

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

Payroll Register

13309	Cindy Bond	May 2016 Payroll	138.52
89626	Rolane Christofferson	May 2016 Payroll	373.02
89625	Brad Davis	May 2016 Payroll	2837.70
13310	Brad Eaton	May 2016 Payroll	138.52
89624	Holly Eaton	May 2016 Payroll	182.52
89623	Robert Harrell	May 2016 Payroll	1247.39
89622	Caryn Rein	May 2016 Payroll	83.87
13311	Tim Richards	May 2016 Payroll	124.67
89621	James Schilling	May 2016 Payroll	2829.09
89620	Lynn Schilling	May 2016 Payroll	2120.62
13312	MMIA- Insurance	May 2016 Payroll- Insurance	1821.00
13313	Dept. of Revenue	May 2016 Payroll- State Tax	441.00
89619	AFLAC	May 2016 Payroll	258.41
89618	EFTPS	May 2016 Payroll- Tax Deposit	2549.56
89617	PERS	May 2016 Payroll	2076.56

Claims

3230	Waples Construction	Concrete @ Pool	5000.00
3231	Glendive Rec. Dept.	Lifeguard Training	220.00
3232	Advanced Tech. Products	Swimming Pool Supplies- Sand	143.92
3233	Cardmember Service	May 2016 Statement	1827.77
3234	City of Glendive	May Invoices- Landfill Services	3326.50
3235	East-Mont Communications	Installation of Radio- TVFD	204.00
3236	Energy Lab	Lagoon Samples and Shipping	434.00
3237	Farmer's Union	May 2016 Statement- Fuel	208.81
3238	Get R Done	Fuel Filter	26.00
3239	Lakeside Industries, Inc.	Road Patch/Shipping	911.08
3240	Janet Loomis	Reimb. of Travel to Lifeguard Training	309.30
3241	Lucas & Tonn, P.C.	Legal Services- May	1275.00
3242	Dylan McCulley	Reimb. of Travel to Lifeguard Training	169.84
3243	Mid-Rivers	May 2016 Statement	213.88
3244	Miles City Motor Supply	Shop Supplies	44.18
3245	Milne Implement	Hydraulic Cylinder Repair on Blade	222.56
3246	Mittlieder Green House	Planter for Town Hall	35.00
3247	MDU	May 2016 Utilities	2634.87
3248	MT League of Cities & Towns	2016-17 Membership	199.65
3249	Morrison-Maierle	Managed Online Back-up	20.00
3250	MT DEQ	Wastewater License Renewal Fee	40.00
3251	MTD Petroleum	May 2016 Statement- Fuel	609.04
3252	Municipal Emergency Serv.	Gloves/Shipping- TVFD	391.66
3253	Netzer Hardware	May 2016 Statement	434.60
3254	Prairie County	Court Fines/2 nd Half Public Safety	39223.40
3255	Shawn Quinlan	Reimbursement of Mileage	39.96
3256	Recreation Supply Co.	Swimming Pool Supplies/Paint	16337.89
3257	Stahly Engineering	Wastewater Treatment Project- Design	2970.75
3258	Sterling Codifiers	Codification Services	900.00
3259	Terry Super Valu	SOP Fundraiser- Dinner Supplies	17.00
3260	Terry Tribune	Advertising	51.75
3261	Tongue River Electric	Power @ Landfill	41.88
3262	Town of Terry	Sewer	123.00
JV970922	USDA	Monthly Loan Repayment	8848.00
		Total	\$105,428.96

Receipts for the month of May, 2016:

11454	Prairie County Treasurer	Taxes & Assessments	5742.69
11459	Tim Rittal	Swimming Pool Bathhouse Fundraiser	3277.00
11460	Susan Waples	Dog Licenses	10.00
11461	Prairie County	Fallon Garbage Service	2615.07
11462	Save Our Pool	Donation Jars	83.45

11468 Stockman Bank	Interest	239.38
11469 State of Montana	HB758 Oil, Gas, Nat Gas	566.09
11470 State of Montana	Fuel Allocation	2467.49
UB576 Journal Voucher	Sewer Receipts	<u>16270.65</u>
	Total	\$ 31,271.82

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, Prairie County Sheriff Duncan Hedges, Brad Davis (TVFD), Dale Hellman, Robert Brubaker, Margie Brubaker, and Dave Fuqua (Eagle Satellite).

Mayor Rolane Christofferson called the meeting to order at 6:06 p.m. and led the Pledge of Allegiance.

Public Comment- Dave Fuqua (Eagle Satellite) introduced himself and stated that his company is working with Mid-Rivers Communications to transition people from cable to satellite. He further stated he will donate \$25 for each of his own installs to the swimming pool.

Minutes from the May 12th and 25th, 2016 meeting were approved. (Bond/Richards)

Claims approved per Claims Committee. (Rein/Bond)

Cash/Bank Reconciliation approved. (Richards/Rein)

After review of the Stockman Bank Investment Fund account \$756,736.47 will be the amount in the Stockman Bank Investment Fund for the month of June.

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

Balance as of 4/29/16--\$786,212.77 Interest paid 5/31/16--\$239.38 Balance as of 5/31/16--\$756,736.47
Credits-\$30,205.70 Debits-\$59,682.00.

Unfinished Business

Mayor Rolane Christofferson reported that two (2) bids were received to clean and scope the old sewer line that goes through the marsh area to the lagoons. The Town Council was in agreement that Clerk Lynn Schilling should check with Ryan Rittal (Stahly Engineering) to see if he had any input in regards to the bids, and, if not, proceed with accepting the lower bid from Tru Pipe.

Prairie County Sheriff Duncan Hedges was present to report on Public Safety. He stated two (2) individuals are in the process of being charged for the previous reported crimes of vandalism and theft of vehicles. He also stated that he would like to work with Town officials to address parking issues within the downtown area.

Terry Volunteer Fire Department (TVFD) Chief Brad Davis was present to report to the Council. He provided a written copy of his report to Council members, summarizing the activities of the fire department the previous month. Members of the department responded to one (1) call. Fire Chief Brad Davis reported that he held two (2) training events in May and both went well. He has also scheduled the burn trailer to come next week. He has gotten two (2) new members and continues to recruit additional members. He has ordered additional turnout racks for the Fire Hall to get all of the equipment off of the floor. He is working to complete inventory on the department's equipment. The department's PPE's (Personal Protective Equipment) are at the end of life so he will be looking to replace them over the next few years. He stated that he would like to utilize the east bay and has received a bid of \$3,400 to replace the overhead door. The Town Council passed a motion to proceed with the replacement of the overhead door at the quoted amount. (Rein/Bond) He is currently working to complete the paperwork to close out a DNRC grant received by the department.

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 stated that the Peterbilt garbage truck is functioning well.
- PWD James Schilling reported that the equipment is functioning OK. The Town Council passed a motion authorizing an expenditure of up to \$12,000 for purchase of a bobcat at an upcoming auction. (Eaton/Bond)
- Mayor Rolane Christofferson stated the gravel streets have been bladed which has been well received.
- PWD James Schilling reported that the swimming pool was able to open today. The Town Council discussed the wages for the staff—returning lifeguards were given a \$0.50 raise, beginning lifeguards will start at \$8.50, front desk attendants at \$8.05, Assistant Manager at \$10.75, and the Manager at \$11.00. Admission fees were left the same as the previous year-- \$4.00 per session, \$90.00 for a family season pass and \$50.00 for an individual season pass. (Rein/Eaton)

Council members were in agreement that the copies of the updated Municipal Code looked good. Town Attorney Shawn Quinlan stated that it would need to be adopted by ordinance and provided a draft for Council to review. The first reading of said ordinance will take place at the next regular meeting.

The Town Council passed a motion to approve the first reading of Ordinance # 2016-02, Amending Title 7 and Replacing the Old Chapter 7.12 to Provide for Solid Waste Disposal Services within the Town. (Rein/Bond)

Town Attorney Shawn Quinlan discussed the process remaining for the establishment of the street maintenance district and assessments. He has drafted a resolution which the Council will consider provisionally adopting at the next regular meeting. Once they have provisionally adopted the resolution, Clerk Lynn Schilling will provide notice of the public hearing in the Terry Tribune and at the three (3) posting locations. Once the public hearing is held, Council then will consider the final adoption of the resolution, allowing for the assessment to be placed on all real property within the district.

Town Attorney Shawn Quinlan is continuing to research Town Hall/Park Usage policies and will bring forward a draft once completed.

Town Attorney Shawn Quinlan is researching if a policy is needed to guide whether or not the Town allows tenants to be placed on a sewer account.

Town Attorney Shawn Quinlan read through the Memorandum of Understanding for the State Procurement Program and had no identified concerns. The Town Council passed a motion allowing Mayor Rolane Christofferson to sign the Cooperative Purchasing Memorandum of Understanding on the Town's behalf. (Bond/Eaton)

There were no submitted building permits.

New Business

The Town Council passed a motion to approve Resolution # 2016-436 Amending the Fiscal Year 2015-16 Budget to Receive DNRC RRGL Grant Funds and Expending Funds for the Design of the Wastewater Treatment Project. (Rein/Richards)

Mayor Rolane Christofferson reported on information she has gathered in regards to plumbing regulations surrounding property owners who wish to connect garages/outbuildings to his or her residential sewer connection. Mayor Rolane Christofferson stated that there are no regulations in place to prohibit such connections and feels as though the reference within the Town's Municipal Code is vague and unclear. Council was in agreement that Dale Hellman would not need to submit a Sewer

Access Permit application and fee for the connection from his garage to his house at this time.

Clerk Lynn Schilling reported on upcoming events scheduled at Murn Park.

Clerk Lynn Schilling reported delinquent sewer accounts for June: zero (0) friendly letters, five (5) letter #2's and two (2) letter #3's were sent.

All other correspondence was reviewed.

Public Comment: None.

There being no further business, the meeting adjourned at 7:36 pm. (Eaton/Bond)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor