

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

Payroll Register

13142	Cindy Bond	November 2015 Payroll	138.52
89683	Rolane Christofferson	November 2015 Payroll	373.02
89682	Brad Davis	November 2015 Payroll	2950.41
89681	Holly Eaton	November 2015 Payroll	276.05
89680	Robert Harrell	November 2015 Payroll	1265.09
13143	Ken Lacquement	November 2015 Payroll	124.67
89679	Caryn Rein	November 2015 Payroll	115.52
13144	Tim Richards	November 2015 Payroll	124.67
89678	James Schilling	November 2015 Payroll	2850.92
89677	Lynn Schilling	November 2015 Payroll	2206.58
13145	MMIA- Insurance	November 2015 Payroll- Insurance	1821.00
13146	Dept. of Revenue	November 2015 Payroll- State Tax	465.00
89676	EFTPS	November 2015 Payroll- Tax Deposit	2656.84
89675	PERS	November 2015 Payroll	2139.18

Claims

3097	Advanced Technology Prod.	Valve Assy- Pool	156.80
3098	Big Sky Gutters & Doors	Overhead Door Repair	454.00
3099	Cardmember Service	November 2015 Statement	13.48
3100	City of Glendive	November Invoices- Landfill Services	3206.50
3101	Energy Lab	Lagoon Samples/Shipping	524.00
3102	Farmers Union Oil Co.	November 2015 Statement- Fuel	52.22
3103	Get R Done	November 2015 Statement- Brake Repair	2963.30
3104	Lucas & Tonn, P.C.	Legal Services- November	975.00
3105	Mid-Rivers	November 2015 Statement	188.90
3106	MDU	November 2015 Utilities	2515.88
3107	MT Public Service Comm.	Intrastate Registration 2016	10.00
3108	Morrison-Maierle	Managed Online Back-up	20.00
3109	MTD Petroleum	November 2015 Statement- Fuel	886.19
3110	Netzer Hardware	November 2015 Statement	346.53
3111	Prairie County	1 st Half- Public Safety Interlocal	40633.40
3112	Shawn Quinlan	Mileage Reimbursement	42.55
3113	Stahly Engineering & Assoc.	Wastewater Treatment Project- Design	12747.66
3114	Tongue River Electric	Power @ Landfill	41.88
3115	Town of Terry	Sewer	123.00
3116	USPS	Postage Stamps	70.00
3117	Watts/Kennedy Insurance	TVFD Life & Accident Policy	3590.00
3118	State Treasurer	2015 AFR Filing Fee	550.00
JV970908	USDA	Monthly Loan Repayment	8848.00
Total			\$97,232.32

Receipts for the month of November, 2015:

11390	Rural Garbage Contracts	T. Feickert	390.00
		L. Anderson	298.00
		I. Martinson	438.00
11391	Rural Garbage Contracts	L. Dolatta	438.00
		J. Helmuth	298.00
		D. Hudson	390.00
		C. Holman	390.00
		D. Hoffer	298.00
		H. Hintz	390.00
11395	State of Montana	Permit License Fee Dist.	1200.00
11396	State of Montana	Fuel Allocation	2467.49
11397	Prairie County Treasurer	Taxes & Assessments	30237.59
11398	Ashley/Nate Bliss	Dog License	10.00
11399	Mid-Rivers Communications	Refund on Pool Phone	24.33
11401	Stockman Bank	Interest	200.52
UB562	Journal Voucher	Sewer Receipts	14,254.11
Total			\$ 51,724.04

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, Ken Lacquement, Tim Richards and Caryn Rein. Also present were Clerk Lynn Schilling, Public Works Director James Schilling, Town Attorney Shawn Quinlan, Ryan Rittal (Stahly Engineering), Jason Rittal and Elizabeth Smith (EPEDC), and Prairie County Sheriff Duncan Hedges.

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 November 12th, 2015 meeting were approved. (Bond/Rein)

Claims approved per Claims Committee. (Lacquement/Bond)

Cash/Bank Reconciliation approved. (Rein/Lacquement)

After review of the Stockman Bank Investment Fund account \$685,704.91 will be the amount in the Stockman Bank Investment Fund for the month of December.

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

Balance as of 10/30/15--\$684,840.51 Interest paid 11/30/15--\$200.52 Balance as of 11/30/15--\$685,704.91
Credits-\$50,387.40 Debits-\$49,523.00.

Unfinished Business

Jason Rittal (EPEDC) provided some copies of draft agreements with the county for the hospital project CDBG grants. They are tentatively scheduled to meet with the Prairie County Commissioners on December 31st. The Town Council passed a motion to allow Mayor Rolane Christofferson to sign the agreements on behalf of the Town when the meeting occurs. (Lacquement/Bond)

Jason Rittal discussed the Wastewater Treatment Improvement Project as well. The next step in securing the SRF loan is for the State's Department of Environmental Quality to complete an Environmental Assessment. With the RRGL contract being awarded and the Town's access to those funds, Stahly may now accrue costs up to \$52,000. Council passed a motion authorizing the use of the additional funds. (Richards/Lacquement) Jason Rittal presented a Wastewater Treatment Upgrades Project Management Plan— Council reviewed and passed a motion in approval of the plan. (Lacquement/Bond) Council passed a motion to include Mayor Rolane Christofferson, Council Member Cindy Bond and Clerk Lynn Schilling on the TSEP Signatory Form. (Richards/Lacquement) Council passed a motion for Mayor Rolane Christofferson and Clerk Lynn Schilling to complete the depository information for the TSEP funds. (Rein/Lacquement)

Ryan Rittal (Stahly Engineering) presented an update to the Council on the Wastewater Treatment Improvement project. He stated that they have started with the preliminary work in the design of the new cell. Their surveyor will be in contact with Town Attorney Shawn Quinlan in regards to the questions that arose from the completion of the survey. With the release of the additional funds from the RRGL grant, they will be proceeding with the design.

Prairie County Sheriff Duncan Hedges briefly addressed the Council with an update from his office. He stated that all vacancies in his office have been filled. Reports of crime have slowed down as of late. They have resumed completing door checks of downtown businesses and public offices at night.

Mayor Rolane Christofferson briefly discussed a concern in regards to members of the fire department hauling water for Sidney Sugars. Council Member Caryn Rein and Mayor Rolane Christofferson will obtain more information and address further at the next meeting. Clerk Lynn Schilling spoke with Fire Chief Dwight Tague—he is still working

on obtaining an updated estimate for a new heater in the Fire Hall. Clerk Lynn Schilling also confirmed that the Town was in receipt of funds for repairs of the overhead door in the Fire Hall that was damaged from the fire. Council agreed that the door should be repaired or replaced and the door at the south end should be looked at for repair.

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 were inspected this month by Fireman's Company.

Public Works Report-

- PWD James Schilling reported that the Peterbilt truck required repairs on the brakes this past month, and the truck will still need to go to Billings for further repairs at some time.
- PWD James Schilling reported that the equipment is functioning OK.

The Town Council discussed the codification project. Clerk Lynn Schilling is transferring the Council's answers into the original copy. Once that is completed, Mayor Rolane Christofferson will look over and sign before sending it back to Sterling Codifiers.

The Town Council passed a motion approving Resolution # 2015-435 establishing Street Maintenance District #1 within the Town of Terry excluding Blocks 61, 62, and 69 through 86 in the Original Town Site of Terry as there is no street access to those blocks. (Richards/Rein)

The Town Council passed a motion to offer AFLAC insurance to town employees at their own expense. (Richards/Bond)

There were no submitted building permits to review.

New Business

Clerk Lynn Schilling reported delinquent sewer accounts for December: two (2) friendly letters, two (2) letter #2's 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 7:45 pm. (Rein/Richards)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor