

# May 16<sup>th</sup>, 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:** Christensen, Smith, Koffler, Gilbert, and Sergeant; Absent-Gartner
4. **CORRECTION OR APPROVAL OF MINUTES:**
  - a. **May 2<sup>nd</sup>, 2016 Regular Council Meeting:** Motion was made to approve the minutes from the May 2<sup>nd</sup>, 2016 Regular Council Meeting with the correction that 18b should state Justin King, not Justin Jones, and the motion was seconded by Alderman Koffler. All Council present voted aye.
5. **VISITORS:** Nothing
6. **PUBLIC HEARING:** Nothing
7. **MAYOR NORBY:**
  - a. **Council Appointment to Library Board:** Mayor Norby stated that the Council appointment to the Library Board needs to be reapointed and asked if any of the Council was interested. Alderwoman Gilbert stated that she has been the Council representative to the Library Board since she started as a Councilwoman, and would like to continue. Mayor Norby thanked her for her willingness to continue. Motion was made to continue the appointment of Alderwoman Gilbert to the Library Board by Alderman Smith and seconded by Alderman Koffler. All Council present voted aye.
  - b. **Letter in support of Sidney Air Show:** Mayor Norby stated that the Sidney Air Show needs a letter allowing permission for them to fly over the airspace of the City of Sidney for the 2016 Air Show. Motion was made to approve writing the letter in support of the 2016 Sidney Air Show by Alderwoman Sergeant and seconded by Alderman Smith. Alderwoman Gilbert asked if they provide liability insurance verification, and Mayor Norby stated that yes, it will be a request of the City of Sidney to see proof of Liability Insurance. All Council present voted aye.
8. **COMMITTEE WORK:** Nothing
9. **ALDERMEN REQUESTS AND COMMITTEE REPORTS:**
  - a. Alderwoman Sergeant stated that the Firemen's Annual Breakfast was the previous Sunday. She stated that approximately 1,117 came to the breakfast, which was less than the previous year, but that the donations for the year are up compared to last year. She also thanked all the Firemen for all that they do.
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:** Nothing
12. **CITY PLANNER HOW:**
  - a. **Department of Commerce Grant: Subdivision Regulations and Floodplain Regulations:** City Planner How stated that the city has the opportunity to get a grant for free services from KLUJ to update the subdivision and floodplain for the City of Sidney. He stated that this is the same grant that updated the zoning code for the City, but that the zoning code must be drafted by June 30<sup>th</sup> with a schedule for adoption to get further grant funding via the Department of Commerce. City Planner How stated that to move forward, should the Council approve, PWD Hintz must draft a letter requesting the grant money. Motion was made to approve PWD Hintz drafting a letter to request further grant funds from the Department of Commerce to update the subdivision and floodplain regulation for the City of Sidney was made by Alderwoman Gilbert and seconded by Alderman Smith. All Council present voted aye. City Planner How stated that this is a no match grant.
  - b. City Planner How stated that on May 17<sup>th</sup> at 1pm Active Richland County is having a walkabout downtown, and all are invited to attend. He also stated that he is working with Active Richland County to get Sidney to become a Mainstreet City, which will open the City up to more grant funds.
13. **CITY ATTORNEY:**
  - a. **Ordinance 565: GVW Code Update (second reading):** City Attorney Krautter read Ordinance 565, updating the GVW Code for the second reading, and stated that there was no change from the first reading. Motion was made to approve the second and final reading of Ordinance 565 by Alderman Koffler and seconded by Alderman Smith. Alderwoman Christensen asked how long can residents leave their trucks in their yard, and Chief DiFonzo stated there is no time restrictions and that the City wants to work with people, but if abused the time restriction may need to be addressed. Voting went as follows:  
**Ayes:** Sergeant, Gilbert, Koffler, Smith, Christensen  
**Nays:** None  
**Absent:** Gartner
14. **CHIEF OF POLICE DIFONZO:**
  - a. **Report:** Chief DiFonzo stated that he has 2 resignations for the Council to approve from the Sidney Police Department. The resignations are Miles Netzer, who is moving to the Richland County Sheriff's Department, as he wants to move out of town, and Caleb Sandoval who has left law enforcement to pursue a career in personal health training. Motion was made to approve the resignations of Miles Netzer and Caleb Sandoval from the Sidney Police Department by Alderwoman Sergeant and seconded by Alderwoman Christensen. All Council present voted aye.
15. **PUBLIC WORKS DIRECTOR HINTZ:**
  - a. **Report-** PWD Hintz stated the nets at the South Meadow Softball Complex are almost complete, street repairs are in full swing and the WTP Pipe project at the Water Treatment Plant is almost complete.
  - b. **Approval for Transportation Alternative Grant-** PWD Hintz stated the City has received a Transportation Alternative Grant for the extension of the bike/walk path from the High School to 9<sup>th</sup> Ave and possibly further, which he needs Council approval to have Mayor Norby sign the grant acceptance. He stated it included extension provisions for 6<sup>th</sup> Ave to 14<sup>th</sup> Street, which we would pay out of our budget. He stated it is a 13% match grant, the grant paying approximately \$770,000 and our contribution would be approximately \$106,000. The project includes irrigation ditch with path on top, and the MDT will do the consulting and hiring for the project. Motion was made to approve Mayor Norby signing the grant acceptance letter by Alderman Smith and seconded by Alderman Koffler. City Clerk Redfield stated the City's match portion has been budgeted, and that it is the anticipation of Mayor Norby to ask the Richland County Commissioners if it is ok to use Downtown Enhancement money for this project that has been saved. Alderwoman Gilbert asked if City Attorney Krautter has reviewed the contract, and PWD Hintz stated he has not yet, but will. Alderman Smith asked what PWD Hintz meant when he stated possibly beyond 9<sup>th</sup> Ave, and PWD Hintz stated if money is available he would like to go as far as possible around the corner of 9<sup>th</sup> Ave. PWD Hintz stated this is the first time that the City has been given grant funds of this large amount for the bike/walk path, so he wants to use it as far as he can. All Council present voted aye.
  - c. PWD Hintz stated that the MDT will be repairing East Holly to Fairview, including North Central, this year. He stated that he discussed with UM Anderson, because of the cast iron water main along North Central to the Ag Research Center needs to be replaced, and they thought it would be best to do it in conjunction with the road project, so the road would not have to be tore up and repaired. PWD Hintz stated that the MDT would solicit for engineers even though we would be using our own money. Alderwoman Gilbert asked if it was in the budget, and City Clerk Redfield stated that there has been \$700,000 budgeted for water projects in the FY17 budget, and that UM Anderson anticipates the project costing close to \$500,000. The projects currently planned would be put on hold, and the remaining money would be left for emergency projects.
16. **COMPLIANCE OFFICER JENSEN:** Nothing
17. **FIRE MARSHAL GILBERT:** Nothing
18. **CITY TREASURER DEY:**
  - a. **Credit Card:** Treasurer Dey stated that she would like Council approval to switch credit card companies to Pay Gov. She stated that we currently charge a 5% processing fee, and that the credit card machine is not compatible with our programs, so tracking the fees is inconvenient for the different funds to get the fees accurately, and that because it is up to City Staff to assess the fee it is sometimes forgot. She stated that Pay Gov assess themselves a 3% fee that is tracked by them. She stated that we can set up online payments via the website with them and the fee is reduced for the citizens. She also stated that many cities in Montana are currently using them. The equipment and set up is free and can be up and running in 2 days' time. She stated that if Council approves she would like to start using at the beginning of the new fiscal year. Motion was made by Alderwoman Christensen to approve switching credit card companies to Pay Gov and seconded by Alderwoman Gilbert. All Council present voted aye.
  - b. **STIP Account:** Treasurer Dey stated that the Short Term Investment Pool currently has \$10,509,45, as of August 2014 it had \$10,465.11. Treasurer Dey stated that it does not earn a lot of money in the STIP account, and that a better interest rate would be in

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the demand deposit account. She stated that if we want to move forward with the STIP Account we will need to have a resolution passed by June 30<sup>th</sup> because of policy changes, and she asked the Council if they would like to see the \$10,509.45 to remain in the STIP account or to move it to the demand deposit account at Stockman Bank. Alderwoman Gilbert stated that the City used to keep most of its money in the STIP account, but when interest rates dropped they took all but \$10,000 out, but kept that amount as seed money should the rates go up. Alderwoman Gilbert asked if Treasurer Dey can get what the policy changes were with the STIP program, and if the Council decides to close the account, what it would take to reopen it. Treasurer Dey stated she would get the requested information for the Council.

c. **Cancelation of Warrant:** Treasurer Dey stated that warrant number 29836 was made to Wex Fuel as a phone payment to avoid late fees, so it is not an actual warrant. She stated that warrant number 29827 was sent to the Round-Up address but was received back from another address marked void, but it has been paid in the claims to be approved tonight. Motion was made to approve the cancelation of warrant numbers 29836 and 29827 by Alderwoman Christensen and seconded by Alderwoman Sergeant. All Council present voted aye.

d. **Monthly Budget Reports:** City Clerk Redfield stated that she is required to send budget reports to the Council on the first Monday of each month, but she would like to get Council approval to send the reports by the second meeting Monday of the month so that they have payroll taken out of them and are accurate. She stated that payroll liabilities are not able to be paid prior to the first week of the month, and therefore payroll JV's are not sent to accounting before the budget reports are sent to the Council, and that if the reports are available sooner than the second Council Meeting Monday, she will send. It was the general consensus of the Council to approve the sending of the Budget Reports once payroll has been JV'd but no later than the second meeting of the month.

Alderwoman Gilbert asked if the City Code book needs to be updated for this, and City Attorney Krautter stated he would look into it.

### 19. CITY CLERK REDFIELD: consent agenda

- a. **GENERAL JOURNAL VOUCHERS:** e-mailed
- b. **Claims to be approved:** \$ 211,090.55

2016-88	Loren Demprey	3217 4 <sup>th</sup> St NW	Fence	Lots 5,6,7 Wagon Wheel
2016-89	Russ & Lori Utter	1602 Bitterroot Dr.	Fence	L16, B1, North Meadow Village
2016-90	American Land Dev.	701 Sunset Court	New Home	L1, B10, Sunset Village
2016-91	Dean Wick	426 6 <sup>th</sup> St SE	Fence	L9, B51, Kenoyer's 1 <sup>st</sup>
2016-92	Rod Hagen	112 Whitaker St	Fence	Lot C, North Central Add

A motion to approve the consent agenda was made by Alderman Smith and seconded by Alderman Koffler. All council voted Aye.

Meeting was adjourned at 7:10 pm

ATTEST:

  
 CITY CLERK

  
 MAYOR NORBY

June 16<sup>th</sup>, 2016  
 DATE SIGNED