



City of Sidney, MT
Budget and Finance Committee Meeting
June 13, 2022 12:00 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: 830 8746 7848 Passcode: 432809 Call: 1-346-248-7799

Committee Members Present: Tami Christensen, Kysa Rasmussen, Kali Godfrey

Others Present: Mayor Norby, Chief Kraft, Clerk/Treasurer Chamberlin, Deputy Clerk/Treasurer Shanks

1. New Business

a. On-Call/Call-In Policy (tabled at 5-25-22 meeting)

The Committee reviewed the options presented by Clerk/Treasurer Chamberlin from other municipalities. Alderwoman Christensen stated she liked Whitefish's policy the best and Alderwoman Rasmussen stated she agreed that it is a good place to start since we do not have an accurate understanding of how much this will cost. Clerk/Treasurer Chamberlin stated PWD Hintz would like to see the policy address if an employee is called in and then decides to use those hours as flex hours and not work the full 40 hours that week. She recommended if they use the hours worked for call-in as flex hours, they be paid half their hourly wage times the number of hours they worked as an additional pay. She said for example if an employee makes \$20/hour and is called in for 2 hours, but only works 40 hours total that week including the call in, they would get \$10 times 2 for \$20 additional pay.

Alderwoman Rasmussen stated she does not feel the City of Sidney needs the hold over part of the Whitefish policy, and the committee agreed. Chief Kraft asked for the Police Department to be exempt from this policy, and the Committee agreed.

Motion was made to recommend approving the City of Sidney's On-Call policy to be amended to Whitefish's policy with the addition of the flex time for call out, taking out the hold over time and adding the police department is exempt from this policy.

Motion made by Godfrey, Seconded by Rasmussen.

Voting Yea: Rasmussen, Godfrey, Christensen

b. Exempt Employee Comp Time Policy (tabled at 5-25-22 meeting)

Chief Kraft presented amending the exempt employee to allow a max accrual of 240 comp hours, to be able to cash out one time up to 160 hours one time per year and that they do not have to use comp time prior to other leaves.

Alderman Rasmussen asked if employees can cash out their vacation time and Clerk/Treasurer Chamberlin stated vacation and sick leave are regulated by the State and cannot be cashed out except with termination/resignation. Alderman Rasmussen and Alderman Christensen stated they felt the increase was excessive. Alderman Rasmussen stated it is part of the expectation of salaried employees to put in the hours necessary for their job, and any comp time available is a benefit. Alderman Christensen stated in private business comp time is not earned until after 48 hours, not 45 also.

Alderman Christensen recommended amending the policy to a max accrual of 180 hours with the cash out option of 140 hours, not having to be used prior to other leaves.

Motion was made to recommend these changes to the City Council.

Motion made by Rasmussen, Seconded by Godfrey.

Voting Yea: Rasmussen, Godfrey, Christensen

c. FY22-23 Payroll (tabled at 5-25-22 meeting)

Chief Kraft presented the Budget and Finance Committee with amended options, making a 6 year pay scale for patrol officers only, not the rank positions. He stated the option 1 is in line with the previously presented 95% of the Bakken option that does give up one open position. Alderman Godfrey stated a 6 year pay scale makes sense for patrol officers when trying to work on retention.

Motion was made to recommend approving option 1 as presented by Chief Kraft.

Motion made by Rasmussen, Seconded by Christensen.

In discussion Alderman Rasmussen asked if they can review in 3 years to reassess to make sure it is still on track. Alderman Godfrey amended her motion to include the review in 3 year and Alderman Christensen seconded.

Voting Yea: Rasmussen, Godfrey, Christensen

Clerk/Treasurer Chamberlin presented the payroll budget for the rest of the employees for the City of Sidney with up to a 5.9% increase, depending on evaluations with additional increases for some employees. Alderman Rasmussen asked if James Meissel's wage should be increased with his additional assisting of PWD Hintz and it was decided to increase his wage to \$35.42/hour.

Motion was made to recommend approving the payroll schedule and increases with the change to Mr. Meissel's wage.

Motion made by Godfrey, Seconded by Rasmussen.

In discussion Alderwoman Rasmussen asked Clerk/Treasurer Chamberlin is the only employee who can work from home and Clerk/Treasurer Chamberlin stated she cannot work from home and doesn't other than when she is contacted due to issues on her requested days off.

Voting Yea: Rasmussen, Godfrey, Christensen

d. Permissive Health Levy

Clerk/Treasurer Chamberlin stated the City does have the option to assess an additional permissive health levy that helps cover the general fund employee health insurance costs. She stated using last years mill levy information, they could get up to \$40,000 more to cover health insurance and recommends moving forward with this this fiscal year.

Motion was made to recommend approval of the permissive health levy for FY22-23.

Motion made by Godfrey, Seconded by Rasmussen.

Voting Yea: Rasmussen, Godfrey, Christensen

Meeting was adjourned at 1:02pm.