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Request for Special City Council Meeting

Westmoreland, Kansas

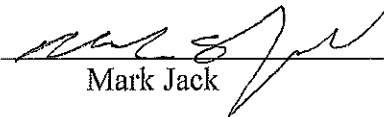
Dated: May 13, 2021

To: Mark A. Goodenow
Mayor of Westmoreland

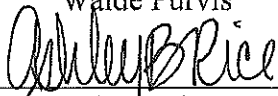
We, the undersigned, Council members of the City of Westmoreland, Kansas, hereby respectfully request you to call a Special Meeting of the Council for the object(s) and purpose(s) of:

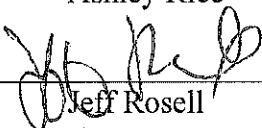
Discussion on pool wages and updating of pool staff manual
Discussion regarding cleaning services for Community Center and RV
Park bathhouse


This meeting will take place at the Community Center on May 20, 2021
at 7:00 PM

Signed:  Council member
Mark Jack

_____ Council member
Waide Purvis

 Council member
Ashley Rice

 Council member
Jeff Rosell

 Council member
Jim Smith

Westmoreland City Council
Special Meeting Minutes
May 20, 2021

The Westmoreland City Council held a special meeting on May 20, 2021 at the Community Center.

The purpose of the special meeting was to discuss pool wages, update the pool employee manual and to discuss the cleaning of the Community Center and RV Park bathhouse.

Governing Body members present: Mayor, Mark Goodenow; Councilmembers, Jim Smith, Jeff Rosell, Ashley Rice and Mark Jack.

Governing Body member absent: Councilmember Waide Purvis.

City Staff present: Pool Manager, Amber Krohn; City Maintenance Supervisor, Robert Krohn and City Clerk, Vicki Zentner.

There being a quorum present, Mayor Goodenow called the special meeting to order at 7:00 PM.

Discussion on pool wages: Pool Manager, Amber Krohn, informed the council that three (3) returning guards were asking for raises above what she had been given permission to offer to them.

One (1) returning guard, who would be the assistant pool manager, had been employed with the city since 2015 and had the WSI (Water Safety Instructor) certification. This individual was asking to be paid \$13.00 an hour.

Two (2) other returning guards, who would be head lifeguards and had been employed with the city since 2018, were asking to be paid \$10.00 an hour.

Amber informed the council that the Olsburg city pool was paying their new guards \$8.25 an hour, which is \$1.00 more than minimum wage. She stated that she has one (1) adult that has applied and will be getting the lifeguard certification, but the individual has had training in the military with water rescues. Amber would like to pay this individual more than the minimum wage.

Councilmember Rosell stated that he felt that wages should not be "all over the board" for lifeguards and felt that they should be a set figure.

Councilmember Jack stated that there had been news reports that lifeguards were in short supply in the State of Kansas, and he felt that the city might possibly lose some potential guards if wages were not consistent.

Councilmember Rosell asked if the three (3) returning guards were going to be able to work when needed and stay with the city. Amber stated that last pool season, all three (3) of these guards worked when they were scheduled, and she did not have an issue with them not fulfilling their duties. She stated that the returning guards would also be able to train the new guards for teaching swimming lessons.

Councilmember Rosell asked who gets the money for private lessons. Amber stated that the city gets the money for all lessons, whether they were public or private.

Councilmember Rice stated that in the past, there had been an issue with the guards at that time giving private lessons while on the city's time and being paid for the private lessons from the parents. This policy had been changed immediately after it was discussed.

Councilmember Rosell moved to enter into an executive session to discuss personnel matters of non-elected personnel and to protect their privacy with the Mayor, present Councilmembers, pool manager, maintenance supervisor and city clerk in attendance at 7:24 PM for ten (10) minutes. Councilmember Jack seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

Councilmember Jack moved to exit the executive session at 7:24 PM. Councilmember Smith seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

As a result of the executive session, Councilmember Rice moved to pay the pool manager \$13.50 an hour; the assistant manager \$13.00 an hour; the co-assistant manager/concessions \$11.00 an hour with a raise of \$1.00 after receiving lifeguard certification; co-head lifeguards \$9.75 an hour and new lifeguards \$8.25 an hour. Councilmember Smith seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

Updating of the pool employee manual: Several clarifications and edits were made to the current pool employee manual.

Councilmember Rosell moved to accept the updated pool employee manual after corrections and revisions discussed were made. Councilmember Rice seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

(The updated pool employee manual will be given to the pool employees and Councilmembers as soon as the updates are made.)

Discussion on cleaning of the Community Center and RV Park bathhouse:
Councilmember Rosell moved to approve paying Amanda's Amenities \$25.00 an hour

as was previously submitted on the invoice received at the May 13, 2021 council meeting.

The motion died due to a lack of a second to the motion.

Mayor Goodenow stated that there needed to be a written contract between the city and Amanda's Amenities so that everyone knew what was expected to be done and that the contract would be renewable every year and reviewed.

Councilmember Rosell stated that if the owner of Amanda's Amenities was willing to continue cleaning services with the city, he asked that the owner write a contract up and be presented at the June 10, 2021 council meeting.

Discussion was held regarding the issue of certain users of the Community Center who did not pay a rental fee as they met every month and not cleaning up after they used the Community Center.

Councilmember Jack suggested that a \$10.00 fee for the key be charged and returned to these groups after the Community Center was inspected following the use. Councilmember Rosell stated that even though these groups did not pay a rental fee, they were still responsible for cleaning up after using the Community Center just like everyone else.

There being no further items to be discussed, Councilmember Smith moved to adjourn the meeting. Councilmember Rice seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

Mayor Goodenow declared the meeting adjourned at 8:28 PM.

Approved by the Governing Body on June 17, 2021.



Vicki B. Zentner

Vicki B. Zentner, City Clerk

Signed *Mark A. Goodenow*

Mark A. Goodenow, Mayor