

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

Payroll Register

14206	Cindy Bond	May 2018 Payroll	138.52
89386	Rolane Christofferson	May 2018 Payroll	373.02
14207	Brad Eaton	May 2018 Payroll	138.52
89385	Holly Eaton	May 2018 Payroll	168.42
89384	Allen Henry	May 2018 Payroll	1590.87
14208	Peter Leyva	May 2018 Payroll	124.67
89383	Caryn Rein	May 2018 Payroll	115.52
89382	Brady Robertson	May 2018 Payroll	2099.80
14209	James Schilling	May 2018 Payroll	1136.85
89381	James Schilling	May 2018 Payroll	3074.73
89380	Lynn Schilling	May 2018 Payroll	2314.17
14210	MMIA- Insurance	May 2018 Payroll- Insurance	2197.15
14211	Dept. of Revenue	May 2018 Payroll- State Tax	472.00
89379	AFLAC	May 2018 Payroll	122.33
89378	EFTPS	May 2018 Payroll- Tax Deposit	2918.04
89377	PERS	May 2018 Payroll	2380.53

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

Claims

3898	Advanced Tech Products	Swimming Pool Chemicals	2347.00
3899	City of Glendive	Landfill Services	2633.50
3900	Cross Petroleum	May 2018 Statement	886.63
3901	Farmer's Union	May 2018 Statement- Fuel	415.92
3902	Get R Done	May 2018 Statement	218.29
3903	Lucas & Tonn, P.C.	May 2018 Legal Services	340.33
3904	Mid-Rivers	May 2018 Statement	197.71
3905	MMIA- Employee Benefits	Employee Benefits (reimb.)	594.00
3906	MDU	May 2018 Utilities	2552.07
3907	MT League of Cities & Towns	2018-19 Membership Dues	213.15
3908	Montana Peterbilt	Parts- Garbage Truck	854.92
3909	Netzer Hardware	May 2018 Statement	535.21
3910	Petty Cash	Replenish Petty Cash	96.40
3911	Terry Tribune	Advertising	117.00
3912	Titan Machinery	Parts- Loader	272.18
3913	Tongue River Electric	Power @ Landfill	41.88
3914	Town of Terry	Sewer	138.00
3915	TruGreen	Spring Application @ Park	724.00
3916	USPS	Postage Stamps	70.00
3917	Prairie County	Court Fines	464.00
JV970992	USDA	Monthly Loan Repayment	<u>8848.00</u>
Total			\$ 42,805.38

Receipts for the month of May, 2018:

11800	City Judge Fran Fleckenstein	Court Fines	514.00
11802	Prairie County	Fallon Garbage Service	2615.07
11803	Rolane Christofferson	Insurance Receipts- Pass Thru	594.00
11804	Save Our Pool	Donations	220.00
11805	Save Our Pool	Donations	110.00
11806	Prairie County Treasurer	Taxes & Assessments	10892.62
11807	Waylon Lantis	Dog License	10.00
11809	Stockman Bank	Interest	368.80

11810 State of Montana	Fuel Allocation	2447.95
UB639 Journal Voucher	Sewer Receipts	<u>18,547.90</u>
	Total	\$ 36,320.34

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 Peter Leyva, Cindy Bond, Caryn Rein, and Brad Eaton. Also present were Deputy Clerk Holly Eaton, Town Attorney Rennie Wittman, Public Works Director Brady Robertson, Ryan Rittal (Stahley Engineering), Fire Chief Tanner Stickel, James Schilling, and Randy Robertson.

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

Public Comment- No public comment.

Minutes from the May 14th and 23rd, 2018 meetings were approved. (Leyva/Bond)

Claims approved per Claims Committee. (Rein/Bond)

Cash/Bank Reconciliation approved. (Rein/Leyva)

After review of the Stockman Bank Investment Fund account \$817,971.57 will be the amount in the Stockman Bank Investment Fund for the month of June. (Bond/Leyva) Interest is deposited in the amount the end of each month.

Balance as of 5/31/18--\$817,971.57 Interest paid 5/31/18--\$368.80 Balance as of 4/30/18--\$903,827.57 Credits-\$36,312.00 Debits-\$122,168.00.

Unfinished Business

Ryan Rittal (Stahly Engineering) presented the final “pay application” and “release of retainage” forms for COP Construction in regards to the sewer main replacement project. COP completed the required road work to complete the project. In regards to the Spring St. sewer main project, there is an existing \$90,000 with the SRF loan that can be utilized for the project. He presented a contract with Stahly Engineering to provide engineering services not to exceed \$15,000 on the Spring St. sewer main project. The Town Council passed a motion to accept and sign the contract. (Rein/Eaton) They will complete and submit the design documents to the MT Department of Environmental Quality within three (3) weeks. The DEQ has up to two (2) months to review the design documents. In regards to the wastewater treatment project, he has been discussing options with Jerry Paddock (MT DEQ) looking for a long-term solution as cost efficient as possible for the town. Mayor Rolane Christofferson asked about the likelihood of DEQ regulations loosening up after which it was discussed that regulations would likely only get tighter. SRF is not comfortable funding the project until it is known that a significant amount of inflow and infiltration into the system has been addressed. The MT DEQ is also working to see if any of the flow monitoring data is retrievable.

Fire Chief Tanner Stickel from the Terry Volunteer Fire Department was in to report. He reported that things have been quiet. The department has completed some training on taking the trucks out and staying familiar with them. They will be completing some miscellaneous projects within the Fire Hall. He will start working on the budget for the coming year. He has identified some needs with turnouts and CPR re-certification. They continue to work on the exhaust removal project.

No one was present from the Prairie County Sheriff’s Office to report.

In regards to the Town/Fire Hall, PWD Brady Robertson and Clerk Lynn Schilling reported that the fire extinguishers in Town/Fire Hall and the Town Shop have been inspected this month.

Public Works Report:

- Mayor Rolane Christofferson reported that she has offered the Assistant Public Works Director position to Vernal Fellon, and he has accepted the position.
- PWD Brady Robertson reported that they needed to replace the winch cable on the Peterbilt garbage truck.
- PWD Brady Robertson reported that the loader needs a new radiator as the old one is cracked. A new radiator will cost \$1,300. Dan at Get R Done is checking to see if there are any cheaper options.
- PWD Brady Robertson stated that cold mix has been ordered and will be delivered next week. He is hoping that the local Department of Transportation can help pile the cold mix.
- Mayor Rolane Christofferson reported that she met with a couple different companies to gain pricing information on paving or pulverizing some of the Town's streets. She is waiting to get the information.
- Mayor Rolane Christofferson reported that the swimming pool is going. They are still working to get fully staffed. The Town Council passed a motion to approve a twenty (20) pass punch card to be sold for \$60. (Rein/Bond) The Town Council passed a motion to approve staff wages as follows: front desk, \$8.30/hour, lifeguard I, \$8.50/hour with subsequent \$0.50 raises to be capped at \$10.50/hour, and manager, \$11.25/hour. (Bond/Leyva)

Mayor Rolane Christofferson reported that she e-mailed Prairie County Sheriff Kiefer Lewis for budget information and has not received anything back as of yet.

Council Members Caryn Rein and Cindy Bond had nothing new to report in developing a garbage assessment policy.

No one was available from the Prairie County Sheriff's office to discuss dog related sections in the code.

Clerk Lynn Schilling reported that she did meet with another credit/debit card processing vendor that is affiliated with Stockman Bank and discussed the information that she had received. She will continue to gather information when she is able.

There were no submitted building permits to review.

New Business

The Town Council passed a motion to approve Resolution # 2018-452, requesting distribution of Bridge and Road Safety and Accountability Program (BaRSAA) funds. (Rein/Eaton)

Clerk Lynn Schilling reported that there has not yet been any activity in regards to the audit of fiscal year ended June 30, 2017. She will e-mail an inquiry on the timeframe of the audit.

The Town Council scheduled a working meeting on the budget for the upcoming year. They will meet on June 19th at 5 p.m.

Clerk Lynn Schilling reported delinquent sewer accounts for May: eight (8) friendly letters, nine (9) letter #2's, and 1 (one) letter #3 were sent.

All other correspondence was reviewed.

Public Comment: None.

There being no further business, the meeting adjourned at 7:09 pm. (Eaton/Rein)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor