

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

Payroll Register

14284	Cindy Bond	July 2018 Payroll	138.52
14285	Alyssa Chaska	July 2018 Payroll	78.49
89367	Rolane Christofferson	July 2018 Payroll	373.02
14286	Brad Eaton	July 2018 Payroll	138.52
89366	Holly Eaton	July 2018 Payroll	117.26
14287	Nicholas Ellerton	July 2018 Payroll	468.91
14288	Vernal Fellon	July 2018 Payroll	2351.69
14289	Aysec Gagon	July 2018 Payroll	850.47
89365	Allen Henry	July 2018 Payroll	1287.89
14290	Peter Leyva	July 2018 Payroll	124.67
14291	Janet Loomis	July 2018 Payroll	1557.37
14292	Sean Loomis	July 2018 Payroll	261.66
14293	Joshua Mayes	July 2018 Payroll	334.80
14294	Alyssa McCulley	July 2018 Payroll	423.04
14295	Abraham Montalvo	July 2018 Payroll	440.04
14296	Anya Pitchford	July 2018 Payroll	438.28
89364	Caryn Rein	July 2018 Payroll	115.52
89363	Brady Robertson	July 2018 Payroll	1732.66
14297	James Schilling	July 2018 Payroll	184.70
89362	Lynn Schilling	July 2018 Payroll	2314.17
14298	Hayle Wickson	July 2018 Payroll	154.13
14299	Samantha Wilson	July 2018 Payroll	317.00
14300	William Wolf	July 2018 Payroll	467.03
14301	MMIA- Insurance	July 2018 Payroll- Insurance	4205.05
14302	Dept. of Revenue	July 2018 Payroll- State Tax	561.00
89361	AFLAC	July 2018 Payroll	122.33
89360	EFTPS	July 2018 Payroll- Tax Deposit	3701.95
89359	PERS	July 2018 Payroll	2365.72

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

Claims

3951	Advanced Tech Products	Swimming Pool Chemicals/CPO Reg.	2747.10
3952	Boss Office Products	Toner	136.99
3953	Cardmember Service	July 2018 Statement	1156.88
3954	City of Glendive	Landfill Services	2753.00
3955	Cross Petroleum	July 2018 Statement	974.45
3956	Energy Lab	Lagoon Sample Testing	791.00
3957	Farmer's Union	July 2018 Statement- Fuel	145.20
3958	Holden Electric LLC	Coil- Pool Bathhouse	325.18
3959	Janet Loomis	Reimbursement for Mileage/Supplies	200.54
3960	Mid-Rivers	July 2018 Statement	244.48
3961	Miles City Motor Supply	July 2018 Statement	270.94
3962	MMIA- Liability Program	Liability Insurance FY2018-19	6416.00
3963	MMIA- Property Program	Property Insurance FY2018-19	4481.89
3964	MMIA- Employee Benefits	Employee Benefits (reimb.)	616.00
3965	MDU	July 2018 Utilities	3196.39
3966	Montana Peterbilt	Parts- Garbage Truck	252.36
3967	Netzer Hardware	July 2018 Statement	261.28
3968	Prairie County	Court Fines	242.00
3969	Stahly Engineering	Engineering Services	5491.47
3970	Terry Tribune	Advertising	60.75
3971	Tongue River Electric	Power @ Landfill	41.88
3972	Town of Terry	Sewer	153.00

3973	USPS	Postage Stamps	70.00
3974	Get R Done	Tires- Volvo Garbage Trk	5037.00
JV970996	USDA	Monthly Loan Repayment	8848.00
JV970997	US Bank	Bi-annual Loan Repayment	<u>18973.33</u>
Total			\$ 90,680.12

Receipts for the month of July, 2018:

11824	City Judge Fran Fleckenstein	Court Fines	242.00
11825	Terry Pool Manager	Pool Passes	908.00
11826	Terry Pool Manager	Pool Passes	441.00
11827	Save Our Pool	Donations	63.62
11832	Rolane Christofferson	Insurance Receipts- Pass Thru	616.00
11833	Terry School District	Pool Passes	500.00
11834	Prairie County	Fallon Garbage Service	2615.07
11835	Terry Pool Manager	Pool Passes	281.70
11836	Terry Pool Manager	Pool Passes	202.50
11837	Terry Pool Manager	Pool Passes	445.00
11838	Terry Pool Manager	Pool Passes	700.00
11839	Terry Pool Manager	Pool Passes	217.75
11840	Terry Pool Manager	Swimming Lessons	40.00
11841	Terry Pool Manager	Pool Passes	273.50
11842	Save Our Pool	Memorial Donations	300.00
11843	EMI	Donation to SOP	36.80
11844	Save Our Pool	Terry Yippee Dinner	1781.00
11845	Terry Pool Manager	Pool Passes	83.50
11846	Prairie County Treasurer	Taxes & Assessments	16736.48
11848	Stockman Bank	Interest	404.03
11849	State of Montana	Fuel Allocation	2411.22
UB644	Journal Voucher	Sewer Receipts	<u>23913.73</u>
Total			\$ 53,212.90

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, Caryn Rein, and Peter Leyva. Also present were Deputy Clerk Holly Eaton, Clerk Lynn Schilling, Public Works Director Brady Robertson, Tom Magalsky, Ryan Rittal (Stahly Engineering), and Paula Rein (arrived at 6:10 p.m.).

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

Public Comment- No public comment.

Minutes from the July 12th, 23rd, and 31st, 2018 meetings were approved. (Rein/Bond)

Claims approved per Claims Committee, with adjustment in removal of \$10.00 tip on Claim # 983959. (Bond/Leyva)

Cash/Bank Reconciliation approved. (Leyva/Bond)

After review of the Stockman Bank Investment Fund account \$911,153.14 will be the amount in the Stockman Bank Investment Fund for the month of August. (Rein/Leyva) Interest is deposited in the amount the end of each month.

Balance as of 7/31/18--\$911,153.14 Interest paid 7/31/18--\$404.03 Balance as of 6/29/18--\$937,401.15 Credits-\$53,573.32 Debits-\$79,821.33.

Unfinished Business

Ryan Rittal (Stahly Engineering) discussed the final plans that they will be submitting to the DEQ on the Spring Street sewer main replacement. The option that was selected by the Town Council was the least expensive and simplest option of the three (3) that were

presented. Once the plans are approved by DEQ, they can proceed with procuring a contractor. DEQ has left the monitoring equipment at the lagoons. Stahly will assist town staff in removing the equipment, after which Stahly will move forward in installing their own flow monitoring equipment to gather data. Mayor Rolane Christofferson inquired as to what services Stahly Engineering does in regard to streets as she was unable to gain much information through asking construction companies—Ryan will have the transportation group send some information on their services.

No one was present from the Terry Volunteer Fire Department to report.

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

In regard 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:

- PWD Brady Robertson reported the Peterbilt is out of service due to brake issues. They were shown some additional places to grease that no one had been aware of. The estimate on repairs as well as additional new tires is \$10,000. They are using the Volvo truck in the meantime and would like to replace it's tires and get it checked out prior to travel out of town. PWD Robertson stated that he would look at different options in replacing the tires on the purple truck.
- PWD Brady Robertson reported that the loader has been repaired and is back in service.
- PWD Brady Robertson discussed a request from a property owner on the north side of town who would like some road work done as his property is inaccessible with any type of rain or snow weather event. PWD Robertson discussed different options in improving roads in that area. Mayor Rolane Christofferson stated that they would further investigate the options prior to moving forward.
- Mayor Rolane Christofferson mentioned that someone had suggested the town look at utilizing concrete in repairing certain town streets. She is hoping that the person will come to a meeting and discuss the idea further with Council.
- PWD Brady Robertson reported on a sewer line issue. The property owner has scoped the line and determined that any issue that exists is in the alley portion of the line. Mayor Rolane Christofferson suggested that PWD Robertson coordinate the digging up of the area so that the problem can be identified and repaired
- PWD Brady Robertson reported that the pool has been going well. There have been a couple instances of kids shoving stuff into the gutter. The school will be utilizing the pool for the first couple of weeks—the last day the pool will be open is August 29th.
- PWD Brady Robertson stated that they have done a lot of re-seeding in thin areas in the park such as around trees. They have also begun weed-eating around trees rather than mowing around them.

Mayor Rolane Christofferson reported that she and Clerk Schilling met with the Prairie County Commissioners and presented the offer for the law enforcement agreement. She stated that there had been good conversation, but she has not heard whether the offer was accepted.

There was nothing new to report on with the policy regarding the garbage assessment fee schedule.

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

Clerk Lynn Schilling presented a month-to-month agreement from PayGov for credit/debit card services. There is no expense to the town as the user is assessed a fee for utilizing the service. The Town Council passed a motion to sign the agreement.
(Rein/Bond)

Clerk Lynn Schilling presented updated budget information to the Town Council, implementing a raise for the Clerk/Treasurer position as well as different options with the part-time public works position. The Town Council passed a motion to increase the hourly wage of the Clerk/Treasurer to \$19.50/hour. (Leyva/Bond) The Town Council scheduled a public hearing on the street maintenance district as well as a Final Budget Hearing on Thursday, August 30th at 6 p.m.

The Town Council members received copies of the Audit of the Town of Terry's fiscal year ended June 30, 2017.

Tom Magalsky (Alternative Excavation, LLC) was present to discuss drainage concerns at his business. He and the Town Council discussed different options in diverting water into the storm water collection system. Mayor Rolane Christofferson asked Stahly Engineering to assist in identifying the best solution.

Town Attorney Rennie Wittman was unable to attend so procedures in addressing public nuisance complaints were not discussed.

There were no submitted building permits to review.

New Business

The Town Council passed a motion to provisionally adopt Resolution # 2018-453, Specifying the Street Maintenance District # 1 Assessment Option and Levying and Assessing a Special Assessment for Fiscal Year 2019 Upon all the Property Within Said District, to Defray the Estimated Cost of Maintenance Within the Same. (Rein/Leyva)

The Town Council passed a motion to adopt Resolution # 2018-454, Authorizing Purchasing Materials from MT DOT. (Bond/Rein)

Mayor Rolane Christofferson discussed a bid received from Rocky Mountain Cummins to service the generator at the Town/Fire Hall. Council Member Peter Leyva will further discuss the bid with DES Coordinator John Pisk.

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

All other correspondence was reviewed.

Public Comment: Paula Rein expressed a concern regarding an incident at the swimming pool. The Town Council listened to her concern, and Mayor Rolane Christofferson stated it would be shared with Town Attorney Rennie Wittman.

There being no further business, the meeting adjourned at 8:42 pm. (Rein/Bond)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor