

## Stevensville Town Council Meeting Minutes

for THURSDAY, JUNE 11, 2026, 6:30 PM 206 Buck Street, Town Hall

### 1. Call to Order and Roll Call

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

### 2. Pledge of Allegiance

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

I want to thank you Mayor for this opportunity to attend this meeting, I am the mayor of Alberton, and the mayor attended our meeting, and I am here and these are my two clerks.

Jim Tadvick: is there anything that we can do to properties that do not take care of their properties, th place next to us is vacant and weeds are tall. I would appreciate it if the city could do something,

Mayor Crews: I did drive by that property and look at it, we do have several around town that need help.

Jim Tadvick: I don't know if we can charge them and add it to their tax bill.

Mayor Crews: we do have an ordinance that we have to follow.

### 4. Approval of Minutes

#### a. Special Town Council Meeting Minutes 04/27/2026

Mayor Crews: introduced the Special Town Council Meeting Minutes 04/27/2026.

Councilmember Smith: I move to accept Special Town Council Meeting Minutes 04/27/2026.

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

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

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: okay

b. Special Town Council Meeting Minutes 05/05/2026

Mayor Crews: introduced Special Town Council Meeting Minutes 05/05/2026.

Councilmember Smith: I move to adopt minutes for Special Town Council Meeting Minutes 05/05/2026.

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

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

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: okay.

c. Town Council Meeting Minutes 05/28/2026

Mayor Crews: introduced Town Council Meeting Minutes 05/28/2026

Councilmember Smith: I move to approve Town Council Meeting Minutes 05/28/2026.

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

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

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: thank you.

5. Approval of Bi-Weekly Claims

a. Claims #20411-#20444

Mayor Crews: introduced bi-weekly claims#20411-#20444.

Councilmember Smith: I move to accept claims#20411-#20444.

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

Mayor Crews: motion and a 2<sup>nd</sup>. public comment, council discussion.

Councilmember Wandler: #20416, sewer backup. I am wondering what that is, do we get reimbursed.

Mayor Crews: we had a sewer backup and that is our deductible and then our insurance takes care of the rest.

Councilmember Ross: is that an insurance claim essentially.

Mayor Crews: correct through MMIA.

Councilmember Wandler: 20421, lab testing. Why is there a difference?

Gina Crowe: it is water testing every month.

Councilmember Wandler: so, you have different areas.

Councilmember Ross: it is for multiple dates.

Councilmember Wandler: (read the costs in that claim).

Gina Crowe: that is the cost. The credit is for under the water.

Councilmember Wandler: #20430 and #20431, who makes sure that we get reimbursed for anything.

Mayor Crews: that is the finance department. They take care of that.

Gina Crowe: we get reimbursed by the FAA, when the money is in the bank then I can cut the check.

Councilmember Wandler: sewer lift station.

Gina Crowe: that is part of the Northwestern bill.

Mayor Crews: any further comments, Jenelle call for the vote.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: okay.

## 6. Administrative Reports

### a. Airport

Brian Germane is on vacation, Provided in the packet. Mayor read the report.

### b. Building Department

Provided in the packet. Mayor read the report.

### c. Finance Report

Mayor Crews: the power point was not provided in the packet because it was too large and it is informational only.

Gina Crowe: gave the financial report provided in the packet. Robert and I have been collaborating on the banking and have a presentation for you.

Informational: Power Point on

Robert Underwood: gave the power point presentation. (included with the minutes of this meeting.)

Mayor Crews: public comment.

### PUBLIC COMMENT

Jim Tadvick: during the last three years have you check with other banks on rates.

Robert Underwood: no.

Jim Tadvick: do you think that you could do this.

Robert Underwood: it is a little bit harder to do to change up within the system.

Jim Tadvick: I am not asking you to close the current bank, share the wealth.

Robert Underwood: I will say when reconciling it is difficult when there are multiple accounts. It is a nightmare in our system. It is really hard when you have multiple accounts and the system that we use for accounting.

Gina Crowe: one of the things is when you spread your money around you are not getting as good of an interest rate as you would all in one place.

Jim Tadvick: I do not agree with you at all on that.

### d. Fire Department

Jeff Motley, Fire Chief: gave the fire department report, provided in the packet. Firefighter Convention will take place here in Stevensville this weekend.

e. Police Department

John Boe, Chief of Police: gave the police department report, provided in the packet. We just finished the circus, and it went pretty well, the town and the community were involved.

Mayor Crews: are we having any problems at Lewis & Clark Park.

Chief Boe: yes, we have worked on that and have trespassed the individual from the park.

Mayor Crews: we are going to look into the improper use of a vehicle at River Park.

Chief Boe: we have been working on that and will be restricting the access to that park from sundown to sunup.

Councilmember Wandler: your calls for service are up.

Chief Boe: we had a busy month, wrote a lot of reports.

f. Public Works

Stephen Lassiter is out sick. Provided in the packet.

7. Unfinished Business

a. Discussion/Decision: Reducing Rates for SELC Children's Swim

Mayor Crews: introduced unfinished business item a. Reducing Rates for SELC Children's Swim.

Kellsey Mayham, Director SELC: our president could not make it this evening. I am not sure how much you already know. (read the letter provided in the packet)

Mayor Crews: any questions by the council.

Councilmember Ross: Jamie had mentioned last time that this would be for kids that would normally not have access to the pool.

Kellsey Mayham: yes, a lot of our kids won't have access because their parents work and that is why they are with us for 9-10 hours a day. I forgot to mention that every time we would go to the pool there will be at least two other adults in the pool with them accompanying them at all times.

Councilmember Wandler: in your letter, \$2.00 per child, and you said \$3.00?

Kellsey Mayham: I meant \$2.00.

Councilmember Wandler: 25 kids, once a week.

Kellsey Mayham: one a week for lessons and once a week for swimming.

Councilmember Wandler: all at one time.

Kellsey Mayham: not all at once, some of our kids are part time. I am not also guaranteed that all parents will sign their kids up, so I don't have an exact number. The most is 25.

Councilmember Wandler: all at once. How many kids in the pool at one time, we would have to send some kids home if the pool is full at that time and those kids are paying the full price. My kids used to be sent home because the pool was full.

Kellsey Mayham: I see. I want my kids to have swim lessons, if we have to split when we bring them down we could look at that. I think 25 is a large number for what we will actually have, that was me guesstimating what we would have.

Councilmember Ross: what is the actual limit at the pool.

Mayor Crews: I do not know right off hand.

Jenelle Berthoud: I believe that it is 65.

Councilmember Wandler: if it is a hot summer there are going to be a lot of kids that want to be in the pool.

Councilmember Smith: you mentioned that there would be a couple of adults that would coming, are they certified lifeguards.

Kellsey Mayham: no, they are certified in CPR and that is far as we go.

Mayor Crews: we will have lifeguards.

Gina Crowe: my question is, normally in the past we charge for people that go in the pool, swim lessons are really full right now, I think it might be some juggling to get up to 25 kids in there. Do you want the adult in the pool with them during a lesson?

Kellsey Mayham: not during a lesson, but during open swim. Unless they wanted the adult in the pool during a lesson.

Gina Crowe: I know that they have a lot of lifeguards this year and they would normally charge for that adult to be in the pool.

Councilmember Wandler: this needs to be ironed out on how many kids.

Mayor Crews: that is why we have lifeguards.

Councilmember Wandler: but at the expense of the kids that are paying the full price.

Mayor Crews: so what would you suggest.

Councilmember Wandler: that the lifeguards know that the first kids there do not get sent home, the ones with the discount price are sent home.

Mayor Crews: would it work if we had the learning center call ahead and let them know how many they are bringing.

Gina Crowe: I just want to bring up the fact that we gave a significant raise to the lifeguards this year and we are also paying \$3,000 for them to be lifeguard certified. You need to take the financial part into consideration as well, I am not against it, but I just don't know how, we already lose almost \$30,000 a year right now.

Mayor Crews: who funds your operation?

Kellsey Mayham: a lot of different things, mainly tuition, our summer program is sponsored this year it will be a local business.

Councilmember Ross: to your point, my understanding normally if this was not offered they would not go to the pool period. The potential income from those kids would be income that we would not have seen otherwise and I just want to voice that I am not super keen on prioritizing kids based on their entry to the pool I think that it would be difficult to send half of the said group home if they are coming as a group, we are not prioritizing that we are going to kick people out to provide other people an opportunity to be there, I just do not want to make it a rule that we prioritize kids that may or may not have.

Kellsey Mayham: we will not be there all day, we have a breakfast time, lunch time and a snack time as well, our window is probably going to be from 9:00-11:00 on those days that we do come. I understand the capacity at the school, but we are not going to be there all day.

Mayor Crews: public comment?

Councilmember Ross: I make a motion that we approve reducing rates for SELC children's swim.

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

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

Councilmember Smith: aye.

Councilmember Wandler: aye.

Councilmember Ross: aye.

Mayor Crews: carries 3-0

## 8. New Business

a. Discussion/Decision: Appointment of Volunteer Firefighter Recruits for the SFD

Mayor Crews: introduced new business item a, Appointment of Volunteer Firefighter Recruits for the SFD.

Chief Motley: in the past it was asked of us to bring new recruits to the council to put a name to a face. Tonight I bring three new volunteers for the SFD.

Mayor Crews: thank you. council questions, public comment? Thank you for volunteering.

Councilmember Wandler: I move to the appointment of Appointment of Volunteer Firefighter Recruits for the SFD.

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

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

Councilmember Wandler: aye.

Councilmember Ross: aye.

Councilmember Smith: aye.

Mayor Crews: thank you.

b. Discussion/Decision: Approval of Stevensville Harvest Valley Farmers Market for 06/27/2026

Mayor Crews: introduced new business item b. Approval of Stevensville Harvest Valley Farmers Market for 06/27/2026. By the way, Mr. Ross we are looking at doing a suspension on this.

Councilmember Smith: I move to approve Approval of Stevensville Harvest Valley Farmers Market for 06/27/2026.

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

Mayor Crews: motion and a 2<sup>nd</sup>. public comment. Further council discussion.

Councilmember Smith: I would like an update on the electrical thing.

Mayor Crews: I have not gotten anything back yet.

Councilmember Ross: I believe that was going to come back at the end of the year.

Mayor Crews: that is correct, at the end of the year, no interim reports.

Councilmember Ross: I am happy to hear that we are looking at expediting the process.

Mayor Crews: no further comment. I will call for the vote.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: thank you

c. Discussion/Decision: Agreement of Services for Grant Writing Between Grantmasters Inc and the Town of Stevensville Fire Department

Mayor Crews: introduced new business item c, Agreement of Services for Grant Writing Between Grantmasters Inc and the Town of Stevensville Fire Department

Chief Motley: what we are looking to do is apply for an assistance for firefighter grant, we need to get a grant writer on board and have time to get it done, time is of the essence. We are looking to apply for an assistance grant for 28 new sets of gear. The cost to do that is estimated at \$151,200.00 and that is what we would be asking for in the grant, our turn out gear has a ten-year serviceable life and right now our gear is on year 11. We are due to replace our gear; it is a 5% grant match if we were to be awarded the grant we would be looking at about a \$7,000 match. The grant

writer is for \$3,300 total if we were successful would be about \$11,000.00. the question is how do we come up with the \$3,000 and the \$7,000 if we are successful. We will be fundraising and if I understand there is a possibility of a 2% public service levy that we may be able to levy. Regardless of the grant it is something that we need to look into to fund the police department and the fire department. I am asking for tonight is to have the town sign off on the grant writer write the grant, if we do this tonight I will be applying for a Rapp Family Grant at the end of the month for \$3,300. If we are successful with the grant the writer would be covered. if we are unsuccessful in the grant the town would not be out the \$3,000 for the grant writer. I am here tonight to seek permission for the mayor to sign the agreement, if the town does not feel that they can fund it upfront we do have individuals that can step up and cover it. We have given grant master's everything, but this signed agreement.

Mayor Crews: tonight what you are asking for is \$3,000 to engage grant master's to write the grant and you have the Rapp Family and fundraisers to pay the \$3,000. Is that correct?

Chief Motley: yes, it is actually \$3,300.00.

Mayor Crews: if we get the grant then the town is going to have to come up with about \$7,500 to pay for the grant.

Chief Motley: correct and working on raising funds if we are successful with the grant.

Mayor Crews: this is separate issue.

Chief Motley: if we are successful in getting the grant you will have the opportunity to accept or deny the grant. This is a FEMA grant, and it might not be here next year.

Councilmember Smith: I heard you say that time was of the essence, but I just heard you say that this goes on for 4-5 months.

Chief Motley: the application is due

Councilmember Smith: and you have known about this for 4-5 months?

Chief Motley: we have known about it for a month and have not been able to get it lined up until now.

Councilmember Ross: what he is saying is the process takes 4-5 months.

Councilmember Wandler: is there a reason why you are only applying for the Rapp Family Grant for \$3,000.00..

Chief Motley: because it has to be for a specific project. Maximum reward is for \$5,000 and you have to have a specific project.

Councilmember Ross: question for finance, my understanding is that the initial \$3,000 would be out of this years budget and if we got approved and accepted the grant would likely come out of next year's budget.

Councilmember Smith: that would mean that we would be looking at this in our budget process for next year.

Robert Underwood: yes, the \$7,500.00.

Councilmember Ross: do you have current fundraising plans in place.

Chief Motley: in addition to the Rapp Family, we are doing a pancake breakfast for Western Building Center on the 27<sup>th</sup> and that is a \$1,200 donation.

Councilmember Wandler: I feel that it is important to fund our fire department before we have a fire.

Councilmember Ross: assuming that you have somewhat started your budget for this coming year.

Chief Motley: we have submitted our initial budget proposal and since it has not been approved it will give us a chance to adjust that.

Councilmember Smith: have you ever used grant masters in the past.

Chief Motley: we have. The radio grant that we just got.

Councilmember Smith: just one time.

Chief Motley: yes one time, Florence has used them multiple times. And that is why we used grant master's for the radios. They know about us from the previous grant, and easier

Mayor Crews: Chief do you have the money in your budget to pay for this grant.

Chief Motley: probably, but again we are robbing peter to pay paul, pretty confident that we could raise the funds to pay grant masters.

Councilmember Smith: the importance of putting the clothes on the fireman is very important and I got that, but there are a lot of what ifs, what if it all goes south and you do not have it in the budget and you just said that you do not know.

Chief Motley: then we come back in the next budget cycle, and say we no longer need \$7,000 we need \$10,000. The problem does not go away it just gets worse and worse.

Mayor Crews: do you have an answer for the money in the budget.

Robert Underwood: there is money in the budget that can be spent. They are not over budget and doesn't look like they are going to go over budget.

Mayor Crews: I was very neutral about this in the beginning and having been in a fire one time myself there is a need for high quality gear.

Councilmember Wandler: my question is if you do a pancake fundraiser on the 27<sup>th</sup> will it go in this years fund or next year's fund?

Chief Motley: that money will go to the association, and does not hit the budget at all, a cash donation back to the town.

Gina Crowe: I just want to make one clarification, when we were talking about that levy it is not a public service one, it is for the relief association. On the fundraiser, are you going to do what the chief did, and the money comes straight to me from the public.

Chief Motley: straight to the association until we give it to the town.

Gina Crowe: so, you will do fundraising, but the town will still pay for it.

Mayor Crews: why couldn't you just do fundraising for the Stevensville Fire Department to pay for that grant.

Chief Motley: we could but we have already contracted with the association to do it.

Mayor Crews: any assurances from the association that if we raise enough money that we will get reimbursed.

Chief Motley: the assurance from the association absolutely.

Councilmember Ross: the finances opinion, if we need to pay out of the general fund to pay for it because they did not raise enough to cover it how do we look in your opinion.

Gina Crowe: I think that the thing that we need to think about is that there are many different departments that are in the general fund, the pool and the splash pad, the splash pad does not bring in any money, the pool we lose money every year. The parks, a lot of these things out there and I think that it is really tough, the general

fund will be hurting a lot with the increase to the pool kids and the certification who knows where we are going to end up this year. I have talked to Gerry and Kate; they have shirts to sell but we still lost about \$28,000 on the pool last year.

Robert Underwood: we do not know what is going to happen with the mill levy yet, I can only project what we think we are going to get, we are going to be a little less, we did have about \$113,000 in that fund, but the more that we. it is a hard thing to say, we are getting a really good deal on bunker gear. The real answer is the money is there until we have a problem.

Mayor Crews: any further council discussion.

Chief Motley: \$5,400.00 a set to replace what we have.

Mayor Crews: further comment, public comment.

Councilmember Wandler: I move to approve the agreement between Grant Masters Inc and the fire department.

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

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

Councilmember Wandler: aye.

Councilmember Ross: aye.

Councilmember Smith: no.

Mayor Crews: passes 2-1

d. Discussion/Decision: Closing Town Hall Administrative Window on Wednesday from 12pm-5pm

Mayor Crews: introduced new business item d, Closing Town Hall Administrative Window on Wednesday from 12pm-5pm. This is an item that I am requesting because I recognize a need for the clerks. They need some time to take care of some administrative issues that we have in town; we have files that need to be filed, and we can't spend 2-3 hours going to look for these things, the day-to-day things get done but the other stuff gets in a box, and the boxes need to be gone through. I also requested this for our public works staff so that they could take care of their trucks and the equipment rooms at the wastewater treatment plant but right now is not the

time to ask for that because they are too busy for that. Shut down, have their lunch and work on projects.

Councilmember Wandler: the Friday afternoon off is not in effect anymore?

Mayor Crews: the 5<sup>th</sup> Friday for training is still in effect.

Jenelle Berthoud: that never passed.

Mayor Crews: if any of the staff had Fridays off it was they scheduled vacation or comp time. We cannot shut the window down without council consent, the clerk and deputy clerk have been making good progress. Gina even has some things to catch up on.

Councilmember Wandler: do they all have separate things that they can do, one could stay in the office that afternoon.

Mayor Crews: the problem is if you leave that window open it just gets to the point that you can't do anything, people come in and the one person doesn't have the answer, so they get the other one involved and they need to get to work at the Annex building.

Councilmember Smith: so, they will end up at the Annex.

Mayor Crews: yes, and one may end up at the wastewater treatment plant because they have files that need to be taken care of. If I am in the office, and someone comes banging on the door I will answer it.

Councilmember Ross: they are also down there doing things that are important to the public.

Councilmember Smith: I move that we approve closing Town Hall Administrative Window on Wednesday from 12pm-5pm.

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

Mayor Crews: motion and a 2<sup>nd</sup>. motion and a 2<sup>nd</sup> to close town hall administrative window on Wednesdays from 12-5pm. Jenelle please call for the vote.

Councilmember Smith: aye.

Councilmember Wandler: aye.

Councilmember Ross: aye.

Mayor Crews: thank you. motion carries 3-0.

e. Discussion/Decision: Resolution No. 457E, a Resolution of the Town of Stevensville, Town Council Amending Water & Sewer Billing Policies

Mayor Crews: introduced new business item e, Resolution No. 457E, a Resolution of the Town of Stevensville, Town Council Amending Water & Sewer Billing Policies. We have a problem when our billing process ends on a specific day, we are changing for the next Monday to come into play.

Jenelle Berthoud: the next business day, the changes are highlighted in yellow.

Mayor Crews: any council questions, public comment?

Councilmember Ross: I move that we approve Resolution No. 457E, a Resolution of the Town of Stevensville, Town Council Amending Water & Sewer Billing Policies.

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

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

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: passes 3-0.

f. Discussion/Decision: Resolution No. 548B, a Resolution Adopting a User Fee and Designating an Authorized Signer for Unmetered Water by the Town of Stevensville

Mayor Crews: introduced new business item f, Resolution No. 548B, a Resolution Adopting a User Fee and Designating an Authorized Signer for Unmetered Water by the Town of Stevensville. We have to have an agreement for them to use the hydrant.

Councilmember Ross: I am going to recuse myself from this agenda item as my place of work holds one of these contracts.

Mayor Crews: councilmember Ross recuses himself. Council questions.

Councilmember Wandler: I move that we approve Resolution No. 548B, a Resolution Adopting a User Fee and Designating an Authorized Signer for Unmetered Water by the Town of Stevensville.

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

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

Councilmember Smith: aye.

Councilmember Ross: abstain.

Councilmember Wandler: aye.

Mayor Crews: motion carries 2-0

g. Discussion/Decision: Resolution No. 589, a Resolution Adopting the Montana State Fund as the Workers' Compensation Program for the Town of Stevensville

Mayor Crews: introduced new business item g, : Resolution No. 589, a Resolution Adopting the Montana State Fund as the Workers' Compensation Program for the Town of Stevensville. It is in your packet, (read the resolution into the record). Public comment?

Councilmember Ross: I move that we approve : Resolution No. 589, a Resolution Adopting the Montana State Fund as the Workers' Compensation Program for the Town of Stevensville.

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

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

Councilmember Wandler: aye.

Councilmember Smith: aye.

Councilmember Ross: aye.

Mayor Crews: 3-0

h. Discussion/Decision: Resolution No. 590 a Resolution to Allow Businesses on Main Street in the Town of Stevensville to Adopt a "Bulb Out" for Beautification

Mayor Crews: introduced new business item h, Resolution No. 590 a Resolution to Allow Businesses on Main Street in the Town of Stevensville to Adopt a "Bulb Out"

for Beautification, (read the resolution into the record). There was a time that our town employees did this and now there are some interests from businesses.

Councilmember Smith: in reading this there are the eight but there are the two on 4<sup>th</sup> Street.

Mayor Crews: there is a bulb out there, but they do not have the beds.

Jenelle Berthoud: they have trees in them, not bush beds.

Councilmember Smith: if we are going to approve this why not the extra two so that we do not have to come back for 4<sup>th</sup> Street.

Jenelle Berthoud: I guess I would have to look at those again, public works checked these and they had trees.

Councilmember Ross: if they are sponsoring it, could they add flowers to it.

Mayor Crews: we could amend the resolution to include.

Councilmember Smith: I move to amend the resolution to include the bulb-outs on 4<sup>th</sup> Street on the north corners.

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

Mayor Crews: motion and a 2<sup>nd</sup> to amend the resolution to include the bulb outs on the north section of 4<sup>th</sup> Street and Main. Jenelle take the vote.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: now we are back with ten bulb outs.

Councilmember Smith: I move that we adopt Resolution No. 590 a Resolution to Allow Businesses on Main Street in the Town of Stevensville to Adopt a "Bulb Out" for Beautification as amended.

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

Mayor Crews: motion and a 2<sup>nd</sup>. call for the vote.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: motion carries.

i. Discussion/Decision: Waiving of Late Fee

Mayor Crews: introduced new business item I, Waiving of Late Fee for a due date on a weekend, Mr. Tate came in and I told him that I or the clerks could not waive a late fee only the council. He put it in the box and then it was late.

Jenelle Berthoud: He did not provide his payment in the box he actually is on the bill pay from his bank and processed around the 19<sup>th</sup> of the month and was sent in the mail and Memorial day was on the 25<sup>th</sup> so we did not pick up mail until the 26<sup>th</sup> so if it was delivered on the Saturday prior we would not have gotten it until Tuesday the 26<sup>th</sup>.

Mayor Crews: my apologies I had it confused with someone else. Yes, we just fixed that in a resolution.

Gina Crowe: I would see that this would cause a huge problem seeing that we fixed this is the previous resolution we will have a lot of people coming in and asking why did you not do that for us, we do not make the rules we just follow them. I think it is a slippery slope; I think that we have taken care of the issue. I do not think that it is fare across the board, we followed the rules.

Councilmember Ross: I would second that, I think that it sets a precedence for other people.

Councilmember Wandler: we have the same problem on Memorial day so I thought it was the next day.

Councilmember Smith: I move to waive the late fee.

There was no 2<sup>nd</sup>.

Mayor Crews: no, 2<sup>nd</sup> to the motion, motion fails.

9. Board Reports

NONE

10. Town Council Comments

Councilmember Ross: I will be out of town for next couple of weeks.

11. Executive Report


Mayor Crews: the mayors report is provided in the minutes of this meeting.

12. Adjournment

Councilmember Smith: motion to adjourn.

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

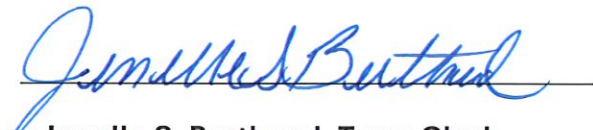
**APPROVE:**



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James Crews, Mayor

**ATTEST:**



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Jenelle S. Berthoud, Town Clerk

# MONTHLY REPORT

## **Building Department**

April 2026

### Permits Issued

#### Building ( 3 permits)

1. NSFR ..... 1
2. New/Remodel Commercial Building .....1
3. Renovation/Remodel .....
4. Demo re-roof, commercial..... 1

#### Electrical ( 4 permits)

1. NSFR ..... 2
2. New/Remodel Commercial Building ..... 1
3. Renovation/Remodel ..... 1
4. Demo .....

#### Mechanical (3 permits)

1. NSFR ..... 1
2. New/Remodel Commercial Building .....1
3. Renovation/Remodel ..... 1
4. Demo .....

#### Plumbing (2 permit)

1. NSFR .....1
2. New/Remodel Commercial Building .....
3. Renovation/Remodel ..... 1
4. Demo .....

**Total permits issued: 12      Total fees collected: \$9,312.94**

### Activities

1. Inspections and consultations.
2. Active clearing or archiving old and expired permits, depending on age of activity.
3. Implement uniform strategies to increase records retention and accessibility thereof.

### Items of Interest

1. Continued exploration of best ways to universally digitize records and day-to-day functions to be accessible across pertinent staff for greater efficiency.

# Town of Stevensville Banking & Investment History 2012-2026



## ***Purpose of Presentation***

This presentation provides information regarding the Town's banking history, the location and security of Town funds, the 2023 transfer of funds, the authorization of that transfer, current fund balances, interest earnings and allocations, and the Montana laws governing public deposits.

# Based on the Cash Report 6/9/26 & Bank Statement as of 5/30/2026

## Black Mountain Cash Report

Date 6/9/2026

Fund	Name	Balance	First Security Bank	Balance
1000	General	172,459		\$2,725,822
2250	Planning	7,031		\$1,825,692
2310	Tax Increment Finance District	359,301		
2311	Targeted Economic Development District	44,755		
2394	Building Code Enforcement	18,253		
2410	Dayton	1,666		
2420	Peterson	1,201		
2430	Geo Smith	1,744		
2440	Creekside	1,068		
2450	Twin Creeks	759		
2810	Police Training	33,756		
2820	Gas/BarSSA	203,398		
4001	Side walks	14,148		
4002	Fire Engine	2,588.85		
4006	Street Equipment Capital Account	10,595.00		
5210	Water	970,182.00		
5211	Water Capital Asset	951,178.00		
5230	ARPA Project	173,569.00		
5310	Sewer	620,380.00		
5311	Sewer Capital Asset	761,572.00		
5610	Airport	6,924.00		
5620	Airport Project	223,149		
7120	Fire Retirement	3.15		
	<b>Total</b>	<b>\$4,407,393.46</b>		

# Bank Reconciliation 05/2026

Bank Reconciliation	Checks	Deposits	Other Cash Items	Cash Accounts
Reconciliation for Bank Account	All Bank Accounts -			
Reconciliation Period	5/26			
Balance from Bank Statement	4626472.22			
Deposits in Transit	1886.54			
Outstanding Checks	-27459.91			
Other Cash Items	1765.96			
OS Payroll Liabilities	-11750.12			
Adjusted Bank Balance	4590914.69			
General Ledger Balance	4590914.69			
Manual Adjustments to bank balance	Adjustment Table			
Difference	0.00			
Notes	<input type="text"/>			
Post	Save for Later Posting	Import CSV Check File	Scan	View Scanned

Balanced to the Penny

# Where was the Town's money?

## Bank accounts as of 6/30/2012

	Percent
RMB = Rocky Mountain Bank	62.39%
Other Bank	37.61%

Main checking account - RMB	\$	985,660.96
Water Construction	\$	200,067.86
Water Replacement Savings	\$	102,670.17
Sewer Construction	\$	20,446.17
Sewer Replacement	\$	21,467.52
Airport Savings	\$	1,796.21
CIP Savings Account	\$	319,017.31
City Fire Engine Savings	\$	58,094.15
Max Market Savings	\$	198,352.54
PD Reserve Officer Assn	\$	140.77
Sidewalk Fund	\$	10,051.89
CD's - RMB		
Sewer Bond - RMB	\$	308,273.46
Airport - RMB	\$	68,318.40
Capital Improvement - RMB	\$	40,804.64
Fire Engine - RMB	\$	17,457.54
Fire Relief Assoc. - RMB	\$	125,361.11
Grand Total	\$	2,477,980.70

# Where was the Town's money?

From 2013 to 2016

Bank accounts as of 7/13/2016

Percent

RMB = Rocky Mountain Bank 97.05%

MFCU = Missoula Federal Credit Union 2.37%

FSB = Famer's State Bank .58%

Town of Stevensville	Bank 7/31/16
RMB Main checking account 018	\$ 753,603.57
RMB Water Construction 188	\$ 88,587.00
RMB Sewer Construction 318	\$ 493,865.77
RMB City drug Forfeiture fund 706	\$ 2,987.31
RMB Airport Savings 684	\$ 92,101.22
RMB CIP Savings Account 811	\$ 202,721.72
RMB 479 Fire engine Savings	\$ 18,867.08
RMB Max Market Savings 214	\$ 36,587.36
MFCU COPS GRANT 756	\$ 15,008.30
MFCU Sidewalk 731	\$ 52,497.80
Farmer State Bank 8533600	\$ 16,503.61
RMB 204300017134	\$ 91,235.58
RMB 204300017133	\$ 84,226.18
RMB 204300017132	\$ 60,090.02
RMB 204300017120	\$ 84,706.74
RMB 204300017119	\$ 91,531.80
RMB 204300017118	\$ 40,150.14
RMB 204300017117	\$ 110,415.61
RMB 204300017116	\$ 50,125.12
RMB 204300017115	\$ 100,250.24
RMB 204300017114	\$ 101,492.16
RMB 204300017113	\$ 50,075.07
RMB 204300017112	\$ 100,150.14
RMB 204300017111	\$ 30,030.03
RMB 204300017110	\$ 70,070.07
RMB 6010955	\$ 6,581.63
Bank Total	\$ 2,844,461.27

# Where was the Town's money?

## Bank accounts as of 7/13/2017

Percent

RMB = Rocky Mountain Bank 97.60%  
MFCU = Missoula Federal Credit Union 1.82%  
FSB = Famer's State Bank .58%

Town of Stevensville		7/31/2017
RMB - Main Account - 018		\$ 742,455.53
RMB - Water Construction - 188		88,587.00
RMB - Sewer Construction - 318		553,348.04
RMB - City Judge Forefeiture Fund - 706		2,988.14
RMB - Airport Account - 684		92,126.47
RMB - Capital Improvement - 811		203,127.06
RMB 479 Fire engine Savings		18,868.96
RMB - Money Market - 214		36,601.93
MFCU - Sidewalk Savings - 731		52,524.06
FSB - Airport Savings - 3600		16,717.56
RMB 204300017134		91,691.64
RMB 204300017133		84,457.65
RMB 204300017132		60,255.16
RMB 204300017120		85,681.86
RMB 204300017119		92,585.48
RMB 204300017118		40,451.27
RMB 204300017117		110,967.36
RMB 204300017116		50,375.59
RMB 204300017115		100,751.19
RMB 204300017114		101,770.98
RMB 204300017113		50,212.64
RMB 204300017112		100,425.28
RMB 204300017111		30,067.49
RMB 204300017110		70,157.49
Rocky Mountain Bank 6010955		6,634.31
Bank Total		2,883,830.14

# Where was the Town's money?

From 2018 to 2023

Bank accounts as of 8/13/2018

Percent

RMB = Rocky Mountain Bank

97.80%

MFCU = Missoula Federal Credit Union

1.66%

FSB = Famer's State Bank

.54%

MFCU merged with Clearwater Credit Union  
some time after this date.

Town of Stevensville	8/31/2018
RMB - Main Account - 018	\$ 1,219,713.23
RMB - Money Market - 214	\$ 36,621.74
RMB - City Judge Forfeiture Fund - 706	\$ 2,989.21
RMB - Capital Improvement - 811	\$ 203,568.26
MFCU - Sidewalk Savings - 731	\$ 52,552.56
RMB 479 Fire engine Savings	\$ 17,602.51
RMB - Sewer Construction - 318	\$ 436,247.27
RMB - Airport Account - 684	\$ 92,158.82
FSB - Airport CD - 3600	\$ 16,921.94
RMB 204300017110	\$ 70,262.76
RMB 204300017111	\$ 30,112.61
RMB 204300017112	\$ 100,676.50
RMB 204300017113	\$ 50,338.25
RMB 204300017114	\$ 102,025.56
RMB 204300017115	\$ 101,255.57
RMB 204300017116	\$ 50,627.79
RMB 204300017117	\$ 111,522.89
RMB 204300017118	\$ 40,755.23
RMB 204300017119	\$ 93,653.27
RMB 204300017120	\$ 86,670.03
RMB 204300017132	\$ 60,405.89
RMB 204300017133	\$ 84,668.92
RMB 204300017134	\$ 92,150.67
Rocky Mountain Bank 6010955	\$ 6,677.51
Bank Total	\$ 3,160,178.99

# Historical Distribution of Town Funds

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<b>Years</b>	<b>Primary Bank</b>	<b>% of Funds</b>
2013 - 2023	Rocky Mountain Bank	97.00% +

The Town's funds had been primarily concentrated at a single banking institution for over 10 year prior to the transfer.





# Interest Allocation May 2026

TOWN OF STEVENSVILLE		JV		2026		
Cash Report		6526		Jan		YTD
Accounting Period:		5/31/2026		Jan		YTD
	Cash at EOM:		Interest Rate	Interest Earned		
		2,800,779.87	3.04	6610.92		6,610.92
		1,825,682.35	4.07	6181.35		6,181.35
		4,626,462.22		12,792.27		12,792.27

Fund	Ending Balance	Monthly	Account	Cash Off	JV
1000 General	188,061.73	0.040667	1000	371010	101000
2250 Planning	6,885.36	0.001692	1000	371010	101000
2310 TIF	359,301.41	0.087045	1000	371010	101000
2311 TED	44,475.89	0.010775	1000	371010	101000
2394 Building Code	17,710.57	0.004291	1000	371010	101000
2410 Dayton	1,666.15	0.000404	1000	371010	101000
2420 Peterson	1,201.28	0.000291	1000	371010	101000
2430 Geo Smith	1,744.28	0.000423	1000	371010	101000
2440 Creekside	1,068.38	0.000259	1000	371010	101000
2450 Twin Creeks	759.74	0.000184	1000	371010	101000
2810 Police Training	33,756.12	0.008178	1000	371010	101000
2820 Gas/BarSSA	197,881.04	0.047891	1000	371010	101000
4001 Side walks	14,148.40	0.003428	1000	371010	101000
4002 Fire Engine	2,588.85	0.000627	1000	371010	101000
4008 Street Asset	10,565.68	0.002567	1000	371010	101000
5210 Water	952,480.29	0.23075	5210	371010	101000
5211 Water-Asset	944,428.38	0.2288	5211	371010	101000
5310 Sewer	605,180.60	0.148612	5310	371010	101000
5311 Sewer-Asset	756,878.41	0.183363	5311	371010	101000
5610 Airport	6,043.70	0.001464	5610	371010	101000
	<b>4,127,757.26</b>	<b>1.00</b>	<b>12,792.27</b>		
					<b>2,673.72</b>

5230 ARPA Project	189,637.67
5620 Airport Project	249,590.99
7120 Fire Retirement	3.15
7910 Payroll Claims	28,066.18
7930 Claims Fund	52,942.34
	<b>531,573.33</b>
<b>Total All Funds</b>	<b>4,659,330.59</b>

## **History & Goal to move the money**

In July of 2023, Finance Officer Gina Crowe identified that several certificates of deposit held by Rocky Mountain Bank were earning very low interest rates. After discussing the matter with Robert Underwood and Mayor Steve Gibson, local financial institutions were contacted to determine what interest rates were available for the Town's funds.

Based on those discussions, First Security Bank offered the highest interest rate. Mayor Steve Gibson approved transferring the Town's funds to First Security Bank in order to increase interest earnings and maximize the return on public funds.

The goal was to maximize return on taxpayer funds while maintaining security. This decision was based on interest rates and investment performance

## Key Point

- The 2023 transfer changed the Town's primary banking institution from Rocky Mountain Bank to First Security Bank.
- It did not change a longstanding practice of maintaining the majority of Town funds at a single primary institution.
- Prior to the transfer, approximately 97% of Town funds were already maintained at Rocky Mountain Bank.
- The transfer primarily involved moving funds from one primary banking institution to another in order to obtain higher interest earnings.

# Authority for the Transfer

- In September 2023, the Town's funds were transferred from Rocky Mountain Bank to First Security Bank.
- The transfer was approved by Mayor Steve Gibson.
- The purpose of the transfer was to obtain higher interest earnings on Town funds.
- The transfer was made through the Town's administrative and financial operations.

# Opening the FSB accounts



Steve Gibson  
Mayor of Stevensville  
Gina M Crowe  
Finance & HR Director

Stevensville Town Hall  
206 Buck Street  
Stevensville, MT 59870  
Phone: 406-777-5271  
Fax: 406-777-4284

09/05/2023

From: Town of Stevensville  
EIN - 81-6001313  
PO Box 30  
Stevensville, MT 59870-0030  
Phone 406-777-5271

RE: New Bank Account - First Security Bank  
To Whom it May Concern,

We wish to open a new account with First Security Bank in Stevensville MT. The signers on the account will be:

1. Steven D. Gibson - Mayor
2. Gina M Crowe - Finance Officer

If you have any questions, please let me know.

Sincerely,

Steven D. Gibson  
Mayor

# Closing the Rocky Mountain Bank CD's



Steve Gibson  
Mayor of Stevensville  
Gina M Crowe  
Finance & HR Director

Stevensville Town Hall  
206 Buck Street  
Stevensville, MT 59870  
Phone: 406-777-5271  
Fax: 406-777-4284

09/12/2023

Re: Town of Stevensville's CD

To whom it may concern,

We would like to close our CD(s) with Rocky Mountain Bank. We do understand there may be a penalty. Please issue a cashier's check made to the Town of Stevensville for our Finance Director to pick up on Thursday. If the cashier's check will be available sooner, please contact Gina Crowe at 406-777-2946 for pick up.

We would like to sincerely thank you for your service for these past several years.

Very Respectfully,

Steve Gibson  
Mayor

Cc: Gina Crowe  
Finance Director

# Closing the Clearwater Credit Union CD

# Closing the Famer's State Bank CD

Steve Gibson  
Mayor of Stevensville  
Gina M Crowe  
Finance & HR Director



Stevensville Town Hall  
206 Buck Street  
Stevensville, MT 59870  
Phone: 406-777-5271  
Fax: 406-777-4284

09/12/2023

Re: Town of Stevensville's CD

To whom it may concern,

We would like to close our CD(s) with Clearwater Credit Union. We do understand there may be a penalty. Please issue a cashier's check made to the Town of Stevensville for our Finance Director to pick up on Thursday. If the cashier's check will be available sooner, please contact Gina Crowe at 406-777-2946 for pick up.

We would like to sincerely thank you for your service for these past several years.

Very Respectfully,

Steve Gibson  
Mayor

Cc: Gina Crowe  
Finance Director

Steve Gibson  
Mayor of Stevensville  
Gina M Crowe  
Finance & HR Director



Stevensville Town Hall  
206 Buck Street  
Stevensville, MT 59870  
Phone: 406-777-5271  
Fax: 406-777-4284

09/12/2023

Re: Town of Stevensville's CD

To whom it may concern,

We would like to close our CD with Farmers State Bank. We do understand there may be a penalty. Please issue a cashier's check made to the Town of Stevensville for our Finance Director to pick up on Thursday. If the cashier's check will be available sooner, please contact Gina Crowe at 406-777-2946 for pick up.

We would like to sincerely thank you for your service for these past several years.

Very Respectfully,

Steve Gibson  
Mayor

Cc: Gina Crowe  
Finance Director

# Protection of Public Funds

- Montana law requires collateralization of public deposits above FDIC limits.
- Both Rocky Mountain Bank and First Security Bank pledged collateral in excess of Montana's statutory requirements.
- Pledge Securities provide additional protection for public funds.
- Auditors review compliance annually.

# Pledging Requirements of Public Funds

- Pledge requirements are legal rules mandating banks or financial institutions that hold specific securities as collateral when they hold deposits for government entities. This ensures that taxpayer money will remain safe and completely recoverable in the unlikely event the financial institution fails or goes bankrupt.
- Pledge securities work to offset the risk to the government agency where the bank pledges high secure, liquid investments such as US Treasury bonds or government agency securities equal to or greater than the uninsured amount of the public deposit.
- Pledge securities can enhance the creditworthiness of the local government for borrowing.

## What are Pledged Securities

- **Pledged securities** are financial assets that a bank sets aside as collateral to protect public funds deposited by government entities.
- When a government's deposits exceed the amount covered by FDIC insurance, Montana law requires banks to provide additional security to ensure those funds remain protected.

Examples of pledged securities may include:

- U.S. Treasury securities
- Federal agency securities
- Government bonds
- Other securities authorized by Montana law

## How Do Pledge Securities Protect Public Funds

- Banks pledge approved securities to secure public deposits that exceed FDIC insurance limits.
- The pledged securities are held by an independent custodian or trustee. If a bank were to fail, the government entity would have a claim against the pledged securities to recover its uninsured deposits.
- This additional layer of protection helps ensure that public funds remain secure.
- The Town's auditors review pledged securities annually to verify compliance with Montana law.

## Key Point

The Town's funds are protected by both FDIC insurance and pledge securities, providing security for deposits that exceed federal insurance limits.

# In Summary

- This presentation reviewed where Town funds were held historically and where they are held today.
- The Town's funds were primarily held at one banking institution for many years prior to 2023.
- The 2023 transfer was made after interest rates were reviewed and First Security Bank offered the highest return.
- The move resulted in substantially increased interest earnings for the Town.
- Public funds remain protected under Montana law through FDIC insurance and pledged securities.

1. We continue to request businesses to comply with the town's Business License Ordinance, Stevensville Municipal Code 12-22.

That code reads as follows:

Business means any occupation, vocation, pursuit, trade, industry, profession or commercial activity of any kind carried on for the purposes of economic benefit or profit or engaged in for livelihood or gain.

**Sec. 12-22. - License requirement.**

No person, corporation, partnership, company, association or society shall engage in business within the corporate limits of the town without first obtaining a license. This licensing requirement shall apply to all businesses, including, but not limited to, all retail, wholesale and industrial businesses operating within the town as well as all home based businesses and businesses operated by nonprofit organizations as defined herein. Any business licensed by the town shall not be required to obtain an additional license for conducting business at a temporary location within the town.

**We have a number of businesses operating in town without a license. Those businesses are encouraged to register with the Montana Secretary of State as a business and acquire their town license.**

2. I will be bringing forward a resolution asking Council to suspend the restrictions of riding a bicycle in the Stevensville River Park and ultimately removing that restriction for that park as well as asking permission of council to create a series of bicycle paths in the park specifically for bicyclists.

6-8-102 (2) MCA "Bicycle" means a vehicle propelled solely by human power on which any person may ride, irrespective of the number of wheels, except scooters, wheelchairs, and similar devices. The term includes an electrically assisted bicycle.

6-8-102 (7) MCA "Electrically assisted bicycle" means a vehicle on which a person may ride that has two tandem wheels and an electric motor capable of propelling the vehicle and a rider who weighs 170 pounds no faster than 20 miles an hour on a paved, level surface.

61-1-101 (86) (a) MCA "Vehicle" means a device in, on, or by which any person or property may be transported or drawn on a public highway, except devices moved by animal power or used exclusively on stationary rails or tracks.

**Sec. 18-21. - Prohibited activities.**

It shall be unlawful for any person to:

(2) SMC Drive, operate or park any vehicle or trailer on park lands, except on designated roadways and parking lots;

In order to accomplish this goal the No Vehicle restriction must be lifted for the Stevensville River Park regarding bicycles.

3. We administered the oath of office for Judge O'Connor's reappointment on Tuesday morning.
4. We will be bringing forth changes to the TOSPPM to incorporate our benefits plans, as well as outlining the retirement package in our PPM.
5. The mayor has a new white board, it has tasks written on it. We will be working towards those tasks. No specific priority, but we will be getting these things done.
6. There is a new campground at Fort Own Fishing Access Site. It is not the Town's responsibility. When all of this was first propose, it was to be a day use only, now I see it is 7 days out of 30 for night camping.
7. Please understand that we are here for you. If you need something, come in and ask. If I am in the office, ask to sit down with me, my door is always open.