

TOWN OF WESTOVER HILLS

MINUTES

Town Council Meeting
Tuesday, December 4, 2018

Present:

Mayor Kelly R. Thompson
Mayor Pro Tem Jack Koslow
Council Member Marcus Snyder
Council Member John Thompson III

Staff Present:

Penny Spikes, Town Secretary
David Burgess, Police Chief
Tim Chambers, Public Works Director
Jack Thompson, Community Development Director

Absent:

Council Member Stephen L. Tatum
Council Member Elliot Goldman

The meeting of the Town of Westover Hills Town Council commenced at 6:00 P.M. Tuesday, December 4, 2018, at the Westover Hills Town Hall pursuant to written notice posted Friday, November 30, 2018.

1. Call to order.

With a quorum of Town Council Members present, Mayor Kelly R. Thompson called the meeting to order at 6:02 P.M.

2. Minutes of the October 16, 2018 Town Council Meeting.

Council Member Jack Koslow made the motion, seconded by Council Member John Thompson III, to approve the minutes of the October 16, 2018 meeting. The motion carried unanimously.

3. Citizen's Forum.

No residents addressed Council.

FINANCE

4. Financial Statements.

Mayor Kelly Thompson presented the October financial report delivered as a draft pending final year-end adjustments that are in process.

Council Member Marcus Snyder made the motion, seconded by Council Member Jack Koslow, to amend the FY2019 Budget to change the timing of the funds transfer from the Project Fund to the General Fund and Water Fund for the 2019 CIP projects from the beginning of the fiscal year (October 2018) to the projected months of expenditures. The motion carried unanimously.

5. FY 2018 Budget Amendment.

Item was tabled.

PUBLIC WORKS

6. CIP Project Update.

Tim Chambers, Director of Public Works reported that Walker Partners completed surveying and drone mapping in November. TV inspection of selected wastewater areas are underway to aid in the design of the new sewer system. Final plans are projected to be completed by the April 2019 council meeting.

7. Emergency Notification Criteria and Contact List.

Notification process moves from an opt-in system to a staff managed system. A confidential contact list is maintained and updated by the Police Department and used for Council and staff communication to residents. The criteria for establishing and maintaining the contact list was outlined by David Burgess, Police Chief.

8. Public Works Activities Report.

Nothing to report.

POLICE

9. Discussion of Estate Sale Ordinance.

David Burgess, Police Chief, presented the current Estate Sale Ordinance requirements. Changes were discussed, but no action was taken.

10. Discussion of No Proceed Policy.

David Burgess, Police Chief, presented the proposed No Pursuit Policy. After discussion, no action was taken and the policy has not been implemented.

11. Police Activities Report.

Nothing to report.

COMMUNITY DEVELOPMENT

12. Town Hall Renovation Project Update.

David Cooke, Westbriar Construction, LLC., provided an update on the Town Hall Renovation Project. Discussion included acknowledgment that the \$400,000 budget amount was preliminary and established prior to receiving the contractor cost estimates from the project RFP issued to contractors. The current cost estimate approximates \$500,000 and Westbriar anticipates discovering additional costs given the age of the building. Councilman Jack Koslow recommended to increase the budget to \$600,000. Although there was a consensus by council to increase the budget accordingly, no action was taken.

13. Community Development Activities Report.

Nothing to report.

NEW BUSINESS

14. Mesa Design Group Presentation.

Mesa Design Group presented their Master Plan for the Town of Westover Hills. (This agenda item was taken out of order and occurred near the beginning of the meeting.)

Future agenda items or reports.

No requests.

EXECUTIVE SESSION

15. Closed Meeting.

There was no closed meeting.

16. Reconvene in Open Session.

17. Adjournment.

There being no further business to discuss, Mayor Kelly R. Thompson adjourned the meeting at 8:14 P.M.

Approved:



Penny Spikes
Town Secretary



Kelly R. Thompson
Mayor