

**Board of Public Works and Safety
October 2, 2025
5:15 P.M.**

Mayor, Jeff Westlake called the Board of Public Works and Safety meeting to order at 5:15 PM Thursday, October 2, 2025. Present was board member Jerry Leonhard. Also, present was Attorney, Wes Schemenaur, Clerk Treasurer, Lori Phillips, and Mike Weitzel.

Minutes of Board Public Works and Safety meeting of September 4th meeting to be approved as presented of amended

Motion by Leonhard, seconded by Mayor Westlake to approve the minutes from the September 4th meeting as presented.

Mike Weitzel, Fire Chief – New hire recommendations for part-time

Motion by Leonhard, seconded by Mayor Westlake to approve hiring the following: Bryan Jellison, Ben Walter and Braden McIntire.

Sewer tap application – 1609 North Meridian Street

Motion by Leonhard, seconded by Mayor Westlake to approve the sewer tap application.

Pay Request #15 – James Jackson Co., LLC, WWPS project

Motion by Mayor Westlake, seconded by Leonhard to approve Pay Ap #15 in the amount of \$538,000.

Total this period: \$538,000

Retainage held: \$52,800

Pay now: \$475,200

Baker Tilly – Rate study agreement for trash services – NTE \$10,000

Motion by Leonhard, seconded by Mayor Westlake to approve the agreement for a rate study on trash services.

Jaylen Riddle, Police Office – Resignation

Lori noted that Jaylen Riddle resigned from the Portland Police department effective 10/1/2025. Mayor Westlake stated that Jaylen failed to complete his firearms requirements at the academy.

Request for camera access

Lori Phillips, Clerk Treasurer, formally requested access to all cameras (inside and outside) in all public areas at City Hall. This includes the cameras in the lobby hallways (upstairs and downstairs), and under the carport. Both audio and video access is being requested. The ability to review camera footage is also being requested. Mayor Westlake noted that there are ongoing claims and that he would see if this could be done.

Lori asked Jeff for a time frame that the request could be fulfilled. Mayor Westlake noted that he would check with his guys tomorrow. Mayor Westlake motioned to table the request. There was not a second to this motion.

Adjourn Motion to adjourn at 5:22 by Leonhard, seconded by Westlake.

ATTEST:



Lori Phillips, Clerk-Treasurer



Jeff Westlake, Mayor