

Stevensville Town Council Meeting Minutes

for THURSDAY, MARCH 13, 2025, 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, and Smith were all present. Councilmember Nelson has resigned from the council as of this evening.

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 02/13/2025

Mayor Michalson: introduced approval of minutes for town council meeting 02/13/2025.

Councilmember Smith: I move that we approve the town council minutes for 2/13/2025.

Councilmember Barker: 2nd.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 3-0

b. Special Town Council Meeting Minutes CLOSED SESSION 02/19/2025

Mayor Michalson: introduced special town council meeting minutes for 02/19/2025

Councilmember Smith: I move that we approve the special town council meeting minutes for 02/19/2025.

Councilmember Barker: 2nd.

Mayor Michalson: motion and a 2nd.

Jenelle Berthoud, Town Clerk: if you have a comment please write that comment down on the yellow paper, do not discuss this openly.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 3-0

5. Approval of Bi-Weekly Claims

a. #19529-#19562

Mayor Michalson: introduced approval of bi-weekly claims #19529-#19562.

Councilmember Barker: I move that we approve bi-weekly claims #19529-#19562.

Councilmember Smith: 2nd.

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

Councilmember Smith: the very first claim was that a budgeted item or were we hit by surprise.

Gina Crowe: the water meter at the sewer plant was broken and so it was replaced.

Mayor Michalson: I think that it has been broken for a while, Andrena had looked at this and has been monitoring it.

Councilmember Brown: claim #19537, truck repair \$1,148.67.

Jeff Motley, Fire Chief: that was for the transmission leak on the ladder truck, that was the one that I was telling you guys about.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 3-0

6. Administrative Reports

Mayor Michalson: introduced administrative reports.

a. Airport

In the packet.

Brian Germane, Airport Manager: one thing that is not on this list is the water well went down last Friday. The vault flooded hit the pressure switch and got that repaired on Saturday morning. FAA asked that we delay some of the RFP's for projects while we see what is going to happen. We were able to move forward with the fuel tank. One of these weeks the fuel tank and the lease should be getting resolved. We spoke at the last board meeting about lease rates. There should have been an increase happening every year and it was not being done, so they decided that we need to get everyone caught up so we will be doing that for 2025/2026.

b. Building Department

In the packet.

c. Finance

None

d. Fire Department

In the packet.

Jeff Motley, Fire Chief: we did get the ladder back up and operational. Business is normal, open burning is open, it is open for the month of March in town and then again in October. Getting ready to start fire training 101 program for a few individuals.

e. Police Department

In the packet.

John Boe, Chief of Police: Officer Franklin, is starting week nine on Monday at the academy doing a great job. Chili cook off is this Saturday, looking pretty good, this will be my first one and I have been working pretty hard. I appreciate the town and the community members and business leaders for assisting me in this. Pretty busy month as it gets warmer, we will see an increase.

Councilmember Barker: I did notice just up from CJ's that snow pile that is right in front of the church it is still in the way.

Chief Boe: I will call Jeff and see if he can mitigate that problem.

f. Public Works

In the packet.

Stephen Lassiter, Public Works Supervisor: Hill Billy Fencing is ready to start at Father Ravalli when they get there and pull the fence we will go and fill in the holes. No parking signs went up by the coffee shop. We have two guys in Great Falls at training and taking tests.

Councilmember Brown: while you are filling in holes in Father Ravalli Park the area by the sprinkler head over where the kids drove into the park, there is a pretty big hole.

Stephen Lassiter: yes, that whole area needs to be fixed.

7. Public Hearings

a. Amendments of the Budget for Fiscal Year 2023-2024

Mayor Michalson: introduced public hearing for amendments of the budget for fiscal year 2023-2024.

PUBLIC COMMENT

NONE

8. Unfinished Business

a. Discussion/Decision: Service Contract Between Trojan Technologies Group ULC and the Town of Stevensville

Mayor Michalson: introduced unfinished business item a. Service Contract Between Trojan Technologies Group ULC and the Town of Stevensville .

Councilmember Barker: I make a motion to approve Service Contract Between Trojan Technologies Group ULC and the Town of Stevensville.

Councilmember Smith: 2nd.

Mayor Michalson: motion and a 2nd. With your permission I would like to have Stephen come up and explain his findings from HDR and the email from Trojan.

Stephen Lassiter: HDR did come down last week to scout it out and look at it. He took the operators manual and going to look at it. He thinks that he can download the program and look at the semantics. He is not going to have a part that Trojan would have but he is optimistic that he can figure it out. It was a good question, and they do have a guy that is familiar with those systems. My opinion is that we still need to have the professionals look at it. I did find out that the motel and travel is all included in the price for Trojan. Whatever HDR finds we will still have to call Trojan for parts. That area down there is its own world.

Mayor Michalson: how would the council like to proceed? Do you want to wait and see what HDR says?

Councilmember Barker: I think that having this contract on the back burner especially after going down and seeing the bigger picture of what these pieces and parts are for. I greatly appreciate Steve for taking the time to show me. I think regular maintenance would maybe help us from having this problem again. Steve put it in perspective so that I would understand.

Stephen Lassiter: on another note, to consider is that Trojan is about 6-8 weeks out.

Mayor Michalson: does the council want to accept this contract with Trojan and have it on the back burner. I think that it is a good thing for down the road.

Councilmember Barker: I think one of the questions that we asked was training, being able to walk these guys through the training not necessarily coming here. At least we have a contract in place in case something goes wrong we will have it covered.

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

Councilmember Smith: aye.

Councilmember Brown: no.

Councilmember Barker: aye.

Mayor Michalson: passes 2-1

9. New Business

a. Discussion/Decision: Resolution No. 563 a Resolution of the Town Council of the Town of Stevensville, MT, Providing for the Amendments of the Budget for the Fiscal Year 2023-2024

Mayor Michalson: introduced new business item a. Resolution No. 563 a Resolution of the Town Council of the Town of Stevensville, MT, Providing for the Amendments of the Budget for the Fiscal Year 2023-2024.

Councilmember Barker: I move that we approve Resolution No. 563 a Resolution of the Town Council of the Town of Stevensville, MT, Providing for the Amendments of the Budget for the Fiscal Year 2023-2024.

Councilmember Brown: 2nd.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 3-0

b. Discussion/Decision: Track out of Service Agreement, E. 2nd Street

Mayor Michalson: introduced new business item b. Track out of Service Agreement, E. 2nd Street . in December I came before you guys so that I could have MRL draw up an agreement to take out the track. This is covered by our TIFT/TEDD money.

Councilmember Smith: I move to accept Track out of Service Agreement, E. 2nd Street.

Councilmember Barker: 2nd.

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

Councilmember Barker: I think that this is well worth it. right now, going across those tracks there are big holes, and it is a mess. Hopefully this will make a little smoother transition.

Mayor Michalson: I will say that part of this agreement we look at the language that if the railroad was to put the track back in it would be the towns responsibility I did talk to Trent about that, it is the same thing all the way down to Darby.

Councilmember Barker: there is so much disrepair all the way down.

Mayor Michalson: I think that it is a good deal. I have had calls from bus drivers saying thank you. Any other comments from the council? Public comment? Seeing none, Jenelle please take the vote.

Councilmember Brown: aye.

Councilmember Smith: aye.

Councilmember Barker: aye.

Mayor Michalson: passes 3-0

c. Discussion/Decision: Replace Yield Sign with a Stop Sign at the Corner of Turner Street and Chilcott Street

Mayor Michalson: introduced new business item c. Replace Yield Sign with a Stop Sign at the Corner of Turner Street and Chilcott Street. When you guys started with the stop signs, I started to think and the next morning I went up to the corner and there was a bus sitting there. A bus stops there for the last 20 years always has. They all come from Heritage and Barbara. The bus stops there and if there should be a stop sign it should be there.

Councilmember Smith: I move to Replace Yield Sign with a Stop Sign at the Corner of Turner Street and Chilcott Street.

Councilmember Barker: 2nd.

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

Councilmember Smith: when it has to do with the safety of the children you have to back that up.

Mayor Michalson: yes, I even talked with Andrena that maybe we should even have a bus stop sign. The buses have been stopping there forever. You don't think that they stop there.

Councilmember Brown: I don't know how long the bus has been running on that side of town, we were walking to school, there was no bus service on that side of town.

Mayor Michalson: it has been there since I have been here, and I have been here for twenty years.

Councilmember Smith: are these regular buses or special buses.

Mayor Michalson: school buses.

Stephen Lassiter: the bus stops there for a long time; half the bus gets off at that stop.

Mayor Michalson: seeing none, Jenelle, would you please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 3-0

d. Discussion/Decision: Consent to the Mayors Appointment of Rich Liddle as a Stevensville Volunteer Firefighter

Mayor Michalson: introduced new business item d. Consent to the Mayors Appointment of Rich Liddle as a Stevensville Volunteer Firefighter.

Jeff Motley, Fire Chief: comes from the district, he is a firefighter @ EMT he comes with a lot of credentials he would be a great addition to the department. Highly recommend him.

Councilmember Barker: I make a motion to approve Consent to the Mayors Appointment of Rich Liddle as a Stevensville Volunteer Firefighter.

Councilmember Brown: 2nd.

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

Councilmember Barker: did he just move into town, how does that all work.

Jeff Motley, Fire Chief: he did not move into town, he is in town often. He is no longer wanting to be on rural. To keep him operational and keep his training and assets I want to keep him on the town roster.

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

Councilmember Smith: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Mayor Michalson: passes 3-0

e. Discussion/Decision: Schedule a C.O.W. Meeting to Discuss Claims Coding

Mayor Michalson: introduced new business item e. Schedule a C.O.W. Meeting to Discuss Claims Coding.

Gina Crowe, Finance Director: I thought that you guys have had a lot of questions about the coding, so I thought that it would be good to show you and teach you how we code items.

Councilmember Brown: I move that we schedule a C.O.W. meeting for April 1st, 2025, at 5:30 pm.

Councilmember Smith: 2nd.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 3-0

10. Board Reports

NONE

11. Town Council Comments

Councilmember Barker: I just like to, I was not in participation of taking the lights down, so I want to say thank you. Ahava Coffee was part of that also great way to step in and be part of the community, I know that they are trying really hard. I saw the stop signs go up and they are starting to park in the back. I know that we talked about getting them some

more parking within Lange Park. Thank you, Steve, for showing me what goes on down at the sewer plant.

12. Executive Report


Mayor Michalson: on March 4th Jenelle and I did a site meeting with Mr. Wolf and PCI for Twin Creeks Phase 2. There are still some things that we need to work out, right now they are just moving dirt. Andrena, Stephen and public works attended a disaster meeting in Hamilton for water and wastewater. I sat in on a conference call with Marilyn Wolff about Burnt Fork Estates. The no parking signs are up in front of Ahava Coffee. Steve and I are going to go over and look at the parking that the park board approved. I will be out of town attending an MMIA conference in Las Vegas from the 16-19th. This Saturday is the Police Department Chili, pretty sure that it is going to be well attended. Chief Boe comes in every day excited. I have an email from Dani Arp, that they will be choosing a firm next week for the growth policy.

13. Adjournment

Councilmember Smith: move that we adjourn.

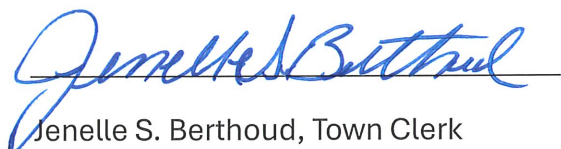
Councilmember Barker: 2nd.

APPROVE:

A handwritten signature in black ink, appearing to read "Bob Michalson", written over a horizontal line.

Bob Michalson, Mayor

ATTEST:

A handwritten signature in blue ink, appearing to read "Jenelle S. Berthoud", written over a horizontal line.

Jenelle S. Berthoud, Town Clerk