

The Claims Committee met at Terry Town Hall at 5:00 p.m. with Cindy Bond and Tim Richards reviewing claims. **The following claims were submitted for payment:**

**Payroll Register**

12945	Cindy Bond	June 2015 Payroll	138.52
89736	Rolane Christofferson	June 2015 Payroll	373.02
89735	Brad Davis	June 2015 Payroll	3362.12
12946	DeLaney Davis	June 2015 Payroll	364.94
89734	Holly Eaton	June 2015 Payroll	230.73
12947	Kale Gierke	June 2015 Payroll	355.19
12948	Zakery Gierke	June 2015 Payroll	451.21
89733	Robert Harrell	June 2015 Payroll	1362.02
12949	Ken Lacquement	June 2015 Payroll	124.67
12950	Deanna Loomis	June 2015 Payroll	392.10
12951	Jason Loomis	June 2015 Payroll	389.79
12952	Sean Loomis	June 2015 Payroll	317.00
12953	Matthew McDaniel	June 2015 Payroll	330.68
12954	Caitlin Morrison	June 2015 Payroll	256.72
89732	Caryn Rein	June 2015 Payroll	115.52
12955	Tim Richards	June 2015 Payroll	124.67
89731	James Schilling	June 2015 Payroll	3407.53
89730	Lynn Schilling	June 2015 Payroll	1974.73
12956	Michelle Wolff	June 2015 Payroll	300.55
12957	MMIA- Insurance	June 2015 Payroll- Insurance	1821.00
12958	Dept. of Revenue	June 2015 Payroll- State Tax	583.00
89729	EFTPS	June 2015 Payroll- Tax Deposit	3604.29
89728	PERS	June 2015 Payroll	2380.49

**Claims**

2958	MDU	June 2015 Utilities	3082.74
2959	Advanced Tech. Products	Pool Chemicals	2851.50
2960	Black Mountain Software	Annual Maintenance- Software	5389.00
2961	Bond Drilling, Inc.	Equipment Rental- Backhoe	300.00
2962	Boss Office Equipment, Inc	Copier/Scanner/Fax/Printer, Router	1240.62
2963	Cardmember Service	June 2015 Statement	1522.48
2964	City of Glendive	June Invoices- Landfill Services	2969.50
2965	Brad Davis	Reimbursement of Mileage- CPO	377.20
2966	Energy Laboratories	Lagoon Samples/Shipping	434.00
2967	Farmers Union Oil Co.	June 2015 Statement- Fuel/Spray	220.87
2968	Fisher Sand & Gravel Co.	Ready Mix	384.00
2969	Get R Done	Tire Repair	66.62
2970	H & F Construction LLC	Reside Bandstand/Repl. Window @ Park	1235.00
2971	Lucas & Tonn, P.C.	Legal Services- June	2056.25
2972	Miles City Motor Supply	Parts- Fire Truck	44.56
2973	MT Dept. of Revenue	Consumer Counsel Fee	5.47
2974	Montana Peterbilt	Garbage Truck Repairs	1405.73
2975	Morrison-Maierle	Managed Online Back-up	20.00
2976	MT DEQ	FY2016 Solid Waste License	604.00
2977	MTD Petroleum	June 2015 Statement- Fuel	1018.16
2978	Municipal Emergency Serv.	Supplies- TVFD	44.70
2979	Netzer Hardware	June 2015 Statement	685.52
2980	Petty Cash	Replenish Petty Cash	94.92
2981	Shawn Quinlan	Reimbursement for Mileage	42.55
2982	Team Laboratory Chem.	Spray- Lagoons	610.00
2983	Jessica Thomason	Reimbursement of Pool Pass	86.00
2984	Tongue River Electric	Power @ Landfill	41.88
2985	Town of Terry	Sewer	99.00
2986	Mid-Rivers	June 2015 Statement	275.34
2987	Terry Tribune	Advertising	72.00
JV970892	USDA	Monthly Loan Repayment	<u>8848.00</u>

**Total     \$59,985.87**

**Receipts for the month of June, 2015:**

11330	State of Montana	Fuel Allocation	2492.22
11331	State of Montana	HB124 Entitlement Share	20852.93
11332	Prairie County Treasurer	Taxes & Assessments	67136.22
11333	Swimming Pool Mgr Michelle Wolff	Swimming Pool Fees	3771.00
11334	Jessica Schott	Dog Licenses	20.00
11335	City Judge Kathy Henry	Court Fines	125.00
11336	Prairie County	Fallon Garbage Service	2615.07
11337	Farmers Union Oil Co.	Patronage Dividend	54.72
11338	Knife River	Bulk Water Sale	87.50
11339	Pacific Steel & Recycling	Sale of Metal	162.10
11341	Stockman Bank	Interest	166.07
11342	Jere Freiboth	Dog License	10.00
UB549	Journal Voucher	Sewer Receipts	<u>14,177.03</u>
<b>Total</b>			<b>\$111,669.86</b>

The Terry Town Council met in regular session at Terry Town Hall at 5:30 p.m. with Mayor Rolane Christofferson presiding. Council members present were Cindy Bond, Tim Richards, Ken Lacquement, and Caryn Rein (arrived at 5:45 p.m.). Also present were Clerk Lynn Schilling, Deputy Clerk Holly Eaton, Public Works Director Jimmy Schilling, Town Attorney Shawn Quinlan (arrived at 5:45 p.m.), Jason Rittal and Elizabeth Smith (EPEDC), Scott Carlton, Pep Waples, Larry Christofferson, Scott Christofferson, Zane Shumway (only present for part of the meeting), and Jessica Thomason (only present for part of the meeting).

Mayor Rolane Christofferson called the meeting to order at 5:38 p.m. and led the Pledge of Allegiance.

Public Comment- None.

Minutes from the June 18<sup>th</sup> and 24<sup>th</sup>, 2015 meetings were approved. (Lacquement/Bond)

Claims approved per Claims Committee, with exception to Jessica Thomason claim as committee requested clarification. (Lacquement/Bond)

Cash/Bank Reconciliation approved. (Bond/Richards)

**After review of the Stockman Bank Investment Fund account \$755,315.70 will be the amount in the Stockman Bank Investment Fund for the month of July. (Bond/Lacquement) Interest is deposited in the amount the end of each month.**  
Balance as of 05/29/15--\$784,619.10 Interest paid 06/30/15--\$166.07 Balance as of 06/30/15--\$755,315.70  
Credits-\$125,444.60 Debits-\$154,748.00.

**Unfinished Business**

No one was present to report on public safety.

Clerk Lynn Schilling reported that the Terry Volunteer Fire Department has not received any notification in regards to the FEMA grant but was not included in the first round of announced grant recipients.

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 were inspected this month.

**Public Works Report-**

- PWD James Schilling reported that the garbage trucks are both in working order.
- PWD James Schilling reported that they had removed the cylinders from the loader and taken them to Mindt Machine in Glendive to get new seals.
- Mayor Rolane Christofferson reported that she has spoken to the Department of Transportation and received the “OK” to repair the sewer line within the state’s easement along the highway by the Dizzy Diner. She has also been in contact

with Ryan Rittal (Stahly Engineering), and he will assist in completing and paperwork for permits if necessary. She will talk with Elden Netzer (Netzer Plumbing & Heating) and request them to proceed with repairing the broken part of the line.

- Mayor Rolane Christofferson reported that the swimming pool has passed the DPHHS health inspection. She also reported that Pool Manager Michelle Wolff has been working on improving accountability among the lifeguards in regards to the swimming tests. Jessica Thomason requested a refund of her family swim pass. She stated that she felt that rules were being followed inconsistently, as she had previously been allowed to watch her kids swim in the deep end with lifejackets from the side of the pool and was told that she could not do so recently. Council agreed to give her the prorated refund of \$86 that she requested. (Richards/Bond)

Clerk Lynn Schilling provided copies of the codification workbook to the council members and Town Attorney Shawn Quinlan. Council set a work meeting for July 22<sup>nd</sup> at 7 p.m. to begin going through the workbook and look at the budget.

Town Attorney Shawn Quinlan discussed the relevant codes to amending the lighting district. He discussed the need for the legal description of the areas to be added as well as discussing the differences between a “minor” or “major” modification. Due to the increased intricacy of the issue, no resolution was passed at this time.

There were no submitted building permits.

### **New Business**

Jason Rittal reported that he attended the TSEP grant administration workshop in Helena yesterday in regards to the sewer project. He will share the information learned with Clerk Lynn Schilling. He has also reached out to the State’s Revolving Fund in regards to a loan as well as a law firm for bond counsel. Clerk Lynn Schilling confirmed that the town has been in receipt of a proposal for bond counsel. Clerk Lynn Schilling asked what the town should contribute to EPEDC for the administration of the grants/sewer project. Jason Rittal stated that other communities have committed to contributing \$5,000 annually for ten (10) years for the assistance, as it helps to contribute towards EPEDC’s longevity as other sources of funding are unpredictable.

Council voted to pass Resolution # 2015-430 allowing for the submittal of an application to the CDBG program for grant funds for the hospital project. (Lacquement/Richards)

Mayor Rolane Christofferson asked if there was any comment on Ordinance # 2015-07. Council answered a couple of questions clarifying the necessity for the ordinance. Council passed a motion to complete the First Reading of Ordinance # 2015-07 allowing for the Installation of Traffic Control Devices. (Bond/Rein)

Mayor Rolane Christofferson asked if there was any comment on Ordinance # 2015-08. Scott Carlton stated that he feels the ordinance is “overly intrusive and controlling” and that council “put everything” into the ordinance and will “leave it in until it is found to be unconstitutional. Most of it is addressed by health laws.” He also suggested that Council look into addressing the mosquito population at the lagoons. Council passed a motion to complete the First Reading of Ordinance # 2015-08 in regards to Public Nuisance. (Lacquement/Richards)

Council discussed the establishment of a street maintenance district or a levy to increase funding for street repairs and capital improvements specifically with the road equipment. Town Attorney Shawn Quinlan discussed the applicable codes with the council. Council Members Caryn Rein and Cindy Bond along with Mayor Rolane Christofferson discussed a street maintenance district further. They proposed looking at assessing \$0.0025 per square foot in efforts to keep the assessment affordable for the average property owner. There would be some areas within the town limits that would be exempt as they do not

currently have streets and are used for agricultural purposes. The council expressed more interest in forming a district as a levy would be for a set amount of time and total dollar amount. They stated that forming a district would be ongoing to increase the funding for street repairs-- they would have dollars available to use towards street maintenance and repair to alleviate the strain on the general fund but would also strive to build up money in the fund for more intensive repairs and newer equipment. Pep Waples stated that he felt the town crew had done a nice job with the patch in front of the hardware store and asked if the Council had ever thought about purchasing more equipment for the town crew to do more work on the streets. Council Member Cindy Bond stated that right now, there is not enough money available to improve upon the existing equipment and that is one of the goals they are hoping to accomplish with forming the maintenance district. Town Attorney Shawn Quinlan will further research what needs to be done to establish a district.

Mayor Rolane Christofferson reported when she asked Larry Morast to fill in his trench that he had dug into the road by his house, he requested that a culvert be installed there. PWD James Schilling stated that the only place a culvert could be put in would be to cross Custer Avenue and take the storm water all the way to a Buffalo Rapids ditch there, which would require a very long culvert. Pep Waples stated that he would be opposed to a culvert installed in the current location as the trench, as it would just potentially pass the water down to his property and other properties to the north. Council discussed that the town is not designed to adequately drain the storm water, particularly with large amounts of rain. Mayor Rolane Christofferson stated that many households in town struggle with drainage, and there is not much the town can do until they are able to address the whole town with a storm water system. Clerk Lynn Schilling will draft a letter to Mr. Morast stating that the town will not be installing a culvert and requesting the trench to be filled in or the town crew will do so at his expense.

Zane Shumway requested that he be able to extend his corral panels past the town's ditch along Montague Avenue by his property. Upon discussion, council voted to not allow the panels to be extended past the ditch. (Richards/Lacquement) Council discussed the possibility of allowing Mr. Shumway's horses to graze out on the town's property adjacent to the landfill. Town Attorney Shawn Quinlan will look into the matter.

Mayor Rolane Christofferson and Clerk Lynn Schilling discussed that two (2) requests have been made recently for RV's to tap into the sewer. On one occasion, there is an existing sewer connection on the property to a house and on the other there is not an existing sewer connection. Council discussed and clarified that in both situations, the property owner would need to fill out a Sewer Access Permit Application, pay the accompanying \$500 and follow the procedures that correspond with the permit.

Clerk Lynn Schilling reported delinquent sewer accounts for July: two (2) friendly letters, one (1) letter #2 and one (1) letter #3 were sent.

Clerk Lynn Schilling presented an additional claim for Bond Drilling for \$300 for three (3) days of backhoe rental. Council passed a motion to approve the claim. (Lacquement/Richards)

All other correspondence was reviewed.

Public Comment: None.

There being no further business, the meeting adjourned at 9:07 pm. (Lacquement/Bond)

ATTEST:

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Lynn Schilling, Clerk

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Rolane Christofferson, Mayor