

**November 4, 2024**  
**COUNCIL MEETING**

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

Members present: Mayor Dennis Phelps, Brian Cassens, Dennis Jutting, Manda Jorgenson and Kelly Brown

Others present: Mandy Dibble, Nicole Brown, Carl Conrad, Dan Joel, Alex Johnson and Curt Madson

Motion by Jutting and seconded by Brown to approve the minutes from the October 7, 2024 council meeting. All voted in favor. Motion carried.

Alex Johnson with the Relief Association present to council Resolution 15-2024 Opting to join the statewide volunteer firefighter plan with PERA. Motion by Jorgenson and second by Cassens to approve the presented resolution. All voted in favor. Brown abstains. Motion carried. 3 yay 0 nay. Fire Department reinvested a CD for another year to coincide with the Bank Midwest Investment that will come due in 2025. They will be added together at that time. Motion by Jorgenson and seconded by Jutting to approve the transaction on the CD. All voted in favor. Brown abstains. Motion carried.

Mandy Dibble and Nicole Brown presented to council an active living plan. They are working with SRDC and SHIP to receive full grant funding for a walking path. Westbrook area is one of the last areas in the county to have an active living plan. Dibble and Brown are working on all the needed documents to submit. They are looking for approval from the City to proceed along with a letter of support. Jorgenson also volunteered to be part of the group from council to see this project through. Council members agreed that this would be a great addition and to proceed.

Motion by Brown and seconded by Jorgenson to approve Resolution 14-2024 accepting a donation to the city. All voted in favor. Motion carried.

Steen presented to council that she would like to switch all employees in payroll over to direct deposit. Employees not cashing paychecks have become a problem in the last two years and it is time to switch. Council reviewed the cost estimate of increase with Banyon at \$1,080 a year. Employees will have the checks direct deposited and will also receive an email with a copy of the check stub. Steen would like to start Jan 1, 2025. Motion by Cassens and seconded by Jorgenson to approve direct deposit request. All voted in favor. Motion carried.

Steen presented the annual sewer rate study to council. Council had a lengthy discussion regarding the sanitary sewer rates and also the situation with storm sewer. We had a large expense on storm sewer up on 11<sup>th</sup> street and it has become apparent that we need to start planning for further repairs to the aging system. Repairs are going to happen and we do not have a pot to expend from. Motion by Jutting to charge a flat rate each month on the utility bill of \$5.00 that goes directly to storm sewer repair and maintenance and a second by Cassens. Effective Jan 1, 2025. Steen will check with the City Attorney on the procedure for the change. Motion by Brown and seconded by Jutting to increase the sanitary sewer rates as follows: Residential Base rate \$17.00, Commercial Base rate \$20.00, Residential per 1,000 \$7.00 and Commercial per 1,000 \$7.50. All voted in favor. Motion carried.

Motion by Brown and seconded by Jorgenson to approve all building permits submitted. All voted in favor. Motion carried

Motion by Jorgenson and seconded by Cassens to approve bills in the amount of \$136,037.31. Check #59056-59141. All voted in favor. Motion carried.

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