

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

**Payroll Register**

14754	Keegan Albrecht	August 2019 Payroll	1423.42
14755	Cindy Bond	August 2019 Payroll	138.52
89261	Rolane Christofferson	August 2019 Payroll	373.02
14756	Brad Eaton	August 2019 Payroll	138.52
89260	Susan Edwards	August 2019 Payroll	229.50
14757	Aysec Gagon	August 2019 Payroll	518.00
14758	Rachel Harrell	August 2019 Payroll	481.31
89259	Allen Henry	August 2019 Payroll	2371.43
89258	David Johnson	August 2019 Payroll	2815.42
14759	Libby Koppenhaver	August 2019 Payroll	260.96
14760	Peter Leyva	August 2019 Payroll	124.67
14761	Abraham Montalvo	August 2019 Payroll	828.05
89257	Caryn Rein	August 2019 Payroll	115.52
14762	James Schilling	August 2019 Payroll	184.70
89256	Lynn Schilling	August 2019 Payroll	2456.60
14763	Hayle Wickson	August 2019 Payroll	322.16
14764	Danielle Wolf	August 2019 Payroll	627.38
14765	MMIA- Insurance	August 2019 Payroll- Insurance	3302.30
14766	Dept. of Revenue	August 2019 Payroll- State Tax	603.00
89255	EFTPS	August 2019 Payroll- Tax Deposit	3630.51
89254	PERS	August 2019 Payroll	2213.97

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

**Claims**

4273	Advanced Tech Products	Registration for CPO Class	325.00
4274	Prairie Co. Hosp. District	DOT Physical	198.00
4275	MMIA- Employee Benefits	Employee Benefits (reimb.)	665.00
4276	MDU	August 2019 Utilities	3443.22
4277	Advanced Tech Products	Swimming Pool Chemicals/Supplies	3639.85
4278	Boss Office Products	Office Supplies	86.93
4279	City of Glendive	Landfill Services	2525.50
4280	Farmers Union Oil Co.	Fuel/Weed Spray/Rotella	1010.96
4281	Fisher Sand & Gravel	Road Mix/Delivery	4840.70
4282	Get R Done Repair	Parts/Repairs- Peterbilt	101.12
4283	VOID		
4284	Mid-Rivers	August 2019 Statement	255.99
4285	Miles City Motor Supply	Parts	390.70
4286	Pirtz Trenching	Backhoe Operation for Street Repairs	2470.00
4287	Terry Tribune	Advertising	120.00
4288	Tongue River Electric	Power @ Landfill	44.99
4289	Stahly Engineering	Wastewater Treatment Upgrades Proj.	2611.37
4290	Prairie County	Court Fines	135.00
4291	Prairie Co. Hosp. District	Pre-employment Screening	70.72
4292	One Schott Mobile Service	Repairs- Peterbilt Garbage Trk	1367.88
4293	Terry Hardware	Supplies	97.56
4294	Town of Terry	Sewer	153.00
4295	Cardmember Service	August 2019 Statement	834.46
4296	Cross Petroleum	August 2019 Statement	695.67
4297	Melody Haynes	Swimming Lesson Workshop	75.00
4298	Allen Henry	Reimbursement of Travel- CPO	272.78
4299	USPS	Postage Stamps	70.00
4300	Ashley Larsen	CPR Class- TVFD	100.00
4301	MT League of Cities & Towns	Conference Registration	150.00

4302 MT Environmental Training Ctr	Fall Water School Registration	315.00
JV971038 USDA	Monthly Loan Repayment	<u>8848.00</u>
<b>Total</b>		<b>\$ 51,173.38</b>

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

11995 Save Our Pool	Donation	180.00
11995(2) Save Our Pool	Terry Yippee Fundraiser	2715.00
11996 Asst. Mgr Hayle Wickson	Swimming Lesson Proceeds	820.00
11996(2) Asst. Mgr Hayle Wickson	Swimming Pool Proceeds	556.75
11997 State of Montana	AFR Filing Fee Refund	250.00
11997(2) Asst. Mgr Hayle Wickson	Swimming Pool Proceeds	320.50
11998 Prairie County	Fire Hall Rent/Park Support	9600.00
11999 Rolane Christofferson	Insurance Receipts- Pass Thru	665.00
12000 Matt Ranson	Dumpster Fee	100.00
12001 Eastern MT Industries	Alum. Recycling Donation to SOP	4.10
12002 City Judge Mary Bucher	Court Fines	135.00
12003 Fallon Refuse Disposal Dist.	Fallon Garbage Service	2615.07
12004 Prairie County Treasurer	Taxes & Assessments	7985.87
12005 Save Our Pool	Donation	50.00
12006 Mid-Rivers Communications	Capital Credit	55.53
12007 State of Montana	Fuel Allocation	2384.68
12008 Stockman Bank	Interest	892.31
UB680 Journal Voucher	Sewer Receipts	<u>24187.55</u>
<b>Total</b>		<b>\$ 53,517.36</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 Peter Leyva, Cindy Bond, Caryn Rein and Brad Eaton. Also present were Town Attorney Rennie Wittman, Clerk Lynn Schilling, Public Works Director David Johnson, Jacob Kitsen, Neva Rathbun, Rich Miller, Donne and Dustin Stag, and Marshal and Megan Pirtz.

Mayor Rolane Christofferson called the meeting to order at 6:02 p.m. and led the Pledge of Allegiance.

Public Comment- Marshal Pirtz inquired as to if the Town Council would be open to opening the ban on fuel storage, perhaps with restrictions? He has a 250 gallon tank and would like to have a tank for diesel fuel and gasoline. He stated he would be willing to work within restrictions such as distance from homes, berms, etc. Mayor Rolane Christofferson stated that the Council could look into the ban by talking to the fire department and the Fire Marshal. Town Council Member Peter Leyva stated that he would call the state Fire Marshal as he is also interested in having bulk fuel storage.

Council Member Peter Leyva mentioned that the breezeway from the Fire Hall into the training room is leaking significantly when there is rain. Clerk Lynn Schilling stated that the breezeway from Town Hall into the cold storage part of the building is leaking as well. Council Member Peter Leyva will further explore cost of repairs of the entire breezeway with Junior Fischer, who had previously submitted a bid to repair the Fire Hall breezeway.

Minutes from the August 8<sup>th</sup> and 15<sup>th</sup>, 2019 meetings were approved. (Leyva/Bond)

Claims approved per Claims Committee. (Eaton/Leyva)

Cash/Bank Reconciliation approved. (Bond/Rein)

**After review of the Stockman Bank Investment Fund account \$1,028,736.40 will be the amount in the Stockman Bank Investment Fund for the month of September. (Eaton/Bond) Interest is deposited in the amount the end of each month.**

Balance as of 8/30/19--\$1,028,736.40 Interest paid 8/30/19--\$892.31 Balance as of 7/31/19—\$1,039,327.96 Credits-\$50,566.44 Debits-\$61,158.00

### **Unfinished Business**

There was no one present and nothing new to update in regards to the wastewater treatment upgrades.

Council Member Peter Leyva reported that the training room is fully assembled and in use. He has heard great feedback from first responders in getting access to the weight room and presented a “Thank You” card from the ambulance crew.

There was no one present to report on public safety.

Regarding the Town/Fire Hall, Clerk Lynn Schilling reported that the fire extinguishers in Town/Fire Hall have been inspected this month. There was nothing new to report on the exhaust removal in the Fire Hall.

### **Public Works Report:**

- PWD David Johnson stated that there are several dumpsters in town that need maintenance, specifically the wheels replaced. Clerk Lynn Schilling will draft a letter requesting replacement of the wheels or an alternative of the Town performing the wheel replacement for an additional fee.
- The Peterbilt garbage truck hydraulics are fixed. They are still waiting on the wear plates.
- PWD David Johnson reported that the blade is losing pressure and they are having One Schott Mobile Service and Repair look at it as well.
- PWD David Johnson reported that they were able to utilize the street sweeper with the recent rain.
- Mayor Rolane Christofferson stated that she had discussed the formation of a street consultation committee with Town Attorney Rennie Wittman and they were in agreement that it is best to keep assistance informal. Town Attorney Rennie Wittman suggested that any community member that wants to offer information or advice on the streets may already do so. Council Member Peter Leyva is still planning to touch base with Stahly Engineering to obtain more information on the street evaluation proposal.
- Town Attorney Rennie Wittman is still working on drafting the paperwork for the sewer easement at the school.
- PWD David Johnson reported that the pool has been drained and they will complete winterization of it soon.
- Mayor Rolane Christofferson stated that the Fall Fun 4 All is this coming weekend and that PWD David Johnson will be closing Logan Avenue from Spring to Laundre on Saturday for the event.
- PWD David Johnson and Mayor Rolane Christofferson updated the Town Council on the street repairs by the hospital. PWD David Johnson and Clerk Lynn Schilling are tracking hours and expenses related to the projects. Donne Stagg and Jacob Kitsen inquired as to the cost of the projects and how it compares to other options such as hiring a company to do the work. Donne Stagg also inquired about future plans with the streets and an informal conversation ensued about some other areas of disrepair on the streets.

Mayor Rolane Christofferson stated that there is nothing new to report regarding the interlocal agreement on public safety.

Council Members Cindy Bond and Caryn Rein have continued work on a draft of proposed garbage rates. Mayor Rolane Christofferson discussed some needs within the policy to go with the garbage fees. Donne Stagg asked about the plan of getting a new truck and potentially looking at an automated system. Jacob Kitsen asked about small percentage rate increases.

Mayor Rolane Christofferson discussed the updated bulk water proposal and road haul agreement from TransCanada. Council Member Peter Leyva stated that he would like to see it stated within the agreement that emergency services take priority with the bulk

water. The Town Council was in agreement and Town Attorney Rennie Wittman stated that she could propose some language to be inserted in the agreement stating as much.

Mayor Rolane Christofferson discussed the possibility of grants for the park improvements. Clerk Lynn Schilling did not receive any feedback from EPEDC. Clerk Lynn Schilling will continue to look at the possibility of grants for the park.

There was one submitted building permit from Robert Schreiber and an excavation permit from MDU to review.

**New Business**

The Town Council passed a motion approving Resolution # 2019-462 requesting distribution of the Bridge and Road Safety and Accountability program funds. (Leyva/Eaton)

The Town Council passed a motion approving Resolution # 2019-463 allowing for the purchase of road mix, sand and deicer from the State of Montana Department of Transportation. (Rein/Bond)

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

Public Comment: Donne Stagg asked about the installation of security cameras at the park as was previously discussed. Mayor Rolane Christofferson stated that the Town Council still intends to do so, mainly near the bathrooms and pool buildings. Jacob Kitsen suggested one towards the playground. PWD David Johnson stated that he is working to price out 3-camera systems. Donne Stagg reiterated that her company would be happy to donate towards the cameras. Jacob Kitsen stated that he believes the town should work on maintenance at the pool this winter and spring. An informal conversation took place regarding the swimming pool and whether other options should be explored in lieu of continuing to operate the swimming pool. Jacob Kitsen requested information regarding the swimming pool, and Council Member Caryn Rein suggested that he come down to Town Hall during business hours and gain access to the documents requested. Marshal Pirtz asked if the Town Council had explored returning more streets to gravel and reducing asphalt within the town. Mayor Rolane Christofferson discussed some of the information that she has obtained.

There being no further business, the meeting adjourned at 7:38 p.m. (Eaton/Rein)

ATTEST:

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Lynn Schilling, Clerk

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Rolane Christofferson, Mayor