



City of Sidney, MT
City Council Regular Meeting
September 03, 2024 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, Godfrey, Koffler, and Rasmussen. Absent: Stevenson and DiFonzo

4. Correction or Approval of Minutes

a. August 19th, 2024 Regular Meeting Minutes

Motion was made to approve.

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

b. August 26th, 2024 Park and Rec Committee Meeting Minutes

Motion was made to approve.

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

5. Visitors

a. John Cornwall-816 5th St SE Nuisance Property

Mr. Cornwall came before the City Council because of his property at 816 5th St SE. He stated he is doing everything in his power to clean up his property but he has had personal tragedies happen. He stated he has taken several loads to the dump and he has a building permit for a fence. He stated his house was tagged 60 days ago approximately, but he is remodeling the inside of the house and everything has happened at once, so he is asking for leniency as he can't have done in 3 days.

Alderwoman Christensen asked when he was posted and Mayor Norby stated he was officially posted on July 1st and Clerk/Treasurer Chamberlin stated he also received a detail listing of the issue the end of May.

Alderwoman Rasmussen asked how long of an extension he would need and Mr. Cornwell stated he goes to the doctor tomorrow for burn injuries but he is trying to get it completed and the fence up to cover-up the eye sore. Mayor Norby stated the fence he has installed is not proper fencing and Mr. Cornwell stated he was told it would suffice until he could purchase actual fencing per the Compliance Officer.

Mayor Norby stated we have been discussing this with Mr. Cornwell since October and Mr. Cornwell asked to see the proof of that and Clerk/Treasurer Chamberlin stated there are Nuisance Committee Meeting minutes. Mr. Cornwell stated he did not receive official notice until July.

Alderwoman Rasmussen stated Mr. Cornwell needs to get the property cleaned up as it has been a long time, but extensions have been given in the past. Mayor Norby stated due to scheduling of the contractor for cleaning up the property, the soonest the City will be moving forward with abating it will be September 30th. Mr. Cornwell stated he feels the abatement will be breaking his 4th amendment rights and that the value of the property removed will have to be established.

Mayor Norby stated there has been complaints against against this property that prompted it being added to the Nuisance agenda. He further stated that the Nuisance Committee has already voted to not grant any more extensions.

b. Other Visitors:

Scott Swanson, Kelly Burke, Stacey Fischer, Joe Kauffman (Big Sky Surveying), Sheldon Milender, Jordan Mayer (Interstate Engineering), Jody Wells (Round-up) Wes Wade (Sidney Herald), and Sidney High School: Clementyne Bayless, Kylie Schoepp, Myah Hughes, Kyle Humphries, and Mercedes Lamb.

6. Public Hearing

a. FY 24-25 Budget

Mayor Norby called the public hearing for the fiscal year 2024-2025 budget to order at 6:49 pm.

Clerk/Treasurer Chamberlin stated the only changes in the preliminary budget since it was presented where those discussed and recommended approval by the Park and Recreation Committee Meeting on August 26th, 2024. These changes were the SLIPA Grant revenues, expenditures and transfer for the match being shifted from the Park Facility CIP to the general fund. She stated the match is still coming from the Oil and Gas Fund, so this creates a net zero change to the general fund. Clerk/Treasurer Chamberlin stated the preliminary budget was updated to have the general fund have its revenues and expenditures increased for the CBDG Chamber Grant, causing a net zero change for it.

Mayor Norby called for any proponents to the FY24-25 budget, three times, with none coming forward.

Mayor Norby called for any opponents to the FY24-25 budget, three times, with none coming forward.

Mayor Norby closed the public hearing for the FY24-25 budget at 6:51 pm.

7. Mayor Norby

a. Update:

Mayor Norby stated Moose Park's concession stand was broken into last week and asked if anyone has any information to get it to the police department.

8. Committee Meeting Work

a. Park and Rec Committee: SLIPA Grant

Alderman Christensen stated the Park and Recreation Committee met and discussed the SLIPA Grant. She stated the City originally applied to use this grant funding for the new restrooms at Quilling's and Lyndale Parks. She stated they were informed the grant money cannot be used for new facilities and so the Park and Recreation Committee has recommended moving forward with this grant for improvements to the city shop facilities.

Motion was made to approve the pursuing the SLIPA HB355 grant for the city shop improvements.

Motion made by Alderman Christensen, Seconded by Alderman Godfrey.

Voting Yea: Alderman Koffler, Alderman Rasmussen, Alderman Godfrey, Alderman Christensen

b. Park and Rec Committee: Tennis Court RFP/RFQ

Alderman Christensen stated Interstate Engineering can do the plans for the Tennis/Pickleball Court improvements for less than the \$50,000 threshold for requiring an RFP/RFQ and have

recommended moving forward with Interstate Engineering for the plans and cost estimate for this project.

Clerk/Treasurer Chamberlin stated the short form agreement for this project is on the agenda for approval under PWD Hintz.

Motion was made to approve.

Motion made by Alderwoman Christensen, Seconded by Alderman Koffler.

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

c. Park and Rec Committee: Park Master Plan

Alderwoman Christensen stated the Park and Recreation Committee met and discussed the City completing a Park Master Plan for possible assistance with grant funding in house and save money.

Motion made by Alderwoman Christensen, Seconded by Alderwoman Rasmussen.

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

d. Park and Rec Committee: CBDG Grant for Downtown Renewal Master Plan

Alderwoman Christensen stated the Chamber of Commerce attempted to pursue the CBDG Grant for a Downtown Renewal Master Plan but the City is the one who has to apply for it and receive and give the money. She stated they recommended approval of the City pursuing this grant on behalf of the Chamber, with the Chamber providing the match for the grant.

Motion was made to approve.

Motion made by Alderwoman Christensen, Seconded by Alderman Koffler.

Voting Yea: Alderman Koffler, Alderwoman Rasmussen, Alderwoman Christensen

Voting Abstaining: Alderwoman Godfrey

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

Alderman Godfrey stated she was approached about making a 4-way stop on the corner of the MonDak Heritage Central and Central School with traffic and parking from heritage center, dealership and school vehicles. Chief Kraft suggested calling a Street and Alley Committee meeting to further discuss.

10. Unfinished Business

a. Request to waive Building Permit Fees for the RC Airport (estimated \$6,358.75 in BP fees, \$2,225.57 in Plan Review fees)

Mayor Norby stated Mr. McNutt requested at the previous meeting to have the building permit fees waived for the replacement building at the airport. She stated the building permit fee is estimated to be \$6,358.75 but the plan review fee, which the City pays the plan reviewer regardless of waiving the fee on the permit for or not, will be \$2,225.57.

Alderman Rasmussen asked where in budget the plan review is paid from and Clerk/Treasurer Chamberlin stated the Building Inspector account in the General Fund.

Motion was made to approve the waiving of the building per and plan review fees for the Sidney-Richland Airport.

Motion made by Alderman Koffler, Seconded by Alderman Godfrey.

Voting Yea: Alderman Koffler, Alderman Rasmussen, Alderman Godfrey

Voting Abstaining: Alderman Christensen

11. New Business

Nothing.

12. City Planner

City Planner Sanderson stated Richland County will be in the process of updating the Growth Plan and will be asking if the City would like to continue with the consolidated document for Richland County, Fairview and Sidney and if so to contribute to the plan in FY25-26.

a. Final Capital Improvement Plan Presentation

City Planner Sanderson presented the City Council with the final Capital Improvement Plan for the City of Sidney, which reflected the recommended changes/updates from the City Council Committees that reviewed. With no issues or questions, City Planner Sanderson stated the City Council will be presented a formal resolution to pass that will approve the CIP.

b. Christensen Lot Aggregation

City Planner presented the City Council the Christensen lot aggregation. He stated they are aggregating two lots into one and it does follow City of Sidney Subdivision Regulations and he has recommended approval.

Motion was made to approve.

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

13. City Attorney

a. Update:

Nothing.

b. Resolution #3931-FY24-25 Budget-Solid Waste Assessments

Mayor Norby read Resolution 3931 out loud.

Motion was made to approve.

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

c. Resolution #3932-FY24-25 Budget-Residential Street Lighting Assessments

Mayor Norby read Resolution 3932 out loud.

Motion was made to approve.

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

d. Resolution #3933-FY24-25 Budget-Commercial Street Lighting Assessments

Mayor Norby read Resolution 3933 out loud.

Motion was made to approve.

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

e. Resolution #3934-FY24-25 Budget-Residential Sweeping Assessments

Mayor Norby read Resolution 3934 out loud.

Motion was made to approve.

Motion made by Alderman Koffler, Seconded by Alderwoman Christensen.

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

f. Resolution #3935-FY24-25 Budget-Commercial Sweeping Assessments

Mayor Norby read Resolution 3935 out loud.

Motion was made to approve.

Motion made by Alderwoman Christensen, Seconded by Alderwoman Godfrey.

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

g. Resolution #3936-FY24-25 Budget-Mowing Assessments

Mayor Norby read Resolution 3936 out loud.

Motion was made to approve.

Motion made by Alderman Koffler, Seconded by Alderwoman Rasmussen.

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

h. Resolution #3937-FY24-25 Budget-South Meadow Park Assessments

Mayor Norby read Resolution 3937 out loud.

Motion was made to approve.

Motion made by Alderwoman Godfrey, Seconded by Alderwoman Christensen.

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

i. Resolution #3938-FY24-25 Budget-Delinquent Utilities Assessments

Mayor Norby read Resolution 3938 out loud.

Motion was made to approve.

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

j. Resolution #3939-FY24-25 Budget-Dutch Elm Assessments

Mayor Norby read Resolution 3939 out loud.

Motion was made to approve.

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

k. Resolution #3940-FY24-25 Budget-SID 104 Assessments

Mayor Norby read Resolution 3940 out loud.

Motion was made to approve.

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

l. Resolution #3941-FY24-25 Budget-Snow Removal Assessments

Mayor Norby read Resolution 3941 out loud.

Motion was made to approve.

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

m. Resolution #3942-FY24-25 Budget-Street Maintenance Assessments

Mayor Norby read Resolution 3942 out loud.

Motion was made to approve.

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

n. Resolution #3943-FY24-25 Budget-Setting Mill Levy's

Mayor Norby read Resolution 3943 out loud.

Motion was made to approve.

Motion made by Alderwoman Rasmussen, Seconded by Alderman Koffler.

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

14. Chief of Police

a. Update:

Chief Kraft stated the vandalism at Moose Park is an active investigation that they are pursuing leads on and he hopes to have an update on for the next meeting. He further stated at the football game last Friday at the end of the game there was a report of an active shooter event. He stated on site officers made contact immediately and determined it was a non-credible threat but there will likely be charges pursued in juvenile court.

Alderwoman Godfrey thanked the officers for handling it so gently so that it did not disturb a lot of people.

15. Public Works Director

a. Update:

PWD Hintz stated the City/County Chip seal project is complete. He stated they will still be working to finish the last small street improvements in the next month. He further stated they will be assisting the MDT on a project on 9th Avenue to eliminate some of those issues.

PWD Hintz stated the Water Tank relining project where the contractors are redoing some this year from last fall stated last week and should be done this week with tank being filled end of week and bacterial testing. He stated if testing goes well it up and running next week for public use.

Alderwoman Rasmussen stated the signs at the parks that are being installed are looking great and are very helpful. PWD Hintz stated they have more signs to do and Lyndale Park will also have a planter in front of it.

b. Interstate Engineering- Tennis/Pickleball Court Plans

PWD Hintz presented the Interstate Engineering Tennis/Pickleball Court Plan Short Form Agreement.

Motion was made to approve.

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

16. Fire Marshal/Building Inspector

Nothing.

17. City Clerk/Treasurer

a. Update:

Clerk/Treasurer Chamberlin stated with the final budget approval she will be submitting the budget to the State of Montana and getting the property tax assessments to the County for the 24-25 property tax statements.

b. SCHR Pay Application #6 for \$57,067.92

Clerk/Treasurer Chamberlin presented the SCHR Pay Application #6 for \$57,067.92.

Motion was made to approve.

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

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, Alderwoman Godfrey, Alderwoman Christensen

a. Claims to be approved: \$ 285,662.04

b. Building Permits to be approved: RC2025-07, 2025-011 and 2025-14 to 2025-019

19. Adjournment

at 7:16 pm.