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Request for Special City Council Meeting

Westmoreland, Kansas

Dated: 2/8/24

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:

Personnel Handbook
City Hall Repairs to building

This meeting will take place at on at Feb. 29th @ 6:00pm Community Center

Signed: _____ Council member

John Coleman

Council member

Bruce Meininger

Council member

Absent

Waide Purvis

Council member

Ashley Rice

Council member

Jim Smith

Westmoreland City Council
February 29, 2024 minutes

The Westmoreland City Council met on February 29, 2024 at the Westmoreland Community Center for a special meeting.

Mayor Jack and all City Staff.

There being a quorum present, the Mayor, Mark S. Jack called the meeting to order at 6:00 p.m.

Handbook Corrections/Additions: Councilmembers, Staff and Mayor reviewed the changes made from the previous meeting and made additions to the Handbook. Policies needing to be added, Inclement weather and working from home.

Bid on City Hall repairs: Krohn stated the repairs at City Hall will happen in two sections. The upper office will have existing walls demoed, rock walls treated, new walls framed, doorway between two offices opened up, electric moved to new walls, 2" spray foam, sheet rocked, and painted for \$17,311.15. The lower office will have new front window along with interior/exterior wall replacement, new front entry with standup/ADA counter and new interior glass entry door separating public access from the offices, and spray foam if needed for \$20,163.91.

Councilmember Coleman moved to accept bids of \$17,311.15 & \$20,163.91 from A to Z Renovations LLC to complete the renovations to City Hall with all change orders being approved ahead of time and to verify which fund it will come out of. Councilmember Meininger seconded the motion. The motion passed 5-0.

Councilmember Purvis pointed out he would like to see that in the policy for bids, any project/equipment purchase needing to be done with the City goes out to bid if over an estimated \$20,000 cost every time and to verify which fund it would come out of. All council members agreed.

There being no further business, Councilmember Smith moved to adjourn the meeting. Councilmember Coleman seconded the motion. The motion passed 5-0.

Mayor Jack declared the meeting adjourned at 7:35 PM.
Approved by the Governing Body on March 14, 2024.

Signed: 
Mark S. Jack, Mayor

ATTEST


Julie Wren, City Clerk

