

Stevensville Budget Workshop Minutes

for THURSDAY, AUGUST 07, 2025, 6:00 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, Bragg and Smith were all present.

2. New Business

a. Fiscal Year 2025/2026

Mayor Michalson: introduced the new business item a, fiscal year 2025/2026. Hope that we can get this wrapped up tonight.

Robert Underwood: the last couple of budget meetings you have added and taken away and here is the budget with those changes. Went over the funds that we have now and the appropriations and expenditures for each fund. We will use this for the total and here is the cash available at the end of the year. It is remaining cash and cash reserve. One of the things that we were worried about was the general fund and the cash reserve, right now we are sitting at 20%. Last year we did not spend as much as we thought and that has been the common theme for the past couple of years.

Councilmember Brown: can we get a new spread sheet.

Robert Underwood: we can. We did get rid of the seasonal mower so that dropped off.

Mayor Michalson: you said a 2.5% raise, what was the total.

Robert Underwood: total wages about \$755,000.00. Then there is contributions for another \$255,000.00. Just for salaries we are getting pretty close to one million.

Mayor Michalson: at the bottom where it says increase of \$97.00 per month is that per person?

Robert Underwood: that is per person, per month for insurance. Tax evaluation came in at \$377,164.00 for taxes. Another add would be miscellaneous revenue. Also, the 2% special levy.

Mayor Michalson: what was our increase on revenue.

Robert Underwood: general fund will be \$937,000.00. Miscellaneous revenue for the insurance claims.

Councilmember Smith: the cannabis money, what is that being used for.

Robert Underwood: for general purpose, funds the general fund.

Councilmember Smith: is that something that we can designate.

Robert Underwood: for the general fund, everything comes in, I will give you an example. The SRO, the money that we get from the school about \$37,000 that is because the school pays us for the police officer and should be designated for the police officer but then again \$37,000 just goes into the general fund and gets divided out. The only time you can designate is when someone donates and says it is for a specific item or project.

Mayor Michalson: in the big picture it all comes out of the general fund.

Robert Underwood: everything for general fund goes into one big pot.

(side conversation between mayor and Councilmember Smith, unclear audio)

Mayor Michalson: the TIFD, is it going to sunset?

Robert Underwood: it is going to sunset in October. The airport will sunset next year. We do have some options; we could look at funding a hanger at the airport for the town and pay for it.

Councilmember Brown: I thought they were trying to get rid of those funds.

Robert Underwood: the state is trying, but they aren't trying really hard right now because if they do the schools won't get that money. We did use some of that money this year for the railroad tracks. (continued discussion about the TIFD TEDD districts and the funds).

Mayor Michalson: building fund is up.

Robert Underwood: I just bump it up because that is what we spent on Tim, and it is like a flexible account.

Mayor Michalson: it is like a moving fund.

Robert Underwood: yes. Police fund, fireman's fund. Here is the water account, right now last year \$792,000.00 this year \$827,000.00 it is going up. Reviewed the water accounts. Sewer, the same thing about the same number, did not go up that much.

Airport going to take in about \$94,000 and that is a lot of the fuel. Here is the airport project that you were talking about.

Mayor Michalson: Gina, on charges for services on hanger and land leases last year \$14,500 and this year \$13,000 is there a reason why it is down.

Robert Underwood: some of this money was collected from two years on leases. User fee and business fee has been a crap shoot, so this year we now know what everyone should owe us. We increased the council training budget so members can go to Billings.

Mayor Michalson: is that going to be enough Stacie or do you need more.

Councilmember Barker: it might be a little low.

Jenelle Berthoud: (figured the milage and rate to drive to Billings) round trip is \$528.00 for milage.

(side conversations between Mayor and Councilmember Smith about staff and solutions) (side conversations about traveling to Billings).

Robert Underwood: we would be at \$3,200.00. We took out some of the items for the mayor because he has parts that are covered by MMIA. The court, training, took out \$500.00.

Mayor Michalson: on the city court professional services, for the court clerk?

Robert Underwood: no for the judge, they approved that under Gibson.

Councilmember Smith: since when does a city judge have a contract.

Councilmember Barker: it was set by resolution, you have to.

Robert Underwood: everything else stays the same. Copy machine to be purchased to replace the outdated one, mostly water department. Other increase that we did was added \$3,000 more to the legal section, the number of lawsuits that have occurred lately we increased that from \$15,000 to \$18,000. Town Hall basically the same. Police no real changes. Fire administration we will talk about, here are the things that were asked for and talked to the mayor and have taken out of the budget. Bench, \$2,000, physicals for the fire fighters, \$6,000, training mobile fire, \$5,500 and couple of adjustments.

Gina Crowe: every department had cuts, but these are the larger ones.

Robert Underwood: example would be we will not purchase shirts for the pool for \$1,000 still have some left. Fire administration is including the \$22,000 for the pension, insurance, First Call, the bunker gear is in there and we are supposed to be getting some money back for that, so we are looking into that.

Councilmember Barker: where is the radios in here from the grant when they asked for an additional amount.

Gina Crowe: I don't think that grant has been approved.

Levi Wise: we talked to Jeff and that has not gone through yet.

Gina Crowe: our share was around \$5,600.00.

(side conversations about the amount for the radio grant).

Robert Underwood: we need to make sure that number is in there.

Mayor Michalson: I have a question for your, 400-foot attachment line what is that.

Levi Wise: fire hose.

Robert Underwood: parks and cemetery, new lowering device, \$1,000.00.

Stephen Lassiter: new pipe for the cemetery.

Mayor Michalson: it talks about 360, if pump fails, \$1,000.00 aren't they more expensive than that.

Stephen Lassiter: a new one would be much more, but to fix it, it would cover it.

Robert Underwood: new roof for the pavilion we are going to get that paid for. Not a lot of room in the budget to cut in the parks.

Stephen Lassiter: tree spraying is twice a year.

Robert Underwood: the pool, had some donations this year. We have to have a budget for the lifeguard wages, even if they take off. Some for repairs. Splash Pad, we did get \$10,000 from the Civic Club and we are spending some of that down still. When we spend that \$10,000 we send them a report on what we spent that on, this is our second year.

Councilmember Barker: we seem to keep taking these things on and the costs keep going up.

Jenelle Berthoud: here is an example, you guys got the email about the cracks in the skate park that comes back to the parks department to fix.

Stephen Lassiter: last year after the pig races they rinsed off in the splash pad and the next day we had to clean and repair the splash pad because of that, \$2,600 for a new UV light.

Robert Underwood: Streets, transferring into the asset account funds to take care of potholes.

Mayor Michalson: I put in for a storm drain replacement on Smith.

Councilmember Barker: 2nd street is getting bad again.

Stephen Lassiter: I put in for cold patch as well.

Robert Underwood: sidewalk fund, water pumps for the well field, still have legal services for our water rights, \$25,000 for the ponds/Jessee Reeves.

Mayor Michalson: Steve, training is that enough. You, Cody and Kevin.

Stephen Lassiter: there will be three of us.

Robert Underwood: once that we identify the leaks this will give Steve about \$200,000 from the capital asset account to fix those leaks. Sewer accounts not a lot of change.

Mayor Michalson: is the harness in there?

Stephen Lassiter: we are looking at what kind to get and an atmospheric sniffer. There are some pits at the sewer plant that are about 24 feet deep, the only way to get in there is using an extension ladder and then the person has to climb down there, we have no harness or way of getting tools down there. We are going to go down to Hamilton and see how they do it. They have been doing it this way for a long time, and it is not safe.

Robert Underwood: Airport, aviation fuel.

Mayor Michalson: any estimate on how much fuel we might bring in for selling fuel.

Robert Underwood: right now, we are paying \$1,000 a month for this thing and in the winter months they don't sell as much fuel, so I expect around \$8,000 a year. They will have their own tank by about December. At that point everything that we make will come back to us. AWOS, twice a year.

(side conversation about radio contribution amount)

Mayor Michalson: you should put that AWOS back in there, do you happen to know how much it is.

Robert Underwood: this is an example of getting something from the FAA but then having to follow their maintenance schedule, only a few years left on this one.

Mayor Michalson: insurance, car insurance?

Robert Underwood: yes, car insurance it is the curtesy car, and we do that through Mountain Air.

Councilmember Barker: the airport bought that, so Mountain Air should be covering it.

Councilmember Brown: we are paying for it so it has to show in the budget.

Robert Underwood: we have to pay extra insurance, think about this, the people that use the car are supposed to have insurance who is checking that. It costs us dearly.

Mayor Michalson: fuel tank insurance who covers that?

Robert Underwood: Mountain Air.

Gina Crowe: MMIA does not cover anything to do with the airport that is operational. But if we owned a hanger then that would be covered.

Robert Underwood: airport ends up at about \$23,000.00 and that will be going up with the fuel sales. If you have any questions please just get a hold of us.

Councilmember Smith: I have something from the beginning about the office, why don't we put a 10% on the office staff so that they can have some overtime and it would take care of the issue.

Robert Underwood: number one we do not have the money. we are actually spending down about \$42,000 and that is scary. We are probably not going to spend down all of the general fund, water leaks are the big one. I can go back to closing on Friday afternoons is a money saver.

Jenelle Berthoud: it is only the admin side, not police or court or public works.

Gina Crowe: one of the miss conceptions is people think that just because we are closing at noon we are still getting paid we only get paid for the hours that we are here.

Robert Underwood: Friday afternoons nothing happens, other than that one or two people.

Gina Crowe: as far last Friday for creamery the chief told us to get out of here because they were starting to close down streets.

Robert Underwood: it is something that you have to think about, Jenelle during the week goes to so many meetings and she has to attend and that is part of her 40 so she is usually not even here on a Friday. Andrena works her 40 and Gina unfortunately works 60 hours a week. We have to break that; she does not get overtime. We always save money on the police because someone is always leaving. It is pretty tight for salaries, you want to plan for overtime, but overtime will eat this budget to death. Police are on their last five minutes, and something happens then they are here until it is done.

Levi Wise: can I see the amount that is being taken out of the fire budget.

Robert Underwood: physicals, training.

Mayor Michalson: physicals and training were cut last year, correct.

Robert Underwood: yes and many other things.

3. Adjournment

Councilmember Smith: motion to adjourn.

Councilmember Barker: 2nd.

APPROVE:



Bob Michalson, Mayor

ATTEST:



Jenelle S. Berthoud, Town Clerk