

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

Payroll Register

13800	Cindy Bond	June 2017 Payroll	138.52
89496	Rolane Christofferson	June 2017 Payroll	373.02
89495	Brad Davis	June 2017 Payroll	2782.31
13801	Brad Eaton	June 2017 Payroll	138.52
89494	Holly Eaton	June 2017 Payroll	203.94
13802	Wynter Fahrnow	June 2017 Payroll	132.47
13803	Daniel Garitano	June 2017 Payroll	699.07
13804	Rachel Harrell	June 2017 Payroll	616.91
13817	Robert Harrell	June 2017 Payroll	1156.25
89493	Robert Harrell	June 2017 Payroll	220.24
13805	Tim Lange	June 2017 Payroll	844.56
13806	Peter Leyva	June 2017 Payroll	124.67
13807	Deanna Loomis	June 2017 Payroll	471.14
13808	Janet Loomis	June 2017 Payroll	1556.33
13809	Jason Loomis	June 2017 Payroll	26.70
13810	Sean Loomis	June 2017 Payroll	654.20
13811	Dakotah Luedtke	June 2017 Payroll	368.18
13812	Alyssa McCulley	June 2017 Payroll	564.18
13813	Dylan McCulley	June 2017 Payroll	114.05
13814	Paul Mintz	June 2017 Payroll	162.58
13815	Amanda Nitka	June 2017 Payroll	318.00
13816	Jordyn Olson	June 2017 Payroll	82.79
89492	Caryn Rein	June 2017 Payroll	115.52
89491	James Schilling	June 2017 Payroll	2644.61
89490	Lynn Schilling	June 2017 Payroll	2095.26
13817	MMIA- Insurance	June 2017 Payroll- Insurance	2033.00
13818	Dept. of Revenue	June 2017 Payroll- State Tax	598.00
89489	AFLAC	June 2017 Payroll	172.74
89488	EFTPS	June 2017 Payroll- Tax Deposit	3985.81
89487	PERS	June 2017 Payroll	2382.59

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

3605	Advanced Tech. Products	Swimming Pool Chemicals	6872.68
3606	Billings Gazette	Advertising- Invitation to Bid	664.26
3607	Black Mountain Software	Annual Maintenance	5996.00
3608	Cardmember Service	June 2017 Statement	1568.13
3609	Century Companies, Inc.	Cold Mix Asphalt	6923.40
3610	City of Glendive	Landfill Services	2648.00
3611	Cross Petroleum	June 2017 Fuel	709.17
3612	Farmer's Union	June 2017 Statement- Fuel/Oil	98.75
3613	Glendive Coca-Cola	Pop Machine Stock	195.20
3614	Janet Loomis	Reimbursement for Uniforms/Supplies	318.39
3615	Lucas & Tonn	June 2017 Legal Services	1320.00
3616	Mid-Rivers	June 2017 Statement	304.69
3617	MMCT & FOA	Membership Dues 2017-18	50.00
3618	MMIA- Liability Program	Deductible Recovery	750.00
3619	MDU	June 2017 Utilities	3332.65
3620	MT Dept. of Revenue	Consumer Counsel Fee	7.95
3621	MT League of Cities & Towns	Membership Dues 2017-18	199.65
3622	Morrison-Maierle	Managed Online Back-up	20.00
3623	MT DEQ	License Renewal- Landfill 2017-18	603.30
3624	Netzer Hardware	June 2017 Statement	408.17

3625	Prairie County	Public Safety Interlocal- 2 nd Half	41275.00
3626	Shawn Quinlan	Mileage Reimbursement	79.18
3627	Recreation Supply Co.	Pool Rope and Blankets	9779.15
3628	Lynn Schilling	Reimbursement of Mileage	41.73
3629	Stahly Engineering	Sewer Main Replacement	4187.91
3630	Terry Tribune	Advertising	387.00
3631	Tongue River Electric	Power @ Landfill	41.88
3632	Town of Terry	Sewer	123.00
3633	USA Blue Book	Safety Glasses/Shipping	72.90
3634	USPS	Postage Stamps	102.00
JV970960	USDA	Monthly Loan Repayment	<u>8848.00</u>
Total			\$ 124,929.01

Receipts for the month of June, 2017:

11643	Prairie County Treasurer	Taxes & Assessments	5451.82
11644	City Judge Kathy Henry	Court Fines	495.00
11646	Town Pump Charitable Foundation	TVFD Grant	1500.00
11648	State of Montana	Fuel Allocation	2450.01
11649	Prairie County	Fallon Garbage Service	2615.07
11650	Bulk Water Sales	A. Pehl	295.00
		Sackman, Inc.	425.00
11651	Pool Mgr Janet Loomis	Swimming Pool Fees	1743.00
		Donation to SOP	20.00
11652	State of Montana	HB124 Entitlement Share	22083.49
11653	Alternative Excavation, LLC	Sale of Bulk Water	31.50
11654	Top Gun Oil Tools LLC	Equipment Rent- Street Sweeper	80.00
11657	Swimming Pool	Swimming Pool Proceeds	308.95
		Nibs & Edna Allen Grant to SOP	5000.00
		Donation to SOP	75.00
		Donation to SOP	290.00
11658	Pool Mgr Janet Loomis	Swimming Pool Proceeds	122.00
11659	Pool Mgr Janet Loomis	Swimming Pool Proceeds	472.00
11660	Prairie County Treasurer	Taxes & Assessments	81531.20
11661	Dean Clifford	Disposal Fee	50.00
11662	Farmers Union Oil Co.	Patronage Dividend	19.89
11666	Stockman Bank	Interest	224.34
UB609	Journal Voucher	Sewer Receipts	<u>14243.41</u>
Total			\$ 139,526.68

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, Deputy Clerk Holly Eaton, Public Works Director James Schilling, Robie Culver (Stahly Engineering), Duncan Hedges and Kiefer Lewis (Prairie County Sheriff's Department), Fire Chief Brad Davis, Tom and Joy Magalsky, Adrian Davis, Megan Pirtz, Renee Pirtz, Brad Culver, and Michael 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 June 8th, 21st, and July 5th, 2017 meetings were approved. (Bond/Leyva)

Claims approved per Claims Committee. (Rein/Eaton)

Cash/Bank Reconciliation approved. (Leyva/Eaton)

After review of the Stockman Bank Investment Fund account \$842,726.82 will be the amount in the Stockman Bank Investment Fund for the month of July. (Eaton/Bond) Interest is deposited in the amount the end of each month.

*Balance as of 6/30/17--\$842,726.82 Interest paid 6/30/17--\$224.34 Balance as of 5/31/17—\$763,012.43
Credits-\$139,762.39 Debits-\$60,048.00.*

Unfinished Business

Mayor Rolane Christofferson discussed the recent bid opening that had taken place for the sewer main replacement project. A total of four (4) bids were received, with the lowest bid coming in at \$613,044.40 and the highest at \$926,341.93. Upon review of the bid tabulations for all of the bids, Stahly Engineering sent a letter recommending the Town award the job to COP Construction, with a bid of \$690,073.00. The Town Council passed a motion to award the job to COP Construction with a bid of \$690,073.00. (Leyva/Bond)

Fire Chief Brad Davis (TVFD) provided the Town Council with a written report of the previous month's activity by the fire department. There were three (3) calls the past month for the fire department. Two call were mutual aid requests, one of which was cancelled, with the remaining call being in regards to a gas leak. The fire department recently hosted a HazMat Operations class which was very informative. He has ordered the front line bottle replacement of the SCBA bottles for \$8,000 that was discussed in December. They will be ordering additional turnouts soon. They completed work on E7—they were able to reconfigure the port-a-tank which saved approximately \$5,000 in new equipment. He is working on trying to get a four (4) gas monitor donated as well as updating the Communication Plan for Mutual Aid. He discussed doing a smoke alarm drive this fall, which the Council was in agreement with. He discussed the possibility of the fire department joining with the ambulance service if the county no longer wants to run it, as the hospital is not able to oversee it. He discussed some general details in regards to the ambulance service and asked the council members to think about it.

Prairie County Sheriff Duncan Hedges was available to report on public safety. They have spoken to about a dozen or so individuals about leashing their dogs. They have ordered citation forms for municipal code violations. He urged people to lock their doors as out-of-town guests of his recently experienced a break-in. He requested that "No Overnight Camping" signs be posted at the park. He stated that there is a possibility of the region seeing some activity in the next couple of months with the Keystone Pipeline. He also discussed the possibility of an open container ordinance in regards to the park and/or the town.

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. The air compressor has been purchased and now needs to be wired and piped in for the exhaust removal in the Fire Hall.

Public Works Report:

- PWD James Schilling had nothing new to report in regards to solid waste. The Peterbilt still needs to go to Billings for a recall.
- PWD James Schilling reported that the equipment is functioning well.
- PWD James stated they have completed some patching of the streets and will continue to do so as they have time.
- PWD James Schilling reported that the new blankets have arrived and are in use at the swimming pool.
- PWD James Schilling recommended advertising for the permanent part-time worker as the short-term worker hired will be done at the end of the month. The Council discussed some options in regards to the position but ultimately requested Clerk Lynn Schilling advertise for a part-time employee for less than 30 hours a week.

In regards to the interlocal agreement on Public Safety, Mayor Rolane Christofferson reported that she is scheduled to meet with the Prairie County Commissioners on Monday at 11:30 a.m.

Mayor Rolane Christofferson opened discussion on Ordinance # 2017-03, amending the Municipal Code regarding excavations. Megan Pirtz inquired as to how the fees were set and further explained that she had called neighboring towns and the proposed fees in the ordinance are higher. She also asked what the permit fee is and stated that it feels like “gauging”. An informal discussion ensued as to why the ordinance was needed, what businesses were targeted by the ordinance, whether adequate street repair following excavation work was occurring, and the necessity of permit fees. Upon the conclusion, the Council did not take action upon Ordinance # 2017-03 and will further discuss at subsequent meetings.

Clerk Lynn Schilling provided updated budget materials to the council members to review prior to the next scheduled budget meeting on July 20th.

There were no submitted building permits to review.

New Business

The Town Council passed a motion to approve Resolution # 2017-448, amending the budget for fiscal year 2016-17 to include expenditures and revenues in regards to the wastewater improvement projects and sewer main replacement project. (Rein/Bond)

Tom Magalsky stated that he has recently purchased property along Spring Street, next to Roy Rogers. He stated that he is the only user of the facility and requested that it be lowered to 1 EDU (Equivalent Dwelling Unit) for the purpose of sewer billing. The Town Council passed a motion reducing his shop to 1 EDU as the commercial use of the building has drastically changed though has remained occupied. (Eaton/Leyva) He further stated that he has recently installed gutters on his building and is working on a solution for the drainage from the gutters. He asked if the town would allow him to pipe the water into the storm drainage system. The Town Council passed a motion allowing him to pipe the drainage from the gutters into the storm drain system pending ongoing collaboration with the public works department while doing so. (Bond/Eaton)

Mayor Rolane Christofferson stated that Duane and Mary Fischer have requested to remove the cement street marker at the corner by their house for the purpose of putting in curbing and a new sidewalk as well as replacing the marker with a town approved street marker sign. Council was in agreement of the proposal.

Clerk Lynn Schilling reported delinquent sewer accounts for July: four (4) friendly letters, two (2) letter #2's, and zero (0) letter #3's were sent. Eleven (11) certified notices were also mailed prior to taking action on delinquent accounts.

All other correspondence was reviewed.

Public Comment: None.

There being no further business, the meeting adjourned at 8:05 pm. (Rein/Bond)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor