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### Request for Special City Council Meeting

Westmoreland, Kansas

Dated: 6/8/23

To: Mark S. Jack  
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:

Executive Session, AED machine, + Pool Manual

This meeting will take place at on at Community Center on June 21<sup>st</sup>, 2023 @ 6:30pm

Signed: Absent Council member  
John Coleman

Bruce Meininger Council member  
Bruce Meininger

Waide Purvis Council member  
Waide Purvis

Absent Council member  
Ashley Rice

Jim Smith Council member  
Jim Smith

Westmoreland City Council  
Special Meeting Minutes  
June 21, 2023

The Westmoreland City Council met for a special meeting on June 21, 2023 at the Community Center at 6:30 PM.

The purpose of the special meeting was to talk about AED Machine(s) for the City Pool, City Pool Manual and to call an executive session.

Governing Body members present: Mayor, Mark S. Jack; Councilmembers Jim Smith, Waide Purvis, Ashley Rice, John Coleman, and Bruce Meininger.

*City Staff present:* Maintenance Supervisor, Robert Krohn; City Treasurer, Amanda "Mandi" Reese; City Clerk, Julie Wren; and Ethan Karnes, City Pool Manager.

There being a quorum present, Mayor Jack called the meeting to order at 6:30 PM.

Mr. Krohn informed Council that he has spoken with Alex with Pottawatomie County Fire, has a quote for a machine that has a digital monitor and will talk you thru the process while using the AED. These run about \$1,800 apiece. Maintenance is very minimal. About every 5 years to service will be \$500, which will replace battery. A holder for these machines run around \$150 a piece. Mayor Jack suggested getting two machines and a cabinet that has an alarm on it. Councilmember Purvis agreed, but to be sure to let others know we have the machines available so it can be used to whomever may be in need. Mr. Krohn stated it's going to take a little over a year before we will have the machine in hand due to a shortage. Councilmember Smith moved to purchase two AED machines, two holders with alarms, up to \$4,000 in cost. Councilmember Purvis seconded the motion. The motion passed five (5) ayes to zero (0) nays.

City Treasurer Mandi had made corrections and a few updates to the Pool Manual before the pool year began. Councilmember Rice had asked that the Pool Manual be a future agenda item and to schedule a Special Meeting so it can be looked at as a group. Councilmember Purvis approves the pool staff manual for 2023. Councilmember Rice seconded the motion. The motion passed five (5) ayes to zero (0) nays.

City Treasurer Mandi also mentioned that Square is wanting to charge more than the \$10 discussed in the regular meeting. When she signed up for the free trial, it was in small writing stating it would be a minimum of \$10 per month. After making phone calls, it'll be \$3.50 per team member at the Pool. There are 16 members, so it'll be \$56 a month for the time being. Council decided to stick with Square since it's the middle of the year and talk about Square before next year's season.

*Executive Session:* Councilmember Rice moved to enter into executive session at 6:47 PM for no more than fifteen (15) minutes with the Mayor, Councilmembers, City Clerk, City Treasurer, City Pool Manager and Utility Maintenance Supervisor in attendance for personnel matters of non-elected personnel and to protect their privacy. Councilmember Meininger seconded the motion. The motion passed five (5) ayes to zero (0) nays.

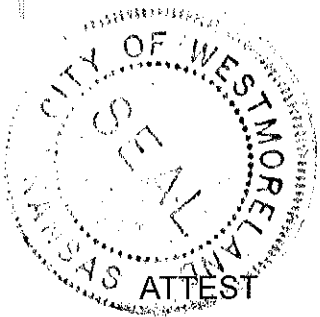
Councilmember Purvis moved to exit the executive session at 6:59 PM. Councilmember Rice seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Councilmember Rice moved for the next pay period, begin paying Pool Manager salary (40 hours a week) through the time period of pool being open every day. Once pool hours go to weekends, pool manager will be paid hourly. Councilmember Purvis seconded the motion. The motion passed five (5) ayes to zero (0) nays.

There being no further business regarding the special meeting, Councilmember Smith moved to adjourn the special meeting. Councilmember Purvis seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Mayor Jack declared the special meeting adjourned at 7:06 PM.

Approved by the Governing Body on July 13, 2023.



Signed:   
Mark S. Jack, Mayor

  
Julie Wren, City Clerk