



City of Sidney, MT
City Council Regular Meeting 10-6-25
October 06, 2025 6:30 PM
115 2nd Street SE | Sidney, MT 59270

The City Council meetings are open to the public attending in person, with masks encouraged when social distancing cannot be accomplished. If the public does not wish to participate in person, they are also invited to participate via a Zoom meeting. You can participate via phone:

Meeting ID: 713 080 5898 Passcode: 4332809 Call: 1-346-248-7799

1. Call to Order

Alderman Christensen called the regular meeting of the Sidney City Council to order at 6:30pm.

2. Pledge of Allegiance

The Pledge of Allegiance was stated by all present.

3. Aldermen Present

Christensen, Buxbaum, Larson, Koffler and DiFonzo. Via zoom: Rasmussen.

4. Correction or Approval of Minutes

a. September 15th, 2025 Regular Meeting Minutes

Motion was made to approve.

Motion made by Alderman DiFonzo, Seconded by Alderman Larson.

Voting Yea: Alderman Koffler, Alderman DiFonzo, Alderman Buxbaum, Alderman Christensen, Alderman Larson

b. September 24th, 2025 Water/Sewer Committee Meeting Minutes

Motion was made to approve.

Motion made by Alderman Buxbaum, Seconded by Alderman DiFonzo.

Voting Yea: Alderman Koffler, Alderman Rasmussen, Alderman DiFonzo, Alderman Buxbaum, Alderman Christensen, Alderman Larson

5. Visitors

Other visitors: Jared Troudt, Madison Kapp, Kodi Z, Joe Kauffman, Brooklyn Wunder, Kaylynn Gonsalves, Marcunah Wleh, Ivy Cross, Emma Walter, Kalen Price, Rhys Larson, Tytus Carter, Jody Wells (Roundup), Sophie Pust, Audrey Opica, Itzel Pledra, Morgan Kindropp, Treyce Bower, Evelyn Gonzales.

a. Eagle Foundation-Painting on City Street

Mr. Rosaaen came before the City Council on behalf of the Eagle Foundation seeking approval of painting either eagle talons or eagle heads on the City Street. He stated this will be fundraiser for the Foundation and will be on 8th St SE and 4th Ave SE. PWD Hintz stated he has no issue with them doing this.

Motion was made to approve.

Alderman Rasmussen asked who would do the painting and Mr. Rosaaen stated the Eagle Foundation Board.

Motion made by Alderman Koffler, Seconded by Alderman Larson.

Voting Yea: Alderman Koffler, Alderman Rasmussen, Alderman DiFonzo, Alderman Buxbaum, Alderman Christensen, Alderman Larson

6. Public Hearing

Nothing.

7. Mayor Norby

a. Local Government Review Board Meeting 10-9-25 at 5:30pm

Alderman Christensen stated the Local Government Review Board will be meeting this Thursday October 9th, 2025 at 5:30pm.

8. Committee Meeting Work

a. Water/Sewer Committee: SRF Funding for North Park Water Tower Project Park

Alderman Buxbaum stated the Water and Sewer Committee met and reviewed the proposal for adding park improvements to the water SRF loan. She stated the only items added to the loan will be a direct one to one match of what is taken out due to the water tower replacement and they have recommended adding it to the loan, making the total anticipated SRF Loan \$8,825,000, which is still less than the approved \$13,000,000 approved without the City having to raise water rates. She stated the park plan has not been solidified but this gives the capacity to move forward with the loan.

Motion was made to approve adding the one-to-one replacement of the park to the SRF loan for an anticipated loan of \$8,825,000.

Motion made by Alderwoman Buxbaum, Seconded by Alderman DiFonzo.
Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

b. Water and Sewer Committee: 200,000 Gallon Tank Lining Project Update

Alderwoman Buxbaum stated the Water and Sewer Committee received an update on the 200,000-gallon water tank lining project. She stated this project is in its third year, with the contractor returning again this year to reline the tank to stop the leaks that keep presenting themselves. She stated the Water and Sewer Committee will meet again to continue the conversation on how to best proceed with this project.

Alderman DiFonzo stated he would like to start the process to pay off the loan on that tank that City Clerk/Treasurer Chamberlin indicated we can afford to. He stated by paying this off we give ourselves the opportunity for new loan and/or grant to get a new larger tank. Clerk/Treasurer Chamberlin stated she will have a report for the next Council meeting on paying this loan off and further stated that Mr. Mayer with Interstate is looking into replacement costs to report on also.

9. Alderman Requests and Committee Reports

Budget and Finance – Chairman Christensen – DiFonzo, Koffler. **Police and Fire**– Chairman DiFonzo – Rasmussen, Larson. **Parks and Recreation** – Chairman Christensen – Larson, Rasmussen. **Water and Sewer** – Chairman Buxbaum – Christensen, DiFonzo. **Street and Alley** – Chairman Rasmussen – DiFonzo, Koffler. **Sanitation**– Chairman Larson – Koffler, Buxbaum. **City Buildings & Street Lighting** – Chairman Koffler – Buxbaum, Christensen

Alderwoman Buxbaum thanked all of the City crew who helped with the downtown charrette.

Alderman DiFonzo asked about the hole on 22nd for stormwater overflow and PWD Hintz stated they will be starting the project next week, building the overflow structure and piping. He stated the hole will be dressed up but it is a detention pond for damns above so not much more than seeding for grass as done previously can be done.

10. Unfinished Business

Nothing.

11. New Business

a. Update City Council Powers and Duties: Standing Committees

Clerk/Treasurer Chamberlin stated she was reviewing the Council's Power and Duties for updates and noticed that the "Standing Committees" had not been updated for the approved rotation. With that, she wanted to ask the Council to consider updating their standing committees to only be 3 instead of the 7 there are currently. She stated that she is proposing having a Public Works Committee, a Public Safety Committee and Budget and Finance Committee, the three of which cover all of the City's work, that will meet monthly on a set day and time. By doing this the

benefits would be streamlining processes for multidepartment topics (such as the budget), increase public participation opportunity by having set meetings, but also it will increase council participation by having routine updates evenly spread across all council members. She stated that 3 of the 7 committees met less than 5 times in 5 years, most of those meeting being strictly for the budget. Clerk/Treasurer Chamberlin stated because committee assignments will need to be made, the designated dates and times for meeting, updating the City website, the election, updating her meeting software and she is sure other items she has not thought of, she is asking this change be effective January 1st, 2026.

Alderman DiFonzo standard he has wanted set dates for the committees to meet so people can be directed to them when items come up. He stated he is in favor but would like to keep an open mind for changes in future.

Motion made by Alderman DiFonzo, Seconded by Alderwoman Buxbaum.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

b. Text-My-Gov

Clerk/Treasurer Chamberlin stated PWD Hintz, Chief Kraft and herself are seeking approval of getting the Text-My-Gov software. This would allow the City to send text notifications to constituents who enroll in it about any topic such as road closures, important meeting information etc. She stated the texts can be sent to everyone or narrowed down by group or location on a map, which would be useful for situations such as a water line break where a certain neighborhood would be out of water. She stated we could also become IPAWS certified which will give us the capacity to send out emergency alerts such as Amber Alerts to all cell phones, not just the ones registered. This is a one-time fee of \$2,250 and a yearly fee of \$4,000, which would be split between all departments.

Motion made by Alderwoman Larson, Seconded by Alderman Koffler.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

12. City Planner

Nothing.

13. City Attorney

a. Update:

Nothing.

14. Chief of Police

a. August 2025 PD Report

Chief Kraft provided the August 2025 Police Department Report.

b. PD Shooting Range Estimate

Chief Kraft provided the estimate from Franz Construction for the shooting range. Alderman DiFonzo asked how this will be paid and Clerk/Treasurer Chamberlin stated there was \$110,000 budgeted in the Police CIP for this and for shelving in the evidence room, so there is more than enough of savings available to pay for this project, as Chief Kraft has been saving in his CIP for this project.

Motion made by Alderwoman Buxbaum, Seconded by Alderman Koffler.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

c. Update:

Nothing.

15. Public Works Director

a. August 2025 PW Report

PWD Hintz provided the August 2025 Public Works Department Report. He stated garbage is continuing to rise, with 94-ton increase from a year ago with no justifiable reason. Alderwoman Buxbaum asked if we need to look into an increase to the rates to compensate for this increase and PWD Hintz stated we will see how this year works out after reevaluating the tax rolls. Clerk/Treasurer Chamberlin stated there is a \$300,000 net savings in this fiscal years budget, which is just enough to save for replacement garbage trucks and R&D on current, but if expenses keep going up, the rate will need to be evaluated.

Alderman DiFonzo stated he understands there is no way to know but he is interest in an estimate on how much garbage is being brought in to city from the County and PWD Hintz stated he feels it is a big part, as they see it all the time with locations like the gas stations and parks. He stated he has played every scenario on how to stop this, but has not come up with one that will actually work. Alderman DiFonzo asked if City Attorney Kalil knows how Williston handles this or if it is an issue and he stated he will look into it as he is not sure. Alderman DiFonzo stated people need to know every time it happens city taxpayers pay for it.

b. August 2025 Compliance Report

PWD Hintz provided the August 2025 Compliance Officer Department Report.

c. Update:

PWD Hintz stated they will be starting next week on the North Meadow Stormwater Project with the city crew working on pond up there. He stated they paved an alley in South East last week and this week will be doing it in the North West and they are hauling sand for winter.

Alderwoman Christensen asked if the 200,000-gallon tank has been filled and PWD Hintz stated it has been and in service since last Friday. It passed testing but there is still previous leaks and a couple new. He stated they are looking into options to present to the Council for moving forward.

16. Fire Marshal/Building Inspector

a. August 2025 Fire Run Report

Clerk/Treasurer Chamberlin apologized the August 2025 Fire Run Report on behalf of FM/BI Rasmussen was not on the agenda and she will have it attached at the next meeting.

17. City Clerk/Treasurer

a. 504 Coordinator Designation for Section 504 of the Rehabilitation Act of 1973

Clerk/Treasurer Chamberlin stated that due to the City having a federal loan, the USDA Loan for the 200,000 gallon tank, they are required to following the Rehabilitation Act of 1973 and section 504 states there must be a Coordinator designated for administering the act and fielding complaints or issues pertaining to the discrimination on the basis of disability in admission to, access to, or operations of its programs, services or activities, including interactions with the public. She stated Mayor Norby has designated herself as that person, so if anyone has any questions or concerns, please contact her.

b. Switching Public Works City Credit Cards to Stockman Bank

Clerk/Treasurer Chamberlin stated they are asking for permission to switch the Public Works credit cards from Elan to Stockman Bank. She stated there are numerous reasons why but the biggest are the customer service for any changes with the cards is a nightmare of holding and different representatives and who can authorize changes whereas with Stockman all things would happen through the branch here. Switching cards would allow them more opportunities for one time increases on credit limits so limits do not need to be high for the random purchases, and there is a rewards system with Stockman Bank that would give a credit to the bill. She stated this will not be an easy process for staff, so both Elan and Stockman credit card accounts would be active for a couple months to allow the transition.

Motion was made to approve.

Motion made by Alderman Koffler, Seconded by Alderwoman Larson.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

c. City Credit Card Cardholder Responsibility Agreement

Clerk/Treasurer Chamberlin stated with the proposal of switching the credit cards she reviewed the employee handbook for the credit card policy and if it needed to be updated. She stated the current policy references a Cardholder Responsibility policy that does not exist and to fill that vacancy she has created the provided cardholder responsibility agreement that all staff who have

city issued credit cards will be required to read and sign prior to issuance. She stated PWD Hintz, Chief Kraft and City Attorney Kalil have reviewed and have no issue.

Motion was made to approve the City Credit Card Cardholder Responsibility Agreement.

Motion made by Alderman DiFonzo, Seconded by Alderwoman Buxbaum.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

d. City Fuel Card Cardholder Responsibility Agreement

Clerk/Treasurer Chamberlin stated for the same reason as the city credit cards, she created the fuel card cardholder responsibility agreement.

Motion was made to approve the City Fuel Card Cardholder Responsibility Agreement.

Motion made by Alderwoman Buxbaum, Seconded by Alderman Koffler.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

e. Update:

Clerk/Treasurer Chamberlin stated the FY25-26 Budget has been submitted to the State Local Government Services, the property taxes have been submitted to the Richland County Treasurer's Office, the FY24-25 audit documents have been submitted to Nexus and the USDA report has been submitted for the 200,000 gallon tank loan with the in person inspection complete. She stated they are waiting on Nexus for closing adjustments and any more documents needed for the audit.

18. Consent Agenda

Motion was made to approve the claims and building permits.

Motion made by Alderman Koffler, Seconded by Alderwoman Larson.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderwoman Buxbaum, Alderwoman Christensen, Alderwoman Larson

a. Claims to be approved: \$231,374.09

Intermediary Claims (\$22,771.68):

MDU \$21,622.27

USPS \$1,149.41

b. Building Permits to be approved: RC2026-13, RC2026-15 to 16; 2016-17 to 20

19. Adjournment

at 7:09pm.