City of Sidney, MT
City Council Regular Meeting
August 3, 2026 6:30 PM
115 2nd Street SE |Sidney, MT 59270

1. Call to Order

Mayor Norby called the Regular Meeting of the Sidney City Council to order at 6:30pm and welcomed those in attendance.

2. Pledge of Allegiance

The Pledge of Allegiance was stated by all present.

3. Aldermen Present

Christensen, Buxbaum, Larson, Kauffman, Rasmussen, and DiFonzo

4. Correction or Approval of Minutes

a. July 20th, 2026 Regular Meeting Minutes
Motion was made by Alderwoman Christensen, seconded by Alderwoman Larson, to approve the June 15, 2026, Regular City Council Meeting Minutes. There being no corrections or amendments, the motion carried unanimously.

5. Public Comment/ Visitors

Your opportunity for the public to address the Council on items not included on the agenda, no action will be taken during this time.

Visitors: Jody Wells (Round-up), Kelcy Hart (SCA), Leah Norby, Mairann Norby, Travis Rosaaen (Sidney Police Department). Via Zoom: Joesph Stanichar (Sidney Herald)

6. Public Hearing

Nothing.

7. Appointments/ Proclamations

a. Oath of Office: Sergeant Brett Norby

Chief Kraft recognized Corporal Brett Norby upon his promotion to Sergeant with the Sidney Police Department. Chief Kraft explained that the promotional process included a written examination and an oral board interview conducted primarily by Norby's peers. Chief Kraft stated that Sergeant Norby had demonstrated his abilities throughout his seven years of service with the department and had excelled in the responsibilities assigned to him. Sergeant Norby then read the Montana Public Safety Officer Code of Ethics aloud. With his wife standing beside him, Sergeant Norby was administered the oath of office. The Council and those in attendance congratulated Sergeant Norby on his promotion.

8. Mayor Norby

Mayor Norby reported that he had no additional items for Council consideration.

9. City Council Comments

Alderwoman Christensen, Alderwoman Buxbaum, Alderwoman Larson, Alderman Kauffman, and Alderman DiFonzo reported that they had nothing to present. Alderwoman Rasmussen expressed her appreciation for the newly installed banisters and railings on the bridge and thanked Public Works Director Hintz for helping move the project forward.

10. Committee Meeting Work

Budget and Finance – Chairman Christensen – DiFonzo, Buxbaum, Skinner Public Works – Chairman DiFonzo – Larson, Christensen, Harris Public Safety – Chairman Buxbaum – Rasmussen, Kauffman, Creek

a. Public Safety Committee: Update and Report

Alderwoman Buxbaum reported that the Public Safety Committee had recently met and received its customary department head reports.

The Committee reviewed a draft Emergency Operations Plan prepared by Chief Kraft. The plan was modeled after Richland County's Emergency Operations Plan and was being prepared to satisfy the City's statutory planning requirements. The plan will be brought forward for adoption at a future meeting.

The Committee also reviewed proposed amendments to the City's solicitor licensing requirements. The proposed changes would continue to require payment of the solicitor license fee unless the applicant is a nonprofit organization. Applicants would also be charged an additional $50 per individual to cover the City's cost of completing criminal history background checks.

The Committee continued its review of a proposed rewrite of the City's alcohol-in-public-places ordinance. The rewrite establishes updated alcohol categories and a permitting process. Interim CAO Chamberlin stated that the draft was being forwarded to the City Attorney and the City's insurance provider for final review before being

presented to the Council.
The Committee also discussed providing educational information regarding data centers.

11. Chief Administrative Officer Update/ Report

Affordable Housing Strategic Planning Conference
The City was invited by Action for Eastern Montana to participate in an affordable housing strategic planning conference scheduled for September 17, 2026, in Glendive. Council members interested in attending were asked to contact Interim CAO Chamberlin.
City Website
The City's redesigned website was expected to launch on Friday. The new website includes an updated meetings module that will restore convenient public access to agendas, minutes, and other meeting information.
Legislative Testimony on Unfunded Mandates
Interim CAO Chamberlin reported that she recently testified remotely before the Montana Legislature's Local Government Interim Committee as part of a panel addressing unfunded mandates imposed on local governments.
The panel discussed the fiscal and administrative impacts of legislation adopted without a complete understanding of local government operations. The primary request made to the Committee was that local government representatives be included earlier in legislative discussions and in the bill-drafting process so that legislators can better understand the operational and financial consequences of proposed requirements.
Tourism Business Improvement District Reporting
Interim CAO Chamberlin reported that issues with Tourism Business Improvement District reporting and delinquent payments were continuing. Several entities were not submitting reports on time, and some remained in arrears. The matter will be presented to the Budget and Finance Committee for further discussion.
Certified Taxable Values
Certified taxable values needed to finalize the City's budget were required to be provided by 5:00 p.m. that day but had not been received. Interim CAO Chamberlin stated that she would contact the Richland County Assessor's Office the following morning so the City could continue its budget process.

a. Local Government Review Final Report
Interim CAO Chamberlin reported that the Local Government Review Board had approved its final report. The Board is recommending one ballot question asking Sidney voters whether the City should transition from general government powers to self-governing powers.
The Board is not recommending any other ballot changes. However, the report includes an administrative recommendation that, should self-governing powers be approved by the voters, the City Council consider reviewing Sidney's election structure

and the possibility of transitioning to at-large voting.
A resolution placing the self-governing powers question on the ballot will be presented at the next Council meeting. Interim CAO Chamberlin explained that questions had arisen statewide regarding whether a separate Council resolution was legally necessary. Because the customary process for placing an item on the ballot involves adoption of a resolution, staff recommended proceeding with one to ensure all procedural requirements were satisfied.

12. Department Head Comments/ Reports

a. Phoenix Operating-Application to Increase Well Density by 3 Wells
Public Works Director Hintz reported that the City had received notice from Phoenix Operating Company regarding an application filed with the Montana Board of Oil and Gas Conservation involving property leased by the company near the City shop.
The application requested that an existing temporary spacing unit be rescinded and replaced with a different temporary spacing designation that would allow three wells in the Bakken and Three Forks formations. A public hearing was scheduled for August 13, 2026, at 9:00 a.m. before the Montana Board of Oil and Gas Conservation.
Public Works Director Hintz stated that the notice appeared to involve City-owned property but was provided for informational purposes. No action by the City Council was required unless the Council wished to object to the proposed development.

13. Unfinished Business

a. Sunrise City Association-Event and Street Closure Application for Summer Shoppin
Kelsey appeared before the Council to request approval of a street closure for an event scheduled for August 21, 2026. The street would be closed from noon until 11:30 p.m. Vendors would operate from 3:00 p.m. until 8:00 p.m., followed by live music from 8:00 p.m. until 11:00 p.m.
The event would take place on the first block of East Main Street near the Village Square Mall. Kelsey reported that she had completed the City's street closure application, coordinated with Public Works Director Hintz and Chief Kraft, and provided proof of insurance.
Alcohol would be served within a secured and enclosed area constructed with cattle panels. Security would be present, and alcohol would not be allowed outside the designated area. Glass bottles would be prohibited, with beverages limited to cans and plastic cups.
Chief Kraft and Public Works Director Hintz stated that they had reviewed the request and had no concerns.
Council members asked Kelsey for feedback on the City's new street closure

application. Kelsey stated that the application worked well and generally reflected the steps she was already taking to organize the event. She suggested adding separate spaces to distinguish the requested street closure times from the actual event times. She stated that the application helped ensure organizers completed all required steps and provided documentation to the City.
A motion was made by Alderman DiFonzo and seconded by Alderwoman Rasmussen to approve the August 21, 2026, street closure and event request as presented. The motion carried unanimously.

14. New Business

a. JD Jensen Lot Aggregation
Interim CAO Chamberlin presented a request from JD Jensen to combine Lots 17A and 18A, Block 7 of Kenoyer's First Addition, into a single parcel to be designated Lot 19A. City Planner Sanderson reviewed the request and reported no concerns.
The property is located near Sixth Avenue Northeast. Alderman Kauffman was identified as the surveyor associated with the application and abstained from voting.
A motion was made by Alderwoman Rasmussen and seconded by Alderwoman Chirstensen to approve the JD Jensen lot aggregation as presented. The motion carried, with Alderman Kauffman abstaining.

b. Sean Riordan Lot Aggregation
Interim CAO Chamberlin presented a request from Sean Riordan to combine Lots 6 and 7, Block 43 of Kenoyer's Addition, into a single parcel to be designated Lot 6A. The property is located near Fourth Street Southeast and Eighth Avenue Southeast. City staff reported no concerns with the aggregation.
A motion was made and seconded to approve the Sean Riordan lot aggregation as presented. The motion carried unanimously.

c. B&B Maintenance Contract WO #13-City Shop Gates for $55,608.00 (both gates and 2 timers)
Public Works Director Hintz presented B&B Maintenance Work Order No. 13 in the amount of $55,680 for the installation of electronic gates at the north and south entrances to the City shop property.
The gates will include an electronic access system, such as a keypad or remote-control devices. The project is part of the City's ongoing SLIPA-funded City shop improvements.
Interim CAO Chamberlin explained that approval of the work order would exceed the remaining grant funds by approximately $13,000 and would close out the grant once the City received the final invoice. The City is budgeting an additional $100,000 from applicable City funds during the current fiscal year to continue and complete the

remaining City shop improvements.
Public Works Director Hintz stated that the overall project was required to be completed by July 31, 2027.
A motion was made by Alderwoman Buxbaum and seconded by Alderwoman Christensen to approve B&B Maintenance Work Order No. 13 in the amount of $55,680. The motion carried unanimously.

d. NPEWTR Draw #4 for $595,338.00
Public Works Director Hintz presented NPEWTR Draw Request No. 4 for the North Park Elevated Water Tank Replacement Project in the amount of $595,388.
Public Works Director Hintz reported that the project was progressing. Work on the foundation was expected to continue, although he had been unable to visit the site that day because of issues requiring attention at the water treatment plant.
A motion was made by Alderwoman Rasmussen and seconded by Alderman Kauffman to approve NPEWTR Draw Request No. 4 in the amount of $595,388. The motion carried unanimously.

15. Consent Agenda

Interim CAO Chamberlin presented claims in the amount of $78,874.38 and one intermediary claim payable to the United States Postal Service in the amount of $1,225.95. Several City and County permits were also presented for approval.
A motion was made by Alderman Kauffman and seconded by Alderwoman Rasmussen to approve the consent agenda and payment of the claims as presented. There being no corrections or additional questions, the motion carried unanimously.

a. Claims to be approved: $78,874.38

Intermediary Claims: USPS $1225.95

b. Building Permits to be approved: City 2027-008, 2027-009, 2027-010, 2027-011, County RC2027-001 and RC2027-002

16. Adjournment

There being no further business to come before the Council, Mayor Norby adjourned the meeting at approximately 7:01 p.m.

[MIN_SIGNATURES]