



City of Sidney, MT
City Council Regular Meeting 12-15-2025
December 15, 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

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, Buxbaum, Larson, Koffler, Rasmussen and DiFonzo

4. Correction or Approval of Minutes

a. December 1st, 2025 Regular Meeting Minutes

Motion was made to approve.

Motion made by Alderwoman Christensen, Seconded by Alderwoman Larson.

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

5. Visitors

James Falcon (Sidney Herald-via Zoom), Paul O., Kaylynn Gonzalez, Evelyn Gonzalez, Madison K, Dawsen B., Mguel T., Aubree w., Landy L., Itzel p., Rylan J., Joe Kauffman, Josiah Kauffman, Amber Kauffman, Teagan Kauffman, Kimberly Kauffman, Jody Wells (Roundup), Asle Everett, Max Lozada, Hannah Kauffman, Max Morales, Stephanie Reynolds, Jordan Mayer, Andria Mastvelton, Joseph Andromalos

6. Public Hearing

Nothing.

7. Mayor Norby

a. Update:

Mayor Norby and the City Council thanked Alderman Koffler for his service on the City Council, volunteering, providing insight and helping to make change in the community for 12 years. He will be missed.

8. Committee Meeting Work

Nothing.

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

Aldерwoman Rasmussen stated she would like to express her condolences for the staff and community at their loss of Larry Lyndes and impact it has had and their being there for the family. She further stated she would like to thank the public works for the work done on snow removal and the streets.

10. Unfinished Business

Nothing.

11. New Business

a. Oaths of Office for January 1st, 2026: Mayor Norby, Aldерwoman Larson (Ward 1 2-year term), Alderman Kauffman (Ward 1), Aldерwoman Rasmussen and Alderman DiFonzo

Clerk/Treasurer Chamberlin administered the Oaths of Office to Mayor Norby, Aldерwoman Larson (Ward 1 2-year term), Alderman Kauffman (Ward 1), Aldерwoman Rasmussen and Alderman DiFonzo.

b. Electing City Council President-2 year term

Motion was made to elect Aldерwoman Christensen as City Council President.

Motion made by Aldерwoman Rasmussen, Seconded by Alderman DiFonzo.

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

c. Electing City Council Vice-President-2 year term

Motion was made to appoint Alderman DiFonzo as City Council Vice-President.

Motion made by Alderwoman Buxbaum, Seconded by Alderwoman Larson.

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

d. Confirm Bret Berry Appointment to Airport Board at Large Position

Motion was made to approve.

Motion made by Alderwoman Christensen, Seconded by Alderman Koffler.

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

e. Reappoint to the Planning Board 2-year terms ending 12-31-27: Amanda Seigfreid and Preston (John) Baker

Motion was made to approve.

Motion made by Alderman DiFonzo, Seconded by Alderwoman Rasmussen.

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

f. Reappoint to the Zoning/Board of Adjustments, 3-year terms ending 5-31-28: Adam Smith and Terry Meldahl

Motion was made to approve.

Motion made by Alderwoman Larson, Seconded by Alderwoman Christensen.

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

g. Reappoint to the Parking Commission, 3-year term ending 7-30-28: Terry Meldahl

Motion was made to approve.

Motion made by Alderman DiFonzo, Seconded by Alderwoman Rasmussen.

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

h. Reappoint to the Police Commission, 3-year term ending 4-30-28: Dan Smith

Motion was made to approve.

Motion made by Alderwoman Rasmussen, Seconded by Alderman Koffler.

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

i. RFQ for Master Services Agreement Planning and Engineering Services

Clerk/Treasurer Chamberlin presented the City Council with a draft RFQ, requesting approval to do the the RFQ with the actual document going to be finalized with city staff and City Attorney Kalil. She stated the purpose of a master services agreement is to have one or more contracts in place to services so that when items come up that need to be done, the contracting process is quick and not cumbersome. She stated City Planner Sanderson will still be the City's land use and zoning planner, these MSA's would be for the purpose of focusing on capital planning, engineering for smaller projects, such as streets improvements, GIS, and/or grants. She stated the City Council could approve multiple MSA's to have "on the shelf" to choose from as projects or items come up and these items would only be tasked out as budget authority was given. Alderman DiFonzo asked about the due date for the RFQ and Clerk/Treasurer Chamberlin stated it would not be the 2018 date in the draft, it would likely not be until March given the schedules for the beginning of the year.

Motion was made to approve.

Motion made by Alderman DiFonzo, Seconded by Alderwoman Christensen.

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. November Police Department Report

Chief Kraft provided the November 2025 Police Department Report.

15. Public Works Director

a. November Public Works Report

PWD Hintz presented the November 2025 Public Works Report. He stated on Wednesday we are expecting rain and then snow, and we cannot guarantee the state of the streets after that, please drive carefully.

b. SLIPPA Grant Grant Draw #1 for \$11,797.29 (City match of \$154,118.75)

\$164,016.00 from B&B Builders and \$1,900.04 from Uline (City Credit Card)

PWD Hintz presented the SLIPA Grant Draw #1 for \$11,797.29, with the City paying \$154,118.75 as their match of the project.

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. Pay Application #1 - North Park Tower Replacement; Phase 4b of \$401,444.69 (ARPA Draw #7 - FINAL \$26,803.81)

PWD Hintz presented Pay Application #1 for the North Park Tower Replacement, Phase 4B of \$401,444.69, which included Draw #7 for ARPA of \$26,803.81. The remaining portion of the draw the city will pay and be reimbursed when the loan closes this spring, which a resolution was passed previously by the City Council for this exact intent and reason.

Motion was made to approve.

Motion made by Alderwoman Christensen, Seconded by Alderman Koffler.

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

d. Sidney Meadows Storm Water Project-Mitigation Grant Reimbursement Request for \$494,756.14

Western Municipal Construction Pay Application #1 for \$442,286.11

Morrison Maierle Invoices 258501, 258593, 258909 for \$52,470.03

PWD Hintz presented the Sidney Meadows Storm Water Project Mitigation Grant Reimbursement Request for \$494,756.14.

Motion was made to approve.

Motion made by Alderman DiFonzo, Seconded by Alderwoman Rasmussen.

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

16. Fire Marshal/Building Inspector

a. November Fire Run Report

Clerk/Treasurer Chamberlin presented the November 2025 Fire Run Report on behalf of Fire Marshal/Building Inspector Rasmussen.

17. City Clerk/Treasurer

a. November JV Report

Clerk/Treasurer Chamberlin presented the November 2025 JV Report.

Motion was made to approve.

Motion made by Alderwoman Christensen, Seconded by Alderman Koffler.

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

b. November Treasurer's Report

Clerk/Treasurer Chamberlin presented the November 2025 Treasurer's Report. Clerk/Treasurer Chamberlin stated city staff is working on amending the employee handbook and a draft will likely be in front of the Council in January.

18. Consent Agenda

Motion was made to approve the claims and building permits.

Motion made by Alderman Koffler, Seconded by Alderwoman Rasmussen.

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

a. Claims to be approved: \$147,094.66

Intermediary Claims: (\$12,680.00)

Lower Yellowstone REA \$680.00

Agri Industries \$12,000.00

b. Building Permits to be approved: 2026-023

19. Adjournment

at 6:50pm.