

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
August 26th, 2014**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on Tuesday, August 26th, 2014. 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; Vice Mayor, Deborah Ball; Tina Gulley; Wayne Healy; Paul Kelley; Jack Lawson, Bub Shreaves and Chris Vincent.

Also Present: John B. Edwards, Jr., Town Manager; Andrea Erard, Town Attorney; Karen Barrow, Town Clerk; Interim Chief of Police Bobby Mawyer, WPPD; Walt Feurer, Director of Public Works; Tim Sawyer, Building Inspector; Donna Pauley, Human Resource Officer; TC Moore, Town Treasurer and other interested persons.

II. CITIZENS ADDRESS TO COUNCIL

A. Crab Carnival Master Plan

Mayor Hudson stated that Tripp Wise is the Chairman of the Crab Carnival this year and he is not here to present the Master Plan. Mr. Hudson moved the Crab Carnival Master Plan on the agenda at the end of Citizens Address to Council to give Mr. Wise time to arrive.

B. HRSD Tower

Mr. Edwards advised that he and the Town Attorney meet with representatives for HRSD to discuss an area on the Tower for Town use. Upon a mutual agreement the SPU2014-01 Terms and Conditions was revised with a description of the space and capacity available for use by the Town.

**Milestone Communications/Hampton roads Sanitation District
SPECIAL USE PERMIT SUP2014-01
CONDITIONS**

1. Comply with all Federal, State, and local laws and regulations.
2. Provide proof of liability insurance in an amount not less than \$1,000,000.00.
3. The wireless providers shall be required to provide a copy of their license by the FCC.
4. The applicant shall post bond for a two-year period following approval of this facility, in the amount of not less than \$1,000.00 to cover the cost of maintaining, landscaping/ screening of the facility.
5. The applicant shall be responsible of maintaining the fencing and landscaping around the equipment compound.
6. The site shall include a landscaping plan, designed by a licensed landscape architect. The plan shall include a planting list of the type, planted size, and quantity of plantings. All plantings shall be implemented in strict accordance with the landscaping plan and all plants shall be maintained at all times. Any plants that die shall promptly be replaced. The landscape plan shall be limited to the eastern boundary with an emphasis on providing a visual buffer to the greatest extent possible for the neighbors.

The landscape plan shall be reviewed by the Director of the Community Development and the two members of the Planning Commission whose occupation is forestry. – required by the ordinance.

7. The facility shall not bear any signs or advertising devices other than certification, warning, or other legally required seals or signage. – required by the ordinance.
8. One sign shall be attached to the fence with contact information and phone number in case of an emergency.
9. There shall be appropriate lighting on the tower according to the standard aviation requirements and as it applies to the site, and all lighting, to the extent permitted by law, shall be deflected downwards and away from road rights-of-way, and shall not create a nuisance to the traveling public or adjoin neighbors or landowners. – required by the ordinance.
10. No hazardous materials shall be stored on site other than items normally found in such facilities.
11. Painting of the tower a neutral color permitted by the FAA. – required by the ordinance.
12. The applicant shall provide, at no cost to the Town, the following as shown on the attached drawing prepared by NB+C Engineering Services, LLC, Trent T. Snarr, P.E. and dated August 26, 2014.
 - a. Space that is free from interference at the top of the tower for the Town to locate up to a fourteen foot (14’) receive antenna that would operate within 700-800 MHZ:
 - b. Space to locate a six foot (6’) microwave dish in the same general location as the HRSD microwave dishes; and
 - c. Space below the Town’s receive antenna, somewhere above ninety feet (90’) off the ground, to locate up to a fourteen foot (14’) transmit antenna with a maximum of fourteen feet (14’) of vertical separation between the Town’s transmit antenna and any other antenna operating in the 700-800 MHZ range. The amount of vertical separation between the Town’s antennas, and any other antenna, may be reduced so long as the applicant demonstrates to the Town’s satisfaction that the Town would not experience any issues with interference with less vertical separation.
13. This Special Use Permit is subject to revocation of any of its provisions or conditions.

Mr. Vincent made a motion to approve the revised conditions of Special Use Permit SUP2014-01, seconded by Mr. Shreaves. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Healy, Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted “Aye”.

C. Citizens Address to Council

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

Carrol L. Gresham, 3350 Mattaponi Avenue, West Point, Virginia stated that he has lived in West Point for almost 58 years and advised that he looks to Town Council to take care of business and take care of the citizens in West Point. But now it appears to Mr. Gresham that whenever he hears something about Town Council it is negative. Mr. Gresham also stated that when King William wanted to tax West Point last year Mr. Gresham was one of the citizens that went to the King William Board of Supervisors meeting and he told them that there are retired citizens living in Town that are living on a fixed incomes and that the elected officials

have forgot who they are representing. When you are elected to represent the citizens, then represent the citizens. Mr. Gresham objects to the recent water rate increases and advised that he will be at future Town Council meetings.

Mayor Hudson thanked Mr. Gresham for attending the meeting and submitting his concerns to Town Council. Mr. Hudson advised that Town Council has five Committee meetings during each month and invited Mr. Gresham to attend any of the Committee meetings.

Mr. Hudson asked if there was any one else that would like to address Town Council.

There being none, Mr. Hudson closed the Citizens Address.

Crab Carnival Master Plan

1. Action

Mr. Hudson advised that Trip Wise is not present to review the Crab Carnival Master Plan.

Mr. Edwards stated that the Master Plan has one change from last year and that is the ABC license.

Bobby Mawyer, Chief of Police stated that he has reviewed the Master Plan and worked with the Chamber of Commerce on the ABC license.

Mrs. Ball made a motion to approve the Crab Carnival Master Plan, seconded by Mr.

Kelley. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Healy, Mr. Kelley, Mr. Lawson,

Mr. Shreaves and Mr. Vincent all voted "Aye".

III. COUNCIL RESPONSE

None was noted.

IV. AGENDA CHANGES

Mr. Vincent made a motion to move the HRSD Communications Tower from Old Business to Citizens Address to Council as item B and for Citizens Address to Council to become item C. Seconded by Mrs. Ball, upon roll call, Mrs. Ball; Mrs. Gulley; Mr. Healy; Mr. Kelley; Mr. Lawson; Mr. Shreaves and Mr. Vincent all voted "Aye".

V. ADOPTION OF CONSENT AGENDA

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

- 1) Minutes of July 29th, 2014 Town Council Meeting.
- 2) Cash Reports
 - a) General Fund
Cash on hand as of July 30th, 2014 - \$3,885,500.71
 - b) Water Fund
Cash on hand as of July 30th, 2014 - \$363,828.58
 - c) CIP
Cash on hand as of July 30th, 2014 - \$287,013.65
 - d) Solid Waste
Cash on hand as of July 30th, 2014 - \$86,841.90

- 3) Monthly Budget Report

- 4) School Fund Cash Report
 - a) Cash on hand as of July 30th, 2014 - \$213,776.09
- 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. Request Authorization to Advertise for a Public Hearing for the Virginia Natural Gas Franchise Agreement

Mr. Lawson made a motion to authorize the Town Manager to advertise a public Hearing for the Virginia Natural Gas Franchise Agreement for the September 30th 2014 meeting, seconded by Mrs. Gulley. Upon roll call, Mrs. Ball, Mrs. Gulley, 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 – Mrs. Ball reported for the Committee

Mrs. Ball advised there was nothing to report.

D. Public Safety – Mrs. Gulley reported for the Committee.

Mrs. Gulley advised there was nothing to report.

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

- 1. VDOT ¼ Addition to the Secondary Road System

Mr. Vincent made a motion to authorize Town Staff to proceed with the process with VDOT to add Bridgeway Court as the ¼ mile addition for 2014, seconded by Mr. Lawson. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Healy, Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted “Aye”.

VII. TOWN MANAGER’S ITEMS

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. Planning Commission Report - Mr. Hudson

- 1. Planning Commission Annual Report

Mr. Hudson presented the Planning Commission Annual report and stated that no

action is required, the state code requires a copy of the report to be presented to Town Council.

X. ADJOURNMENT

There being no further business Bub Shreaves made a motion to adjourn the meeting at 7:00 p.m. Seconded by Mrs. Gulley. Upon a unanimous vote, the motion was approved.

-- James H. Hudson, III
Mayor

ATTEST:

Karen M. Barrow
Town Clerk