

Stevensville Special Town Council Meeting Minutes

for THURSDAY, AUGUST 06, 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, Ross, Wandler 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. New Business

a. Discussion/Decision: Approval of FAA Grant Agreement for the Stevensville Airport Taxi Lane Rehabilitation Project

Mayor Crews: introduced new business item a, Approval of FAA Grant Agreement for the Stevensville Airport Taxi Lane Rehabilitation Project.

Brian Germane: thank you for meeting tonight's, this is the grant agreement that they issued to us a year and half ago. By the time that they got the funding wrapped up it was to late to contract out last year, we bid it out this year, this is the grant agreement now that we have to sign so they give us the funds, this is the last part of the paperwork for the grant.

Councilmember Smith: I move to approve the FAA Grant Agreement for the Stevensville Airport Taxi Lane Rehabilitation Project.

Councilmember Wandler: 2nd.

Mayor Crews: motion and a 2nd. Council discussion? Jenelle, please call for the vote.

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: motion carries 4-0

b. Discussion/Decision: Approval of Stevensville Airport Change Order

Mayor Crews: introduced new business item b, Approval of Stevensville Airport Change Order.

Brian Germane: this is for the fuel project, when it was additionally bid out there were some additional design elements later on that we wanted to incorporate into the project. One of those things was the reclaimed tank. We sample fuel every day about two gallons a day, that fuel can be wasted without a reclaim tank, closed loop system back to the tank. It is a legal way to use that fuel and not waste it. Last year we lost almost 700 gallons to quality control. We also did a quality control shed behind the fuel tank. Those two things, the original amount for the project was \$120,000 under. First we have to request a grant fund before we bid it out, the engineer does an estimate, and the FAA approves that to be bid out, and we hope that it comes in around that amount or under. This one came in under, and the change order did not cost the town anything. This paperwork is to finalize the project.

Councilmember Smith: I move to approve the Stevensville Airport Change Order.

Councilmember Ross: 2nd.

Mayor Crews: motion and a 2nd. Council discussion? Jenelle, please call for the vote.

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: motion carries 4-0

c. Discussion/Decision: Resolution No. 560A a Resolution Establishing a Temporary Contract for Public Work Services for the Town of Stevensville

Mayor Crews: introduces new business item c. Resolution No. 560A a Resolution Establishing a Temporary Contract for Public Work Services for the Town of Stevensville. We currently have a contract with Glenn Bies. He is our certified operator, because we are short-handed and bringing new people on board and existing employee that is showing an interest in being certified. Because our public works supervisor is on emergency leave we don't know when he is coming back and

we need the ability to use Mr. Bies for a length of time. He is limited to 16 hours a week and have asked for 16 hours and an increase in pay for his services. He does offer this service to other communities, so he is in high demand. We have offered him a range.

Councilmember Bailey: can you tell us how his salary will be determined between the \$30 and \$32. Will that fluctuate based on when we need him.

Mayor Crews: that will be between the town and Mr. Bies.

Councilmember Bailey: so, we can agree on a rate today.

Gina Crowe: I recommend that we pay him \$32.00 an hour. And the reason that I put that range in there is because we did not have that amount when we sent this out. I was just talking to Glenn. There is a lack of certified operators in the state of Montana we are not the only place that he works, he works at other municipalities, and they are paying him \$33 an hour, some are paying \$35 an hour. He used to work for us and then he retired. The reason that the contract was set up at 6 months is because we had an operator getting ready to take the wastewater test and we thought that operator would pass the test and he didn't. you can go, let's say that I took the wastewater exam and passed I am not a certified operator until I have two and a half years of training on the job training, if he would have passed the wastewater exam test we would have not needed him at that point, that is why we did the six months. Because we have two guys that are interested, we have one of our employees interested and he passed he still would not be certified for another two and a half years. We still need Glenn for two and a half years. The gentleman that we just hired he has ten years of experience, but he is not water and wastewater certified. He did talk to DEQ and if he passes his wastewater certification test then he will be a certified operator. His experience is from Washington when he was working at a water plant in Washington. He has a water distribution license, but he needs the water and wastewater certification, so I recommend that we make this at least a two-year contract and coming back and looking at it in one year. It all depends on when he takes the test, it is not easy, I would say that 85% of the people do not pass it the first time. It might take him a little while; he is already studying for it. so that is the reason why the 6 months was in there and I think that we should give him \$32.00 an hour because if he says he is not coming we will be in a world of hurt. The town cannot be without a certified water/wastewater operator.

Councilmember Bailey: so, the changes you have made to this resolution are highlighted in yellow, I am assuming.

Mayor Crews: yes.

Councilmember Bailey: So ,the salary range is one thing that we need to look at and the sixteen hours, this contract says up to 16 hours per week, what was it previous.

Mayor Crews: eight.

Councilmember Bailey: eight. Lest say that he is willing to give us a minimum of sixteen hours we should remove the hourly cap per week, why would we limit ourselves as far as coverage that we need. We only have one employee who can work right now.

Mayor Crews: he may not be able to work those hours.

Councilmember Bailey: it is okay but why limit the town on how much we can employ him. He does not have to work forty hours, but we don't want to limit ourselves to sixteen.

Mayor Crews: okay, what would you propose, removing last sentence on section five.

Councilmember Bailey: yes, for compensation of services remove the cap hours per week. He can work as many as you and Steve assign him to work or agrees to work. I would also recommend \$32.00 per hour as Gina recommended, I think that is very reasonable.

Mayor Crews: would you like to make a motion to amend this?

Councilmember Bailey: I have a couple more. Those would be my first two changes and then talking about this six-month contract, currently it says month-to-month contract that we will review every six months. Correct me if I am wrong here if it is a month-to-month contract then it needs to come back to the council every single month for us to approve it so that you can sign off on it.

Mayor Crews: it has actually never been done that way it is actually the staff that does that review.

Councilmember Bailey: so, the council is not reviewing contracts that are renewed every month.

Mayor Crews: no.

Councilmember Bailey: do you think it should be.

Mayor Crews: that is up to council, if you want to do that we can do it. I do not recommend it. I recommend that you let the administrative staff take care of that.

Councilmember Bailey: so, than I recommend a change and we strike the month to month and that we just review it as a council at a six-month term.

Councilmember Smith: I don't know if I agree to striking month to month cause if we get a guy that is certified then we have that option to.

Councilmember Bailey: Glenn would not be obligated, and we would not to employee him for up to forty hours per week, this is if he would like to work we would pay him to work. This is not a full-time employee. If we need him on a permanent basis then we call him in and he comes in. We would not be obligated to pay him if we don't use him, this is an ad hoc contract. If we need him we can call him in for up to forty hours per week at \$32.00 and we review the contract every six months.

Mayor Crews: so, right now we have three changes, set the fee at \$32.00 per hour, strike the last sentence in section five and strike the first sentence in section six.

Councilmember Bailey: correct, and my fourth change would be that we should also include in here that Glenn is required to maintain his wastewater certification and hold that certification. It is not written in here anywhere that we need him to be certified at \$32.00 an hour. I think that is an important stipulation. Those are my four changes that I would make.

Gina Crowe: I do not have an issue with him maintaining I think that is good addition. I apologize, I did not understand, did you say that you want this to come back every month.

Councilmember Bailey: no, I would like to strike the month to month and add the six month.

Gina Crowe: why the six month.

Councilmember Bailey: because it is already written in there and six months seems like a reasonable time for the town to have changes, we could do the two year, but I feel like six months is already in there and it would be easy to strike the six months.

Gina Crowe: I think that we should start out at a year because I know that we are going to be at least a year, that is my feeling. We are not obligated to pay him the contract, he does provide time sheets to me and sometimes there are more, not more we said that we would pay up to eight hours but there were times that he worked seven or six, so we only paid him six. Sometimes he worked nine and I could

only pay him for eight, and he was fine with that, and we worked that out and it was not a problem. I guess for me I want to make that Glenn wants to stay here and help us because really we are at his mercy. I was telling the Mayor the other day, We better pray that nothing happens to him because we would be in a world of hurt.

Mayor Crews: I do not see an issue with making it a year. In section seven we can terminate the agreement by either party. I see four changes: set the wage at \$32.00 per hour, remove the second sentence in clause five, clause six remove the first sentence and then change to each year.

Councilmember Bailey: to be reviewed by council, it should not be reviewed by council.

Mayor Crews: the town council will evaluate the continuation of the agreement each year.

Councilmember Bailey: yes, that is what I would say. Do I need to make a motion for each change.

Jenelle Berthoud: can I repeat them back first please. Number five, town shall pay contractor \$32.00 per hour for work performed in the scope of this agreement. You want to strike next sentence; the contractor is authorized to work up to 16 hours per week.

Councilmember Bailey: I think that is up to Steve and Jim to determine. He is the only one that is certified and we have something go on, oh sorry we can't pay for over forty hours, we step on our own feet. That is up to our administration and our leadership to do that appropriately.

Mayor Crews: so, if he is available to work eighteen hours we could offer that.

Councilmember Ross: Gina would you see an advantage to cost protection by setting a limit of some sort. So, it can't be overused.

Gina Crowe: normally yes, but because Glenn works at other municipalities I don't think he can do more than that anyway. I do like a limit, but I think it depends on where we are right now. We are in a funky place; I don't think that Glenn is going to be doing more than sixteen hours a week and if he does we will have a conversation with him. I think that it is going to depend on the needs of the plant I would feel comfortable taking that out with Glenn because I know him.

Jenelle Berthoud: what did we budget for Glenns services in our 26/27 budget.

Gina Crowe: we budgeted sixteen hours.

Councilmember Bailey: who approves or allows Glenn to work for the town. Who calls him or who creates his schedule.

Mayor Crews: he has a schedule.

Councilmember Bailey: that is approved by Steve.

Mayor Crews: yes, but ultimately through me.

Gina Crowe: actually so, the plant sets Glenn schedule because he has to come in on Mondays because all of the reporting is done on Mondays and so the plant itself dictates his owns, the other eight hours are going to be here training those guys on the plant.

Mayor Crews: the mayor's office actively monitors what is going on down there.

Gina Crowe: and Stephen signs his hours.

Councilmember Ross: just for my own clarification which account does this get paid out of.

Gina Crowe: water and wastewater.

Councilmember Bailey: Jenelle was reading back the changes before the motion.

Jenelle Berthoud: still on number five \$32.00 strike the last sentence. Number six strike the first sentence and then it will state town will evaluate the continuation of the agreement for one year (12 months) to be reviewed by council annually.

Mayor Crews: any other changes?

Councilmember Bailey: and the addition of his certification.

Jenelle Berthoud: lets make a new number 4, contractor responsibilities to maintain water/wastewater certification and then I will bump all of the other numbers down and your last number will be a ten instead of a nine.

Councilmember Bailey: I would like to make a motion that we add in the requirement for Glenn to maintain his wastewater certification.

Councilmember Ross: 2nd.

Mayor Crews: motion and a 2nd. Any discussion. Jenelle call the vote.

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Mayor Crews: motion carries 4-0

Councilmember Bailey: my amended motion would be to number five \$32.00 per hour.

Councilmember Smith: 2nd.

Mayor Crews: motion and a 2nd. public comment, council comment? Jenelle call for vote.

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Councilmember Bailey: third motion will be, strike up to 16 hours, second sentence number five.

Councilmember Wandler: 2nd.

Mayor Crews: motion and a 2nd. council comment, public comment. Jenelle call for the vote.

Councilmember Ross: I am fine not having a limit I think that it is worth considering in the future if we do get a new contractor that we reevaluate if we get a new one, or if there is an issue we look at changing that.

Mayor Crews: we have to be more aggressive with our training.

Councilmember Ross: I am okay with it, but if we are charging an excessive amount of hours that we come back and look at that, or if we have another contractor hired we need to consider looking at it again.

Mayor Crews: noted.

Councilmember Smith: to be clear, once again the director and yourself are in charge of how many hours he actually works.

Mayor Crews: correct. It will be monitored closely.

Gina Crowe: those claims will always come to the council; you will see them for Glenn Beies. I will make sure the hours are on there.

Mayor Crews: you are already seeing those. Further council discussion on that. Jenelle take the vote.

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Councilmember Bailey: strike number six, month-to-month contract.

Councilmember Ross: 2nd.

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

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Councilmember Bailey: amend item number six and Jenelle could you read me what we drafted out.

Jenelle Berthoud: the town will evaluate the continuation of the agreement for one year (12 months) to be reviewed by council annually.

Councilmember Smith: 2nd.

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

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

Councilmember Bailey: I make a motion to approve Resolution 560A with the approved edits as discussed during this meeting, a resolution for a temporary public works services for the town of Stevensville.

Councilmember Ross: 2nd.

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

Councilmember Bailey: aye.

Councilmember Ross: aye.

Councilmember Wandler: aye.

Councilmember Smith: aye.

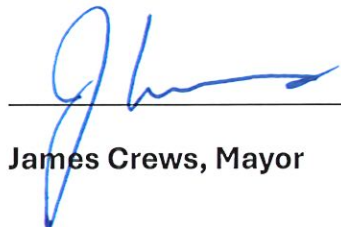
Mayor Crews: thank you.

5. Adjournment

Councilmember Smith: motion to adjourn.

Councilmember Ross: 2nd.

APPROVE:


James Crews, Mayor

ATTEST:


Jenelle S. Berthoud, Town Clerk