

October 6, 2025
COUNCIL MEETING

The Westbrook City Council met on Monday, October 6, 2025 at 6:30 p.m. at the City Council Room.

Members present: Mayor Rocky Kolar, Brian Cassens, Kelly Brown, and Manda Jorgenson

Others present: Street Superintendent Carl Conrad

Motion by Jorgenson and seconded by Cassens to approve the minutes from the September 2, 2025 council meeting. All voted in favor. Motion carried.

Conrad presented a quote on replacing 2 7 ½ hp pumps for the lift station. Total bill for both pumps is \$29,202.78. Motion by Cassens and seconded by Jorgenson to move forward with the replacements. All voted in favor. Motion carried.

Conrad stated the utilities are donating monitors that will give better accuracy readings for the speed of start ups for actual flows instead of readings.

Motion by Jorgenson and seconded by Brown to approve the 2026 license fees for liquor/tobacco renewals. All voted in favor. Motion carried.

Motion by Jorgenson and seconded by Cassens to accept employment resignation from Michael Hubin. All voted in favor. Motion carried.

Motion by Jorgenson and seconded by Cassens to accept the signed separation agreement with Michael Hubin. All voted in favor. Motion carried.

Council members reviewed and discussed fees for rental property inspections. All fees are for 2-year terms. Motion by Brown and seconded by Cassens to approve fee schedule discussed with changes. All voted in favor. Motion carried.

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

Motion by Cassens and seconded by Jorgenson to approve the submitted UTV permits. All voted in favor. Motion carried.

Motion by Cassens and seconded by Jorgenson to approve the Winter Snow Agreement with Cottonwood County. All voted in favor. Motion carried.

Cassens told council that the food disposal at the community center is broken. A new one installed would be \$1,700.00 per quote received. Motion by Jorgenson and seconded by Brown to move forward in replacing. All voted in favor. Motion carried.

Kolar stated reviews will be held starting next week.

Kolar suggested that we sell the old squad car. With both police trucks we are not needing it anymore. Motion by Cassens and seconded by Brown to put the car up for sealed bids. All voted in favor. Motion carried.

We have 2 Administrative fines for dog tags that have not been taken care of. We will move forward with criminal citations.

Kolar and Steen would like to invest in an electronic calendar/schedule for the clerk's office that would show schedules for all departments. There are a few kinds out there ranging from \$500.00-\$1,000.00. Council agreed to look into getting something that would work.

Motion by Jorgenson and seconded by Cassens to approve bills in the amount of \$87,539.83. Check #59798-59838. All voted in favor. Motion carried.

Motion by brown and seconded by Jorgenson to adjourn. All voted in favor. Motion carried.