

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

**Payroll Register**

14830	Keegan Albrecht	October 2019 Payroll	1736.97
14831	Cindy Bond	October 2019 Payroll	138.52
89245	Rolane Christofferson	October 2019 Payroll	373.02
14832	Brad Eaton	October 2019 Payroll	138.52
14835	Susan Edwards	October 2019 Payroll	159.12
89244	Allen Henry	October 2019 Payroll	2395.56
89243	David Johnson	October 2019 Payroll	2779.05
14833	Peter Leyva	October 2019 Payroll	124.67
89242	Caryn Rein	October 2019 Payroll	115.52
14834	James Schilling	October 2019 Payroll	184.70
89241	Lynn Schilling	October 2019 Payroll	2564.57
14836	MMIA- Insurance	October 2019 Payroll- Insurance	1973.15
14837	Dept. of Revenue	October 2019 Payroll- State Tax	571.00
89240	EFTPS	October 2019 Payroll- Tax Deposit	3173.66
89239	PERS	October 2019 Payroll	2292.31

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

**Claims**

4324	MMIA- Employee Benefits	Employee Benefits (reimb.)	665.00
4325	MDU	October 2019 Utilities	2325.74
4326	Robert & Sandra Bennett	Water @ Town Shop	300.00
4327	Cardmember Service	October 2019 Statement	1409.16
4328	City of Glendive	Landfill Services	2424.00
4329	Cross Petroleum	October 2019 Fuel	779.76
4330	Econo Signs LLC	Signs- Landfill	82.36
4331	Energy Laboratories	Lagoon Sample Testing	290.00
4332	Farmers Union Oil Co.	Fuel	72.78
4333	Fiscal Health Programs	Swimming Pool License Renewal	200.00
4334	Jamy Frost	Winterization of Park Sprinklers	275.00
4335	David Johnson	Reimbursement of Travel- Water School	513.70
4336	Mid-Rivers	October 2019 Statement	209.38
4337	Miles City Motor Supply	Shop Supplies/Parts	498.99
4338	Montana Rural Water Systems	Annual Membership	200.00
4339	NASASP	Annual Dues	39.00
4340	One Schott Mobile Service	Repairs and Parts	1561.50
4341	Prairie Community Hospital	CDBG Grant Retainage	4781.00
4342	Prairie County	Court Fines	50.00
4343	Prairie County Treasurer	Property Tax Statement 2019-20	3520.46
4344	Solid Waste Systems	Parts- Peterbilt Garbage Truck	271.96
4345	Terry Hardware	October 2019 Statement	19.74
4346	Terry Super Valu	Shop Supplies	21.97
4347	Terry Tribune	Advertising	50.00
4348	Tongue River Electric	Power @ Landfill	44.88
4349	Town of Terry	Sewer	153.00
4350	USPS	Postage Stamps	70.00
JV971043	USDA	Monthly Loan Repayment	8848.00
<b>Total</b>			<b>\$ 49,216.78</b>

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

12020	State of Montana	Fuel Allocation	2384.68
12021	Rolane Christofferson	Insurance Receipts- Pass Thru	665.00
12022	Mid-Rivers Communications	Reimbursement of Pool Phone	27.37
12023	Rural Garbage Contracts	M. Sackman	350.00

	J. Davis	350.00
	E. Benjamin	350.00
	G. Pehl	350.00
	V. Sackman	350.00
	P. Lassle	350.00
12024 Rural Garbage Contracts	B. Pehl	600.00
	E. Plann	350.00
	V. May	350.00
	G. Feickert	350.00
	Hjorth, Inc.	350.00
	Kalfell Ranch	600.00
12025 Rural Garbage Contracts	L. Hoffer	350.00
	M. Haas	350.00
	Haidle Farms	600.00
	V. Tusler	350.00
	Sackman, Inc.	600.00
	L. Holman	350.00
12026 Rural Garbage Contracts	L. Strasheim	350.00
	W. Unruh	350.00
	G. Davis	350.00
	J. Nunn	350.00
	Anderson Cattle Co.	350.00
	N. Hintz	350.00
12027 Rural Garbage Contracts	M. Wittmayer	350.00
	C. Dolatta	350.00
	H. McDanold	350.00
	A. Ollerman	350.00
	Lassle Ranch	350.00
	Feickert Farms	350.00
12028 State of Montana	BARSAA	22990.49
12029 Rural Garbage Contracts	D. Frost	350.00
	T. Krebsbach	350.00
	Tibbetts Agland	350.00
	Hess Arabians	350.00
	MTDOT	1175.00
12030 Fallon Refuse District	Fallon Garbage Service	2615.07
12031 Prairie County Treasurer	Taxes & Assessments	4432.00
12032 Rural Garbage Contracts	K. Hoffer	350.00
	A. Miller	350.00
	M. Greenwalt	350.00
	W. Bartholomay	350.00
	Holden Electric	350.00
	L. Larsen	600.00
12033 Andrew Pehl	Bulk Water Sales	297.50
12034 City Judge Mary Bucher	Court Fines	50.00
12035 Bulk Water Sales	D. George	28.75
	Sackman, Inc.	380.00
12036 Rural Garbage Contracts	L. Fuhrman	350.00
	A. Morast	350.00
	I. Martinson	350.00
	L. Sazama	350.00
12037 State of Montana	VGM Permit Distribution	500.00
12038 Stockman Bank	Interest	933.44
UB685 Journal Voucher	Sewer Receipts	<u>23844.24</u>
	<b>Total</b>	<b>\$ 76,973.54</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, Ryan Rittal (Stahly Engineering), Dale Hellman (TVFD), and Neva Rathbun.

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 October 10<sup>th</sup>, 2019 meeting was approved. (Leyva/Bond)

Claims approved per Claims Committee. (Bond/Leyva)

Cash/Bank Reconciliation approved. (Eaton/Rein)

**After review of the Stockman Bank Investment Fund account \$1,061,325.84 will be the amount in the Stockman Bank Investment Fund for the month of November. (Eaton/Bond) Interest is deposited in the amount the end of each month.**

*Balance as of 10/31/19--\$1,061,325.84 Interest paid 10/31/19--\$933.44 Balance as of 9/30/19—\$1,027,710.96 Credits-\$76,962.88 Debits-\$43,348.00*

### **Unfinished Business**

Ryan Rittal (Stahly Engineering) was present to provide an update on the wastewater treatment project. He reported that the DEQ is going to allow the Town to continue to discharge from the lagoons into a ditch as has been done. Also, it appears as though the Town will be able to continue utilizing a two (2) cell configuration, however the Town may need to expand a cell and will have to remove sludge and rehabilitate the existing cells.

Mayor Rolane Christofferson discussed the street evaluation proposal. She clarified that the proposal would include estimates on different methods of asphalt repair as well as transitioning to gravel.

Dale Hellman was present to report for the Terry Volunteer Fire Department. He discussed the challenges the department is facing in finding volunteers who are able to be active within the department. He further explained that specifically the number of people able to respond to daytime calls has declined. The department is looking to actively recruit new membership in the coming year and establish an active training schedule. He also discussed purchasing a commercial treadmill and elliptical for the training room, roughly priced at \$5,500.

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 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 gotten the equipment ready for winter.
- The Town Council discussed a request of grading work on Will St. They also discussed the condition of the alleys with the utility work being done in town.
- PWD David Johnson reported that the pool and restrooms have been winterized at the park. He also has found a camera system for the park for \$300—Town Council had already approved the purchase of cameras.
- PWD David Johnson discussed how he is working with the instructor from the DEQ on operating the wastewater system and preparing for the exam.

Mayor Rolane Christofferson reported that she will check with the Prairie County Board of Commissioners on the public safety interlocal agreement.

Town Council Member Cindy Bond discussed a draft fee schedule she had constructed. She and Town Council Member Caryn Rein looked at the Town's current garbage code as

well as some sample codes from other communities and believe the current code to be applicable. The Town Council discussed the need to amend the code to include language on residency and how it is currently tied to active sewer accounts.

Mayor Rolane Christofferson discussed a recent conference call that she had attended with Clerk Lynn Schilling. A grant writer that currently works in community development that is married to a Terry native offered his assistance in looking into grant opportunities for the Town. Mayor Rolane Christofferson clarified with the Town Council that priorities for the Town in addition to the streets would be the Pool and Park as well as economic development.

Town Attorney Rennie Wittman provided the Town Council with a draft of an ordinance amendment to include language on the discussed timeline with the Sheriff's Office on public nuisance complaints—14 days to cure the nuisance or formally request an extension if needed. No formal action was taken as of yet, the first reading of the ordinance amendment will need to be an agenda item at a future meeting.

There were no submitted building permits to review. Clerk Lynn Schilling reported that one (1) livestock permit had been received.

### **New Business**

No one was present to discuss the December event on the agenda.

Mayor Rolane Christofferson discussed the variance request to allow for the storage of a small propane tank within town limits. The request was made as the property is located in an area of town where there is not existing natural gas service. The Town Council passed a motion to allow the variance on the condition that all state regulations are followed and there is a weed-free pad under the tank, which has already been determined to be no larger than 250 pounds. (Eaton/Rein- Eaton, Rein, Leyva voting aye, Bond voting nay)

Mayor Rolane Christofferson discussed some complaints she has received regarding the long-term parking on the streets. The Town Council discussed options and determined that more outreach to the public should be made on the various challenges that long-term parking on the streets pose, particularly with snow removal. Also, state code requires all vehicles parked on the streets to be currently registered and moved within certain time limits.

Clerk Lynn Schilling reported delinquent sewer accounts for November: six (6) friendly letters, two (2) letter #2's, and zero (0) letter #3's were sent.

Mayor Rolane Christofferson read some correspondence from the "American Legal Publishing Corporation" which has purchased Sterling Codifiers, the company the Town utilizes for maintaining and hosting the Town's municipal code.

Public Comment: None.

There being no further business, the meeting adjourned at 8:21 p.m. (Rein/Bond)

ATTEST:

---

Lynn Schilling, Clerk

---

Rolane Christofferson, Mayor