

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

Payroll Register

13489	Cindy Bond	September 2016 Payroll	138.52
89586	Rolane Christofferson	September 2016 Payroll	373.02
89585	Brad Davis	September 2016 Payroll	2781.51
13490	Brad Eaton	September 2016 Payroll	138.52
89584	Holly Eaton	September 2016 Payroll	148.84
89583	Robert Harrell	September 2016 Payroll	1210.77
89582	Caryn Rein	September 2016 Payroll	83.87
13491	Tim Richards	September 2016 Payroll	124.67
89581	James Schilling	September 2016 Payroll	2614.44
89580	Lynn Schilling	September 2016 Payroll	2133.87
13492	MMIA- Insurance	September 2016 Payroll- Insurance	1956.00
13493	Dept. of Revenue	September 2016 Payroll- State Tax	417.00
89579	AFLAC	September 2016 Payroll	258.41
89578	EFTPS	September 2016 Payroll- Tax Deposit	2442.03
89577	PERS	September 2016 Payroll	2024.74

Claims

3350	Lake Dillon Fire Protection	Purchase of Used Fire Engine	17000.00
3351	Mid-Rivers	September 2016 Statement	211.30
3352	MDU	September 2016 Utilities	2996.95
3353	Alert-All Corp.	TVFD Fire Prevention Week Materials	255.00
3354	Boss Office	Office Supplies	152.97
3355	Cardmember Service	September 2016 Statement	256.68
3356	City of Glendive	September Invoices- Landfill Services	2800.00
3357	Farmer's Union	September 2016 Statement- Fuel	885.85
3358	Junior Fischer	Reimbursement of Mileage for Fire Trk	363.42
3359	Get R Done	September 2016 Statement	135.00
3360	IIMC	Membership Dues	160.00
3361	Lakeside Industries	Road Patch/Shipping	1786.00
3362	Ashley Larsen	CPR Training- TVFD	160.00
3363	Lucas & Tonn, P.C.	Legal Services- September	375.00
3364	MT Dept. of Revenue	Consumer Counsel Fee	5.27
3365	Morrison-Maierle	Managed Online Back-up	20.00
3366	MTD Petroleum	September 2016 Statement- Fuel	1152.12
3367	Netzer Hardware	September 2016 Statement	122.67
3368	QBS Safeguard	Claim Warrants	175.20
3369	Shawn Quinlan	Reimbursement of Mileage	39.96
3370	Rec Supply Co.	Rescue Throw Bags- TVFD	59.36
3371	Lynn Schilling	Reimbursement of Mileage	129.60
3372	Stahly Engineering	Wastewater Treatment Project- Design	1545.00
3373	Terry Tribune	Advertising	9.00
3374	Terry Super Valu	Water- Pool Staff	7.49
3375	Tongue River Electric	Power @ Landfill	41.88
3376	Town of Terry	Sewer	123.00
3377	Tru Pipe, Inc.	Flush/Scope and Video of Sewer Lines	15095.00
3378	Upbeat, Inc.	Dogipot Bags/Shipping	43.14
3379	Kiwi Pete's Tree Service	Tree/Stump Removal	600.00
JV970929	USDA	Monthly Loan Repayment	8848.00
Total			\$ 64,277.22

Receipts for the month of September, 2016:

11520	Prairie County	Fallon Garbage	2615.07
11521	Rod Mrnak	Rural Garbage Contract- Partial Year	50.00
11522	State of Montana	Fuel Allocation	2450.01
11524	State of Montana	HB124 Entitlement Share	22083.49
11525	Prairie County Treasurer	Taxes & Assessments	2058.56
11536	Stockman Bank	Interest	198.91
UB586	Journal Voucher	Sewer Receipts	14109.78
Total			\$ 43,565.82

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 and Caryn Rein. Also present were Clerk Lynn Schilling, Public Works Director James Schilling, Deputy Clerk Holly Eaton, Town Attorney Shawn Quinlan, Brad Davis (TVFD), Ryan Rittal (Stahly Engineering), Michael O'Neill, Peter Leyva, Greg Huber and Megan Pirtz.

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

Public Comment- None.

Minutes from the September 15th, 2016 meetings were approved. (Eaton/Bond)

Claims approved per Claims Committee. (Bond/Eaton)

Cash/Bank Reconciliation approved. (Rein/Bond)

After review of the Stockman Bank Investment Fund account \$683,531.39 will be the amount in the Stockman Bank Investment Fund for the month of October.

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

Balance as of 8/31/16--\$681,656.73 Interest paid 9/30/16--\$198.91 Balance as of 9/30/16--\$683,531.39
Credits-\$43,244.66 Debits-\$41,370.00.

Unfinished Business

Ryan Rittal (Stahly Engineering) provided an update on the wastewater treatment upgrades project. He provided a draft of a "Technical Memorandum" on the infiltration and inflow into the sewer system. He encouraged Council members and PWD James Schilling to read the draft and provide any feedback to him. He highlighted some points of interest within the report. The sewer lines replaced in the 90's are still intact. He is recommending a phased project wherein the first phase is the replacement of the sewer main line that goes through the marsh area. At that time, the Council should also work to address other known sources of infiltration and engage the community in eliminating as much infiltration and inflow as possible in hopes of moving on to the next phase of proceeding with the lagoon expansion and improvement project.

Tim Therrien (Prairie County Sheriff's Department) was present to report on public safety. He stated that the Sheriff's Department has been making contact with owners of unregistered dogs in town. He stated that an issue they face is there is no local facility for stray dogs. The Department has been utilizing social media to increase awareness of traffic laws—they will continue to use social media for education. They have replaced the door into the Sheriff's Department to protect confidentiality within the office. He then discussed a couple of questions regarding call response, clarifying the department's scheduling and prioritization of calls. He also encouraged Council members to come to the department with any questions they may have. Mayor Rolane Christofferson asked about state codes addressing unregistered vehicles parked along the streets. She further stated that an excess of vehicles parked along the streets is challenging with snow removal. Town Attorney Shawn Quinlan stated that it is illegal to leave unregistered vehicles on a public way longer than 5 days. Tim Therrien stated that public education on the matter may be the best way to begin addressing that issue. He then went on to discuss other laws regarding registration and license plates on vehicles.

Terry Volunteer Fire Department (TVFD) Chief Brad Davis was present to report to the Council, summarizing the activities of the fire department the previous month. Fire Chief Brad Davis reported that he held one (1) training event, a CPR training that was well attended. He reported that the fire department was able to purchase the used fire engine for \$17,000 and had picked it up last weekend. He further reported that the engine had drove well and they are now working to stock it with what they need. He stated that the

SCBA's that the department has are expired, and he is looking to purchase some used SCBA's until he is able to establish funding to replace with new ones.

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 heater in the Fire Hall was replaced by Netzer Plumbing & Heating.

Public Works Report:

- PWD James Schilling reported that the garbage trucks and equipment are functioning well.
- PWD James Schilling stated that they will continue patching potholes while the weather allows.

Clerk Lynn Schilling stated that the rural garbage contracts were mailed out and many have already been signed and returned with payment.

The Town Council briefly discussed the fee schedule. It was decided to add a rate of \$100.00 per hour for use of the skid-steer with an operator (Public Works employee).

There was one (1) submitted building permits by Craig Schell.

New Business

Megan Pirtz was present to discuss with the Town Council an event she is helping to organize called "Trunk or Treat" wherein you decorate the trunk or back of your vehicle and hand out candy for children on Halloween. The event will be held in front of the clinic, and will somewhat be in conjunction with trick or treating at the nursing home in the hospital. She requested the ability to block off the street in front of the clinic as well as on Garfield Avenue by the old Manor if need be—Town Council was in agreement that she should do so.

Greg Huber stated that he has had to stare at the fire truck across the street for 2 ½ years. He further stated that that is far too long and the Town Council would have been on him for that. Town Attorney Shawn Quinlan stated that the insurance claim process was recently completed. Mayor Rolane Christofferson stated that the resolution to declare the trucks surplus is on the agenda and then they will be proceeding with advertising the trucks for bid so the town may dispose of them. Greg Huber also stated that there are ruts from the garbage truck on the entrance to the alley behind his house that PWD James Schilling had not fixed. PWD James Schilling stated that the area of concern is along Spring Street (Highway 10) and he would need to check with Montana Department of Transportation. Council Member Brad Eaton will follow up with local Department of Transportation personnel.

The Town Council passed a motion to approve Resolution # 2016-439, declaring equipment surplus. (Eaton/Rein) Clerk Lynn Schilling will proceed with advertising equipment that has been declared surplus with the Council opening the bids at the following scheduled meeting in November.

The Town Council passed a motion to approve Resolution # 2016-440, allowing for the purchase of road maintenance materials from the Montana Department of Transportation. (Rein/Bond)

Mayor Rolane Christofferson reported that one (1) letter of interest for the vacant Town Council position was received. Council passed a motion to appoint Peter Leyva to the seat recently vacated by Tim Richards. (Bond/Rein)

Mayor Rolane Christofferson presented information on the Montana Rural Water Systems. They are a resource for municipalities in operating water and wastewater systems. They provide technical assistance and training, scheduled or as-needed. Council Member Brad Eaton asked for more information about the organization, to which

Mayor Rolane Christofferson referred to the organization's website and read information on the membership application. The Town Council passed a motion to pay the annual membership fee of \$200. (Bond/Rein)

Clerk Lynn Schilling reported delinquent sewer accounts for October: four (4) friendly letters, one (1) 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 8:18 pm. (Eaton/Bond)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor