

**TOWN OF WESTOVER HILLS
MINUTES OF MEETING**

MARCH 20, 2012

There was a meeting held at the Town Hall, 4:30 PM, March 20, 2012. Those in attendance were Mayor Stephen Tatum, Mayor Pro Tem Bob Lanier, Council Members Kelly Thompson, Ben Fortson, Richard Davidovich and Susan Olcott. Also in attendance, Police Chief/City Administrator David Burgess, Police Officer Michael Carrizales, Public Works Director Tim Chambers and Randy McKee from the Building Department, James C. Mahanay, City Secretary, residents Joyce Capper, Thomas McDonald and City Engineer Greg Saunders from Teague, Nall & Perkins.

1. Call to order. Mayor Stephen Tatum called the meeting to order.
2. Approve minutes of February 21, 2012 council meeting. Dr. Bob Lanier made the motion to accept the minutes as written, seconded by Mr. Ben Fortson. Voted on and approved unanimously.
3. Financial Statements. Discussed by Mr. James Mahanay.
4. Discussion of CAPEX expenditures and review of CAPEX budget. Will try to do mid to late April.
5. Discuss and take action on TML Property and Casualty review of coverage to include Right of Way liability risks. Mr. Richard Davidovich suggested that Westover change their deductible from \$10,000 to \$1,000. He also recommended that General Liability be \$2,000,000 and auto physical damage go from \$1,000,000 to \$5,000,000. Mr. Richard Davidovich made the motion to change coverage, seconded by Mr. Ben Fortson, voted on and approved unanimously.
6. Discuss and take action on allowing security companies, providing security services within Westover Hills, to operate on the Westover Hills Police Department radio frequency. Mr. Richard Davidovich made the motion to approve allowing security companies to operate on Westover Hills radio frequency, seconded by Mr. Kelly Thompson, voted on and approved. Ms. Olcott opposed. This policy will be monitored as it proceeds.
7. Discuss and take action on a request for proposal for a Financial Management Software Program. Mr. Richard Davidovich made the motion to proceed toward internal accounting, seconded by Mr. Kelly Thompson, voted on and approved unanimously.
8. Discuss and take action on formation of a communications committee, to include the development of a newsletter for the Town of Westover Hills. Dr. Bob Lanier made the motion to approve development of a committee, seconded by Mr. Richard Davidovich. Voted on and approved unanimously. There would be control of the content, with no advertising or cost to the residents. The earliest that it could be up and running would be September. It would be a monthly newsletter.
9. Discuss and take action on ordinance to establish restriction on the use of public streets and the parking of commercial motor vehicles and construction equipment. It was suggested that a draft of the ordinance be put on the website and ask for comments. Mr. Richard Davidovich made the motion to table this action, seconded by Ms. Susan Olcott, voted on and approved unanimously.
10. Discuss and take action on codification of city ordinances. Mr. Tim Chambers told the mayor and council that this would cost around \$10,000 to start. Further consideration will be given at a later time.

11. Discuss and take action on the Town of Westover Hills architectural committee to include appointment of committee members and the hiring of an architect to serve as a consultant. Mr. Kelly Thompson made the motion to approve forming a citizen advisory committee to give feed back to the Town Council on who should be on architectural committee, seconded by Dr. Bob Lanier, voted on and approved unanimously. Mr. Thompson and Mr. Fortson will form a citizen committee.
12. Discuss and take action on garbage ordinance for the time, placement and containers. Proposal to be put on website with action to be taken at next meeting in April.
13. Discuss and take action on solid waste collection fee increases and additions. Mr. Tim Chambers suggests that monthly garbage charge of \$10 be increase to \$15, extra bags to go from \$.50 to \$2.50 per bag and brush drop off go from \$5 yard to \$10 a yard. All of this information will be posted on the website.
14. Discuss and take action on retaining an IT consultant. It is suggested that a contract be drawn up with Dawaii which is currently being used by the Town. Suggested contract would be at \$75 per hour for ten (10) hours a month. Dr. Bob Lanier made the motion to approve the contract, seconded by Mr. Kelly Thompson, voted on and approved unanimously.
15. Discuss and take action on Once Upon a Time Foundation donation to the Police Department. Chief of Police David Burgess is to request that funds received from Once Upon a Time Foundation go to more than just police department.

FYI: Website Update
Court Update
Police Department Update
Grants

There being no further business to come before the mayor and council the meeting was adjourned.

Stephen Tatum, Mayor

Bob Lanier, Mayor Pro Tem

Ben Fortson III

Susan Olcott

Richard Davidovich

Kelly Thompson