

TOWN OF WESTOVER HILLS

MINUTES

**Town Council Meeting
Tuesday, April 15, 2014
Westover Hills Town Hall**

Present:

Mayor Pro Tem Kelly Thompson
Council Member Marcus Snyder
Council Member John Thompson III
Council Member Elliot Goldman
Council Member Jack Koslow

Absent:

Mayor Stephen L. Tatum

Staff Present:

Lyle Dresher, Town Administrator
David Burgess, Police Chief
Tim Chambers, Public Works Director
Randy McKee, Building Official
Mary Barkley, Town Attorney

A meeting of the Westover Hills Town Council was scheduled for 6:00 p.m. on Tuesday, April 15, 2014 at the Westover Hills Town Hall pursuant to written notice posted on Friday, April 11, 2014.

1. Call To Order.

With a quorum of Council Members present, Mayor Pro Tem Kelly Thompson called the meeting to order at 6:03 p.m.

2. Consider approval of the minutes, as amended, for the Town Council Meeting of January 21, 2014.

Council Member John Thompson made the motion, seconded by Council Member Marcus Snyder, to approve the minutes of the January 21, 2014 meeting. The motion carried unanimously.

3. Consider approval of the minutes for the Town Council Meeting of March 18, 2014.

Council Member Elliot Goldman made the motion, seconded by Council Member John Thompson, to approve the minutes of the March 18, 2014 meeting. The motion carried unanimously.

4. Review of the Financial Statements for March 2014.

Paul Kelsey of Hartman, Leito & Bolt presented and commented on the March 2014 Financial Report. He stated the only significant difference this month is the ending balances due to the reconciliation of the FY2013 audit adjustments. The software automation upgrade has been

installed, but it is incapable of producing the exact reports requested each month by the Town Council due to its inability to pull data from specific date ranges. Mr. Kelsey stated he would be contacting the Finance Committee and the Town Administrator Lyle Dresher to set up a meeting to discuss reporting options.

5. **Consider approval of a variance request at 5853 Merrymount Road to reduce the rear yard setback from 20' to 10'; to allow a one-story addition to the residential structure, partially constructed in the rear yard setback; to allow construction of a cabana in the rear yard setback; and to allow construction of a front porch that will extend into the front yard setback by 3' – 7", thus reducing the front yard setback from 40 feet to 36' – 5".**

Building Official Randy McKee presented a request for four variances at 5853 Merrymount Road: (1) the construction of an addition to the residence that is one-story, (2) the addition will encroach 10' into the 20' rear yard setback, (3) the construction of a cabana that will encroach 10' into the 20' rear yard setback, and (4) the addition of a front porch that will encroach 3'-7" into the 40' front yard setback. Mr. McKee noted that 15 notices were sent to surrounding property owners, and no opposition was received.

Council Member Elliot Goldman made the motion, seconded by Council Member John Thompson, to approve the four variance requests. The motion carried unanimously.

6. **Receive update on the Town Citizens' Survey.**

Town Administrator Lyle Dresher made a presentation of a draft of a Town Citizens' Survey prepared by Raymond Turco & Associates in conjunction with Town Administrator Dresher. The purpose of the survey is to seek citizen input and priorities with respect to a possible Capital Improvements Program (CIP), and the various potential objectives and levels of investment. As drafted, the survey contains questions relating to four possible improvement categories: (1) water and sewer line upgrades; (2) street improvements; (3) maintenance and repair of Town Hall; and (4) street lighting. Councilman John Thompson suggested a cover letter be included that provides relevant background information and an explanation of the survey. Councilmen Marcus Snyder and Kelly Thompson expressed concern that a survey received by a resident without the benefit of the context of the issues would be only confusing to residents. The Town Council expressed support for the Town Citizens' Survey, but asked for time to review and provide input in order to achieve more "informed" feedback from the respondents. Mr. Dresher was asked to send the survey to the Town Council in an editable text document. No action was taken.


7. **Consider and take action to change the Tuesday, May 20, 2014, Town Council meeting to 6:00 P.M., Monday, May 19, 2014.**

A motion was made by Council Member Jack Koslow, seconded by Council Member Elliot Goldman, to change the regular May council meeting date from Tuesday, May 20, 2014 to Monday, May 19, 2014. The motion carried unanimously.

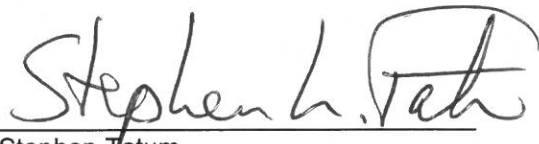
8. **Adjourn.**

There being no further business to discuss, Mayor Pro Tem Kelly Thompson adjourned the meeting at 7:17 P.M.

Approved:



Penny Spikes
Town Secretary



Stephen Tatum
Mayor