

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

Payroll Register

13527	Cindy Bond	October 2016 Payroll	138.52
89576	Rolane Christofferson	October 2016 Payroll	373.02
89575	Brad Davis	October 2016 Payroll	2898.93
13528	Brad Eaton	October 2016 Payroll	138.52
89574	Holly Eaton	October 2016 Payroll	221.65
89573	Robert Harrell	October 2016 Payroll	1229.09
89572	Caryn Rein	October 2016 Payroll	83.87
89571	James Schilling	October 2016 Payroll	2738.07
89570	Lynn Schilling	October 2016 Payroll	2224.76
13529	MMIA- Insurance	October 2016 Payroll- Insurance	1956.00
13530	Dept. of Revenue	October 2016 Payroll- State Tax	446.00
89569	AFLAC	October 2016 Payroll	258.41
89568	EFTPS	October 2016 Payroll- Tax Deposit	2563.49
89567	PERS	October 2016 Payroll	2083.74

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

Claims

3380	MDU	October 2016 Utilities	2557.85
3381	Robert & Sandra Bennett	Water @ Town Shop	300.00
3382	Boss Office	Office Supplies	63.21
3383	Cardmember Service	October 2016 Statement	1341.88
3384	City of Glendive	October Invoices- Landfill Services	2585.00
3385	Dan's Welding & Repair	Filters- Dump Truck	33.42
3386	Brad Davis	Annual Cellphone Reimbursement	120.00
3387	Eastern Plains EDC	Annual Contribution	5000.00
3388	Energy Laboratories, Inc.	Lagoon Sample Testing/Shipping	434.00
3389	Farmer's Union	October 2016 Statement- Fuel/Oil	192.84
3390	Fiscal-Health Programs	License Fee- Swimming Pool	200.00
3391	Junior Fischer	Tin Office @ Town Shop	1761.98
3392	J.P. Cooke Co	Dog Tags/Shipping	58.75
3393	Lakeside Industries	Road Patch/Shipping	3572.00
3394	Lucas & Tonn, P.C.	Legal Services- October	568.75
3395	Mid-Rivers	October 2016 Statement	166.00
3396	MT Rural Water Systems	Annual Membership Fee	200.00
3397	Morrison-Maierle	Managed Online Back-up	20.00
3398	MTD Petroleum	October 2016 Statement- Fuel	711.15
3399	Municipal Emergency Serv.	Annual Flow Testing of SCBA's- TVFD	851.00
3400	Netzer Hardware	October 2016 Statement	781.68
3401	Prairie County	Court Fines	30.00
3402	Prairie County Treasurer	2017 Tax Statement	3466.74
3403	Shawn Quinlan	Reimbursement of Mileage	39.96
3404	James Schilling	Annual Cellphone Reimbursement	420.00
3405	Stahly Engineering	Wastewater Treatment Project- Design	495.00
3406	Terry Super Valu	Open House Supplies- TVFD	68.51
3407	Terry Tribune	Advertising	133.25
3408	Tongue River Electric	Power @ Landfill	41.88
3409	Town of Terry	Sewer	123.00
3410	Get R Done	October 2016 Statement	294.75
JV970934	USDA	Monthly Loan Repayment	<u>8848.00</u>
Total			\$ 44,741.52

Receipts for the month of October, 2016:

11526	City Judge Kathy Henry	Court Fines	30.00
11527	Rural Garbage Contracts	A. Pehl	300.00
		B. Pehl	300.00

	L. Sackman	350.00
	B. Jimison	350.00
	M. Sackman	350.00
11528 Rural Garbage Contracts	C. Larsen	350.00
	G. Pehl	350.00
	G.W. Feickert	350.00
	L. Strasheim	350.00
	G. McDanold	350.00
11530 Rural Garbage Contracts	B. Benjamin	350.00
	Sackman Inc.	600.00
	Wang Ranch, Inc.	700.00
	L. Larsen	350.00
	R. Sazama	350.00
11531 Rural Garbage Contracts	Holden Electric LLC	350.00
	Kalfell Ranch Inc.	600.00
	Haidle Farms Inc.	600.00
11532 Rural Garbage Contracts	A. Morast	350.00
	B. Wittmayer	350.00
	D. Hoffer	350.00
	R. Hoffer	350.00
	MT D.O.T.	1175.00
11533 Ken Lacquement	Dog Licenses (3)	15.00
11534 Mid-Rivers Communications	Franchise Tax	445.92
11535 Rural Garbage Contracts	Beefland, Inc.	350.00
	A. Miller	350.00
	Hess Arabians Inc.	350.00
	Lassle Ranch	350.00
11537 Rural Garbage Contracts	Dolatta Ranch	350.00
	W. Plann	350.00
	V. May	350.00
	Dan's Welding	350.00
	G. Davis	350.00
11538 Rural Garbage Contracts	Unruh Ranch	350.00
	S. Fredrickson	350.00
	J. Davis	350.00
	Feickert Farms	350.00
11539 Rural Garbage Contracts	A. Ollerman	350.00
	W. Nielsen	350.00
	Cross Petroleum	350.00
11540 Prairie County Treasurer	Taxes & Assessments	2306.28
11541 Prairie County	Fallon Garbage	2615.07
11542 Rural Garbage Contracts	T. Krebsbach	350.00
	G. Holman	350.00
	W. Bartholomay	350.00
	M. Haas	350.00
	R. Lindvig	350.00
11547 State of Montana	Fuel Allocation	2450.01
11548 State of Montana	Permit License Fee Dist.	1200.00
11549 State of Montana	HB758 Oil, Gas, Nat Gas Dist.	530.84
11550 Stockman Bank	Interest	199.29
UB589 Journal Voucher	Sewer Receipts	<u>14878.69</u>
	Total	\$ 38,889.82

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, Brad Eaton, Caryn Rein, and Peter Leyva. Also present were Clerk Lynn Schilling, Public Works Director James Schilling, Deputy Clerk Holly Eaton, Town Attorney Shawn Quinlan, Ryan Rittal (Stahly Engineering), Michael O'Neill, Superintendent Tammi Masters (Terry School District), Beth Epley and Kitty Russell (EPEDC), Tim Therrien (Prairie County Sheriff's Department).

Mayor Rolane Christofferson called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Public Comment- Superintendent Tammi Masters (Terry School District) asked if any public officials would like to participate as educators for a day and provided details about the event. She also discussed traffic and pedestrian safety concerns as well as some potential solutions. She requested that the street through the school zone be swept as there is a buildup of leaves, etc. Public Works Director James Schilling said he would try to coordinate with her a time to do so.

Minutes from the October 19th, 2016 meetings were approved. (Rein/Eaton)

Claims approved per Claims Committee. (Eaton/Leyva)

Cash/Bank Reconciliation approved. (Bond/Rein)

After review of the Stockman Bank Investment Fund account \$652,402.83 will be the amount in the Stockman Bank Investment Fund for the month of November. (Eaton/Bond) Interest is deposited in the amount the end of each month.

Balance as of 9/30/16--\$683,531.39 Interest paid 10/31/16--\$199.29 Balance as of 10/31/16—\$652,402.83 Credits-\$41,827.44 Debits-\$72,956.00.

Unfinished Business

Ryan Rittal (Stahly Engineering) stated that he did not have any new information to present to the Town Council but inquired if any council members had any comments or questions regarding the “Technical Memorandum” provided at the last meeting. He reiterated that his recommendation would be to replace and re-route the section of sewer main located in the marsh area as the first phase of the project. Council commented as to the uncertainty of funding for the addition to the project. Beth Epley (EPEDC) stated that she has reached out to USDA and will begin the process to apply and see what amount of grant funding the Town would be eligible for. Mayor Rolane Christofferson stated that she feels the Town should move forward in replacing the sewer main section. Council Member Brad Eaton stated that he agrees and the Town should move forward with a phased project. The Town Council passed a motion to begin with Phase 1, replacing and re-routing the section of sewer main. (Rein/Eaton) The Town Council passed a motion authorizing Mayor Rolane Christofferson to sign a contract with Stahly Engineering for the design of the sewer main replacement. (Eaton/Bond)

Fire Chief Brad Davis was unable to be present but provided the Town Council with a written report of the previous month’s activity by the fire department.

Tim Therrien (Prairie County Sheriff’s Department) was present to report on public safety. He further discussed some of the traffic and pedestrian concerns in the school zone. He also stated that they had received multiple complaints about the treatment of some horses in town, but upon investigation, the horses appear to be in good health.

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 reported that the Peterbilt garbage truck has a recall and will need to be taken to Billings. All other equipment is functioning well.
- PWD James Schilling stated that they will continue patching potholes while the weather allows.
- Mayor Rolane Christofferson opened the sealed bids received on the surplus equipment. The awarded bids were as follows:
 - \$600 for the Ford Dump Truck that needs a clutch
 - \$250 for the Ford Dump Truck that needs an engine

- \$257 for the Generac generator
- \$50 for the semi 5th wheel plate
- \$1,300 for the 1957 Peterbilt fire truck

Clerk Lynn Schilling reported that there were eight (8) rural garbage contracts that had not yet been returned and will be sent a second letter prior to discontinuation of service.

The Town Council briefly discussed resuming work on updating parts of the municipal code. Clerk Lynn Schilling will contact Sterling Codifiers in regards to getting the code online and ordering more copies of the municipal code.

Clerk Lynn Schilling clarified some questions regarding the fee schedule with Town Attorney Shawn Quinlan. She will work on preparing the resolution for a subsequent meeting.

There were no submitted building permits.

New Business

Beth Epley (EPEDC) presented an “Action Plan” which contained a listing of the prioritization of projects and activities from the 2012-2017 CEDS (Comprehensive Economic Development Strategy) that had been compiled. She encouraged council members to review the document and provide her with any feedback as they update their CEDS document this coming spring.

The Town Council discussed the chapter of the Municipal Code relating to excavations. After review of the chapter and discussion of potentially changing it, Council requested Clerk Lynn Schilling draft an informational letter with a copy of the code as is and send it to all contractors that perform excavation work within Terry.

Mayor Rolane Christofferson discussed the need for some type of exhaust removal in the Fire Hall. The Town Council asked PWD James Schilling and Fire Chief Brad Davis to research the matter.

Mayor Rolane Christofferson discussed the upcoming Veterans’ Day Ceremony and Dedication at the Veterans Park tomorrow. PWD James Schilling will coordinate the street closures that were requested—Logan Avenue from Spring Street past the intersection with Park Street, with Park Street closed to the alleys behind the courthouse and Tom Pisk’s shop.

Clerk Lynn Schilling reported delinquent sewer accounts for November: seven (7) friendly letters, two (2) letter #2 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 8:37 pm. (Eaton/Rein)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor