

TOWN COUNCIL
Second Committee Meeting
March 17th, 2022
4:00 P.M.

Mr. Ragsdale called the meeting to order at 4:00 p.m. at 802 Main Street, West Point, Virginia 23181.

Members Present: Mayor, Jim Hudson; Vice Mayor, Deborah Ball, Tina Gulley, Robert Lawrence, Jack Lawson, James Pruett, John Ragsdale and Chris Vincent.

Also Present: John Edwards, Town Manager; Karen Barrow, Town Clerk; Walt Feurer, Director of Public Works, Susan Harlow, Town Treasurer; Holly McGowan, Director of Community Development and Donna Pauley, Human Resource Officer.

Members present from West Point Schools: Larry Frazier, School Superintendent, Nate Leach and Dr. Amy Houser.

I. Adoption of Minutes

February 17th 2022

Mr. Vincent made a motion to adopt the minutes, seconded by Mrs. Ball. Upon a unanimous vote the motion was approved.

II. Agenda Changes

Mr. Edwards asked that Public Safety be moved to the end of the meeting with a closed session.

The consensus of Town Council was to move Public Safety to the end of the meeting.

III. Education Committee

1. COVID Update

Mr. Frazier thanked Town Council for attending the Work Session with the School Board. Mr. Frazier gave the following update, advised that the COVID numbers are decreasing, there has been two positive cases this week, both cases are people that attended the High School musical. We have removed the mask mandate, and the plexiglass has been removed from the tables in the cafeteria. Some parents have shown concerns regarding dropping the mask requirements while some parents wanted the mandate removed. We have made it clear that if the numbers increase again, the mask mandate will be put back in place.

2. CIP Project Updates

Mr. Frazier provided an update on the following CIP projects: 1) The schools are working with VDOT to repave the bus route in front of the schools, VDOT will be repairing the potholes and repaving during spring break, weather permitting. 2) Via Construction have been awarded the paving of the bus parking lot behind the elementary school, the project is being paid through the ARPA funds from the Town. 3) The schools have purchased 18 smart panels and we now have completed the smart panel program, funds from the CIP account were used for this project. 4) The high cafeteria is working on purchasing an outside walk-in freezer, which will be paid for out of cafeteria funds. 5) The bus purchased from of ARPA funds has arrived and is now in use, it will also be used for travelling away for sporting events.

3. FY 22-23 School Calendar

Nate Leach presented the 2022-23 School Calendar with a 178-day school year that includes a fall break the weekend of Crab Carnival.

4. Special Olympics Coming to West Point

Dr. Houser reported on the success of the high school musical, Special Olympics scheduled for May 23rd and the School Safety Forum scheduled for Thursday, March 24th at 7:00 PM.

5. Budget Amendment Resolution

Mr. Edwards presented a resolution requesting grant funds and ARPA funds be appropriated. Mr. Edwards also stated that he will have a budget amendment that will include some addition unexpected grant funds and ARPA funds that will need to be approved and appropriated.

IV. Finance Committee

1. Personal Property Tax Projections

Mr. Edwards stated that vehicle values have changed recently changing the projected revenues. After checking with localities at the regional managers meetings, other localities are also having the same issue and are not sure how to address the changes. Mr. Edwards advised that he looked at the possibility of a 40% increase in PPTRA, and that approximately \$255,000 is built in budget for PPTRA revenue. Town Council can reduce the vehicle license fees, we know is \$50,000 per year and we can revert back at the end of the year. We know the value in vehicles is temporary, and property will eventually depreciate over time. Or you can offer a reduction in taxes. Either way, any kind of reduction is a fund balance, and we would need to find those funds to balance out the budget. As of now we do not know the amount of the revenue increase.

Mr. Hudson advised that he would be more comfortable if we knew how much the revenue will be.

Mr. Edwards advised that the Town does not get the billing information from the County until the beginning of June, we don't know the number until the day before the bills go out, so we won't know what the PPTRA percentage will be until then.

Mr. Edwards stated that the best approach would be to do the fee for the license because you know exactly how much it will be and we can deal with it.

Mrs. Ball stated that she is not sure that the Town will receive the documentation on time to send out tax bill.

Mr. Hudson advised that he had a long conversation with the Commissioner of Revenue in Stafford County today and Stafford County is in the same situation, they are looking at a 30% increase and that they are looking at equalization on the Real Estate but holding the line on personal property tax. If they need to make anything up, they are going to do it next year.

Mrs. Ball advised that she is in favor to do away with the license tax this year.

Mr. Edwards advised that it would be a \$50,000 reduction in revenue and that \$50,000 would need to be pulled from somewhere else.

Mrs. Ball advised that she heard that King William will be lowering their personal property rate this year.

Mr. Lawson stated that he thought that Town Council needed to discuss personal property rates and that with a decrease of \$20, no one is going to notice that. Mr. Lawson advised that the public will complain about the tax increase. Mr. Hudson advised that a \$20 reduction per vehicle is a gesture that we know we can do.

The consensus of Town Council is to do the \$20 vehicle decal this year and for the funds to come from the undesignated fund balance.

V. General Information

1. Library

Mr. Edwards advised that he has signed a contract on the sale of the Library contingent upon Town Council's approval. The town is working with the library and architectural engineer to get some conceptual renderings with cost estimates prior to advertising for a public hearing on the project. The goal is to have all the information for the April meeting.

2. Mooney Property

Mr. Edwards advised that the attorney for the Mooney's has the contract, we are waiting for the signed contract.

Mr. Hudson advised that the Mooney's asked to be allowed to go back into the house after closing. They have been told no, they will not be allowed back into the house. The closing date is in 60 days.

2. Vacant Positions in Town Hall

Mr. Edwards advised that Tammy Healy has been hired for the Accounts Payable position, she begins work on March 28th. Karen Forman has been hired for the Receptionist position and begins work on April 4th. Karen is the mother of one of our police officers and lives in town.

VI. Public Safety Committee

1. Closed Session

Mrs. Gulley made a motion to enter into closed meeting pursuant to Virginia Code §2.2-3711(A)(1), 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 Mr. Ragsdale. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mr. Pruett, Mr. Ragsdale and Mr. Vincent all voted "Aye". The motion was approved.

Reconvene

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

Certification

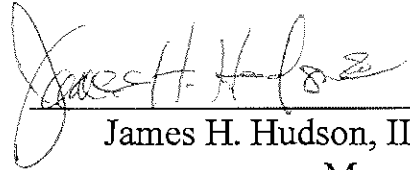
Mr. Lawrence made a motion to certify that only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed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

VII. Town Council Agenda

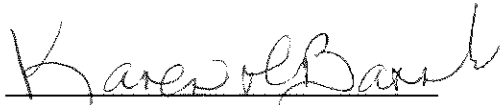
VIII. Next Meeting: April 12th, 2022

IX. Adjournment

There being no further business, the meeting was adjourned.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk