

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

Payroll Register

14965	Keegan Albrecht	February 2020 Payroll	269.34
14971	Keegan Albrecht	February 2020 Payroll	446.86
89218	Rolane Christofferson	February 2020 Payroll	373.02
14966	Scott Christofferson	February 2020 Payroll	135.52
14967	Brad Eaton	February 2020 Payroll	138.52
89217	Allen Henry	February 2020 Payroll	2318.45
89216	David Johnson	February 2020 Payroll	2504.99
14968	Peter Leyva	February 2020 Payroll	124.67
14969	Neva Rathbun	February 2020 Payroll	135.52
14970	James Schilling	February 2020 Payroll	168.90
89215	Lynn Schilling	February 2020 Payroll	2566.18
14972	MMIA- Insurance	February 2020 Payroll- Insurance	1973.15
14973	Dept. of Revenue	February 2020 Payroll- State Tax	491.00
89214	EFTPS	February 2020 Payroll- Tax Deposit	2690.61
89213	PERS	February 2020 Payroll	2023.13

The Claims Committee met at Terry Town Hall at 5:30 p.m. with Peter Leyva and Scott Christofferson reviewing claims. **The following claims were submitted for payment:**

Claims

4422	MMIA- Employee Benefits	Employee Benefits (reimb.)	665.00
4423	MDU	February 2020 Utilities	2513.66
4424	Boss Office Products	Toner	565.93
4425	Cardmember Service	February 2020 Statement	4331.41
4426	City of Glendive	Landfill Services	1513.50
4427	Cross Petroleum	February 2020 Fuel	690.81
4428	MT DEQ	Annual Production Report/Fee	156.33
4429	Energy Laboratories	Lagoon Sample Testing	523.00
4430	Enviro-Clean Intermountain	Belts- Street Sweeper	2498.42
4431	Farmers Union Oil Co.	Fuel	38.64
4432	Fireman's Co.	Annual Service of Fire Ext.- Fire Hall	164.70
4433	Lucas & Tonn	February 2020 Legal Services	897.60
4434	Mid-Rivers	February 2020 Statement	316.60
4435	Miles City Motor Supply	February 2020 Statement	95.27
4436	Montana Peterbilt	Part- Garbage Truck	73.80
4437	MT DEQ	MTG58- Annual Outfall Charge- Lagoons	850.00
4438	One Schott Mobile Service	Transmission Inspection/Operation Test	65.00
4439	Prairie County	Court Fines	200.00
4440	Prairie Co. Hosp District	Drug Screen	35.36
4441	Stahly Engineering	Engineering Services	3668.50
4442	Terry Super Valu	Supplies- Shop	45.43
4443	Terry Tribune	Advertising	45.00
4444	The Chemnet Consortium	Lab/MRO Fee	40.00
4445	Tongue River Electric	Power @ Landfill	45.10
4446	Town of Terry	Sewer	153.00
4447	USPS	Postage Stamps	105.00
JV971060	USDA	Monthly Loan Repayment	8848.00
Total			\$ 46,429.75

Receipts for the month of February, 2020:

12073	Rolane Christofferson	Insurance Receipts- Pass Thru	665.00
12074	Dave Hudson	Rural Garbage Contract- Partial Year	262.50
12075	Dog Licenses	B. Buckingham	5.00
		A. Johnson	5.00

	D. Johnson	20.00
	I. Wickson	20.00
	S. Wright	20.00
12076 Dog Licenses	L. Netzer	10.00
	M. Wolff	20.00
	L. Schreiber	10.00
	T. Therrien	10.00
12077 Dog Licenses	B. Reuther	10.00
	C. Rein	10.00
12078 City Judge Mary Bucher	Court Fines	200.00
12079 Prairie County Treasurer	Taxes & Assessments	8777.49
12080 Dog Day Proceeds	Dog Day Proceeds	1280.00
12081 Transient Merchant Licenses	Vivint, Inc.	25.00
	Smart Home Pros	25.00
12082 State of Montana	Fuel Allocation	2384.68
12083 Dog Licenses	S. Waples	5.00
	S. Sperline	5.00
	A. Bernard	10.00
	L. Plaisted	5.00
	D. Scheid	5.00
	D. Maragos	5.00
12084 Dog Licenses	R. Christofferson	30.00
	J. Schott	20.00
	D. Smith	5.00
	R. Dolatta	10.00
12086 Stockman Bank	Interest	808.46
UB694 Journal Voucher	Sewer Receipts	<u>28979.92</u>
	Total	\$ 43,648.05

The Terry Town Council met in regular session at Terry Town Hall at 6:00 p.m. with Mayor Rolane Christofferson presiding. Also present were Council members Peter Leyva, Neva Rathbun, and Scott Christofferson, Clerk Lynn Schilling, Public Works Director David Johnson, Rich Miller, Ryan Rittal and Greg Steckler (Core Engineering Solutions).

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

Public Comment- Rich Miller asked that the Town Council write to the Montana Department of Transportation requesting signage on Montana Highway 200 for the turn-off and mileage to Terry on Highway 253. He discussed the current lack thereof and explained that he had a couple of visitors miss the turn to Terry due to the lack of signs.

Minutes from the February 13th, 2020 meeting was approved. (Leyva/Christofferson)

Claims approved per Claims Committee. (Rathbun/Leyva)

Cash/Bank Reconciliation from February was approved. (Christofferson/Rathbun)

After review of the Stockman Bank Investment Fund account \$1,259,873.32 will be the amount in the Stockman Bank Investment Fund for the month of March.

(Leyva/Christofferson) Interest is deposited in the amount the end of each month.

Balance as of 2/28/20--\$1,259,873.32 Interest paid 2/28/20--\$808.46 Balance as of 1/31/20--\$1,257,082.77

Credits-\$39,638.55 Debits-\$36,848.00

Unfinished Business

No one was present from Stahly Engineering to report regarding the wastewater treatment system project. Mayor Rolane Christofferson reported that she, Clerk Lynn Schilling and PWD David Johnson had met with Robie Culver and Dax Simek from Stahly Engineering on Tuesday. It was reported that the engineers working on the wastewater treatment project had departed from Stahly Engineering. They are currently looking through the

project notes and files and working to complete the design. They also stated that they are planning to sub-contract for wastewater engineering services from another firm that they have used before. Due to all the change, the project dates have been pushed back to construction this fall at the earliest. Mayor Rolane Christofferson discussed having Town Attorney Rennie Wittman review the contracts so that the Town Council may weigh their options moving forward.

Council Member Peter Leyva reported that the fire department conducted two trainings last month. Mayor Rolane Christofferson discussed the exhaust issue—she had experienced the exhaust in Town Hall after a truck was started in the Fire Hall and left inside to air up. A couple of members of the fire department have since completed work on hooking up the air compressor to the trucks so they do not need to run inside the Fire Hall. Council Member Peter Leyva also reported that they are beginning to advertise and prepare for the annual Easter egg hunt at the park.

No one was present to report on public safety.

Regarding the Town/Fire Hall, PWD David Johnson and Clerk Lynn Schilling reported that the fire extinguishers in Town/Fire Hall and the Town Shop have been inspected this month. PWD David Johnson discussed some ideas on improving the efficiency of the lighting in the Fire Hall including the installation of motion sensors to turn them on when someone enters the building as well as transitioning to LED lights. He will further explore the ideas.

Public Works Report:

- PWD David Johnson had nothing new to report regarding solid waste.
- PWD David Johnson reported that they purchased the pull-behind mower and have used it along some streets. They also ordered the belts for the street sweeper.
- PWD David Johnson reported that he was able to grade some roads. He shared a bid from Tom Pisk Construction for \$3,200 to install concrete in an intersection to aid in drainage. The Town Council discussed possible intersections where they would start with the concrete. Council Member Peter Leyva asked if the town would still get the street evaluation done and how this would be tied in with the process. Mayor Rolane Christofferson stated that it will be discussed with the engineer if the town moves forward with the street evaluation report. Council Member Neva Rathbun reported that she had fielded some concerns regarding the condition of an alley. Mid-Rivers' contractors will repair areas affected by their work. PWD David Johnson encouraged people to report holes or areas of more immediate concern.
- Mayor Rolane Christofferson reported that the town will advertise for the pool manager position, then, once that position is filled, advertise for lifeguards and desk personnel.
- Mayor Rolane Christofferson discussed the need to hire a third person in the public works department. The Town Council discussed the need for full-time throughout the summer. PWD David Johnson stated that he felt there was plenty of work to warrant a third full-time position year-round. The Town Council passed a motion to advertise for a third, full-time position.
(Christofferson/Rathbun)

There was nothing new to report regarding the public safety interlocal agreement.

The Town Council discussed the proposed garbage fee schedule. They discussed many options in reducing the number of rates and how to effectively distinguish the various commercial rates. Ultimately, it was decided to table the fee schedule due to the possibility of transitioning to an automated garbage truck and containers.

The Town Council discussed the proposed draft of an ordinance to amend the public nuisance code to include the ability of placing unpaid cost of clean-up, should the town have to incur clean-up expenses, on the taxes. The Town Council passed a motion to

approve the draft and move forward with the process of adopting an ordinance.
(Rathbun/Christofferson- Rathbun, Christofferson voting aye, Leyva voting nay)

Council Members Peter Leyva and Neva Rathbun discussed the park. They reported that they had prioritized improvements at the park. It was again discussed to remove the tennis court as soon as possible. They also discussed some needed maintenance of the existing benches and tables, tree care, and updating the playground equipment. They have polled some people and received feedback that a large pavilion may be preferred over an additional small pavilion area.

Clerk Lynn Schilling reported that Brian with AMKO is still working on the USDA loan re-finance. He is hoping to attend the next Town Council meeting with materials to present to the Town Council, pending the state of the market and COVID-19.

Clerk Lynn Schilling reported that the Dog/Cat Vaccination Clinic went well. The following vaccinations were administered, and dog licenses issued: 30 rabies, 20 distemper/parvo, 4 distemper/leukemia, and 32 dog licenses.

There were no submitted building permits to review.

New Business

Ryan Rittal and Greg Steckler introduced their new firm, Core Engineering Solutions. They answered questions as to what engineering services they will be providing and left contact information.

Mayor Rolane Christofferson discussed the draft document of a Resolution of Intent to adopt a policy for use of the town's landfill. The Town Council was in agreement to move forward with adoption of a landfill use policy.

Mayor Rolane Christofferson discussed the farmland lease with Allen and Carol Lachenmaier. Due to the uncertainty of the timeline of the wastewater treatment project and the footprint the construction may leave, the Town Council opted to table the lease until the potential issues are discussed further with the Lachenmaiers.

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

Public Comment: Council Member Peter Leyva requested some work be done to improve the bathroom in the Fire Hall.

Rich Miller suggested that the Town Council consider the cost savings long-term when pricing out LED lights for the Fire Hall—he stated the savings would be significant. He also suggested that CFL's not be purchased due to the difficulty and cost to dispose of them.

Mayor Rolane Christofferson discussed a letter received from Tim Therrien regarding the condition of the alley providing him access to his property. PWD David Johnson has hauled gravel to the alley and begun work to improve the alley.

Mayor Rolane Christofferson reported to the Town Council that a task force has been formed that she is on to discuss the ongoing efforts to prepare and manage any issues in our community with COVID-19.

There being no further business, the meeting adjourned at 9:37 p.m
(Christofferson/Leyva)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor