

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

Payroll Register

13398	Cindy Bond	July 2016 Payroll	138.52
89606	Rolane Christofferson	July 2016 Payroll	373.02
89605	Brad Davis	July 2016 Payroll	2781.51
13399	DeLaney Davis	July 2016 Payroll	352.73
13400	Brad Eaton	July 2016 Payroll	138.52
89604	Holly Eaton	July 2016 Payroll	155.08
13401	Kale Gierke	July 2016 Payroll	406.32
13402	Zakery Gierke	July 2016 Payroll	960.09
89603	Robert Harrell	July 2016 Payroll	1229.09
13403	Kayla Koppenhaver	July 2016 Payroll	330.00
13404	Deanna Loomis	July 2016 Payroll	490.85
13405	Jason Loomis	July 2016 Payroll	514.31
13406	Jessica Loomis	July 2016 Payroll	520.53
13407	Sean Loomis	July 2016 Payroll	556.97
13408	Dylan McCulley	July 2016 Payroll	357.09
13409	Matthew McDaniel	July 2016 Payroll	497.80
89602	Caryn Rein	July 2016 Payroll	83.87
13410	Tim Richards	July 2016 Payroll	124.67
89601	James Schilling	July 2016 Payroll	2614.44
89600	Lynn Schilling	July 2016 Payroll	2133.87
13411	Katrina Shumway	July 2016 Payroll	442.14
13412	Dalton Stewart	July 2016 Payroll	224.27
13413	Michelle Wolff	July 2016 Payroll	188.60
13414	MMIA- Insurance	July 2016 Payroll- Insurance	1956.00
13415	Dept. of Revenue	July 2016 Payroll- State Tax	550.00
89599	AFLAC	July 2016 Payroll	258.41
89598	EFTPS	July 2016 Payroll- Tax Deposit	3825.46
89597	PERS	July 2016 Payroll	2066.72

Claims

3295	Advanced Tech. Products	Swimming Pool Chemicals/Shipping	3758.34
3296	Big Sky Gutters & Doors	Replacement of Overhead Door- Fire Hall	5733.50
3297	Cardmember Service	July 2016 Statement	3442.93
3298	City of Glendive	July Invoices- Landfill Services	2759.50
3299	Energy Lab	Lagoon Samples and Shipping	102.00
3300	Farmer's Union	July 2016 Statement- Fuel/Lube/Spray	423.97
3301	Junior Fischer	Replacement of East Bay Door- Fire Hall	900.00
3302	Get R Done	July 2016 Statement	1700.95
3303	Lucas & Tonn, P.C.	Legal Services- July	2062.50
3304	Mid-Rivers	July 2016 Statement	329.83
3305	Miles City Motor Supply	Alternator/Starter- Ranger	289.99
3306	MMIA- Liability Program	Liability Insurance 2016-17	7362.00
3307	MMIA- Property Program	Property Insurance 2016-17	4774.00
3308	MDU	July 2016 Utilities	3083.70
3309	Morrison-Maierle	Managed Online Back-up	20.00
3310	MTD Petroleum	July 2016 Statement- Fuel	649.52
3311	Netzer Hardware	July 2016 Statement	489.84
3312	Prairie Community Hospital	Drug Screen	62.00
3313	Prairie County	Court Fines	185.00
3314	Shawn Quinlan	Reimbursement of Mileage	39.96
3315	Recreation Supply Co.	Swimming Pool Supplies	172.32
3316	Stahly Engineering	Wastewater Treatment Project- Design	12387.66
3317	Terry Tribune	Advertising	191.25
3318	The Chemnet Consortium	Lab Services- Drug Testing	35.00
3319	Tongue River Electric	Power @ Landfill	41.88
3320	Town of Terry	Sewer	123.00
JV970927	USDA	Monthly Loan Repayment	<u>8848.00</u>

Total \$ 85,357.52

Receipts for the month of July, 2016:

11484	City Judge Kathy Henry	Court Fines	205.00
11485	Swimming Pool Mgr	Swimming Pool Fees	547.50
11486	Drew Essen	Equipment Rent- Gravel	25.00
11487	Prairie County	Fallon Garbage Service	2615.07
11488	Terry School District	Swimming Pool Fees 2015-16	1000.00
11490	Swimming Pool Mgr	Swimming Pool Fees	243.50
11491	SOP	Donation Jars	171.65
11492	Prairie County Treasurer	Taxes & Assessments	14770.34
11493	Swimming Pool Mgr	Swimming Pool Fees	397.00
11494	Dan/Mary Foley	Dumpster Fee	100.00
11495	Holden Electric, LLC	Rural Garbage Contract- Partial Yr	86.91
11496	Mid-Rivers Communications	Franchise Tax	1640.10
11497	Swimming Pool Mgr	Swimming Pool Fees	331.00
11498	Bob Bennett	Equipment Rent- Gravel	50.00
11499	Swimming Pool Mgr	Swimming Pool Fees	89.00
11500	Swimming Pool Mgr	Swimming Pool Fees/Lessons	1524.00
11501	Swimming Pool Mgr	Swimming Pool Fees	73.75
11505	Stockman Bank	Interest	214.20
11506	State of Montana	Fuel Allocation	2450.04
UB580	Journal Voucher	Sewer Receipts	<u>15691.05</u>
		Total	\$ 42,225.11

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, Tim Richards, Brad Eaton and Caryn Rein. Also present were Clerk Lynn Schilling, Public Works Director James Schilling, Deputy Clerk Holly Eaton, Town Attorney Shawn Quinlan, Brad Davis (TVFD), Beth Epley (EPEDC), and Kiefer Lewis (Prairie County Sheriff's Office), and Mike O'Neill.

Mayor Rolane Christofferson called the meeting to order at 6:02 p.m. and led the Pledge of Allegiance.

Public Comment- None.

Minutes from the July 14th and August 3rd, 2016 meeting were approved. (Bond/Rein)

Claims approved per Claims Committee. (Rein/Eaton)

Cash/Bank Reconciliation approved. (Bond/Richards)

After review of the Stockman Bank Investment Fund account \$743,351.55 will be the amount in the Stockman Bank Investment Fund for the month of August.

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

Balance as of 6/30/16--\$776,948.12 Interest paid 7/29/16--\$214.20 Balance as of 7/29/16—\$743,351.55

Credits-\$43,640.43 Debits-\$77,237.00.

Unfinished Business

Ryan Rittal (Stahly Engineering) called in to discuss the wastewater treatment upgrades project. They have removed the flow monitoring equipment—in looking at all of the measurements, the town's average flow was 100 gallons per minute with upwards of 165-170 gallons per minute. This would be equivalent to a town with a population of 1400-2000 people. He reported that the footage from the sewer mains in the middle of the night, provided by PWD James Schilling, showed significant flows. He recommended that the town proceed with having more of the main trunk lines scoped in attempts to identify more sources of infiltration. PWD James Schilling has received a rough estimate of \$15,000- \$20,000 depending on the amount that is recommended the town scope. Ryan Rittal will send a map with the recommended lines to be scoped. In further discussion, Ryan Rittal stated that the hope is the town can start addressing some of the

known issues and ideally address up to 60% of the infiltration. Council had questions in regards to the replacement of the line through the wetlands area, and how that would fit within the project. Ryan Rittal stated that he would put together some rough numbers on replacing the line, at which point the Council could explore options in additional funding.

Town Attorney Shawn Quinlan reported that he has been in contact with the Department of Revenue and Prairie Abstract & Title on the land gap issue by the lagoons. He will work with them to research the issue and report back to Council upon completion.

Deputy Kiefer Lewis (Prairie County Sheriff's Office) was in to report on Public Safety. He requested an updated dog license list which Clerk Lynn Schilling stated she would provide to them. He reported some complaints of transient merchants in town, wherein ultimately one of the merchants was cited for not getting a license. The Yippee and fair weekends seem to have gone mostly smoothly, the exception being some fights occurring at the bar. Their department will work with the town to disallow camping at the park.

Terry Volunteer Fire Department (TVFD) Chief Brad Davis was present to report to the Council, summarizing the activities of the fire department the previous month. Members of the department responded to one (1) call to assist on a wildland fire. Fire Chief Brad Davis reported that he held one (1) training event, which utilized a trailer to simulate a gas fire that was well attended. He stated that they are looking into finding a combination engine and tanker with part of the insurance money. Also, at the last meeting the department voted to move forward in disposing of the old fire trucks, as well as increasing their training with two (2) trainings a month. He continues to work with EMC in replacing equipment lost in the fire. He has met with Superintendent Tammi Masters (Terry School District) in regards to Fire Prevention Week and will be planning activities for that week as well as working on an Emergency Action Plan with the school district. He continues to recruit additional members.

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. PWD James Schilling will look into scheduling the replacement of the heater in the Fire Hall.

Public Works Report:

- PWD James Schilling reported that Brad Davis had looked at and test drove the skid steer, and reported that he felt it is in good shape and had no concerns. The tires are worn, but the seller has already acknowledged that. Council Member Brad Eaton stated that he had reviewed pictures and thought it looked to be a good purchase. Town Council passed a motion to purchase the skid-steer for \$23,000. (Bond/Richards)
- PWD James Schilling reported that they will need to purchase an asphalt saw as well and will price some out for the next meeting.

The Town Council passed a motion to approve the second reading of Ordinance # 2016-03, Adopting the Updated Municipal Code. (Richards/Eaton)

Mayor Rolane Christofferson discussed with Council an issue that has come up with the sewer access permit and fee. A property owner submitted an application and paid the fee only to discover that the sewer was already hooked up. Clerk Lynn Schilling provided the property owner with a refund (as had been instructed during a prior instance). Town Council discussed the possibility of amending the policy to allow for a partial refund dependent on the amount of time the Public Works Director spends working with the property owner. They also clarified that if a property owner has disconnected a sewer, then a new application and fee is mandatory to re-access the sewer main.

Clerk Lynn Schilling provided Council with updated budget information. Council discussed increasing the expenditure line for professional services within the sewer fund and set the Final Budget hearing for August 25th at 6 p.m.

Mayor Rolane Christofferson and Council Member Cindy Bond discussed the rural garbage contracts. Deputy Clerk Holly Eaton provided the council with updated spreadsheets reflecting the discussed changes—increasing and decreasing rates to be equal to the town rate as well as having a standard rate of \$600 for multi-family pickups. The Town Council passed a motion to adjust the contract rates moving forward to the 2016-17 contract year. (Richards/Eaton)

There were four (4) submitted building permits as well as an excavation permit that the Town Council reviewed.

New Business

The Town Council passed a motion appointing Katie Emery to the Planning Board. (Bond/Rein)

Clerk Lynn Schilling reported delinquent sewer accounts for August: nine (9) friendly letters, one (1) letter #2 and no (0) letter #3's were sent.

All other correspondence was reviewed.

Public Comment: None.

There being no further business, the meeting adjourned at 8:36 pm. (Rein/Bond)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor