

TOWN OF WESTOVER HILLS

MINUTES

**Town Council Meeting
Tuesday, December 9, 2014
Westover Hills Town Hall**

Present:

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

Absent:

Council Member Elliot Goldman

Staff Present:

Lyle Dresher, Town Administrator
Penny Spikes, Town Secretary
David Burgess, Police Chief
Tim Chambers, Public Works Director
Randy McKee, Building Official
Stan Lowry, Town Attorney

The meeting of the Town of Westover Hills Town Council was held commencing at 5:30 p.m. on Tuesday, December 9, 2014, at the Westover Hills Town Hall pursuant to written notice posted on Friday, December 5, 2014.

1. Call To Order.

With a quorum of Town Council Members present, Mayor Stephen Tatum called the meeting to order at 5:41 p.m.

2. Consider approval of the minutes for the Special Town Council Meeting of August 29, 2014.

Council Member Kelly Thompson made the motion, seconded by Council Member John Thompson, that the minutes of the August 29, 2014, meeting be approved with the exception that Councilmember Marcus Snyder be removed from the list of present Councilmembers. The motion carried unanimously.

3. Consider approval of the minutes for the Town Council Meeting of September 16, 2014.

Council Member John Thompson made the motion, seconded by Council Member Kelly Thompson, that the minutes of the September 16, 2014, meeting be tabled until the next meeting. The motion carried unanimously.

4. Consider approval of the minutes of the Town Council Meeting of October 21, 2014.

Council Member John Thompson made the motion, seconded by Council Member Marcus Snyder, that the minutes of the October 21, 2014, meeting be approved. The motion carried unanimously.

5. Review of the Financial Statements for October 2014.

Paul Kelsey, BDO accountant, was unable to attend the meeting. Mayor Tatum advised that he would like the financials distributed to Council when they have been completed.

6. Receive a report and update on the improvements to the Town Hall restroom and the Police Department restroom/locker room area.

Lyle Drescher, Town Administrator, discussed the project and its original \$30,000 budget. The initial plan was to retile and install new fixtures in the Town Hall restroom and the Police Department restroom/locker room. Consultations with Komatsu Architecture suggested that certain improvements that were under consideration might potentially trigger the need to perform additional, previously unanticipated internal and external building improvements in order to comply with federal Americans with Disability Act, or ADA, regulations.

Lyle Drescher introduced Architects Anne Stimmel and Gordon Marchant with Komatsu Architecture. Ms. Stimmel and Mr. Marchant presented certain renovation alternatives and potential ADA updates.

Mayor Tatum questioned which project should be the Town's priority. Ms. Stimmel definitively recommended prioritizing the Town Hall restroom and certain exterior sidewalk and parking improvements in order to improve building access and functionality, both important considerations in light of the building's use for public elections. Ms. Stimmel explained the next step in the process would be to proceed with a 50% submittal cost estimate.

Council Member John Thompson made the motion, seconded by Council Member Jack Koslow, that the Town obtain a 50% Review Submittal cost estimate from Komatsu Architecture. The motion carried unanimously.

7. Discuss and consider approval of a Resolution designating *The Commercial Recorder* as the official newspaper for the Town of Westover Hills.

Town Administrator Lyle Drescher presented the resolution to officially designate *The Commercial Recorder* as the official Town newspaper. All public notices and required Town ordinance publications will be published in *The Commercial Recorder*.

Council Member Kelly Thompson made the motion, seconded by Council Member Marcus Snyder, to approve Resolution No 14-14 designating *The Commercial Recorder* as the official newspaper of the Town of Westover Hills. The motion carried unanimously.

8. Discuss and consider approval of an Ordinance amending the Town's water, sanitary sewer collection and solid waste and recycling collection fees effective December 1, 2014, increasing the water commodity charge to \$4.50 per 1,000 gallons of water used (current commodity charge, \$4.25/1,000 gallons).


Lyle Dresher, Town Administrator, explained to Council the primary purpose of the ordinance is to formally approve an increase in the water commodity charge from \$4.25 to \$4.50 per 1,000 gallons of water used and establish the authority of the Town to impose all utility rates, fees and other utility charges.

Council Member Jack Koslow made the motion, seconded by Council Member Marcus Snyder, to approve Ordinance No. 14-05 approving the increase in the water commodity charge from \$4.25 per 1,000 gallons of water used to \$4.50 per 1,000 gallons of water used and validating all other existing utility rates and fees (sanitary sewer collection and solid waste collection and disposal). The motion carried unanimously.

9. Adjournment.

There being no further business to discuss, Mayor Stephen Tatum adjourned the meeting at 6:33 p.m.

Approved:



Penny Spikes
Town Secretary



Stephen L. Tatum
Mayor