



City of Sidney, MT
City Council Regular Meeting 6-20-22
June 20, 2022 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: 871 9385 5436 Passcode: 4332809 Call: 1-346-248-7799

1. Call to Order

Mayor Norby called the order at 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

Godfrey, Stevenson, Koffer and DiFonzo. Via Phone: Christensen and Rasmussen

4. Correction or Approval of Minutes

a. Regular Council Meeting Minutes 6-6-22

Motion was made to approve.

Motion made by Alderwoman Godfrey, Seconded by Alderman Stevenson.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderman Stevenson, Alderwoman Godfrey, Alderwoman Christensen

b. Budget and Finance Committee Meeting Minutes 6-13-22

Motion was made to approve.

Motion made by Alderwoman Christensen, Seconded by Alderman DiFonzo.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderman Stevenson, Alderwoman Godfrey, Alderwoman Christensen

5. Visitors

Jordan Mayer

Walt McNutt

a. Ryan Huotari-Airport request to waive Building Permit Fees (\$14,051.82-\$3,643.07 to Kyle Harlan, \$10,408.75 County Fees)

Walt McNutt, Chairman of the Airport Authority, came before the City Council to ask for the Building Permit Fees to be waived for the Airport. He stated they are doing a \$2.5 million dollar project, originally to be a \$1.5 million project but after Federal regulations and have had to do an Airport Improvement Project, they have had to increase the project. He stated they have 4 grants for the project, some of which cannot go towards building. He stated that 78% of the project is eligible for the FAA grant because it is what is available to the public. He stated the City fund the Airport approximately \$19,000 per year, and if this is not waived most of that money will go back to the City for the permit.

Clerk/Treasurer Chamberlin stated the Kyle Harlan amount has to be paid by the City regardless, out of the general fund.

Motion was made to approve waiving the \$10,408.75 building permit fee and the \$3,643.07 Kyle Harlan plan review fee.

Motion made by Alderman DiFonzo, Seconded by Alderman Koffler.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderman Stevenson, Alderwoman Godfrey, Alderwoman Christensen

b. Sidney Kiwanis Club-Closing of 5th St SW for Pie Social 7-8-22 (from Central Ave to 3rd Ave SW)

Clerk/Treasurer Chamberlin stated Kiwanis is asking for the closing of 5th St SW on July 8th, 2022 for their annual pie social. She stated this is next to the Middle School and is the same as last year, just until 2nd Ave SW from 8am to 3pm.

Motion was made to approve.

Motion made by Alderwoman Godfrey, Seconded by Alderman Stevenson.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderman Stevenson, Alderwoman Godfrey, Alderwoman Christensen

6. Public Hearing

Nothing.

7. Mayor Norby

Mayor Norby stated he was at the MLCT Board Meetings in Helena last week, witnessing some of the flooding.

8. Committee Meeting Work

a. Budget and Finance Committee 6-13-22

1. **On-Call/Call-in Policy** (recommendation with resolution to follow)
2. **Exempt Employee Comp Time Policy** (recommendation with resolution to follow)
3. **FY22-23 Payroll** (recommendation and resolution to follow)
4. **Permissive Health Levy** (recommendation and motion)

1. Alderwoman Christensen stated the Budget and Finance Committee recommended using the Whitefish policy, amending it to add they can use flex time for call in and to make the police exempt. Alderwoman Godfrey stated they also removed the hold over meals.

2. Alderwoman Christensen stated they are recommending amending the exempt comp time policy to allow a max of 180 hours and a cash out option of 140 hours.

3. Alderwoman Christensen stated they are recommending a 5.9% increase for employees, depending on evaluations, with additional increases for some employees.

4. Alderwoman Christensen stated they are recommending doing a Permissive Health Levy for FY23. Clerk/Treasurer Chamberlin explained the permissive health levy.

Motion was made to approve the Permissive Health Levy for FY23.

Motion made by Alderwoman Christensen, Seconded by Alderman DiFonzo.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderman Stevenson, Alderwoman Godfrey, Alderwoman Christensen

9. Alderman Requests and Committee Reports

Parks and Recreation – Chairman Difonzo – Godfrey, Christensen | **Water and Sewer** – Chairman Koffler – Godfrey, Rasmussen

Street and Alley – Chairman Christensen– Difonzo, Stevenson | **Sanitation** – Chairman Rasmussen – Koffler, Stevenson

City Buildings & Street Lighting – Chairman Stevenson– Koffler, Rasmussen | **Police and Fire** – Chairman Godfrey, Godfrey, Difonzo, Christensen

Budget and Finance – Chairman Christensen – Rasmussen, Godfrey

Alderwoman Godfrey stated the building connected to Action Auto is in need of drastic repairs. She stated she believes the City should start looking into condemning the building or adding it to the nuisance properties. She stated she understands the building is in new ownership, but it is a safety and fire issue. Mayor Norby stated he agrees and so should the building next to East Mont. PWD Hintz stated the building next to East Mont had issues with their siding and it was hitting the East Mont building so City crews had to go over this morning to mitigate the problem. Alderman DiFonzo stated that both buildings were sold to locals at auction, so they should be contacted and informed.

Alderman Stevenson stated as of last week the yellow trailer house was still there and Mayor Norby stated it was moved out and cleaned up this weekend.

Alderman DiFonzo asked if there has been any conversations had with the owner of the sports store, per the last meeting. PWD Hintz stated he and FM/BI Rasmussen talked to him two weeks ago and he stated he would comply with moving the vehicles out of the right of way, but he has not been over to see if they have been. He stated he also denies any skunks on the property, but are from the neighbors behind him. Alderman DiFonzo stated the property needs to be cleaned up.

10. Unfinished Business

Nothing.

11. New Business

Nothing.

12. City Planner

Nothing.

13. City Attorney

a. Resolution 3883-FY22-23 Payroll

City Attorney Kalil read Resolution 3883, setting FY2023 Payroll, out loud.

Alderman DiFonzo asked to have this resolution tabled for further study and to address.

Motion was made to table and send it to the Police and Fire Committee.

Motion made by Alderman DiFonzo, Seconded by Alderwoman Christensen.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderman Stevenson, Alderwoman Godfrey, Alderwoman Christensen

b. Resolution 3884-Amending Employee Handbook Policies 2.22 On-Call Duty and 4.15 Overtime and Compensatory Times

City Attorney Kalil read Resolution 3884, amending the employee handbook, out loud.

Alderman DiFonzo stated he would like to see it added that the comp time will have to be approved by direct supervisor for exempt employees.

Motion was made to approve Resolution 3884 with the addition above.

Motion made by Alderman DiFonzo, Seconded by Alderwoman Rasmussen.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderman Stevenson, Alderwoman Godfrey, Alderwoman Christensen

c. Ordinance 595-Updating Building Codes (first reading)

City Attorney Kalil read Ordinance 595, updating the building codes, out loud. He stated we have to update that every time the State updates theirs. He stated the only changes to the state codes is that none-structural residential changes do not require a building permit, per the previous city code, and roofs over 33% on commercial properties must have a building permit.

Motion was made to approve the first reading of Ordinance 595.

Motion made by Alderman Koffler, Seconded by Alderman DiFonzo.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderman Stevenson, Alderwoman Godfrey, Alderwoman Christensen

14. Chief of Police

a. May 2022 Police Department Report

Chief Kraft provided the May 2022 Police Department Report. He stated the previous weekend was the Sunrise Festival, so they had additional patrols, which everything went smoothly. He stated they also participated in the Kids Expo on Friday, which was very well attended.

15. Public Works Director

a. May 2022 Public Works Report

PWD Hintz provided the May 2022 Public Works report.

Mr. Mayer stated the 4th Avenue Street project will start tomorrow, the City has completed the tear out, it should take 3-4 weeks.

b. Call for Park and Recreation Committee-Playground in South Meadow Park

PWD Hintz stated the Adult Softball program want to install equipment in South Meadow. He stated they had presented the idea to the Park and Rec Board years previously, and they approved as long as it was covered by a net.

Clerk/Treasurer Chamberlin stated they will schedule it when Alderwoman Christensen is back.

c. Call for Water and Sewer Committee Meeting-Neilson Halvorson Water Line Relocation

PWD Hintz stated when they started the Nielson Halvorson sewer line, they discovered the water line was not where it was supposed to be, but with no valves they did not know and it is now only 3 feet away from the new sewer line, which the minimum is 10 feet. He stated Tony Hanson will relocate it for \$79,000, substantially cheaper than the current project contractors. He stated he would like to have a Water and Sewer Committee meeting to discuss this.

Clerk/Treasurer Chamberlin stated she will schedule a Water and Sewer Committee when Alderwoman Ramussen is back.

16. Fire Marshal/Building Inspector

a. May 2022 Fire Run Report

FM/BI Rasmussen provided the May 2022 Fire Run Report. He stated is busy getting ready for firework stand inspections.

17. City Clerk/Treasurer

a. FY21-22 Budget Transfers

Clerk/Treasurer Chamberlin provided the City Council with the budgeted transfers for FY2022 and her recommendation on what transfers to complete. She stated she is recommending the budgeted amounts except for the transfer from the General Fund to the Bike Path fund and the transfer from Oil and Gas to the Street Equipment Fund. She stated these funds did not have the expenditures to warrant the transfer for this fiscal year. She stated the final transfer on the list is from the Street Maintenance fund to the Snow Removal Fund. She stated this is not a budgeted transfer, but a correction for the revenue. She stated the way the taxes are set up to assess these, they are assessed together, so all the revenue is put into the Street Maintenance Fund, and now that they have received all the tax revenue for FY21-22 she is recommending transferring the allotted revenue, which is based off the percentage of budgeted revenue, into the Snow Removal Fund.

Motion was made to approve.

Motion made by Alderwoman Godfrey, Seconded by Alderman Koffler.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderman Stevenson, Alderwoman Godfrey, Alderwoman Christensen

b. May 2022 JV Report

Clerk/Treasurer Chamberlin provided the May 2022 JV Report, stating there is only the usual UB and Payroll JV's.

Motion was made to approve.

Motion made by Alderwoman Christensen, Seconded by Alderman DiFonzo.
Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderman Stevenson,
Alderwoman Godfrey, Alderwoman Christensen

c. May 2022 Water/Sewer Bank Transfer of \$66,242.43

Clerk/Treasurer Chamberlin provided the May 2022 Water/Sewer Bank Transfer of \$66,242.43.

Motion was made to approve.

Motion made by Alderwoman Godfrey, Seconded by Alderman Koffler.
Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderman Stevenson,
Alderwoman Godfrey, Alderwoman Christensen

d. May 2022 Treasurer's Report

Clerk/Treasurer Chamberlin provided the May 2022 Treasurer's report. She stated as of the May expenditures, there is only one fund that will require a budget amendment, and that is the TBID Fund. She stated hotels that have not been paying have been paying the arrears TBID Tax, which the City receives and then pays the TBID Board, because they have received more than anticipated, they have paid out more than they have anticipated, causing a need for a budget amendment.

e. Call for Budget and Finance Committee: FY22-23 Budget

Clerk/Treasurer Chamberlin stated they will be scheduling a Budget and Finance Committee meeting to continue in the FY2023 budgeting when Alderwoman Christensen and Alderwoman Rasmussen are back in town.

18. Consent Agenda

Motion was made to approve.

Motion made by Alderman Koffler, Seconded by Alderman Stevenson.
Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderman DiFonzo, Alderman Stevenson,
Alderwoman Godfrey, Alderwoman Christensen

a. Claims to be approved: \$1,102,301.53

Clerk/Treasurer Chamberlin stated the high amount in claims is due to the SRF bond payments, the SID Bond Payments, and fiscal year end payments to the County.

b. Building Permits to be approved

Clerk/Treasurer Chamberlin apologized for not having building permits on the agenda, the permits issued since the June 6th, 2022 Council Meeting will be on the July 5th, 2022 meeting.

19. Adjournment

Meeting was adjourned at 7:18 pm.