



City of Sidney, MT
City Council Regular Meeting
July 05, 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: 826 5725 9839 Passcode: 4332809 Call: 1-346-248-7799

1. Call to Order
2. Pledge of Allegiance
3. Aldermen Present
4. Correction or Approval of Minutes
 - a. [City Council Regular Meeting 6-20-22](#)
 - b. [Park and Rec Committee Meeting Minutes](#)
 - c. [Police and Fire Committee Meeting Minutes](#)
 - d. [Water and Sewer Committee Meeting Minutes](#)
 - e. [Budget and Finance Committee Meeting Minutes](#)
5. Visitors
 - a. Sam Ebadzad Sahraei-Food Truck in Peterson Park-Charge for electric used and \$50/month for garbage services
6. Public Hearing
7. Mayor Norby
8. Committee Meeting Work
 - a. Water and Sewer Committee Meeting-Nielson-Halvorson Waterline Replacement (recommendation and motion)

- b. **Water and Sewer Committee Meeting-FY22-23 Water and Sewer Budgets** (recommendation, no motion until passing the budget)
- c. **Budget and Finance Committee Meeting-Library Mill Levy** (recommendation and motion to move forward with amending City/County contract)
- d. **Budget and Finance Committee-FY22-23 Oil and Gas Fund and Donations** (recommendation, motion with passing of budget)

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

10. **Unfinished Business**

11. **New Business**

12. **City Planner**

[a. Planning Board Meeting-July 19th, 2022](#)

13. **City Attorney**

[a. Ordinance 595-Updating Building Codes](#)

b. **City/County Agreements-Fire Marshal and Building Inspector**

14. **Chief of Police**

15. **Public Works Director**

a. **East Main Water Depot**

16. **Fire Marshal/Building Inspector**

17. **City Clerk/Treasurer**

a. **ARPA Funding-2nd tranche received of \$790,784.75** (total received \$1,581,569.50)

18. **Consent Agenda**

[a.](#) Claims to be approved: \$156,962.76

b. Building Permits to be approved:

2022-093	Bible Baptist Church	502 S Central	Remodel	L1-4, B54, Kenoyer
2022-094	JC Youngquist	2675 3rd St NW	Fence	L01A, B4, Mayo Acres
2022-095	Everett Crum	1281 14th St SW	Shed	M&B TR in SWSE

19. Adjournment



City of Sidney, MT
 City Council Regular Meeting 6-20-22
 June 20, 2022 6:30 PM
 115 2nd Street SE | Sidney, MT 59270

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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-Nielson 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.



City of Sidney, MT
 Park and Recreation Committee Meeting 6-27-22
 June 27, 2022 5:30 PM
 115 2nd Street SE | Sidney, MT 59270

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Meeting ID: 816 5461 2071 Passcode: 4332809 Call: 1-346-248-7799

Alderman Present: DiFonzo, Christensen and Godfrey

Others Present: Mayor Norby, PWD Hintz, Clerk/Treasurer Chamberlin, Parks Superintendent Ridl, Brandie Azure (adult softball).

1. New Business

a. South Meadow Playground Equipment

Ms. Azure stated this has been a project that they have been working on for a couple of years, and they now have 2 proposals from companies out of Billings, which she provided the committee. She stated the equipment will be geared for 2 year to 12 year children. She stated they need direction location of the equipment. She stated from what she understands it was originally figured into the plans to go on the west side of the concessions building, which is where they would like to have it located with a fence to keep them out of the parking lot. She stated the number of kids at the park is increasing so having the equipment would be great.

PWD Hintz stated they came before the Park Board and they supported the project and Alderwoman Christensen stated they also came to the City Council. PWD Hintz asked if they are funding it themselves and Ms. Azure stated they are unsure on the cost of installation, which the companies would do.

Parks Superintendent Ridl stated there has been numerous locations presented but the safest place would be where they are indicating. She stated that the equipment they have chosen do not have a large footprint, without having swings, with relatively the same footprint as the batting cages that were at that location previously. She stated that she has discussed this with homeowners up there and several have indicated that they are extremely interested and would even be willing to donate to it.

PWD Hintz stated he has pictured the east side of the concessions with a net over it. Ms. Azure stated if it was on the west they don't think they would need net coverage if it was on the west

side. Parks Superintendent stated by having it on the east it would be going over the electrical, water, sewer and many things underground. Ms. Azure stated if parking is an issue to have it in the west side location, there is an area that they have utilized for tournaments for additional parking. Alderman DiFonzo asked the purpose of installing the equipment and Ms. Azure stated for siblings of kids playing and for the neighborhood. He asked how they would keep them out of the parking lot area and she replied they would need to install fencing, which kids running into the parking lot is already an issue and they need to find a way to make it more secure and deter them from running into where the kids are. Mayor Norby asked if this will hinder busses turning around in the parking lot and Alderman DiFonzo stated they can exit by Sunflower Lane.

Alderman DiFonzo stated he feels they need to know what kind of equipment and how large it will be before they can say either way. He stated that way they can see how much of the parking lot it will take up. Ms. Azure stated she was looking at whichever equipment would fit better. PWD Hintz stated he would like to see a scale drawing to see the footprint also and that he could assist in doing that. Ms. Azure also stated that will help them figure out how much fencing they will need. She stated they have 4 sponsors that are covering a majority of the costs so far, and she is hoping to be able to do it this fall after the summer use is over and give time to get it installed. PWD Hintz stated he will look at the CAD drawings of the park and the equipment and report back to the committee with a drawing.

Motion was made to table.

Motion made by DiFonzo, Seconded by Godfrey.

Voting Yea: DiFonzo, Godfrey, Christensen

Adjourned: 5:47 p.m.



City of Sidney, MT
 Police and Fire Committee Meeting 6-27-22
 June 27, 2022 6:00 PM
 115 2nd Street SE | Sidney, MT 59270

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Meeting ID: 845 6857 9174 Passcode: 4332809 Call: 1-346-248-7799

Alderman Present: Godfrey, Christensen and DiFonzo

Others Present: Mayor Norby, Chief Kraft, PWD Hintz, Clerk/Treasurer Chamberlin

1. New Business

a. FY22-23 Payroll

Clerk/Treasurer Chamberlin provided the Police and Fire with the accurate depiction of the general fund, should they go with the original recommended payroll from Budget and Finance Committee. She stated that will have the general fund \$260,000 negative with making as many cuts to it as she could, including splitting attorney fees through the budget instead of being a general fund only item. She stated the only thing that could be cut is the Police Department \$65,000 for machinery and equipment.

Alderwoman Christensen stated she believed they were recommending approval of a 7.2%, not option 1. Alderman DiFonzo stated the 6-year pay scale would have to be reviewed every year to see if it can be done. He stated he agrees with the 6 year plan for officers, reviewing to make sure the incoming and new officers to the next step. He stated he understands how hard it can be to work within the general fund.

Clerk/Treasurer Chamberlin stated in order to afford a higher increase for the police department she is recommending a 8% increase for entire department, which is the percentage Chief Kraft had applied to the starting wage, with an additional \$.25 for the 3 patrol officers with longevity. She stated that leaves the general fund only \$100,000 negative, an amount she believes she can balance when the mill levies come out. Chief Kraft stated he has not seen the proposal of the 8%.

Alderman DiFonzo stated the reason he asked for the payroll to be tabled is to know if the general fund could afford the increases. He stated he agrees to having a pay scale so we can utilize the plan for recruiting people. Alderman DiFonzo stated if Chief Kraft wants time to review the figures

presented, this can be tabled and brought back before the Police and Fire Committee, as long as it is approved by the second meeting in July.

Motion was made to table the FY22-23 payroll for further review and meet again on July 5th, 2022 at 5:30pm.

Motion made by DiFonzo, Seconded by Christensen.

Voting Yea: DiFonzo, Godfrey, Christensen



City of Sidney, MT
 Water and Sewer Committee Meeting 6-29-22
 June 29, 2022 5:30 PM
 115 2nd Street SE | Sidney, MT 59270

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Meeting ID: 843 5395 6416 Passcode: 4332809 Call: 1-346-248-7799

Aldermen Present:

Others Present: Mayor Norby, PWD Hintz, Clerk/Treasurer Chamberlin, Water Commissioner Elletson, Rebecca Thompson, Jeremy Thompson

1. New Business

a. Nielson-Halvorson Water Line Replacement

PWD Hintz stated when we installed the sewer main, Water Commissioner Elletson located the main off the map as there was no valves on the short block, but when the dig the sewer main they discovered the water main only had a 6-foot separation from the sewer line and DEQ rules state they cannot be less than 10-foot apart. PWD Hintz stated instead of asking for a variance with the DEQ they opted to install a new pipe because the existing size was too small. PWD Hintz stated Western Municipal, who did the sewer line, came in extremely high and a long contract time. He stated they also asked Hanson Independent, who did the relocation for \$78,875. PWD Hintz stated they because of these two projects they are doing a complete over hall of the street. PWD Hintz stated the water budget will be paying for the line relocation and water, sewer project funds and streets will split the costs for the street. PWD Hintz stated due to the complications with the project, he will be writing a thank you letter to the property owners who have had to deal with their street being torn up for such an extended time without complaining. He stated driveways have been blocked, dust flying, equipment lining the street and much more.

Motion was made to recommend approval of this relocation.

Motion made by Koffler, Seconded by Rasmussen.

Voting Yea: Koffler, Rasmussen, Godfrey

Clerk/Treasurer Chamberlin stated this will come out of FY21-22 budget, which there is funds available for.

b. FY22-23 Water Department Budget

PWD Hintz presented the Water and Sewer Committee with the FY 22-23 estimated budget expenditures for the water department. He stated the items in yellow are items that can be put off for future fiscal years. He stated he and Commissioner Elletson prepared it and they detailed the items listed.

Clerk/Treasurer Chamberlin stated if all items presented were included in the budget, the water department is still looking at having cash savings in the budget. She stated the main reason for this is because of the rate increases that have been implemented while holding off on the project, which has made it so there is not debt repayment on this budget that will be there in the upcoming fiscal years when Phase III Water Improvements are done.

Motion was made to recommend approval of the FY22-23 Water Budget.

Motion made by Rasmussen, Seconded by Koffler.

Voting Yea: Koffler, Rasmussen, Godfrey

c. FY22-23 Sewer Budget

PWD Hintz presented the Water and Sewer Committee with the FY22-23 estimated budget expenditures. He stated they expenditures also include storm sewer work. He stated the items in yellow are items that can be put off for future fiscal years. He stated he and the sewer department prepared it and they detailed the items listed.

Clerk/Treasurer Chamberlin stated that with the storm sewer projects coming out of this fund, it is \$575,000 negative, with over \$4,000,000 in cash to cover the costs. She stated the largest part of that negative balance for the FY is the Nielson/Halvorson project that the City is paying cash for a portion of.

Motion was made to recommend approval of the FY22-23 budget.

Motion made by Koffler, Seconded by Godfrey.

Voting Yea: Koffler, Rasmussen, Godfrey

Adjourned at 6:14pm.



City of Sidney, MT
 Budget and Finance Committee Meeting 6-29-22
 June 29, 2022 6:15 PM
 115 2nd Street SE | Sidney, MT 59270

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Alderman Present: Christensen, Rasmussen, Godfrey

Others Present: Mayor Norby, PWD Hintz, Clerk/Treasurer Chamberlin, Kelly Resieg with the Richland County Library.

1. New Business

a. FY22-23 Mill Levy's

Clerk/Treasurer Chamberlin presented the preliminary mill levies. She stated they are subject to change due to payroll not being set. She stated due to that the main discussion under the mill levies would be the request of the Richland County Library to have an additional \$30,000 allocated to them, which she stated she has in the mill levy appropriations.

Mrs. Reisig stated this additional \$30,000 would go to expanding their part time staff, who would not qualify for benefits that they have included in the payroll budget with the County. She stated the \$30,000 will cover this cost and they are not seeking additional funding beyond that at this time. She further stated that due to complications with workman's comp through the County, they cannot have volunteers at this time. She stated it is something they are actively working on it.

Motion was made to recommend approval of increasing the library allocation to \$130,000.

Motion made by Rasmussen, Seconded by Godfrey.

Voting Yea: Rasmussen, Godfrey, Christensen

b. FY22-23 General Fund Budget

Clerk/Treasurer Chamberlin stated that due to the payroll being tabled in the Police and Fire Committee, she cannot present the general fund budget at this meeting but will present at the next Budget and Finance Committee Meeting.

c. FY22-23 Oil and Gas Donations

Clerk/Treasurer Chamberlin presented the Budget and Finance Committee with the Oil and Gas fund that includes donations. She stated she did not make changes to the donations from the previous fiscal year. She stated also coming out of the Oil and Gas Fund is the architect fee for the City Hall remodel and transfers to other funds.

Alderwoman Godfrey stated she is wondering if City could get more return on their money by putting the Economic Development \$10,000 into downtown improvements. Alderwoman Rasmussen asked what Economic Development does for the City and Alderwoman Christensen stated they are a legislative advocate for the City and the Community. Alderwoman Godfrey stated if we have \$25,000 available, we could make it so entities must apply for it so the City knows what the money is going to, which is something we could look into doing next fiscal year.

Motion was made to recommend cutting the Richland Economic Development motion to \$8,500 and approving the Oil and Gas Fund Budget.

Motion made by Rasmussen, Seconded by Godfrey.

Voting Yea: Rasmussen, Godfrey, Christensen

Adjourned at 6:52 pm.

CITY/COUNTY PLANNING BOARD

BOARD MEETING AGENDA

Tuesday, July 19, 2022 @7:00pm
 Richland County Extension Office Conference Room
 1499 N Central Ave, Sidney, MT

7:00 p.m. Meeting Call to Order: *President Trumpower*

Roll Call: *Verify Quorum: (P = Present; A = Absent)*

NAME, Sidney	P/A	NAME, Fairview	P/A	NAME, County/CD	P/A
Jason Schrader		Ray Trumpower		Waynette Malloy	
Amanda Siegfried		Missy Smies		Bill Linder	
Travis Rosaaen		Dan Murphy		Kathy Helmuth	
Shawn Storm		Brian Renville		Lori Utter	
				Ervin Goss (Cons Dist)	

Swearing in of Ervin Goss (if present), member absent from May 24th and 25th meetings

Approval of preceding meeting minutes: May 24 and 25, 2022 minutes (*postpone until available*)

Petitions and communications from audience (Public Comments):

Introductions and comments:

Conflicts of Interest: *Disclose any conflicts or interest or ex parte communication on pending items (also see attached recusal by Amanda Seigfreid)*

Staff reports: *SchMart Estates Subdivision Amendment*

Public hearing: *SchMart Estates Subdivision Amendment*

Regular business:

- **Board Discussion and Recommendation (Findings of Fact/Resolution):** *SchMart Estates Subdivision Amendment*

Reports from Planning Board Committees:

- *Executive Committee – if any*
- *Sidney Jurisdictional Area – if any*
- *Fairview Jurisdictional Area – if any*

Written communications: *If any*

Next Board meetings: 76-1-301, MCA next mandated meeting: October 4th, 2022, unless other business must come before the board prior

Adjourn: *President or by consensus*

CITY/COUNTY PLANNING BOARD



Planning Board Meeting

will be held on:

Tuesday, July 19th, 2022 at 7 pm

at the

**Richland County Extension Office
Conference Room,
1499 N Central Ave, Sidney**

Please call Planner Office at 433-6886 to confirm meeting date and time or for additional information.

Ordinance No. 595

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SIDNEY, MONTANA, AMENDING TITLE 4, CHAPTER 1, BUILDING CODES, OF THE CITY CODE OF THE CITY OF SIDNEY, MONTANA.

WHEREAS, the City Council of the City of Sidney has previously amended Title 4, Chapter 1, Building Codes, to modify the adopted building codes of the City of Sidney; and,

WHEREAS, the City inadvertently adopted several codes that conflict with Montana Administrative Regulations;

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS by the City Council of the City of Sidney that Chapter 4 of Title 1 of the City Code of the City of Sidney is hereby amended as follows:

4-1-1: ADOPTION OF BUILDING CODE STANDARDS:  

The city hereby adopts as part of this code the following international building code standards effective June 10 2022, together with all referenced materials, appendices and amendments appertaining thereto:

- A. 2021 International Existing Building Code, as amended by ARM 24.301.171

- B. 2021 International Building Code as amended by ARM 24.301.131

- C. 2021 International Residential Code as amended by ARM 24.301.154

- D. 2021 International Energy Conservation Code, as amended by ARM 24.301.161

All as set forth or to be set forth in the Montana administrative rules (ARMs), and the same are adopted herein by reference, except as follows: No building permit shall be required for the repair of any existing building, provided the repair does not involve structural repairs. The repair of more than 33% of the roof of any commercial building shall be deemed structural.

1st reading: _____

2nd reading: _____

Commissioner _____ moved the adoption of the foregoing Ordinance. The Motion was seconded by Commissioner _____. On roll call vote of the Commissioners vote "AYE": _____

_____, and the following Commissioners vote "NAY": _____ Absent and not voting: _____

WHEREUPON, the Motion was passed and the Ordinance declared adopted this _____ day of _____, 2022.

Mayor

ATTEST:

City Clerk/Treasurer

07/01/22
10:54:55

CITY OF SIDNEY
Claim Approval List
For the Accounting Period: 6/22

* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account		
40116	1205 MIDWEST WELDING & MACHINE INC	960.14							
222730	06/13/22 BELTS FOR THE BLOWER	960.14		23212	5310 430600	200	101000		
40117	489 YELLOWSTONE CHIROPRACTIC CLINIC	90.00							
5361	06/16/22 DOT PHYSICAL- JAMES MEISSEL	90.00		NA	5410 430830	300	101000		
40118	1150 CINTAS	116.85							
5112867665	06/17/22 SEWER CABINET RESTOCK SUPP	116.85		NA	5310 430600	200	101000		
40119	165 TRI-COUNTY IMPLEMENT	1,179.52							
CT57796	06/20/22 SHIFT CABLES	94.72		23284	5310 430600	200	101000		
CT57596	06/15/22 CABLE FLEX	173.40		23284	5310 430600	200	101000		
CT57625	06/13/22 MOWER BLADES	330.09*		23280	1000 460430	200	101000		
CT57594	06/13/22 MOWER BLADES & BOLTS	467.88		23279	5310 430600	200	101000		
CT57533	06/09/22 KNOB	24.36*		23274	2565 430200	200	101000		
CT57430	06/03/22 CAC HOSE	89.07*		23270	2565 430200	200	101000		
40120	1113 BC6 BUILDERS	1,470.00							
06/03/22	PLAYGROUND WEAR MATS	1,470.00*		22598	1000 460430	200	101000		
40121	1209 KAY PARK RECREATION	4,309.00							
195352	04/19/22 PINIC TABLES & GARBAGE CANS	4,309.00*		22576	1000 460430	200	101000		
40122	1229 KALIL LAW FIRM	5,999.01							
1830	05/31/22 APRIL/AMY 2022 BILLING	5,999.01		NA	1000 411100	300	101000		
40123	999999 HADLEY GARSJO	123.00							
06/23/22	LIFE GUARD CERTF. TRAINING 22	123.00*		NA	1000 460445	300	101000		
40124	E 509 CARDMEMBER SERVICE - VISA	3,278.47							
06/15/22	RICK NORBY- TRAINING	315.56*		NA	1000 410210	300	101000		
06/03/22	JEFF HINTZ- HANNA INST.	77.49		NA	1000 460440	200	101000		
06/14/22	JASON ELLETSON- USPS	68.07		NA	5210 430500	300	101000		
05/25/22	BOB HARRIS- RMT EQUIPMENT	212.70		NA	1000 460440	200	101000		
05/25/22	BOB HARRIS- EREPLACEMENT	10.15*		NA	2565 430200	200	101000		
06/09/22	BOB HARRIS- AMAZON & REPLACMEN	104.47		NA	5310 430600	200	101000		
05/31/22	BOB HARRIS- ALL TITANS	79.06		NA	5710 430252	200	101000		
06/10/22	KALE RASSMUSSEN- CODE	925.25		NA	1000 420531	300	101000		
05/20/22	KEVIN BAST- USPS	1,156.95		NA	5310 430600	300	101000		
05/31/22	STEPHANIE RIDL- CARROTT TOP	241.68		NA	1000 460430	300	101000		
06/02/22	JESSICA CHAMBERLIN- MICROSOFT	69.99*		NA	1000 410540	300	101000		
05/20/22	FRGN FEES- REAL TECH	17.10		NA	5310 430600	300	101000		

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CITY OF SIDNEY
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For the Accounting Period: 6/22

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Report ID: AP100

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Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account		
40125	581 TW ENTERPRISES INC	4,090.46							
	06/06/22 MAINT. ON GENERATORS	2,045.23		NA	5310 430600	300	101000		
	06/06/22 MAINT. ON GENERATORS	2,045.23		NA	5210 430500	300	101000		
40126	491 USA BLUE BOOK	121.40							
	4275 06/07/22 PH BUFFER KITS	121.40		23209	5310 430600	200	101000		
40127	20 EAST-MONT ENTERPRISES, INC.	522.86							
	160725 06/22/22 POOL CLEANING SUPPLIES	246.93		23305	1000 460445	200	101000		
	160804 06/29/22 POOL CLEANING SUPPLIES	275.93		23307	1000 460445	200	101000		
40128	563 SCREEN PLAY	532.00							
	2520 06/02/22 TSHIRTS FOR THE CITY POOL	532.00		NA	1000 460445	200	101000		
40129	3 MONTANA DAKOTA UTILITIES	3,227.47							
	06/16/22 WELLS #5 AND #7	812.03		NA	5210 430500	300	101000		
	06/16/22 1101 1/2 3RD ST NE	29.67		NA	2425 430263	300	101000		
	06/16/22 1101 3RD ST NW	300.84		NA	2425 430263	300	101000		
	06/16/22 WELL #12	97.65		NA	5210 430500	300	101000		
	06/16/22 1101 3RD ST NW- SHOP	230.33		NA	2425 430263	300	101000		
	06/16/22 WALK PATH LONE TREE	50.56		NA	2425 430263	300	101000		
	06/16/22 WELL #11	581.95		NA	5210 430500	300	101000		
	06/16/22 S MEADOW SEWER LIFT	111.07		NA	5310 430600	300	101000		
	06/16/22 WELL #9	652.52		NA	5210 430500	300	101000		
	06/16/22 N SIDNEY SEWER LIFT	86.65		NA	5310 430600	300	101000		
	06/16/22 SOFTBALL FIELD	74.40		NA	2425 430263	300	101000		
	06/16/22 HOLLY SUGAR SEWER LIFT	60.10		NA	5310 430600	300	101000		
	06/16/22 REYNOLDS PARKING LOT	30.00		NA	2425 430263	300	101000		
	06/16/22 LYNDAL PARK	35.34		NA	1000 460430	300	101000		
	06/16/22 LEES TIRE SEWER LIFT	56.57		NA	5310 430600	300	101000		
	06/16/22 1101 3RD ST NW	17.79		NA	2425 430263	300	101000		
40130	962 PHILIP TOAVS	2,220.00							
	1651 06/02/22 12- GARBAGE CAN RACKS	2,220.00*		23164	5410 430830	200	101000		
40131	263 BOSS INC.	323.32							
	470269 05/27/22 CANNON COPY COUNT	113.43		22598	1000 460430	300	101000		
	471533 06/03/22 PAPER	19.96*		CARMEN	1000 410130	200	101000		
	474104 06/17/22 TONER FOR BREES PRINTER	139.98*		BREE	1000 410540	200	101000		
	474112 06/16/22 PAPER	49.95		BREE	1000 411200	200	101000		

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40132	119 CENTRAL WATER CONDITIONING 06/30/22 WATER JUGS FOR THE CITY POOL	111.00 111.00		NA	1000 460445	200	101000
40134	25 AUTO VALUE PARTS STORE 440082060 06/10/22 COOLANT QUICK COUPLERS 440082209 06/14/22 FREIGHT CHARGE	25.49 9.99* 15.50*		23276 23281	5410 430830 2565 430200	200 200	101000 101000
40135	E 399 VERIZON WIRELESS 9908145189 06/06/22 WATER CELL PHONE 9908145189 06/06/22 SEWER CELL PHONE 9908145189 06/06/22 PARKS CELL PHONE 9908145189 06/06/22 STREETS CELL PHONE 9908145189 06/06/22 GARBAGE CELL PHONE 9908145189 06/06/22 FIRE CELL PHONE	836.54 239.62 217.42 94.20 94.20 94.20		NA NA NA NA NA NA	5210 430500 5310 430600 1000 460430 2565 430200 5410 430830 1000 420400	300 300 300 300 300 300	101000 101000 101000 101000 101000 101000
40136	1160 FOTRERRA BL005326 06/27/22 LEE'S TIRE LIFT STATION	3,491.84 3,491.84*		NA	5310 430600	932	101000
40137	1346 MONTANA DEPARTMENT OF LABOR 500309 07/01/22 SIDNEY1	49.00 49.00		NA	1000 410210	200	101000
40138	35 LEE'S TIRE CENTER, INC. 150595 06/02/22 TIRE REPAIR #835	34.00 34.00		NA	5410 430830	300	101000
40139	1027 MFCP INC 8364534 06/24/22 HOSE & FITTINGS #417	45.00 45.00*		23290	5410 430830	200	101000
40140	1085 ARAMARK- ACCOUNTS RECEIVABLE 2550013402 06/07/22 CITY SHOP RUGS CLEANED 2550019880 06/21/22 CITY SHOP RUGS CLEANED 2550022917 06/28/22 CITY HALL RUGS CLEANED	367.05 114.38 114.38 138.29		NA NA NA	5410 430830 5710 430252 1000 410210	300 300 200	101000 101000 101000
40141	898 TORGERSON'S LLC P00750 04/25/22 COVER & LATE FEE	2,091.35 2,091.35		HANSON	5210 430500	200	101000
40142	1367 C & J PAINTING LLC 1688 05/18/22 PAINTING AT THE CITY POOL	2,350.00 2,350.00*		NA	1000 460445	300	101000
40143	249 MID-RIVERS COMMUNICATIONS 06/30/22 WATER- PHONE/INTERNET 06/30/22 SEWER- PHONE/INTERNET 06/30/22 CITY SHOP- PHONE/INTERNET 06/30/22 FIREHALL- INTERNET/CABLE TV 06/30/22 CITY HALL- INTERNET/FAX LINE	841.04 140.17 140.17 140.17 140.17 140.17		NA NA NA NA NA	5210 430500 5310 430600 5410 430830 1000 420400 1000 411200	300 300 300 300 340	101000 101000 101000 101000 101000

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	06/30/22 CITY POOL- TELEPHONE	140.19*		NA	1000 460445	300	101000
40144	1321 MONTANA MUNICIPAL 06/30/22 MEMBERSHIP DUES	45.00 45.00*		NA	1000 410550	300	101000
40145	1114 PINE COVE 15393C 06/30/22 MONTHLY BILLING- JUNE 2022 15394C 06/30/22 PINECOVE BASE FEE	1,350.00 1,050.00 300.00		NA NA	2565 430200 2565 430200	300 300	101000 101000
40146	105 FRANZ CONSTRUCTION, INC. 71094 06/28/22 COLD MIX	34,673.20 34,673.20		NA	2820 430200	200	101000
40147	843 HANSON INDEPENDENT 48 06/27/22 REPLACE WATER MAIN 7TH AVE	78,875.00 78,875.00*		NA	5210 430500	932	101000
40149	810 DIVERSIFIED INSPECTIONS INDI151259 05/31/22 ANNUNAL LADDER INSPECTION	1,015.00 1,015.00		NA	1000 420400	300	101000
40150	1283 MACQUEEN EQUIPMENT WO1027 06/20/22 724 SMEAL- REMOVE AIR COMPRESS	1,428.47 1,428.47*		NA	1000 420400	940	101000
40151	244 BADGER METER INC. 80102347 06/30/22 BEACON MOBILE HOSTING 80102347 06/30/22 BEACON MOBILE HOSTING	203.36 101.68 101.68		NA NA	5210 430500 5310 430600	300 300	101000 101000
40152	470 AGRI INDUSTRIES INC. WO-003526 06/30/22 REPAIR BROKEN PIE @ MOOSE P	475.86 475.86		NA	1000 460440	300	101000
40153	402 UTILITIES UNDERGROUND LOCATION 2065103 06/02/22 EXCAVATION NOTIFICATIONS 2065103 06/02/22 COST OF DOING BUSINESS	91.06 45.53 45.53		NA NA	5210 430500 5310 430600	300 300	101000 101000
# of Claims		36	Total:	156,962.76			
Total Electronic Claims		4,115.01	Total Non-Electronic Claims		152847.75		