



**Stevensville Town Council Meeting
Agenda for
THURSDAY, APRIL 28, 2022
7:00 PM
208 Main Street, NVPL**

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, April 14, 2022](#)
5. Approval of Bi-Weekly Claims
 - a. [Claims #17652-#17676](#)
6. Administrative Reports
7. Guests
8. Correspondence
9. Public Hearings
10. Unfinished Business
11. New Business
 - a. [Discussion: Proposed Airport Facilities Project, Presented by Tim Smead Airport Manager](#)
12. Executive Report
13. Town Council Comments
14. Board Reports
15. 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, April 14, 2022

Stevensville Town Council Meeting Minutes for THURSDAY, APRIL 14, 2022, 7:00 PM, 208 Main Street, NVPL

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)

NONE

4. Approval of Minutes

a. Town Council Meeting Minutes, February 24, 2022

Councilmember Barker: move to approve.

Councilmember Wolff: 2nd

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes.

b. Town Council Meeting Minutes, March 10, 2022

Councilmember Barker: move to approve.

Councilmember Wolff: 2nd

Mayor Gibson: motion and a 2nd. Council discussion? Seeing none,

Councilmember Brown: page 22 typo.

Mayor Gibson: any other discussion? Public comment, seeing none. Jenelle, please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: motion passes.

c. Town Council Meeting Minutes, March 24, 2022

Councilmember Barker: move that we approve.

Councilmember Wolff: 2nd.

Mayor Gibson: motion and a 2nd. Any discussion?

Councilmember Wolff: page 27, money at least. Misspelling.

Mayor Gibson: public comment, seeing none. Jenelle, please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: motion passes.

5. Approval of Bi-Weekly Claims

a. Claims #17594-#17651

Mayor Gibson: introduced bi-weekly claims.

Councilmember Barker: move to approve the claims, #17594-#17651

Councilmember Brown: 2nd.

Mayor Gibson: motion and a 2nd. Any discussion? Councilmember Wolff?

Councilmember Wolff: just like to clarify the first page, #17621, the airport system. They are having real trouble with it. This is a system that give them weather reports before they take off and land and they are going to have to go back to the FAA and have it fixed. Page 2, I thought that it was interesting first stretch, lighting district 1 and 2 versus Twin Creeks. We are pretty much already built out and Twin Creeks is not and why is their lighting district more.

Mayor Gibson: this is going to be quite a bit of discussion about lighting districts. Basically, lighting districts are set up to what you use is what you pay. There seems to be some issues there and will get into it further with the budget.

Councilmember Wolff: I see Valley Information System and I assume that this is the water/sewer billing system that you work with?

Pam Sosa, Finance Officer: yes.

Councilmember Wolff: I think that is an out of state company?

Pam Sosa: yes, it is.

Councilmember Wolff: I am wondering, the purpose of doing this was to make is speedier and more efficient. Yet I am wondering how it compares to outsourcing to this company what it cost when we used the card system.

Pam Sosa: I don't have that answer, but I can get back with that.

Councilmember Wolff: I wanted to go to page 4, #17642 and this is the Myside walk. How do I interpret this?

Mayor Gibson: I will do my best. Last council approved a contract with Myside walk for one year with an in and out clause that was approximately \$23,000.00 this was coming up again and there was another contract signed for the next two years so we had a long discussion with Myside walk. I talked to all of the staff and frankly no one was interested in using it. We came to the conclusion that paying \$23,000.00 per year we can use a thing called Word. Basically, this is a get out clause for the first three months, \$3000.00 that means that we will save approximately \$43,000.00 over the next two years. The contract has ended and hope that explains it.

Councilmember Wolff: that really explains it and I am pleased. I think that Bob has a questions on another claim.

Councilmember Michalson: #17650, TW Enterprises, \$22,256.13. Approved by the previous council, and the bid was for \$20,799.00 is there a way that we could hold them to the bid.

Pam Sosa: well house generator, increased costs.

Mayor Gibson: any further discussion? Public comment? Seeing none, Jenelle take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: motion passes.

6. Administrative Reports

Mayor Gibson: introduced administrative reports, any questions. Councilmember Wolff?

Councilmember Wolff: police department activity report, the one with the bar on the top. January -December and it has a side bar. It is talking about 2021 so I am kind of confused on how to read that.

Chief Sosa: basically, what that is, is a comparison from previous years.

Mayor Gibson: any other questions, public comment? Thank you.

a. Airport

b. Building Department

- c. Finance
- d. Fire Department
- e. Police Department
- f. Public Works

7. Guests

NONE

8. Correspondence

NONE

9. Public Hearings

NONE

10. Unfinished Business

a. Discussion/Decision: Reconsider our Actions from Town Council Meeting March 24,2022 for Resolution No 415a, to Incorporate Donated Land into the Boundaries of Stevensville River Park

Mayor Gibson: introduced unfinished business item a.

Councilmember Wolff: that was a tie, and we thought that this ended but I think we vote again we would probably have the same result. So, I have an alternative motion. I would like to read it.

Mayor Gibson: so, you are making a substitute motion?

Councilmember Wolff: I am making a substitute motion.

Mayor Gibson: okay, go ahead.

Councilmember Wolff: this motion is to request the town Park Board to review and advise the Town Council on the west side property deeded to the town for recreation and river access. Town Council authorizes if needed, a licensed surveyor to locate property boundaries and mark them, Town Council further asks the Park Board if the vote to retain the land, to summarize a plan with approximate costs to improve, clear, grade and make the land a safe river access site with parking spaces, signage, and monthly costs to maintain as a park and a time frame to accomplish this project.

Mayor Gibson: so, you are making that motion? Is there a 2nd.

Councilmember Michalson: 2nd.

Mayor Gibson: before we go further, in the beginning there was some talk about a couple of council people requests that I have public comment before the council discussion and there has been comment on having discussion then public comment. What does the council wish to do?

Councilmember Barker: I feel that the council needs to discuss it and then call for public comment. I like the wording that you have however I think that it needs to be tabled, tabling it,

it goes back to the Park Board and assess what needs to happen. I personally went down Tuesday night and walked that piece of property and then I did a walk on the other side of the river as well and at the last meeting when we had discussion about the liability with it. My son fishes that side of the river and uses that parking area I don't believe that we are part of that parking area so that would be something that we would have to talk to the county about and see if that would be something that they would maybe give us a little more leeway. The steep embankment that I looked at doesn't look so steep to me yes there is a little bit of decline, and you are going to find that anywhere on the river. Our waters shift, I looked at what Victor Crossings' banks are doing, and they have shifted there. I think instead of having a big plan it needs to be tabled and go forth from that.

Mayor Gibson: if I may add, and you brought it up, when looking at the map and staff has looked at the map first of all there has been a lot of confusion if there is a parking area it doesn't show it on the map it is going to be up to the council, but it will have to come back in some form of a resolution. To be fair to everyone including our public works I think that there needs to be a discussion from the park board about what you want to do, how much it is going to cost. If you get into the conversations about picnic tables and such that is up to you, who is going to enforce it. So, I will leave it up to you. If you want to make a motion to table that is not debatable. I think that you should go to public comment, if you are going to table it is done.

Councilmember Barker: we are still in discussion on this, and I think that giving that viable piece of property back, that somewhere down the road we can go across the river and bring some of those businesses in, this is our gate way. The river has changed every year it doesn't matter how big of a piece it is we are not maintaining it right now. That parking lot that we have in River Park is in so bad of shape.

Mayor Gibson: I am getting a little confused here, the motion was to bring it back and do exactly some of the things that you are talking about. It wasn't giving the land back.

Councilmember Barker: the way that she has it lined out and this is how it has to happen, and I think that it needs to be assessed by the Park Board.

Mayor Gibson: Councilmember Wolff.

Councilmember Wolff: I will say that these are reasonable, and the park board can get together and figure this out. Get an engineer or even maps that are readable, what we have in our handouts you can't read. I have been down there and hardly see anyone there. In all fairness I think the Park Board should way in.

Councilmember Barker: I totally agree with that.

Mayor Gibson: we have a motion.

Councilmember Barker: stick with Marilyn's.

Mayor Gibson: we have a motion, and we have a 2nd. We still have discussion, is it time to go to public comment?

Councilmember Brown: I feel that tabling it and have the Park Board do their job and asses. Survey could cost the town money they are not cheap. Take it back to the Park Board, advise, hold public hearings whatever they need to do. I have been down there I met Stacie down there I walked around the River Park on the other side it is in disarray, has garbage and everything else. We are going to have parties, it just the way that it has been. It doesn't get patrolled, or hasn't been patrolled, Mac has it been patrolled now?

Chief Sosa: we have been patrolling there.

Mayor Gibson: I would like a clarification from Councilmember Wolff, survey if needed, correct?

Councilmember Wolff: that is correct.

Mayor Gibson: it is not necessary to do a survey if we can get the records from the county.

Councilmember Brown: another option is possibly contacting the county with their GSI equipment and pinpoint it.

Mayor Gibson: okay, any further discussion.

PUBLIC COMMENT

Leanna Rodabaugh: 204 Ravalli Street, I have one simple comment. You are saying we can't take care of River Park; how can we take care of another park. We need to take care of the parks that we have.

Mayor Gibson: further public comment?

Vicky Motley: 318 9th Street. I am a member of the Park Board, I hate to see all of the restrictions just for the fact, the Park Board can discuss it, but I hate to put a lot of time and effort to put into it if we are going to come back to you and you are going to say no. I would rather come back with an organized plan and get a yes, we like that and then we can go back and look at the costs. Time wise I don't have time to go through a lot of process to go through and then go another direction. I would rather come to you and see if you like our idea and then come back with costs. I would like to have the Park Board at least meet, come up with a plan and come back to the council.

Mayor Gibson: any further comment? Councilmember Wolff?

Councilmember Wolff: I think, I don't see these as restrictive requests I think it is a summary of how things are approached. There are a lot of things that will cost money, removal of trees ect. We may have to get costs from public works or Pam to know what our parks are costing us now. We would be declaring another park, that would get used. I think that you can hit these lightly and have to have some idea on how much.

Mayor Gibson: I think that this was a good compromise, some people did talk about bringing this back. Some people did talk about bringing this to the Park Board. There will be cost, but that will be up to the council. We can't just think about the Chief of Police also have our Public Works people. We maintain the sidewalk we are trying to figure out the wood bridge. It is up to you; we have a motion and a 2nd. Jenelle, would you take the vote.

Councilmember Barker: no

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Mayor Gibson: passes 3-1 thank you for your time.

11. New Business

a. Discussion/Decision: Consent to the Mayor's Appointment of Volunteer Firefighter Recruit, Brayden Rogers

Mayor Gibson: introduced the new business item a.

Chief Motley: Brayden is coming to us from Missoula, we look forward to having him on the department.

Councilmember Michalson: motion to consent to the mayor's appointment.

Councilmember Wolff: 2nd.

Mayor Gibson: we have a motion and a 2nd. Any further discussion? Seeing none, Jenelle would you take the vote.

Councilmember Barker: aye

Councilmember Brown: aye

Councilmember Michalson: aye

Councilmember Wolff: aye

Mayor Gibson: passes, thank you.

b. Discussion/Decision: Notice of Intent for Regional Multi-Hazard Mitigation Plan with the Department of Military Affairs Disaster and Emergency Services Division

Mayor Gibson: introduced new business item b.

Councilmember Michalson: make a motion to approve the notice of intent.

Councilmember Wolff: 2nd.

Mayor Gibson: motion and a 2nd any discussion? Councilmember Michalson?

Councilmember Michalson: I was part of this 2017, it was well done, if it is approved, I would like to sit back on that board again.

Mayor Gibson: any further discussion? Any public comment? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye

Councilmember Michalson: aye

Councilmember Wolff: aye

Mayor Gibson: passes.

c. Discussion/Decision: Purchasing of 2-4 Laptop Computers for Town Council Uses

Mayor Gibson: introduced new business item c.

Councilmember Michalson: I would like to make a motion to have the town purchase 2-4 laptops.

Councilmember Brown: 2nd

Mayor Gibson: thank you , further discussion? Councilmember Michalson?

Councilmember Michalson: I have been speaking with Jenelle I would like the town to collect three bids, amazon, Costco, BestBuy.

Jenelle Berthoud, Town Clerk: I would recommend that. Like I said there are two computers and if that cost is looking high.

Mayor Gibson: we will need to make an amendment, to go out for bid.

Councilmember Michalson: I would like to amend my motion and have Jenelle collect 2-3 bids to see what the best is.

Councilmember Wolff: 2nd.

Mayor Gibson: motion and a 2nd. Is there any public comment? Seeing none. Is there any discussion? Councilmember Wolff?

Councilmember Wolff: I just want to be clear on the usage of the laptops, is this just for bringing in and reading the agenda?

Councilmember Michalson: yes, and to also have at home to do research for the boards.

Councilmember Wolff: I have a new laptop and you can exclude me.

Mayor Gibson: the money is in the budget so I guess we will take a vote on the amendment. I guess we will take a vote on the amendment.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

Chief Motley: I think that this is a great idea to have supplied laptops. You really should not be using your own laptops. You really should be using a town instrument.

Mayor Gibson: Resolution, vote. Jenelle

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Michalson: aye.

Councilmember Wolff: aye.

d. Discussion/Decision: Renewal of Monthly (30 day) Contract Between Town of Stevensville and Robert Underwood

Mayor Gibson: introduced new business item d. This will be the last contract for Mr. Underwood.

Councilmember Michalson: make a motion to approve the renewal of the 30-day contract

Councilmember Barker: 2nd.

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

Councilmember Barker: aye

Councilmember Brown: aye

Councilmember Michalson: aye

Councilmember Wolff: aye

Mayor Gibson: passes, thank you.

e. Discussion/Decision: Consent to the Mayor's Appointment of Leanna Rodabaugh to the Planning & Zoning Board

Mayor Gibson: introduced new business item e. We will have another opening to the P&Z Board, Mr. Hindle resigned.

Councilmember Wolff: I make a motion to approve.

Councilmember Michalson: 2nd.

Mayor Gibson: motion and a 2nd, any discussion? Councilmember Barker?

Councilmember Barker: this position is Mayor appointed, so the next position that we have open should be council appointed.

Mayor Gibson: no mayor appointed, the only one that is council appointed. I can go back and review it.

Councilmember Barker: I think we need to review it.

Councilmember Michalson: I would like to add that Leanna has been to most of our P&Z meetings, and I think that she would be a good addition.

Mayor Gibson: any further discussion? Seeing none. Public comment? Seeing none, Jenelle call for the vote.

Councilmember Barker: aye

Councilmember Brown: aye

Councilmember Michalson: aye

Councilmember Wolff: aye

Mayor Gibson: unanimous.

f. Discussion/Decision: Approval of Job Description for Zoning Administrator Position

Mayor Gibson: introduced new business item f. 2 ½ years ago the council approved a position this proposed contract goes out on a bid process, if you saw that it is half time. For those that you have been around it has been a nightmare, it is daily and weekly. Steve Kruse, Jenelle and I. With all of the development and zoning issues, how it has come now I don't think it should be the mayor's lone position to do this. This person would work with the mayor and the Planning and Zoning Board. I would really like to take a chance to get someone. I don't think it should be me, I don't think that it is fair. It is happening all over the state.

Councilmember Wolff: I will make a motion to approve.

Councilmember Barker: 2nd

Mayor Gibson: motion and a 2nd. Any discussion? Councilmember Wolff?

Councilmember Wolff: I think that this would be very helpful and important. It is important that someone is reviewing applications.

Councilmember Michalson: this is a contracted position. Will they have their own office in town hall.

Mayor Gibson: we talked about this; this is space in the building permit side.

Councilmember Michalson: office supplies?

Mayor Gibson: it is theirs. Public comment? Seeing none, Jenelle call for the vote.

Councilmember Barker: aye

Councilmember Brown: aye

Councilmember Michalson: aye

Councilmember Wolff: aye

Mayor Gibson: passes.

g. Discussion/Decision: Resolution NO. 502, Resolution to Authorize the Town of Stevensville to Solicit Bids for a Half Time Zoning Administrator

Mayor Gibson: introduced new business item g.

Councilmember Barker: make a motion.

Councilmember Wolff: 2nd

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

Councilmember Barker: aye

Councilmember Brown: aye

Councilmember Michalson: aye

Councilmember Wolff: aye

Mayor Gibson: passes, thank you.

12. Executive Report

Mayor Gibson: just a few things, Easter egg hunt Saturday. Park Sewer Main is on hold, we will have further information on that, there are some things that have come up from that. As you know we have talked about water meters, we have ordered 125 meters, on order. Reminder, open house is rescheduled to April 22, 4-5. One more thing, Steve Kruse and I met with Fish Wildlife and Parks, they have planted trees at the River Park, so there are water tanks there to water the trees. Some talk about the trail.

13. Town Council Comments

Councilmember Brown: I just want to tell everyone happy easter.

14. Board Reports

Councilmember Michalson: P&Z Board, met Monday night we had a good discussion and got through chapter 4. Shout out to our new chair, Jim Sayre. We are moving forward and hope to get through it and move on to the growth policy.

Councilmember Wolff: airport board, met for 2 ½ hours. It is about a major project, there are nine hangers that would be build by an outside investor. That will be coming back to the board in the future. This will build out the airport.

Mayor Gibson: thank you. Councilmember Barker I suggest that you get with Jenelle and set up a Park Board meeting. She can notify everyone. Come up to the podium, this is not

Vicky Motley: who is on the Park Board.

Jenelle Berthoud: Vicky Motley, Renee Endicott, Sue Devlin and Stacie Barker and Loey Knapp has expired.

Vicky Motley: did she turn in an application? Was she chosen?

Mayor Gibson: not at this time.

15. Adjournment

APPROVE:

ATTEST:

Steve Gibson, Mayor

Jenelle S. Berthoud, Town Clerk

File Attachments for Item:

a. Claims #17652-#17676

* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
17652		1815 Republic Manufacturing	66.53					
1	0222995-IN	04/18/22 PW- GSKT GRBX Urai TS	66.53			5310 430640	220	101000
17654		1863 Nicholas Tirello	39.00					
		Reimbursement for fuel during training.						
1	04/10/22 PD-	Reimbursement for fuel	39.00			2810 420100	231	101000
17655		1669 Pavlik Electric Co, Inc	2,280.50					
		March 2022 Repairs Replaced photocells & base for beacon control						
1	7007	03/15/22 Airport- Repairs for photocell	1,360.00			5610 430300	230	101000
2	7002	12/15/21 Airport-Past due for labor	920.50			5610 430300	230	101000
17656		483 Union Ditch Water Users	372.00					
1	1376	04/15/22 2022 Cemetery water fees	372.00			1000 430900	342	101000
17657		1754 Construct Montana, LLC	3,421.55					
		April Invoice for Permit fees for Inspection/Consultation (80%) Permit Fees for Plan Review (20%)						
1	1045	04/12/22 Building Inspections	3,051.80			2394 420531	350	101000
2	1045	04/12/22 Plan Review	369.75			2394 420531	350	101000
17658		228 Norco, Inc.	12.09					
		PW- Gas Cylinder rental for cutting torch						
1	34599454	03/31/22 PW- Cylinder rental	12.09			1000 430100	231	101000
17659		107 HACH CO.	200.76					
		Water testing reagents						
1	12913955	03/03/22 PW- Water testing reagents	200.76			5210 430540	222	101000
17660		1711 Office Solutions & Service	23.69					
		Fire Dept printer lease						
1	103687	03/30/22 FD-Printer lease (black)	6.48			1000 410360	320	101000
2	103687	03/30/22 FD-Printer lease (color)	17.21			1000 420410	320	101000
17661		1061 WESTERN BUILDING CENTER	165.30					
		Painting supplies for Town Hall						
1	15120330	03/30/22 TH- Pro-hide egg pastel (4)	119.96			1000 410550	220	101000
2	15120330	03/30/22 TH- Patch & Prime spacklling	6.99			1000 410550	220	101000
3	15120330	03/30/22 TH- Blue masking tape	7.99			1000 410550	220	101000
4	15120330	03/30/22 TH- Homax Texture	15.99			1000 410550	220	101000
5	15120330	03/30/22 TH- Paint tray set	11.99			1000 410550	220	101000
6	15120330	03/30/22 TH- Paint tray liner (2)	2.38			1000 410550	220	101000

* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
17662		289 MONTANA DEPT. OF ENVIRONMENTAL Drinking water and Wastewater Renewal fee	140.00					
1	5R2201438	04/02/22 W-Water license renewal	60.00			5210 430510	335	101000
2	5R2201438	04/02/22 WW-Wastewater license renew	80.00			5310 430610	335	101000
17663		1864 OPI- Montana Office of Public Montana Drive Workshop	335.00					
1	2022141	04/11/22 FD- MT drive workshop	335.00			1000 420460	380	101000
17664		1285 UV Doctor Lamps, LLC UV Bank rebuild. Banks used as final treatment of Wastewater before discharge in River	5,911.47					
1	15337	04/08/22 Sewer- UV Light bank rebuild	5,720.00			5310 430640	220	101000
2	15337	04/08/22 Shipping & Handling	191.47			5310 430640	220	101000
17665		1701 Cote and Associates, CPAs, PPL March hours for FY 21 AFR	270.00					
1	2719	04/07/22 Accounting / AFR Services FY21	270.00			1000 410100	356	101000
17666		158 Donaldson Bros. Concrete for Father Ravalli Play Structure	589.16					
1	42082	04/01/22 Pk- Concrete for play structur	589.16			2987 460400	212	101000
17667		1212 NewFields Pre-Application Meeting	3,672.50					
1	350.00709.	04/12/22 Pre-Application Meeting	3,672.50			5210 430530	354	101000
17669		53 SUPER 1 FOODS Distilled water for testing WWTP Sensor	28.08					
1		04/02/22 WW- Distilled water for sensor	28.08			5310 430640	220	101000
17670		155 Supply Ditch Association 2022 Spring Water Assessment & Admin Fee	345.00					
1	3785	03/15/21 Water Assessment Spring 2022	345.00			1000 430900	342	101000
17671		1787 Valli Information Systems, Inc. Sewer On Line Monthly Maintenance	100.00					
1	81565	03/31/22 S- Water readings	100.00			5310 430510	320	101000

* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
17672		1691 Montana Law Enforcement	1,076.00					
		Registration, lodging and meals for Schafer and Tirello						
1	21079 04/19/22 PD-	Schafer registration	400.00			1000 420100	380	101000
2	21079 04/19/22 PD-	Schafer lodging	75.00			1000 420100	370	101000
3	21079 04/19/22 PD-	Schafer meals	63.00			1000 420100	370	101000
4	21079 04/19/22 PD-	Tirello registration	400.00			1000 420100	380	101000
5	21079 04/19/22 PD-	Tirello lodging	75.00			1000 420100	370	101000
6	21079 04/19/22 PD-	Tirello meals	63.00			1000 420100	370	101000
17673		1823 Visa c/o Rocky Mountain Bank	5,588.56					
2	03/07/22 PW-	Keyring	4.59			1000 430100	210	101000
3	03/07/22 PW-	bolts for stage rebuild	74.24			1000 460430	230	101000
4	03/07/22 PW-	screws of stage rebuild	7.69			1000 460430	220	101000
5	03/24/22 PW-	sawzall blades	23.49			5210 430510	240	101000
8	03/04/22 Parks-	Pool chemical	67.64			1000 460445	222	101000
16	03/11/22 FD-	wheel simulators bolts	208.99			1000 420421	230	101000
17	03/05/22 PD-	Galls's police badge	97.44			1000 420100	226	101000
30	04/01/22 C-	Bitterroot Disposal	13.13			1000 410360	340	101000
31	03/02/22 PW-	Bitterroot Disposal	211.00			1000 430100	340	101000
32	03/02/22 PD-	Bitterroot Disposal	39.62			1000 420100	340	101000
33	03/02/22 Parks-	Bitterroot Disposal	211.00			1000 460430	340	101000
34	03/02/22 TH-	Bitterroot Disposal	39.62			1000 410550	340	101000
35	03/02/22 Bldg	Dept-Bitterroot Disposal	13.13			2394 420531	340	101000
39	03/02/22 Adobe	Acropo	9.99			1000 410550	330	101000
40	03/02/22 Adobe	Subscription	50.97			1000 410550	336	101000
50	03/02/22 Admin	First Call	330.00			1000 410550	356	101000
51	03/02/22 PD	First Call	330.00			1000 420100	356	101000
52	03/02/22 Court	First Call	110.00			1000 410360	356	101000
53	03/02/22 Bldg	First Call	110.00			2394 420531	356	101000
54	03/02/22 FD	First Call	110.00			1000 420410	356	101000
55	03/02/22 Sewer	First Call	550.00			5310 430610	356	101000
56	03/02/22 Water	First Call	550.00			5210 430510	356	101000
57	03/02/22 Airport	First Call	110.00			5610 430300	356	101000
58	03/22/22 Admin	Spectrum	21.13			1000 410550	340	101000
59	03/22/22 Police	Spectrum	139.97			1000 420100	340	101000
60	03/22/22 Fire Dept	Spectrum	24.49			1000 420410	340	101000
61	03/22/22 Court	Spectrum	24.49			1000 410360	340	101000
62	03/22/22 Eco.	Development Spectrum	21.38			2940 410550	340	101000
63	03/22/22 Water	Dept Spectrum	101.72			5210 430510	340	101000
64	03/22/22 Sewer	Dept Spectrum	101.72			5310 430610	340	101000
65	03/22/22 Pool	Spectrum	49.99			1000 460445	340	101000
66	03/30/22 Ravalli	Electric- Aairport	336.00			5610 430300	340	101000
67	03/07/22 Verizon	-Mayor phone	46.61			1000 410200	340	101000
68	03/07/22 Verizon	cell phone PD	221.52			1000 420100	340	101000

* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
69	03/07/22	Verizon cell phone- H20	41.03			5210 430510	345	101000
70	03/07/22	Verizon cell phone- Sewer	41.02			5310 430610	345	101000
71	03/07/22	Verizon cell phone- Airport	84.12			5610 430300	340	101000
72	03/07/22	Verizon mobile internet	20.04			1000 420410	340	101000
73	03/07/22	Verizon mobile internet ambula	10.02			2230 420730	340	101000
74	03/14/22	PK- Lift rental tree trim	529.00			1000 460437	350	101000
75	03/08/22	Go Daddy.com	191.88			1000 410550	336	101000
76	03/24/22	C- Amazon business supplies	56.94			1000 410360	340	101000
77	03/29/22	C- Amazon office supplies	51.47			1000 410360	340	101000
78	03/04/22	TH- Costco office Supplies	201.48			1000 410550	210	101000
17674		1677 Robert Underwood	2,145.00					
Accounting services for March & April								
1	03/15/22	Accounting services March	645.00			1000 410550	350	101000
2	04/26/22	Accounting services April	1,500.00			1000 410550	350	101000
17675	E	852 CENEX FLEETCARD	2,774.53					
Fuel for Town departments								
1	232640CL	03/31/22 Fuel for Police	797.53			1000 420100	231	101000
2	232640CL	03/31/22 Fuel for Fire Dept	496.25			1000 420460	231	101000
3	232640CL	03/31/22 Fuel for Public Works	1,468.59			1000 430100	231	101000
4	232640CL	04/01/22 Finance charge	12.16			1000 410550	555	101000
17676		1659 CHS Mountain West CO-OP	390.41					
1	Mar 22 03/31/22	PW- Fuel	288.06			1000 430100	231	101000
2	Mar 22 03/31/22	FD -Fuel	102.35			1000 420460	231	101000
# of Claims			23	Total:		29,947.13		

Total Electronic Claims 2,774.53 Total Non-Electronic Claims 27172.60

** This report runs by Claim Posted Date, which is a system generated field that always shows the date on which the Claim was actually posted in the system. If a Claim was cancelled and re-posted, the posted date will show as of the date it was re-posted. **

Fund/Account	Amount
1000 GENERAL	
101000 Cash - Operating	\$11,403.95
2230 AMBULANCE	
101000 Cash - Operating	\$10.02
2394 BUILDING CODE ENFORCEMENT	
101000 Cash - Operating	\$3,544.68
2810 POLICE TRAINING & PENSION	
101000 Cash - Operating	\$39.00
2940 ECONOMIC DEVELOPMENT	
101000 Cash - Operating	\$21.38
2987 JEAN THOMAS PARK BEAUTIFICATIION FUND	
101000 Cash - Operating	\$589.16
5210 WATER	
101000 Cash - Operating	\$4,649.50
5310 SEWER	
101000 Cash - Operating	\$6,878.82
5610 AIRPORT	
101000 Cash - Operating	\$2,810.62
Total:	\$29,947.13

File Attachments for Item:

- a. Discussion: Proposed Airport Facilities Project, Presented by Tim Smead 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).

Agenda Item Type:	New Business
Person Submitting the Agenda Item	Marilyn Wolff
Second Person Submitting the Agenda Item:	
Submitter Title:	Council Member
Submitter Phone:	
Submitter Email:	
Requested Council Meeting Date for Item:	04/28/22
Agenda Topic:	Proposed Airport Facilities Project – Presented by Tim Smead, Airport Manager, Town of Stevensville
Backup Documents Attached?	Yes
If no, why not?	
Approved/Disapproved?	
If Approved, Meeting Date for Consideration:	
Notes:	

DCE Stevensville Airport Proposal (Phase 1)

Hangar Land Leases (see exhibit page 3):

- Block 1 (Lots 9, 10, 11, 12, 13)
- Block 2 (Lot 9)
- Block 3 (Lots 1, 2, 3, 4)

Hangar Build Specifications:

- Block 1 (Lots 9,10,11,12,13) 75' x 50' hangars with 70' bifold or hydraulic doors
- Block 2 (Lot 9) 50' x 50' hangar with 45' bifold doors
- Block 3 (Lots 1, 2, 3, 4) 50' x 50' hangars with 45' bifold doors

Lease durations: 50 years

Timeline: Break ground early Q4 2022 and install the first hangar to make sure there are no issues with set up. Then proceed with the rest of the hangars after the first one is finished (Due to supply chain issues materials may take longer than expected to arrive)

Strategic Suppliers:

- Olympia Steel (Hangar Manufacturer)
- Schweiss Doors (Hangar Door Manufacturer)
- Brent Hunsucker (General Contractor)
- Baer Concrete (Concrete Company)

Intended Uses:

- Lease/Rent to private individuals
- Lease to the Forest Service
- Commercial Use

Project Benefits: This project will help meet the demand for more hangars in the mid Bitterroot region while developing out the Stevensville airport to its long intended utility. With the allocation of these requested leases, the Stevensville airport will bring in a dedicated tenant who will increase airport revenue and function and create a path to future airport improvement opportunities and revenue streams.

