

Mayor Rolane Christofferson reviewed and approved the following payroll as prepared by Clerk Lynn Schilling:

Payroll Register

13852	Cindy Bond	July 2017 Payroll	138.52
89486	Rolane Christofferson	July 2017 Payroll	373.02
89485	Brad Davis	July 2017 Payroll	3032.46
13853	Brad Eaton	July 2017 Payroll	138.52
89484	Holly Eaton	July 2017 Payroll	212.19
13854	Molly Eaton	July 2017 Payroll	191.39
13855	Wynter Fahrnow	July 2017 Payroll	211.51
89483	Daniel Garitano	July 2017 Payroll	854.17
13856	Rachel Harrell	July 2017 Payroll	818.57
13857	Tim Lange	July 2017 Payroll	935.92
13858	Peter Leyva	July 2017 Payroll	124.67
13859	Deanna Loomis	July 2017 Payroll	573.38
13860	Janet Loomis	July 2017 Payroll	1495.13
13861	Sean Loomis	July 2017 Payroll	1123.25
13862	Dakotah Luedtke	July 2017 Payroll	80.43
13863	Alyssa McCulley	July 2017 Payroll	736.18
13864	Paul Mintz	July 2017 Payroll	42.27
13865	Abraham Montalvo	July 2017 Payroll	181.31
13866	Amanda Nitka	July 2017 Payroll	808.87
13867	Jordyn Olson	July 2017 Payroll	192.81
89482	Caryn Rein	July 2017 Payroll	115.52
89481	James Schilling	July 2017 Payroll	2976.75
89480	Lynn Schilling	July 2017 Payroll	2265.92
13868	MMIA- Insurance	July 2017 Payroll- Insurance	2033.00
13869	Dept. of Revenue	July 2017 Payroll- State Tax	670.00
89477	AFLAC	July 2017 Payroll	122.33
89479	EFTPS	July 2017 Payroll- Tax Deposit	4355.67
89478	PERS	July 2017 Payroll	2262.98

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

Claims

3635	Mid-Rivers	July 2017 Statement	242.32
3636	MMIA- Liability Program	Liability Insurance FY2017-18	7527.00
3637	MMIA- Property Program	Property Insurance FY2017-18	4429.00
3638	MDU	July 2017 Utilities	3393.28
3639	Tongue River Electric	Power @ Landfill	41.88
3640	Cardmember Service	July 2017 Statement	79.30
3641	City of Glendive	Landfill Services	2261.50
3642	Cross Petroleum	July 2017 Fuel	656.88
3643	Dalmation Fire Equipment	SCBA Tanks- TVFD	7626.00
3644	Brad Davis	Reimbursement for CDL Physical	165.00
3645	Farmer's Union	July 2017 Statement- Fuel/Oil	122.79
3646	Get R Done	Tires/Parts	1102.70
3647	Melody Haynes	Travel/Workshop for Swimming Lessons	125.00
3648	Holden Electric, LLC	Installation of Wiring for Air Compressor	274.70
3649	Vicki Lindvig	Reimb. of Fundraiser Supplies- SOP	252.29
3650	Lucas & Tonn	July 2017 Legal Services	1162.50
3651	Morrison-Maierle	Managed Online Back-up	20.00
3652	Netzer Hardware	July 2017 Statement	917.42
3653	Prairie County	Court Fines	690.00
3654	QBS Safeguard	Sewer Billing Postcards	419.92
3655	Recreation Supply Co.	Chlorine Reagent	33.75
3656	Terry Super Valu	Misc. Pool Supplies/TVFD	39.68

3657	Terry Tribune	Advertising	99.00
3658	Town of Terry	Sewer	138.00
3659	Stahly Engineering	Engineering Services	5651.12
3660	WS Darley & Co.	Rescue Tool/Helmets/Hangers- TVFD	566.50
3661	Janet Loomis	Reimbursement for Supplies	234.81
3662	Lynn Schilling	Reimbursement for Mileage	41.73
JV970962	USDA	Monthly Loan Repayment	<u>8848.00</u>
Total			\$ 75,444.33

Receipts for the month of July, 2017:

11663	Pool Mgr Janet Loomis	Swimming Pool Proceeds	75.00
11664	Pool Mgr Janet Loomis	Swimming Pool Proceeds	41.00
11665	Pool Mgr Janet Loomis	Swimming Pool Proceeds	548.00
11667	Terry School District # 5	Swimming Pool Fees	500.00
11668	Pool Mgr Janet Loomis	Swimming Pool Proceeds	449.00
11669	Pool Mgr Janet Loomis	Swimming Pool Proceeds	276.00
11670	Pool Mgr Janet Loomis	Swimming Lessons	1000.00
11671	Pool Mgr Janet Loomis	Swimming Pool Proceeds	608.00
11672	Serenity Construction	Garbage Disposal Fee	50.00
11673	Prairie County	Fallon Garbage Service	2615.07
11674	Pool Mgr Janet Loomis	Swimming Pool Proceeds	609.00
11675	Save Our Pool	Donations	230.80
11676	Pool Mgr Janet Loomis	Swimming Pool Proceeds/Donations	614.00
11677	Prairie County Treasurer	Taxes & Assessments	15092.18
11684	Stockman Bank	Interest	236.81
UB611	Journal Voucher	Sewer Receipts	<u>18848.96</u>
Total			\$ 41,793.82

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, Caryn Rein, and Peter Leyva. Also present were Clerk Lynn Schilling, Deputy Clerk Holly Eaton, Public Works Director James Schilling, Town Attorney Shawn Quinlan, Ryan Rittal, Greg Steckler and Geoff Streeter (Stahly Engineering), Fire Chief Brad Davis, Michael O’Neill, Scott Christofferson, Natasha Christofferson, Larry Christofferson, Randy Robertson, Shari Robertson and Beth Epley (EPEDC), Neva Rathbun, Chris Koppenhaver, Renee Pirtz and Megan Pirtz.

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

Public Comment- Randy Robertson, Montana Department of Transportation, stated that they will be doing a chip/seal on Spring St. (HWY 253), starting in Fallon on the 22nd and getting to Terry on the 23rd or 24th.

Chris Koppenhaver inquired as to where the Council was at with the excavation ordinance. Mayor Rolane Christofferson explained the existing code and the changes within the proposed ordinance. He explained that in other areas, he has seen where they have assessed penalties on contractors who do not restore the street or alley back to where it was. He explained that any additional expense will get passed on to the customer and to keep that in mind when setting fees.

Renee Pirtz (Joe’s Water) stated that they have repaired where they have dug. She further discussed that they have hauled a lot of gravel and built up the alleys better than they were before. She stated that they have not passed on the expenses to the consumers as a lot of them are on a fixed income and that they are working to upgrade the system at their own expense. She further stated that the excavation ordinance is gouging. She suggested that in such a small, struggling community you should just go talk to them and not add cost to their business. She further suggested that both the proposed ordinance and existing code on excavations be re-visited.

Mayor Rolane Christofferson called for a brief recess at 6:32 p.m. She called the recess over at 6:34 p.m.

Marshal Pirtz stated that he feels the excavation ordinance is a “double-tax”. He stated that he pays the street maintenance and does a lot to repair the streets and does not want any more fees.

Megan Pirtz asked that the Council check and see what other communities are doing to fix their roads. She further stated that permit fees do not make sense. If there is an issue with a road that has been repaired just call the company.

Larry Bond stated that he has been digging all over for 40 years and is in support of the proposed ordinance. He further stated that it would be naïve to think an out-of-town contractor would come back to further repair the street if council found it to be unsatisfactory.

Michael O’Neill asked if there is a fundamental reason to keep the permit fee. He suggested council keep the deposit and scrap the fee with the permit.

Minutes from the July 13th public hearing, July 13th and 20th, 2017 meetings were approved. (Bond/Leyva)

Claims approved per Claims Committee. (Eaton/Bond)

Cash/Bank Reconciliation approved. (Leyva/Eaton)

After review of the Stockman Bank Investment Fund account \$745,530.46 will be the amount in the Stockman Bank Investment Fund for the month of August.

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

Balance as of 7/31/17--\$745,530.46 Interest paid 7/31/17--\$236.81 Balance as of 6/30/17—\$842,726.82
Credits-\$29,036.64 Debits-\$126,233.00

Unfinished Business

Ryan Rittal (Stahly Engineering) discussed the upcoming sewer main replacement project. The pre-construction conference was held at Town Hall this afternoon. They discussed expectations for all involved in the project. He stated that all communication to the contractor must go through the engineers. He introduced Geoff Streeter as the on-site inspector for Stahly Engineering. He further stated that all resident comments and requests must also go through Stahly. The hope is the project will last approximately five (5) weeks. They will provide weekly updates. Mayor Rolane Christofferson asked if someone would be in close contact with the affected property owners. Ryan Rittal stated that they would do the best they can. He discussed a “conflict of interest” situation wherein the contractor hires Stahly to perform the construction staking and testing. He explained that it is common practice to do it this way as it helps keep the expense down, but the Town Council needs to be aware of the potential conflict of interest and sign a letter acknowledging as much. Town Attorney Shawn Quinlan recommended the Town Council proceed with signing the letter. The Town Council passed a motion for Mayor Rolane Christofferson to sign the acknowledgement letter. (Rein/Bond)

Fire Chief Brad Davis (TVFD) provided the Town Council with a written report of the previous month’s activity by the fire department. There were two (2) calls the past month for the fire department. Both calls were mutual aid requests, one of which was cancelled. The fire department recently completed a pumping/shuttle operations training that went very well as they were able to pump approximately 300 gallons per minute. He recently participated in a joint training on school crisis intervention. They received an additional discount on the SCBA tanks. During the fair, the fire department held a raffle which took in \$320 that will be utilized for a smoke detector drive they are planning this fall. He is hoping to get a four (4) gas monitor donated by a MDU subsidiary as well as updating the Communication Plan for Mutual Aid. He also provided the Town Council with some information on improving the town’s ISO rating which he is also currently working on.

Clerk Lynn Schilling reported that Prairie County Undersheriff Tim Therrien stopped by earlier. He reported that there have been reports of tires left on street markers. There have also been some reports of vandalism within the county—outside of Terry. They currently have extended an offer to one of the applicants for the deputy position.

In regard 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. The air compressor has been purchased and wired in for the exhaust removal in the Fire Hall.

Public Works Report:

- PWD James Schilling had nothing new to report in regard to solid waste. The Peterbilt still needs to go to Billings for a recall.
- PWD James Schilling reported that the equipment is functioning well.
- PWD James stated they have completed some patching of the streets and will continue to do so as they have time.
- PWD James Schilling reported that the swimming pool should only be open for one to two more weeks.
- Mayor Rolane Christofferson reported that they have hired Brady Robertson for the part-time position. The Town Council passed a motion to set his wage at \$13.50 with a \$0.50 raise upon the completion of his probation. (Rein/Bond)

Town Attorney Shawn Quinlan recommended the Town Council table the discussion on Ordinance # 2017-03 so the council could consider all the comments heard today. Scott Christofferson suggested the council consider a “running deposit” of \$500.

Mayor Rolane Christofferson stated that she is working to schedule a meeting with the Commissioners to discuss the interlocal agreement for law enforcement.

Mayor Rolane Christofferson discussed the preliminary budget for fiscal year 2017-18. The Town Council discussed paying a monthly stipend to the fire chief. Town Attorney Shawn Quinlan has researched the matter and had no stated concerns. Council Members Cindy Bond and Brad Eaton expressed reservations in doing so with the general fund budget being as tight as it is. Council Member Peter Leyva discussed the amount of work and responsibility that comes with the position. Renee Pirtz suggested that the public perception might be negative. Neva Rathbun stated that she felt it would be appropriate to offer the stipend. Town Attorney Shawn Quinlan stated that if the ISO rating gets improved, that would be a benefit to all of the community. The Town Council passed a motion to include the monthly stipend of \$150 per month for the fire chief in the budget for fiscal year 2017-18. (Rein/Eaton) The Town Council passed a motion approving the 2% COLA for the employees in fiscal year 2017-18. (Leyva/Bond)

There were no submitted building permits and two (2) excavation permits to review.

New Business

The Town Council passed a motion to approve Resolution # 2017-449, relating to \$824,000 Wastewater System Revenue Bonds (DNRC Water Pollution Control State Revolving Loan Program), Consisting of a \$164,000 Subordinate Lien Taxable Series 2017A Bond and a \$660,000 Series 2017B Bond. (Bond/Leyva)

The Town Council passed a motion to provisionally approve of Resolution # 2017-450, specifying the Street Maintenance District # 1 assessment option and levying and assessing a special assessment for fiscal year 2018 upon all the property within said district, to defray the estimated cost of maintenance within the same. (Bond/Rein)

Shari Robertson introduced herself as the new assistant with EPEDC. She and Beth Epley discussed some grant opportunities for the town. A representative with the Main Street Program had suggested the town may want to look into a “Master Plan” as a next

step alternative from the growth policy. They discussed what the master plan entails and the grant options available for it. The Town Council declined to proceed with the master plan at this time. Shari Robertson also discussed the possibility of the town being a stop for cyclists as that is a growing movement within the tourism market.

Clerk Lynn Schilling reported delinquent sewer accounts for August: seven (7) friendly letters, two (2) letter #2's, and zero (0) letter #3's were sent.

All other correspondence was reviewed.

Public Comment: None.

There being no further business, the meeting adjourned at 8:55 pm. (Rein/Bond)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor