

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

Payroll Register

89206	Rolane Christofferson	April 2020 Payroll	373.02
15033	Scott Christofferson	April 2020 Payroll	135.52
15034	Brad Eaton	April 2020 Payroll	138.52
89205	Allen Henry	April 2020 Payroll	2318.45
89204	David Johnson	April 2020 Payroll	2423.91
15035	Peter Leyva	April 2020 Payroll	124.67
15036	Neva Rathbun	April 2020 Payroll	135.52
89203	James Schilling	April 2020 Payroll	2010.48
89202	Lynn Schilling	April 2020 Payroll	2566.18
15037	MMIA- Insurance	April 2020 Payroll- Insurance	2617.15
15038	Dept. of Revenue	April 2020 Payroll- State Tax	563.00
89201	EFTPS	April 2020 Payroll- Tax Deposit	2954.08
89200	PERS	April 2020 Payroll	2252.35

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

Claims

4469	MT Dept of Revenue	Consumer Counsel Fee	13.62
4471	MMIA- Employee Benefits	Employee Benefits (reimb.)	665.00
4472	MDU	April 2020 Utilities	2522.13
4473	Black Mountain Software	Cloud Hosting	398.00
4474	Cardmember Service	April 2020 Statement	1063.89
4475	City of Glendive	Landfill Services	2572.50
4476	Cross Petroleum	April 2020 Fuel	598.72
4477	Farmers Union Oil Co.	Fuel	56.02
4478	Get R Done Repair	April 2020 Statement	3421.37
4479	J & J Enterprises	Snow Removal	160.00
4480	Lucas & Tonn, P.C.	April 2020 Legal Services	105.00
4481	Mid-Rivers	April 2020 Statement	243.95
4482	Miles City Motor Supply	April 2020 Statement	518.38
4483	Montana Peterbilt	Parts- Garbage Truck	1116.77
4484	Normont Equipment Co.	Brooms- Street Sweeper	425.04
4485	One Schott Mobile Service	April 2020 Statement	390.00
4486	Prairie County	Public Safety Interlocal	73950.00
4487	James Schilling	Reimbursement for Supplies	49.97
4488	Ross R. Stalcup	Audit for FYE2019	4000.00
4489	Terry Super Valu	Supplies- Shop	25.78
4490	Terry Tribune	Advertising	182.00
4491	Tongue River Electric	Power @ Landfill	45.22
4492	Town of Terry	Sewer	153.00
4493	USPS	Postage Stamps	70.00
4494	Stahly Engineering	Engineering Services	359.25
JV971064	USDA	Monthly Loan Repayment	<u>8848.00</u>
Total			\$121,600.31

Receipts for the month of April, 2020:

12101	City Judge Mary Bucher	Court Fines	62.00
12102	Richard Scheetz	Sewer Access Fee	500.00
12104	Elden/Laris Netzer	Dumpster Fee	100.00
12105	Rolane Christofferson	Insurance Receipts- Pass Thru	665.00
12106	Prairie County Treasurer	Taxes & Assessments	4020.43
12107	David Johnson	Reimbursement for CC Charge	514.41
12109	State of Montana	Fuel Allocation	2384.68
12110	Stockman Bank	Interest	367.98

UB699 Journal Voucher	Sewer Receipts	17137.71
	Total	\$ 25,752.21

On May 14, 2020, 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, Brad Eaton, Neva Rathbun, and Scott Christofferson, Clerk Lynn Schilling, Town Attorney Rennie Wittman, Greg Benjamin and Dax Simek (Stahly Engineering), Ryan Rittal (Core Engineering), Cheryl Berry, Dave Berry, Nancy Conlin and Jacob Kitsen.

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

Public Comment- Nancy Conlin stated that she had recently expressed a concern to the county attorney and was told she has no rights. She elaborated that her property line markers were damaged, and she has been discussing the property line with her neighbor. An informal discussion occurred on neighbor disputes and Town Attorney Rennie Wittman stated that the property line concern is a civil issue.

Minutes from the April 9th, 2020 meeting were approved. (Leyva/Christofferson)

Claims approved per Claims Committee. (Christofferson/Eaton)

Cash/Bank Reconciliation was approved. (Eaton/Leyva)

After review of the Stockman Bank Investment Fund account \$1,264,712.81 will be the amount in the Stockman Bank Investment Fund for the month of May.

(Eaton/Rathbun) Interest is deposited in the amount the end of each month.

*Balance as of 4/30/20--\$1,264,712.81 Interest paid 4/30/20--\$367.98 Balance as of 3/31/20—\$1,278,666.68
Credits-\$25,894.13 Debits-\$39,848.00*

Unfinished Business

Mayor Rolane Christofferson discussed the subconsultant approval letter from Stahly Engineering. She stated that the Town Council is made up of different members than when the town had initially selected Stahly Engineering. She further stated that Stahly had been selected at that time due to the engineer that had presented their proposal. She expressed concern over the time lapse between when Ryan Rittal had left Stahly Engineering to when Stahly Engineering had contacted the town to inform them of the changes. She stated that the Town Council could opt to continue with Stahly and approve the subconsultant or terminate and make their own selection of engineer. She recommended terminating the contract with Stahly Engineering. Council Member Neva Rathbun asked if the timeline would be affected if the contract was terminated? She further inquired if terminating would result in additional cost to the town? Mayor Rolane Christofferson responded that the timeline would possibly be impacted and that there would likely be some cost in advertising the RFP at a minimum. Council Member Peter Leyva asked Stahly Engineering if the town did not proceed with the subconsultant and terminated, would Stahly submit a new proposal? Greg Benjamin responded that they would need to re-assess their position to re-bid. He further stated that they would like to help the town make an informed decision. He offered to bring the proposed subconsultant down to meet with the Town Council. He stated that they have some ideas that could potentially save costs. He emphasized a commitment to working with rural communities such as Terry and that Stahly has served rural Montana well. He discussed the time needed in going back to procurement and encouraged the Town Council to meet with HDR Engineering and hear their ideas prior to making any decisions. Dax Simek stated that HDR Engineering had already proposed continued discharge into the ditch rather than piping it to the river which would result in cost savings. He stated that HDR Engineering is ready to work on the Town's project. Mayor Rolane Christofferson stated that she believed continuing to discharge into the ditch had been discussed already. Council Member Peter Leyva discussed some concern with the best bid cycle. Council Member Scott Christofferson asked why there had been a lapse in communication? Mayor Rolane Christofferson and Town Attorney Rennie Wittman asked for confirmation

that Stahly Engineering currently had no wastewater engineers on staff. Greg Benjamin stated that they do not but have a great relationship with HDR Engineering which would provide access to skilled wastewater engineers to the town at no additional cost. The Town Council passed a motion to dissolve the contract with Stahly Engineering. (Leyva/Christofferson)

Council Member Peter Leyva reported that there was nothing new to report with the fire department. He stated that the training room is still getting regular use. Council Member Scott Christofferson confirmed that the gym was still available for use by first responders.

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. PWD David Johnson is still researching ideas on improving the efficiency of the lighting in the Town/Fire Hall. Mayor Rolane Christofferson reported that the County is utilizing local mechanics to service their generator. Some options were discussed for the Town's generator—Mayor Rolane Christofferson will further discuss with PWD David Johnson.

Public Works Report:

- Mayor Rolane Christofferson reported that there had been a tire and brake pedal issue with Peterbilt garbage truck.
- Mayor Rolane Christofferson reported they were able to get the street sweeper back in service and had cleaned some streets. She further stated that PWD David Johnson had utilized the dirt/gravel to fill in holes in the alleys.
- Mayor Rolane Christofferson discussed the bid received from Tom Pisk Construction to pour concrete drainage through intersections—the Town Council passed a motion to proceed with pouring concrete through two (2) intersections by the northwest corner of the park and by the school and daycare. (Rathbun/Eaton)
- Town Attorney Rennie Wittman discussed a risk management bulletin received regarding opening the pool. Mayor Rolane Christofferson stated that the town is moving forward in completing the hiring and preparing the pool for opening with modified rules for COVID-19.
- Mayor Rolane Christofferson stated that a new bagger is needed for the Toro mower the Town shares with the Terry School District. The new bagger is \$3,000 so approximately \$1,500 each. The Town Council passed a motion to purchase the bagger. (Christofferson/Rathbun)

Payment was processed for the current public safety interlocal agreement. So far, no changes have been suggested for the next fiscal year.

Council Members Neva Rathbun and Peter Leyva briefly discussed some ideas for improvements at the park. They continue to explore ideas and costs.

Clerk Lynn Schilling reported that there was nothing new to report with AMKO and the USDA loan re-finance.

The Town Council discussed the landfill policy with Town Attorney Rennie Wittman. Upon discussion, it was decided to draft the policy as an ordinance.

There were no submitted building permits to review.

New Business

Mayor Rolane Christofferson discussed Ordinance # 2020-01 amending the chapter on public nuisance. She requested that language be added in the case that the town is authorized by the court to abate the nuisance. Council Member Peter Leyva inquired about the process in adopting an ordinance and stated that he intends to vote against the proposed ordinance.

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

Public Comment: Jacob Kitsen stated that he intends to discuss the issue with other entities as well but is wondering if there is anything the town is able to do to assist in the hardware store situation as it has had such a negative impact on the local economy. Council Member Scott Christofferson stated that it seems as though it is currently a confidential legal situation that needs to be resolved.

There being no further business, the meeting adjourned at 7:53 p.m
(Christofferson/Eaton)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor