

EDUCATION COMMITTEE
AGENDA
February 17th, 2021
4:30 P.M.

- I. Agenda Changes
- II. Adoption of Minutes
 - 1. January 15th 2020
- III. FY 2021-2022 Budget
 - a. Preliminary School Budget Request
 - b. Bridges of Change Request
 - c. General discussion
- IV. West Point Volunteer Fire Department CARES Request
- V. Chickens
- VI. 816 Main Street
- VII. Regional Hazard Mitigation Plan Update
- VIII. Town Emergency Operations Plan Update
- IX. Planning Commission Appointment
- X. Closed Session – Sale of Public Property
- XI. General Information
- XII. Next Meeting Date: March 17th, 2021
- XIII. Adjournment

**TOWN COUNCIL COMBINED
COMMITTEE MEETING
MINUTES
February 17th, 2021**

Mr. Hudson called the meeting to order at 4:30 pm.

Members Present: Mayor Hudson, Robert Lawrence and Jamie Pruett.

Members Present Via WebEx: Deborah T. Ball, Tina Gulley, John Ragsdale and Chris Vincent.

Members Absent: Jack Lawson

Also Present: John Edwards, Town Manager; Karen Barrow, Town Clerk; Donna Pauley, Human Resource Officer and Laura Abel, School Superintendent.

Also, Present Via WebEx: Tim Sawyer, Chief of Police; Walt Feurer, Director of Public Works; Susan Harlow, Town Treasurer and Holly McGowan, Director of Community Development.

I. Agenda Changes

There were no changes made to the agenda.

II. Adoption of Minutes

1. January 15th, 2020

Mr. Lawrence made a motion to adopt the minutes, seconded by Mr. Pruett. Upon a unanimous vote, the motion was approved.

III. FY 2021-2022 Budget

- 1 Preliminary School Budget Request

Mrs. Abel reviewed the proposed budget request from the schools for FY 2021-22. The superintendent's budget recommendation includes an increase of \$224,900 from last year's budget, \$74,741 from the State for the ADM number and a request for an increase from the Town of \$150,159. The increase would be for a 2% staff salary adjustment plus a 1% step increase for teachers. Create a new fulltime resource teacher position for the Art - STEAM program of \$43,000 and CTE additional funding of \$41,900.

Mr. Edwards stated that he will be working on the budget numbers and that the Joint Town Council – School Board budget meeting is scheduled for March 2nd, 2021 at 5:30 pm via WebEx. The School Board will be at the School Board office and Town Council will be in Town Chambers.

2 Bridges of Change Request

Mr. Edwards advised that the Town has received a request from Bridges of Change for funding to operate the domestic violence shelter in New Kent County that provides services to West Point, King William, New Kent and possibly King and Queen. The request will be included in the budget process with all other requests.

3 General Budget Discussion

Mr. Edwards presented a draft adjustment spread sheet showing adjustments that are made as we are working through the budget process. The original difference was \$202,186 before the \$150,159 from the schools for a total gap of \$368,345.00. Mr. Edwards advised that he will be working to close the gap. King William County recently voted to throw out the recent reassessment so it will not be necessary to equalize the budget this year. Mr. Edwards also stated that the biggest challenge this year will be the water fund, the gap is \$230,000 due to water bills not being paid.

Mr. Edwards advised that he start to schedule individual meetings with Town Council members to review the budget on March 8th and that the Finance Committee meeting is scheduled for March 11th budget discussions.

IV. West Point Volunteer Fire Department CARES Request

Mr. Edwards presented a request from the Fire Department for CARES funds to repair the engine in one of the ambulances at a cost of \$24,033. There are some CARES funds left in the amount of approximately \$41,000.

Mr. Lawrence made a motion to approve the Fire Departments request for CARES funds to repair the ambulance, seconded by Mr. Pruet. Upon a unanimous vote, the motion was approved.

V. Chickens

Mr. Edwards advised that chickens are becoming a growing issue in town and Mrs. Ball has asked for Chickens to be placed on the agenda for discussion. The existing ordinance is a class 4 misdemeanor, and it does not have a limit on the number of chickens.

Mrs. Ball stated that the number of residents now keeping chickens has increase recently and that some residents have a considerable number of chickens. Mrs. Ball suggested that the Town consider the ordinance carry a limit on the number of chickens per residence.

Mrs. Gulley asked if anyone has ever been charged with a class 4 misdemeanor.

Mr. Hudson stated none that he is aware of.

Mr. Edwards stated that the police department can work on enforcement by issuing warnings, but the police department is not equipped to deal with chickens.

Mrs. Ball advised that she has a neighbor that has approximately 25 – 30 chickens plus roosters, the home only has a small acreage with 30 feet between properties. If a homeowner has one or two acres, then 20 chickens is acceptable. Mrs. Ball suggested the town consider a limitation based on the size of property.

Mr. Edwards advised that Town Staff can look at other localities to see what options there are for Council to review.

Mrs. Ball stated that there are other chicken and rooster issues in town and that a resident at Winters Point is feeding a rooster that won't leave and that the rooster has attacked a senior resident.

Mr. Hudson asked what Town Council would like to do.

The consensus of Council is for the Town Manager to review other ordinances to see what options there are for chickens and to find a way to remove the rooster at Winters Point.

VI. 816 Main Street

Mr. Edwards advised that the Town received an email from Larkin Garbee on behalf of the Chamber of Commerce asking if the Town would be willing in work with the Chamber by gifting the building. Mr. Edwards also stated that he has not replied to the email without discussing the request with Town Council. Before the Town purchased the building, Town Council instructed Town Manager to obtain quotes to remove the building. The Town has received the following quotes: 1) O'Conner Construction for \$6,100; 2) Chad Redd for \$4,860. We are waiting for one more quote from Via Construction.

Mr. Edwards stated that Mr. Ragsdale has asked about the historic designation for downtown and how the future of the property might impact the historic designation. In 1988 the Chamber of Commerce asked Town Council for support to do a survey study to look into the feasibility of such designation. Town Council, at that time, supported the efforts of the Chamber of Commerce to achieve their honorary designation of certain historic areas. The State acted on the historic designation on August 20th, 1996. There is no explanation for the delay in time from the survey to State action and the honorary recognition means there are no restrictions on any buildings as a result of the State action. At one time there was discussion by Town Council to consider an ordinance to protect the buildings, but it did not go anywhere.

Mr. Ragsdale advised that the Town Manager's information is correct. The honorary recognition does not mean there are restrictions on buildings, and we would not lose any historic designation. Mr. Ragsdale also stated that he has toured the building and it is not in good condition, whoever takes over the ownership of the building will have to put a lot of funds into renovations, more than the building is worth. Mr. Ragsdale asked if the Town could talk with the Chamber and if it's hurting anything if the Town holds off on the demolition.

Mr. Lawrence asked who else at the Chamber has made any comments or shown any concerns over the building.

Mr. Hudson also asked if the Chamber has discussed the property.

Mr. Ragsdale advised that he did not know.

Mrs. Gulley asked if the Chambers is aware that Ms. Garbee has made the request on behalf of the Chamber.

Mr. Edwards stated that he does not know.

Mr. Edwards advised he can open a dialogue with the Chamber regarding the building and that not all of Town Council has toured the building since the Town has purchased it. Mr. Edwards asked if anyone wanted to tour the building to let him know.

Mr. Hudson encouraged Town Council members to take a tour of the building.

Mr. Ragsdale asked the Town Manager if it's a liability to leave the building up.

Mr. Edwards stated that it's a liability if the town doesn't do something with the front deck and someone falls through it.

Mrs. Gulley asked if there is asbestos in the building.

Mr. Edwards advised that there could be asbestos and that it is under review.

Mr. Ragsdale asked if Sam Drewry is the Chamber President.

Mr. Edwards advised yes and that he can contact Sam Drewry.

Mr. Hudson asked if Town Council wants to demolish the building or contact the Chamber to see where they stand on the issue. The Town would not gift the building to the Chamber, but if they have a plan for the building then let's hear it.

The consensus of Town Council is for the Town Manager to contact Sam Drewry and ask if the Chamber they are interested in improving the building.

VII. Regional Hazard Mitigation Plan Update

Mr. Edwards advised that he and Town Staff have attended two WebEx meetings and it will be a long process before the project is complete. We are currently working on the risk factors and the process of elimination of issues that would not apply to the area.

VIII. Town Emergency Operations Plan Update

Mr. Edwards advised that Town Staff are working on updates and the table of contents. Once the table of contents is complete it will be put in drobox for Town Council to review.

IX. Planning Commission Appointment

Mr. Hudson advised that Don Perry has resigned from the Planning Commission. The Town has an application on file from Teresa Glidewell. Can Teresa's application be placed on the Town Council agenda for appointment.

The consensus of Town Council is for the Planning Commission appointment to be placed on the Town Council agenda for action.

X Closed Session – Sale of Public Property

Mr. Lawrence made a motion for Town Council to enter into closed meeting pursuant to Virginia Code §2.2-3711(3), a matter involving the discussion or consideration of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. Seconded by Mrs. Ball. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Pruett, Mr. Ragsdale and Mr. Vincent all Voted "Aye". The motion was approved.

RECONVENE

Mr. Pruett made a motion to reconvene in open meeting, seconded by Mrs. Gulley. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Pruett, Mr. Ragsdale and Mr. Vincent all Voted "Aye". The motion was approved.

Mr. Pruett made a motion to certify that only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Council. Seconded by Mrs. Gulley. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Pruett, Mr. Ragsdale and Mr. Vincent all Voted "Aye". The motion was approved.

XI. General Information

1. Update on the Three Rivers Health District Vaccination Process

Mr. Edwards stated that he has continued the open dialogue with the Three River's Health District on a regular basis regarding the vaccination process. There has been issues with the district receiving deliveries, they have set up vaccination events only to cancel them due to non-delivery of vaccines. An event to vaccinate town employees is scheduled for February 19th but it had to be cancelled.

2. Weather Update

Mr. Edwards advised that the National Weather Service held a weather briefing this afternoon and that West Point is located in the Warning area that is scheduled to receive ice accumulation that could cause power outages. As a result, I have issued a 2-hour delayed opening tomorrow until I am able to evaluate the damage in the morning.

3 Update on School Board Lease of 329 6th Street

Mr. Edwards advised that the School Board Lease for 329 6th Street will be effective on February 22nd, 2021.

4 Board of Zoning Appeals Actions

Mr. Edwards reviewed the actions from the recent Board of Zoning Appeals meeting and stated that Town Council has an option to file and appeal with King William Circuit Court.

Mr. Hudson stated that the homeowners of 407 Lee Street would like to construct a breezeway connecting the house to the garage so they don't have to walk in the rain from the garage to the house. Construction of the breezeway would be connecting the main dwelling to an accessory structure making them one structure, this would affect set-backs and is not permitted in the Town Code. The Zoning Administrator denied the request for the breezeway so the homeowner submitted an appeal and applied for a variance from the BZA. In order for the property to qualify for a variance, the property would have to qualify as a hardship, the property does not qualify as a hardship. Mr. Hudson also stated that the members of the Board of Zoning Appeals are appointed by the Circuit Court Judge and that the Town has 30 days from the date of action to file an appeal on the variance with the Circuit Court Judge.


Mr. Edwards advised that now the variance has been granted, the homeowner can build between the house and garage and that the request to construct a breezeway has grown and to includes a mud room, storage room with laundry facilities.

Mr. Hudson stated that Town Council does not have to act on this issue this evening and they should think about it and discuss it at the March 2nd meeting.

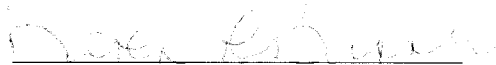
XII Next Meeting Date: March 17th 2021 @ 4:30 pm

XIII. Adjournment

There being no further business, Mr. Hudson adjourned the meeting at 6:30 p.m.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk