

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

Payroll Register

| | | | |
|-------|-----------------------|------------------------------------|---------|
| 13597 | Cindy Bond | December 2016 Payroll | 138.52 |
| 89556 | Rolane Christofferson | December 2016 Payroll | 373.02 |
| 89555 | Brad Davis | December 2016 Payroll | 2665.11 |
| 13598 | Brad Eaton | December 2016 Payroll | 138.52 |
| 89554 | Holly Eaton | December 2016 Payroll | 172.77 |
| 89553 | Robert Harrell | December 2016 Payroll | 1153.83 |
| 13599 | Peter Leyva | December 2016 Payroll | 124.67 |
| 89552 | Caryn Rein | December 2016 Payroll | 83.87 |
| 89551 | James Schilling | December 2016 Payroll | 2489.81 |
| 89550 | Lynn Schilling | December 2016 Payroll | 2041.98 |
| 13600 | MMIA- Insurance | December 2016 Payroll- Insurance | 1956.00 |
| 13601 | Dept. of Revenue | December 2016 Payroll- State Tax | 388.00 |
| 89549 | AFLAC | December 2016 Payroll | 258.41 |
| 89548 | EFTPS | December 2016 Payroll- Tax Deposit | 2300.84 |
| 89547 | PERS | December 2016 Payroll | 1932.55 |

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

Claims

| | | | |
|--------------|----------------------------|---|----------------------|
| 3441 | Prairie County | CDBG Grant- PCH Project Draws 3-4 | 234269.00 |
| 3442 | Boss Office Products | Office Supplies | 10.49 |
| 3443 | Cardmember Service | December 2016 Statement | 100.20 |
| 3444 | Brad Davis | Reimbursement for Office Supplies | 24.28 |
| 3445 | Emergency Apparatus Maint. | TVFD Fire Truck Maint./Repair/Parts | 2111.16 |
| 3446 | Energy Laboratories, Inc. | Lagoon Sample Testing/Shipping | 162.00 |
| 3447 | Farmer's Union | December 2016 Statement- Fuel/Oil | 62.53 |
| 3448 | Fireman's Company | Inspection/Repair of Fire Extinguishers | 216.00 |
| 3449 | Jamy Frost | Winterization of Park Sprinklers | 75.00 |
| 3450 | Get R Done | December 2016 Statement | 2206.18 |
| 3451 | J.P. Cooke Co. | Dog Licenses/Tags- 2017 | 79.00 |
| 3452 | Lucas & Tonn, P.C. | Legal Services- December | 1395.00 |
| 3453 | Mid-Rivers | December 2016 Statement | 209.00 |
| 3454 | MDU | December 2016 Utilities | 3536.05 |
| 3455 | MT Dept. of Revenue | Consumer Counsel Fee | 25.86 |
| 3456 | Morrison-Maierle | Managed Online Back-up | 20.00 |
| 3457 | MTD Petroleum | December 2016 Statement- Fuel | 989.42 |
| 3458 | Netzer Hardware | December 2016 Statement | 634.15 |
| 3459 | Netzer Plumbing & Heating | Sewer Tap- Christofferson | 150.00 |
| 3460 | Shawn Quinlan | Reimbursement of Mileage | 39.96 |
| 3461 | Stahly Engineering | Wastewater Tx Project/Phase 1- Design | 4713.76 |
| 3462 | Terry Tribune | Advertising | 75.25 |
| 3463 | Tongue River Electric | Power @ Landfill | 41.88 |
| 3464 | Town of Terry | Sewer | 123.00 |
| 3465 | W.S. Darley & Co. | TVFD Supplies | 2249.00 |
| 3466 | USPS | Postage Stamps | 68.00 |
| 3467 | City of Glendive | Landfill Services | 2238.00 |
| JV970942 | USDA | Monthly Loan Repayment | 8848.00 |
| Total | | | \$ 281,580.32 |

Receipts for the month of December, 2016:

| | | | |
|-------|------------------------|----------------|--------|
| 11545 | City Judge Kathy Henry | Court Fines | 200.00 |
| 11546 | City Judge Kathy Henry | Court Fines | 45.00 |
| 11562 | Sandra Brown | Dog Licenses | 10.00 |
| 11563 | Sale of Bulk Water | P. Koppenhaver | 27.00 |

| | | |
|--------|--|---------------------|
| | A. Pehl | 1225.00 |
| | Century | 50.00 |
| 11564 | Cody Holman Rural Garbage Contract | 350.00 |
| 11565 | Prairie County Fallon Garbage | 2615.07 |
| 11567 | Sale of Beer/Liquor Licenses 4 Corners LLC | 160.00 |
| | Terry Super Valu | 160.00 |
| 11568 | Sale of Bulk Water Ferrosafe LLC | 461.25 |
| | Higgins Drilling Co. | 280.00 |
| 11569 | Sale of Surplus Equipment Dan's Welding & Repair | 257.00 |
| | Clark Cameron | 850.00 |
| | Rusty Irion | 50.00 |
| | Wayne Mindt | 1300.00 |
| 11570 | Piney Helmuth Dog License | 10.00 |
| 11571 | American Legion Club Sale of Beer/Liquor License | 160.00 |
| 11572 | Prairie County Treasurer Taxes & Assessments | 146912.72 |
| 11573 | Transient Merchant Licenses Smart Home Pros Inc. | 25.00 |
| | Vivint Inc. | 25.00 |
| 11575 | State of Montana Fuel Allocation | 2450.01 |
| 11576 | State of Montana HB124 Entitlement Share | 22083.49 |
| 11580 | Stockman Bank Interest | 200.01 |
| 970947 | Journal Voucher CDBG Grant- PCH Project | 234269.00 |
| UB594 | Journal Voucher Sewer Receipts | <u>19690.74</u> |
| | Total | \$433,866.29 |

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), Kiefer Lewis (Prairie County Sheriff's Department), Fire Chief Brad Davis, Larry and Merilyn Morast.

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 December 8th and 19th, 2016 meetings were approved. (Eaton/Leyva)

Claims approved per Claims Committee. (Bond/Rein)

Cash/Bank Reconciliation approved. (Rein/Eaton)

After review of the Stockman Bank Investment Fund account \$762,627.62 will be the amount in the Stockman Bank Investment Fund for the month of January.

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

*Balance as of 11/30/16--\$655,834.25 Interest paid 12/30/16--\$200.01 Balance as of 12/30/16—\$762,627.62
Credits-\$198,251.71 Debits-\$91,458.34.*

Unfinished Business

Ryan Rittal (Stahly Engineering) presented the Town Council with the final draft of the I & I study. He stated that they are in the process of wrapping up the design of phase 1 of the project and will be sending it over to the D.E.Q. (Montana Department of Environmental Quality) for review. Once the D.E.Q. has reviewed and approved the design, he will prepare the bidding documents with the hope that phase 1 of the project is ready to be put out for bid in March.

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- standby on a structure fire and a suspicious odor. Members of the fire department have been attending available trainings within the area. The remaining two (2) surplus fire trucks have been sold to Brush Truck Repair for \$800. The Town Council discussed the bid for

the repair of the existing exhaust removal system in the Fire Hall. Council Member Brad Eaton requested additional pricing information on an air compressor system that would expedite airing the trucks up. Fire Chief Brad Davis stated that he is exploring a Town Pump grant that Mayor Rolane Christofferson had shared information with him on. A member of the fire department resigned due to moving away from the community. Fire Chief Brad Davis reported that he has joined Eastern Montana Fire Alliance in an effort to network with other fire departments in the region.

Kiefer Lewis (Prairie County Sheriff's Department) was present to report on public safety. He stated that things have been quieter the past month. They are working to crack down on stop sign violations, and are currently working with the Montana Department of Transportation to get the piles of snow moved off of Spring Street.

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.
- PWD James Schilling discussed the ongoing repairs on one of the dump trucks.
- PWD James Schilling and Mayor Rolane Christofferson discussed the snow removal efforts. Due to a staffing shortage when the snowfall initially occurred, the town was able to hire two (2) short term workers, Trayton and Trevin Schroeber to assist Assistant Public Works Director Brad Davis in snow removal. The Town Council passed a motion to set their wage at \$17 per hour. (Rein/Eaton, Council Member Cindy Bond abstained).

The Town Council passed a motion to approve Resolution # 2017-441, adopting a fee schedule for the Town of Terry. (Bond/Leyva)

There were no submitted building permits.

New Business

Larry and Merilyn Morast were present to request different options in assessing the garbage rates for their property. Mayor Rolane Christofferson discussed the process the town uses to assess the garbage rates which does not allow for any variances, as she stated that would be unfair to other property owners within the town.

Clerk Lynn Schilling reported that this year's "Dog Day" will take place on Saturday, February 25th, from 10 a.m. until 12 p.m. Dr. Kyle Voss from Dawson County Veterinary Clinic will be available to administer vaccines to dogs and cats.

Mayor Rolane Christofferson and Town Attorney Shawn Quinlan discussed the need to work on a new interlocal agreement with Prairie County for law enforcement as both parties noted that changes are needed with the current agreement at a recent meeting. The Town Council will continue to discuss the interlocal agreement in the coming months.

Clerk Lynn Schilling reported delinquent sewer accounts for January: nine (9) friendly letters, four (4) 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 8:31 pm. (Rein/Eaton)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor