

Stevensville Town Council Meeting Minutes

for THURSDAY, JULY 24, 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 Baker, Brown and Smith were present. Councilmember Bragg has an excused absence.

2. Pledge of Allegiance

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

Jeff Motley: want to give you a quick head up about fire activity up Lost Horse Creek, we have sent 6 guys and a command.

Sue Devlin: something happened at the last town council meeting, it was Councilmember Barker accusing Councilmember Smith of falling asleep at a budget workshop meeting. Part 10 sec 2 while the. Thank you councilmember Brown for calling point of order I am sure that was distressing to you.

4. Approval of Minutes

a. Town Council Meeting Minutes 06/26/2025

Mayor Michalson: introduced town council meeting minutes for 6/26/25.

Councilmember Smith: I move to accept town council meeting minutes for 06/26/2025.

Councilmember Barker: 2nd.

Mayor Michalson: motion and a 2nd. Discussion on the minutes? Public comment, seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: abstain.

Councilmember Smith: aye.

Mayor Michalson: 2-0, 1 abstain.

b. Budget Workshop Meeting Minutes 07/08/2025

Mayor Michalson: introduced budget workshop meeting minutes 07/08/2025

Councilmember Smith: I move to accept budget workshop meeting minutes 07/08/2025.

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

5. Approval of Bi-Weekly Claims

a. Claims #19789-#19816

Mayor Michalson: introduced bi-weekly claims #19789-#19816.

Councilmember Smith: I move to approve bi-weekly claims #19789-#19816.

Councilmember Brown: 2nd.

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

Councilmember Brown: claim on our water right #19790. How are we coming along on our water rights.

Mayor Michalson: this has to do with Jared Bean, consulting on the water rights.

Councilmember Brown: 19809, new airport system that seems a little bit high, is that going to be the norm. wait that is for civic plus.

Gina Crowe: this is the admin support that Jenelle uses for the website.

Councilmember Smith: #19793 and #19799, Glenn. I am aware of and am not contesting that, how long ago was that issued.

Gina Crowe: back in October but the thing is we have to have somebody.

Councilmember Smith: I know that, so October of this year.

Mayor Michalson: no last year.

Councilmember Barker: mailbox, Post office box #19813, started out as \$246.00 and now we owe \$260.00, was this resolved.

Gina Crowe: we paid the claim and dropped the check off at the post office on Friday and then got it on Monday, I went in and talked to them, and they said that they did not get it until the 12th and that we had to pay the new rate.

Councilmember Barker: why can't we bring all mail to town hall.

Gina Crowe: we are looking at that, but it is going to take a lot of time, all of our water and sewer bills go there all of our invoices go there and they do not forward a business address. We will look into that next year, and I am not sure that the little box out there would hold all of our mail.

Mayor Michalson: any other comments on the claims 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. Unfinished Business

a. Discussion/Decision: Awarding Bid for IT Services

Mayor Michalson: introduced unfinished business item a, Awarding Bid for IT Services. This was tabled at the last meeting and Gina got more information about the cyber security.

Councilmember Barker: make a motion to award bid for IT services

Councilmember Smith: 2nd.

Mayor Michalson: motion and a 2nd to award the bid for IT services to First Call. Discussion from the council.

Councilmember Smith: thank you for reaching out and clarifying.

Mayor Michalson: thank you council for tabling. Comments from the public? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye

Councilmember Smith: aye.

Mayor Michalson: passes 3-0

7. New Business

a. Discussion: Cash Report

Mayor Michalson: introduced new business item a, cash report.

Robert Underwood: \$3.8 million in the bank, the general fund is staying at about \$200,000.00 it is low and has been low for a while now. The big one is the TIFDT fund but can only be used in the district over there by the tracks. Water fund, going to use some of that money to repair some leaks. The concerning one is the airport fund; it is the lowest it has been in five years. They have a pretty good budget coming forth.

b. Discussion: Budget vs. Actual

Mayor Michalson: introduced new business item b, budget vs. actual.

Robert Underwood: we spent about 84% of the budget. The planning fund, we do a pass through with HDR for engineering services and that is why it is in the negative. The ones that we are going to have to do a budget amendment on building fund and that is because we had more inspections than we thought. The BARSA. The water and the sewer and this is because of the cost of things going up. Airport 123% because we had to do the fuel purchase. It is coming back in with the fuel sales.

Vicki Motley: is this saying that there is zero money left in the Jean Thomas fund?

Robert Underwood: yes they spent it.

Jeff Motley: so, the general fund we are underspent by \$82,000 so departments did a good job on tightening the belt.

Robert Underwood: a lot of that is the police officers going down from four.

c. Discussion/Decision: Resolution No. 570 a Resolution of the Stevensville Town Council to Dispose of Certain Town Property

Mayor Michalson: introduced new business item c, Resolution No. 570 a Resolution of the Stevensville Town Council to Dispose of Certain Town Property. This has to do

with the old street sweeper that we had. We got the new one and was brought back by Jeff's Towing. He has agreed to take this from us; we take all of the stuff we need off of it. We got an invoice for towing for \$1,100 and Jeff has agreed to take \$600.00 off of that for the street sweeper. I talked to George Thomas and the town originally bought this for \$600.00 so they got their use out of it.

Councilmember Brown: I move that we approve Resolution No. 570 a Resolution of the Stevensville Town Council to Dispose of Certain Town Property.

Councilmember Smith: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the council? This did go on our surplus sale last year and no one bid on it. Public comment? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 3-0

d. Discussion/Decision: Permission to Bid on a Sewer Jet Unit

Mayor Michalson: introduced new business item d, permission to bid on a sewer jet unit. When Steve and I were down there looking at the street sweeper that we purchased we saw this unit sitting there. I talked to them about it, the one that we have is on a truck, well used. This was originally on their surplus sale for \$40,000 and nobody bid on it so they dropped it down to \$25,000. Did some online checking and we did some looking and we can use our sewer asset money. the number one liability for a town is sewer backups. We just had a sewer back up on 5th Street and MMIA settled with them, and it was over \$50,000.00

Councilmember Barker: I make a motion to approve to bid on a sewer jet unit.

Councilmember Brown: 2nd.

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

Councilmember Smith: can I address the public works director, please inform us what would it take to rehabilitate the sewer sweeper that we have right now.

Stephen Lassiter, Public Works Supervisor: it runs, and it works, it is 36 years old if we needed to use it right now we could use it. it is not a matter of repairing it right

now it is running, and it is old. This one is only 13 years old and there are a lot of advantages with getting this on a trailer, number one is that you do not have to have a CDL to drive it because you can pull it behind the truck and number two is it has one motor instead of two. Less chances of break down this one has less hours on it. It makes sense to get one that is more user friendly it also holds 100 more gallons than we can. It is easier to maneuver, the back swivels. You do not have to have a CDL, you just hook it up to the truck. Maintenance and upkeep is easier and when we are all said and done we will have a newer piece of equipment. The one that we have cranks; it may go another ten years and then it will be 46.

Councilmember Brown: this is coming out of our money from the water and sewer?

Mayor Michalson: sewer, capital asset account.

Councilmember Brown: with us not having our budget finalized yet and knowing the problems that we have with our sewer plant and having to replace the computer down there and Steve told us at the last meeting that they turn off and on the computer to keep it working, I just don't know.

Mayor Michalson: we are in a time frame, this is an auction, and it closes on the 8th. Further discussion from the council?

Gina Crowe: to address your concern for the budget, on that sewer SCADA project we are looking at anywhere between \$180,000 to \$200,000 and we are waiting on the bid for that. Currently we were talking about that, and we do have over \$600,000.00. Am I correct Stephen that this one does give us a better view.

Stephen Lassiter: it can maneuver better.

Gina Crowe: I did look at the budget, and I have been dealing with the sewer claim, and when I talked to Stephen about this new jet truck and that he could see further down and more clarity. Am I mistaken on that?

Stephen Lassiter: between the jet truck and the camera, but still this one is just a one-man operation and with the truck you need two.

Gina Crowe: explain what that jet does.

Stephen Lassiter: it has a big water pump on it and blows out the line, will sometimes even take out tree roots. To Cindy's point we have leftover funds from the water funds.

Gina Crowe: the SCADA we do have some.

Stephen Lassiter: this one will not be the \$180,000 the quote that I got, we do not need everything down at the plant like at the well house, down there it is the brains of the operation and a quote of \$18,000.00

Gina Crowe: that is just a band aide.

Stephen Lassiter: no, HDR was out there and looked at every communication point and it looks good.

Gina Crowe: I had a different discussion with Eli.

Stephen Lassiter: I just talked to the guys about this.

Gina Crowe: I just talked to Eli yesterday, so. I just wanted to give you a little history on what that jet can do, and we have put that in the budget to cover that. The lowest bid is \$25,000 and we want to bid \$26,000 because if someone bids \$25,001 then we lose it.

Mayor Michalson: further comments?

Councilmember Smith: if approved how would this one get to the town?

Mayor Michalson: they can go down and pick it up with a truck it is on a trailer. There is a picture of it in your packet and then we could surplus our truck out. This is upgrading the equipment. Public comment? Jenelle would you please take the vote.

Councilmember Barker: no

Councilmember Brown: no

Councilmember Smith: no.

Mayor Michalson: motion fails 3-0

e. Discussion/Decision: Scheduling Budget Workshops

Mayor Michalson: introduced new business item e, scheduling budget workshops. How does 8/7/25 work for everyone.

Councilmember Brown: 8/7/25 at 6:00 pm

Councilmember Smith: 2nd.

Mayor Michalson: motion and a 2nd. Public comment?

PUBLIC COMMENT

Vicki Motley: just so you know Jeff will not be at that meeting we will be out of town.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 3-0

8. Board Reports

NONE

9. Town Council Comments

Councilmember Brown: I would like to request that the mayor call a special meeting, an executive closed door for the council to discuss councilmember issues and conflicts.

Mayor Michalson: would you like that executive closed session?

Councilmember Brown: yes please.

Mayor Michalson: we can do that.

Councilmember Brown: July 31 @ 6:00 pm.

Mayor Michalson: so, you would like an executive closed session next Thursday at 6:00 pm.

Councilmember Brown: yes.

Councilmember Smith: I would like to make a comment, I had a personnel issue the week, I wanted to commend Jeff and the first responders. I just wanted to thank the team. I am a little bit questioning why we did not have the minutes to the 7/10 meeting; we should have something like that.

10. Executive Report

Mayor Michalson: 7/16/25 I met with Eli Malloy and the XYZ water leak detection. Tui started yesterday and working with Steve and Cody. Met with Bobbi, Gina and Andrena and talked about why we can lower the water rates. 7/21/2025 MRL replaced the crossing on 2nd Street, the growth policy is coming along nicely. I will be attending an MMIA meeting August 13th and 14th and councilmember Brown will be the acting mayor during that mayor.

11. Adjournment

Councilmember Smith: motion.

Councilmember Brown: 2nd.

APPROVE:



Bob Michalson, Mayor

ATTEST:



Jenelle S. Berthoud, Town Clerk