

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

**Payroll Register**

89183	Rolane Christofferson	July 2020 Payroll	373.02
15145	Scott Christofferson	July 2020 Payroll	135.52
15146	Brad Eaton	July 2020 Payroll	138.52
89182	Megan Ehinger	July 2020 Payroll	637.94
89181	Rachel Ehinger	July 2020 Payroll	845.71
89180	Allen Henry	July 2020 Payroll	2331.33
89179	David Johnson	July 2020 Payroll	2467.62
15147	Libby Koppenhaver	July 2020 Payroll	213.14
15148	Peter Leyva	July 2020 Payroll	124.67
15149	Audrey Mintz	July 2020 Payroll	178.86
15150	Abraham Montalvo	July 2020 Payroll	1281.02
15151	Jordyn Olson	July 2020 Payroll	511.45
15152	Neva Rathbun	July 2020 Payroll	135.52
89178	James Schilling	July 2020 Payroll	2706.00
89177	Lynn Schilling	July 2020 Payroll	2180.72
15153	Hayle Wickson	July 2020 Payroll	757.43
15154	Danielle Wolf	July 2020 Payroll	1418.17
15155	MMIA- Insurance	July 2020 Payroll- Insurance	3199.15
15156	Dept. of Revenue	July 2020 Payroll- State Tax	794.00
89176	EFTPS	July 2020 Payroll- Tax Deposit	4515.14
89175	PERS	July 2020 Payroll	2581.55

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**

4554	MMIA- Liability Program	Liability Insurance FY 2020-21	5967.00
4555	MMIA- Property Program	Property Insurance FY 2020-21	4820.50
4556	MMIA- Employee Benefits	Employee Benefits (reimb.)	718.00
4557	MDU	July 2020 Utilities	3063.74
4558	Advanced Tech. Products	Swimming Pool Parts/Chemicals	6284.00
4559	Cardmember Service	July 2020 Statement	620.23
4560	City of Glendive	Landfill Services	2956.00
4561	Core Engineering Solutions	Engineering Services- Wastewater Project	3250.00
4562	Cross Petroleum	July 2020 Fuel	765.86
4563	Down Town Water Users	Annual Well Maintenance Fee	75.00
4564	Farmers Union Oil Co.	Fuel/Supplies	185.55
4565	Fastenal Co.	LED Bulbs	109.15
4566	Ashley Larsen	Heartsaver CPR/First Aid/AED Training	132.00
4567	Local Government Services	AFR Filing Fee- FYE19	250.00
4568	Lucas & Tonn, P.C.	July 2020 Legal Services	314.00
4569	Mid-Rivers	July 2020 Statement	337.56
4570	Miles City Motor Supply	July 2020 Statement	239.88
4571	Montana Peterbilt	Blower Motor- Garbage Truck	145.68
4572	MSU Fire Services Training	FY21 Resource Center Membership- TVFD	185.00
4573	Prairie County	Court Fines	150.00
4574	Prairie Co. Road Dept.	Gravel Hauling	200.00
4575	Prince, Inc.	Crushed Gravel	5000.00
4576	James Schilling	Reimbursement for Mileage	95.45
4577	Stahly Engineering	Wastewater Treatment Project	602.25
4578	Terry Super Valu	Supplies- Pool/Facilities	68.29
4579	Tongue River Electric	Power @ Landfill	44.55
4580	Town of Terry	Sewer	153.00
4581	TruGreen	Park Lawn Application	729.00
4582	US Postal Service	Postage Stamps	105.00

4583	Hayle Wickson	Reimbursement for Supplies	23.69
JV971073	USDA	Monthly Loan Repayment	8848.00
JV971074	US Bank	SRF Loan Repayment	<u>17312.50</u>
<b>Total</b>			<b>\$ 92,627.26</b>

**Receipts for the month of July, 2020:**

12125	City Judge Mary Bucher	Court Fines	192.00
12127	Western Blue Properties	Rural Garbage Contract- Partial Yr	116.67
12128	Rolane Christofferson	Insurance Receipts- Pass Thru	718.00
12129	Fallon Refuse Disp. Dist.	Fallon Garbage Service	2615.07
12130	Swimming Pool Manager	Swimming Pool Proceeds	1187.00
12131	Prairie County Treasurer	Taxes & Assessments	40049.75
12132	Swimming Pool Manager	Swimming Pool Proceeds	666.00
12133	Swimming Pool Manager	Swimming Pool Proceeds	1066.00
12134	Swimming Pool Manager	Swimming Lesson Proceeds	600.00
12135	State of Montana	Fuel Allocation	2366.03
12136	Swimming Pool Manager	Swimming Pool Proceeds	348.00
12138	State of Montana	HB758 Oil & Gas Dist.	185.70
12139	Stockman Bank	Interest	283.69
UB706	Journal Voucher	Sewer Receipts	<u>17310.71</u>
<b>Total</b>			<b>\$ 67,704.62</b>

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 Brad Eaton, Neva Rathbun, Scott Christofferson, and Peter Leyva, Clerk Lynn Schilling, Public Works Director David Johnson, and Prairie County Sheriff Kiefer Lewis.

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

Public Comment- Mayor Rolane Christofferson read an email sent by Scott Carlton. He expressed concern with the wording regarding the Street Maintenance District Resolution as well as the continued use of that funding mechanism. He also discussed the interlocal agreement with public safety. The email is attached to the minutes.

Minutes from the July 13<sup>th</sup> and August 6<sup>th</sup>, 2020 meetings were approved.  
(Christofferson/Eaton)

Claims approved per Claims Committee. (Eaton/Christofferson)

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

**After review of the Stockman Bank Investment Fund account \$1,222,286.18 will be the amount in the Stockman Bank Investment Fund for the month of August. (Eaton/Christofferson) Interest is deposited in the amount the end of each month.**  
*Balance as of 7/31/20--\$1,222,286.18 Interest paid 7/31/20--\$283.69 Balance as of 6/30/20—\$1,253,959.15 Credits-\$69,487.53 Debits-\$101,160.50.*

**Unfinished Business**

Ryan Rittal (Core Engineering Solutions) provided an update via email. He reported that they have begun looking into the power requirements for the UV portion of the project as well as the sizing and design on the two (2) cell configuration for the lagoons. Upon the determination of the layout, they will work with Town Attorney Rennie Wittman on a site title opinion.

Council Member Peter Leyva, who also serves as Secretary/Treasurer for the fire department, reported that the fire department recently held a training on operations. They worked on filling and utilizing the porta tank. He stated that he feels the department is communicating and working together well. He recently met with a sales rep that the department has worked with in the past to look at equipment and inventory needs.

Council Member Peter Leyva will be working on a plan for equipment purchases as well as exploring grants for such.

Prairie County Sheriff Kiefer Lewis was present to report on public safety. He reported that they have been busy with fires within the county. He reported that he felt the rural fire department was doing great and communicating well also. He expressed concern for the risk of fires in the coming weeks with the anticipated high temperatures. He reported that Undersheriff Tim Therrien has completed the National Police and Fire Academy Chaplains program. He stated that he and Undersheriff Tim Therrien have been doing some teaching at Dawson Community College (DCC) and discussed the lack of slots for law enforcement training at the Montana Law Enforcement Academy. Mayor Rolane Christofferson inquired if they would be proceeding with the hiring of a fourth officer given the challenges in obtaining training for new officers. Sheriff Kiefer Lewis stated that they will be moving forward with the hiring as they have one (1) year to complete training and the new officer would be with himself or Tim initially. Mayor Rolane Christofferson stated that she wanted to clarify comments she had made at the Commissioners' meeting on the grant awarded to the Sheriff's Office. She stated that she just wished that someone would have talked to the Town Council about the grant prior to the press release as there are potential budget implications to the town. Sheriff Kiefer Lewis explained that the grant will not affect the town's budget. He then further explained how the grant is administered—the grant will pay for the fourth officer for three (3) years. A waiver is also available to submit for the fourth year. Once the grant is expended, the county can look at options to continue funding the position.

Regarding the Town/Fire Hall, Clerk Lynn Schilling and PWD David Johnson reported that the fire extinguishers in Town/Fire Hall and the shop have been inspected this month. PWD David Johnson reported that they ordered some new ballasts and will be proceeding with working on the lighting in Town/Fire Hall.

Public Works Report:

- PWD David Johnson reported that all equipment seems to be functioning well.
- PWD David Johnson discussed one quote received on a new garbage truck with a price of \$260,000. He also stated that the large round garbage containers are \$300 per container. The Town Council discussed the need for a meeting to get the public's feedback on the possible transition to an automated garbage system.
- Mayor Rolane Christofferson has talked to Tom Pisk about working on the intersection by the school—they hope to work on that project soon.
- Mayor Rolane Christofferson reported that the swimming pool season is coming to an end. The school will utilize the pool for a couple days and then the pool will be drained for the year. Council Member Brad Eaton stated that the street by the pool can sometimes be congested and difficult to navigate with cars parked on both sides and the signs out in the street. They discussed adjusting the “no parking” zone and where the signs are placed.

Mayor Rolane Christofferson stated that there was nothing additional to report regarding the interlocal agreement for public safety from what they discussed earlier with Sheriff Kiefer Lewis.

Mayor Rolane Christofferson stated that a plan would need to be finalized so that they can explore grants available for the park upgrades.

Clerk Lynn Schilling reported that there was nothing new to discuss from AMKO Advisors.

The Town Council passed a motion to approve the audit of fiscal year ended June 30, 2019. (Rathbun/Christofferson)

Mayor Rolane Christofferson discussed the preliminary budget for fiscal year 2020-21. There were no updates from the last budget forms provided and there will be a final budget hearing at the September meeting prior to adoption.

There were no submitted building permits to review.

**New Business**

The Town Council passed a motion to approve the provisional adoption of Resolution # 2020-466, specifying the Street Maintenance District # 1 assessment option and levying and assessing a special assessment for fiscal year 2021 upon all the property within said district, to defray the cost of estimated maintenance within the same.  
(Christofferson/Eaton)

Mayor Rolane Christofferson and Council Member Peter Leyva discussed the possibility of the town holding a “Clean Up Day”. The Town Council discussed some ideas and will plan the event for the spring.

Clerk Lynn Schilling reported that no letters were sent out on delinquent sewer accounts.

Public Comment: None.

There being no further business, the meeting adjourned at 7:26 p.m (Eaton/Christofferson)

ATTEST:

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Lynn Schilling, Clerk

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Rolane Christofferson, Mayor