

November 20th, 2017

a. **TBID**

i. **Appoint/Reappoint Board Members:** Mr. Baker provided the updated proposed changes to the TBID Board to the City Council. Mayor Norby asked if the Council appoints people, or hotels, and Mr. Baker replied that they technically appoint hotel owners who decide on a local person to represent them. Motion was made to reappoint the Richland Inn & Suites, Bester Western Gold Prairie Inn & Suites, and Holiday Inn Express, and to newly appoint the Candlewood Suites and Mainstay, replacing the Microtel and Lone Tree by Alderwoman Rasmussen, and seconded by Alderwoman Christensen. After no discussion, all present voted aye.

ii. **Changes to Board Bi-laws for putting on taxes:** Mr. Baker reviewed with the City Council the changes made to the TBID Board Bi-laws, the biggest change being for the reporting and remitting payments. He stated that the changes will cause reporting to be bi-yearly instead of quarterly and the payments will now go on the property taxes. He stated that this will make enforcement of payments and reporting a lot easier. Motion was made to approve the changes to the TBID Board Bi-laws by Alderwoman Sergeant and Seconded by Alderwoman Rasmussen. After no further discussion all present voted aye. Mr. Baker further stated that the TBID Board worked with the Chamber of Commerce on their budget, and that the relationship has been going very well and that the TBID Board is very excited for the new Executive Director Susan and their working with her in the future. Mr. Schoepp also stated that the relationship between the TBID and the Chamber of Commerce has been working very well and that they see the relationship growing stronger in the future. Mrs. Joy stated that she has enjoyed working with the TBID and that it is because of them that the Montana Tavern Association Conference of 500 people for 4 days is coming to Sidney the second week of September 2018.

b. **Micro-Comm-telemetry system service agreement:** PWD Hintz stated that the telemetry system is used by both the Water Treatment Plant and the lagoon to give emergency notifications and tank levels, and that this agreement is a 1 year agreement that has been in place for years. Motion was made to approve the Micro-Comm telemetry system service agreement by Alderwoman Rasmussen and seconded by Alderman Koffler. After no further discussion, all present voted aye.

12. **CITY PLANNER SANDERSON: Nothing**

13. **CITY ATTORNEY:**

a. **Ordinance #569-LYREC Zoning Change (2nd reading):** Mayor Norby read Ordinance 569 for the LYREC Zoning Change out loud for the second reading. Motion was made to approve Ordinance 569 by Alderwoman Christensen and seconded by Alderwoman Rasmussen. Voting went as follows:

Ayes: Christensen, Smith, Koffler, Rasmussen, and Sergeant

Nays: None

Absent: Gartner

14. **CHIEF OF POLICE DIFONZO:**

a. **Report: Nothing**

15. **PUBLIC WORKS DIRECTOR HINTZ:**

a. **Report:** PWD Hintz stated that the WWTP Phase 2 is winding down, and is due to be complete January 4th, 2018, but that they have discussed not being complete at that time. He also stated that the Public Works will be installing the Christmas Lights at 5am tomorrow morning. Alderman Koffler stated that the Christmas lights on the train look really good, and thank you for decorating it. PWD Hintz stated that the East Holly water main relocation project that was previously discussed with a cost sharing of 75-25 with the MDT will not include the engineering, which will be the sole responsibility of the City of Sidney, but that they are still waiting on some other questions to be answered before moving forward with an official agreement. Alderwoman Rasmussen asked how much the engineering is anticipated to cost, and Mr. Mayor stated that the preliminary and construction design is approximately \$90,000, but that amount was included in the \$400,000 number previously given to the City Council.

16. **FIRE MARSHAL GILBERT: Nothing**

17. **CITY TREASURER:**

a. **Governmental Update Conference with Denning, Downey, & Associates:** City Clerk/Treasurer Redfield stated that she and Deputy Clerk/Treasurer Messer attended the first training provided by the City Auditors in approximately 13 years, and that it was a very beneficially training where they learned a lot of information and would like to continue to attend.

b. **Water/Sewer Bank Transfer-will be included with transfer on December 4th, 2017:** City Clerk/Treasurer Redfield stated that she did not compute the water/sewer bank transfer for this set of claims, with the claims being done early and adding more to the agenda, she felt it would be best to wait to include all of tonight's claims to the claims for the first meeting in December.

c. **Additional Claims to Agenda-\$31,192.42:** City Clerk/Treasurer Redfield stated that with posting the agenda early for attending the training, there was additional claims that needed to be paid at this meeting. Motion was made to approve paying the \$31,192.42 in claims added to the agenda by Alderman Smith and seconded by Alderman Koffler. After no discussion, all present voted aye.

18. **CITY CLERK REDFIELD: consent agenda**

a. **GENERAL JOURNAL VOUCHERS: e-mailed**

b. **Claims to be approved: \$ 69,570.67 + \$3,715.16 = \$72,285.83:** City Clerk/Treasurer Redfield stated that when Alderwoman Christensen was reviewing the claims, she discovered that there was two claims that only part of the invoices was paid. The amount added to this set of claims is paying the entire invoice.

*2018-38	City of Sidney	9 th Ave & 14 th St SE	Fence	L6, B00H, Nelson-Halversen
2018-40	Kendal & Janice Kallevig	2848 W Holly	Comm	A-95 Page 537 NE1/4, SW1/4
2018-41	ON HOLD			
2018-42	Michael Hagwood	120 E Main	Remodel	L2, B11, Original

A motion to approve the consent agenda was made by Alderwoman Rasmussen and seconded by Alderman Smith. After no discussion, all council voted aye.

November 20th, 2017

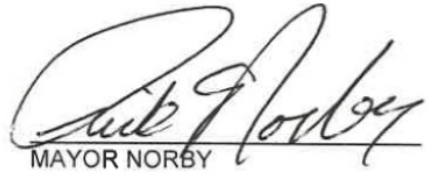
1. **CALL TO ORDER:** The regular meeting of the Sidney City Council was called to order by Mayor Norby at 6:30 pm.
2. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was stated by all present.
3. **ALDERMEN PRESENT:** Christensen, Smith, Koffler, Rasmussen, Sergent; Absent: Gartner
4. **CORRECTION OR APPROVAL OF MINUTES:**
 - a. **November 6th, 2017 Regular Council Meeting Minutes:** Motion was made to approve the minutes from the November 6th, 2017 regular Council meeting by Alderwoman Sergent, and seconded by Alderwoman Rasmussen. After no discussion, all present voted aye.
 - b. **November 8th, 2017 Special Council Meeting Minutes:** Motion was made to approve the minutes from the November 8th, 2017 Special Council Meeting by Alderwoman Sergent, and seconded by Alderwoman Christensen. After no discussion, all present voted aye.
 - c. **November 8th, 2017 Budget and Finance Committee Meeting Minutes:** Motion was made to approve the minutes from the November 8th, 2017 Budget and Finance Committee Meeting by Alderwoman Christensen, and seconded by Alderwoman Sergent. After no discussion, all present voted aye.
5. **VISITORS:**
 - a. **Leif Anderson-Beagle Properties: Request to waive impact fees at 724 3rd St NE (John Schwartenberger)-services off since July 2013:** Mr. Anderson stated that Mr. Schwartenberger is attempting to sell his home and is currently responsible for \$30,000 for the home. He stated the fee to turn the water back on would be approximately \$6,750, and with a prospective buyer at \$30,000, it would leave Mr. Schwartenberger responsible for the \$6,750, which he cannot afford, and so they were asking if it would be possible to waive those fees. Alderman Smith made a motion to send this to the Water and Sewer Committee for further discussion, and Alderwoman Rasmussen seconded the motion. In discussion, Alderwoman Rasmussen asked if there was any amount that Mr. Schwartenberger would be able to afford, and Mr. Anderson stated that any smaller amount would be easier, but with the little commission of \$1800 for 2 agents and office fees there is not a lot they can assist on either. Alderman Smith asked if Mr. Anderson would be able to attend the Water and Sewer Committee Meeting, and Mr. Anderson stated he would. Alderman Smith stated that City Clerk/Treasurer Redfield will let him know when the meeting is scheduled for. After no further discussion, all present voted aye.
 - b. **Sidney Chamber of Commerce-Gary Schoepp, Susan Joy**
 - c. **Sidney TBID-LaVanche Starkey, Aliza Hunter, Branden Tayler, Bryce Baker**
 - d. **Kyle Harlan-Inspection Services**
 - e. **Jordan Mayor-Interstate Engineering**
6. **PUBLIC HEARING:**
 - a. **TBID Budget 2018:** Mayor Norby called the Public Hearing for the TBID 2018 Budget to order at 6:35pm. Mr. Baker stated that the 2018 budget has some small changes, including not putting any of the received money into savings, as they feel there is enough in there. Alderman Smith stated that previously they had asked for dollar figures with the budget, and Mr. Baker stated that he had been traveling and did not have time to prepare those figures. Alderman Smith stated he did not feel comfortable approving the budget without having dollar figures, and Alderwoman Christensen agreed. Mr. Baker stated that the figures for the 2018 budget would be guesses, as they do not know what kind of money they will receive or what grant applications they will get in, but that he can provide the numbers for 2017. Motion was made to approve the tabling of the TBID budget and public hearing by Alderman Koffler, and seconded by Alderwoman Rasmussen. In discussion, Alderman Smith asked why the meetings area had been increased 10% for the 2018 budget, and Mr. Baker stated that the TBID Board has decided to make some strategic changes including getting more conventions, as they are great for the community, businesses, and the hotels. He stated that they still want sports and tournaments, but meetings and conventions book 2-3 years out on rotation schedules, so they are trying to get on those schedules. City Clerk/Treasurer Redfield stated for publication purposes, the soonest the public hearing could be held again would be December 18th, 2017. Alderman Smith stated that they would like more specifics for transparency purposes, and Mr. Baker stated that he does not feel comfortable guessing numbers and then having them be wrong, and Alderman Smith stated previous years is where they would like specifics, and they would also like to know how grant recipients are determined, and how they are applied for. Mr. Baker stated he would have that information for the December 18th meeting. The Public Hearing for the TBID Budget was closed at 6:44pm.
7. **MAYOR NORBY:**
 - a. **Report:** Mayor Norby informed the City Council that due to vacation requests and bereavement, City Hall would be closed Friday November 24th, 2017. He further stated that anyone not working is using their personal time off.
8. **COMMITTEE WORK:**
 - a. **Budget and Finance Committee**
 - i. **City Attorney-Lyle Panasuk:** Alderwoman Sergeant stated that the Budget and Finance Committee met with Lyle Panasuk pertaining to his proposal for becoming the City Attorney. She stated that City Clerk/Treasurer Redfield spoke to MMIA about if Mr. Panasuk would need personal liability insurance, and MMIA stated that he would not. Per the recommendation of the Budget and Finance Committee, Alderwoman Sergeant made a motion to approve the hiring of Lyle Panasuk as City Attorney, to begin January 1st, 2018. After multiple attempts, there was no second to the motion, and the motion failed.
 - ii. **Building Inspector/Plan Reviewer-Kyle Harlan:** Alderwoman Sergeant stated that the Budget and Finance Committee met with Mr. Harlan to discuss his proposal for becoming the City of Sidney Building Inspector. Per the recommendation of the Budget and Finance Committee, Alderwoman Sergeant made a motion to approve the hiring of Kyle Harlan as the City Building Inspector and to move forward with increasing the building permit fees to the State rates, and the motion was seconded by Alderwoman Christensen. After no further discussion, all present voted aye.
9. **ALDERMEN REQUESTS AND COMMITTEE REPORTS:** Nothing
10. **UNFINISHED BUSINESS:** Nothing
11. **NEW BUSINESS:**

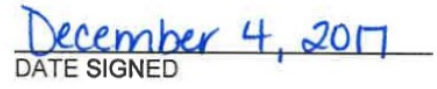
November 20th, 2017

Meeting was adjourned at 7:12 p.m.

ATTEST:


CITY CLERK


MAYOR NORBY


DATE SIGNED