

# **November 4, 2019 COUNCIL AGENDA**

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

## **NEW BUSINESS**

- A. Purchase Agreement – City of Westbrook and Staples & Staples, LLC
- B. Side by Side Permit - Mischke
- C. WAV Exempt Permit – KUTK Raffle
- D. Building Permits – Rock Scholl
- E. Ordinance Formal Complaint – Joseph Schmidt
- F. Conrad Land Rent Renewal
- G. Property Assessments – Mowing and Fire Calls
- H. Other Business
- I. Approval of Bills (Need motion)
- J. Adjournment (Need motion)

**November 4<sup>th</sup>, 2019**  
**COUNCIL MEETING**

The Westbrook City Council met on Monday, November 4<sup>th</sup>, 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: Chief Hubin, Carl Conrad, Dan Joel, Daric Zimmerman/Expressway, Lillia Schmidt, Commissioner Larry Anderson, and Jim Accurso w/ the Census Bureau.

Motion by Brown and seconded by Johnson to approve the minutes from the October 7<sup>th</sup>, 2019 council meeting. All voted in favor. Motion carried.

Police report was presented.

Commissioner Larry Anderson stated that there will be a meeting held tomorrow night @ 7:00 for anyone that would be interested in participating in a steering committee for the 150<sup>th</sup> year anniversary of Cottonwood County. Phelps stated the museum board would be a great organization to reach out for pictures and information.

Commissioner Larry Anderson introduced Jim Accurso with the Census Bureau. Mr. Accurso would like to get the word out to our local people about the 2020 Census. They have a committee called Complete Count which will educate on how important registering for the 2020 Census is. Steen stated that she will help with social media via facebook with the City page. Mr. Accurso would like those interested from our community to attend the next complete count committee meeting on the 18<sup>th</sup> @ 6:00. Census has part-time jobs available from January-August @ \$16.50 an hour. Interested parties must be 18 years old and reimbursed transportation @ .58. Application is on-line at 2020census.

Motion by Jorgenson and seconded by Wahl to accept the purchase agreement with Staples and Staples, LLC as printed. Zimmerman from Staples stated that they will get the survey going as soon as they can. All voted in favor. Motion carried.

Motion by Jorgenson and seconded by Brown to approve a side by side permit to Leeland Mischke. All voted in favor. Motion carried.

Motion by Johnson and seconded by Wahl to approve the exempt permit for WAV. All voted in favor. Motion carried.

Motion by Wahl and seconded by Johnson to approve the building permit for Rock Scholl/Jim Schmidt. All voted in favor. Motion carried.

Lillia Schmidt was present to make a formal complaint regarding some items in regards to her neighbors. Lillia passed out pictures of her neighbors outside light facing her house, fire wood storage and the off street parking. Lillia stated next spring they would like to put a fence up and would like a variance to go higher than 6 ft. Steen explained Delco came into City Hall and asked if he could put patio pavers under his boat and camper instead of gravel. He also stated that he will bring his firewood out to the city branch site. Phelps stated that we can send Delco a letter to put a lower wattage bulb in his outdoor fixture and Wahl stated that the flood light should be able to be redirected. Steen stated if a letter needs to be sent to Delco what are the council's wishes? Phelps stated that we can ask if would lower the bulb wattage or redirect the light for the glare. Steen stated that Delco already stated he was going to bring the fire wood to the branch site and Phelps stated that if he has blocks to put under his camper and boat that will be sufficient.

Motion by Brown and seconded by Jorgenson to approve the rental extension to Conrad for the hay ground for another 5 years. All voted in favor. Motion carried.

Motion by Brown and seconded by Jorgenson to approve the 2019 mowing assessments and unpaid fire call assessment. The certification will be sent to Cottonwood County to be processed on paid 2020 taxes. All voted in favor. Motion carried.

Steen read an email from City Attorney Suhrhoff regarding Roger Knudson property. The detachment of Roger's land is not finalized yet. Suhrhoff feels that the City should reimburse Roger Knudson for the City 2019 taxes in the amount of \$89.87. Council agreed that we need to pay the taxes.

Jorgenson stated that the ice skating rink looks to be roughly \$1,440.00. She has \$250.00 in Thrivent funds coming and WAV will be discussing funds for the ice skating rink at their next meeting. Brown stated that the Fire department will have a meeting next Monday and he will talk to the department for help. Phelps said that it looks like we can move forward with it as long as Mr. Barren holds up his part in clearing the rink for others to skate.

The copy machine in the council room is not completely broken. Steen got an estimate and the high end is \$1,500.00 for a new one. The library, pool, clerk and Sewer use the copy machine and we can't afford not to have one. Motion by Brown and seconded by Johnson to purchase a copier for the council room. All voted in favor. Motion carried.

Motion by Johnson and seconded by Wahl to approve bills in the amount of \$227,262.91. Check #53476-53568. All voted in favor. Motion carried.

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

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Katie Steen, City Clerk

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Dennis Phelps, Mayor