

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

**Payroll Register**

13562	Cindy Bond	November 2016 Payroll	138.52
89566	Rolane Christofferson	November 2016 Payroll	373.02
89565	Brad Davis	November 2016 Payroll	3038.03
13563	Brad Eaton	November 2016 Payroll	138.52
89564	Holly Eaton	November 2016 Payroll	185.25
89563	Robert Harrell	November 2016 Payroll	1153.83
13564	Peter Leyva	November 2016 Payroll	124.67
89562	Caryn Rein	November 2016 Payroll	83.87
89561	James Schilling	November 2016 Payroll	2861.70
89560	Lynn Schilling	November 2016 Payroll	2315.65
13565	MMIA- Insurance	November 2016 Payroll- Insurance	1956.00
13566	Dept. of Revenue	November 2016 Payroll- State Tax	470.00
89559	AFLAC	November 2016 Payroll	258.41
89558	EFTPS	November 2016 Payroll- Tax Deposit	2686.97
89557	PERS	November 2016 Payroll	2174.69

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

**Claims**

3411	ABC Glass & Signs	Signage for Fire Trucks	430.00
3412	Cardmember Service	November 2016 Statement	1360.02
3413	City of Glendive	November Invoices- Landfill Services	3344.50
3414	East-Mont Communications	Radio Installation in Fire Truck	180.00
3415	Energy Laboratories, Inc.	Lagoon Sample Testing/Shipping	307.00
3416	Farmer's Union	November 2016 Statement- Fuel/Oil	122.83
3417	Lucas & Tonn, P.C.	Legal Services- November	551.25
3418	Mid-Rivers	November 2016 Statement	209.41
3419	Miles City Motor Supply	November 2016 Statement- Filters	427.67
3420	MDU	November 2016 Utilities	2469.04
3421	Morrison-Maierle	Managed Online Back-up	20.00
3422	MTD Petroleum	November 2016 Statement- Fuel	746.60
3423	Netzer Hardware	November 2016 Statement	526.12
3424	Netzer Plumbing & Heating	Furnace Replacement @ Fire Hall	2732.00
3425	Michael O'Neill	Reimbursement of Residential Garbage	308.00
3426	Prairie County	Court Fines	245.00
3427	Prairie County Weed Dist.	Weed Spraying @ Town Hall/Lagoons	585.34
3428	Shawn Quinlan	Reimbursement of Mileage	39.96
3429	Stahly Engineering	Wastewater Treatment Project- Design	3870.00
3430	Sterling Codifiers	Online Hosting for Municipal Code	500.00
3431	Terry Tribune	Advertising	142.49
3432	Tom Pisk Construction	OSB/Plywood- TVFD	164.70
3433	Tongue River Electric	Power @ Landfill	41.88
3434	Town of Terry	Sewer	123.00
3435	USPS	Postage Stamps	68.00
3436	Get R Done	November 2016 Statement	85.00
3437	MT Public Service Commission	2017 Intrastate Registration	10.00
3438	Prairie County	½ Public Safety Interlocal	42725.00
3439	Watts/Kennedy Insurance	TVFD Life & Accident Policy	3324.00
3440	State Treasurer	Annual Financial Report Filing Fee	550.00
JV970942	USDA	Monthly Loan Repayment	<u>8848.00</u>
		<b>Total</b>	<b>\$ 93,792.42</b>

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

11543	Larry Christofferson	Sewer Access Fee	500.00
11544	Rural Garbage Contracts	G. Foster	350.00
		H. Hintz	350.00

	B. Tusler	350.00
	L. Dolatta	350.00
11551 Rural Garbage Contracts	I. Martinson	350.00
	L. Anderson	350.00
11552 Prairie County	Fallon Garbage	2615.07
11553 Peter Leyva	Dog Licenses (2)	20.00
11554 Rural Garbage Contracts	Hjorth, Inc.	350.00
11555 Rural Garbage Contracts	M. Strasheim	600.00
11556 Prairie County Treasurer	Taxes & Assessments	32589.89
11557 State of Montana	Fuel Allocation	2450.01
11558 Louis Bright	Dog Licenses (2)	20.00
11559 Sale of Bulk Water	M. Soderquist	5.00
	Sackman, Inc.	665.00
	Bond Drilling	25.00
	H & H Drilling	140.00
11560 Rural Garbage Contracts	Rod Mrnak	350.00
11561 EMI	Recycling- Donation to SOP	28.96
11566 Stockman Bank	Interest	186.51
UB591 Journal Voucher	Sewer Receipts	<u>15298.05</u>
	<b>Total</b>	<b>\$ 57,943.49</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, Caryn Rein, and Peter Leyva. Also present were Clerk Lynn Schilling, Public Works Director James Schilling, Deputy Clerk Holly Eaton, Ryan Rittal (Stahly Engineering), Michael O’Neill, Tim Therrien (Prairie County Sheriff’s Department), and Fire Chief Brad Davis.

Mayor Rolane Christofferson called the meeting to order at 6:03 p.m. and led the Pledge of Allegiance.

Public Comment- None.

Minutes from the November 10<sup>th</sup>, 2016 meeting were approved. (Rein/Eaton)

Claims approved per Claims Committee with the exception of the Prairie County claim for the Public Safety Interlocal. (Rein/Eaton)

Cash/Bank Reconciliation approved. (Bond/Rein)

**After review of the Stockman Bank Investment Fund account \$655,834.25 will be the amount in the Stockman Bank Investment Fund for the month of December. (Eaton/Bond) Interest is deposited in the amount the end of each month.**

*Balance as of 10/31/16--\$652,402.83 Interest paid 11/30/16--\$186.51 Balance as of 11/30/16--\$655,834.25 Credits-\$57,352.03 Debits-\$53,920.61.*

### **Unfinished Business**

Ryan Rittal (Stahly Engineering) stated that he did not have any new information to present to the Town Council. He discussed the proposed timeline in including Phase 1, the replacement and re-routing of the sewer main, in the project. Mayor Rolane Christofferson stated that there was a long list of items requested by the USDA as part of their application process for the Wastewater Loan and Grant program. Ryan Rittal suggested a conference call with himself and Beth Epley (EPEDC) to discuss funding options.

Fire Chief Brad Davis provided the Town Council with a written report of the previous month’s activity by the fire department. He discussed the structure fire that occurred and the department’s response. He stated that personnel did well. Their response time was seven (7) minutes. They performed well in considering the three (3) priorities- life safety, incident stabilization, and property conservation— everyone was kept safe and they were

able to save many of the family's belongings. He has touched base with Prairie County Sherriff Duncan Hedges regarding collaboration in securing the scene to eliminate additional distractions to the responders and concerns of bystander safety. The surplus fire trucks did not sell. They are following up with some other options in disposing of the trucks. Fire Chief Brad Davis also noted that the fire engine was in the light parade, he was able to discuss briefly with the County Commissioners the well house that is jointly owned, and there are several education opportunities in the area including a Fire Investigation course that he attended. Town Council passed a motion approving the purchase of \$5,197 of equipment to outfit the new fire engine, \$3,739.95 in risk assessment tools and equipment for the fire department as well as proceeding with the replacement of the SCBA bottles over the next several years. (Leyva/Rein)

Tim Therrien (Prairie County Sheriff's Department) was present to report on public safety. He further discussed scene safety. No significant incidents other than the fire have occurred recently. Their department is now working to encourage and educate on cold weather safety.

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 reported that the Peterbilt garbage truck has a recall and will need to be taken to Billings. All other equipment is functioning well.
- Mayor Rolane Christofferson shared with the Town Council reported concerns in regards to the intersection at Prairie and Custer. After discussion, Town Council requested PWD James Schilling to place yield signs at the intersection.

Clerk Lynn Schilling reported that there were four (4) rural garbage contracts that had not yet been returned and service has been discontinued.

There were no submitted building permits.

**New Business**

Clerk Lynn Schilling reported delinquent sewer accounts for December: fourteen (14) friendly letters, zero (0) 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 6:59 pm. (Eaton/Rein)

ATTEST:

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Lynn Schilling, Clerk

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Rolane Christofferson, Mayor