

TOWN COUNCIL
Subcommittee Meeting
Minutes
May 19th, 2022

Mr. Lawson 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, Tim Sawyer, Chief of Police, Jon Morr, Building Official, Donna Pauley, Human Resource Officer and Spencer Cheatham, Fire Chief.

I Adoption of Minutes

March 17th 2022
April 12th 2022

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

II. Agenda Changes

There were no changes made to the agenda.

III. Community Development

- A. Homestay Ordinance 02-2021
Town Code & Definitions Ordinance 05-2022

Ms. McGowan advised that Town Council sent the homestay ordinance to the Planning Commission for further review. The Planning Commission has reviewed the ordinance, there are some changes that include a grandfather provision. The seconded ordinance is to clean up the definitions of the Town Code and to be in compliance with the State Code. Ms. McGowan also stated that Planning Commission is recommending Town Council adopt both ordinances.

Mr. Lawson asked if anyone has any comments regarding the changes.

Mr. Edwards suggested Town Council review the changes at the Community Development Committee meeting in June before a public hearing is held.

- B. UNESCO Sign

Mr. Edwards advised that the Historical Society has a program for signage they are working on and suggested they consider the UNESCO sign in their program. Mr. Edwards also stated that he and Mrs. Ball have worked on the language for the sign.

Mrs. Ball stated that she would take the sign request to the next Historical Society Board meeting in June.

Mr. Edwards advised that the historical society are looking at a budget of about \$250 per sign. The town could make a donation to the sign project with the understanding that the project would include the UNESCO sign.

Mr. Hudson advised that it is appropriate for the historical society to do the sign.

IV. Finance Committee

A. Insurance Renewal

Mr. Edwards advised that the Town has had insurance with VML for years and we've received good service, VML is now VRSA. Recently VAcorp are trying to enter the same insurance market and have provide the town with a quote to try and attract the Town away from VRSA. In with the quote from VAcorp, they have not obtained the full property value of town owned property. Mr. Edwards stated that he is recommending the town remain with VRSA.

Mr. Lawson stated that even if we stay with VRSA, VAcorp needs to provide a corrected quote. If they give a quote next year it will still be inaccurate information. If they correct the information now, they will have the correct information for a quote next year.

The consensus of Town Council is for the town to remain with VRSA and for the town to have VAcorp correct the information for future reference.

B. CD Rates

Mr. Edwards advised with the recent change in interest rates, town staff have obtained current CD rates. The rates with C&F Bank have no penalty for a one-time withdrawal. Chase Bank has a better rate but there is a fee for a one-time withdrawal. I recommend the town remain with C&F Bank.

After discussion regarding interest rate options, the consensus of Town Council is to remain with C&F Bank for one year with the no penalty for a one-time withdrawal.

C. June Town Council Meeting Date

Mr. Edwards advised that the Mayor will be on vacation the week of the meeting and that last year the June meeting was cancelled, and town business was handled at the Committee meeting. Mr. Edwards asked if town council wanted to do the same this year.

Mrs. Ball suggested the regular meeting be cancelled.

Mr. Edwards advised that June 16th would be the date of the Committee meeting and asked Mrs. Ball if she will have the PPTRA information for the meeting by the 16th.

Mrs. Ball advised yes, that the personal property tax information should be available by the June meeting date.

The consensus is for the Town Council June meeting date is to be discussed at the Committee meetings.

D. Joint Town Council / Board of Supervisors Social Gathering

Mr. Edwards advised that the County Administrator has asked for Town Council and the King William Board of Supervisors schedule a joint social gathering. The suggestion is for the third Monday in July or August.

Mrs. Ball advised that with summer vacations that it might work better later in the year.

Mr. Edwards stated that he would talk with Percy Ashcraft to see what dates would work for a joint gathering.

V. Public Works

A. Water Tower Update

Walt Feurer advised that crews showed up to paint the water tower and found an active osprey nest with eggs. Because the nest is protected the contractor will return to paint the tower later in the year.

B. Mosquito Spraying

Walt Feurer advised that mosquito spraying will begin on June 1st through the end of the summer.

C. Consumer Confidence Report

The annual consumer Confidence Water Quality Report for 2021 is available and will be going out in the water bills, the report is also available on the website.

D. Smart Scale Project

Mr. Edwards presented a rendering of VDOT's proposal for the traffic issues on Main Street between 14th Street and 15th Street. The proposal is to install a median strip that would prevent traffic from turning left into the Walgreens parking lot as traffic comes off the Eltham bridge. It would also prevent the Walgreen delivery truck from turning into the parking lot to make deliveries.

The consensus of Town Council is to reject the proposal from VDOT.

Mr. Edwards advised that the issues at the intersection needs to be studied.

VI. Public Safety Committee

A. Fire Department Update

Spencer Cheatham, Fire Chief advised that in the Fire Department, he would give a "CAN" report:

C, being Conditions right now, A is actions and N is Needs. Our conditions right now are very good. We have two people on call at all times and we have good staffing with good knowledgeable experience.

Actions, I am currently reviewing the department to build up our staffing and volunteers. Volunteer numbers are down for all departments and while we have the knowledgeable staff to provide training, we would like to increase our volunteer personnel.

Need, we are thankful for the support from the town and all the financial resources. We also need the town to think of where they want to be in the future, in two or five years from now.

Jack Lawson asked how old does a person need to be, to volunteer.

Spencer Cheatham stated 18 years old. The bylaws say 16, but we don't have the ability to work with a 16-year-old. We are going to have a recruitment campaign and focus on training new volunteers.

B. Police Department Accreditation

Chief Sawyer advised that the Police Department has received their reaccreditation and that the Virginia Law Enforcement Profession Standards Commission will be providing the certificate at the Town Council meeting.

C. Auxiliary Police Officers LODA Coverage

Chief Sawyer advised that the police department has one auxiliary officer, and that the LODA coverage does not cover Auxiliary or volunteer Officers, but it

does cover part-time officers. The police department does have a small budget that would be enough to cover the part-time officer position.

The consensus of Town Council is for the Town Manager to proceed with the necessary documentation for the Auxiliary Officer position to be classified as a part-time employee.

D. Police Department Updates

Chief Sawyer gave an update on the following activities: 1) Speed Complaints on Gold Coast and that the department is actively patrolling the area. We have a video of a car travelling 60 MPH on Dogwood Drive. 2) We caught a Tractor Trailer coming from New Kent travelling 61 MPH in a 35 zone. There is a problem with vehicles coming off the Eltham Bridge travelling over 50 MPH. 3) The Drug Taskforce is active in West Point and working on some issues.

V. General Information

A. Brake and Associates

Mr. Edwards advised that as directed by Town Council the town has closed on a contract with Georgia Brake for the timber rights for the property located at the Airport.

B. Bronze Plaque on Building

Mr. Edwards advised that the Bronze Plaque on the front of the building is currently being repaired. The powder coating has come off. The plaque has been sent to the contractor for repairs.

C. Chamber Fall Gala at Chelsea Plantation

Mr. Edwards advised that he had a meeting with, Molly Booker, Tasheia Dokes-Morris and Jenna Winstien of the Chamber of Commerce. The Chamber is planning a Fall Gala at Chelsea Plantation on September 10th 2022. The Gala will take the place of the Spring Scholarship Auction so they can raise money for scholarships. They will also do a kick-off for the 40th Crab Carnival at the Gala. The town has traditionally purchased tickets for the auction in support for town marketing, the town has committed to two tables or twelve seats.

Mr. Lawson asked who serves on the Chamber Board of Directors.

Mr. Edwards advised that Tommy Adkins is the Chamber President. That Larking Garbee is no longer involved with the Chamber.

D. Eltham Bridge

Mr. Edwards advised that VDOT have completed the inspections on the Eltham Bridge. VDOT have committed to removing the jersey walls and sweeping the bridge in time for the Chesty Puller 10K. They will now move the inspections to the Lord Delaware Bridge.

E. VDOT 4th Street Pavers Update

Mr. Edwards advised that VDOT has scheduled the removal of the pavers at 14th Street from May 23rd through 26th 2022, weather permitting. They will be replacing the pavers with asphalt, then they would come back later to stamp the asphalt to look like brick then return a third time to dye the asphalt. This will be done during night closures.

F. Mooney House

Mr. Edwards advised that there is no update on the Mooney house. There was a ford ranger with a trailer moving items from the house. Now we are in discussions regarding the purchase, we will have to review enforcement issues with the house.

G. Pavilion at Riverwalk

Mr. Edwards advised that electricity has been installed at the pavilion and the sign has been fixed and the first Food Trucks event is this Friday.

H. New Mill Manager

Mr. Hudson stated that WestRock has a new Mill Manager, Tom Wadsworth. The Town has had two meetings with him during the past month, he was the one to call us and initiate the meeting arrangements. The mill has added several new parking spaces to assist with getting the trucks of the street with deliveries, they are working on upgrades to the recycling facility, now that COVID issues are over he intends to increase community service. He has asked for meetings on a regular basis.

I. Closed Session

Mrs. Gulley made a motion to enter into closed meeting pursuant to Virginia Code §2.2-3711(3), a matter involving the discussion or consideration of the disposition of real property for public purpose, 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. 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. 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.

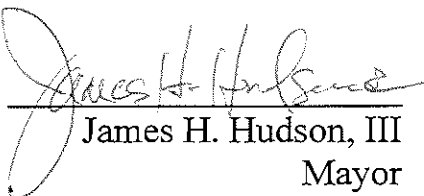
Certification

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.

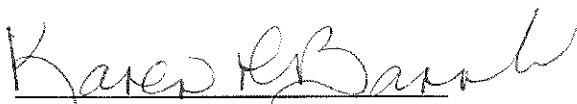
VI. Town Council Agenda

VII. Next Meeting: June 14th 2022 @ 4:00 PM

VIII. Adjournment


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk