

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

Payroll Register

13633	Cindy Bond	January 2017 Payroll	138.52
89546	Rolane Christofferson	January 2017 Payroll	373.02
89545	Brad Davis	January 2017 Payroll	3673.06
13634	Brad Eaton	January 2017 Payroll	138.52
89544	Holly Eaton	January 2017 Payroll	246.58
89543	Robert Harrell	January 2017 Payroll	1663.12
13635	Peter Leyva	January 2017 Payroll	124.67
89542	Caryn Rein	January 2017 Payroll	83.87
89541	James Schilling	January 2017 Payroll	2900.93
89550	Lynn Schilling	January 2017 Payroll	2317.31
13600	MMIA- Insurance	January 2017 Payroll- Insurance	1956.00
13601	Dept. of Revenue	January 2017 Payroll- State Tax	576.00
89539	AFLAC	January 2017 Payroll	208.10
89538	EFTPS	January 2017 Payroll- Tax Deposit	3261.34
89537	PERS	January 2017 Payroll	2447.07

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

Claims

3468	Boss Office Products	Office Supplies	79.72
3469	Cardmember Service	January 2017 Statement	179.62
3470	City of Glendive	Landfill Services	1848.50
3471	Brad Davis	Reimbursement of Travel Expenses	430.15
3472	MT DEQ	Annual Production Report Fee	159.00
3473	Energy Laboratories, Inc.	Lagoon Sample Testing/Shipping	728.00
3474	Farmer's Union	January 2017 Statement- Fuel/Oil	21.21
3475	Peter Leyva	Reimbursement of Travel Expenses	138.34
3476	Mid-Rivers	January 2017 Statement	195.64
3477	MDU	January 2017 Utilities	3875.38
3478	MT State Volunteer Fire Chief	2017 Membership	45.00
3479	Morrison-Maierle	Managed Online Back-up	20.00
3480	Municipal Emergency Serv.	Fire Nozzles	1575.00
3481	Netzer Hardware	January 2017 Statement	368.25
3482	Prairie County	Court Fines	65.00
3483	James Schilling	Reimbursement of Mileage	48.69
3484	Stahly Engineering	Wastewater Tx Project/Phase 1- Design	13200.27
3485	Tom Pisk Construction	Sheet Rock- Shop Office	149.01
3486	Terry Tribune	Advertising	45.00
3487	The Chemnet Consortium	Annual Random Selection Fee	100.00
3488	Tongue River Electric	Power @ Landfill	41.88
3489	Town of Terry	Sewer	123.00
3490	USPS	Postage Stamps	68.00
3491	USA Blue Book	Latex Gloves/Safety Glasses/Ear Plugs	263.70
3492	James J. Wosepka	Audit of FYE 6/30/16	5900.00
3493	WS Darley & Co.	CO Monitor/Hose/Thermal Camera- TVFD	2248.51
3494	Lynn Schilling	Reimbursement of Mileage	41.73
3495	Get R Done	January 2017 Statement	1926.74
JV970942	USDA	Monthly Loan Repayment	<u>8848.00</u>
		Total	\$ 64,424.73

Receipts for the month of January, 2017:

11574	Brad Eaton	Donation to Save Our Pool	1662.24
11577	State of Montana	Fuel Allocation	2450.01
11578	Garbage Services	Prairie County- Fallon	2615.07

	Lois Hudson	350.00
11579 City Judge Kathy Henry	Court Fines	65.00
11581 Roy Rogers Tavern	Sale of Beer/Liquor License	160.00
11582 Kiefer Lewis	Rural Garbage Contract	350.00
11583 Dog Licenses	Cindy Bond	5.00
	Tashanda Bright	50.00
11584 Mid-Rivers Communications	Franchise Tax	78.56
11585 Michelle Wolff	Dog License	10.00
11586 Prairie County Treasurer	Taxes & Assessments	29366.60
11587 Brush Truck Repair	Sale of Surplus Equipment	800.00
11588 Dog Licenses	Bev Reuther (2)	10.00
	John Veum	5.00
	Holly Eaton	10.00
11589 SOP	Donation	50.00
11590 State of Montana	HB758 Oil, Gas, Nat Gas Dist.	530.45
11591 Stockman Bank	Interest	235.64
UB597 Journal Voucher	Sewer Receipts	<u>24,535.58</u>
	Total	\$ 63,339.15

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, Town Attorney Shawn Quinlan, Ryan Rittal (Stahly Engineering), Duncan Hedges (Prairie County Sheriff's Department), Fire Chief Brad Davis, James Wosepka, P.C., 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 January 12th, 2017 meeting were approved. (Rein/Eaton)

Claims approved per Claims Committee. (Leyva/Rein)

Cash/Bank Reconciliation approved. (Eaton/Bond)

After review of the Stockman Bank Investment Fund account \$774,679.91 will be the amount in the Stockman Bank Investment Fund for the month of February. (Eaton/Leyva) Interest is deposited in the amount the end of each month.

Balance as of 12/30/16--\$762,627.62 Interest paid 1/31/17--\$235.64 Balance as of 1/31/17--\$774,679.91 Credits-\$64,145.29 Debits-\$52,093.00.

Unfinished Business

Ryan Rittal (Stahly Engineering) stated that 75% of the design of phase 1 is complete. He anticipates that they are one (1) week from submittal to the DEQ. He will assist in drafting letters to the property owner and tenant of the slaughter house to discuss reconnection to the sewer system. He will also be providing permit letters to the Department of Transportation for signature soon.

Fire Chief Brad Davis 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- both were in response to carbon monoxide detectors alarming. Members of the fire department continue to attend available trainings within the area. He presented a cost estimate on a compressed air system that would expedite the airing up of the trucks so they would not need to remain running in the Fire Hall. He recommended starting with the compressed air system and working towards the exhaust removal system. He discussed the need to have a washer capable of washing turnouts on site as well as the importance of updated SCBA tanks and properly fitted masks. He will price out washing machines and discuss further at a subsequent meeting. He submitted an article on the dangers of carbon monoxide that was printed in the tribune, and the department has started a Facebook page.

The fire department will also be doing a gun raffle as a fundraiser soon. Junior Fischer was recently promoted to Captain. He is currently trying to establish contact with the ISO so that he may research ways to lower the community's ISO rating.

Prairie County Sherriff Duncan Hedges was present to report on public safety. He stated that things have been quieter the past month. He further stated that they have talked with people about not piling snow near intersections. Mayor Rolane Christofferson inquired as to any action with abandoned or unregistered vehicles left parked along streets in town. Sheriff Duncan Hedges stated that he is currently working on clearing the county yard of impounded vehicles from the Montana Highway Patrol and will address it when he has time. Mayor Rolane Christofferson and Town Attorney Shawn Quinlan asked that Sheriff Duncan Hedges outline what parts of the Municipal Code he will be enforcing as the Town and County re-negotiate the interlocal agreement on public safety for the next fiscal year. Sheriff Duncan Hedges stated that he would sit down with Town Attorney Shawn Quinlan and do so.

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 had nothing new to report in regards to solid waste. He is working to gather information on the possibility of a bulk fuel station near the shop.
- PWD James Schilling had nothing new to report on the equipment.
- PWD James Schilling and Mayor Rolane Christofferson discussed the street light near the Veterans' Park. It was requested that the street light near the Veterans' Park be removed as it is unnecessary now with the illumination from the park. Council agreed that the street light could be removed.
- PWD James Schilling reported that, effective the beginning of this year, the DEQ is requiring additional testing with percent removal and has enacted E.coli limitations. Both will likely cause the Town to be in violation of the discharge permit.

Clerk Lynn Schilling stated that "Dog Day" is still slated to be on Saturday, February 25th.

There was no new information presented to discuss in regards to the interlocal agreement on public safety. The Town Council will continue to discuss the interlocal agreement in the coming months.

Clerk Lynn Schilling reported that she had spoken with someone from the office of the Montana State Auditor in regards to the payments to the Town for the Police Pension and Training fund. There are many towns in the same situation, and the office is currently researching whether the payments should be sent to towns with agreements in place with the county for law enforcement.

There were no submitted building permits.

New Business

James J. Wosepka, P.C., presented the audit of fiscal year ended June 30, 2016. He provided Council with an overview of the audit. The Town Council passed a motion to accept the audit of fiscal year ended June 30, 2016. (Bond/Leyva)

The Town Council passed a motion, approving Resolution # 2017-442, updating the Town of Terry Personnel Policy. (Leyva/Bond)

After some discussion as to what employees should be included under the Town of Terry Alcohol and Controlled Substance Policy, it was determined to proceed with the policy as is, which includes only those employees with a CDL (Commercial Driver's License).

The Town Council passed a motion to approve Resolution # 2017-443, adopting the Town of Terry Alcohol and Controlled Substance Policy. (Eaton/Bond)

Clerk Lynn Schilling reported delinquent sewer accounts for February: eight (8) friendly letters, three (3) 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 7:35 pm. (Rein/Bond)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor