

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
March 29th, 2016**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on Tuesday, March 29th 2016. The Honorable James H. Hudson III called the meeting to order at 6:30 p.m. The Invocation was given by Reverend Wayne Groome followed by the Pledge of Allegiance.

Members Present: Mayor, Jim Hudson; Wayne Healy; Paul Kelley; Jack Lawson; Bub Shreaves and Chris Vincent.

Members Absent: Deborah Ball and Tina Gulley

Also Present: John B. Edwards, Jr., Town Manager; Andrea Erard, Town Attorney; Karen Barrow, Town Clerk; Sergeant Lisa Woodson, WPPD; Holly McGowan, Community Development Coordinator; TC Moore, Town Treasurer; Walt Feurer, Director of Public Works; Tim Sawyer, Building Inspector; Donna Pauley, Human Resource Officer and other interested persons.

II. CITIZENS ADDRESS TO COUNCIL

A. Public Hearing – Ordinance 02-2016, Vacate Alley and Sale of Public Land

Mr. Hudson read the public hearing advertisement then asked the Town Clerk if the Town received any request to view the application.

The Town Clerk advised that no requests were received.

Mr. Hudson asked the Town Clerk if the Town received any requests for assistance to attend the meeting.

The Town Clerk advised that no requests were received.

Mr. Hudson opened the floor for citizens to comment on the vacation of the alley and for the sale of public land. There being none, the public hearing was closed.

1 Action on Ordinance 02-2016, Vacate Alley [see Attached Ordinance]

Mr. Healy made a motion that Town Council approve the request for public land submitted by the Town of West Point, being one North-South alley running parallel to Main Street between 13th and 14th Streets, located adjacent to Parcel Id# 69A3-77, Lots 1111, 1112, 1113, 1114A, 1116 & 1117, seconded by Mr. Shreaves. Upon roll call, Mr. Healy, Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted “Aye”.

2 Resolution authorizing the Sale of Public Land [See Attached Resolution]

Mr. Lawson made a motion that Town Council approve the attached Resolution authorizing the transfer of property to G & T Corporation of Virginia for the sale of parcel 69A3-77-1111 and the North/South alley running parallel to Main Street in the Town of West Point between 13th and 14th Streets, located adjacent to Tax Parcel Id# 69A3-77, Lots 1111, 1112, 1113, 1114A, 1116 & 1117 in the amount of \$40,000.00, seconded by Mr. Kelley. Upon roll call, Mr. Healy, Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted “Aye”.

B. Public Hearing – ITI Lease [See Attached Lease]

Mr. Hudson read the public hearing advertisement then asked the Town Clerk if the Town received any requests to view the Lease Agreement.

The Town Clerk advised that no requests were received.

Mr. Hudson asked the Town Clerk if the Town received any requests for assistance to attend the meeting.

The Town Clerk advised that no requests were received.

Mr. Hudson opened the floor for citizens to comment on the advertised Lease Agreement. There being none, the public hearing was closed.

1 Action

Mr. Vincent made a motion that Town Council approve the proposed lease between the Town of West Point and Centerra International Training, LLC., (ITI) subject to final approval by the Town Attorney, seconded by Mr. Healy. Upon roll call, Mr. Healy, Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted "Aye".

C. Proclamation in Recognition of Vietnam Veterans – *[See Attached]*

Mr. Hudson read the proclamation and thanked all of the veterans for their services to their country.

D. FY 2016-17 Budget Presentation

Mr. Edwards presented Town Council with a proposed budget for FY 2016-17. If adopted, the total consolidated FY 2016-17 Budget will be \$15,190,494. Mr. Edwards recommended that a budget public hearing be scheduled for Tuesday, April 19th 2016. Mr. Edwards also stated that the complete budget is available for the public to view at Town Hall or on the Town's web site.

Mr. Vincent made a motion that Town Council Authorize the Town Manager to advertise a public hearing on the FY 2016-17 Budget for Tuesday, April 19th 2016 at 6:30 P.M. seconded by Mr. Healy. Upon roll call, Mr. Healy, Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted "Aye".

E. Citizens Address to Council

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

1 Brenda Frazier, 525 16th Street, West Point, Virginia 23181 stated that she has received a court summons for the above house. Ms. Frazier has received a proposal from a contractor, the past taxes have been paid and Ms. Frazier would like to know why she has received a court summons. I have cleaned up the fence and handicap ramp, I have not had the grass cut this year yet.

Mr. Hudson advised that Ms. Frazier needs to contact the Building Official regarding permits and enter into a contract with the Town.

Mr. Edwards advised that the court summons has nothing to do with obtaining building permits.

Mr. Erard advised that the neighbors have complained about the grass and that it needs to be cut. There are two court hearings scheduled for April and that the Town will proceed with the hearings.

Mr. Hudson recommended that Ms. Frazier provide a copy of the contract to the Building Official, submit a building permit application, cut the grass, clean the area up and Town Council will take those actions into consideration.

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

III. COUNCIL RESPONSE

None was noted.

IV. AGENDA CHANGES

Mr. Vincent made a motion to place the following items on the Town Council agenda: 1) “Grass Cutting at the Cemetery” as item A under the Town Manager Report. 2) Donation of Land at 7th Street” as item B under the Town Manager Report. 3) “Conveyance of Town Property to VDOT at the Bridge on Chelsea Road as item C under the Town Manager Report. Seconded by Mr. Healy, upon roll call, Mr. Healy, Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted “Aye”.

V. ADOPTION OF CONSENT AGENDA

Mr. Shreaves made a motion to adopt the following consent agenda, seconded by Mr. Lawson Upon roll call Mr. Healy; Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted “Aye”.

- 1) Minutes of February 23rd 2016 Town Council Meeting and Joint Meeting with School Board on March 1st 2016.
- 2) Cash Reports
 - a) General Fund
Cash on hand as of February 29, 2016, \$5,733,913.84
 - b) Water Fund
Cash on hand as of February 29, 2016, \$190,978.10
 - c) CIP
Cash on hand as of February 29, 2016, -\$83,614.04
 - d) Solid Waste
Cash on hand as of February 29, 2016, \$116,547.72
- 3) Monthly Budget Report
- 4) School Fund Cash Report
 - a) Cash on hand as of February 29, 2016, -\$17,442.33
- 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) Human Resource Monthly Report

VI. COMMITTEE REPORTS

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

1 Authorization to Advertise a Public Hearing on Ordinance 01-2016

Mr. Lawson made a motion that Town Council authorizes the Town Manager to advertise for a public hearing on Text Amendment Ordinance 01-2016, Commercial Piers, not to exceed a width of 12 feet, for the April 26th 2016 Town Council Meeting, seconded by Mr. Vincent. Upon roll call Mr. Healy; Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted “Aye”.

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

Mr. Shreaves advised that there was nothing to report.

C. Finance Committee

Mr. Hudson advised there was nothing to report.

D. Public Safety

Mr. Hudson advised there was nothing to report.

E. Public Works – Mr. Vincent reported for the Committee

Mr. Vincent advised there was nothing to report.

VII. TOWN MANAGER’S ITEMS

A. Award of Grass Cutting Contract at the Cemetery

Mr. Vincent made a motion to award a three (3) year contract with Booker Maintenance Service to cut the grass at the Cemetery for \$750.00 per week, seconded by Mr. Shreaves. Upon roll call Mr. Healy; Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted “Aye”.

B. Donation of Land at 7th Street

Mr. Vincent made a motion to adopt the attached resolution accepting the deeded gift of property owned by Independent Group, LLC known as tax map number 69A1-32-408, located at the corner of 7th Street and F Street, seconded Mr. Shreaves. Upon roll call Mr. Healy; Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted “Aye”.

C. Conveyance of Land on Chelsea Road near the Bridge to VDOT

Mr. Vincent made a motion to authorize the Mayor or Town Manager to execute two quitclaim deeds to VDOT for the bridge project located at the North end of Chelsea Road, seconded by Mr. Kelley. Upon roll call Mr. Healy; Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted “Aye”.

VIII. OLD BUSINESS

There was nothing to report under Old Business.

IX. NEW BUSINESS

A. Planning Commission Report - Mr. Hudson

Mr. Hudson advised that the Planning Commission held its regular monthly meeting on March 2nd 2016 to review the Pier Width Text Amendment. The recommendation from Planning Commission is that Town Council adopt the Text Amendment.

X. ADJOURNMENT

There being no further business Mr. Hudson adjourned the meeting at 7:15 P.M.

James H. Hudson, III
Mayor

ATTEST:

Karen M. Barrow
Town Clerk

ORDINANCE NO. 02-2016

ORDINANCE NO. 02-2016 VACATES/ABANDONS A NORTH-SOUTH ALLEY RUNNING PARALLEL TO MAIN STREET IN THE TOWN OF WEST POINT BETWEEN 13TH AND 14TH STREETS, LOCATED ADJACENT TO PARCEL ID NUMBER 69A3-77, LOTS 1111, 1112, 1113, 1114A, 1116, & 1117.

WHEREAS the Town of West Point seeks to vacate and abandon the north-south alley running parallel to Main Street, in the Town of West Point, between 13th and 14th Streets, located adjacent to Parcel ID Numbers 69A3-77, Lots 1111, 1112, 1113, 1114A, 1116 & 1117; and

WHEREAS this undeveloped alley/unopened right of way has never been used for public travel; and

WHEREAS the Town of West Point has no future plans to utilize or improve the undeveloped alley/unopened right of way.

BE IT ORDAINED by the West Point Town Council, at its regular monthly meeting on March 29, 2016, pursuant to the grant of authority contained in Virginia Code § 15.2-2006, that the north-south alley running parallel to Main Street, in the Town of West Point, between 13th and 14th Streets, located adjacent to Parcel ID Numbers 69A3-77, Lots 1111, 1112, 1113, 1114A, 1116 & 1117 is hereby vacated and abandoned; and

BE IT FINALLY ORDAINED that this Ordinance shall be recorded in the King William County Circuit Court Clerk’s Office.

VOTE:

James H. Hudson, III	N/A
Deborah Ball	Absent
Tina Gulley	Absent
Wayne Healy	Aye
Paul Kelley	Aye
Jack Lawson	Aye
Bub Shreaves	Aye
Chris Vincent	Aye

James H. Hudson, III
Mayor

ATTEST:

Karen Barrow, Clerk
West Point Town Council



TOWN OF WEST POINT

Resolution Authorizing Transfer of Property to

G & T Corporation of Virginia

WHEREAS the West Point Town Council properly advertised and conducted a public hearing on Ordinance No. 02-2016, and then approved Ordinance No. 02-2016, which vacated and abandoned the north-south alley running parallel to Main Street, in the Town of West Point, between 13th and 14th Streets, located adjacent to Parcel ID Numbers 69A3-77, Lots 1111, 1112, 1113, 1114A, 1116 & 1117; and

WHEREAS the West Point Town Council also properly advertised and conducted a public hearing on the sale of a parcel of real estate, together with all buildings and appurtenances thereto, located in the Town of West Point, King William County, Virginia consisting of Parcel 1111, Tax Map 69A3(77) as shown on the plat entitled, "Plat Showing a Survey on the Land of George H. Guy, Jr." prepared by Bay Design Group dated January 22, 2015 to G & T Corporation of Virginia.

NOW THEREFORE BE IT RESOLVED by the West Point Town Council at its regular monthly meeting on March 29, 2016 that the Town Manager is authorized to execute any and all documents necessary to transfer the north-south alley running parallel to Main Street, in the Town of West Point, between 13th and 14th Streets, located adjacent to Parcel ID Numbers 69A3-77, Lots 1111, 1112, 1113, 1114A, 1116 & 1117 and the parcel of real estate, together with all buildings and appurtenances thereto, located in the Town of West Point, King William County, Virginia consisting of Parcel 1111, Tax Map 69A3(77) as shown on the plat entitled, "Plat Showing a Survey on the Land of George H. Guy, Jr." prepared by Bay Design Group dated January 22, 2015 to G & T Corporation of Virginia for the sum of \$40,000.00, provided that Closing shall occur within 30 days of approval of this Resolution, and that the Town of West Point shall have the right to repurchase the property for \$40,000 if development of the property has not occurred or substantially progressed within three years of the date of closing, and that the deed shall prohibit the following uses and structures unless approved by Town Council:

1. Automobile service stations, auto service centers, self-service gasoline stations and self-service or automatic auto wash facilities.
2. Automobile, truck, trailer and recreational vehicle sales, rental, service and repair businesses, but not including junkyards or automobile graveyards, and provided that no repair of vehicles shall be conducted outside of completely enclosed buildings.
3. Building materials and supplies sales.
4. Churches.
5. Entertainment, amusement and recreational facilities located within completely enclosed buildings and including bowling alleys, billiard parlors, amusement centers, video arcades, theaters, lodge and club meeting places, dance halls, auditoriums, assembly halls and similar uses, provided that a special use permit shall be required as set forth in Article XXII of this chapter.
6. Fire stations and rescue squad facilities.
7. Funeral homes.
8. Hospitals.
9. Laundromats.
10. Libraries, museums, schools, adult education and child development centers, community centers, parks and recreational facilities owned or operated by a governmental agency or a nonprofit organization.
11. Miniature golf courses, provided that a special use permit shall be required as set forth in Article XXII of this chapter.
12. Rights-of-way, easements and appurtenances necessary for the provision and maintenance of public utilities and transportation, but not including treatment plants, generating plants, railroad yards or depots.
13. Tourist homes.
14. Veterinary clinics and animal hospitals, but not including outdoor kennels or runs.
15. Vocational, business and professional schools.

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 on the 29th day of March, 2016 at which meeting a quorum was present and voted throughout.

Those members voting:

James H. Hudson	N/A
Deborah Ball	Absent
Tina Gulley	Absent
Wayne Healy	Aye
Paul Kelley	Aye
Joshua Lawson	Aye
Otto Shreaves	Aye
Christopher Vincent	Aye

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

Adopted this 29th day of March, 2016

ATTEST:

Karen M. Barrow
Town Clerk