

**March 4, 2024**  
**COUNCIL MEETING**

The Westbrook City Council met on Monday, March 4, 2024 at 6:30 p.m. at the City Council Room.

Members present: Mayor Dennis Phelps, Brian Cassens, Manda Jorgenson, Dennis Jutting and Kelly Brown  
Others present: Doug Kletscher, Michael Ruppert, David Palm, Jordan Albrecht, Kyle Hubert and Street Superintendent Conrad

Motion by Jutting and seconded by Cassens to approve the minutes from the February 5, 2024 council meeting. All voted in favor. Motion carried.

Police report was presented. Hubert stated that the new police truck should be arriving next week.

Phelps proceeds with the final reading of City Code/Ordinance 8.19 Regulating the use of cannabis and cannabis derived products in public places hearing. Phelps opened the floor for questions. Ruppert presented questions relating to Section 3 subd. 2 Regulation of Businesses and control of smoking in public places. Steen also presented to council some information from the League of Minnesota Cities on some issues. After discussion by council, it was agreed to pass the ordinance with the change of wording in Section 3 Subd.2. Motion by Jorgenson and seconded by Cassens. All voted in favor. Motion carried. Roll Call – 4 yays 0 nays

Palm with Bolton and Menk presented Resolution 5-2024 Establishing procedures relating to compliance with reimbursement bond regulations under the internal revenue code. The City of Westbrook will be receiving the funds for the utility filter plant project as the issuer of or the primary obligor under the bonds. Motion by Brown and seconded by Jorgenson to approve Resolution 5-2024. All voted in favor. Motion carried. Roll Call - 4 yay 0 nay.

Palm presented to council some items that were discussed during a meeting today with Street employees, utility employees and the county. There is an area on 11<sup>th</sup> street that needs to be fixed when the street is tore up from the filter project. Palm does not have the pricing yet from the contractors that would be there doing the work. Maybe we can do the work cheaper? Palm will forward pricing so council can discuss.

Palm discussed with council that the utilities will have to inspect lead service lines in all properties located within the City of Westbrook. With the concerns of I & I out at the ponds, council should really think about do a sump pump inspection at the same time of the lead service line inspection. Palm stated the cost would run anywhere from \$10,000.00 - \$20,000.00 for Bolton and Menk to perform this inspection. Steen stated she hoped it would be reasonable since they are already there doing the lead service lines. Palm said he would get some pricing. Steen asked when they need to have an answer? Palm stated by next council meeting as they can start within the month. Conrad recommended that council approved so that we have the documentation it was done for the MPCA inspections. Steen stated that we should double check our city ordinance on residence entry. Motion by Jutting and seconded by Cassens to approve the inspection pending quotes from Bolton and Menk. All voted in favor. Motion carried.

Steen stated that she will start to advertise for new lifeguards. Last year council gave each guard \$100.00 toward training for new guards and recertifications. After discussion council decided that the city will pay for 100% of the training with a 1-year commitment. All voted in favor. Motion carried.

Motion by Jorgenson and seconded by Kelly to approve bills in the amount of \$73,796.26. Check #58250-58336. All voted in favor. Motion carried.

Motion by Cassens and seconded by Jutting to adjourn. All voted in favor. Motion carried.