



City of Sidney, MT  
City Council Regular Meeting  
July 15, 2024 6:30 PM  
115 2nd Street SE | Sidney, MT 59270

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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**

Mayor Norby 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, Godfrey, Stevenson, Koffler, Rasmussen (via phone) and DiFonzo.

**4. Correction or Approval of Minutes**

**a. July 1st, 2024 Regular Meeting Minutes**

Motion was made to approve.

Motion made by Alderwoman Godfrey, Seconded by Alderman DiFonzo.

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

**b. July 1st, 2024 Closed Meeting Minutes**

Clerk/Treasurer Chamberlin stated the closed meeting minutes were printed and provided to the City Council for review and must be returned to her to destroy.

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. July 9th, 2024 Budget and Finance Committee Meeting Minutes**

Motion was made to approve.

Motion made by Alderwoman Christensen, Seconded by Alderman Koffler.

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

**5. Visitors**

**a. Visitors:**

Jacky Gonzales, Mackenzie (Round-Up), Jody Wells (Round-Up), Letty Buxbaum, Trenton Buxbaum and Dani Buxbaum. Via zoom: James Falcon (Sidney Herald),

**6. Public Hearing**

Nothing.

**7. Mayor Norby**

**a. Update:**

Nothing.

**8. Committee Meeting Work**

**a. Preliminary Budget Approval Committee Meetings:**

Budget and Finance Committee: Tuesday July 23rd, 2024 at 5:30pm

Water and Sewer Committee: Tuesday July 23rd, 2024 at 6:00pm

Street and Alley Committee: Wednesday July 24th, 2024 at 5:30pm

Sanitation Committee: Wednesday July 24th, 2024 at 6:15pm

Mayor Norby announced the posted committee meetings to review the FY24-25 preliminary budget.

**9. Alderman Requests and Committee Reports**

**Parks and Recreation** – Chairman DiFonzo – Christensen, Stevenson | **Water and Sewer** – Chairman Koffler – Godfrey, Christensen

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

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

**Budget and Finance** – Chairman Christensen – DiFonzo, Koffler

Alderswoman Godfrey stated she has a conflict the next 3 months for the REDC Meetings if anyone is interested in attending them in her place and Alderswoman Christensen stated she can fill in.

**10. Unfinished Business**

Nothing.

**11. New Business**

Nothing.

**12. City Planner**

**a. Review Preliminary Capital Improvement Plan**

City Planner Sanderson stated he is in front of the City Council to present the preliminary draft of the proposed capital improvement plan which is a financial document and planning tool for project planning. He stated the preliminary draft has a lot of the financial information in red that is not updated, but he has the information now to fill in and move forward. He stated he hopes to have an updated draft in the next 15-30 days but is asking the project list be reviewed during the preliminary budget process to ensure all known projects and their prioritizations are how the Council feels they should be in respect to these projects. He stated if there are changes, he will get them updated for a final draft for the Council to approve and it will be approximately 60-days for the final draft is completed and is presented for approval.

Alderman DiFonzo stated in the sidewalk section has the 22nd Avenue Bike and Pedestrian Path Project estimate around \$203,000 but recent estimates have been around \$1,000,000 and PWD Hintz stated the project has been updated to go further up 22nd Avenue and the financial numbers need to be updated for these projects. Alderman DiFonzo asked if the grant can be applied for next year, why does the CIP have 2028 for the project and PWD Hintz stated they will apply as soon as possible for the grant but once is granted takes years to finalize the plan, such as the pedestrian bridge project. City Planner stated they have heard loud and clear the importance of this project, especially with school district and zoning change request public hearing and that we get a head of the infrastructure. He further stated final numbers for financials was worked on today and will be updated. Mayor Norby stated we should know about grant authorization sooner and PWD Hintz stated no sooner than August 2025. Alderman DiFonzo asked if we are able to obtain grant, can the project be move up in the plan? City Planner Sanderson stated absolutely, the timeline is based on the state MDT grant which is not as easy a process as it once was but there is a bigger pot of money. Clerk/Treasurer Chamberlin stated projects can go early as the CIP is just a plan for budgeting and is a working document that can be changed as the years go on.

Alderman DiFonzo stated the City needs to stress that is a safety issue and Mayor Norby stated it is a high priority for all.

Alderman DiFonzo stated he does like the CIP and how it gives a plan to look at and Alderwoman Christensen agreed.

**13. City Attorney**

**a. Update:**

Nothing.

**14. Chief of Police**

**a. June 2024 Police Department Report**

Clerk/Treasurer Chamberlin provided the June 2024 Police Department Report on behalf of Chief Kraft. Alderman DiFonzo asked if our parking ordinances are being enforced as the parking violations in Chief Kraft's monthly report dropped in the last several months. Clerk/Treasurer Chamberlin stated the Compliance Officer Report shows parking on street violations and Alderman DiFonzo stated he is speaking about parking on wrong side of street, yellow zones, etc. but he will address with it Chief Kraft.

**15. Public Works Director**

**a. Anderson Drainage Project Vendor Invoice for \$510.75**

PWD Hintz presented the Anderson Drainage Project Vendor Invoice for \$510.75. He stated they did have the bid opening for this project and bids came in \$125,000 over the engineering estimate and all but one of the four bids were done improperly. He stated they have consulted with City Attorney Kalil about how to proceed and the project may need to be re-bid.

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

**b. June 2024 Public Works Report**

PWD Hintz presented the June 2024 Public Works Report. He stated 6th Street was completed prior to the Pie Social and Sunset Festival. He stated the Franz plant is having new electric lines installed by and to their plant, which could cause it to be shut down for the entire week, but Franz is trying to get it running with a generator so the City can continue with the paving projects. He further stated he and Clerk/Treasurer Chamberlin have submitted further information on the Impact Fee Study but there is more information they have indicated they need that they will get to them.

Alderman DiFonzo stated on 9th Ave where they milled out the road, there is still a substantial lip and PWD Hintz stated they will be laying more pavement at this location to correct that.

**c. Compliance Officer Report for FYE 23-24**

PWD Hintz presented the Fiscal Year End Compliance Officer Report. He stated Compliance Officer Schroeder will provide monthly reports to the City Council moving forward.

**16. Fire Marshal/Building Inspector**

**a. June 2024 Fire Run Report**

Clerk/Treasurer Chamberlin presented the June 2024 Fire Run Report on behalf of FM/BI Rasmussen.

**17. City Clerk/Treasurer**

**a. May-June 2024 Water/Sewer Bank Transfer \$151,073.86**

Clerk/Treasurer Chamberlin stated the purpose of the water/sewer transfer is to account for the expenditures being paid of the city repurchase/checking account when the revenue for those departments is deposited into the water/sewer bank account. She stated with the new credit card processor and numerous other changes that have happened, to do the transfer computing based off the expenditures has become to convoluted and not accurate as deposits and payments are coming out of both accounts. She stated in order to better compute the transfer, they will be basing the amount in the water/sewer bank account off of the cash balance in the accounting software. She stated because of the ebb and flow of revenue and expenditures in the water and sewer funds, they will be doing this transfer quarterly instead of monthly and the transfer may be transferring money into or from the water/sewer bank account.

Clerk/Treasurer Chamberlin presented the May-June 2024 Water/Sewer Bank Transfer from the repurchase/checking into the water/sewer bank account of \$151,073.86.

Motion was made to approve.

Motion made by Alderman Stevenson, Seconded by Alderman Koffler.

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

**b. June 2024 JV Report**

Clerk/Treasurer Chamberlin presented the June 2024 JV Report and stated that these JV's include the FY23-24 budgeted transfers that where approved.

Motion made by Alderwoman Godfrey, Seconded by Alderwoman Christensen.

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

c. Local Government Review: Webinar for interested parties July 24th at 11:00am

Clerk/Treasurer Chamberlin stated for those who are interested in running for the Local Government Review Board or interested in what the Local Government Review entails there is a webinar on July 24th, 2024 at 11am. She stated she will be streaming the webinar in the Council Chambers for any/all to attend and she has also extended that invitation to the Town of Fairview for any of their constituents who are interested.

Alderwoman Godfrey asked if anyone has filed for the board and Clerk/Treasurer Chamberlin stated there are 2-4 interested parties but she is not sure if any have filed yet.

## **18. Consent Agenda**

Motion was made to approve the claims and building permits.

Motion made by Alderman Koffler, Seconded by Alderman DiFonzo.

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

**a. Claims to be approved: \$219,946.89**

**b. Building Permits to be approved: 2025-001, 2025-006 to 2025-008**

## **19. Adjournment**

at 6:55pm.