved the "Mayor's Sewer and Water Advisory Committee" the town council approved the Mayor's Sewer and Water Committee as a board. The adoption of this resolution will make the committee an official advisory board.

RESOLUTION NO. 594

A Resolution of the Stevensville Town Council for the Creation of a Water and Sewer Advisory Board, and for the Designation of the Powers and Duties of the Water and Sewer Advisory Board and the Terms of Members

WHEREAS, the Stevensville Town Council are the Trustees of the Stevensville Water and Sewer Systems, within the Town of Stevensville; and

WHEREAS, to more fully acquaint the Stevensville Town Council with the Water and Sewer Systems financial needs and obligations, pertaining to current rates, future rates, and bond requirements under the jurisdiction of the Town of Stevensville, it is to the interest of the citizens of the Community that a Board of interested town citizens be created and maintained to advise the Stevensville Town Council on matters that may affect water and sewer rates thereof;

BE IT THEREFORE RESOLVED that a Water and Sewer Advisory Board shall consist of seven (7) persons be, and the same is hereby created to advise the Stevensville Town Council as to the financial needs and obligations of the facilities under the jurisdiction of the Stevensville Town Council.

BE IT FURTHER RESOLVED THAT The Water and Sewer Advisory Board shall consist of seven (7) members, six (6) of whom shall be appointed by the Mayor with the consent of the Stevensville Town Council, and that the Stevensville Town Council shall appoint a member of the Council to the Board. Each member shall be appointed for a term of three (3) years, excepting only that two (2) members of the initial board shall be appointed for one (1) year only and two (2) members shall be appointed for two (2) years only, and thereafter all appointments shall be for a three (3) year term. All members of the Board must be at least eighteen (18) years of age and reside within the limits of the Town of Stevensville. The Board shall elect a Chairperson, Vice Chairperson, a Secretary from their members each year. The Board shall also develop and publish bylaws regarding the conduct of all meetings, its agenda shall be published and properly noticed according to the Open Meeting Laws of the State of Montana. All reports and recommendations from the Water and Sewer Advisory Board shall be in writing to the Stevensville Town Council.

BE IT FURTHER RESOLVED THAT the Water and Sewer Advisory Board shall have no policy making powers, the same being reserved to the Stevensville Town Council, but it shall be empowered to examine issues and make recommendations of findings to the Stevensville Town Council. The Stevensville Town Council shall from time to time provide in writing, guidelines to the Water and Sewer Advisory Board, setting forth the powers and duties of the Water and Sewer Advisory Board and shall provide final approval of the bylaws under which the Water and Sewer Advisory Board shall operate.

DATED this 23rd day of July 2026, after motion and second at a regular meeting of the Stevensville Town Council.

Approved:

Attest:

James Crews, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

f. Discussion/Decision: Appointment of a Councilmember to the Water and Sewer Advisory Board



Stevensville Town Council Meeting

Agenda Item Request

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

Agenda Item Type:	New Business
Person Submitting the Agenda Item:	James Crews
Second Person Submitting the Agenda Item:	
Submitter Title:	Mayor
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	07/23/2026
Agenda Topic:	Discussion/Decision: Appointment of a Councilmember to the Water and Sewer Advisory Board
Backup Documents Attached?	Choose an item.
If no, why not?	
Approved/Disapproved?	Approved
If Approved, Meeting Date for Consideration:	07/23/2026
Notes:	As per Resolution No. 594, "The Water and Sewer Advisory Board shall consist of seven (7) members, six (6) of whom shall be appointed by the Mayor with the consent of the Stevensville Town Council, and that the Stevensville Town Council shall appoint a member of the Council to the Board."