

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

Payroll Register

14016	Cindy Bond	November 2017 Payroll	138.52
89447	Rolane Christofferson	November 2017 Payroll	373.02
14020	Brad Davis	November 2017 Payroll	1910.27
89446	Brad Davis	November 2017 Payroll	432.72
14017	Brad Eaton	November 2017 Payroll	138.52
89445	Holly Eaton	November 2017 Payroll	236.77
14018	Peter Leyva	November 2017 Payroll	124.67
89444	Caryn Rein	November 2017 Payroll	115.52
89443	Brady Robertson	November 2017 Payroll	2286.59
89442	James Schilling	November 2017 Payroll	2835.04
89441	Lynn Schilling	November 2017 Payroll	2265.92
14019	Lonnie Wissink	November 2017 Payroll	182.42
14021	MMIA- Insurance	November 2017 Payroll- Insurance	2115.30
14022	Dept. of Revenue	November 2017 Payroll- State Tax	436.00
89440	AFLAC	November 2017 Payroll	122.33
89439	EFTPS	November 2017 Payroll- Tax Deposit	2788.85
89438	PERS	November 2017 Payroll	2284.79

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:**

Claims

3747	COP Construction LLC	Repl of Sanitary Sewer Main	310193.36
3748	MT Dept. of Revenue	1% Contractor's Gross Receipts	3133.27
3749	Buffalo Rapids	Plate Steel- Welding Table	74.76
3750	City of Glendive	Landfill Services	2572.50
3751	Rene Clarke	Reimbursement of Garbage Assessment	308.00
3752	Cross Petroleum	November 2017 Fuel	822.26
3753	Energy Lab	Lagoon Sample Testing	434.00
3754	Farmer's Union	November 2017 Statement- Fuel	15.96
3755	Get R Done	November 2017 Statement	416.95
3756	H & F Construction LLC	Repl. of Overhead Door in Shop	900.00
3757	Mid-Rivers	November 2017 Statement	198.14
3758	Miles City Motor Supply	November 2017 Statement- filters	44.78
3759	MMIA- Employee Benefits	Employee Benefits (reimb.)	594.00
3760	MDU	November 2017 Utilities	2984.27
3761	Netzer Hardware	November 2017 Statement	355.87
3762	Prairie County	Court Fines	331.00
3763	Stahly Engineering	Sewer Main Repl/Wastewater Tx Upgrade	23530.64
3764	Sterling Codifiers	Annual Maintenance for Online Code	500.00
3765	Terry Tribune	Advertising	104.00
3766	Tom Pisk Construction	Lumber- Repair of Playground Equip	296.80
3767	Tongue River Electric	Power @ Landfill	41.88
3768	Town of Terry	Sewer	138.00
3769	US Postal Service	Postage Stamps	68.00
3770	Watts/Kennedy Insurance	TVFD Life & Accident Policy	3251.00
3771	MT DEQ	Renewal of Discharge Permit App Fee	800.00
3772	State Treasurer	AFR Filing Fee	550.00
JV970979	USDA	Monthly Loan Repayment	8848.00
		Total	\$ 381,118.01

Receipts for the month of November, 2017:

11725	Prairie County	Fallon Garbage Service	2615.07
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11726 Rural Garbage Contracts	I. Martinson	350.00
	D. Frost	350.00
	W. Bartholomay	350.00
	B. Pehl	600.00
11727 City Judge Kathy Henry	Court Fines	331.00
11729 State of Montana	Fuel Allocation	2447.95
11730 Rolane Christofferson	Insurance Receipts- Pass Thru	594.00
11731 Rural Garbage Contracts	R. Mrnak	350.00
	J. Nielson	350.00
	V. Tusler	350.00
11732 State of Montana	Permit License Fee Distribution	1200.00
11733 Rural Garbage Contracts	A. Morast	350.00
	B. Sazama	350.00
11734 Rural Garbage Contracts	M. Strasheim	600.00
11735 Brady Robertson	Equipment Rent- Gravel	100.00
11736 Prairie County Treasurer	Taxes & Assessments	41673.70
11737 Stockman Bank	Interest	319.15
UB622 Journal Voucher	Sewer Receipts	<u>22756.45</u>
	Total	\$ 76,037.32

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, Deputy Clerk Holly Eaton, Public Works Director James Schilling, Ryan Rittal (Stahly Engineering), Tanner Stickel (TVFD), Undersheriff Tim Therrien, Sheriff Kiefer Lewis, and Michael O'Neill.

Mayor Rolane Christofferson called the meeting to order at 6:01 p.m. and led the Pledge of Allegiance.

Public Comment- None.

Minutes from the November 9th, 2017 meeting were approved. (Rein/Bond)

Claims approved per Claims Committee. (Bond/Rein)

Cash/Bank Reconciliation approved. (Rein/Eaton)

After review of the Stockman Bank Investment Fund account \$797,538.70 will be the amount in the Stockman Bank Investment Fund for the month of December.

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

Balance as of 11/30/17--\$797,538.70 Interest paid 11/30/17--\$319.15 Balance as of 10/31/17--\$774,746.67
Credits-\$76,426.03 Debits-\$53,634.00

Unfinished Business

Ryan Rittal (Stahly Engineering) discussed the sewer main replacement project. COP Construction has completed the replacement of the sewer main, and the walk-through was completed last Monday. He presented a pay application with Change Order # 1, a reconciling change order adjusting inventory estimates to exactly what was used. Overall, there was a \$4,400 deduction on the project price. Beyond that, there was no extra issues or change orders. The Town Council passed a motion to approve Change Order #1. (Bond/Eaton) The Town Council passed a motion to approve, and Mayor Rolane Christofferson to sign, the second pay application in the amount of \$240,490, retaining \$39,200 until the highway approach is paved next spring. (Eaton/Rein) Robie Culver will be in touch with Clerk Lynn Schilling regarding closeout paperwork. The next step will be to resume with flow monitoring—the town can utilize flow monitoring equipment from the MT DEQ and will just need to purchase an 18” bell for approximately \$500.

Fire Chief Tanner Stickel (TVFD) was present and provided the Town Council with a report of the previous month's activity by the fire department. There was one (1) gas leak call. They have continued work on the system to aid in airing up the rigs and installed tool racks on an engine. The Town Council passed a motion to purchase a four (4) gas monitor for \$550. (Rein/Eaton) They will be getting the trucks serviced within the coming months. Todd Tibbetts approached him with the training possibility of burning a structure on his property outside of town—fire department and town personnel will gather more information on that possibility. The department is also working on making town maps for all of the engines. He will also be pursuing a couple of training opportunities out of town.

Undersheriff Tim Therrien was present from the Prairie County Sheriff's Office to report on public safety. He stated that while their case numbers are down, their involvement and time with the cases they have has increased. In town, he stated that there have just been a few issues with dogs. The Prairie County Board of Commissioners is hoping to appoint an interim Justice of the Peace soon.

In regards to the 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 had nothing new to report in regards to solid waste.
- PWD James Schilling reported that the equipment is functioning well.
- PWD James reported that they completed some patching of the streets on Tuesday.
- PWD James Schilling and Mayor Rolane Christofferson will look at the fence at the swimming pool and discuss options in repairing the fence with the grant funds received.

Mayor Rolane Christofferson stated that she would begin discussions with Sheriff Kiefer Lewis on the interlocal agreement next year.

The Town Council tabled the appointment for legal representation as Rennie Wittman, Esq. (Lucas & Tonn, P.C.) was unable to attend tonight's meeting.

There were no submitted building permits to review.

New Business

Mayor Rolane Christofferson provided an overview on the current process guiding garbage assessments in town. A local property owner, Renee Pirtz, had requested that her assessments be revisited. The Town Council discussed a need for clarity on some of the less common scenarios such as a lot with sewer but no dwelling. Mayor Rolane Christofferson and Clerk Lynn Schilling will research the matter a bit and the topic will be discussed further at a subsequent meeting.

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

All other correspondence was reviewed.

Public Comment: None.

There being no further business, the meeting adjourned at 6:58 pm. (Rein/Eaton)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor