

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

Payroll Register

14486	Cindy Bond	January 2019 Payroll	138.52
89313	Rolane Christofferson	January 2019 Payroll	373.02
14487	Brad Eaton	January 2019 Payroll	138.52
14488	Vernal Fellon	January 2019 Payroll	2559.17
89312	Allen Henry	January 2019 Payroll	1362.15
14489	Peter Leyva	January 2019 Payroll	124.67
89311	Caryn Rein	January 2019 Payroll	115.52
89310	Brady Robertson	January 2019 Payroll	1903.67
89309	Lynn Schilling	January 2019 Payroll	2620.81
14490	MMIA- Insurance	January 2019 Payroll- Insurance	2898.35
14491	Dept. of Revenue	January 2019 Payroll- State Tax	461.00
89308	EFTPS	January 2019 Payroll- Tax Deposit	2607.26
89307	PERS	January 2019 Payroll	2165.47

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

4087	MDU	January 2019 Utilities	3218.61
4088	MT Rural Water Systems	MT Rural Water Conference Registration	195.00
4089	Cardmember Service	Claim Warrants	104.00
4090	City of Glendive	Landfill Services	2614.00
4091	Cross Petroleum	January 2019 Statement	935.85
4092	MT DEQ	Annual Production Report Fee	49.05
4093	Energy Lab	Lagoon Sample Testing	791.00
4094	Farmers Union Oil Co.	January 2019 Statement	33.46
4095	Vernal Fellon	Reimbursement for DOT Physical	198.00
4096	Get R Done Repair	January 2019 Statement	216.25
4097	J&J Enterprises	Snow Removal @ Fire Hall	80.00
4098	Lucas & Tonn, P.C.	January 2019 Legal Services	430.33
4099	Mid-Rivers	January 2019 Statement	199.78
4100	MMIA- Employee Benefits	Employee Benefits (reimb.)	616.00
4101	Netzer Hardware	January 2019 Statement	360.80
4102	Prairie County	Court Fines	131.00
4103	Lynn Schilling	Reimbursement of Mileage- EPEDC Mtg	75.40
4104	Terry Tribune	Advertising	183.75
4105	The Chemnet Consortium	Annual Random Selection Fee	100.00
4106	Tongue River Electric	Power @ Landfill	41.88
4107	Town of Terry	Sewer	153.00
4108	USPS	Postage Stamps	70.00
4109	Dawson Co. Vet Clinic	Vaccinations Administered on Dog Day	1029.00
JV971015	US Bank	Bi-Annual Loan Repayment	20122.60
JV971017	USDA	Monthly Loan Repayment	<u>8848.00</u>
Total			\$ 59,043.20

Receipts for the month of January, 2019:

11918	City Judge	Court Fines	131.00
11920	State of Montana	Fuel Allocation	2411.22
11921	Rolane Christofferson	Insurance Receipts- Pass Thru	616.00
11921 (2)	Cindy Bond	Dog License	5.00
11922	Prairie County	Fallon Garbage Service	2615.07
11923	EMI	Donation to SOP (Aluminum)	111.86
11924	4 Corners Convenience	Sale of Beer & Liquor License	160.00
11925	Dog Licenses	John Veum	5.00
		Bev Reuther	10.00

11926 Prairie County Treasurer	Taxes & Assessments	37157.86
11927 Stockman Bank	Interest	669.10
UB662 Journal Voucher	Sewer Receipts	<u>27420.33</u>
	Total	\$ 71,312.44

The Terry Town Council met in regular session at Terry Town Hall at 6:00 p.m. with Town Council President Peter Leyva presiding. Council members present were Cindy Bond, Caryn Rein, and Brad Eaton. Also present were Clerk Lynn Schilling, Public Works Director Brady Robertson, Town Attorney Rennie Wittman, Greg Steckler and Brooks Quaintance (Stahly Engineering), Fire Chief Tanner Stickel, and Lizzy Robertson (Terry Tribune).

Town Council President Peter Leyva called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Public Comment- None.

Minutes from the January 10th, 2019 meeting were approved. (Rein/Eaton)

Claims approved per Claims Committee. (Eaton/Rein)

Cash/Bank Reconciliation approved. (Bond/Rein)

After review of the Stockman Bank Investment Fund account \$1,080,755.94 will be the amount in the Stockman Bank Investment Fund for the month of February. (Eaton/Bond) Interest is deposited in the amount the end of each month.

Balance as of 1/31/19--\$1,080,755.94 Interest paid 1/31/19--\$669.10 Balance as of 12/31/18--\$1,072,565.79 Credits-\$69,707.75 Debits-\$61,517.60

Unfinished Business

Greg Steckler (Stahly Engineering) provided an update on the wastewater treatment upgrade project. They were able to install the flow meter equipment today in the same location where the DEQ's equipment had been. They will gather data through the spring to determine how much inflow and infiltration was reduced with the sewer main replacement project. They are hoping to show a reduction so that the SRF program will release funds for the upgrades project. Depending on how things go with the flow monitoring equipment, they may need to amend the contract as it currently does not include the flow monitoring. Brooks, initially, will be checking the equipment every two (2) weeks to check the battery and upload data, but they may extend if the battery life is longer and data is preserved. They may also ask the town's Wastewater Operator Vern Fellon to assist as well. In reference to the Spring Street sewer main project, they are still working with the school to get the easement in place.

Fire Chief Tanner Stickel provided an update on the Terry Volunteer Fire Department. They recently held a business meeting and discussed some needs of the department as well as ideas to recruit more members. He discussed issues surrounding the pagers that most members currently carry. There have been a lot of issues with them not working well as of late, possibly due to tower issues, and they are unable to use them to inform others if they are responding to a page thus creating issues of a delayed or minimal response. He presented a quote to the Town Council of \$11,730 for ten (10) new portable radios. The Town Council passed a motion to purchase the radios as per the quote. (Rein/Bond) Town Council President Peter Leyva discussed a desire of the department to better themselves and attract new members. The department discussed setting up a weight room where they would be able to work on individual fitness goals as well as firefighter specific training i.e. utilizing a Jacob's Ladder with your equipment on as full turnouts add an additional 40-80 lbs. of weight. The department worked hard to clean up the back room and now would like to work on a room to exercise and weight train in. They explored other avenues for fitness/weight training in town and were unable to find anything that would work for what they need. Fire Chief Tanner Stickel discussed how the department is still working on lowering the ISO rating. He further discussed the benefits of a health focus in attracting new members and giving back to the volunteers.

They had also discussed allowing all first responders within the community to utilize the weight room. Town Council President Peter Leyva stated that perhaps the Town Council could approve an amount that could be spent towards the fitness/weight training room this fiscal year and phase it out. Council Member Brad Eaton inquired as to how much the weight training equipment would be utilized and if there were any other needed pieces of equipment that should be prioritized first. Fire Chief Tanner Stickel stated that the radios were their priority and then at some point some turnouts may need replacing. Council Member Brad Eaton asked if the fire trucks were functioning well as he would hate to see them spend their budget on weights and then be unable to afford repairs if needed. Fire Chief Tanner Stickel stated that the trucks are functioning well and they would still have some budget remaining. The Town Council passed a motion to approve purchasing fitness/weight training equipment up to the presented amount of \$21,000. (Bond/Rein)

Clerk Lynn Schilling briefly reported that someone contracted through TransCanada had called inquiring about purchasing large amounts of bulk water daily for a 2-3 month period this summer. The Town Council and Fire Chief Tanner Stickel discussed the Town's well. Council Member Cindy Bond will check with Bond Drilling on the condition of the well as well as an estimated cost on a new well located near Town Hall. The Town Council will further discuss at the March meeting.

No one was present to report on public safety.

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 that they had pulled the DEQ's flow monitoring equipment last week. He has also signed up for the Spring Water School in Billings next month.
- PWD Brady Robertson reported that the loader has been having issues. They recently replaced the batteries but it continues to not start on occasion. He had Get R Done come look at it, they discovered it still has the original starter and suggested that may be the problem. PWD Brady Robertson asked for the Town Council's approval in ordering a new starter for \$575. The Town Council passed a motion approving the purchase of the starter. (Eaton/Rein)
- PWD Brady Robertson reported that he fixed a broken guide on the snow plow. Randy Robertson came and looked at the plow and made some repair and maintenance suggestions.
- The Peterbilt garbage truck is leaking antifreeze. He will call Diesel Dan to look at it.
- Paperwork has been submitted to the DEQ for a burn permit for the landfill.
- Town Council President Peter Leyva presented some pictures he had found of park pavilions. The Town Council discussed some ideas for constructing a new pavilion where the tennis courts currently are.
- Town Council President Peter Leyva and PWD Brady Robertson will meet and explore a work order system.

Town Attorney Rennie Wittman has a copy of the interlocal agreement that she will update for the current fiscal year.

Council Member Cindy Bond discussed the different garbage rates and some ideas to implement in the new policy.

Clerk Lynn Schilling reported that 28 rabies vaccinations, 20 distemper/parvo vaccinations, and 5 leukemia vaccinations were administered at the dog/cat vaccination clinic. A total of 24 dog licenses were sold as well.

Council Member Caryn Rein will discuss the parking concern at the intersection of Spring St. and Logan Ave. with Prairie County Sheriff Kiefer Lewis in attempt to identify the best way to address the concern.

There were no submitted building permits to review.

New Business

Town Council President Peter Leyva discussed the hospital district's request for the Town to apply for CDBG (Community Development Block Grant) program funding for a proposed expansion project for the hospital. The proposed project would add three (3) beds and much needed meeting and storage space. The expansion would be off of the south side of the hospital. There are two (2) scheduled public hearings on Thursday, February 21st and Thursday, March 7th, at 5 p.m. The public hearings are for community members to pitch ideas for the community and learn about the proposed project. The county has also been asked to apply, similar to how the project in 2015 was funded.

Clerk Lynn Schilling reported delinquent sewer accounts for February: two (2) friendly letters, four (4) letter #2's, and 0 (zero) letter #3's were sent.

All other correspondence was reviewed.

Public Comment: None.

Clerk Lynn Schilling informed the Town Council that she had received correspondence regarding the audit for fiscal year ended June 30, 2018. The cost of the audit has increased from \$5,900 to \$8,000. The Town Council requested more information as to the price increase. Clerk Lynn Schilling also reported that an AFLAC representative would like to meet with employees and council next month. It was determined that there is currently no interest in AFLAC, so Clerk Lynn Schilling will cancel the meeting. Also, Clerk Lynn Schilling reported that Prairie County Commissioner Dennis Teske had mentioned that they would be installing some security cameras in the Fire Hall in the ambulance bays.

There being no further business, the meeting adjourned at 7:47 pm. (Rein/Eaton)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor