

July 5th, 2016

1. **CALL TO ORDER:** The Regular Meeting of the Sidney City Council was called to order by Mayor Rick Norby at 6:30 pm.
 2. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was stated by all present.
 3. **ALDERMEN PRESENT:** Sergeant, Koffler, Gartner, and Christensen; Absent: Smith
 4. **CORRECTION OR APPROVAL OF MINUTES:**
 - a. **June 6th, 2016 Regular Council Meeting:** Motion was made to approve the minutes from the June 6th, 2016 regular Council meeting by Alderwoman Christensen and seconded by Alderwoman Gartner. After no discussion all Council present voted aye.
 - b. **June 20th, 2016 Regular Council Meeting:** Motion was made to approve the minutes from the June 20th, 2016 regular council meeting by Alderwoman Gartner and seconded by Alderman Smith. After no discussion, all Council present voted aye.
 - c. **Budget and Finance Committee Meeting, June 27th, 2016:** Motion was made to approve the minutes from the Budget and Finance Committee meeting on June 27th, 2016 by Alderwoman Christensen and seconded by Alderman Gartner. After no discussion, all Council present voted aye.
 - d. **Street and Alley Committee Meeting, June 30th, 2016:** Motion was made to approve the minutes from the Street and Alley Committee meeting on June 30th, 2016 by Alderwoman Gartner and seconded by Alderman Gartner. After no discussion, all Council present voted aye.
 5. **VISITORS:**
 - a. **Meagan Dotson: Round-up**
 - b. **Jeff Mead**
 - c. **Josh Johnson: Interstate Engineering**
 - d. **Bill Vanderwheel: Sidney Herald**
 - e. **Lee Pourroy**
 6. **PUBLIC HEARING: None**
 7. **MAYOR NORBY:**
 - a. Mayor Norby requested a moment of silence in honor of Dean Thorgerson. Mayor Norby stated he was a vital member of the Sidney community and will be greatly missed.
 8. **COMMITTEE WORK:**
 - a. **Budget and Finance: Budget FY16-17:** Alderwoman Gartner stated the Budget and Finance Committee met on June 27th, 2016 to discuss the updates and changes made to the FY 16-17 budget, and that so far everything looks good. City Clerk added that since the meeting she had learned that the Tax Valuation will not be coming from the State Appraisers Office until around August 1st, and with the schedule for public hearings and needing to be passed within 30 days of receiving the tax valuation a special meeting may need to be held, but she cannot say for certain until it is received.
 - b. **Street and Alley: SID 104 and Resolution 3724:** Alderman Gartner stated the Street and Alley Committee met with Interstate Engineering pertaining to the SID 104, and after reviewing the changes, it was the recommendation of the Street and Alley Committee to move forward with the public hearing process for SID 104. Motion was made to move forward with the changed SID 104 public hearing process by Alderman Gartner, and seconded by Alderman Koffler. After no discussion, all Council present voted aye.
 9. **ALDERMEN REQUESTS AND COMMITTEE REPORTS:**
 - a. Alderwoman Christensen stated that the Sidney City Council is looking to fill the open position as Alderman/woman for Ward 2. She stated that the Council must fill the appointment by July 18th, as they only have 30 days to fill a vacant Council position, and that will be up on July 20th. Any recommendations or anyone who is interested should contact City Hall, Mayor Norby, or any of the Council Members.
 10. **UNFINISHED BUSINESS:**
 - a. **Resolution 3724-SID 104 Boundary Line Relocation for Mayo Subdivision, and Hilltop Enterprises Phase II and IV-Tabled**
 11. **NEW BUSINESS:**
 - a. **City Hall Office Time Clock Policy:** City Clerk Redfield stated that she has presented a policy for implementing a time clock at City Hall. She stated that although time clocks are not suitable for the Public Works or Police Departments, due to employees not checking in a designated place, the City Hall staff, meaning the Compliance Officer, Water Cashier, Treasurer, Intern, and Clerk must be at City Hall by 8 am each morning, so a time clock should be used for better accounting of time cards. Motion was made to approve the City Hall Office Time Clock Policy by Alderwoman Christensen and seconded by Alderman Koffler. After no discussion, all Council present voted aye.
 12. **CITY PLANNER HOW:**
 - a. **KLJ Contract:** Per City Planner How's request, this item was tabled until the July 18th, 2016 regular Council meeting.
 13. **CITY ATTORNEY:**
 - a. **Resolution 3725-Setting of FY17 Wages:** Resolution 3725 was read aloud by City Attorney Krautter, which established the salary and wages for employees of the City of Sidney for FY16-17. City Attorney Krautter pointed out the dates had not been updated for the correct fiscal year, and recommended approval with the date changes. Motion was made to approve Resolution 3725 with the date amendments by Alderman Koffler and seconded by Alderman Gartner. After no discussion, all Council present voted aye.
 14. **CHIEF OF POLICE DIFONZO:**
 - a. **Report:** Chief DiFonzo stated he had received a sample noise ordinance from City Attorney Krautter from Billings, Montana to review. He stated that he would like to see it cut down to fit the City of Sidney more appropriately, and will work with City Attorney Krautter on those changes.
 15. **PUBLIC WORKS DIRECTOR HINTZ:**
 - a. **Report-** PWD Hintz provided the Council with his June 2016 report. He stated there were a couple of sewer calls, which the City Insurance is involved in. He stated the City crew had completed the ADA ramp at the Veteran's Park Pavilion, and that the handrails will be next. He stated that next for the improvements to Veteran's Park will be the seating, including new benches. He stated the softball nets and the South Meadow Softball Complex are up, and that improvements for the complex for the State Tournament will begin next month. PWD Hintz stated he has request for proposals on the North Central Water project, and would like the Water and Sewer Committee to review and meet to discuss. He also stated the water tower painting has been completed.
 - b. **Cell Tower:** PWD Hintz stated that he received a letter for the cell tower lease at City Hall, and would like to discuss this with the Street and Alley Committee. Motion was made to send the Cell Tower Lease to the Street and Alley Committee was made by Alderwoman Christensen, and seconded by Alderman Gartner. In discussion, Mayor Norby stated he needed a replacement for the open Councilmember position on that committee and Alderman Koffler stated he would fill it. All Council present voted aye.
 - c. **AE2S Contract Amendment:** PWD Hintz stated he received an amendment to the AE2S contract for the Water Treatment Plant planning for geotechnical work. He stated that he would like to discuss this further with the Water and Sewer Committee. Motion was made to send the contract amendment for geotechnical work for the AE2S Water Treatment Plant by Alderwoman Christensen and seconded by Alderman Koffler. After no discussion, all Council present voted aye.
 16. **COMPLIANCE OFFICER JENSEN:**
 - a. **Report-will give June monthly report at July 18th meeting**
 17. **FIRE MARSHAL GILBERT: Nothing**
 18. **CITY TREASURER DEY: Nothing**
 19. **CITY CLERK REDFIELD: consent agenda**
 - a. **GENERAL JOURNAL VOUCHERS: e-mailed**
 - b. **Claims to be approved: \$ 423,255.54 (FY 16 end claims) + \$37, 792.15 = \$461,047.69**
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|----------|--------------------------|----------------------------|-------------------|-------------------------------|
| 2016-111 | Wait McNutt Family Trust | 2401 Big Horn Ave | Fence | L1, B2, J-B Sub |
| 2016-112 | Heritage Builders | 833 3 rd Ave SE | Addition | L1, B1, Nick Hansen Sub |
| 2016-113 | Shane Jensen | 519 Yellowstone Dr | Manufactured Home | L23, B1, J-B Sub |
| 2016-114 | Greg Loder | 1966 Sage Lilly Dr | Fence | L10, B6, Meadow Village South |
| 2016-115 | John Beagle | 220 3 rd Ave SW | Fence | L7-9, B17, Original |

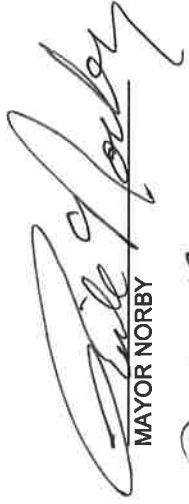
July 5th, 2016

A motion to approve the consent agenda was made by Alderman Koffler and seconded by Alderman Gartner. After no discussion, all council voted Aye.

Meeting was adjourned at 6:50 pm

ATTEST:


CITY CLERK


MAYOR NORBY

July 18, 2016
DATE SIGNED

