

Stevensville Town Council Meeting Minutes

for THURSDAY, FEBRUARY 27, 2025, 6:30 PM 206 Buck Street, Town Hall

1. Call to Order and Roll Call

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

2. Pledge of Allegiance

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

4. Approval of Minutes

Mayor Michalson: there are no minutes due to all of the things that Jenelle has been doing with the Creekside stuff.

5. Approval of Bi-Weekly Claims

a. #19516- #19528

Mayor Michalson: introduced bi-weekly claims #19516- #19528.

Councilmember Barker: I make a motion to approve bi-weekly claims #19516- #19528.

Councilmember Smith: 2nd.

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

Councilmember Nelson: #19516 ordinance hearing?

Mayor Michalson: when we had to put in for the ordinance hearings, parking and variance for state law.

Councilmember Nelson: #19521.

Jenelle Berthoud, Town Clerk: those are the people that are helping with the water rights.

Councilmember Nelson: so, these are fees from the company?

Mayor Michalson: Ross Miller contracted with this company they have basically taken over the wells to figure everything out.

Councilmember Nelson: are these the last phases by chance that we will be paying for this by chance.

Councilmember Brown: #19523 M&M and the airport project, the towns share is that in there, the airport has that in their budget to cover this?

Mayor Michalson: correct.

Councilmember Brown: #19524, credit card. CDL physical for Matthew. My question comes at the end of that page, for Cody there were two \$39.96.

Gina Crowe: page 7.

Councilmember Brown: yes, page 7.

Gina Crowe: they are split between the different fund. So, because he belongs to different departments is why he is split.

Councilmember Brown: my question is why is one guys bills much higher than the other. #19528 Ed Sutherland sanding of streets, is that where we are buying our sand now? Sand for streets, are we buying sand from him now?

Mayor Michalson: that was Ed, sanding.

Councilmember Brown: so, we paid Ed to sand the streets?

Mayor Michalson: for that weekend.

Gina Crowe: how would you have wanted that listed?

Councilmember Brown: it was just confusing.

Mayor Michalson: it was a weekend that we were not able to do it. Any more questions on the claims? Public comments? Seeing none, Jenelle, would you take the vote.

Councilmember Brown: aye.

Councilmember Barker: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

6. Unfinished Business

a. Discussion/Decision: Service Contract Between Trojan Technologies Group ULC and the Town of Stevensville

Mayor Michalson: introduced unfinished business item a. Service Contract Between Trojan Technologies Group ULC and the Town of Stevensville. Has to do with our UV lighting at the plant, Stephen brought it my attention, I brought it to you and you guys had some questions.

Stephen Lassiter, Public Works Director: Trojan has fees for the work that they do. The UV system is the last disinfectant before it leaves the plant. There are 24 bulbs per bank, it is designed to switch over every month, but for some reason it just keeps coming back to the same bank, it has been running like this for over a year. Steve Kruse tried to fix it. Since it was installed, it has never had an

inspection. If this goes down, we will be in a lot of trouble, we can get fined. One charge from Trojan was \$3200 but if we get on this contract, it would be \$1600. A question that you had last time was how much would it be after the 8 hours. It is \$315 per hour. If they were to come Cody and I would be there the whole time. It is a program and computerized thing.

Mayor Michalson: this company from Canada flies in and gets a hotel, and that is beyond this price.

Stephen Lassiter: it is included in the price of the \$1650.00. I did not see anything that was plus that.

Mayor Michalson: so, when they are here for the eight hours, they are also the \$315 per hour.

Stephen Lassiter: that is included in the \$1650. You get them for eight hours for the \$1650.

Councilmember Barker: before we go any further, we need to have a motion on the table please.

Councilmember Barker: I make a motion for the approval of Service Contract Between Trojan Technologies Group ULC and the Town of Stevensville. However, it does state in the bottom here which should not have been included in this topic, it should have been a new business item a second quote.

Mayor Michalson: so then don't put that in the motion.

Councilmember Barker: I am just letting you know that this should be in new business.

Councilmember Smith: can we repeat the motion.

Councilmember Barker: Service Contract Between Trojan Technologies Group ULC and the Town of Stevensville. Excluding the second quote that is attached to this agenda item. This was not the original.

Councilmember Smith: 2nd.

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

Councilmember Brown: I have questions, have we talked HDR or called them and talked to them to tell them what is wrong, do they have some suggestions, did we have a request for service go out and if so when did it all go to and the deadline. I had some questions on the Trojan contract. It says that they perform routine maintenance is this something that is considered routine maintenance. Under routine maintenance is says visit and it is blank. They don't really say what their routine visit is, they other thing is they have Mr. Lassiter as the person signing the contract and that should be the mayor and one place, I found under number 23 under the federal laws of Canada.

Stephen Lassiter: I have not spoken to HDR, I have not requested for them to come here. To my knowledge HDR are not UV people.

Mayor Michalson: not sure what HDR can do for us.

Councilmember Brown: they are our engineering company for water and sewer. They might have a suggestion. Do we know what the routine maintenance is for.

Stephen Lassiter: it is a routine diagnostic check to make sure the system is running, the ballast are good, the computer components are good. If they found a problem, it is going to be above the \$1650 I just don't know what.

Councilmember Smith: you said that you tried to do some maintenance on it. Was it a part from them?

Stephen Lassiter: yes, a ballast. It was a rebuilt part from them. It did not make any difference, so that tells us it is something in the main system. Something has to be done with this, it has been running like this for over a year. They can see that, but they can not diagnose it from there. These bulbs are \$900 apiece.

Councilmember Barker: how many banks of lights are there?

Stephen Lassiter: one bank is working, 24 lights in one bank.

Councilmember Barker: I see where there are two.

Stephen Lassiter: yes, it is the last step to kill everything off before it leaves the plant.

Mayor Michalson: it has to be done; it comes down to do you want to do it one time or do we want to do a five-year contract.

Stephen Lassiter: that is correct.

Councilmember Barker: the only thing I am concerned about is the subject to change, is that after the five years?

Stephen Lassiter: we are locked in so that is after the five years. That is per the contract, I was surprised that it is over half price.

Councilmember Barker: I just hope that it includes his airfare because that seems really cheap.

Stephen Lassiter: it does not say anything about the extra, they are out of Canada but have an office on Colorado.

Councilmember Barker: this other one says airfare included. Each additional day on sight.

Mayor Michalson: how old is the system Steve, do you know?

Stephen Lassiter: it was done when the upgrade took place. Bulbs have been changed.

Mayor Michalson: then it sounds like a service contract is a good idea.

Stephen Lassiter: this way you do a service contract every year they come and service it. I will call them tomorrow and it will take a bit.

Councilmember Barker: I just feel that it is not included in there and I don't want to get stuck with something, I understand that we have to have it done, but there are so many little things.

Stephen Lassiter: good point.

Councilmember Smith: if we did not have the contract, it could be even more.

Councilmember Nelson: I was just reading about the scheduled maintenance, and then anything outside the general maintenance will be quoted separately. Do we know what they want to be charging for that?

Stephen Lassiter: the amount per hour.

Mayor Michalson: any more comments from the council before I ask for public comment. Would the council like to table this to get some other answers, how would the council like to proceed.

Councilmember Barker: I think that this should be tabled until we get the questions answered.

Stephen Lassiter: I will also contact HDR Cindy.

Councilmember Brown: if they are able to log into your system, they should be able to tell what is wrong. The biggest thing about this contract is what is it going to be outside this contract. If they are calling this routine maintenance. If they only cover certain things. If we knew what the routine maintenance was going to be.

Mayor Michalson: next year will be routine maintenance. This year we know it is a repair.

Councilmember Brown: we will probably be paying the \$1650 plus a repair bill.

Mayor Michalson: could you find that out Stephen.

Stephen Lassiter: yes, I can do that.

Councilmember Barker: it is in the contract that the buyer is responsible for all of it. there is a lot of specifics.

Councilmember Brown: maybe it is wiser to just have them fix the thing, I don't know.

Mayor Michalson: what if they came here without a contract?

Stephen Lassiter: \$3500.00. But he did not say anything about parts.

Councilmember Nelson: in the contract under that part that she was quoting it makes it very clear it seems like they are going to come down diagnose an issue. You have obviously bought parts from them; are they going to come back and install a part for you.

Stephen Lassiter: I feel like we should be able to do it.

Councilmember Nelson: just to be the devils advocate, what will they charge you for training.

Stephen Lassiter: they can't charge me for hanging around.

Councilmember Brown: I was reading up on the Trojan site and they do train people.

Mayor Michalson: do we have a motion to table.

Councilmember Barker: would like to rescind the motion for Service Contract Between Trojan Technologies Group ULC and the Town of Stevensville.

Councilmember Smith: 2nd.

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

Councilmember Nelson: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Councilmember Barker: aye

Mayor Michalson: passes 4-0, now I need a motion to table it.

Councilmember Nelson: I make a motion that we table the Trojan contract with the town of Stevensville until we get further information.

Councilmember Barker: 2nd.

Mayor Michalson: motion and a 2nd. Further discussion from the council and tabling.

Councilmember Brown: maybe since this has been going on for a long time, maybe the former people made notes down there. I was just wondering if someone already made a call to HDR and there are notes down there.

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

Councilmember Nelson: aye.

Councilmember Brown: aye.

Councilmember Smith: aye.

Councilmember Barker: aye.

Mayor Michalson: Passes 4-0

7. New Business

a. Discussion/Decision: Resolution No. 562 a Resolution Adopting a Safety-Health & Workers Compensation Policy

Mayor Michalson: introduced new business item a. Resolution No. 562 a Resolution Adopting a Safety-Health & Workers Compensation Policy. Gina has been on this for a while, got a hold of MMIA. We did not have a workmen's comp policy so that is what this is.

Councilmember Brown: I move that we approve Resolution No. 562 a Resolution Adopting a Safety-Health & Workers Compensation Policy.

Councilmember Barker: 2nd.

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

Councilmember Barker: I just want to thank Gina for taking the time to put this together because the town has not had something like this before. Obviously, it is a piece that has been missing for some time and looking at this it is very cut and dry and put together.

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

Councilmember Barker: aye.

Councilmember Brown: aye.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 4-0

b. Discussion/Decision: Remove Yield Sign at the Southbound Corner of Church Street and 5th Street and Replace with Stop Sign

Mayor Michalson: introduced new business item b. Remove Yield Sign at the Southbound Corner of Church Street and 5th Street and Replace with Stop Sign.

Councilmember Barker: I make a motion to approve the Remove Yield Sign at the Southbound Corner of Church Street and 5th Street and Replace with Stop Sign.

Councilmember Nelson: 2nd.

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

Councilmember Brown: I am just wondering if anyone reviewed Resolution No. 230, we have a streets and highways on our growth policy, they did have in there about our through streets and intersections, 2006.

Mayor Michalson: Councilmember Brown I did read that, and it does say in the resolution to have HDR map out a streets plan, so I went through the growth

policy and see where it says to follow the master streets plan. The only problem is that Jenelle has looked high and low and everywhere, we can not find a 2006 master plan for streets. In the annex building and in here.

Jenelle Berthoud: I looked through everything, we just recently had some organization at the annex building, so I went back over and looked again and here at town hall.

Councilmember Brown: I drove by these areas I feel that it would be a better place at the intersection for people to stop at 5th Street. We have that curve at the end of 5th Street on to College to keep that traffic to slow down and around that corner.

Councilmember Smith: we just can't do that.

Mayor Michalson: any comments from the council?

Councilmember Smith: originally it was that we would put a stop sign at 5th and College, but it was determined by MCA that it is not possible, because you can't stop traffic at a non-intersection.

Councilmember Brown: there is a stop sign at that intersection on 5th if you are heading toward the school there is a stop sign there. It would be best to put the stop signs on 5th Street at the intersection of Church going east/west instead of going north/south. The other problem is on the other corner where you want to put the sign there are some big old trees and there is a yield sign there now and so when they leaf out it will be hard to see the sign and that needs to be trimmed by the town.

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

Councilmember Smith: aye.

Councilmember Brown: no.

Councilmember Barker: no.

Councilmember Nelson: aye

Mayor Michalson: fails 2-2

- c. Discussion/Decision: Remove Yield Sign at the Northbound Corner of Church Street and 5th Street and Replace with Stop Sign

Mayor Michalson: introduced new business item c. Remove Yield Sign at the Northbound Corner of Church Street and 5th Street and Replace with Stop Sign.

NO MOTION WAS MADE.

d. Discussion/Decision: Install Stop Sign at the Northbound Corner of Church Street and 6th Street

Mayor Michalson: introduced new business item d. Install Stop Sign at the Northbound Corner of Church Street and 6th Street.

Councilmember Smith: I move that we install a stop sign at the northbound corner of Church Street and 6th Street.

Councilmember Nelson: 2nd.

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

Councilmember Brown: item d does not say that there is a yield sign currently at that corner.

Chief Boe: there is not a yield sign.

Councilmember Brown: can Councilmember Smith revise his motion please.

Councilmember Smith: I move to install a stop sign at the north corner of Church and 6th Street.

Councilmember Nelson: 2nd.

Mayor Michalson: we have a motion and a 2nd. Discussion from the council?

Councilmember Smith: the main purpose of all of these is the main safety of the kids walking home. On 6th these are the main routes, I have seen at least 20-25 kids and more on 6th. The purpose is to slow down traffic because yield signs and the 25 mph speed limits are like suggestions and I have seen in the 6th years of living I have seen to many near misses. Perhaps there is even more that the chief can add to this.

Chief Boe: I wanted to talk to you all before you started talking about this. So, when this was brought to my attention a couple of weeks ago it was something that I was already aware of. These areas that we have identified, we have spent a lot of time, me, Officer Pierce, and Officer Franklin. The things that I have been looking at are speed, visibility and the conditioning of the drivers. We have talked about this in the past, we have far too many yield signs. We get a lot of speeding through out town; I hear about the convenience of using Church and College Street. Safety out ways convenience. All of those major streets, 2nd, 3rd, 4th and 5th we have pedestrian traffic on those streets especially during the school year. For as long as we have sat at these intersections, we have the data. Moving through those back ways and avoiding Main Street, that is why I partnered up with Councilmember Smith.

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

Councilmember Nelson: aye.

Councilmember Barker: no.
Councilmember Smith: aye.
Councilmember Brown: aye.
Mayor Michalson: passes 3-1

e. Discussion/Decision: Remove Yield Sign at the Southbound Corner of Church Street and 6th Street and Replace with Stop Sign

Mayor Michalson: introduced new business item e. Remove Yield Sign at the Southbound Corner of Church Street and 6th Street and Replace with Stop Sign.

Councilmember Smith: I move that Remove Yield Sign at the Southbound Corner of Church Street and 6th Street and Replace with Stop Sign

Councilmember Nelson: 2nd.

Mayor Michalson: motion and a 2nd. Council discussion?

Councilmember Barker: is that a dead-end street anyway?

Councilmember Brown: yes, that is a dead-end street with the apartment buildings.

Mayor Michalson: I do say that a lot of kids cut through there onto 6th.

Chief Boe: cutting through to the high school we have them walking in traffic every day.

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

Councilmember Barker: aye.

Councilmember Smith: aye.

Councilmember Nelson: aye.

Councilmember Brown: aye.

Mayor Michalson: passes 4-0

f. Discussion/Decision: Remove Yield Sign at the Southbound Corner of College Street and 4th Street and Replace with Stop Sign

Mayor Michalson: introduced new business item f. Remove Yield Sign at the Southbound Corner of College Street and 4th Street and Replace with Stop Sign. I had a discussion with our Chief, just like you councilmembers, I drove every street and the only thing that I was puzzled about was the line of sight

is not obstructed, no trees and no shrubs. Chief told me he wanted that on there because to slow down the traffic.

Councilmember Nelson: I make a motion that we remove the yield sign at the Southbound Corner of College Street and 4th Street and Replace with Stop Sign

Councilmember Smith: 2nd.

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

Councilmember Barker: this is the street right before the park.

Mayor Michalson: right by the little church on 4th Street.

Chief Boe: 6th street runs besides CJ's. we are getting a lot of traffic coming from north to south. What they do is typically come off of 2nd Street to Church just to avoid the congestion on Main Street.

Councilmember Barker: Kodiak's is on 6th Street.

Chief Boe: we get a lot of traffic that cut through and use the back roads to go from Stevensville to Corvallis.

Councilmember Barker: we are still trying to slow them down on 2nd Street. You can put up stop signs, but it is going to be a continuous issue no matter what we do.

Chief Boe: they are conditioned to use the yield signs and over time we will condition them to use the stop signs.

Councilmember Barker: we have had them up on 2nd Street for five years and they still fly through the stop signs.

Chief Boe: this is one effort to get them to stop and slow down. Everything that we can do will help.

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

Councilmember Barker: aye.

Councilmember Brown: no.

Councilmember Nelson: aye.

Councilmember Smith: aye.

Mayor Michalson: passes 3-1

g. Discussion/Decision: Remove Yield Sign at the Northbound Corner of College Street and 4th Street and Replace with Stop Sign

Mayor Michalson: introduced new business item g. Remove Yield Sign at the Northbound Corner of College Street and 4th Street and Replace with Stop Sign.

Councilmember Smith: I move to Remove Yield Sign at the Northbound Corner of College Street and 4th Street and Replace with Stop Sign

Councilmember Nelson: 2nd.

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

Councilmember Nelson: aye.

Councilmember Brown: no.

Councilmember Smith: aye.

Councilmember Barker: aye.

Mayor Michalson: passes 3-1

8. Board Reports

NONE

9. Town Council Comments

Councilmember Brown: want to thank the girls for getting us the town council rules. You need to read them and sign them. We have not had any town correspondence for a while, have we just not had any.

Mayor Michalson: we have not had any.

Jenelle Berthoud: Councilmember Brown when would you like the council to have these back.

Councilmember Brown: I would say by the next council meeting. Thank you.

Councilmember Nelson: I just wanted to thank Steve, you guys do so much work around here, you deal with delicate situations, and I want to say thank you.

10. Executive Report

Mayor Michalson: on February 19th Stephen Lassiter and I sat in on an online meeting about sewage disposal. On the 20th of this month public works and the police department took a drivers safety course that MMIA gave here at town hall. On the 24th Steve Lassiter and I went to a flood plan meeting with the DNRC. Joan from MDOT sent a message that they will be placing no parking signs in front of Ahava Coffee, and I will be meeting with Steve to open up some parking spots in Lange Park. Yesterday I started putting out flyers for the chili feed, he is getting a lot of good donations so that should go really well. We will be having another closed session email about Burnt Fork Estates so be watching your email. We will be starting the budget early because we do not have to worry about water and sewer rates and department heads will be putting in their wish lists. I would like to put in a wish list myself, I think the town needs a street sweeper, the one that we have is a piece of crap. When I travel, I see the other towns that have a street sweeper, we need one

and we need to find the money. I will be out of town and attending an MMIA conference next month from the 15th -18th I am going to ask the council that we cancel the C.O. W. Meeting for next month. The reason is, Jenelle made a good point last week that we had started reading on the impact fees, Jenelle wondered if we could put this in as part of our growth policy study. Dani came back with an answer, we can work it into it, but they can't work on it. She also recommended that we keep on eye on Senate Bill 133, I looked that up and it is very detailed, and she suggested that we hold off on our C.O.W. meeting until the legislature makes a final decision on it, they want to make some big changes. How you assess your fees, holding committee meetings. It is very in depth and holding a C.O.W. meeting would be counterproductive. I will have Jenelle send out a cancelation for the meeting.

11. Adjournment

Councilmember Smith: I move that we adjourn.

Councilmember Nelson: 2nd.

APPROVE:



Bob Michalson, Mayor

ATTEST:



Jenelle S. Berthoud, Town Clerk