

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

Payroll Register

13169	Cindy Bond	December 2015 Payroll	138.52
89674	Rolane Christofferson	December 2015 Payroll	373.02
89673	Brad Davis	December 2015 Payroll	2836.00
89672	Holly Eaton	December 2015 Payroll	321.55
89671	Robert Harrell	December 2015 Payroll	1116.06
13170	Ken Lacquement	December 2015 Payroll	124.67
89670	Caryn Rein	December 2015 Payroll	115.52
13171	Tim Richards	December 2015 Payroll	124.67
89669	James Schilling	December 2015 Payroll	2729.29
89668	Lynn Schilling	December 2015 Payroll	2120.83
13172	MMIA- Insurance	December 2015 Payroll- Insurance	1821.00
13173	Dept. of Revenue	December 2015 Payroll- State Tax	428.00
89667	EFTPS	December 2015 Payroll- Tax Deposit	2490.77
89666	PERS	December 2015 Payroll	2028.53

Claims

3119	Boss Office Products	Toner- Copier	289.98
3120	Cardmember Service	December 2015 Statement	302.65
3121	City of Glendive	December Invoices- Landfill Services	2376.50
3122	Get R Done	December 2015 Statement	400.00
3123	Lucas & Tonn, P.C.	Legal Services- December	975.00
3124	Mid-Rivers	December 2015 Statement	189.17
3125	MDU	December 2015 Utilities	3329.20
3126	MT Dept. of Revenue	Consumer Counsel Fee- 4 th Qtr	16.01
3127	Morrison-Maierle	Managed Online Back-up	20.00
3128	MTD Petroleum	December 2015 Statement- Fuel	481.06
3129	Netzer Hardware	December 2015 Statement	198.29
3130	Prairie County	Court Fines	65.00
3131	Prairie County	Reimbursement of Generator Maintenance	1391.00
3132	QBS Safeguard	Tax Forms	63.90
3133	Shawn Quinlan	Mileage Reimbursement	42.55
3134	James Schilling	Reimbursement of Mileage	43.20
3135	Stahly Engineering & Assoc.	Wastewater Treatment Project- Design	6059.68
3136	Stahly Engineering & Assoc.	Wastewater Treatment Project- Design	20707.65
3137	Terry Tribune	Advertising/Annual Subscription	140.75
3138	Tongue River Electric	Power @ Landfill	41.88
3139	Town of Terry	Sewer	123.00
3140	USPS	Postage Stamps	154.00
3141	James J. Wosepka, P.C.	Audit for FYE 6/30/15	5700.00
JV970912	USDA	Monthly Loan Repayment	<u>8848.00</u>
Total			\$69,449.49

Receipts for the month of December, 2015:

11400	City Judge Kathy Henry	Court Fines	65.00
11402	State of Montana	Fuel Allocation	2467.49
11403	State of Montana	HB124 Entitlement Share	21367.88
11404	Prairie County Treasurer	Taxes & Assessments	139564.24
11405	Blue Rock Dist.	Pepsi Commission @ Pool/Park	16.54
11406	Rural Garbage Contracts	R. Hoffer	361.00
		S. Strasheim	520.00
		Haidle Farms Inc.	600.00
11407	Prairie County	Fallon Garbage Service	2615.07
11409	Stockman Bank	Interest	215.64
UB565	Journal Voucher	Sewer Receipts	<u>21,390.84</u>
Total			\$189,183.70

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, Tim Richards, Brad Eaton and Caryn Rein. Also present were Clerk Lynn Schilling, Public Works Director James Schilling, Deputy Clerk Holly Eaton, Town Attorney Shawn Quinlan, Ryan Rittal (Stahly Engineering), Jason Rittal (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 December 10th, 2015 meeting were approved. (Bond/Richards)

Claims approved per Claims Committee. (Rein/Richards)

Cash/Bank Reconciliation approved. (Bond/Richards)

After review of the Stockman Bank Investment Fund account \$778,389.14 will be the amount in the Stockman Bank Investment Fund for the month of January. (Richards/Bond) Interest is deposited in the amount the end of each month.

Balance as of 11/30/15--\$685,704.91 Interest paid 12/31/15--\$215.64 Balance as of 12/31/15—\$778,389.14 Credits-\$188,741.23 Debits-\$96,057.00.

Unfinished Business

Jason Rittal (EPEDC) provided a completed “Vendor Invoice” form to review for submission for reimbursement from the DNRC grant funds for the Wastewater Treatment Improvement project.

Ryan Rittal (Stahly Engineering) presented an update to the Council on the Wastewater Treatment Improvement project. He stated that they have been in contact with the DEQ regarding a letter that was received with items of concern in regards to the PER. He has a scheduled a meeting to sit down with them next week to discuss their concerns, after which he will provide an update to the Town.

Prairie County Sheriff Duncan Hedges briefly addressed the Council with an update from his office. They continue to do door checks of downtown businesses and public offices at night. They discussed some areas in town where there have been traffic concerns.

Mayor Rolane Christofferson and Council Member Caryn Rein discussed the issue of the fire department hauling water for Sidney Sugars. The fire department paid out what was owed to the members who had hauled water, then issued the remaining amount from the payment to the town. Council was in agreement that the town’s fire protection equipment should no longer be used for hauling water to the beet dump. Council was also in receipt of a note suggesting that Fire Chief Dwight Tague has resigned.

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 discussed various options that he is exploring with the Peterbilt such as replacing the chassis. He will continue to look into different options.
- PWD James Schilling reported that the equipment is functioning OK.

The Town Council discussed the codification project. Clerk Lynn Schilling has completed transferring the Council’s feedback into the original, and now Mayor Rolane Christofferson will look over and sign before sending it back to Sterling Codifiers.

There were no submitted building permits to review.

New Business

The Council reviewed the completed audit of fiscal year ended June 30, 2015 provided by James J. Wosepka, P.C. Mr. Wosepka was unable to attend due to weather concerns, but had provided some comments to Clerk Lynn Schilling that she passed on to the Council. Council members were also encouraged to call with any questions they may have. Council passed a motion to accept the audit of fiscal year ended June 30, 2015. (Rein/Bond)

Clerk Lynn Schilling reported that the Dog/Cat Vaccination Clinic (“Dog Day”) has been scheduled for Saturday, February 13, 2016 from 10 a.m. until 12 p.m. Dr. Kyle Voss from the Dawson Veterinary Clinic will be available to administer the vaccinations and Town staff will do the dog registrations and receipts as well as assisting with the rabies vaccination licenses. All prices are the same as previous years.

Council appointed Council Member Caryn Rein as Town Council President. (Bond/Richards) Cindy Bond and Caryn Rein will serve on the Park and Pool Committee. Tim Richards and Brad Eaton will serve on the Streets and Alleys committee. Cindy Bond will also be looking at the Rural Garbage Contracts to establish a consistent pricing formula.

Clerk Lynn Schilling discussed the need for a policy on Town Hall and other Town owned property usage. Council discussed some ideas for the policy. Clerk Lynn Schilling and Town Attorney Shawn Quinlan will look for some template policies for ideas.

Clerk Lynn Schilling reported delinquent sewer accounts for January: fourteen (14) friendly letters, no (0) 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 8:27 pm. (Richards/Rein)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor