

Stevensville Town Council Meeting Minutes

for THURSDAY, AUGUST 14, 2025, 6:30 PM 206 Buck Street, Town Hall

1. Call to Order and Roll Call

Council President Brown called the meeting to order, Councilmembers Barker, Bragg, Smith and Brown were present. Mayor Michalson is at an MMIA board meeting.

2. Pledge of Allegiance

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

Jim Kalkofen: brief statement from me and the owners of Creekside (public comment provided with these minutes).

4. Approval of Minutes

a. Budget Workshop Meeting Minutes 07/09/2025

Council President Brown: introduced budget workshop meeting minutes 07/09/2025.

Councilmember Barker: make a motion to approve

Councilmember Bragg: 2nd.

Council President Brown: do we have any comment on the meeting minutes.

Councilmember Brown: page 5, under my comments it should have been possible chance that Glenn may not be needed, and we have Great Falls in there.

Jenelle Berthoud, Town Clerk: what is the correction that you want in there.

Councilmember Brown: "when is the next meeting" instead of when is the Great Falls.

Council President Brown: public comments.

Chief Motley: pretty confused, wasn't the fire department budget discussed at that meeting, I was unable to attend I was out of town that night. There is nothing on the minutes about the fire department and I thought it was going to be discussed.

Jenelle Berthoud: yours were discussed at the August 7th meeting.

Council President Brown: Jenelle, please take the vote.

Councilmember Barker: aye.

Councilmember Bragg: aye.

Councilmember Smith: aye.

Councilmember Brown: aye.

Council President Brown: passes 4-0

b. Town Council Meeting Minutes 07/24/2025

Council President Brown: introduced town council meeting minutes 07/24/2025

Councilmember Smith: I move to accept town council meeting minutes 07/24/2025.

Councilmember Barker: 2nd.

Council President Brown: comments from the council? Public comments? Seeing none, Jenelle please take the vote.

Councilmember Barker: aye.

Councilmember Bragg: aye.

Councilmember Smith: aye.

Councilmember Brown: aye.

Council President Brown: passes 4-0

5. Approval of Bi-Weekly Claims

a. Claims #19818, #19820, #19822-#19854, #19856-#19871

Council President Brown: bi-weekly claims and with the councils permission I have one councilmember that would like to pull one or two of them out.

Councilmember Smith: I move to accept biweekly claims, #19818, #19820, #19822-#19854, #19856-#19871.

Councilmember Bragg: 2nd.

Council President Brown: motion and a 2nd. Discussion from the council?

Councilmember Barker: #19834, Visa, docking station.

Gina Crowe: the docking station is the police departments tough books.

Councilmember Barker: Costco stamps wholesale and I see a lot of them on it, different prices.

Gina Crowe: the reason is because there was a limit on the number that we could buy so we had to split the cost, then we ordered some supplies.

Councilmember Barker: I knew the rate had gone up and I appreciate that. Under Visa, chairs for the pool.

Gina Crowe: those were donated by First Security Bank and so we ordered the chairs.

Councilmember Barker: Stevi Hardware, several shovels for \$104.00. did we run out of shovels.

Gina Crowe: they were split between the funds and split them out between the departments.

Councilmember Barker: MMIA, #19846. Deductible for services per a personnel matter is this something that we would need to discuss in a closed meeting.

Gina Crowe: no, this is a personnel matter that I cannot discuss here.

Councilmember Barker: 19856, attorney, public records request, why is our attorney doing public records request and charging us for this.

Gina Crowe: we received a public records request from Jim Crews that asked for all of the business licenses and building permits for 2025 and 100 last resolutions, which was not an issue, but the business licenses and building permits were because of the sensitive information on them and my question to Greg was what do we do with that, for me giving out that personal information. So, I asked Greg about that and there were many emails and research to go along with that.

Councilmember Barker: below that, Birch Lane, what is that.

Gina Crowe: that is also going to be a pass through, we will bill the attorney for that .

Councilmember Barker: the last one was attorney services all other.

Gina Crowe: combination of everything.

Councilmember Barker: that is, it thank you.

Councilmember Smith: regarding #19856, I to had the same question that Councilmember Barker did, but I would also like to know about the airport for 940.

Gina Crowe: that has to deal with the issue that we talked about with the council and Will Rowe.

Councilmember Smith: What did the attorney have to do with that?

Gina Crowe: a lot. They had to meet with the attorneys and there is some dispute about the leases.

Councilmember Smith: I too have an issue with the MMIA 1500.00 it says that it is a personnel issue, and I know that MMIA says that we can go into a closed door and discuss what this is about.

Gina Crowe: I cannot discuss that, it is a personnel matter, I am sorry I cannot discuss that.

Councilmember Smith: yes we can.

Gina Crowe: no sir we cannot.

Councilmember Smith: then you get a no vote from me on that one.

Councilmember Brown: we can pull that claim out and get a motion. And it could be after the attorney reviews it.

Councilmember Smith: I move that we remove it and discuss it later.

Council President Brown: any other questions from the council.

Councilmember Brown: #19871 for the Water XYZ LLC I know that this was part of our money, but have we gotten a report back yet is my question.

Gina Crowe: it just came in today.

Councilmember Brown: #19828 for the towing of the sweeper or transporting the sweeper, I thought we did that include the discount that he said he would give us under resolution, we disposed the old sweeper knowing that he was going to give us a discount of \$600.00 off the towing.

Gina Crowe: we received the \$600.00 today.

Councilmember Brown: so, we did receive the \$600.00, so is it, is the invoice \$1,180 and we are going to subtract the \$600.

Gina Crowe: we paid that and then got the \$600.00.

Council President Brown: are there any other questions from the council? Public comment on the claims? Does the council want to remove our last motion and revise it to take the claim #19846.

Councilmember Smith: if I made the motion I guess I have to fix it, rescind the motion and put in to approve #19818, #19820, #19822-#19845, #19856-#19871 to exclude #19846.

Council President Brown: but you are rescinding your motion so it should be the same, so it would be as it is written on the sheet to rescind. Then we will do a new motion to exclude #19846.

Councilmember Smith: so, we will vote on this, the original motion first.

Council President Brown: yes, to rescind it if you would do that please.

Councilmember Smith: I move to rescind my motion.

Councilmember Bragg: 2nd.

Council President Brown: Jenell can you take the vote.

Councilmember Barker: aye.

Councilmember Bragg: aye.

Councilmember Smith: aye.

Councilmember Brown: aye.

Council President Brown: can I have a new motion to approve the claims #19818, #19820, #19822-#19845, #19847-#19854, #19856-#19871.

Councilmember Smith: I move that we approve claims #19818, #19820, #19822-#19845, 19847-19854, 19856-19871.

Councilmember Bragg: 2nd.

Council President Brown: motion and a 2nd, any comments from the public?

Gina Crowe: if you do go to discuss this it cannot come back to a council meeting it would have to be in a private meeting.

Council President Brown: in a closed private meeting, seeing none, Jenelle would you please take the vote.

Councilmember Barker: aye.

Councilmember Bragg: aye.

Councilmember Smith: aye.

Councilmember Brown: no.

Council President Brown: can I have a motion to table claim #19846.

Councilmember Smith: I move that we table claim # 19846.

Councilmember Bragg: 2nd.

Council President Brown: motion and a 2nd. any further discussion by the council.

Councilmember Barker: from what I understood, if this is a personnel issue we cannot discuss it, especially with HR involved.

Council President Brown: any discussion from the public. Jenelle would you please take the vote to table claim #19846.

Councilmember Barker: no

Councilmember Bragg: present.

Councilmember Smith: aye.

Councilmember Brown: aye.

6. Administrative Reports

a. Airport

In the packet.

b. Building Department

In the packet.

c. Finance

NONE

d. Fire Department

Jeff Motley, Fire Chief: in the packet the report for July, 78 requests for service. 61 were medical calls, 14 fires, 3 vehicle crashes, 6 mutual aid responses, 11 missed calls. The 11 missed calls were EMS calls, the question is why are we seeing EMS calls. The answer is pretty simple we are not man powered or staffed to make those calls, we do not have people to respond. Why don't we have the people, it is a

training issue we need EMT's. An EMT class is anywhere from \$1200.00-\$1800.00. so, as a volunteer I go out and pay my down and take the class at 120 hours and for \$1,200 to give back to the community to respond to those calls, we are just understaffed to make those calls, yes we do run in correspondence with Bitterroot Health that may mean that they are coming from Darby. Last night we had to wait for Darby ambulance to take the call, we are just understaffed. In the budget meeting the other night that I was not able to attend it is my understanding that all of my training money was cut once again from my budget once again, just like the previous year. So, for two years in a row council is not seeing fit to fund training for its fire department. 11 missed calls and we had 3 EMT's last year take the class, traditional for the last 20 years we have always been reimbursed to take the class once they obtain their certificate, did not get to do that last year for those three individuals. We are still understaffed, and it is my understanding that I have no training money for the volunteers to go out and serve the community. EMS is by far the biggest thing that the fire department provides for service and response. If you look at the budget request it is the smallest thing that we asked for. Even including the training money to that, but that is what gets cut first is the training dollars. We have no training dollars, we train councilmembers, we train police we train everybody but the volunteers. We need something to be able to provide services, if the budget stays how it was discussed, but if it stays the same I do not know how we will sustain providing service especially to medical calls. It is a huge deal, if you are waiting for an ambulance to come from Darby it could be a long wait. Other than that, it is business as usual. 409 calls at the end of July. We had 5 calls yesterday, waited for Darby 2 out of the 5 because one before that was a Stevensville. we have a medical service issue in the town of Stevensville and the surrounding areas that the fire department is trying to serve and fill that void we are getting any help in funding. We are not getting volunteers they are saying why volunteer it doesn't look like we are getting any support from the council and recruitment, and retention is the biggest part we are not able to meet or keep I think that we are down to 14 members on the roster. We have to do something about it.

e. Police Department

John Boe, Chief of Police: report at the table. Just wrapped up the Creamery Picnic, and we think that it went well, one issue with a traffic offense. I want to thank Ravalli County Sheriff's Office for their support they provided horseback patrol on Friday and Saturday and that is something that everyone likes to see. And the fire department and all that they did. New officer is in his seventh week of FTO and all is going well. He has a tentative class date in January for the academy MLEA in

Helena. You should have the police report in front of you. Next month you will see an uptick in traffic citations. (Chief Boe went over all of the stats in his report).

Councilmember Smith: I may have missed it, but I notice that one of our officers is wearing sergeant stipes.

Chief Boe: yes, Officer Franklin was promoted to sergeant and will make a good supervisor.

f. Public Works

In the packet.

7. New Business

a. Discussion/Decision: To Approve a Stevensville City Court Prosecutor

Council President Brown: introduced new business item a. To Approve a Stevensville City Court Prosecutor .

Councilmember Barker: I make a motion To Approve a Stevensville City Court Prosecutor .

Councilmember Bragg: 2nd.

Council President Brown: motion and a 2nd. Discussion from the council, I understand that she is here tonight.

Councilmember Smith: did you graduate last year?

Kiki Smethers: no, I am a lot older than I look.

Councilmember Barker: can you give the town a little bit of background for this position.

Kiki Smethers: I did my undergrad in 2015 and took a couple of years off and then graduated from the University of Montana in 2022, I then went on to take the California State Bar and then passed the Montana State Bar after that in February of 2023 and then started my job that I currently have at Ravalli County Attorneys office for two years, mainly focusing on misdemeanor crimes and I prosecute all of the DUI's for Ravalli County so that is felonies and misdemeanors so I have two years of experience prosecuting.

Councilmember Smith: I was impressed with your resume and thank you for stepping up.

Councilmember Brown: one comment that I want to add is, what she is requesting for pay is the same amount. Public comment? Seeing none, Jenelle would you please.

Jenelle Berthoud: I will add to this, your guys approval of Kiki this evening will lead to Gina and the Mayor presenting a contract for her and we will bring that back to the August 28th meeting for final approval with hopes of a start date of September 1st.

Kiki Smethers: I have spoken to Mr. Fulbright about this, and I do plan on keeping my full-time job there and doing this on the side, I have spoken to him about court hearing, and I understand that they are about twice a month during the day about an hour, and he said that I can take off and come up here.

Jenelle Berthoud: just wanted you all to understand that and that it will come back at the next council meeting.

Council President Brown: thank you for that. Jenelle could you please take the vote.

Councilmember Barker: aye.

Councilmember Bragg: aye.

Councilmember Smith: aye.

Councilmember Brown: aye.

Council President Brown: passes 4-0

b. Discussion/Decision: Resolution No. 572 a Resolution Establishing Mill Levies for the Town of Stevensville, Montana Fiscal Year 2025-2026

Council President Brown: introduced new business item b, Resolution No. 572 a Resolution Establishing Mill Levies for the Town of Stevensville, Montana Fiscal Year 2025-2026.

Councilmember Barker: I make a motion to approve Resolution No. 572 a Resolution Establishing Mill Levies for the Town of Stevensville, Montana Fiscal Year 2025-2026.

Councilmember Smith: 2nd.

Council President Brown: motion and a 2nd. Any questions by the council.

Councilmember Smith: I see that in our resolution that the mill levy's should factor out may I ask what was the 2025.

Jenelle Berthoud: I will have to pull that resolution. Previous years mills valued at \$369,522.00 and there 72.67 mills.

Council President Brown: any questions from the public?

Councilmember Smith: do we have an estimate of what this would raise the average property tax to.

Gina Crowe: we do not.

Council President Brown: public comments?

PUBLIC COMMENT

Vicki Motley: are the mills less this year than what they were last year?

Jenelle Berthoud: more this year, previous year, \$369,522.00 for 72.67 mills and this years \$380,809.00 and 95.17 mills. They are less and you are right on the money.

Vicki Motley: so why are we asking for less mills?

Gina Crowe: we are not. More mills at a less value.

Council President Brown: Jenelle can you please take the vote.

Councilmember Barker: aye.

Councilmember Bragg: aye.

Councilmember Smith: aye

Councilmember Brown: no

8. Board Reports

Councilmember Barker: P&Z Board met last night. Given an update from the community survey. We are also putting together an open house on October 22, time and place are to be determined. This will give folks the opportunity to ask questions about the growth policy see the updates of what the board is working on as well as another opportunity to fill out the community growth policy survey. Our next planning and zoning board meeting is 09/10/2025 we will be working on goals and objectives and the possibility of a couple of guests to help us with our growth policy

questions. We encourage all to attend as the growth policy comes together. we did have one community member last night attend and that was really nice that she came, and she was able to ask some questions. It would be nice to see more coming and to see what we are doing as a planning and zoning board.

Councilmember Smith: airport board, Brian is not here so I will give his report that is in the packet. I will read it to get it on the record. Regarding maintance there was one broken taxi light part are ordered. Annual AWOS inspections took place Tuesday and as we are aware we did receive the FAA grant for the fuel tank. We have yet to receive our grant offer for the asphalt maintance project. Regarding fuel as of this writing we have sold 3500 gallons, and 5000 gallons were order and delivered on the 8th of august. He also wanted to report that he received all but 5 lease payments for the year and the fire season has been relatively quiet, so the LUA has not been activated this season. We discussed postage and what have you for leases and we tabled that one to the next meeting and we now have new information and will discuss at the next meeting.

9. Town Council Comments

Councilmember Barker: I want to thank everyone that helped with the Creamery Picnic. It was neat to see the community come together. Did see the fire department attend to a person that had gone down, very fast response handled very well. Clean up at the park was awesome.

10. Executive Report

Council President Brown: The mayor did leave an executive report, and I will read it to get it into the minutes. "I want to thank the town council and council president for chairing this meeting while I attended and MMIA meeting in Butte. I distributed survey question flyers for the Town of Stevensville growth policy to all homeowners from 7/25-7/31. On August 5th attended a meeting with Eli Malloy, Terry Stevens and Gina regarding the SCADA upgrade for the wastewater treatment plant. Jerry with Tall Timber Tree Services has started pruning and trimming trees from last years disaster. Had a meeting with Greg Overstreet about Berta's Farm, status update and second walk through on a day to be determined. " that is, it for the executive report.

11. Adjournment

Councilmember Smith: move to adjourn.

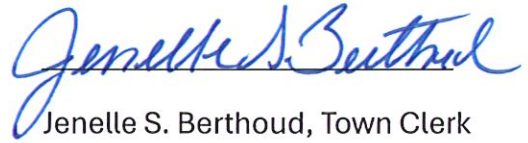
Councilmember Barker: 2nd.

APPROVE:

Handwritten signature of Bob Michalson in blue ink.

Bob Michalson, Mayor

ATTEST:

Handwritten signature of Jenelle S. Berthoud in blue ink.

Jenelle S. Berthoud, Town Clerk

Howdy.

My name is Jim Kalkofen.

I want to make a statement from me personally and owners in Creekside Meadows HOA. I am president of the HOA.

The issue is a small parcel of land, a right-of-way that extends from the cul de sac at the west end of Birch Lane to the fence where a gate opens to Second Street. Creekside owners are adjoining property owners on the north side of the fence. County property owners live on the south side of the fence.

This corridor has been maintained by Creekside neighbors and for the past year by the HOA. It is a walking and bicycling path used daily by residents on both sides of the fence.

It is important that this piece, as tiny as it is, remain in the public domain.

If anybody ever comes before this Council and tries to claim it and take it private, remember me tonight saying a big fat NO.

Thank You!

