

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

**Payroll Register**

14547	Cindy Bond	March 2019 Payroll	138.52
89299	Rolane Christofferson	March 2019 Payroll	373.02
14548	Brad Eaton	March 2019 Payroll	138.52
89298	Susan Edwards	March 2019 Payroll	98.81
14549	Vernal Fellon	March 2019 Payroll	2246.14
89297	Allen Henry	March 2019 Payroll	1101.56
14550	Peter Leyva	March 2019 Payroll	124.67
89296	Caryn Rein	March 2019 Payroll	115.52
89295	Brady Robertson	March 2019 Payroll	1579.28
89294	Lynn Schilling	March 2019 Payroll	2303.32
14551	MMIA- Insurance	March 2019 Payroll- Insurance	2898.35
14552	Dept. of Revenue	March 2019 Payroll- State Tax	361.00
89293	EFTPS	March 2019 Payroll- Tax Deposit	2168.07
89292	PERS	March 2019 Payroll	1892.08

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

**Claims**

4134	Boss Office Products	Office Supplies	84.95
4135	Cardmember Service	March 2019 Statement	1129.99
4136	City of Glendive	Landfill Services	2510.00
4137	Cross Petroleum	March 2019 Statement	901.12
4138	Energy Lab	Lagoon Sample Testing	217.00
4139	Farmers Union Oil Co.	March 2019 Statement	53.76
4140	Vernal Fellon	Reimbursement for Mileage	222.12
4141	Get R Done Repair	March 2019 Statement	465.90
4143	Lucas & Tonn, P.C.	March 2019 Legal Services	687.92
4142	Mid-Rivers	March 2019 Statement	201.02
4144	Miles City Motor Supply	Filter- Grader	28.54
4145	MMIA- Employee Benefits	Employee Benefits (reimb.)	616.00
4146	MDU	March 2019 Utilities	3402.23
4147	MT Rural Water Systems	Wastewater Fundamentals Handbook	100.00
4148	MT DEQ	MTG58- Outfall Charge	1700.00
4149	Netzer Hardware	March 2019 Statement	66.92
4150	Prairie County	Court Fines	80.00
4151	Safeguard QBS	Sewer Utility Billing Cards	459.83
4152	Stahly Engineering	Engineering- Wastewater Treatment Proj.	612.57
4153	Ross R. Stalcup	Audit of FYE2018	4000.00
4154	Terry Tribune	Advertising	70.00
4155	Tongue River Electric	Power @ Landfill	41.88
4156	Town of Terry	Sewer	153.00
4157	USPS	Postage Stamps	70.00
4158	MT Dept. of Revenue	Consumer Counsel Fee	4.00
4159	Brady Robertson	Reimbursement of Travel	279.44
JV971021	USDA	Monthly Loan Repayment	<u>8848.00</u>
<b>Total</b>			<b>\$ 34,365.09</b>

**Receipts for the month of March, 2019:**

11939	Rolane Christofferson	Insurance Receipts- Pass Thru	616.00
11940	Dog Licenses	S. Wright	20.00
		D. Johnson	20.00
		B. Buckingham	5.00
11941	State of Montana	Fuel Allocation	2411.22
11942	State of Montana	Police Pension/Fire Dept Relief	1848.00

11943 State of Montana	HB124 Entitlement Share	22572.11
11944 Save Our Pool	Donations	125.00
11945 Save Our Pool	Donations	2775.00
11947 Dog Licenses	C. Rein	10.00
	W. Lantis	10.00
11949 Prairie County Treasurer	Taxes & Assessments	4073.79
11950 City Judge	Court Fines	80.00
11951 Army Corps of Engineers	WRDA Grant- Sewer Main Repl.	84520.61
11952 Stockman Bank	Interest	919.50
UB668 Journal Voucher	Sewer Receipts	<u>25869.13</u>
	<b>Total</b>	<b>\$ 145,875.36</b>

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 Brad Eaton. Also present were Clerk Lynn Schilling, Public Works Director Brady Robertson, Town Attorney Rennie Wittman, Ryan Rittal (Stahly Engineering), and Greg McDaniel.

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

Public Comment- Greg McDaniel requested that the Town Council look into installing a handrail along the sloped entry into the Terry Swimming Pool.

Minutes from the March 14<sup>th</sup>, 2019 meeting were approved. (Bond/Eaton)

Claims approved per Claims Committee. (Eaton/Rein)

Cash/Bank Reconciliation approved. (Rein/Bond)

**After review of the Stockman Bank Investment Fund account \$1,108,125.39 will be the amount in the Stockman Bank Investment Fund for the month of April. (Eaton/Bond) Interest is deposited in the amount the end of each month.**

Balance as of 3/29/19--\$1,108,125.39 Interest paid 3/29/19--\$919.50 Balance as of 2/28/19--\$1,078,258.33 Credits-\$145,851.06 Debits-\$115,984.00

**Unfinished Business**

Ryan Rittal (Stahly Engineering) reported that they are wrapping up the Spring Street sewer main replacement project. He presented a “Contractor’s Certificate and Release” from COP and asked that the retainage be released. The Town Council passed a motion to release the retained funds of \$4205.30. (Eaton/Rein) They are still working on obtaining the easement from the school and hope to have all the documents ready for review and signature by the next meeting. He presented a contract amendment to allow for additional costs related to flow monitoring, design and project management with the wastewater treatment upgrade project in the amount of \$35,000. The Town Council passed a motion to approve Contract Amendment #3. (Rein/Eaton) He presented some charts that show a decrease in flow to the lagoons, but they will continue to monitor, most likely through June, or as required by the SRF program.

PWD Brady Robertson, who also serves on the Terry Volunteer Fire Department, provided a brief update from Fire Chief Tanner Stickel. He reported that weight lifting equipment is beginning to show up. Fire Chief Tanner Stickel will be picking up mats soon. They will also be picking up the radios in a week. H n F Construction submitted a bid for work on the walkway between the Fire Hall and training room. The Town Council opted to delay action on the bid to check on the status of the budget after recent expenditures go through.

There was no one 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. PWD Brady Robertson reported that there was nothing new to report on the exhaust removal.

Public Works Report:

- PWD Brady Robertson discussed ongoing issues of the disposal of unauthorized waste at the town's landfill. The Town Council was in agreement that they should utilize security cameras so the landfill can remain open. PWD Brady Robertson will order cameras and a hard-drive for the landfill. PWD Brady Robertson also reported another instance of vandalism at the park on two (2) picnic tables and the restrooms. The Town Council requested that he order security cameras for the park as well.
- PWD Brady Robertson reported that Diesel Dan is no longer operating out of Glendive. Mayor Rolane Christofferson suggested taking the Peterbilt truck to Pro Tech Diesel. PWD Brady Robertson will look into Pro Tech Diesel.
- PWD Brady Robertson reported that a tire on the skid-steer has a slash in it and needs replaced. Upon discussion, the Town Council recommended he replace two (2) of the tires and place them on the rear of the skid-steer as all of the tires are worn. One (1) tire will be retained as a spare. He also reported that he is in the process of getting new rings fabricated at Mindt Machine for the loader as they broke when trying to switch out the buckets. Council Member Brad Eaton recommended additional maintenance of the rings in the future.
- Mayor Rolane Christofferson reported that the streets are in bad shape this spring. There are a number of locations in need of repair. They discussed the need for assistance in digging out some of the damaged asphalt—Clerk Lynn Schilling will advertise in the newspaper.
- PWD Brady Robertson stated that they have begun work on the swimming pool and will continue to work on it as the weather allows.
- PWD Brady Robertson reported that he has not met with Council Member Peter Leyva to discuss options at the park or explore the work order system.

Clerk Lynn Schilling will take a copy of the revised interlocal agreement for public safety over to the Prairie County Courthouse for the Commissioners to review.

Mayor Rolane Christofferson stated that a policy needs to be drafted guiding the garbage assessment rates as well as how it is tied to the sewer in livable dwellings. Once a policy has been established, the Town Clerk can set the rates according to policy.

The Town Council discussed the parking concern and will be working on an ordinance to allow angled parking in the downtown area. The Town Council was also in agreement that they would like to see intersecting curbs painted to disallow parking that obstructs the view of intersections.

Mayor Rolane Christofferson discussed the bulk water purchase request. She has been in touch with the company. They are not interested in paying for a well. However, they would like the town to provide bulk water and they will pay more per gallon. Clerk Lynn Schilling obtained some information from the DNRC. If the town were to drill a new well, it would likely require additional water rights. Also, the amount of water the company has requested would most likely not significantly affect the water table. The Town Council was in agreement that they could not drill a new well with, at minimum, a contract in place. Mayor Rolane Christofferson will call and request a proposal or contract.

There were no submitted building permits to review. MDU has submitted one (1) excavation permit.

**New Business**

Mayor Rolane Christofferson reported that Abby Eaton had talked to her about bringing her 4H pigs into town to walk them around and get them used to being around people.

The Town Council was in agreement that she would be fine to do so, she would just need to clean up any messes left.

Clerk Lynn Schilling discussed the MMIA Group Election form for Employee Benefits. The Town Council passed a motion to complete the form with the same selections as the previous year. (Bond/Rein)

Clerk Lynn Schilling reported delinquent sewer accounts for April: 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.

There being no further business, the meeting adjourned at 7:57 pm. (Rein/Eaton)

ATTEST:

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Lynn Schilling, Clerk

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Rolane Christofferson, Mayor