

December 1st, 2025
COUNCIL MEETING

The Westbrook City Council met on Monday, December 1, 2025 at 6:00p.m. at the City Council Room.

Members present: Mayor Rocky Kolar, Manda Jorgenson, Randy Swan, Brian Cassens and Kelly Brown.
Others present: Dan Joel, Amber Ward, Barbara Rusek and Diana Williams

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 Kolar and council members discussed how they arrived at the city levy/Budget.

Motion by Jorgenson and seconded by Cassens to approve the 2026 Final Levy at \$552,665.00 (6.49% increase).

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

Motion by Cassens and seconded by Swan to approve the minutes from the November 3, 2025 council meeting. All voted in favor. Motion carried.

Kolar stated we had an application submitted by a potential police officer. Kolar and Jorgenson met with Martinez and would like council to approve the hire as part-time officer for a 90-day period and possibly move into full time. Motion by Jorgenson and seconded by Cassens to approve the hire of Martinez pending all the background checks, evaluations and paperwork. All voted in favor. Motion carried.

Ambulance Director Amber Ward presented requests by Ambulance for the 2026 year. Ambulance Maintenance Lindaman was to receive a 3% increase in 2025 voted by Ambulance, however overlooked bringing it to council. Motion by Cassens to approve the 3% increase and seconded by Jorgenson. All voted in favor. Motion carried. 2026 increase in pay request is 5% \$2,985 paid annually. Motion by Cassens and seconded by Brown to approve the 5% increase in 2026. All voted in favor. Motion carried. Ambulance Director to be paid \$250.00 a month for the listed duties submitted to council starting in 2025. This position was previously at \$100.00 years ago. Motion by Jorgenson and seconded by Swan to approve the Director pay at \$250.00 per month. All voted in favor. Motion carried.

Ambulance would like to implement an Ambulance driver position. Any person with a valid driver's license and the required CPR certificate would be able to drive the Ambulance for any BLS transfer. The ambulance is losing out on calls since there has to be people on back here during a transfer. They would have a list of drivers that would be willing and communicate with when there is a call to take. They would pay this person \$15/hr. There would be no patient contact and this would not be an emergency with nurse transfer. Just the basic transfer. Motion by Brown and seconded by Cassens to approve the positions and the wage set. All voted in favor. Motion carried.

Motion by Brown to approve a potential new EMR member Cody Clausen with up to \$900 in class expenditures, seconded by Cassens. All voted in favor. Motion carried.

Fire Department had a CD come due and money market funds come due. Breakdown of the new investments will be \$50,000 in a 12-month cd and \$50,000 in a 24-month cd. The remaining investments will stay in money market. Motion by Jorgenson and seconded by Cassens to approve. All voted in favor. Motion carried. Brown abstains.

Motion by Brown and seconded by Swan to approve Resolution 11-2025 authorizing application for grant navigation program support for the city. All voted in favor. Motion carried. 4 aye 0 nay

Motion by Brown and seconded by Cassens to approve Resolution 12-2025 accepting donations. All voted in favor. Motion carried. 4 aye 0 nay

Motion by Jorgenson and seconded by Cassens to approve Jim Schmidt as a utility commissioner. All voted in favor. Motion carried.

Discussion on the Cell Time Entertainment building. We have a written complaint regarding the condition of the building. We will have our building inspector take over with the necessary documents to gain access. Motion by Brown and seconded by Swan to proceed with the process. All voted in favor. Motion carried.

Motion by Cassens and seconded by Swan to approve the Temporary Liquor License for WAV – Glow Bingo in Feb. All voted in favor. Motion carried.

Kolar presented a copy of the updated Chapter 6 City Code in regards to Cannabis and LPHE. We will move forward with the updates and bring it to the January meeting for the first reading.

Steen stated the Paid Family Leave starts on January 1st. Council approves the 50/50 plan and will implement the plan as outlined. Motion by Cassens and seconded by Brown to approve the Paid Family Leave with the 50/50 plan. All voted in favor. Motion carried.

Motion by Cassens and seconded by Swan to approve bills in the amount of \$71,518.00. Check #59888-59928. All voted in favor. Motion carried.

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