

TOWN OF WESTOVER HILLS

MINUTES

Town Council Meeting Tuesday, October 16, 2012 Westover Hills Town Hall

Present:

Mayor Stephen Tatum
Mayor Pro Tem Kelly Thompson
Council Member Marcus Snyder
Council Member Jack Koslow
Council Member John R. Thompson III
Council Member Elliot Goldman

Staff Present:

David Burgess, Town Administrator/Police Chief
Tim Chambers, Public Works Director
Randy McKee, Building Official
Penny Spikes, Administrative Assistant
Mary Barkley, City Attorney

A meeting of the Westover Hills Town Council was scheduled for 6:00 p.m. on Tuesday, October 16, 2012 at the Westover Hills Town Hall pursuant to written notice posted on Friday, October 12, 2012.

1. Call To Order.

With a quorum of Council Members present, Mayor Stephen Tatum called the meeting to order at 6:00 p.m.

2. Approve minutes of August 20, 2012 and September 18, 2012 council meetings.

Council Member Jack Koslow made the motion, seconded by Council Member John Thompson, that the Minutes of the Town Council Meetings on August 20, 2012 and September 18, 2012, as revised, be approved. The motion carried unanimously.

3. Financial Statements.

James C. Mahanay was not present. Town Administrator David Burgess offered to answer any questions pertaining to the financials as Council had not had an opportunity to review them.

4. Discuss and take action on a request for an Estate Sale Permit for 6109 Merrymount Road.

Ms. Julie Clark, the daughter of the deceased owner, George Moore, requested approval of the Council to hold an estate sale on Friday, October 19th and Saturday, October 20th from 9 a.m. until 4 p.m. each day.

Council Member John Thompson, seconded by Council Member Jack Koslow, made the motion to approve the estate sale. The motion carried unanimously.

5. Discuss and take action on a credit for water bill for 6203 Westover Drive.

The Council reviewed a request by Mrs. Anne Hyde at 6203 Westover Drive to credit her water bill due to it being so high as to suggest a leak or meter error last month. The Council agreed to replace the water meter to ensure future accuracy, to reduce the marginal rate charged on the

Tier 4 volumes reflected on her current bill and to request that she make sure that there are no undiscovered leaks on her property below the water meter. According to staff, there was no indication that the meter was malfunctioning.

Council Member John Thompson, seconded by Council Member Jack Koslow, made the motion to approve the water bill adjustment. The motion carried unanimously.

6. Discuss and take action on a request to re-plat Lot 7, Shady Oaks Country Club Addition to the City of Westover Hills.

Contractor Rob Sell, as representative of the property owners, Mr. and Mrs. Sellers, presented the request to Council. The owners recently purchased 690 sq. feet of property from Shady Oaks Country Club and would like this re-plat combining the two properties. This would eliminate the need for the previous variance request to build along the back property line.

Council Member Jack Koslow, seconded by Council Member John Thompson, made the motion to approve the re-plat. The motion carried unanimously.

7. Update on the progress of the Fund Balance accounting system.

Town Administrator David Burgess made a brief presentation on the status of the new accounting software to Council. Currently the Accounts Payable, Accounts Receivable and Payroll modules are installed, updated with current data and fully functioning. The Utility Billing module will be complete by the end of this week and capable of billing October's water bills.

8. Discuss and take action on combining the November and December Council meetings.

The November and December Council meetings will be combined into one meeting on Tuesday, December 4, 2012 at 6:00 p.m.

9. Executive Session.

Mayor Stephen Tatum adjourned the regular meeting to convene into Executive Session at 6:37 p.m. to discuss the following:

1. Seek the advice of its attorneys concerning the following pending or contemplated litigation or other matters that are exempt from public disclosure under Article X, Section 9 of the Texas State Bar Rules and as authorized by Section 551.071 of the Texas Government Code:

- a. Legal issues concerning any item listed on today's City Council meeting agendas.

2. Deliberate the purchase, exchange, lease, or value of real property in accordance with Section 551.072 of the Texas Government Code. Deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third party; and

3. Deliberate the deployment, or specific occasions for implementation, of security personnel or devices, in accordance with Section 551.076 of the Texas Government Code.

4. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, in accordance with Section 551.074 of the Texas Government Code.

- a. Discuss job performance of the Town Administrator.
- b. Discuss the replacement of City Secretary James Mahanay.

Mayor Stephen Tatum adjourned the Executive Session at 7:30 p.m. to reconvene into the regular meeting.

10. Adjournment.

There being no further business, Mayor Stephen Tatum adjourned the meeting at 7:30 p.m.

Attest:

Approved:

Penny Spikes
Acting City Secretary

Stephen Tatum
Mayor