

# January 9<sup>th</sup>, 2019

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:** Sergent, Rasmussen, Koffler, Gartner, Smith, and Christensen
4. **CORRECTION OR APPROVAL OF MINUTES:**
  - a. **December 17<sup>th</sup>, 2018 Regular Council Meeting Minutes:** Motion was made to approve the minutes from the December 17<sup>th</sup>, 2018 regular Council Meeting by Alderwoman Rasmussen, and Alderwoman Sergent seconded the motion. With no changes or correction, all present voted aye.
  - b. **December 26<sup>th</sup>, 2018 Water and Sewer Committee Meeting Minutes:** Motion was made to approve the minutes from the December 26<sup>th</sup>, 2018 Water and Sewer Committee Meeting by Alderman Smith, and Alderman Koffler seconded the motion. With no changes or corrections, all present voted aye.
5. **VISITORS:**
  - a. **Richland County Library-Kelly Reisig:** Did not attend.
  - b. **Jason Schrader**
  - c. **Bill Vander Weele**
  - d. **Jordan Mayer**
6. **PUBLIC HEARING:**
7. **Budget Amendment FY 2017-18:** City Clerk/Treasurer Redfield stated that there is 2 funds for the budget amendment, one increasing the expenditures for the Gas Apportionment Tax Fund and the other to increase the expenditures for the Dutch Elm Tree Removal Fund. She stated the increase of expenditures by \$570 for the Dutch Elm Tree Removal Fund was due to the City not anticipating the need to remove a tree in FY17-18, but had to pay to have that done. That money would be recouped on the City taxes in 2019. City Clerk/Treasurer Redfield stated that the increase in expenditures of \$188,821.74 in the Gas Tax Fund is two parted. She stated that the first part is the recording of the capital outlay for the purchase of the asphalt distributor truck. She stated that this approximately \$89,857 is because when a new piece of equipment is purchased it must be recorded to be depreciated over future fiscal years, and that this is not a cash items. The second part is the remaining approximately \$98,964. City Clerk/Treasurer Redfield stated that in FY16-17 PWD Hintz purchased cold mix from Franz Construction, which was invoiced in June of 2017 but the goods were not received until July of 2017. The City paid the invoice when it was received, which was in FY2016-17, but because the goods were not received until the next fiscal year the Auditor, in closing, transferred that expenditure from FY16-17 to FY17-18. This caused the expenditures to be less in one year and over the next.

Mayor Norby called the Public Hearing for the FY17-18 Budget Amendment to order at 6:35pm. Mayor Norby called for any opponents to the proposed budget amendment, three times, with no testimony. Mayor Norby called for any proponents to the proposed budget amendment, three times, with no testimony. With no further discussion, Mayor Norby closed the Public Hearing for the FY17-18 Budget Amendment at 6:36pm.

8. **MAYOR NORBY:**
  - a. **2018 Review and Looking to 2019:** Mayor Norby stated that 2019 is an election year and that Alderman Gartner, Alderman Smith, and Alderwoman Christensen were up for election. He further stated that it is his hope that they choose to run for reelection, and that he feels that the City Council is a good group and that he could not do what he does without them. Mayor Norby stated that in 2018 the City completed the Phase 2 of the Waste Water Treatment, and has started Phase 3. He stated that the City, with the help of Interstate Engineering, has gotten their rates to where they should be. Mayor Norby stated that looking forward 2019 is a legislative year, and that the City will need to be strong this session to try to get things accomplished for its people and to stay positive. Mayor Norby again thanked the entire City Council for all that they do.
  - b. **Approve Jordan Mayer resignation from Planning Board:** Mayor Norby stated that Mr. Mayer would not like to be reappointed to the City/Council Planning Board as a Council Appointed Representative. Motion was made to approve the resignation of Jordan Mayer from the Planning Board by Alderwoman Sergent, and Alderwoman Christensen seconded the motion. Mayor Norby thanked Mr. Mayer for his service on the Planning Board. Mr. Mayer stated that he would have enjoyed being reappointed, but with Mr. Kauffman being on the Board and also working at Interstate Engineering as the head of the surveying department, they felt them both being on the Board was a conflict. With no further discussion, all present voted aye.
  - c. **Open Position for Planning Board:** Mayor Norby announced there is an open position on the City/County Planning Board, should anyone be interested to contact City Hall.
  - d. Mayor Norby stated that Alderwoman Christensen, Leslie Messer, and he attended Business Days at the Capital and that he gained a lot by attending and suggest anyone who is able to attend the next legislative session.
9. **COMMITTEE WORK:**
  - a. **Water and Sewer**
    - i. **East Holly Western Municipal Pay Application:** Alderman Smith stated that the Water and Sewer Committee met and discussed the East Holly pay application, but that they needed more information and the consultation of the City Attorney prior to making any decisions, but that they will be meeting again to make a recommendation. PWD Hintz stated that he did speak to the City Attorney, who is looking into the matter. City Attorney Kalil stated that he had e-mailed PWD Hintz pertaining to this. Mr. Mayer stated that he had received an e-mail from Tractor Supply Company, and that they are trying to get in contact with the contractor. Mr. Mayer stated that it is his hope to set up another committee meeting to further discuss this at the January 22<sup>nd</sup>, 2019 Council Meeting.
10. **ALDERMEN REQUESTS AND COMMITTEE REPORTS:**
  - a. Alderwoman Christensen reiterated that she and Mayor Norby attended the Business Days at the Capital and that any and all should attend if they can. She further stated that it is a great way to meet the legislators, lobbyists, capital staff and others at the beginning of the session. She further stated that Senator Daines and Representative Gianforte spoke this year, and Senator Tester submitted a video for it.

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- b. Alderwoman Rasmussen stated that the Park and Recreation Board met and that they are working on the park use agreements for 2019.

## 11. UNFINISHED BUSINESS:

- a. **Stockman Bank Positive Pay (Tabled at December 17<sup>th</sup>, 2018 Meeting):** Motion was made to un-table the Stockman Bank Positive Pay by Alderman Koffler, and Alderwoman Sergent seconded the motion. All present voted aye. Alderwoman Christensen made a motion to not move forward with the Stockman Bank Positive Pay at this time, and Alderwoman Sergent seconded this motion. City Clerk/Treasurer Redfield stated that with the controls the City has in place, the small amount of checks the City processes, and everything else she agrees it is not something they need to do at this time. With no further discussion, all present voted aye.

## 12. NEW BUSINESS:

- a. **Elect 2019 Council President:** Alderwoman Rasmussen made a motion to re-elect Alderwoman Christensen as Council President for 2019, and Alderman Koffler seconded the motion. In discussion, Alderwoman Christensen accepted the election. With no further discussion, all present voted aye.
- b. **Designate 2019 Temporary Presiding Officer:** Alderwoman Christensen stated that in discussions with Mayor Norby, it has come to their attention that there may be times during the legislative session that both she and Mayor Norby are not present to preside over the City Council Meeting, and therefore a temporary presiding officer needs to be designated. Alderwoman Christensen made a motion to designate Alderwoman Rasmussen as temporary presiding officer should the Mayor and Council President be unavailable to preside over a City Council Meeting. Alderman Smith seconded the motion. In discussion, Alderwoman Rasmussen accepted the designation. With no further discussion, all present voted aye. City Clerk/Treasurer Redfield stated that in the meeting packets a copy of the City of Sidney Council Rules of Procedure were provided. She stated that it is under section 2 that a temporary presiding officer is afforded.

## 13. CITY PLANNER SANDERSON: Nothing

## 14. CITY ATTORNEY:

- a. **Ordinance #575-Update Zoning Code for Accessory Structures (2nd Reading):** City Attorney Kalil read Ordinance #575, updating the Zoning Code for Accessory Structures, out loud for the second reading. Alderman Koffler made a motion to approve the second reading of Ordinance 575, and Alderwoman Sergent seconded the motion. The voting went as follows:  
Ayes: Sergent, Rasmussen, Koffler, Gartner, Smith and Christensen  
Nays: None  
Absent: None
- b. **Resolution #3798-Budget Amendment for FY2017-18:** City Attorney Kalil read Resolution #3798, amending the fiscal year 2017-18 budget, out loud. Alderman Koffler made a motion to approve Resolution 3798, and Alderwoman Rasmussen seconded the motion. With no further discussion, all present voted aye.

## 15. CHIEF OF POLICE DIFONZO:

- a. **December 2018 Police Report:** Chief DiFonzo provided the December 2018 Police Report. He further stated that he will provide the 2018 yearly report at the January 22<sup>nd</sup>, 2019 meeting.

## 16. PUBLIC WORKS DIRECTOR HINTZ:

- a. **December 2018 Public Works Report:** PWD Hintz provided the City Council with the December 2018 Public Works Report, which included 135 loads of snow.
- b. **WWTP Phase 3, Pay Application #3 for \$627,328.48** (\$202,182.00 from SRF, \$425,146.48 from City Reserves): PWD Hintz presented the City Council with the WWTP Phase 3 pay application #3 for \$627,328.48. Motion was made to approve the WWTP Phase 3 pay application #3 for \$627,328.48 by Alderwoman Christensen, and Alderwoman Rasmussen seconded the motion. City Clerk/Treasurer Redfield stated that the \$202,182 from SRF is from the Phase 2 SRF loan, which will close out that loan. She further stated that until the phase 3 SRF loan is completed the draws will be coming from the City reserves, of which \$1,000,000 was budgeted. With no further discussion, all present voted aye.

## 17. Fire Marshal/Building Inspector Rasmussen:

- a. **2018 Fire and Building Report:** FM/BI Rasmussen presented the City Council with the 2018 Fire and Building Report. He stated that he did not have the opportunity to add that he did inspect one more fireworks stand for New Year's.
- b. **Nuisance Committee Update:** FM/BI Rasmussen stated that the Nuisance Committee met and reviewed 4 properties, and referred 3 of those properties to the City Attorney for further action.

## 18. CITY TREASURER REDFIELD:

- a. **Call for Committee Meeting-City Employee Vehicles:** City Clerk/Treasurer Redfield asked for a committee meeting to discuss employee vehicles, as it has been brought to her attention that employees, except emergency responders such as police and fire, should be having \$3 a day in benefits and taxes. Motion was made to send this item to the Budget and Finance Committee by Alderwoman Rasmussen, and Alderman Smith seconded the motion. With no further discussion, all present voted aye.
- b. **December 2018 Treasurer's Report:** City Clerk/Treasurer Redfield provided the City Council with the December 2018 Treasurer's Report.
- c. **Journal Voucher Report December 2018:** City Clerk/Treasurer Redfield stated that once a month, along with the Treasurer's Report, she will be presenting the City Council with a Journal Voucher Report, which they will need to review and approve. She stated that Journal Vouchers are where, in the accounting software, they process the utility billing, payroll, transfers, coding corrections, and many other things. She stated that they have been receiving this report monthly, but that she would like to have them officially approve it, thereby approve the utility billing, payroll, transfers and such. City Clerk/Treasurer Redfield stated that the December Journal Vouchers include some coding corrections for some MDU bills, and the December utility billing and payroll. Motion was made to approve the December 2018 Journal Vouchers by Alderwoman Christensen, and seconded by Alderwoman Sergent. All present voted aye.
- d. **Water/Sewer Bank Transfer of \$809,756.75:** City Clerk/Treasurer Redfield presented the City Council with the water/sewer bank transfer of \$809,756.75. She stated that the reason the transfer is so abnormally large is because it includes the WWTP Phase 3 draw #1 payment, which was a city reserves payment of \$373,289.76, the WWTP Phase 1 bonding payment of \$263,998.87, and Decembers water and sewer payroll. Motion was made to approve the water/sewer bank transfer of \$809,756.75 by

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Alderman Rasmussen, and Alderman Koffler seconded the motion. With no further discussion, all present voted aye.

**19. CITY CLERK REDFIELD:**

**Consent agenda**

- a. **GENERAL JOURNAL VOUCHERS: e-mailed**
- b. **Claims to be approved: \$ 390,046.12**

**2019-51**

**SKIPPED**

**2019-52**

**Sidney Mercantile**

**214 S Central**

**Chng of Occupancy & Sign**

**L9, B19, Original**

Motion was made to approve the consent agenda by Alderman Koffler, and Alderman Gartner seconded the motion. With no further discussion, all present voted aye.

Meeting was adjourned at 7:07 p.m.

ATTEST:

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MAYOR NORBY

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
DATE APPROVED