

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

Payroll Register

14794	Keegan Albrecht	September 2019 Payroll	1754.24
14795	Cindy Bond	September 2019 Payroll	138.52
89253	Rolane Christofferson	September 2019 Payroll	373.02
14796	Brad Eaton	September 2019 Payroll	138.52
89252	Susan Edwards	September 2019 Payroll	383.32
14797	Wynter Fahrnow	September 2019 Payroll	544.71
14798	Rachel Harrell	September 2019 Payroll	135.18
89251	Allen Henry	September 2019 Payroll	2636.92
89250	David Johnson	September 2019 Payroll	2890.16
14799	Peter Leyva	September 2019 Payroll	124.67
14800	Adrian Luedtke	September 2019 Payroll	605.82
14801	Audrey Mintz	September 2019 Payroll	902.43
14802	Jordyn Olson	September 2019 Payroll	604.44
89249	Caryn Rein	September 2019 Payroll	115.52
14803	James Schilling	September 2019 Payroll	184.70
89248	Lynn Schilling	September 2019 Payroll	2672.53
14804	Danielle Wolf	September 2019 Payroll	116.36
14805	MMIA- Insurance	September 2019 Payroll- Insurance	1973.15
14806	Dept. of Revenue	September 2019 Payroll- State Tax	668.00
89247	EFTPS	September 2019 Payroll- Tax Deposit	3982.11
89246	PERS	September 2019 Payroll	2453.58

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

Claims

4303	MMIA- Employee Benefits	Employee Benefits (reimb.)	665.00
4304	MDU	September 2019 Utilities	3081.99
4305	Boss Office Products	Toner	140.00
4306	City of Glendive	Landfill Services	2625.50
4307	Cross Petroleum	September 2019 Fuel	1063.94
4308	Eastern Plains EDC	Annual Contribution	1000.00
4309	Farmers Union Oil Co.	Fuel/Weed Spray	255.39
4310	IIMC	Annual Membership Fee	170.00
4311	Lucas & Tonn, P.C.	August/September Legal Services	692.60
4312	Mid-Rivers	September 2019 Statement	206.74
4313	Miles City Motor Supply	Parts	87.46
4314	MT Dept. of Revenue	Consumer Counsel Fee	10.28
4315	Prairie Plumbing	Clean Drain @ Pool Filter Room	100.00
4316	Lynn Schilling	Reimbursement of Mileage/Lodging	415.30
4317	Solid Waste Systems	Parts- Peterbilt Garbage Truck	3917.34
4318	Steadman's Ace Hardware	Fire Hall Training Room Supplies- TVFD	91.74
4319	Terry Hardware	September 2019 Statement	41.88
4320	Terry Super Valu	Distilled Water- Batteries	2.19
4321	Tongue River Electric	Power @ Landfill	44.99
4322	Town of Terry	Sewer	153.00
4323	USPS	Postage Stamps	70.00
JV971041	USDA	Monthly Loan Repayment	8848.00
Total			\$ 48,107.53

Receipts for the month of September, 2019:

12009	State of Montana	Fuel Allocation	2384.68
12010	Mark Trask	Dumpster Fee	25.00
12011	Alveda Hurst	Dog Licenses (2)	10.00
12012	Rolane Christofferson	Insurance Receipts- Pass Thru	665.00

12013	Allen/Carol Lachenmaier	Farmland Lease	750.00
12014	Asst. Mgr Hayle Wickson	Swimming Pool Proceeds/Closeout	237.55
12015	Save Our Pool	Donation	100.00
12016	Fallon Refuse Disposal Dist.	Fallon Garbage Service	2615.07
12017	Prairie County Treasurer	Taxes & Assessments	1896.84
12018	State of Montana	HB124 Entitlement Share	23319.22
12019	Stockman Bank	Interest	926.32
UB682	Journal Voucher	Sewer Receipts	<u>19915.81</u>
Total			\$ 52,845.49

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, Jacob Kitsen, Neva Rathbun, Rich Miller, Donne and Dustin Stagg, Sheriff Kiefer Lewis, Undersheriff Tim Therrien, and Nicole Dyer.

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

Public Comment- Pastor Tim Therrien (Badlands Bible Fellowship) provided a letter to the Town Council requesting a rate adjustment from two (2) to one (1) EDU's at the Badlands Bible Fellowship. Mayor Rolane Christofferson stated that the Town Council will discuss the request at the following meeting as an agenda item.

Neva Rathbun shared that she had recently had a conversation with Mrs. Gianforte at an event during which Mrs. Gianforte shared some possible grant sources for the swimming pool. Neva Rathbun and the Town Council discussed the grant options as well as previous grants received for the pool.

Minutes from the September 5th and 12th, 2019 meetings were approved. (Bond/Eaton)

Claims approved per Claims Committee. (Rein/Leyva)

Cash/Bank Reconciliation approved. (Rein/Bond)

After review of the Stockman Bank Investment Fund account \$1,027,710.96 will be the amount in the Stockman Bank Investment Fund for the month of October. (Eaton/Bond) Interest is deposited in the amount the end of each month.

Balance as of 9/30/19--\$1,027,710.96 Interest paid 9/30/19--\$926.32 Balance as of 8/30/19—\$1,028,736.40 Credits-\$54,822.56 Debits-\$55,848.00

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 there was a fire department training on Tuesday. He also stated that the fire department would be participating if there is a "Trunk or Treat" this year on Halloween.

Prairie County Sheriff Kiefer Lewis provided an overview of calls received in the past three (3) months. He stated that there were 68 total calls with 62 citations written, of which 62% of the calls were in Terry. The Sheriff's Office also recently completed the process surrounding a public nuisance complaint. The process went fairly smoothly however they would like a solid time frame established. Mayor Rolane Christofferson mentioned that she had noticed some trucks driving on residential streets. Sheriff Kiefer Lewis encouraged anyone to call and report at any time. Neva Rathbun asked if the Sheriff's Office tells the person who called—Sheriff Kiefer Lewis responded that only if it goes to court as part of that process.

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:

- Mayor Rolane Christofferson reported that more repairs were needed on the Peterbilt garbage truck.
- Mayor Rolane Christofferson reported that the crew has been busy readying the equipment for winter.
- PWD David Johnson is on his way back from attending the “Fall Water School” for his wastewater certification.
- Town Attorney Rennie Wittman provided a draft of the sewer line easement to present to school officials.
- PWD David Johnson reported that the pool has been drained and they will complete winterization of it soon.
- Mayor Rolane Christofferson reported that the pool is empty, concrete blankets are down, and the winterization is complete with assistance from James Schilling. Town Council Member Caryn Rein has been gathering information from other like sized communities who have recently constructed new swimming pools. The Town Council discussed the need to explore other long-term solutions due to the age and challenges posed by the current swimming pool.
- Mayor Rolane Christofferson stated that PWD David Johnson has also identified a potential security camera system for the park and will discuss when he is present at the next meeting.

Mayor Rolane Christofferson asked Sheriff Kiefer Lewis about the current year’s agreement and budget. Sheriff Kiefer Lewis stated that he was unsure what was adopted by the Prairie County Board of Commissioners.

Town Council Member Cindy Bond discussed a draft fee schedule she had constructed. She and Town Council Member Caryn Rein will continue to discuss the accompanying policy. Town Council Member Caryn Rein reported that she had looked into the Town of Nashua’s refuse management and shared what she had learned from them.

Mayor Rolane Christofferson discussed the updated bulk water proposal and road haul agreement from TransCanada. Language regarding emergency services taking priority at the bulk water station was included. The Town Council passed a motion to approve the bulk water proposal and road haul agreement. (Rein/Bond)

Mayor Rolane Christofferson stated that she believed there are grants that could be utilized for the park improvements that she and Clerk Lynn Schilling will compile information on.

There were no submitted building permits to review. Council Member Peter Leyva reported that he had talked with Fire Marshal Jerry Smith regarding bulk fuel tanks. He learned that there are no state regulations prohibiting the tanks but there are specific requirements of either a double-walled tank or a dyke surrounding the tank. The tank must also be 25 feet from any residences. Council Member Peter Leyva will also discuss the issue with the fire department at their next meeting.

New Business

Mayor Rolane Christofferson discussed an audit contract from Ross Stalcup, CPA, PC, for fiscal year ended June 30, 2019 for the amount of \$8,000. The Town Council passed a motion to approve the contract. (Bond/Eaton)

Town Attorney Rennie Wittman discussed several questions and concerns that were raised. In regard to the public nuisance process, she proposed 14 days as the initial notice with an option to request an extension, within reason. The public nuisance complaint forms will be available at Town Hall. Clerk Lynn Schilling will communicate with the

Sheriff's Office on any complaints filed. Town Council Member Peter Leyva inquired as to the process if there was a disagreement of what constitutes a public nuisance—Town Attorney Rennie Wittman stated the matter would go to court to be determined by a jury or judge. Council Member Peter Leyva asked about situations where the person may not have the resources to take care of their yard—Sheriff Kiefer Lewis stated there are resources within our community and that the community is great at helping one another. Jacob Kitsen suggested the Town Council look into organizing a clean-up day with other organizations within the community.

Mayor Rolane Christofferson discussed the livestock ordinance within the Municipal Code with Town Attorney Rennie Wittman. Town Attorney Rennie Wittman stated her opinion is the ordinance is enforceable. The Town Council discussed the process within the ordinance. Council Member Peter Leyva stated that he does not agree with the ordinance and feels there are other methods to hold people accountable.

Other topics touched on included noise complaints, a private property drainage issue, and the need for a training room policy and waiver.

Clerk Lynn Schilling reported delinquent sewer accounts for October: seven (7) friendly letters, zero (0) letter #2's, and zero (0) letter #3's were sent.

Public Comment: Town Council Member Caryn Rein mentioned that the Veterans' Day parade is coming up and that someone from the school will be contacting the town regarding the street closure.

Sheriff Kiefer Lewis stated that he is currently working to develop a policy on individuals with DUI's as volunteers or employees driving county vehicles. He suggested that the Town may want to do the same.

There being no further business, the meeting adjourned at 7:42 p.m. (Leyva/Eaton)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor