

December 2nd, 2024
COUNCIL MEETING

The Westbrook City Council met on Monday, December 2, 2024 at 6:00p.m. at the City Council Room.

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

Others present: Randy Swan, Jorden & David Bolton and Menk, Dan Joel, Bret Lindaman

Truth in Taxation started at 6:00 with Katie Steen explaining that this meeting is to give residents information regarding the city tax portion of property taxes. Mayor Phelps and council members discussed how they arrived at the city levy/Budget.

Motion by Brown and seconded by Cassens to approve the 2025 Final Levy at \$518,998.00 (9.38% increase).

Motion by Cassens and seconded by Jutting to adjourn the Truth in Taxation meeting. All voted in favor. Motion carried.

Motion by Cassens and seconded by Brown to approve the minutes from the November 4, 2024 council meeting. All voted in favor. Motion carried.

Police report was presented.

Steen gave a report on the swimming pool expenses and quotes. Council applied the remaining American Rescue Plan Act to the concrete decking as we needed to comply with the Health Department by replacing the decking. The remaining balance was \$48,732.49. Steen presented information on fencing. After discussion we will be going with IFS for the heavy-duty pools, fencing from Menards and the caps from Michaels Fencing.

Bret Lindaman with the Ambulance Service was present to discuss purchasing a new rig. Last updated rig was purchased in 2016. Bret presented 2 quotes at the meeting. 2023 Ram 4500 with Arrow for \$356,900 with 40% downpayment and another verbal quote of \$374,900 is they wait until 2025. The ambulance received notification that they were awarded a grant of \$85,651.84 (see Minnesota Revenue document) and hopes they can apply the majority of this to a new rig. Ambulance funds that are in mutual funds/investments are \$556,232. Motion by Brown and seconded by Cassens to approve a rig purchase up to \$360,000.00 pending more review of rig space. All voted in favor. Motion carried. Since the meeting there has been another quote submitted from Elite Ambulance Service for a 2024 Ford in the amount of \$209,000.00 with 20% downpayment. Lindaman stated they will be meeting shortly to decide which direction they will go.

Dan Joel with the ambulance presented invoices from bound tree. The IV pumps that were ordered earlier in the year need to be returned and new ones that match up to the hospital will be ordered. The transaction should be comparable except a restocking fee. Motion by Cassens and seconded by Jutting to approve the return and new purchase. All voted in favor. Motion carried.

Motion by Jutting and seconded by Cassens to accept a donation of \$10,000 from the Fire Relief Association and deposit in Fire Department account for operating. All voted in favor. Motion carried.

Eric from Schaap Sanitation presented council a contract renewal. No change in price guarantee for the 1st year. Motion by Brown and seconded by Jutting to approve the renewal. All voted in favor. Motion carried.

Jordan Albrecht with Bolton & Menk presented to council a Utility Mapping and GIS development plan. Currently the City and Utilities maps are not digital and only available on paper. We have discussed for several

years to get this in place and the sump pump inspection has started the process to view in mapping. Bolten & Menk presented a quote to council to map, sump pump inspections with photos, wastewater lines and storm sewer lines. City price would be \$25,000.00 and the utilities would pay for their services to be mapped. The utilities also will pay the annual fee of \$1,225.00. Motion by Brown and second by Cassens to approve the agreement. All voted in favor. Motion carried.

Bolton & Menk also presented a proposal for developing a capital improvement plan. This will be joint with the utilities and aimed at improving the infrastructure. This would be a one-time fee of \$8,000.00 for the city portion. Motion by Cassens and seconded by Brown to approve proposal. All voted in favor. Motion carried.

Motion by Brown and seconded by Cassens to approve Resolution 16-2024 Accepting Donations. All voted in favor. Motion carried. 3 aye 0 nay

Motion by Cassens and seconded by Brown to approve Resolution 17-2024 2024 Assessments. All voted in favor. Motion carried. 3 aye 0 nay

Motion by Jutting and seconded by Brown to approve Resolution 18-2024 Establishing rates for Storm Sewer. See Structure document for utility billing instructions. Multi-unit owners were notified of the change by notice. All voted in favor. Motion carried. 3 aye 0 nay

Motion by Brown and seconded by Cassens to approve Randall Comnick as a utility commissioner. All voted in favor. Motion carried.

Steen gave council the 2024 fines and fees schedule to review for next month.

Motion by Brown and seconded by Cassens to approve the 2024 General Election Canvass results. All voted in favor. Motion carried.

Motion by Jutting and seconded by Cassens to approve bills in the amount of \$112,604.13. Check #59142-59257. All voted in favor. Motion carried.

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