

The Claims Committee met at Terry Town Hall at 5:30 p.m. with Caryn Rein and Cindy Bond reviewing claims. **The following claims were submitted for payment:**

**Payroll Register**

13249	Cindy Bond	March 2016 Payroll	138.52
89646	Rolane Christofferson	March 2016 Payroll	373.02
89645	Brad Davis	March 2016 Payroll	2723.31
13250	Brad Eaton	March 2016 Payroll	138.52
89644	Holly Eaton	March 2016 Payroll	199.95
89643	Robert Harrell	March 2016 Payroll	1071.93
89642	Caryn Rein	March 2016 Payroll	83.87
13251	Tim Richards	March 2016 Payroll	124.67
89641	James Schilling	March 2016 Payroll	2571.53
89640	Lynn Schilling	March 2016 Payroll	2033.89
13252	MMIA- Insurance	March 2016 Payroll- Insurance	1821.00
13253	Dept. of Revenue	March 2016 Payroll- State Tax	391.00
89639	AFLAC	March 2016 Payroll	258.41
89638	EFTPS	March 2016 Payroll- Tax Deposit	2321.47
89637	PERS	March 2016 Payroll	1928.21
13254	Unemployment Ins.	Quarterly Payment	53.94
13255	MMIA- WC Program	Quarterly Workers' Comp	2172.74

**Claims**

3184	Cardmember Service	March 2016 Statement	2.00
3185	City of Glendive	March Invoices- Landfill Services	2557.50
3186	Brad Davis	Reimbursement of Travel Expenses	393.02
3187	Energy Lab	Lagoon Samples and Shipping	102.00
3188	Farmer's Union	March 2016 Statement- Fuel	35.93
3189	Jamy Frost	Sprinkler Parts	45.00
3190	Get R Done	March 2016 Statement	207.50
3191	Lucas & Tonn, P.C.	Legal Services- March	444.00
3192	Mid-Rivers	March 2016 Statement	208.00
3193	Miles City Motor Supply	Parts- Garbage Truck	282.51
3194	MDU	March 2016 Utilities	2879.37
3195	MT Dept. of Revenue	Consumer Counsel Fee	6.28
3196	Morrison-Maierle	Managed Online Back-up	20.00
3197	MT DEQ	Annual Outfall Charge	1700.00
3198	MTD Petroleum	March 2016 Statement- Fuel	649.98
3199	Netzer Hardware	March 2016 Statement	136.87
3200	Pacific Steel & Recycling	Bin Service	500.00
3201	Prairie County	Court Fines	65.00
3202	James Schilling	Reimbursement of Meals	35.00
3203	Terry Tribune	Advertising	158.00
3204	Tongue River Electric	Power @ Landfill	41.99
3205	Town of Terry	Sewer	123.00
3206	USPS	Postage Stamps	105.00
3207	Local Government Ctr	Institute Registration	275.00
JV970918	USDA	Monthly Loan Repayment	8848.00
		<b>Total</b>	<b>\$36,779.10</b>

**Receipts for the month of March, 2016:**

11429	Dog Licenses	A. Bliss	10.00
		C. Bond	5.00
		L. Plaisted	5.00
		K. Jennerich	10.00
		M. Lapicki	20.00
11430	City Judge Kathy Henry	Court Fines	65.00
11431	Prairie County Treasurer	Taxes & Assessments	3719.14
11435	Dog Licenses	T. Schroeber	20.00
		E. Haidle	5.00
11436	Joe Johnson Drilling	Dumpster Rent	100.00
11442	State of Montana	Fuel Allocation	2467.49
11443	State of Montana	HB124 Entitlement Share	21367.88

11444 Stockman Bank	Interest	235.55
11445 Save Our Pool	Fundraising/EMI	3201.42
UB572 Journal Voucher	Sewer Receipts	<u>16398.62</u>
	<b>Total</b>	<b>\$ 33,484.60</b>

The Terry Town Council met in regular session at Terry Town Hall at 6:00 p.m. with Mayor Rolane Christofferson presiding. Council members present were Cindy Bond, Brad Eaton and Caryn Rein. Also present were Clerk Lynn Schilling, Public Works Director James Schilling, Deputy Clerk Holly Eaton, Town Attorney Shawn Quinlan, Ryan Rittal (Stahly Engineering), Jason Rittal (EPEDC), Prairie County Sheriff Duncan Hedges, Deanna Rittal, Susan Waples and Megan Pirtz.

Mayor Rolane Christofferson called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Public Comment- None.

Minutes from the March 24<sup>th</sup>, 2016 meeting were approved. (Rein/Bond)

Claims approved per Claims Committee. (Eaton/Rein)

Cash/Bank Reconciliation approved. (Bond/Rein)

**After review of the Stockman Bank Investment Fund account \$775,353.53 will be the amount in the Stockman Bank Investment Fund for the month of April.**

**(Bond/Eaton) Interest is deposited in the amount the end of each month.**

**Balance as of 2/29/16--\$784,742.80 Interest paid 3/31/16--\$235.55 Balance as of 3/31/16--\$775,353.53 Credits-\$47,748.73 Debits-\$57,138.00.**

### **Unfinished Business**

Jason Rittal (EPEDC) reported that he has submitted the quarterly reports for the wastewater project. Also, he has assisted Clerk Lynn Schilling in submitting a claim for reimbursement from RRGL on engineering costs as well as compiling the necessary paperwork for the 295 Program grant funds.

Ryan Rittal (Stahly Engineering) presented an update to the Council on the Wastewater Treatment Improvement project. He stated that the new plan for the discharge is under review by the DEQ. If the plan is approved, it will require an additional easement. They continue to collect data from the flow monitoring equipment for the DEQ. He hopes to further discuss with the Town Council the timeline of the project at the next meeting.

Prairie County Sheriff Duncan Hedges was present to report on Public Safety. He stated that there have been reported incidents of vehicle break-ins and theft, as well as an attempted break-in at a local business. He believes he will be finishing up the cases on the vehicle break-ins but is still encouraging people to lock up. His department is also cracking down on dog owners following city ordinances in having their dogs under control—not running them with their vehicles. His new deputy, Kiefer Lewis, has completed the Academy successfully, top of his class. They continue to do door checks at night.

There was no one present to report on the Terry Volunteer Fire Department. TVFD Secretary Dale Hellman had provided an updated estimate for replacing the heater in the Fire Hall. Town Council continues to approve that project whenever Netzer Plumbing and Heating is able.

In regards to Town/Fire Hall, Clerk Lynn Schilling and PWD James Schilling reported that the fire extinguishers in Town Hall and the Town Shop have been inspected this month.

Public Works Report:

- PWD James Schilling stated that there is another recall on the Peterbilt garbage truck. They will schedule it to go to Billings when they are able.
- PWD James Schilling reported that the equipment is functioning OK. The Town Council discussed looking at some equipment at upcoming auctions in the area.
- PWD James Schilling reported that they had done some patch work on the streets and will continue to do so as they have time.
- PWD James Schilling reported that they are moving forward in getting the pool ready time and weather permitting. Clerk Lynn Schilling reported that there have not been enough applications received to staff the pool. Mayor Rolane Christofferson asked Megan Pirtz to make mention of a need for pool staff in the Terry Tribune. Deanna Bockness informed the Town Council that she is coordinating a fundraising event on May 7<sup>th</sup> with some of the benefits going to the bathhouse at the swimming pool.

Clerk Lynn Schilling has not heard anything new on the updated Municipal Code.

Mayor Rolane Christofferson and PWD James Schilling presented a solid waste ordinance that they have worked on and Deputy Clerk Holly Eaton has typed up. Town Attorney Shawn Quinlan will go through it, make any changes he sees fit, and provide an updated draft at the next meeting.

Mayor Rolane Christofferson asked if anyone present had any questions or comments in regards to Ordinance #2016-01 to Provide and Pay for Street Maintenance Within Street Maintenance District No. 1. Susan Waples asked questions clarifying what land is being assessed. Mayor Rolane Christofferson looked up the proposed amounts being assessed for Susan Waples, Deanna Bockness, Prairie County, and Megan and Renee Pirtz. Megan Pirtz asked what the funds will be used for to which Town Council discussed their hopes of using some of the funds to immediately alleviate some of the costs to the General fund with the hope of having funds in the General fund to set aside for capital improvements and equipment. They are also hoping to set money aside to build up funding for bigger street projects. At the conclusion of the questions and comments, Town Council passed a motion to approve the Second Reading of Ordinance # 2016-01. (Eaton/Bond)

Mayor Rolane Christofferson discussed the proposed Town Hall/Park usage policy. The Town Council discussed some questions of liability concerns. Town Attorney Shawn Quinlan will research their concerns and continue work on the draft policy.

Scott and Natasha Christofferson submitted a building permit for a new home construction. Town Council had no identified concerns.

**New Business**

Clerk Lynn Schilling and Deputy Clerk Holly Eaton discussed growing concerns in trying to keep up with property owners who request to have the sewer bills in their Renter's names. Town Council advised that sewer accounts should be billed to the property owner.

Clerk Lynn Schilling discussed some of the fees for services. Town Council requested they all be compiled and listed for their reference as they work on the budget.

The Town Council passed a motion appointing Council Member Caryn Rein to the planning board to succeed Ken Lacquement. (Bond/Eaton)

Clerk Lynn Schilling reported delinquent sewer accounts for April: five (5) friendly letters, two (2) letter #2's and two (2) letter #3's were sent.

All other correspondence was reviewed.

Public Comment: None.

There being no further business, the meeting adjourned at 8:01 pm. (Rein/Bond)

ATTEST:

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Lynn Schilling, Clerk

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Rolane Christofferson, Mayor