

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

Payroll Register

88914 Rolane Christofferson	September 2023 Payroll	373.02
16438 Scott Christofferson	September 2023 Payroll	135.52
16439 Joshua Dyer	September 2023 Payroll	1086.20
88913 Allen Henry	September 2023 Payroll	2538.53
88912 David Johnson	September 2023 Payroll	2568.81
16440 Karlene Kinsey	September 2023 Payroll	124.67
16441 Tom Magalsky	September 2023 Payroll	135.52
16442 Neva Rathbun	September 2023 Payroll	135.52
88911 Lynn Schilling	September 2023 Payroll	2989.20
16443 MMIA- Insurance	September 2023 Payroll- Insurance	2428.30
16444 Dept. of Revenue	September 2023 Payroll- State Tax	682.00
88910 EFTPS	September 2023 Payroll- Tax Deposit	3789.32
88909 PERS	September 2023 Payroll	2122.66

The Claims Committee met at Terry Town Hall at 5:30 p.m. with Karlene Kinsey and Tom Magalsky reviewing claims. **The following claims were submitted for payment:**

Claims

5444 MDU	September 2023 Utilities	3022.66
5445 APG Yellowstone News	Advertising	224.76
5446 Cardmember Service	Supplies/Conference- TVFD	344.97
5447 City of Glendive	Landfill Services	2768.15
5448 Core Engineering	Wastewater Treatment Project	30048.00
5449 Cross Petroleum	September 2023 Fuel	1511.29
5450 Farmers Union	Fuel/Supplies	203.13
5451 Lewis Family Hardware	September 2023 Statement	199.54
5452 Mid-Rivers Communications	September 2023 Statement	188.28
5453 Miles City Motor Supply	Parts	780.82
5454 MT Dept. of Revenue	Consumer Counsel Fee	0.06
5455 Terry Super Valu	Supplies	28.76
5456 Tongue River Electric	Power @ Landfill	48.11
5457 Town of Terry	Sewer	195.00
5458 USPS	Postage Stamps	102.00
5459 Western Municipal Construction	WW System Upgrades Project	519751.61
JV971162 MT Dept of Revenue	1% Contractor's Gross Rec	2295.71
JV971163 MT Dept of Revenue	1% Contractor's Gross Rec	5346.27
JV971164 Harland Clarke	Deposit Slips	<u>88.76</u>

Total \$ 587,058.90

Receipts for the month of September, 2023:

12553 Park Playground Project	Donations	680.00
12554 Park Playground Project	Donations	500.00
12555 Save Our Pool	Donation	100.00
12556 Park Playground Project/SOP	Donations	375.00
12557 Gary Pfiefl	Dog Licenses	10.00
12558 Josh Wood	Rural Garbage Contract- Partial Year	58.33
12559 Sarah/Robert Hackel	Dog Licenses	15.00
12560 Loni Kortum	Excavation Permit Fee	10.00
12561 Park Playground Project	Donations	4045.81
12562 Stockman Bank	Interest	3344.51
12563 Prairie Co. Treasurer	Taxes & Assessments	3830.10
12565 State of Montana	SRF Draw # 2 from Loans A & B	626639.00
12566 State of Montana	Fuel Allocation/BARSaA	5677.22

12568 State of Montana	HB124 Entitlement Share	25954.45
UB819 Journal Voucher	Sewer Receipts	<u>30127.31</u>
Total		\$ 701,366.73

The Terry Town Council met in session at 6:00 p.m. with Mayor Rolane Christofferson presiding. Council Members present were Tom Magalsky, Scott Christofferson, and Karlene Kinsey. Also present were PWD David Johnson, Clerk Lynn Schilling, Town Attorney Rennie Wittman, Fire Chief Junior Fischer (TVFD), Greg Steckler (Core Engineering), Brendan Heidner (Glendive Ranger-Review/Terry Tribune), Sheridan Heidner, and Mike Moore (Brosz Engineering).

Mayor Rolane Christofferson called the meeting to order at 6:05 p.m. and led the Pledge of Allegiance.

Public Comment- Mike Moore (Brosz Engineering) shared information on House Bill 355. He believes the Town could access close to \$100,000 based on the formula used for the other infrastructure bill passed. He spoke with Becky Anseth, Department of Commerce, and was told there would be an application process following the guidelines of the bill itself. He provided a handout with information about the bill and prioritized projects. He stated that the first step is to come up with a list of projects and costs, then the Town would hold a public hearing and decide on which project to prioritize and move forward with. Then the Town would submit the recommended project and documentation of the process to the Department of Commerce. The Town Council scheduled a special meeting for the following week, Tuesday, October 17th at 6 p.m. to further discuss HB 355 and potential projects. Council Member Tom Magalsky asked what would be included with fire suppression projects (as it is listed as priority projects). Mayor Rolane Christofferson discussed drilling a new well adjacent to the Town/Fire Hall.

Council Member Karlene Kinsey reported that the ambulance service passed their recertification inspection. It was the only service out of fourteen (14) on this side of the state that passed with no deficiencies. It is also the only ambulance service that includes some neonatal certifications and support. The ambulance crew will be at the upcoming Trunk or Treat held in the Fire Hall parking lot.

Minutes from the September 14th, 2023 meeting were approved. (Magalsky/Kinsey)

Claims approved per Claims Committee. (Christofferson/Magalsky)

Cash/Bank Reconciliation was approved. (Kinsey/Magalsky)

After review of the Stockman Bank Investment Fund account \$1,618,136.16 will be the amount in the Stockman Bank Investment Fund for the month of October. (Christofferson/Magalsky) Interest is deposited at the end of each month.
Balance as of 9/29/23--\$1,618,136.16 Interest paid 9/29/23--\$3,344.51 Balance as of 8/31/23—\$1,707,171.24 Credits-\$71,053.68 Debits-\$160,088.76

Unfinished Business

Greg Steckler (Core Engineering) provided an update on the wastewater treatment project. They have finished lining the east cell and have the pipe installed. They are looking to transfer water over to the east cell from the west cell. Western Municipal Construction is putting temporary plugs into the inlet and outlet lines, then will begin piping water over to the other cell tomorrow. The western cell is close to full due to no discharge into the river until November 1. They think it will take 2-3 days to pipe out the water and then will begin pumping out sludge. They will see the condition of the west cell once the sludge is removed, but weather will be a factor. There is one (1) cell operational either way. They will also continue to work on getting the UV disinfection building operable. Most of the pipe is in the ground. They still need to utilize a crane for some of the heavier structures but are trying to have everything ready so they only need to get the crane here once. They are starting to fill the barrow area with the soil that was removed. They will complete that when they work on the embankments of the west cell.

He presented Pay Application #5 in the amount of \$661,564.75 for Western Municipal Construction which was approved by the Town Council. (Christofferson/Magalsky)

Fire Chief Junior Fischer updated the Town Council on the Fire Department activities. Chris Neumann has completed the five (5) year plan. They continue to explore lowering the Town's ISO rating. They have been gathering information but want to make sure they are well prepared prior to scheduling as they do not like to make return visits frequently. Chris Neumann has submitted one (1) grant application and is working on another due at the end of the year. He is at the conference in Billings and is attending a grant writing class. They are looking into other options for a TVFD office. The first batch of tanks will be completed soon. They will send a second batch and pay for that batch out of their funds. They will be ordering additional radios and batteries for new members. They are also working on their plans for new equipment and turnouts for this fiscal year. They went to the school and presented to the kids on fire safety. They will return to the school with their gear on and the fire truck. Follow-up information was also sent home with the kids. The Fallon fire department has been attending some of their trainings as well. They are working to update some of the mutual aid plans in place. As they replace gear for the TVFD, they may donate the old gear to Fallon.

No one was present to report on public safety.

Regarding the Town/Fire Hall and the town shop, Clerk Lynn Schilling and PWD David Johnson reported that the fire extinguisher inspections have been done this month.

Public Works Report:

- PWD David Johnson reported that he and Council Member Tom Magalsky went to Glendive to look at used loaders. He stated that \$50-60,000 will be the minimum amount needed to purchase a used loader. With the staffing issues of the public works department, he also suggested looking into purchasing equipment that will add efficiency with limited personnel. Council Member Tom Magalsky mentioned that a new snow pusher from John Deere is \$8,000.
- Mayor Rolane Christofferson reported that the swimming pool is just about cleaned up and prepared for winter.
- The Town Council discussed options for garbage truck replacement or updating existing equipment. PWD David Johnson stated that he would prefer to modify the purple Volvo truck rather than the Peterbilt. Mayor Rolane Christofferson stated that a rural garbage customer had requested more frequent pick-ups. As a compromise, the Town has lent the customer an additional dumpster for a few months when needed rather than the time needed for more pickups. The Town Council passed a motion to increase the garbage contract price to \$500/year. (Christofferson/Kinsey)
- Mayor Rolane Christofferson inquired about sweeping the streets. PWD David Johnson reported that the sweeper needs a new center brush that he has not had time to repair.
- PWD David Johnson reported that he will be removing the asphalt by the clinic and putting down road base.
- Mayor Rolane Christofferson reported that there is a 50' lift available in town that could be utilized for cleaning up trees in the park. Due to a council member having some interest in the lift, the Town will need to advertise conflict of interest and put it out to bid.
- Mayor Rolane Christofferson reported that there is an issue with an abandoned sewer main under the school gymnasium. It appears that there is an issue of settling where the line passes under the gym. Greg Steckler (Core Engineering) had recommended that the school get the line scoped. The school did get the line scoped—there are multiple connections from the school into the sewer line but there do not appear to be any other services connected currently. The line appears to be intact and in good shape. It does not appear to be a Town issue at this time.

Mayor Rolane Christofferson reported that there has been \$20,000 raised with grants and donations to go towards the park playground project. Natasha Christofferson and

Sheena Dorak continue to work on applying for additional grants. Mayor Rolane Christofferson spoke with Fish, Wildlife, and Parks about the Town's accounting and finances as part of their process. They are also working on Walmart, Town Pump and MDU grants as well as corresponding with Stockman Bank.

Mayor Rolane Christofferson discussed the alley and road requests of Tim Therrien. Town Attorney Rennie Wittman recommended that the Town not abandon the alley. She stated that if the Town wanted to allow them to utilize the space, they could enter into an agreement. The Town Council passed a motion to not move forward in abandoning any alley ways. (Christofferson/Kinsey)

Mayor Rolane Christofferson appointed Sheila Dixson (who was appointed by the Prairie County Board of Commissioners as the county representative), Larry Bond, Lotty Rambur, Bailey Kortum, and Rich Miller by proclamation to the Terry Planning Board.

There was one (1) submitted building permit by Jim Brunsvold for a privacy fence.

New Business

Clerk Lynn Schilling reported that she placed a lien on six (6) delinquent sewer accounts.

Public Comment: None.

There being no further business, the meeting adjourned at 7:13 p.m. (Kinsey/Magalsky)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor