

**WEST POINT TOWN COUNCIL  
WORK SESSION MINUTES  
FEBRUARY 28th, 2011**

**I. Patriots Village Special Use Amendment**

Mr. Porter advised that he had met with Pete Henderson regarding the request for Patriots Village to remove item 12 from the existing Special Use Permit and that Mr. Henderson is aware of the possibility that his request to finish the development of Patriots Village as rental property might not be approved. Mr. Henderson was asked to provide the Town with a plan for the already sold homes and the homeowners association.

Mr. Shreaves asked what can the Town do to work through these issues with Mr. Henderson.

Mrs. Ball advised that two of the homes had already been sold and that if the property was turned into rental property, the property value of the sold homes would go down.

Mr. Porter advised that Mr. Henderson will be out of town for the March Town Council meeting and that Planning Commission has a recommendation for Town Council to approve the request. Mr. Henderson is requesting a public hearing for the April 25, 2011 meeting.

**II. Animal Ordinance**

The Town Attorney presented Town Council with a draft Animal Ordinance reflecting changes to the Feral Cat Caregiver requirements, Chaining and Tethering of Animals and Cruelty to Animals.

Mrs. Gulley suggested it would be pointless for the Town to adopt an ordinance for chaining and tethering of animals if the ordinance can not be enforced.

Mr. Kelley asked if Town Council wanted to tell owners of animals what they could and could not do with pets especially if was not enforceable.

Ms. Erard advised that the Town does not have a code for Cruelty to Animals and suggested Town Council consider placing Cruelty to Animals in the Town Code.

The consensus of Town Council is to remove the chaining and tethering of animals and to place Cruelty to Animals in the draft ordinance for review by the Public Safety Committee.

# TOWN COUNCIL MINUTES

February 28th, 2011

## I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on Monday, 2011. The Honorable James H. Hudson III called the meeting to order at 6:30 p.m. Robin Boring gave the Invocation followed by the Pledge of Allegiance.

Members Present: Mayor, Jim Hudson; Vice Mayor, Deborah Ball; Charlie Gordon Tina Gulley; Paul Kelley; Jack Lawson; Bub Shreaves and Chris Vincent.

Also Present: Bill Porter, Interim Town Manager; Andrea Erard, Town Attorney; Karen Barrow, Town Clerk; Chief Bill Hodges, WPPD; Holly McGowan, Community Development Coordinator; Shawn Hershberger Economic Development Coordinator and other interested persons.

## II. CITIZENS ADDRESS TO COUNCIL

### A. Citizens Address to Council

Mr. Hudson opened the floor for citizens to address Town Council on any Town related business.

1. Matt Mainor, 6016 Stewart Rd, Barhamsville, Virginia advised that he had attended the Community Development Committee meeting in February and that he had submitted a request to Town Council to purchase or lease a portion of Town property located at the Airport.

Mr. Hudson advised that Town Council had not discussed the request and that the Town Manager would discuss the land purchase with Town Council. Mr. Hudson stated that Mr. Mainer would receive an answer from the Town Manager.

Mr. Hudson asked if there was any one else that would like to address Town Council. There being none, Mr. Hudson closed the Citizens Address.

## III. COUNCIL RESPONSE

None was noted.

## IV. AGENDA CHANGES

Mr. Lawson asked for item E – 1 on the Community Development Agenda to be removed.

Mr. Lawson made a motion to adopt the amended agenda, seconded by Mrs. Ball. Upon roll call, Mrs. Ball, Mr. Gordon, Mrs. Gulley, Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted "Aye".

## V. ADOPTION OF CONSENT AGENDA

Mr. Gordon made a motion to adopt the following consent agenda, seconded by Mr. Shreaves. Upon roll call Mrs. Ball, Mr. Gordon, Mrs. Gulley, Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted "Aye".

- 1) Minutes of January 31, 2011 Town Council Meeting and Work Session
- 2) Cash Reports
  - a) General Fund  
Cash on hand as of January 31, 2011 - \$3,882,562.40
  - b) Water Fund  
Cash on hand as of January 31, 2011 - \$710,733.50
  - c) CIP  
Cash on hand as of January 31, 2011 - \$348,485.04
- 3) Monthly Budget Report
- 4) School Fund Cash Report
  - a) Cash on hand as of January 31, 2011 - \$704,621.96
- 5) West Point Monthly Police Activity Report
- 6) Building Official Monthly Report
- 7) Public Works Monthly Permit Report
- 8) Community Development Monthly Permit Report
- 9) Treasurer Monthly Report
- 10) Economic Development Monthly Report

## VI. COMMITTEE REPORTS

A. Finance Committee – Mrs. Ball reported for the Committee

### 1. Budget Amendment – Authorization to Advertise for a Public Hearing

Mrs. Ball made a motion to authorize the Interim Town Manager to advertise for a Public Hearing at the March 28, 2011 Town Council meeting for budget amendment number 03-2010/11.

Seconded by Mr. Shreaves, upon roll call Mrs. Ball, Mr.

Gordon, Mrs. Gulley, Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted "Aye".

### 2. Supplement to the Town Code Resolution

Mrs. Ball made a motion to adopt the attached resolution to publish supplement number two of the Town Code not to exceed \$2,897, seconded by Mr. Shreaves. Upon roll call, Mrs. Ball, Mr. Gordon, Mrs. Gulley, Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted "Aye".

### 3. Appointment to the Building Code of Appeals

Mrs. Ball made a motion to appoint Chase T. Evans to the Building Code of Appeals to fill the unexpired term of Mike Matthews effective immediately through September 30th, 2011. Seconded by Mr. Shreaves, upon roll, call Mrs. Ball, Mr. Gordon, Mrs. Gulley, Mr. Kelley, Mr. Lawson and Mr. Shreaves all voted "Aye". Mr. Vincent abstained from voting.

B. Public Safety – Mrs. Gulley reported for the Committee.

1. No Parking Resolution on 15th Street

Mrs. Gulley made a motion to adopt the attached No Parking Resolution, seconded by Mr. Gordon. Upon roll call, Mrs. Ball, Mr. Gordon, Mrs. Gulley, Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted "Aye".

C. Public Works – Mr. Gordon reported for the Committee

Mr. Gordon advised there was nothing to report.

D. Education Committee – Mr. Shreaves reported for the Committee

Mr. Shreaves advised the Education Committee conducted a meeting in March to review the estimated cost to replace the HVAC system at the school complex.

E. Economic and Community Development – Mr. Lawson reported for the Committee

1. B-2 Central Business District/MU-1 Mixed Use Corridor District/ Directional Signs

Mr. Porter asked the Town Attorney if one motion can be used on the three referrals to Planning Commission. Ms. Erard advised yes.

Mr. Lawson advised Town Staff are recommending zoning text amendment to the following three items of the Town Code: 1) The B-2 Central Zoning District does not allow Funeral Homes as a permitted use and does not include architectural guidelines: 2) The MU-1 Mixed Use Corridor District does not have a time limit for construction of commercial buildings, staff is recommending that a time limit be placed on commercial construction: 3) The Directional Signs do not allow commercial off-site directional signs in any zoning district. Town Staff are proposing to allow commercial off-site directional signs for the Town of West Point Government in all zoning districts.

Mr. Lawson made a motion to refer the above three items to Planning Commission for review and for Planning Commission to submit any recommendations or suggestions back to Town Council, seconded by Mrs. Gulley. Upon roll call, Mrs. Ball, Mr. Gordon, Mrs. Gulley, Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted "Aye".

## VII. TOWN MANAGER'S ITEMS

Mr. Porter advised there was nothing to report.

## VIII. OLD BUSINESS

There was nothing to report regarding Old Business

## IX. NEW BUSINESS

### A. Planning Commission Report - Mr. Hudson

Mr. Hudson advised the Planning Commission will meet on February 5th, 2010 to discuss a request from Pete Henderson to amend the existing Special Use Permit for Patriots Village.

## X. ADJOURNMENT

There being no further business Mr. Hudson adjourned the meeting at 7:05 P.M.

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James H. Hudson, III  
Mayor

ATTEST:

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Karen M. Barrow  
Town Clerk

### A RESOLUTION TO PUBLISH A SUPPLEMENT TO THE TOWN CODE

Whereas; Supplement I of the Town Code was successfully completed on March 30th, 2009 containing newly adopted ordinances through March 30th, 2009, and

Whereas; new ordinances have been adopted by Town Council since the publication of Supplement I through December 20, 2010, and

Whereas; the cost for the Municipal Code Corporation to print Supplement II will be \$2,897, and

Whereas; in accordance with Town Code Section 1-8, the Town Council of the Town of West Point shall authorize Municipal Code Corporation to print supplement II to the Town Code.

NOW THEREFORE BE IT RESOLVED; the West Point Town Council authorizes the Interim Town Manager to print a supplement of the Town Code with the Municipal Code Corporation at a cost not to exceed \$2,897.

Certified to be a true copy of a resolution adopted by the Town Council of the Town of West Point at its regular monthly meeting held February 28th, 2011 at which meeting a quorum was present and voted throughout.

Those members voting:

James H. Hudson, Mayor	N/A
Deborah Ball	Aye
Tina Gulley	Aye
Charles Gordon	Aye
Paul Kelley	Aye
Joshua Lawson	Aye
Otto Shreaves	Aye
Christopher Vincent	Aye

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James H. Hudson, III  
Mayor, Town of West Point

Adopted this 28th day of February, 2011

ATTEST:

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Karen M. Barrow  
Town Clerk

TOWN OF WEST POINT  
RESOLUTION

WHEREAS, section 34-35 of the West Point Town Code states that the West Point Town Council may provide for parking regulations by Resolution; and

WHEREAS, due to traffic and safety concerns it has become necessary for the West Point Town Council to impose additional parking restrictions in the Town of West Point.

NOW THEREFORE BE IT RESOLVED THAT the West Point Town Council hereby declares that there shall be no parking on the south side of 15th Street from Main Street to the North/South alley east of the commercial entrance of C & F Bank on 15th Street; and

BE IT FURTHER RESOLVED THAT, as required by section 34-35 of the West Point Town Code, the Town Manager is hereby directed to cause appropriate signs and other markings to be posted on 15th Street so as to readily inform citizens of the parking prohibition.

Certified to be a true copy of a resolution adopted by the Town Council of the Town of West Point at its regular monthly meeting held February 28th, 2011 at which meeting a quorum was present and voted throughout.

Those members voting:

James H. Hudson, Mayor	N/A
Deborah Ball	Aye
Tina Gulley	Aye
Charles Gordon	Aye
Paul Kelley	Aye
Joshua Lawson	Aye
Otto Shreaves	Aye
Christopher Vincent	Aye

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James H. Hudson, III  
Mayor, Town of West Point

Adopted this 28th day of February, 2011

ATTEST:

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Karen M. Barrow  
Town Clerk