

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

**Payroll Register**

14865	Keegan Albrecht	November 2019 Payroll	740.14
14866	Cindy Bond	November 2019 Payroll	138.52
89238	Rolane Christofferson	November 2019 Payroll	373.02
14867	Brad Eaton	November 2019 Payroll	138.52
89237	Allen Henry	November 2019 Payroll	2283.05
89236	David Johnson	November 2019 Payroll	2261.81
14868	Peter Leyva	November 2019 Payroll	124.67
89235	Caryn Rein	November 2019 Payroll	115.52
14869	James Schilling	November 2019 Payroll	184.70
89234	Lynn Schilling	November 2019 Payroll	2456.60
14870	MMIA- Insurance	November 2019 Payroll- Insurance	1973.15
14871	Dept. of Revenue	November 2019 Payroll- State Tax	462.00
89233	EFTPS	November 2019 Payroll- Tax Deposit	2591.95
89232	PERS	November 2019 Payroll	1905.47

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**

4351	MMIA- Employee Benefits	Employee Benefits (reimb.)	665.00
4352	MDU	November 2019 Utilities	2404.03
4353	Boss Office Products	Desk Calendars	10.58
4354	Cardmember Service	November 2019 Statement	66.88
4355	City of Glendive	Landfill Services	2856.00
4356	Cross Petroleum	November 2019 Fuel	655.46
4357	Energy Laboratories	Lagoon Sample Testing	225.00
4358	Farmers Union Oil Co.	Fuel	128.86
4359	Fireman's Company	Annual Service of Fire Ext's	406.50
4360	Get R Done Repair	November 2019 Statement	402.00
4361	Lucas & Tonn	November 2019 Legal Services	649.98
4362	Mid-Rivers	November 2019 Statement	203.22
4363	Miles City Motor Supply	Shop Supplies/Parts	71.98
4364	MT Public Service Commission	2019 Intrastate Registration	10.00
4365	Prairie Co. Election Admin.	Municipal Election	1507.84
4366	Prairie Co. Hospital Dist.	CDL Physical	198.00
4367	Stahly Engineering	Engineering Services	2930.00
4368	State Treasurer	AFR Filing Fee	550.00
4369	The Chemnet Consortium, Inc.	Lab/MRO Fee	80.00
4370	Tongue River Electric	Power @ Landfill	45.22
4371	Town of Terry	Sewer	153.00
4372	USPS	Postage Stamps	70.00
4373	Watts Insurance	TVFD Life & Accident Policy	3206.00
4374	Dale Hellman	Reimbursement for TVFD Fitness Equip.	3644.53
JV971046	USDA	Monthly Loan Repayment	<u>8848.00</u>
<b>Total</b>			<b>\$ 46,635.34</b>

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

12039	Superior Plow & Boring Inc	Bulk Water Sales	533.10
12040	Rolane Christofferson	Insurance Receipts- Pass Thru	665.00
12041	Rural Garbage Contracts	V. Lindvig	350.00
		J. Nielsen	350.00
		Cross Petroleum Service	350.00
12042	State of Montana	Fuel Allocation	2384.68
12043	Bulk Water Sales	Reder Ag Air Service	121.00
		Balut Utility LLC	499.75

	Utilibore Inc	1612.50
	Mid-Rivers	2959.00
12044 Bulk Water Sales	Agri-Industries	95.00
	Ferrosafe LLC	262.50
	Ferrosafe LLC	130.00
12045 Linda Dolatta	Rural Garbage Contract	350.00
12046 Glendive Coca Cola Bottling	Pool Vending Machine Proceeds	67.70
12047 Prairie County Treasurer	Taxes & Assessments	18957.31
12048 Betty Jimison	Rural Garbage Contract	350.00
12049 Terrier Services	Bulk Water Sales	10.00
12050 Fallon Refuse District	Fallon Garbage Service	2615.07
12051 Stockman Bank	Interest	882.67
UB688 Journal Voucher	Sewer Receipts	<u>19989.31</u>
	<b>Total</b>	<b>\$ 53,534.59</b>

On December 12, 2019, the Terry Town Council met in regular session at Terry Town Hall at 6:00 p.m. with Town Council President Peter Leyva presiding. Also present were Council members Cindy Bond and Caryn Rein, Clerk Lynn Schilling, Public Works Director David Johnson and Ryan Rittal (Stahly Engineering). Due to the lack of a quorum, the Town Council met informally to hear an update on the wastewater treatment upgrades project by Ryan Rittal. The Town Council will meet again on Monday, December 16, 2019 to complete the regular December meeting.

Ryan Rittal (Stahly Engineering) was present to provide an update on the wastewater treatment project. He reported that there had been a conference call with the funding agencies. They are still working with the DEQ for two (2) deviations- remaining a two (2) cell system and an allowance on the retention time. If the DEQ allows the deviations, the cost of the project would be reduced significantly. Stahly Engineering will be working to complete the design following the holidays, so they are able to proceed with going out to bid and construction this spring and summer.

On December 16, 2019, 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, and Asst. Public Works Director Allen Henry.

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

Public Comment- None.

Minutes from the November 12<sup>th</sup>, 2019 meeting was approved. (Leyva/Bond)

Claims approved per Claims Committee. (Rein/Eaton)

Cash/Bank Reconciliation approved. (Eaton/Rein)

**After review of the Stockman Bank Investment Fund account \$1,063,756.83 will be the amount in the Stockman Bank Investment Fund for the month of December. (Bond/Eaton) Interest is deposited in the amount the end of each month.**

*Balance as of 11/29/19--\$1,063,756.83 Interest paid 11/29/19--\$882.67 Balance as of 10/31/19—\$1,061,325.84 Credits-\$54,278.99 Debits-\$51,848.00*

### **Unfinished Business**

Council Member Peter Leyva provided an update on the Terry Volunteer Fire Department. They had a meeting on Tuesday. They received the wrong piece of fitness training equipment but are looking into options to keep it. They are also looking into trying to fill the ice-skating hole at the park.

No one was 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 serviced and inspected this month. There was nothing new to report on the exhaust removal in the Fire Hall.

Public Works Report:

- PWD David Johnson reported that they have researching different options for a new garbage truck and containers.
- Mayor Rolane Christofferson asked Town Attorney Rennie Wittman what the Town needs in place to enforce any violations that occur at the Town's landfill. Town Attorney Rennie Wittman will explore the issue.
- PWD David Johnson reported that they are closely monitoring the streets and are sanding them as needed.
- Mayor Rolane Christofferson stated that she will take the easement to school officials for their signatures.

Mayor Rolane Christofferson reported that the Prairie County Board of Commissioners were agreeable to the interlocal agreement as previously agreed upon. Clerk Lynn Schilling will process the claim to pay the agreed upon amount when the funds are available within the General Fund.

Town Council Members Cindy Bond and Caryn Rein discussed the draft fee schedule and the Town's current ordinance regarding solid waste pick-up. The only addition needed is regarding residency as it relates to sewer connections.

Mayor Rolane Christofferson and Clerk Lynn Schilling will continue exploring grant opportunities for the park and pool.

Mayor Rolane Christofferson discussed the draft ordinance amending the public nuisance ordinance. She stated that it would also need to include the ability to place any delinquent costs from the town for clean-up on the taxes.

Clerk Lynn Schilling reported that she has purchased a new computer. She shared some information from Mid-rivers for tech support. Council Members Cindy Bond and Peter Leyva suggested Darryl Pisk. Clerk Lynn Schilling will contact Darryl Pisk and inquire about tech support specifically in setting up the new computer.

There were no submitted building permits to review.

**New Business**

Mayor Rolane Christofferson stated that Burt Kelter, Prairie Community Hospital, had requested that the Town Council consider providing support to the ambulance coordinator position. The Town Council passed a motion to provide \$2,500 in support for the ambulance coordinator position. (Bond/Rein, Leyva abstained)

Mayor Rolane Christofferson discussed information the Town had received regarding re-financing the existing USDA loans from the 1990's. She suggested postponing the decision making until the new council members are present. Council Member Caryn Rein suggested that the Town check with the USDA as well prior to taking any action.

The Town Council passed a motion to approve the draft training room waiver Town Attorney Rennie Wittman had provided. (Rein/Bond)

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

Public Comment: None.

Mayor Rolane Christofferson, as well as the other town officials and employees, expressed gratitude and appreciation for the service of outgoing Council Members Caryn Rein and Cindy Bond.

There being no further business, the meeting adjourned at 6:42 p.m. (Rein/Eaton)

ATTEST:

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Lynn Schilling, Clerk

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Rolane Christofferson, Mayor