

Town Council Meeting
June 24, 2019
Westport Town Hall

The Westport Town Council met in special session at the Westport Town Hall, with the following present; Bryan Gatewood, President, Joyce Brindley, and Gloria Alumbaugh. Bryan Gatewood called the meeting to order at 7:00 pm followed by the Pledge to the flag.

Resolution No. 2016-4:

Bryan explained that the State Board of Accounts is currently auditing the town of Westport and identified a need for there to be a resolution adopting Internal Control Standards retroactive from June 2016. Joyce made a motion to approve the resolution, seconded by Bryan.

Resolution No. 2019-3:

Bryan explained that due to the SBOA audit a Resolution needs to be approved to address two outstanding deposits from 2015 that were considered void but not identified previously in a council meeting. Joyce made a motion that they approve Resolution No. 2016-4 and Bryan seconded the motion.

Commonwealth Presentation on Preliminary Design:

Rachel Runge and Kendra Walter from Commonwealth presented the preliminary design for the water project, explaining that the design is in three phases. Phase 1 is the Water Treatment Plant, Phase 2 is Water Main Work (adding valves, meters, pipes, etc) and Phase 3 is The Dam. Commonwealth created maps and pictures to better explain the design and Rachel reviewed the maps at the meeting. The designs were hung up in the Town Hall meeting room after the session and can be viewed by the public. Joyce made a motion that the Preliminary Design be finalized and approved, seconded by Bryan.

Roger Kottowski submitted two Sanitation Task Force Orders to be reviewed and approved by the council. Task Force Order No. 2019-2 is the 2019 Manhole Investigation costing \$10,200 and Joyce made a motion to approve the order, seconded by Bryan. Task Force Order No. 2019-3 is the 2019 Flow Metering costing \$29,000 which Joyce made a motion to approve, seconded by Bryan.

Planning for 2020 Budget:

Gloria Alumbaugh explained that its time to start planning for the 2020 Budget and department heads should be taking inventory so that they can let her know what they need in the next year above the regular budgeted amounts. Gloria also stated that the cemetery budget is losing money each year because of higher distribution than revenue putting the budget in the negative by \$10,000 last year. Gloria sought financial advice from Char's Accounting Services who recommended that the town could temporarily solve this issue by redistributing the property tax levy that comes to the town each year. This would reduce the amount of tax money coming into the general fund and would only be a temporary solution. Bryan stated that the council will need to look at increasing Cemetery fees in the upcoming year to come up with a more permanent solution. Joyce made a motion that the council approve the redistribution of the property tax levy and Bryan seconded the motion.

Graue Tree Removal on Main St:

Damon Land presented an estimate for tree removal on Main St. for a total of \$6,040. The council reviewed the estimate and determined to only remove the most dangerous trees lowering the cost to

\$3,300. Joyce made a motion that they approve removing the largest tree and pruning the rest for \$3,000 which was seconded by Bryan.

Joyce made a motion to close the meeting, seconded by Bryan.



Bryan Gatewood, President



Gloria Alumbaugh, Clerk



Joyce Brindley, Councilwoman