

## Stevensville Town Council Meeting Minutes

for THURSDAY, APRIL 09, 2026, 6:30 PM 206 Buck Street, Town Hall

### 1. Call to Order and Roll Call

Mayor Crews called the meeting to order, Councilmembers Bailey, Wandler and Smith were present. Councilmember Ross has an excused absence.

### 2. Pledge of Allegiance

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

Marilyn Wolff: I am a former town council member and HOA board member, I am here to propose an agenda item regarding our water system and two failures of the well pumps stopping the system, it happened this past week and several months earlier. Both times the pumps stopped working the was milky, murky, small, tiny bubbles, if you put it in a clear glass and hold it to the sun you can see that it is full of bubbles and it slowly comes up from the bottom, but it raises concerns. The first time there was white sediment floating on top I always use a water glass, and I did again this past week. We pay some of the highest water rates in the state, last year I believe that a new SCADA software program was purchased for around \$80,000 to regulate the water system and sewer system, does there need to be more training and IT support so our water system does not fail again I believe that the public needs a notice each time and water requires immediate testing so that we know that the water is safe. People need to go to work, get a shower, have coffee, get the kids off to school and get to work and that does not happen when you have no water. If the pumps are old should they be replaced there may be other reasons why this is happening, but please consider a policy that must be followed other than residence calling in for an emergency so that an employee of the town can restart the pumps manually. Thank you.

Mayor Crews: any further public comment?

### 4. Approval of Minutes

#### a. Town Council Meeting Minutes 03/26/2026

Mayor Crews: introduced approval of town council meeting minutes 03/26/2026.

Councilmember Smith: I move to approve the minutes of 03/26/2026.

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

Mayor Crews: motion and a 2<sup>nd</sup>. Discussion from the council? Public comment? Hearing none, Jenelle please take the vote.

Councilmember Bailey: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: passes 3-0

#### 5. Approval of Bi-Weekly Claims

##### a. Claims #20292-#20326

Mayor Crews: introduced approval of bi-weekly claims #20292-#20326.

Councilmember Smith: I move that we approve claims #20292-#20326.

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

Mayor Crews: Motion and a 2<sup>nd</sup>. Questions from the council?

Councilmember Bailey: #20325, Tall Timber Climbing, reimbursed from the disaster fund. When will we see this complete?

Mayor Crews: it is a work in progress; we have a list of trees that need to be addressed and go through them systematically as we get the money to do them.

Gina Crowe: he is about 75% complete.

Councilmember Bailey: so, it is really about waiting for money to come into for pay for it.

Gina Crowe: no, not waiting for money to come in, more waiting on him it takes a long time.

Councilmember Bailey: just wondering why we were still seeing this, that makes sense.

Mayor Crews: it is going to be a bit; we have identified some more trees on Mission and Buck Street that need to come down.

Councilmember Smith: Gina may have just said this and I did not hear, is this being taken care of by insurance. It says wind damage.

Gina Crowe: it was the disaster money from DNRC, they are going to be sending us the reimbursement for that, minus what we did the two mill levy and what our insurance doesn't cover we will get reimbursed from the state.

Mayor Crews: any public comment on the claims?

Jeff Motley, Fire Chief: Northwest Energy #20318. You see the fire department at 50% and then you see the second one at 5%. Are we paying 50% or 5%.

Gina Crowe: those were just the percentages that were allocated.

Jeff Motley: are we 5% or 50%.

Gina Crowe: that might be a typo. I will look into that.

Jeff Motley: next one is the SRE that we split with the airport. Is that a month, is that what it is running us.

Gina Crowe: SRE building is 50% each. It depends on the electricity; it changes each month.

Jeff Motley: 208 Buck Street, addition. Are we splitting that with Rural.

Gina Crowe: they actually paid us \$1,000 that we applied to that. they actually said they would give us a \$1,000 to cover that.

Jeff Motley: there was a claim for paint paddles, just letting the town know that I can get them for you for free.

Gina Crowe: we actually got those for the chili feed.

Mayor Crews: any further comments on the claims, seeing none, please take the vote.

Councilmember Smith: aye.

Councilmember Bailey: aye.

Councilmember Wandler: aye.

Mayor Crews: passes 3-0

## 6. Administrative Reports

### a. Airport

Brian Germane, Airport Manager: report provided in the packet. The lights have been repaired back in March. Fuel Farm Project is progressing well. A few more weeks left

on it. Fuel sales were pretty good for March. Missoula Skydive opening will be next week. It will be the start of noise complaints; I work with them and try to move things around when we can. We are planning a spring clean up at the end of the month. Fixing fences, mowing there will be some lunch provided.

Councilmember Smith: this is not on your report but when is the skydivers kick off.

Brian Germane: it is next week there official opening day is this Friday the 17<sup>th</sup>. They have been performing some jumps for training their instructors and pilots.

#### b. Building Department

In the packet.

#### c. Finance

Gina Crowe: report provided in the packet. Cash report is first. Everything looks good, nothing of concern or of note. Expenditures versus budget on the general fund, to date, 68% really good. We did run over on the audit in the general fund, but we are still looking very good. All of the other funds, on the water and the sewer is at 75%, the airport is in the negative, but there will be the revenue side on the TEDD fund we will be doing that transfer at the end of the year. We are on target for our revenue, planning review from building permits has gone up. Everything looks really good, right-on target, nothing of concern.

Mayor Crews: to go along with the finance report, one of the things that the mayor's office is doing is looking at business licenses. I keep running into people that do not have licenses. When I find out that they do not have one I call them and gently let them know. It covers garbage pick-up, roads and streets, police and fire. Not everybody is receptive to those business licenses, some of them do not like it, it is a beast that we have to take care of.

Councilmember Bailey: the \$75.00 is an application fee. Or is that a fee for not having a license.

Mayor Crews: it is the license fee.

Councilmember Bailey: and it is an annual renewal.

Mayor Crews: it is an annual and the airport is still \$250.00, and it runs fiscal year to fiscal year.

Councilmember Smith: does this include the Air B&B's?

Mayor Crews: I do have a couple on my list.

Councilmember Wandler: is there a penalty fee if they don't pay at a certain time.

Mayor Crews: there could be. Since the business licenses started in 2013, I don't believe that we have. I came across a lawn mowing business today they have been in business in town for a while, I chatted with him and he agreed to come in and get a business license. Some of the new business on Main Street don't know that they need a business license, so I stopped in today.

Councilmember Wandler: does this include lawn mowing; high school kid has a little business mowing.

Mayor Crews: yes it does. Even my Tricycle business has a license.

Councilmember Wandler: \$75.00, that is a lot for a kids little business.

Mayor Crews: yes, it is if the kid is doing it professionally, I know a young kid down in Hamilton that bought a pickup truck and a trailer and his lawn mower, and he paid for his truck from cutting grass last summer. He is in business.

Councilmember Wandler: my son did it but did not have to have one.

Mayor Crews: they did not start until 2013 or 2014. Some business that are sole proprietors don't need a business license but to take advantage of their discounts you need a business license. When I came up here I had a sole proprietor and needed a business license so that I could buy supplies. Any public comment?

#### PUBLIC COMMENT

Marilynn Wolff: I am back to that same issue if you have someone cutting your grass and they live outside of Stevensville they come into Stevensville to cut your grass are they subject to this.

Mayor Crews: yes they are.

#### d. Fire Department

Jeff Motley, Fire Chief: report provided in packet. Three new volunteers, they will be coming to council at the next council meeting. We do have some pretty significant repairs coming in this budget cycle, we do have the budgeted money for it so we will get that taken care of. We should be ready for budget process going forward.

#### e. Police Department

John Boe, Chief of Police: report provided in the packet. Office Baugh graduates from the academy on April 21<sup>st</sup> and we are looking forward to that.

Mayor Crews: the chief and I will be attending the graduation.

Chief Boe: that is correct.

Councilmember Smith: a really big increase on threats and intimidation can you tell me what is going on.

Chief Boe: three of them stem from the school a fight in the school yard, we include Officer Franklins calls at the school. Seven of them were self-initiated, meaning the officer initiated the call.

Councilmember Bailey: do you have a bar graph that shows year-for-year activity trends.

Chief Boe: we pin trouble spots on the map, and I can tell you, major calls for service or traffic accidents and I can tell you where the traffic accidents are happening. We keep up with that stat. This format that you have in your packet we have been tabulating since 2024 and look at trends.(explained the comparisons of crimes).

Councilmember Bailey: do you think that we could have reports to show us year to year, if you had these documents in a bar graph.

Chief Boe: we have seen calls for service go up. And it ranges from officer advice to disturbance calls. We can do something like that, probably something that I would break out in December. The other thing that I wanted to say was just had our Chili Cook Off and I wanted to thank Ms. Gina, Jenelle and Andrena for assisting us and being a big help they worked tirelessly along with the community members.

#### PUBLIC COMMENT

Marilynn Wolff: I would like to say that we get a lot of speeding in Creekside, we have 25mph speed signs everywhere and our HOA sends out emails to say please pay attention to the speed limit and we have seen more families moving in with little kids, they come in from Logan, and they are still going over 25. I think that you could do a lot of speeding tickets in there. A lot of the delivery trucks are almost driving on two wheels.

Chief Boe: I drive through twice a day. When Officer Baugh gets back he will be patrolling at night. We do keep an eye on it.

Mayor Crews: College Street is another area, there is a 15mph speed zone from 7<sup>th</sup> to 11<sup>th</sup>. I have seen them do 40mph down there.

Councilmember Wandler: is the traffic worse before school, during or after school.

Marilynn Wolff: I don't know what the problem is, I walk the neighborhood all of the time. It is just too fast for the area. I think that we are just so far out there they do not think we are part of the town.

Chief Boe: you should see us out there.

Citizen: I notice that is worse at night started being people park back in there, especially with the baseball fields, it is going to happen with soccer too.

Chief Boe: are there no parking signs back there?

Citizen: yes. you know the signs for children at play; can we get those signs from you or something that can be ordered. Maybe we could put those out.

Chief Boe: do you mean slow children at play.

Citizen: yes.

#### f. Public Works

Stephen Lassiter was not able to make it this evening. Provided in the packet.

Jenelle Berthoud: read response to the public notice from Geosyntec Consultants. (included with the minutes of this meeting).

Mayor Crews: read the report. We are also scheduled for spring cleanup; Jenelle do you have those dates handy.

Jenelle Berthoud: it is April 27-May 1.

Mayor Crews: we will be doing that soon.

Councilmember Bailey: what is the cleanup?

Mayor Crews: spring cleanup, get rid of your broken limbs and stuff like that.

Councilmember Bailey: so, the public can do some yard work.

Jenelle Berthoud: it is listed on the town website under the news section and also listed on the bottom of your water bill. It is also posted outside.

Councilmember Smith: don't they want it tied up?

Mayor Crews: do they want it tied up?

Jenelle Berthoud: you have to, no longer than four feet and no more than four inches in diameter. No grass, no rocks, no dirt and all leaves need to be bagged.

## 7. New Business

a. Discussion/Decision: Resolution NO. 584, a Resolution of the Stevensville Town Council Designating Authorized Signers for Municipal Bank Accounts and Adopting a Bank Account Signatory and Disbursement Policy

Mayor Crews: introduced new business item a, Resolution NO. 584, a Resolution of the Stevensville Town Council Designating Authorized Signers for Municipal Bank Accounts and Adopting a Bank Account Signatory and Disbursement Policy. Read the resolution into the record. I am not going to read the entire policy the council can read it. What we are doing is adding signers to the account, need the council president or mayor and finance officer or assistant finance officer to be on the bank account. We used to have this a long time ago, not sure why we don't, so we are going back to it. Gina correct me if I am wrong, but the bank does need to know who each person is.

Mayor Crews: so, you will need to come in.

Councilmember Bailey: in the policy it does list all of our names, and I am assuming that is for the purpose of signing. If someone leaves their current position how does this policy get changed, does it cost the town.

Jenelle Berthoud: it is just a resolution, no cost to the town.

Gina Crowe: let's say I leave, then we would bring this to council and remove my name.

Mayor Crews: they used to do it with the meeting minutes.

Councilmember Wandler: are all of the people that are authorized to do this are they licensed.

Gina Crowe: yes we are bonded.

Mayor Crews: anybody else. Public comment?

Councilmember Smith: we need a motion.

Mayor Crews: the way that we are doing this is we present the item, allowed to ask questions, public comment, motion and then debate.

PUBLIC COMMENT

Marilyn Wolff: since your purpose is to secure public funds my question is not in there, but it is very important. The FDIC or NICU is up to \$250,000 if you consolidate it into one account and let's say that it is \$1 million you are not covered. you need to know that your accounts are covered by that policy. spread your accounts out for safety. I don't know if we have done that.

Gina Crowe: that is not actually true, yes in a regular bank account that would be \$250,000 but since we are a municipality what they call pledged securities the bank has to because it is taxpayers money.

Marilynn Wolff: what is the name of that policy.

Gina Crowe: it is not a policy it is called a pledged security that any taxpayer money the bank has to take out their own insurance on that money.

Mayor Crews: any further comment. The primary purpose of this is to have the authorized people on the account and signing the checks.

PUBLIC COMMENT:

Citizen: do you put a limit on what they can sign for.

Mayor Crews: no, checks are the claims are approved by the council and those are the amounts that the checks will be written for, or ACH.

Gina Crowe: there is no claim or no invoice or bill that is not paid without council approval.

Jeff Motley: there is a typo on the resolution or policy, made is spelled wrong.

Jenelle Berthoud: thank you, I will correct that.

Councilmember Smith: I move to adopt Resolution NO. 584, a Resolution of the Stevensville Town Council Designating Authorized Signers for Municipal Bank Accounts and Adopting a Bank Account Signatory and Disbursement Policy

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

Mayor Crews: motion and a 2<sup>nd</sup>. Any council discussion. Call for the vote.

Councilmember Bailey: aye.

Councilmember Smith: aye.

Councilmember Wandler: aye.

Mayor Crews: thank you.

b. Discussion/Decision: Resolution No. 586, a Resolution Accepting Donated Funds for the Town of Stevensville Police Department

Mayor Crews: introduced new business item b, Resolution No. 586, a Resolution Accepting Donated Funds for the Town of Stevensville Police Department. Read the resolution into the record. This is from last year's chili cookoff, and at that time they donated this to the police department.

Councilmember Smith: I originally had some questions about this, and I had a meeting with Chief Boe and after it was done it was explained and everything is secure.

Mayor Crews: any public comment.

Councilmember Bailey: I move that we approve Resolution No. 586, a Resolution Accepting Donated Funds for the Town of Stevensville Police Department.

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

Mayor Crews: motion and a 2<sup>nd</sup>, any council discussion? Jenelle call for the vote.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Councilmember Bailey: aye.

Mayor Crews: passes 3-0

c. Discussion/Decision: Resolution No. 587, a Resolution Accepting Donated Funds for the Town of Stevensville Police Department

Mayor Crews: introduced new business item c, Resolution No. 587, a Resolution Accepting Donated Funds for the Town of Stevensville Police Department. Read the resolution into the record. This took a lot to pull this off.

Chief Boe: (thanked everyone for all of their work in putting this together) Hope that this is something that gets bigger and bigger.

Councilmember Wandler: how is this resolution any different from the last resolution?

Mayor Crews: that one came from the reserve association from last year, this comes from the chili cook off this year.

Councilmember Wandler: that is what I kind of figured out, more money coming from them.

Mayor Crews: no this is everything.

Chief Boe:

Councilmember Wandler: I move that we pass Resolution No. 587, a Resolution Accepting Donated Funds for the Town of Stevensville Police Department.

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

Mayor Crews: motion and a 2<sup>nd</sup>. Further discussion? Jenelle take the vote.

Councilmember Bailey: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: thank you.

d. Discussion/Decision: Approval of Change Order No. 1 Between the Town of Stevensville and HDR Engineering, Inc.

Mayor Crews: introduced new business item d, Approval of Change Order No. 1 Between the Town of Stevensville and HDR Engineering, Inc. Read a letter from HDR into the record. That letter will be part of the minutes.

Councilmember Bailey: the big take away is that this change order will not change the amount.

Mayor Crews: correct.

Councilmember Smith: we are talking about a ten-day extension.

Gina Crowe: this is not a ten-day extension this is part of the ARPA project; they sometimes get in there and need to do other work when things change.

Councilmember Bailey: I make a motion that we approve

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

Mayor Crews: public comment? Motion please.

Councilmember Bailey: I move that we approve Change Order No. 1 Between the Town of Stevensville and HDR Engineering, Inc.

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

Mayor Crews: motion and a 2<sup>nd</sup>. any further council discussion? Jenelle take the vote.

Councilmember Smith: aye.

Councilmember Wandler: aye.

Councilmember Bailey: aye.

Mayor Crews: thank you.

#### 8. Board Reports

NONE

#### 9. Town Council Comments

Councilmember Smith: I just want to reiterate again what Chief Boe said about the Chili Cook-Off.

Councilmember Bailey: I did want to point out that the water committee meetings are well under way, and they are held on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of the month.

Mayor Crews: we will be adding two more members, councilmember Smith and former councilmember Brown.

#### 10. Executive Report

Mayor Crews: this stroke took a little more out of me than I thought. I am doing a little bit here and there. We are going to pursue our business licenses and get them caught up because I think that it is important to know what business are in town. Ms. Wolff if you come into town hall next week we can meet about this agenda item and I will sign off on it. I now that we had some problems with the water system and I know that it did not alert the operators that the pumps had gone down, we are working on that. We also had a power outage on that day, if I am not mistaken, that may have had something to do with it.

Jenelle Berthoud: Stephen Lassiter did check in with me before the end of day, and he had spoken to Eli with HDR and the power outage did play a role into the shutting down of those pumps.

Councilmember Smith: don't our generator s work out there.

Mayor Crews: it was not a generator issue; the pumps did not start.

Gina Crowe: we are putting in a new computer system at the water and sewer plants, the first time it happened it did not alert the guys, and it was a computer glitch. When the power went out it did not alert the operators to reset the pumps through the computer system. HDR is working through different scenarios to make sure that it does not happen again.

Mayor Crews: what everyone might not know is that we have one employee that works alternative hours and he got in there early and took care of it. We might down the road look at that as being a special shift something to think about.

Citizen: in reference to that I was the one that called, the emergency number it took me a bit to find it, when I woke him up the thing that bothered me the most was that I told him that I lived in Creekside and we had no water. He said, okay thanks I will look into it, did not get any of my information or anything. I think somethings that we can do to improve this, maybe a recording to point people in the right direction.

Mayor Crews: we had phone issues this week also.

Gina and Jenelle: we are still having phone issues.

Gina Crowe: we do not know what is wrong, our IT has been working on it for weeks, we can be sitting at our desks, and it does not even ring.

Mayor Crew: I would like to make this a directive, put the mayors phone number as a backup number.

Gina Crowe: I think you number is already on the website.

Jenelle Berthoud: your number is on the website.

Mayor Crews: put this number with the emergency number on the website.

Councilmember Bailey: I think what Brenda is saying is that we add it to the towns phone tree that if it is after hours it is on there and you do not have to go to the website to find it. I don't know how that works.


Citizen: if someone does call, it would be good if they would take down that information. I think there are things that we can do to improve the process.

## 11. Adjournment

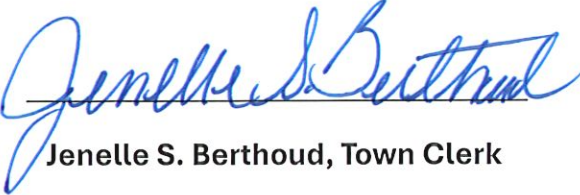
Councilmember Smith: motion to adjourn.

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

**APPROVE:**

 9-24-26  
\_\_\_\_\_  
James Crews, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Jenelle S. Berthoud, Town Clerk

The public notice states:

“THE PROPOSED CHANGE IS TO ADD TWO WELLS...”

You’re hearing that members of the public think Stevensville is proposing to install and pump two new wells.

Bryan and my suggested response to such concerns:

**Short answer:**

The Town is not proposing to drill and pump new wells. Rather, the proposed change would authorize pumping from existing Wells 5 and 7 (of the Twin Creeks wellfield) which have been pumping since ~2014.

The proposed change does not and cannot increase the already authorized flow rate and volume.

**Long answer:**

The subject water right (76H 89376 00) currently authorizes pumping by Wells 1, 2, 3, and 6. Since 2014, the Town’s primary water supply wells have been Wells 5, 6, 7, and 8 (i.e., the Twin Creeks Wellfield).

The proposed change would add points of diversion (i.e., existing Wells 5 and 7) to water right 76 89376 00 and formally allow that water right to serve an expanded place of use from the manifold distribution system.

The subject water right is an unperfected permit; the proposed change does not and cannot increase the already authorized flow rate and volume.

From Jared Bean  
Senior Hydrologist  
Geosyntec Consultants

“Unperfected” means it is still a pending claim. Once all conditions are met, the claim can be “perfected” and officially recognized as a point of diversion for beneficial use like irrigation, livestock, and domestic. Once perfected it is an absolute right and enforceable against other claims.



April 7, 2026

Mayor Jim Crews  
Town of Stevensville  
206 Buck Street  
Stevensville, MT 59870

**RE: SCADA Improvements Change Orders**

Mayor Crews,

Neely Electric has submitted three change order requests for additional time and materials spent on the water system SCADA improvements project. We have reviewed these requests and recommended that only one of them is approved as amended.

A summary of each request is as follows:

COE-001: The computer hardware listed in COE-001 is included in the project specifications Section 40 62 05 Computer System Hardware and Ancillaries, paragraph 2.3 Operator Computer Workstation. We do not believe that this is a justifiable request and recommend that the town not approve this change order.

COE-002: The software listed in COE-002 is included in specifications Section 40 68 13 Process Control (HMI) Software. We do not believe that this is a justifiable request and recommend that the town not approve this change order.

COE-003: This change order request is for additional hardware components required for the SCADA panels and the time to install the additional components. With the modifications shown, we believe this is a justifiable request and recommend this change order is approved as amended in Change Order 1. The cost associated with Change Order 1 will be included in the project contingency allowance line item and not result in an increase in the total project cost.

Please let me know if you have any questions or require additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eli Molloy', written in a cursive style.

Eli Molloy, P.E.  
Project Manager  
HDR Engineering, Inc.