

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

Payroll Register

13731	Cindy Bond	April 2017 Payroll	138.52
89516	Rolane Christofferson	April 2017 Payroll	373.02
89515	Brad Davis	April 2017 Payroll	2899.73
13732	Brad Eaton	April 2017 Payroll	138.52
89514	Holly Eaton	April 2017 Payroll	210.17
89513	Robert Harrell	April 2017 Payroll	1342.78
13733	Peter Leyva	April 2017 Payroll	124.67
89512	Caryn Rein	April 2017 Payroll	115.52
89511	James Schilling	April 2017 Payroll	2777.30
89510	Lynn Schilling	April 2017 Payroll	2226.41
13734	MMIA- Insurance	April 2017 Payroll- Insurance	1956.00
13735	Dept. of Revenue	April 2017 Payroll- State Tax	460.00
89509	AFLAC	April 2017 Payroll	172.74
89508	EFTPS	April 2017 Payroll- Tax Deposit	2638.23
89507	PERS	April 2017 Payroll	2134.50

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

3546	Cardmember Service	April 2017 Statement	1968.04
3547	Mid-Rivers	April 2017 Statement	221.34
3549	MDU	April 2017 Utilities	2696.44
3550	Tongue River Electric	Power @ Landfill	41.88
3551	Advanced Tech. Products	Swimming Pool Chemicals	3171.00
3552	Boss Office Products	Office Supplies- Toner	794.11
3553	Cross Petroleum	April 2017 Fuel	631.17
3554	Brad Davis	Reimbursement of Mileage	358.45
3555	Energy Laboratories, Inc.	Lagoon Sample Testing/Shipping	716.00
3556	Farmer's Union	April 2017 Statement- Fuel/Oil	810.76
3557	Fireman's Company	Annual Service of Fire Extinguishers	118.50
3558	Fisher Sand & Gravel	Gravel/Delivery	860.46
3559	Get R Done	April 2017 Statement	1814.42
3560	Interstate PowerSystems	Repair of Dump Truck	3150.07
3561	Lakeside Industries, Inc.	Asphalt Patch/Shipping	1572.00
3562	Lucas & Tonn	April 2017 Legal Services	1560.00
3563	Morrison-Maierle	Managed Online Back-up	20.00
3564	Netzer Hardware	April 2017 Statement	336.66
3565	Prairie County	Court Fines	245.00
3566	Prairie Plumbing	Sewer Tap- Magalsky	136.75
3567	Shawn Quinlan	Mileage Reimbursement	39.59
3568	Stahly Engineering	Wastewater Tx Project/Phase 1- Design	8370.00
3569	Tanner Stickel	Reimbursement of Travel Expenses	145.48
3570	Terry Tribune	Advertising	101.25
3571	Town of Terry	Sewer	123.00
3572	TruGreen	Spring Lawn Application- Murn Park	724.00
3573	USPS	Postage Stamps	68.00
3574	WS Darley & Co.	Automatic Nozzle/Shipping- TVFD	628.42
3575	City of Glendive	Landfill Services	2390.00
JV970956	USDA	Monthly Loan Repayment	<u>8848.00</u>
		Total	\$ 61,136.47

Receipts for the month of April, 2017:

11624	Dog Licenses	B. Buckingham	5.00
		G. Sperline	5.00

	R. Suter	5.00
	T. Therrien	10.00
	P. Leyva	20.00
11625 SOP	Donations	80.00
11626 Prairie County	Fallon Garbage Service	2615.07
11627 State of Montana	Fuel Allocation	2450.01
11628 U.S. Dept. of Defense	WRDA Grant- Wastewater Treatment	71745.19
11629 Prairie County Treasurer	Taxes & Assessments	3680.64
11630 Thomas Magalsky	Sewer Access Fee	500.00
11631 Dog Licenses	T. Mintz	90.00
	R. Mooney	20.00
11632 EMI	Donation to SOP	43.56
11636 Stockman Bank	Interest	219.08
UB605 Journal Voucher	Sewer Receipts	<u>13311.22</u>
	Total	\$ 94,799.77

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, and Peter Leyva. Also present were Clerk Lynn Schilling, Deputy Clerk Holly Eaton, Asst. Public Works Director Brad Davis, Town Attorney Shawn Quinlan, Ryan Rittal (Stahly Engineering), Tim Therrien and Kiefer Lewis (Prairie County Sheriff's Department) 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 April 20th, 2017 meeting were approved. (Bond/Eaton)

Claims approved per Claims Committee. (Bond/Eaton)

Cash/Bank Reconciliation approved. (Bond/Leyva)

After review of the Stockman Bank Investment Fund account \$798,902.12 will be the amount in the Stockman Bank Investment Fund for the month of May. (Eaton/Leyva) Interest is deposited in the amount the end of each month.

Balance as of 3/31/17--\$766,876.67 Interest paid 4/28/17--\$219.08 Balance as of 4/28/17--\$798,902.12 Credits-\$94,948.45 Debits-\$62,923.00.

Unfinished Business

Ryan Rittal (Stahly Engineering) was present to provide an update on the sewer main replacement and wastewater treatment upgrade projects. He stated that they are currently waiting on a contract amendment from the DNRC in regards to utilizing the remaining RRGL funds with the sewer main replacement phase of the project. They have been in contact with those administering the SRF loan program about consolidating the town's existing loans, and they are working on evaluating the town's options. They are still waiting for completion of the DEQ review prior to moving on to the bid process. One item the DEQ had commented on was in regards to the town's procedures regarding confined space entry and equipment—Ryan Rittal stated that perhaps the town should include the cost of that safety equipment within the project. Town Attorney Shawn Quinlan has completed the site title opinion. The sewer service line to the slaughterhouse was discussed. As no one has heard from either parties in regards to the service line, Ryan Rittal stated that he would assist in drafting a follow-up letter. Council Member Brad Eaton inquired if anyone on the town's behalf had reached out politically. Those present discussed the efforts in regards to infrastructure at the recent legislative session.

Fire Chief Brad Davis (TVFD) provided the Town Council with a written report of the previous month's activity by the fire department. There was one (1) call the past month for the fire department—an ammonia leak at a residence. Members of the fire department

continue to attend available trainings within the area. The fire department will be hosting a HazMat Operations Certification on June 10th. He reported that he had recently attended Fire Fighter I training in Great Falls—he feels it is a good training for officers to attend. He will be pursuing the original plan of front line bottle replacement of the SCBA bottles for \$8,000 that was discussed in December. The Town Council passed a motion to spend \$700 on an air system for the trucks in an effort to reduce the exhaust within the building. (Eaton/Bond) The Town Council passed a motion to spend up to \$2,400 on new turnouts as well. (Bond/Eaton) Fire Chief Brad Davis was awarded a grant from Town Pump for \$1,500. They recently gave tours of the Fire Hall to the preschool classes. He is still working to update the Standard Operating Procedures and recruit new volunteers.

Tim Therrien from the Prairie County Sheriff's department was available to report on public safety. The department continues to have calls regarding abandoned vehicles, parking issues, and loose dogs. Town Attorney Shawn Quinlan clarified with him as to what the Terry, MT Town Code defines as control in regards to dogs—"Shall be intended to mean controlled by a leash, of a length of no greater than ten feet (10') held by a person physically capable of controlling the dog on such leash, or within the limits of the premises controlled by the owner or other persons consenting thereto, or inside a vehicle or other enclosure controlled by the owner or other persons consenting thereto."

In regards to Town/Fire Hall, Clerk Lynn Schilling and Asst. PWD Brad Davis reported that the fire extinguishers in Town Hall and the Town Shop have been inspected this month. They are still working on the exhaust removal in the Fire Hall.

Public Works Report:

- Asst. PWD Brad Davis had nothing new to report in regards to solid waste. The Peterbilt still needs to go to Billings for a recall.
- Asst. PWD Brad Davis reported that Interstate Power Systems out of Billings was here and repaired the white dump truck.
- Asst. PWD Brad Davis stated they will be getting some hot mix for street repairs when the plant opens up in the area.
- Mayor Rolane Christofferson stated that there is a personnel issue in regards to the pool. Town Attorney Shawn Quinlan stated that they could go into closed session upon the commencement of the meeting.

In regards to the interlocal agreement on Public Safety, Town Attorney Shawn Quinlan stated that the Town Council could further discuss the negotiations in closed session as well.

Clerk Lynn Schilling reported that the town was in receipt of \$881 for the Police Pension/Training fund and presented a letter that states the intent for the funds i.e. training.

The Town Council passed a motion to approve the Second Reading of Ordinance # 2017-01, Enacting Camping Restrictions within the Town of Terry. (Bond/Eaton)

The Town Council passed a motion to approve the First Reading of Ordinance # 2017-02 Enacting Murn Park regulations. (Bond/Leyva)

Mayor Rolane Christofferson reported that the acreage on the farmland lease was incorrect, as only approximately 10 acres is able to be farmed. She further stated that normally the assessment for irrigation is taken care of by the property owner but the proposed tenants would be willing to pay half the assessment. The Town Council agreed with the adjustments to the lease and Town Attorney Shawn Quinlan advised Clerk Lynn Schilling on what changes to make.

The Town Council discussed Title 7, Chapter 2 within the Terry, MT Town Code in regards to excavations on public ways. The current code has not been followed or enforced. Changes to the code that were discussed include a \$100 permit fee and adjusting the deposit amounts to a \$500 deposit for excavations on a paved street or alley

and \$200 deposits on a gravel street or alley. Town Attorney Shawn Quinlan will draft an ordinance to amend the code.

There were no submitted building permits to review.

New Business

The Town Council passed a motion to approve Resolution # 2017-447, declaring an intent to raise the rates for users of the Municipal Waste Water System. (Bond/Eaton)

Mayor Rolane Christofferson discussed a town clean-up day. She discussed putting a notice in the paper and allowing for residents to dispose of an increased volume or larger items that day.

Mayor Rolane Christofferson reported that the Prairie County Treasurer had requested a letter allowing for the town's maintenance assessments to be split on the tax statements. This would include the lighting and street improvement districts. The Town Council passed a motion for Clerk Lynn Schilling send a letter to the Prairie County Treasurer requesting the maintenance assessments be split on the tax statements. (Leyva/Eaton)

Clerk Lynn Schilling reported delinquent sewer accounts for May: six (6) friendly letters, one (1) letter #2's and zero (0) letter #3's were sent.

All other correspondence was reviewed.

Public Comment: None.

The Town Council entered closed session at 9:11 p.m.

Closed session ended at 9:50 p.m.

The Town Council passed a motion to approve Mayor Rolane Christofferson's recommendation to hire Janet Loomis as Swimming Pool Manager. (Leyva/Bond)

They discussed the estimate received on the replacement of pool blankets and ropes. The Town Council passed a motion to purchase new blankets and ropes for the pool for \$8,068.72 as presented on the quote received. (Leyva/Eaton)

There being no further business, the meeting adjourned at 9:57 pm. (Eaton/Leyva)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor