

## Stevensville Town Council Meeting Minutes

for THURSDAY, NOVEMBER 13, 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 09/25/2025

Mayor Michalson: introduced town council meeting minutes of 09/25/2025.

Councilmember Smith: I move that we approve the minutes of 09/25/2025.

Councilmember Barker: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Discussion from the council?

Councilmember Brown: page 10 of the packet page 7 of the minutes should say closest one.

Jenelle Berthoud: thank you.

Mayor Michalson: any further 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

#### b. Town Council Meeting Minutes 10/23/2025

Mayor Michalson: introduced town council meeting minutes for 10/23/2025.

Councilmember Smith: I move that we accept the meeting minutes of 10/23/2025.

Councilmember Barker: 2<sup>nd</sup>.

Mayor Michalson: Motion and a 2<sup>nd</sup>. Discussion from the council? Public comments? Seeing none, Jenelle please take the vote.

Councilmember Bragg: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: Passes 4-0

## 5. Approval of Bi-Weekly Claims

### a. Claims #20001-#20042

Mayor Michalson: introduced approval of bi-weekly claims #20001-#20042.

Councilmember Smith: I move to adopt claims #20001-#20042

Councilmember Barker: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. Discussion from the council?

Councilmember Brown: #20008, pruning of the trees. How many draws are we, what are we looking at for that claim.

Gina Crowe: the bid was around \$53,000.00; I can confirm it for the total amount.

Councilmember Brown: okay thank you, then claim #20013 for some of our water rights, I was hoping mayor that you could update the public on where we are at on the water rights.

Mayor Michalson: I can do that in our executive report.

Councilmember Brown: claim # 20016, Overstreet Law, Berta's Farm. How are we coming with trying to collect some of our money back? We were supposed to do that somehow through the taxes.

Mayor Michalson: I think that we are still working on putting a <sup>lien</sup>~~loan~~ on the taxes.

Councilmember Brown: can we elaborate on the next claim too, Overstreet Law, for the claim #20017.

Gina Crowe: that is our prosecuting attorney.

Councilmember Brown: okay, I forgot that was her name.

Mayor Michalson:

Councilmember Brown: the other thing with Miller Law, do we have any updates with the Reeves easement.

Mayor Michalson: I can say that we have not heard a word from Dell Post on that. He said that he will get back to Ross.

Mayor Michalson: any further discussions 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

## 6. Administrative Reports

### a. Airport

Mayor Michalson: Mr. Germane is out for a procedure today so, Mr. Craig Thomas will be giving the report.

Craig Thomas: the airport managers report was given. The AWOS was down, Century Link has fixed that. Projects for 2025, fuel farm is competed just waiting for the delivery date of the tank. As of November 1<sup>st</sup>, we have sold 9838 gallons, \$56,228.00 after credit card fees. Leases, there is no new lease information. The master plan they are expected to finalize a draft ALP at their next meeting and will provide a copy to the town council.

### b. Building Department

In the packet.

### c. Finance



Gina Crowe: you have the cash report, and everything looks pretty good, the budget report is overall at 37% at this point. For the expenditure vs. budget for all of the other funds it looks pretty good, 17%. If you look at the statement of revenue, I don't know if I put this in the last one or not, it looks pretty good, if you look at the ARPA water and repair that is over. Everything looks good and everything is going just fine. I did get a call from our auditor today and they let us know that we have a federal audit, not just a regular audit like we were the last few years, it had to do with the ARPA project and that put us into a federal audit, a federal audit is going to cost us \$14,250.00 more because it is a lot more work and it is due in March. Our contract with our auditor for 2024/2025 was \$36,400 and that is going to up it to \$50,650.00.

Councilmember Brown: how much was the increase?

Mayor Michalson: almost \$15,000.00.

Councilmember Brown: so how much is that going to up the contract?

Gina Crowe: it is not, just going to add \$14,250.00 more to the \$36,000 that we have to the audit. It is just a lot more intensive work that I have to get them. I am going to work with HDR and see if some of our contingent money that we have will cover that extra cost. I just found this out at 4:30 this afternoon.

#### d. Fire Department

Chief Jeff Motley: in the packet. (gave his report from the packet). We are going to see an increase to vehicle crashes, it was decided at Fire Council that we will be attached to all motor vehicle crashes so that will be vehicle crashes involving deer or anything on the road, we will be engaged. That vehicle crash number will go up, and that is county wide. Big issue that we have in the fire hall and the fire department is that we do not have heat in the truck bays, we need heat in the truck bays going into winter, what we call the south truck bays is completely down, that unit is out of service completely. That unit that we call the north bay is showing signs of the same thing, those are over 20 years old, we do have a couple of quotes, and I have requested a third quote and have not seen that one come in yet. Rex Olson the district fire chief got the first quote for the south bay and then he turned that over to me and I got the other quote. This is something that we do need to get it addressed soon. I would think that this would be a capital improvement thing, or a budget adjustment at the end of the year. Christmas lights will go up on Sunday.

Councilmember Barker: what time are you putting up lights.

Chief Jeff Mothley: around 6:30 am. It will take about 2 hours. We are in the process of purchasing the handheld radios and deciding which is the best for the buck. We can now accept the grant.

e. Police Department

Mayor Michalson: Chief Boe is out , report provided in the packet. (Read the report that was provided in the packet.)

Councilmember Barker: those were all combined?

Mayor Michalson: yes, all the way across

f. Public Works

Stephen Lassiter, Public Works Director: in the packet. Leaf pickup went well, seems to get better every time that we do it. We did receive our 5 trial cellular water meters just today, now we have to figure out how to integrate those into our system. Andrena is talking with them on how to put those into our current system, we do have a 90-day trial period. SCADA replacement starts next Tuesday with HDR, big project. we will also have that communicating down to the plant and have it at our fingertips. He said that it should only take about 2-3 days.

Councilmember Smith: where are these meters made.

Stephen Lassiter: Isreal. Just like the others, that is why we have such a hard time getting them.

Councilmember Brown: are you going to ask for volunteers, or do we need to put it on the website looking for volunteers?

Stephen Lassiter: sure. I would like to have a place that is easy to see if I need an antenna and then maybe some hard-to-reach places. I would like to have at least one as a control where you know that it works.

Councilmember Brown: ours is in a crawl space.

Stephen Lassiter: there is a 20-year warranty, 10-year full replacement and then the next 10 years is a prorated warranty.

Councilmember Brown: one other question is that you had training for the new park manager, how is the new park manager working out and what other job duties is he doing.



Stephen Lassiter: like all of us, he pretty much does everything. He is a real smart guy, he keeps that sweeper going, this morning he came in early and got the parking lines painted in front of Exit Reality. He used the sweeper before doing that. He has a good handle on the parks, we have a monthly check-off sheet, and he is turning it in when he is supposed to and finding things.

Mayor Michalson: would the council suspend town council rules and move item a, under new business. Above guests.

Councilmember Smith: I move to suspend town council rules and move new business item 8 of new business, ahead of item 7.

Councilmember Barker: 2<sup>nd</sup>.

Mayor Michalson: motion and a 2<sup>nd</sup>. 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

## 8. New Business

a. Discussion/Decision: Resolution No. 575 a Resolution Adopting the 2024 Western Montana Region Hazard Mitigation Plan and Ravalli County/Town of Stevensville Annex

Mayor Michalson: introduced new business item a. Resolution No. 575 a Resolution Adopting the 2024 Western Montana Region Hazard Mitigation Plan and Ravalli County/Town of Stevensville Annex.

Councilmember Smith: I move that we adopt, Resolution No. 575 a Resolution Adopting the 2024 Western Montana Region Hazard Mitigation Plan and Ravalli County/Town of Stevensville Annex.

Councilmember Barker: 2<sup>nd</sup>.

Mayor Michalson: we have a motion and a 2<sup>nd</sup>. if I can have permission from the council to have Erik come up and answer questions or a brief introduction.

Erik Hoover: I can give an overview. As discussed, we have had previous mitigation plans completed in 2004 and 2017. This process was done differently being that the state of Montana also funded the entire cost on doing the update when in the past Ravalli County had to apply for grant funding on behalf of all of the municipalities in the county. So, the state of Montana took the lead in that and the town and other municipalities in the county did it. The plan update back in 2022 the state coordinated to facilitate the plan, the final plan was completed behind schedule and was presented to us for approval in early 2025 which is a number of years and due to that time laps we reviewed the plan with our stakeholders and gave updates to the plan to reflect things that had changed since 2022 and now. So, that was submitted to the state earlier in the summer and made changes and approved about a month ago and that is what I am bringing tonight. The mitigation plan describes expected hazards, it includes populations, infrastructure, identifies possible hazards mitigation goals and objectives and projects to address any of these hazards. The objectives could be used to provide back up and support for future funding projects, interestingly enough one of the projects that we had in the 2017 plan and in this one is removal and mitigation of hazard trees so that is something that has been an interest to everyone for some years. It could include other things like wildfire, fire mitigation, flood plain mitigation. Historically an approved plan is required as a condition for FEMA projects and funding. That is an overview of what I have.

Mayor Michalson: on page 131, tornados and windstorms. Wouldn't that number be higher, just our windstorm event alone.

Erik Hoover: I think in this section we did update some verbiage to identify that, one of the issues is that we are still gathering that information and we just did not have an accurate total to add to that. Any other questions from the council?

Councilmember Barker: I just want to say thank you for putting this together.

Erik Hoover: you are welcome.

Mayor Michalson: any further questions from the public? Seeing none, Jenelle please take the vote.

Councilmember Bragg: aye.

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

## 7. Guests

a. Montana Department of Transportation, Speed Study

Mayor Michalson: introduced guest from Montana Department of Transportation.

Jenelle Berthoud: dialed in MDT representative. NO answer.

Mayor Michalson: I guess that we table it, it was a guest anyways.

## 9. Board Reports

Councilmember Barker: had a P&Z Meeting last night. Went over the open house results and had a good turnout at the open house. Went over the verbiage that was on the boards, should be brining that to the council next month. A lot of time spent researching, not as much public comment at the meetings as we would like. Will be coming very, very soon to the council.

## 10. Town Council Comments

Councilmember Barker: I just want to say congratulations publicly to Melissa Bailey and Jim Crews. Good luck to you Melissa, and you will do well for the town, I also want to thank the town for giving me the oppurtinuty over the past four years.

Councilmember Brown: I just want to say thank you, the town should thank Mayor Michalson and Councilmember Barker for all of the years that they have spent in town government I feel that we should applaud them. I am not sure how they have done it for so long. We do have a Ward 2 vacancy open I would like to ask the mayor to get that published and get applications in, we need a full council moving forward. It is going to be a difficult road coming up and the council it is your job to take care of the town, please somebody step up and volunteer and have a full council starting January.

## 11. Executive Report

Mayor Michalson: do not have an executive report I will give me final one at the final meeting.



12. Adjournment

Councilmember Brown: I move that we adjourn.

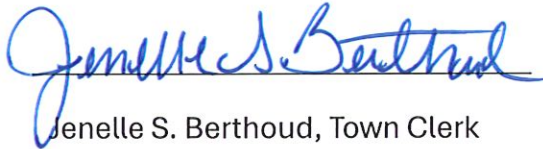
Councilmember Barker: 2<sup>nd</sup>.

APPROVE:

A handwritten signature in blue 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