

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

Payroll Register

88828	Rolane Christofferson	October 2024 Payroll	380.02
16863	Scott Christofferson	October 2024 Payroll	138.52
16864	Joshua Dyer	October 2024 Payroll	1466.80
88827	Allen Henry	October 2024 Payroll	2027.82
88826	David Johnson	October 2024 Payroll	2737.69
16865	Karlene Kinsey	October 2024 Payroll	126.67
16866	Tom Magalsky	October 2024 Payroll	67.89
16867	Neva Rathbun	October 2024 Payroll	138.52
88825	Lynn Schilling	October 2024 Payroll	3276.75
16868	MMIA- Insurance	October 2024 Payroll- Insurance	2468.20
16869	Dept. of Revenue	October 2024 Payroll- State Tax	390.00
88824	Colonial Life	October 2024 Payroll- Insurance	367.77
88823	EFTPS	October 2024 Payroll- Tax Deposit	4133.44
88822	PERS	October 2024 Payroll	2286.04

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

Claims

5726	MDU	October 2024 Utilities	2553.17
5727	City of Glendive	Landfill Services	3127.85
5728	Cross Petroleum	October 2024 Fuel/Supplies	3027.07
5729	Mid-Rivers Communications	October 2024 Statement	183.41
5730	Tongue River Electric	Power @ Landfill/New Serv Install	124.54
5731	Town of Terry	Sewer	195.00
5732	Robert & Sandra Bennett	Water @ Town Shop	300.00
5733	Core Engineering Solutions	WW Treatment Proj- Engineering	16231.50
5734	DPHHS- EHFS	Pool License Renewal	200.00
5735	Elan Financial Services	October 2024 Statement	1124.44
5736	Energy Laboratories	Lagoon Sample Testing	328.00
5737	Farmers Union Oil Co	October 2024 Statement	151.73
5738	Jackson Group- Peterbilt	Parts- Peterbilt Garbage Truck	593.95
5739	Lacal Equipment Inc.	Parts- Street Sweeper	681.96
5740	Lewis Family Hardware	October 2024 Statement	425.40
5741	Miles City Motor Supply	October 2024 Statement	442.42
5742	Natasha Christofferson	Reimb. for Cookbooks- Murn Park Proj.	828.36
5743	MT Public Service Commission	Intrastate Registration	10.00
5744	NASASP	Annual Dues	39.00
5745	Pioneer Research Corp.	Fuse It- Streets	528.15
5746	Prairie Community Hospital	Purchase of Used Dumpster	375.00
5747	Prairie County	Court Fines	447.00
5748	Prairie County Treasurer	2024 Tax Statement	2918.58
5749	Terry Super Valu	Supplies	6.99
5750	Terry Tribune	Subscription Renewal	91.75
5751	Tom Pisk Construction	Installation of Concrete Gutter/Drainage	15934.99
5752	USPS	Postage Stamps	112.00
5753	Western Municipal Construction	Draw App # 8	232780.56
5754	Western Municipal Construction	Draw App # 9	458936.56
Total			\$ 764,421.06

Receipts for the month of October, 2024:

12711	City Judge Mary Bucher	Court Fines	216.00
12712	State of Montana	Fuel Allocation	7465.21

12713	Mid-Rivers Communications	Credit Refund- Pool Phone	30.41
12714	Murn Park Playground Proj.	Donations	2750.00
12715	Save Our Pool	Memorial Donation	100.00
12716	Evelyn Cameron Heritage	Equipment Rent- Gravel	10.00
12717	Prairie Co. Treasurer	Taxes & Assessments	1886.18
12718	Murn Park Playground Proj.	Donations	740.00
12720	Stockman Bank	Interest	2704.55
12722	State of MT- DNRC	SRF Draw # 7	471371.00
12732	State of MT- DNRC	SRF Draw # 6	244067.00
UB851	Journal Voucher	Sewer Receipts	<u>27302.98</u>
Total			\$ 758,643.33

The Terry Town Council met in session at 6:00 p.m. with Mayor Rolane Christofferson presiding. Council Members present were Karlene Kinsey, Neva Rathbun, Tom Magalsky, and Scott Christofferson. Also present were Clerk Lynn Schilling, Town Attorney Rennie Wittman, Public Works Director David Johnson, Greg Steckler (Core Engineering), Junior Fischer (TVFD), Carolyn and William Doney, Alison Barnard, Hank Dalton, Undersheriff Jon Arnold, Joan Grammer, and Joy Magalsky.

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 September 5th, 12th, and October 10th, 2024 meetings were approved. (Christofferson/Magalsky)

Claims approved through Claims Committee. (Rathbun/Magalsky)

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

After review of the Stockman Bank Investment Fund account \$1,243,580.47 will be the amount in the Stockman Bank Investment Fund for the month of November. (Rathbun/Magalsky) Interest is deposited at the end of each month.
Balance as of 10/31/24--\$1,243,580.47 Interest paid 10/31/24--\$2,704.55 Balance as of 9/30/24--\$1,243,482.46 Credits-\$40,098.01 Debits-\$40,000.00

Unfinished Business

Greg Steckler (Core Engineering) reported that the project is about complete. There is power to the site, lights are on at the UV building, and fencing is in, however, there is a gate open. The tops of the berms have been graveled, and the area has been seeded. They are down to some punch list items. On Tuesday, they are going to meet with a vendor at the UV building, during which they will discuss how to operate the UV disinfection. The project is 98% finished at this point, and everything is functional. They are hoping to get the flow meters set up with an electrician on Tuesday as well. He presented Pay Application # 10 for \$20,287.20 and Pay Application # 11 for \$205,393.46 as well as the Certificate of Substantial Completion and Change Order # 1, which listed the expenses relating to the dumpsite that needed to be hauled out. The Town Council passed a motion to approve the documents as presented. (Christofferson/Rathbun)
Retainage will be held until the project is completely done.

Fire Chief Junior Fischer reported that the cascade system has an issue with a pop-up valve. For a retro fit valve, the cost would be approximately \$3,000. The company that manufactures it can rebuild it for less. The repair technician did come back and remove the valve to send it in. It will take approximately four (4) weeks. Their air tanks all have air, and extra tanks are full as well. Worst case scenario is that they can take tanks to Miles City to get refilled. They recently had an issue with their gas detector at a residence where the carbon monoxide alarm was alarming. He spoke with Brad Davis in Miles City, and would like to purchase a better gas detector for approximately \$1,200—

the Town Council passed a motion to approve the purchase of the gas detector. (Christofferson/Rathbun) They held a training on Tuesday, simulating rescuing a downed firefighter that was interesting. The Trunk or Treat was well attended, though down a little in numbers from the previous year. He submitted a proposal for paying the fire chief a stipend as well as incentives for volunteers to attend trainings and meetings. The Town Council discussed if a guiding policy is needed. Town Attorney Rennie Wittman suggested updating the by-laws to include items related to the proposal. The Town Council will then consider the proposed changes to the by-laws.

Regarding the Town/Fire Hall, Clerk Lynn Schilling reported that she has inspected the fire extinguishers this month.

Public Works Report:

- PWD David Johnson reported that the Peterbilt garbage truck went down with a broken hub. He ordered two (2) new hubs for approximately \$300 apiece. The Town Council approved the purchase of the hubs. (Kinsey/Magalsky)
- PWD David Johnson reported that the other equipment is functional. The sewer vac truck needs new hoses as the rubber is sluffing off and getting into the valves. He stated that it will cost \$621 for the drill point and leader hose and \$1,800 to replace the remaining hoses. The Town Council passed a motion to replace the hoses as presented. (Christofferson/Rathbun)
- PWD David Johnson stated that the park is winterized and ready for winter. Mayor Rolane Christofferson reported that she had received a call from someone expressing gratitude for Hank's efforts at the park, particularly in keeping the leaves mowed up the past weeks. PWD David Johnson will get in contact with Joel Fuhrman at the school to discuss the shop class working on the tables and benches.

Mayor Rolane Christofferson reported that Stockman Bank is going to grant the remaining funds, approximately \$25,000, needed to move forward in ordering the playground equipment for installation next year. Clerk Lynn Schilling presented the grant agreement for Town Attorney Rennie Wittman to review and Mayor Rolane Christofferson to sign. The Town Council passed a motion to sign the agreement and move forward in purchasing the playground equipment. (Rathbun/Kinsey)

In regard to the public nuisance complaint, Mayor Rolane Christofferson stated that the notice has been posted and public works can begin clean-up when they have time.

Clerk Lynn Schilling presented the completed audit report for fiscal years ended 2022-23. She again discussed the findings as well as the corrective actions that she provided for the report. The Town Council passed a motion to approve the audit report as presented. (Kinsey/Magalsky)

Mayor Rolane Christofferson presented an updated audit contract for fiscal year end 2024. Due to the ARPA funds received for the sewer project, the Town will need to have a "Single Audit" for that fiscal year. Denning, Downey and Associates have provided an updated contract in the amount of \$27,100. Clerk Lynn Schilling stated that the additional funds needed for the federal audit can be taken out of the project funding. The Town Council passed a motion to approve the contract. (Christofferson/Kinsey)

Mayor Rolane Christofferson had nothing new to report on the lot clean up. The Town Council discussed posting signs to prevent unauthorized parking.

Mayor Rolane Christofferson reported that Karla Hoffman has volunteered to help take care of the "Welcome to Terry" sign. She will further coordinate the care and upkeep with Karla and the Chamber of Commerce.

The Town Council passed a motion to approve the Second Reading of Ordinance # 2024-01, Amending Title 5, Chapter 3, Section 5-3A-2 on Fireworks to enact an end time of 12 a.m. as well as not allowing the discharge of fireworks on public roadways. (Kinsey/Magalsky)

Mayor Rolane Christofferson discussed the proposal for legal services by John Hrubes. He was unable to attend tonight, but she recommended moving forward in accepting his proposal for the flat fee structure of \$500/month for five (5) hours and any additional hours would be charged at \$150/hour. The Town Council passed a motion to approve the proposal and the flat fee structure. (Christofferson/Kinsey)

There were no submitted building permits.

New Business

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

Public Comment: None.

There being no further business, the meeting adjourned at 7:29 p.m.
(Rathbun/Christofferson)

ATTEST:

Lynn Schilling, Clerk

Rolane Christofferson, Mayor