

OCTOBER 7th, 2019

AGENDA

1. Open Meeting
2. Minutes (Need Motion)
3. Police Report
4. Street Dept
5. Open Forum

NEW BUSINESS

- A. Nick Klisch – Cottonwood County
- B. Staples – Westbrook Expressway Location
- C. City Licenses for renewal: **Needs approval from City Council**
 - ❖ Year 2020 Liquor License – City to set base fee. 2019 was:
On Sale - \$1,200.00 VFW/Bonnie and Clydes 2, Off Sale \$100.00 VFW/Bonnie and Clydes 2, Sunday Intoxicating \$100.00 VFW/Bonnie and Clydes 2
 - ❖ Cigarette License (\$20.00) Maynards, Expressway
 - ❖ Games of skill (\$15.00 per game) VFW/Bonnie and Clydes 2
- D. Winter Snow Agreement with Cottonwood County
- E. Westbrook Fireman’s Relief Association – donation
- F. Fine Schedule – Citations for court administrations
- G. Adopt the General Records Retention Schedule for MN Cities
- H. Building Permit - Herding
- I. Other Business
- J. Approval of Bills (Need motion)
- K. Adjournment (Need motion)

October 9, 2019
COUNCIL MEETING

The Westbrook City Council met on Tuesday, October 9, 2019 at 6:30 p.m. at the City Council Room.

Members present: Mayor Dennis Phelps, Manda Jorgenson, Jan Johnson, Kelly Brown and Chadd Wahl.
Others present: Carl Conrad, Dan Joel, Daric Zimmerman/Expressway, Nick Klisch/County, Will and Ginny Barron, Joseph Schmidt

Motion by Brown and seconded by Wahl to approve the minutes from the September 2, 2019 council meeting. All voted in favor. Motion carried.

Police report was presented. Hubin has lost a few part-time officers, but will make due with what we have left and look for any part-time out there. Part-timers are hard to come by.

Conrad stated that Fuller Paving are in town doing all of the patch work and will continue with 4th street extension.

Nick Klisch was present to update council on the Main Street project. Klisch presented a packet of diagrams in reference to storm sewer. Storm will be 100% state aid funding and no city funding. Klisch would like to make Main Street totally independent and abandon current lines. Motion by Jorgenson and seconded by Johnson to bulk head the existing line and lay a new independent line. All voted in favor. Motion carried. Klisch asked council to think about what intersections should have cross walks and what signage should go back up with minimal signage the better. Street name signs and no parking can go back up. Jorgenson asked if the project will be done all at once. Klisch stated that 4th street to 8th street will remain open for access.

Daric from Staples Expressway was present to explain the future plans for expressway in Westbrook. The current location was built in 2007 and needs more space. Staples would like to purchase 2 acres west of the current location for an expansion of the building and lot. Staples offered \$10,000.00 for the land purchase and would take care of survey costs and closing cost. Motion by Brown and seconded by Jorgenson to accept the offer and move forward with the land purchase and expansion. All voted in favor. Motion carried.

Will Barron presented to council his plans on an ice skating rink in the city park. Will loves to skate and it would be a place where families and friends can have fun. He would like it at the city park because the park has lights. Will is going to be in charge of maintaining the rink with the removal of snow. He asks that there be a shovel down there to use and his dad has a snow blower. Wahl mentioned that he may have some tarp that they could use for a base. His mother Ginny was present and had some research on homemade rinks. Barron's will do more research and email city hall with any information.

Motion by Johnson and seconded by Brown to approve the 2020 license fees for liquor licenses and tobacco license. All voted in favor. Motion carried.

Motion by Wahl and seconded by Jorgenson to approve the 2020 Winter Snow agreement with Cottonwood County. All voted in favor. Motion carried.

Motion by Wahl and seconded by Johnson to accept the donation of \$8,000.00 from the Westbrook Fireman's Relief Association. Wahl stated the funds should go to the Fire Department for operating. All voted in favor. Motion carried.

Motion by Brown and seconded by Wahl to adopt the fine schedule for court administration. All voted in favor. Motion carried.

Motion by Johnson and seconded by Wahl to adopt the record retention schedule model from League of Minnesota Cities. All voted in favor. Motion carried.

Motion by Brown and seconded by Wahl to approve the building permit for Herding. All voted in favor. Motion carried.

Steen gave council a credit card summary to review with Ambulance and City charges.

Motion by Johnson and seconded by Wahl to approve bills in the amount of \$117,937.71. Check #53360-53475. All voted in favor. Motion carried.

Motion by Brown and seconded by Wahl to adjourn. All voted in favor. Motion carried.

Katie Steen, City Clerk

Dennis Phelps, Mayor