

Stevensville Town Council Meeting Minutes

for THURSDAY, OCTOBER 23, 2025, 6:30 PM 206 Buck Street, Town Hall

1. Call to Order and Roll Call

Mayor Michalson called the meeting to order. Councilmembers Bragg, Barker, Brown and Smith were all present.

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 10/09/2025

Mayor Michalson: introduced town council meeting minutes of 10/09/2025.

Councilmember Smith: I move to accept minutes of 10/09/2025.

Councilmember Barker: 2nd.

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

Councilmember Bragg: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

Councilmember Smith: while we are talking about minutes I have a move I would like to move that we bring up the minutes of 9/25/25, we did not approve those so we would like to get them approved so we need to bring it back for correction and bring it back before the next meeting.

Jenelle Berthoud: I can put that on the November 13th meeting to bring them back for a vote.

Mayor Michalson: we need a 2nd here.

Councilmember Brown: 2nd.

Mayor Michalson: we have a motion and a 2nd. to current those minutes and bring them back on the 13th. Discussion from the council? Public comment?

Jenelle Berthoud: can I ask a question. It is not on the agenda so I am confused, I think that I explained in the email the best-case scenario for that is that it comes back for a vote to bring it back and then I would relisten and add in those pieces that we missing or omitted and then it would come back for approval, I just don't know how to do that tonight.

Mayor Michalson: I see, you can bring it up in council comments, under council rules.

Jenelle Berthoud: that makes sense, thank you.

5. Approval of Bi-Weekly Claims

a. Claims #19982-#20000

Mayor Michalson: introduced claims #19982-#20000

Councilmember Smith: I move that we approve claims #19982-#20000.

Councilmember Bragg: 2nd.

Mayor Michalson: motion and a 2nd. Discussion from the Council? I would like to say on the Pavilion side of it those were disaster money, Gina did put these out and we only had one bid. Fence work and pavilion were part of the disaster.

Gina Crowe: we have to submit the fencing and the pavilion fixes to MMIA and that is a requirement of the state and then the state will pick up the deductible. MMIA charges us the \$1,500.00 deductible and then reimbursed by the state. You will see that coming forward.

Mayor Michalson: on the pool privacy fabric came out of donation from First Security Bank.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Councilmember Bragg: aye.

Mayor Michalson: passes 4-0

6. New Business

Councilmember Smith: I would like to move that we take item c about item a, and we can take a and b together.

Mayor Michalson: we will start out with motion to suspend council rules to move item c, above item a.

Councilmember Brown: I move that we move agenda item c of new business up to a.

Councilmember Smtih: 2nd.

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

Councilmember Bragg: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

c. Discussion/Decision: Special Event Permit for Country Christmas & Parade of Lights

Mayor Michalson: introduced special event permit for Country Christmas & Parade of Lights.

Councilmember Barker: make a motion to approve special event permit for Country Christmas & Parade of Lights

Councilmember Bragg: 2nd.

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

Councilmember Brown: my general every time question is have your plans be given or are you going to give you plans to Chief Motley and Chief Boe prior.

Sean Doyle: yes, it has been submitted, no alcohol event, traffic plan has been submitted and everything through the town clerk. Same one as last year, there are two fire pits and both of those have been submitted, the only change is that one of the fire pits is going to move over by CJ's. everything else is the same. Shortened the parade route so it does not go in front of the Living Center again.

Mayor Michalson: flip the switch kid.

Sean Doyle: I do not, but the town has done a coloring contest.

Jenelle Berthoud: it has not been discussed yet, but we do have time to decide.

Mayor Michalson: any further questions for Sean? Public Comment? Seeing none, Jenelle please take the vote.

Councilmember Bragg: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

Councilmember Smith: I move that we suspend council rules and make a and b one action.

a. Discussion/Decision: Suspension of Town Council Rules to Cancel the November 27, 2025, Town Council Meeting in Observance of the Thanksgiving Holiday and Authorizing Claims to be Paid out of Cycle

b. Discussion/Decision: Suspension of Town Council Rules to Cancel the December 25, 2025, Town Council Meeting in Observance of the Christmas Holiday and Authorizing Claims to be Paid out of Cycle

Councilmember Brown: 2nd.

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

Councilmember Brown: aye.

Councilmember Smith: aye.

Councilmember Bragg: aye

Councilmember Barker: aye.

Mayor Michalson: passes 4-0

d. Discussion/Decision: Final Plat Approval of Twin Creeks Phase II

Mayor Michalson: introduced new business item d, final plat approval of Twin Creek Phase II.

Councilmember Brown: I am going to have to abstain from the discussion because I work for a title company.

Mayor Michalson: before we go on, Max Wolf would like to be on the phone, just incase you have some questions, Ron Ewart is here from PCI.

Jenelle Berthoud: (dialed the phone to call Max Wolf). Hi Max, this is the town clerk we are calling you into the meeting on agenda item d, final plat approval for Twin Creeks Phase II.

Max Wolf: thank you so much for calling, mayor and councilmembers I will let you proceed.

Councilmember Barker: I make a motion for final plat approval of Twin Creeks Phase II.

Councilmember Bragg: 2nd.

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

Councilmember Smith: I would like to in the 200 some pages of this plat here I discovered a hiccup. If we were to look at page 26 and it is stated June 13, 2022, and then on page 36 and 37 the DEQ approval letter and on the second page it says in the first paragraph it is further understood that construction of this project will be completed within three years of this approval date which is June 13, 2022. If more than three years elapse before completing plans and specifications must be resubmitted and approved before construction begins, that seems rather clear and on page 148 we have a town council meeting minutes were a two-year extension was granted which brought it up to 2025. But the date is in June of 2025, and this has

relapsed, and it looks like they need to resubmit it. Unless something else has happened that we do not have record of here.

Jenelle Berthoud: I have nothing to comment on, this has been in the packet for an entire week, and these guys are just tonight, I have no comment.

Mayor Michalson: you had all week.

Jenelle Berthoud: possibly Max or Ron have an answer to these things.

Ron Ewart: I am with PCI, we do have an approval that does go until January 15, 2026, so that June 13th deadline we have been in contact with DEQ on it. All of the specification were developed to this.

Councilmember Smith: so, this has been resubmitted to DEQ, and they have extended it to 2026.

Ron Ewart: I can't say that they have extended it, but when we work with DEQ the storm water plan, we made contact with them on this, we do have plat approval until mid-January.

Mayor Michalson: how would the council like to proceed?

Councilmember Barker: can I ask what pages those were.

Councilmember Smith: packet page, 36, 26, and 37 is the main page that had that paragraph that I read for you.

Max Wolf: if I may, whenever I can speak please let me know. It is my understanding that we did get a DEQ extension, they have been working with us through this whole process, and they came at the beginning when all of this process started, we do have a report from them on what they wanted us to change on the site and DEQ has been aware. It was my understanding that we had those taken care of and we can get those to you if need be. As well to reiterate what Ron said it was that January 16, 2026, is our extension date.

Mayor Michalson: that was January 16, 2026.

Councilmember Barker: that was the one that we just passed correct, no that was the 2027 for phase III. You guys were here and passed the 2026 for the extension.

Mayor Michalson: I believe that you were on the council then it was 2023. I was on the council it was when Gibson was mayor.

Councilmember Smith: it was Brown, Lowell and Michalson and Brown abstained.

Mayor Michalson: Max, did you have something to say?

Max Wolf: all of the days that we are concerned about and that we have to show proof of that extension I can try to find those looking on my end, and if there are other issues, we can talk about that and maybe a condition of proof of this for plat approval, on my end January 16, 2026, and DEQ has been aware of the construction.

Mayor Michalson: any further comments from the council?

Councilmember Barker: I believe that those should be in this packet I believe that they should be in there, yes please.

Max Wolf: it should be, but I am not exactly aware of anything from you. Ron is it in there or not.

Ron Ewart: it is not in there because everything that is in the packet had to do with construction, plans, meeting all of the conditions of approval and that was not part of either of those two, I can check with our engineers on that.

Mayor Michalson: would the council be willing to table this and bring it back at a special meeting.

Jenelle Berthoud: do keep in mind that Mr. Wolf has paid his filing fee October 16th his 20-day clock did start, so please keep that in mind.

Mayor Michalson: we are on a 20-day clock.

Jenelle Berthoud: what Max just brought up was that contingent piece that they are looking for you guys to approval their final plat with those conditions of these being turned in. Keep in mind that he has paid his filing fees.

Councilmember Bragg: so, based on that time frame would we be able to table this and have a special meeting so that he can get this done in his 20 days.

Mayor Michalson: we could do it next week if they get the DEQ paperwork.

Councilmember Smith: it does sound like it could be found fairly quickly.

Jenelle Berthoud: I am looking for the meeting minutes of that meeting but is taking longer than I expected.

Max Wolf: is the town not aware, in your records of that. On our end I have always been told it was 2026. As long as the DEQ thing goes, DEQ has been aware of this,

and it should not be an issue because we have been in contact with them through this whole process.

Mayor Michalson: I think that the council would like this in writing.

Councilmember Barker: yes, to show that these are put together I believe that those should be there as well.

Councilmember Smith: I guess the best thing to do is table it.

Mayor Michalson: can I get a motion to table this.

Councilmember Smith: I move that we table this discussion until the proof of the January 16, 2026, is provided to us and then have a special meeting or whatever it would take.

Max Wolf: may I make a comment before. I would just like to say that if there is a possibility and this is the only issue that we have is we could do something with approval once received so we do not have to hold a special meeting for this again. if we get you the documents tomorrow and upon receipt of the documents we can get approval.

Councilmember Smith: is that allowable?

Mayor Michalson: yes.

Jenelle Berthoud: you can put a condition with in that. The same way that you approve minutes and you have me change something and then you vote on it and the minutes pass, and it is a condition of me putting in the comment or adding something.

Councilmember Smith: I move that we approve this plat approval for Twin Creeks on the condition that we receive the written documentation from the DEQ for the extension to January 16, 2026.

Councilmember Barker: 2nd.

Mayor Michalson: motion and a 2nd to approve Twin Creeks Phase II final plat upon conditions that the DEQ provide paperwork that extended it to January.

Councilmember Bragg: I don't think that the public ever got to talk about this.

Mayor Michalson: they will in a second.

Jenelle Berthoud: I want to bring it up that you guys just said DEQ approving it to 2026.

Councilmember Smith: that was what we were told.

Jenelle Berthoud: no, you asked about two things. DEQ and the final plat extension and when was that and that was 2026. Just want to clarify that if you are looking for a date of January 2026 from DEQ and a date of final plat approval being bumped out to January 2026.

Councilmember Smith: correct.

Max Wolf: I have the same question on my end. It was the town extension for January 2026 and then, I do not know the specific DEQ day, but we will find the extension letter for that.

Mayor Michalson: I have never seen that one Max, have you Jenelle.

Jenelle Berthoud: from DEQ, no. we would have only had the original one when the project started and after that it would have just been between the developer, PCI, along those lines.

Max Wolf: it is something that Jeff Cyr did when we were holding off on the project for a bit, the councilmember is correct that date had lapsed with DEQ and that hopefully is something that we can clear up tomorrow.

Mayor Michalson: motion and a 2nd. Further discussion from the council approving it with documentation from DEQ. Any other comments on this plat approval. I see that you brought in a check today (pointed at Councilmember Brown).

Councilmember Brown: yes, I did, I was asked to drop a check-off.

Mayor Michalson: and thank you so much I would like to say that this is my first plat approval, being a young mayor still, I would like to say that Max and Ron have went above and beyond to help get this thing done. I remember earlier this year we had a walk through, and Max and I had a discussion on the low water pressure at some of the houses on Phase I and he would put in pressure pumps on phase II if they needed it and it also gave us a letter to help the town up to \$50,000 for a lift station if it was needed down the road. I am very grateful of him. Thanks Max.

Max Wolf: you are welcome, it goes both ways it has been great working with you guys as well.

Mayor Michalson: last week I was not here, but Steve did a walk through with them. Steve anything to add.

Stephen Lassiter: you take that plat and go and look at the real ground, the distances match, there was a very short punch list, a couple of cracks in the sidewalks, some cleanouts. The curbs and sidewalks all looked good, I looked at all of the pressure tests, 1000 gallons per minute out of the fire hydrants, the e-coli in the main lines and it was sent to the state, and it came back good. Regarding them it all passed without fail. They have not cut any corners. Drains look good, better than some of the ones that we have around town.

Councilmember Smith: I just have one other little minor issue, it does not have to do with the approval, just informational and an opinion. They have a common area dedication and cash in lieu requirement regarding a park apparently they are going to go in lieu of, and it is going to be \$11,410.00 and I just want to say when we get that check after the final plat filing, that should go to parks not general fund.

Mayor Michalson: that check was dropped off today by her (pointed at Councilmember Brown).

Gina Crowe: Parks is in the General Fund.

Councilmember Smith: the dedication is what I am talking about.

PUBLIC COMMENT

Heidi Motley: read public comment from Vicki Motley (this is included with these minutes).

Councilmember Brown: this is from Chief Motley I pumped into him as I was walking down here; he asked me to make a comment on his behalf. It is he would like to see a fire hydrant at the end of Blacksmith Lane he says that it is over 1,000 feet from the existing fire hydrant on Blacksmith and it is a little bit long. He says that it is a concern, and he said going east west it is about 300 feet from the fire hydrant. Going south where Blacksmith runs is over 1,000 feet. There is not a fire hydrant there.

Ron Ewart: that is good to know, I will pass this along to Jeff and the others. Even though we did go through all of our approvals it is something that could be addressed.

Mayor Michalson: and I think that it should be, it would be a safety thing, I think that Jeff Motley would know better than all of us where the fire hydrants need to be placed.

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

Councilmember Barker: aye.

Councilmember Brown: abstain

Councilmember Smith: aye.

Councilmember Bragg: aye.

Mayor Michalson: passes 3- 1 abstain.

7. Board Reports

Councilmember Barker: for Planning & Zoning we had our open house last night. Very well attended, they had boards lined up where our town citizens could come in and mark what was important to them and not important to them. We had Kevin with Great West and Dani to answer any questions that the public had for them. It was very well attended and a lot of great input back on that. I hope that when we are ready to bring it in front of the council, got a ways down the road yet, we have gotten a lot accomplished in a short amount of time, which is I think we have a really great Planning & Zoning Board that works well together I would like to thank those citizens that came out and spent some time here and looking at what we had.

Mayor Michalson: thank you Stacie.

8. Town Council Comments

Councilmember Brown: I wanted to clear something up from our last council meeting regarding the garden spot, I went back and checked the plat for Dickerson Track, there is 9.4-foot strip between lots 4 and 5, that strip is dedicated as part of the park. I just wanted to make that clear for everybody.

Mayor Michalson: is that on the 5th street side?

Councilmember Brown: yes.

Councilmember Smith: I would like to move to bring up the minutes of 9/25/25 as corrected and bring back to the council for approval.

Councilmember Brown: 2nd.

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

Councilmember Bragg: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

9. Executive Report

Mayor Michalson: I attended Montana League of Cities and Towns Conference last week in Billings, the only thing that I have to report is there is a lot of stuff going on, we were told again to be very, very diligent on the property taxes when they come in, revenue stream is going to be down from that. Also, the MMIA will no longer cover workmen's comp, they could no longer compete with the state fund anymore, so they are phasing that out by July 1, 2026. They will work with all of the towns and cities on finding coverage for workmen's comp which will probably be the state fund. Also, last night we had a successful meeting with our Planning & Zoning, and I want to say if it is okay with the council. Steve can you come up and speak about the cellular meters that we just learned about.

Stephen Lassiter: we just went through this big water meter change out which is good. The company is now coming out with a cellular meter that transmits a different type of signal that Cody uses from his truck, it is like 100% effective. A person doesn't have to ride around in the truck anymore, it is just like your phone, Andrena could check it on her computer without any one or gas money. The cost of them is around the same as the meters that we are currently using. The cellular data and included in this is the ability for each water customer to keep up with their own water usage. It is an app on their phone or computer, how much water did I use last month, each month has a graph, shows peak uses, sprinklers coming on. It could answer some questions when our meters are not reading, sometimes we have to go back and reread. Example is on a leak detect, we go to check it and sometimes we can't get that data and it won't work, no one can tell us why it is not working. We have to be able to tell them when it is happening, have to be able to be more in-depth with it. (referenced a citizen in the audience and her meter) they are going to give us five trial meters for free, program and this would be a good test one (referred to citizen).

Councilmember Smith: so, you are saying that we are going to have to replace all of the meters.

Stephen Lassiter: no, that is the thing, as our current meters go bad we can replace them with the cellular ones for about the same cost as the current ones. Alberton switched over and they had 100% reading. This is a cellphone; each individual customer will have the ability to check.

Councilmember Smith: is it true that we coming to an end with our current meters.

Stephen Lassiter: pretty close, we have been able to identify most of the ones that have gone bad. We just did a 200 meter replacements in the past year. I think that we see if these work, I let them know that I cannot do all at once so they are going to put together some packages for what we might want, they are going to give us five and if they fail we won't talk about it anymore.

Gina Crowe: there is a charge, they are going to give us the five meters for free but there is a charge of .91 cents per meter a month and that is for the cellular data, part of the package.

10. Adjournment

Councilmember Smith: motion to adjourn.

Councilmember Brown: 2nd.

APPROVE:



Bob Michalson, Mayor

ATTEST:


Jenelle S. Berthoud, Town Clerk

Town of Stevensville Council

October 23, 2025

Dear members of the Town of Stevensville Council and Mayor Michelson,

I apologize for not being able to give my comments in person, but I am not feeling well.

New Business:

D. Discussion/Decision: Final Plat Approval of Twin Creeks Phase 2

I would like to address section 5 of the agreement. It states the following:

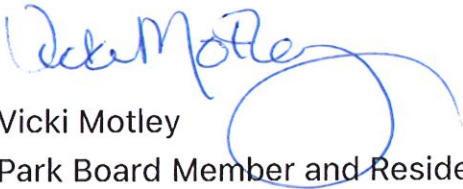
5. Common/Park Area:

It states that:

1. 11% of the land proposed to be subdivided is required for a park dedication. 5% of that shall be in land donation and 6% shall be in a cash-in-lieu of land donation. The side notes on the page sets an amount of \$11,410 that would go to the Town.

I am requesting as a member of the Park Board Advisory Committee and resident of the Town of Stevensville, that this money be placed in a Park line item, or C.D., and that it not go directly into the General Fund. I feel that this way we will have money to make repairs on park equipment and the pool. I feel that if it just goes into the General Fund and it's not earmarked, there will be no money for repairs, it will be spent on other things other than the Parks.

Thank you,



Vicki Motley

Park Board Member and Resident

318 9th St.,