

April 19th, 2021

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 with via by video or phone:

Meeting ID: 961 4719 4460

Passcode: 897538

Or by calling: 1-346-248-7799

1. **CALL TO ORDER:** The regular meeting of the Sidney of City Council meeting was called to order by Mayor Norby at 6:30 pm.
2. **PLEDGE OF ALLEGIANCE:** The pledge of Allegiance was stated by all present.
3. **ALDERMEN PRESENT:** Christensen, Gartner, Godfrey, Sergent, Koffler, Rasmussen
4. **CORRECTION OR APPROVAL OF MINUTES:**
 - a. **April 5th, 2021- Regular City Council Meeting Minutes:** Motion was made to approve the minutes from the April 5th, 2021 regular meeting of the City Council by Alderwoman Rasmussen and Alderwoman Sergent seconded. With no changes or corrections, all present voted aye.
 - b. **April 15th, 2021- Budget and Finance Committee Meeting Minutes:** Motion was made to approve the minutes from the April 15th, 2021 Budget and Finance Committee Meeting Minutes by Alderwoman Christensen and Alderwoman Sergent seconded. With no changes or corrections, all present voted aye.
5. **VISITORS:**
 - a. **Kristen Kennedy- Use of City Lot for Sunrise Festival:** Kristen Kennedy mentioned that she is no longer needing to use this space.
 - b. **Fred Lake:** Mr. Lake came forward to address the City Council with his sewer issues at his residence at 1803 9th AVE SW. Mr. Lake mentioned that when he moved into his house the sewer does not have enough spaces within the lift station which is at the intersection of division and 9th AVE SW to take his sewer. Mr. Lake mentioned that he talked to the PWD Hintz about putting in a temporary lift station on 9th Ave and put it in a tank and then pump it in brothers' tank, then his brothers' tank will ship it to the lift station. Mr. Lake is four year away from selling his house and he knows he will not be able to sell it unless this problem is fixed. PWD mention he believes when SID 101 was put in place back in the late 1900's the city crew paved all of the streets and before the city paved the streets the city put in a sewer line that went south. PWD Hintz also mentioned that one day a lift station will be put there and be pumped back up into the manhole, PWD Hintz also said all of that is in place but, no one is currently hooked up to it. PWD Hintz stated that a possible SID on those four or five houses on 9th AVE SW might be the only solution to this problem. Alderwoman Rasmussen made a motion to have this go to the Water and Sewer Committee for further discussion. A general consensus agreed to this motion.
 - c. Misty Metcalf- Lone Tree ABATE
 - d. Erin Lambert- Lone Tree ABATE
 - e. Jordan Mayer- Interstate Engineering
 - f. Ali Merritt- Sidney High School
 - g. Ecy Flores- Sidney High School
 - h. Hudson Severson- Sidney High School
 - i. Serenity Kuntz- Sidney High School
 - j. Dylan Albrecht- Lone Tree ABATE
 - k. Beth Brien- Lone Tree ABATE
 - l. Robert Bolen- Lone Tree ABATE
6. **PUBLIC HEARING:** Nothing.
7. **MAYOR NORBY:**
 - a. **April 22nd, 2021 Filing Opens for Election:** Mayor Norby announced that on April 22, 2021 is the first day to file for the open elected positions. Mayor Norby stated that he will be running for Mayor for another term, and the last day to file is on June 21st, 2021.
 - b. **Men's Health Proclamation:** Mayor Norby read the Men's Health Proclamation out loud. Motion was made to approve the Men's Health Proclamation by Alderman Koffler and Alderwoman Rasmussen seconded. With no further discussion, all present voted aye.
 - c. **A.B.A.T.E (American Bikers Aimed Toward Education) of Montana Proclamation:** Mayor Norby read the A.B.A.T.E (American Bikers Aimed Toward Education) Proclamation out loud. Motion was made to approve the A.B.A.T.E (American Bikers Aimed Toward Education) Proclamation by Alderwoman Rasmussen and Alderman Koffler seconded. With no further discussion, all present voted aye.
8. **COMMITTEE MEETING WORK:**
 - a. **Budget and Finance- FY21-22 Budget Payroll**
 - i. **Evaluation and Merit Base Increases:** City Clerk/Treasurer Chamberlin mentioned that the Budget and Finance Committee met and decided that instead of doing a flat cola-based raise to do a merit based increased with a cap on the percentage based on the performance standards met based on their evaluations this fiscal year. City Clerk/Treasurer Chamberlin also presented the evaluation form in front of the City Council, and that the Budget and Finance Committee has recommend using that will be evaluated on all city employees minus the sworn in Sidney Police Officers for evaluation in the next two months, then to apply merit increase for FY21-22. City Clerk/Treasure also mentioned that the Budget and Finance Committee has decided to do a 3% increase, after no increased on our liabilities and that our health insurance is staying the same and that workers comp rates have decrease by 26% this fiscal year, Budget and Finance Committee is recommending up to a 3% wage increase based from their performance evaluation review. Alderman Koffler made a motion to approve the employee performance review, Alderwoman Christensen seconded the motion. Alderwoman Rasmussen asked how does the law enforcement be determine, Clerk/Treasurer Chamberlin stated that law enforcement is reviewed but there is controversy around doing merit based

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increases with the Sidney Police Department and because they also have a pay scale in place. Chief Kraft stated that last fiscal year the Sidney Police Department did a re-vamp on the on payroll, Chief Kraft mentioned that a new pay scale was put into place along the various pay incentives. Chief Kraft also mentioned he believes that this would be considered double dipping, and Chief Kraft also said that the Sidney Police Department does two performance reviews a year. After no further discussion, all present voted aye. Alderwoman Sergent made a motion to approve the percentage up to 3%, Alderman Koffler seconded the motion. With no discussion, all present voted aye.

9. **ALDERMEN REQUESTS AND COMMITTEE REPORTS:** Alderwoman Christensen stated that the alley behind 9th ST by the apartments and bike path needs some improvements and would like to see that go to the Street and Alley Committee Meeting, a later date will be decided. A general consensus agreed for this to go to the Street and Alley Committee for further discussion.
10. **UNFINISHED BUSINESS:** Nothing.
11. **NEW BUSINESS:**
 - a. **Pool Pass Costs- 2021 Season:** Deputy City Clerk/Treasurer gave an update to City Council about the 2021 Pool Pass Costs, Deputy City Clerk/Treasurer Shanks mentioned that there are no changes from last season but, the only thing that did change was a clerical error on the family pass without lessons costs. Alderwoman Rasmussen made a motion to approve of the Pool Pass Costs for 2021, and Alderman Koffler seconded the motion. With no discussion or concerns, all present voted aye.
 - b. **Pool Schedule- 2021 Season:** Deputy City Clerk/Treasurer Shanks gave an update to the City Council with the 2021 Pool Season Schedule, Deputy City Clerk/Treasurer Shanks mentioned that there was one minor change from last season schedule. The new schedule will have private parties available on Saturday or Sundays from 5:00pm to 8:00pm if approved by city hall and the pool managers with a seven-day notice in advance. Alderwoman Godfrey made a motion to approve of the 2021 Pool Season Schedule, and Alderwoman Rasmussen seconded the motion. With no discussion or concerns, all present voted aye.
 - c. **Nick Ostle- Variance:** PWD Hintz stated that last week the board of adjustments met to discuss the variance request for Mr. Ostle, and Mr. Ostle request was to build a garage with a variance to exceed the height limit of 33 inches. PWD Hintz stated that the board of adjustments did recommend approval of Mr. Ostle height variance, Alderwoman Rasmussen made a motion to approve of Mr. Ostle height variance. Alderman Koffler seconded the motion, with no further discussion all present voted aye.
12. **CITY PLANNER SANDERSON:**
 - a. **Relocation Boundary Line- First Choice Collision Center:** PWD Hintz read out loud the staff planning report created by Forest Sanderson with KLJ, and Mr. Sanderson is recommending approval of the Relocation Boundary Line for First Choice Collision Center based on those findings in the report. Alderwoman Christensen made a motion to approve of the Relocation Boundary Line for First Choice Collision Center with those recommendations by Mr. Sanderson, and Alderman Koffler seconded the motion. Alderwoman Godfrey asked does this need to go to committee meeting for the subdivision review or is this handle by the planning board, PWD Hintz mentioned that First Choice owns the lot that their business is on and they also own the lot just north of it. PWD Hintz also said that the neighbors Corland Construction is purchasing the north lot from First Choice Collision to expand their operations, so a relocation of the property line will have to be done to make this work. With no further discussion, all present voted aye.
 - b. **KLJ Master Service Agreement and Task Order #1- FY21-22 Planning Services:** City Clerk/Treasurer Chamberlin mentioned that every fiscal year the new planning agreement with KLJ comes forward to the City Council, and every year there is confusion on how much is the city contracting with KLJ. City Clerk/Treasurer Chamberlin stated that this year Mr. Sanderson and Mrs. Chamberlin sat down and is asking KLJ to do this Master Service Agreement, this agreement is saying that the city is agreeing to go into future task orders with KLJ. City Clerk/Treasurer Chamberlin said that every fiscal year the city will receive a new task order for planning services or any additional services that the city needs KLJ to do beyond normal planning services. City Clerk/Treasurer Chamberlin is recommending approval of the KLJ Master Service Agreement and Task Order #1 but, currently task order #1 does not have a dollar amount filled in for the planning services for FY22. City Clerk/Treasurer Chamberlin stated that for the last few fiscal years the city has planned for \$35,000 for planning services. City Clerk/Treasurer Chamberlin wanted to add into her first recommendation to add the \$35,000 for task order #1. Alderwoman Rasmussen made a motion to approve of the KLJ Master Service Agreement and Task Order #1 of \$35,000.00 for FY21-22, Alderman Koffler seconded the motion. With no further discussion, all present voted aye.
13. **CITY ATTORNEY:**
 - a. **Ordinance #589- 2nd Reading of Building Codes:** City Attorney Kalil read out loud Ordinance #589, motion was made to approve Ordinance #589 by Alderwoman Christensen. Alderwoman Rasmussen seconded the motion, with no changes or discussion all present voted aye.
14. **CHIEF OF POLICE KRAFT:**
 - a. **March 2021 Police Department Report:** Chief Kraft presented the City Council with the March 2021 Police Report.
15. **PUBLIC WORKS DIRECTOR HINTZ:**
 - a. **March 2021 Public Works Report:** PWD Hintz presented the City Council with the March 2021 Public Works Report. PWD Hintz mentioned that the city crew has cracked sealed about 32 city blocks in March and April, and that

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the water department got well #11 put back together somewhat. PWD Hintz also mentioned that 4th AVE project will be pushed back a week, the sewer wash down facility started construction today and finish in the next 4 or so weeks.

- b. **SRF Draw #8- Task Order #4- West Holly Waterline Improvements- \$30,940.00.:** PWD Hintz presented the City Council with the SRF Draw #8- Task Order #4- West Holly Water Line Improvements, which is for engineering fees only. Motion was made to approve the SRF Draw #8- Task Order #4- West Holly Waterline Improvements for \$30,940.00 by Alderwoman Rasmussen, and Alderman Koffler seconded. With no further discussion, all present voted aye.
- c. **Mr. Mayer with Interstate Engineering** mentioned that the project last year on 4th AVE a few spots will need to have some work done to it, due to some winter erosions. Mr. Mayer also mentioned that the bump out plans were submitted to PWD Hintz last week, and the DEQ did approve the West Holly plans. Mr. Mayer also mentioned that the city will need to decided if the city is going to move forward with the site title plan.

16. FIRE MARSHAL/BUILDING INSPECTOR RASMUSSEN:

- a. **March 2021 Fire Run Report:** Fire Marshall/Building Inspector Rasmussen presented the City Council with the March 2021 Fire Run Report. Fire Marshall/Building Inspector Rasmussen mentioned that the county is very dry and that there is still a burn banned in place.

17. CITY CLERK/TREASURER CHAMBERLIN:

- a. **March 2021 Treasurer’s Report:** Deputy City Clerk/Treasurer Shanks provided the March 2021 Treasurer’s Report.
- b. **March 2021 Journal Voucher Report:** Deputy City Clerk/Treasurer Shanks provided the March 2021 Journal Voucher Report. Motion was made to approve the March 2021 Journal Voucher Report by Alderwoman Rasmussen and Alderwoman Sergent seconded. With no further discussion, all present voted aye.
- c. **March 2021 Water/Sewer Bank Transfer for \$127,678.17:** Deputy City Clerk/Treasurer Shanks presented the March 2021 Water/Sewer Bank Transfer. Motion was made to approve the March 2021 Water/Sewer Bank Transfer of \$127,678.18 by Alderman Koffler and Alderwoman Rasmussen seconded. With no further discussion, all present voted aye.
- d. **Consent agenda**
 - i. **Claims to be approved: \$94,634.49.**
 - ii. **Building Permits to be approved:**

****2021-030 On Hold for Dollar Tree**

****2021-073 On Hold**

2021-087	Doug Mongel	2132 to 2138 Sunflower Lane	Fence	L1, B8, Mangel Minor Subdivision
2021-088	Samantha Nelson	335 21 st AVE NW	Shed	L28, Klein Minor Subdivision
2021-089	Donald Jensen	1109 13 th ST SW	Shed	L6, B8, Peterson Second Addition
2021-090	Chase Andrews	220 6 th ST SE	Fence	L9, B53, Kenoyer Addition
2021-091	Terry Decker	314 21 st AVE NW	Shed & Fence	L5, B1, Klein Minor Subdivision

18. ADJOURNMENT:

Alderman Gartner did announce his retirement from City Council effective immediately. Motion was made to approve the consent agenda by Alderman Sergent, and Alderman Koffler seconded the motion. With no further discussion, all present voted aye.

Meeting was adjourned at 7:17 p.m.

ATTEST:

MAYOR NORBY

DEPUTY CITY CLERK/TREASURER

DATE APPROVED