

May 18th, 2020

Due to the current COVID-19/Coronavirus pandemic, the May 18th, 2020 meeting of the Sidney City Council will be held via phone conference only. The public is invited to participate in the meeting by calling 1 (224) 501-3412, access code 269-534-093. For this reason also, the agenda has been limited to only the legally required action items to continue providing the necessary services.

Rules of the Meeting: Mayor Norby will take roll call at the beginning of the meeting, if you join after this has happened please announce you are present for official minutes. Mayor Norby will call for public comment, then Council member comment, then ask for a motion on each agenda item. If you are calling for an item not listed on the agenda, you will be asked to speak under visitors. Please announce your name prior to making comment, do not speak over or at the same time as others, and keep your phone on mute when not making comment.

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.
3. **ALDERMEN PRESENT:** Christensen, Gartner, Koffler, Rasmussen and Sergent. Absent-Godfrey
4. **CORRECTION OR APPROVAL OF MINUTES:**
 - a. **May 4th, 2020 Regular Council Meeting Minutes:** Motion was made to approve the minutes from the May 4th, 2020 regular City Council meeting by Alderwoman Rasmussen and seconded by Alderman Koffler. With no changes or corrections, all present voted aye.
 - b. **May 4th, 2020 Budget and Finance Committee Meeting Minutes:** Motion was made to approve the minutes from the May 4th, 2020 Budget and Finance Committee Meeting by Alderwoman Christensen and Alderwoman Sergent seconded the motion. With no changes or corrections, all present voted aye.
5. **VISITORS:**
 - a. **Susie Cavanaugh-Affordable Housing:** City Clerk/Treasurer Chamberlin stated Mrs. Cavanaugh has asked to be moved to the June 15th, 2020 Council Meeting.
 - b. **Sidney Chamber-Downtown Business Side-Walk Sales-Bill Vander Weele:** Mr. Vander Weele stated they would like to have sidewalk sales monthly for downtown businesses starting May 27th, 2020 through October. Mayor Norby asked that the dates, once they have been decided, be provided to the City, and Mr. Vander Weele agreed to do so. Motion was made to approve the monthly sidewalk sales by Alderman Koffler and Alderwoman Christensen seconded. In discussion PWD Hintz stated ADA accessibility of a 5 foot path needs to be maintained on the sidewalks. With no further discussion, all present voted aye.
 - c. **Jordan Mayer-Interstate Engineering**
6. **PUBLIC HEARING: Nothing**
7. **MAYOR NORBY:** Mayor Norby stated he listened in to the Board of Health meeting earlier today. He also stated the Memorial Day functions are still proceeding and they have been working with PWD Hintz and the Health Department on it.
8. **COMMITTEE MEETING WORK:**
 - a. **Budget and Finance**
 - i. **Sidney Pierce Pumper Truck Rehab for \$165,621:** Alderwoman Sergent stated the Budget and Finance Committee met and reviewed the updated estimate for the Pierce Pumper Truck rehab, which had increased. She stated it was the recommendation of the Budget and Finance Committee to approve the rehab with the new estimate. Alderwoman Sergent made a motion to approve the Pierce Pumper Truck rehab of approximately \$165,621 per the recommendation of the Budget and Finance Committee, and Alderman Koffler seconded the motion. With no further discussion, all present voted aye.
 - ii. **New Longevity Policy:** Alderwoman Sergent stated the Budget and Finance Committee reviewed the new longevity policy and are recommending approval. She stated City Clerk/Treasurer Chamberlin will present it to the Council at the next City Council meeting for final approval.
 - iii. **Police Department Pay Scale and Incentive Pay:** Alderwoman Sergent stated the Budget and Finance Committee reviewed the Police Department Pay Scale and Incentive Pay and are recommending approval. She stated City Clerk/Treasurer Chamberlin will present it to the Council at the next City Council meeting for final approval.
 - iv. **FY20-21 Payroll:** Alderwoman Sergent stated the Budget and Finance Committee reviewed the FY20-21 payroll and are recommending approval. She stated City Clerk/Treasurer Chamberlin will present it to the Council at the City Council meeting for final approval.
9. **ALDERMEN REQUESTS AND COMMITTEE REPORTS: Nothing**
10. **UNFINISHED BUSINESS:**
 - a. **O'Brien Lot Purchase:** PWD Hintz stated he presented the offer of \$50,000 to Mr. O'Brien, who then countered with \$60,000. City Clerk/Treasurer Chamberlin stated the Budget and Finance Committee had recommended that the City be willing to pay up to \$60,000 for the lot, and with it being in that range they are looking for final approval to move forward. PWD Hintz stated City Attorney Kalil will need to draft the documents needed. Motion was made to approve the O'Brien lot purchase, legal address Sidney Original Townsite, Block 019, Lot 012, by Alderwoman Christensen and Alderwoman Rasmussen seconded. With no further discussion, all present voted aye.
11. **NEW BUSINESS:**
 - a. **Recommendation from Park and Recreation Board to follow all Governor Directives pertaining to City of Sidney Recreational Facilities and Parks:** PWD Hintz stated the Park and Recreation Board and City Staff are looking for an official decision from the City Council on handling the City Parks and Recreational Facilities during the Covid-19 pandemic. City Clerk/Treasurer Chamberlin stated so far the City has been following the directives of Governor Bullock, and not going any further than those directives. She stated an example of the current directives is to not have public restrooms open unless the City can provide an employee to clean it after every use, and that directions for special events is imperative. PWD Hintz stated that because of this the restrooms will not be opened for the Memorial Day festivities. Alderwoman Rasmussen asked if there was a waiver or something for the special events to sign, and Mayor Norby stated MACO, MLCT and MMIA are working on a waiver. City Clerk/Treasurer Chamberlin stated once it is provided all special events will be required to sign this, and that all events scheduled so far are not until end of June/July. Motion was made to approve the following of Governor Bullocks Directives pertaining to the COVID-19 and City of Sidney parks and recreational facilities, with the condition that all special events sign the waiver, by Alderman Koffler and Alderwoman Rasmussen seconded the motion. With no further discussion, all present voted aye.

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12. CITY PLANNER SANDERSON:

- a. **FY20-21 Planning Contract:** City Clerk/Treasurer presented the City Council with the KLJ Amendment to Agreement for Professional Services Amendment #2 for the City Planner. She stated that the amendment is the same as the one for FY19-20 with a running total from the previous fiscal year, increasing the total contract amendment to \$65,000. She stated there are things anticipated to come in the upcoming fiscal year for the planner, above the usual work, including the growth policy and review of the wards with the new census. Motion was made to approve the KLJ Amendment to Agreement for Professional Services Amendment #2 by Alderwoman Rasmussen and Alderman Koffler seconded the motion. With no further discussion, all present voted aye.

13. **CITY ATTORNEY:** City Attorney Kalil stated he will get started on the paperwork for the purchase of the O'Brien lot.

14. CHIEF OF POLICE KRAFT:

- a. **Permission to open line of credit-Yellowstone Bank Credit Cards for Police Department:** Chief Kraft stated in assuming the duties of his new position he has ran into issues with becoming manger on the Sidney Police Department credit card account via ELAN. He stated that he also discovered that with the way this account was originally set up the cards are directly tied to the police officers personal credit, which is something they do not want to have. City Clerk/Treasurer Chamberlin stated Chief Kraft and herself met with both Stockman Bank and Yellowstone Bank. She stated that with either the account is tied to the City tax id number, and that the tax id number can only have one account. She stated with that, wanting to have separate billing statements for the PD and the rest of the City, and having the rest of the City credit cards being set up appropriately, they are only recommending switching the PD credit cards. Motion was made to approve the Police Department opening a line of credit with Yellowstone Bank by Alderwoman Christensen and Alderman Koffler seconded the motion. With no further discussion, all present voted aye.

15. PUBLIC WORKS DIRECTOR HINTZ:

- a. PWD Hintz stated they have finished the 22nd Ave Storm Sewer and will be doing the final asphalt and landscaping touches on Malfunction Junction. He further stated the 4th Ave Waterline Project should be commencing the beginning of June. Mr. Mayer stated he will be scheduling the pre-construction meeting for this project soon.

16. **FIRE MARSHAL/BUILDING INSPECTOR RASMUSSEN:** Nothing

17. CITY CLERK/TREASURER CHAMBERLIN:

- a. **Consent agenda**
 - i. **GENERAL JOURNAL VOUCHERS:** to be reported and approved monthly
 - ii. **Claims to be approved: \$ 142,142.98**

2020-070	ON HOLD-McDonalds			
2020-082	Chris Entzel	214 S Central	Coffee Shop	L8-9, B19, Original
2020-083	Melissa Clark	103 8 th Ave SW	Fence	L2, B4, Nels Bach 1 st Add
2020-084	Kevin Mayer	930 11 th St SW	Fence	B2, Peterson Add
2020-085	Brian Cox	1850 Golden Rod	Fence	L12, B2, North Meadow Village
2020-086	Leah Axon	805 4 th St NE	Shed	L2, B2, Fischer Estates
2020-087	Thomas Hedegard	920 13 th St SW	Garage	L8, B6, Peterson 2 nd Add
2020-088	Donald Jensen	1109 13 th St SW	Fence	L6, B8, Peterson Add
2020-089	Dianna Nollmeyer	1420 W Holly	Shed	L4, B1, Johnson 1 st Add
2020-090	Caleb Erickson	414 2 nd St SW	Fence	L1, B44, Original
2020-091	Anissa Gillespie	102 E Main	Overhang	L7, B11, Original

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

Meeting was adjourned at 7:03 p.m.

ATTEST:

MAYOR NORBY

CITY CLERK

DATE APPROVED