

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
February 25th, 2013**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on Monday, 2013. The Honorable James H. Hudson III called the meeting to order at 6:30 p.m. The Invocation was given 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; Interim Chief of Police Tom Clark, Bobby Mawyer, WPPD; TC Moore, Town Treasurer; Walt Feurer, Director of Public Works; Holly McGowan, Community Development Coordinator; and other interested persons.

II. CITIZENS ADDRESS TO COUNCIL

A. Presentation - Audit FY 2011/12

Aaron Hawkins, representative of Robinson, Farmer, Cox & Associates presented Town Council with a completed audit for Fiscal Year 2011/12. Mr. Hawkins advised the audit was clean with no issues.

Mr. Edwards advised that page three shows a balance of 1.55 million dollars in the undesignated fund balance.

Mr. Hudson asked Mr. Hawkins if a closed meeting was necessary with Town Council to discuss any issues.

Mr. Hawkins advised no.

B. Public Hearing – Ordinance 03-13 Methamphetamine

Mr. Hudson read the advertisement and asked the Town Clerk if any request to view the ordinance had been received or if any one asked for assistance to attend the meeting.

Mrs. Barrow advised the Town received no requests to view the ordinance and no request for assistance to attend the meeting.

Mr. Hudson opened the floor for citizens to comment on Ordinance 03-13.

Matt Kite, King William Commonwealth's Attorney advised that he supports the ordinance and would like to see the ordinance adopted in King William County.

Mr. Hudson asked if anyone else would like to comment on Ordinance 03-14, there being none the public hearing was closed.

1. Action

Mr. Lawson made a motion to adopt Ordinance 03-14, Methamphetamine Cleanup Cost Recovery, seconded by Mr. Shreaves. Upon roll call Wayne Healy; Paul Kelley; Jack Lawson; Bub Shreaves and Chris Vincent voted "Aye".

C. Citizens Address to Council

Mr. Hudson opened the floor for citizens to address Town Council on any Town related business. There being none, Mr. Hudson closed the Citizens Address.

III. COUNCIL RESPONSE

None was noted.

IV. AGENDA CHANGES

Mr. Lawson asked for Economic Development Consultant extension of contract to be placed on the agenda as item 2 under the Community Development section.

Mr. Vincent made a motion to adopt the agenda as amended, seconded by Mr. Kelley. Upon roll call Wayne Healy; Paul Kelley; Jack Lawson; Bub Shreaves and Chris Vincent voted "Aye".

V. ADOPTION OF CONSENT AGENDA

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

- 1) Minutes of January 28th, 2013 Town Council Meeting.
- 2) Cash Reports
 - a) General Fund
Cash on hand as of January 31, 2013 - \$4,520,172.87
 - b) Water Fund
Cash on hand as of January 31, 2013 - \$859,978.75
 - c) CIP
Cash on hand as of January 31, 2013 - \$(132,216.85)
 - d) Solid Waste
Cash on hand as of January 31, 2013 - \$58,229.74
- 3) Monthly Budget Report
- 4) School Fund Cash Report
 - a) Cash on hand as of January 31, 2013 - \$249,840.01
- 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

V. COMMITTEE REPORTS

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

1. Authorization to Advertise a Public Hearing for Ordinance 01-13

Mr. Lawson made a motion to authorize the Town Manager to advertise for a Public Hearing on Ordinance 01-13, Funeral Homes permitted in the R-4 Zoning District with a Special Use Permit. Seconded by Mr. Healy. upon roll call Mr. Healy; Mr. Kelley, Mr. Lawson and Mr. Shreaves voted "Aye", Mr. Vincent abstained from voting.

2. Economic Development Consultant Extension of Contract

Mr. Lawson made a motion to authorize the Town Manager to execute a one year extension to the contract with Greg Kelly. Seconded by Mr. Kelley, 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 there was nothing to report.

C. Finance Committee

Mr. Shreaves made a motion to appoint James N. Brockwell to the Planning Commission to fill one unexpired term through September 30th 2014. Seconded by Mr. Vincent, upon roll call Mr. Healy; Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted "Aye"

D. Public Safety

Mr. Vincent made a motion to approve the agreement between the Town of West Point and Robert Mawyer to employ him as a part-time, Interim Police Chief. Seconded by Mr. Kelley, upon roll call Mr. Healy; Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted "Aye"

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

1 Safe Routes to School

Mr. Edwards advised that the Safe Routes to School project first went out to bid in October, 2012 the lowest bid was approximately \$50,000 over the engineers estimate. VDOT asked that the project be put out to bid a second time. On the seconded time the bids were advertised the bids came back approximately \$170,000 over the estimated cost. Mr. Edwards stated that Town Staff feel that VDOT's requirements are driving up the cost of the project. If the Town performed the work the project could be done within the estimated engineers cost.

Mr. Vincent made a motion to authorize the Town Manager to notify VDOT that the Town is discontinuing its efforts to build the proposed sidewalks using the Safe Routes to School grant funds and direct the Town Manager to develop a plan to construct the project using Town Funds. Seconded by Mr. Shreaves, upon roll call Mr. Healy; Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted "Aye"

2 Cemetery

Mr. Vincent made a motion to authorize the Town Manager to execute a contract with H & D Lawn and Garden Services, seconded Mr. Lawson. Upon roll call Mr. Healy; Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted "Aye"

VII. TOWN MANAGER'S ITEMS

Mr. Edwards advised there is no report.

VIII. OLD BUSINESS

There was nothing to report under Old Business.

IX. NEW BUSINESS

A. Planning Commission Report - Mr. Hudson

Mr. Hudson advised that Planning Commission held a meeting on February 6th, 2013 to discuss the following: 1) Conducted a Public Hearing on Ordinance 01-13, Funeral Homes as a Permitted Use with a Special Use Permit in the R-4 Zoning District. Planning Commission recommends Town Council approve Ordinance 01-13. 2) Discussed Communication Towers, tabled further discussion until the March meeting.

X. RECESS

Mr. Hudson recessed the meeting until March 5th, 2013 at 7:00 PM at the School Board office conference room.

James H. Hudson, III
Mayor

ATTEST:

Karen M. Barrow
Town Clerk