

**WEST POINT TOWN COUNCIL
WORK SESSION
July 21st 2015
6:05 PM**

I Town Council Work Session

A. Closed Session

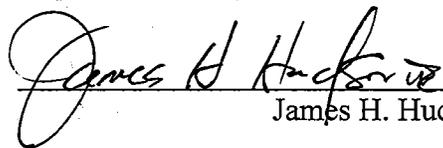
Mr. Lawson made a motion that Town Council enter into closed session pursuant to Virginia Code §2.2-3711(A)(1) for discussion related to the performance evaluation of the Town Manager. Seconded by Mrs. Gulley, upon roll call, Mrs. Ball; Mrs. Gulley; Mr. Healy; Mr. Lawson; Mr. Shreaves and Mr. Vincent all voted "Aye".

Reconvene into Open Session

Mrs. Ball made a motion to enter into a public meeting, seconded by Mr. Vincent.

Certification

Mr. Lawson made a motion that the Town Council of the Town of West Point certifies 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 by Town Council, seconded by Mrs. Ball. Upon roll call, Deborah Ball; Tina Gulley; Wayne Healy; Joshua Lawson; Bub Shreaves and Chris Vincent all voted "Aye".


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
July 21st, 2015**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on Tuesday, July 21st 2015. The Honorable James H. Hudson III called the meeting to order at 6:30 p.m. The Invocation was given by Deacon Earnest Mickens followed by the Pledge of Allegiance.

Members Present: Mayor, Jim Hudson; Vice Mayor, Deborah Ball; Tina Gulley; Wayne Healy; Jack Lawson; Bub Shreaves and Chris Vincent.

Members Absent: Paul Kelley

Also Present: John B. Edwards, Jr., Town Manager; Andrea Erard, Town Attorney; Karen Barrow, Town Clerk; Chief of Police Bobby Mawyer, WPPD; Holly McGowan, Community Development Coordinator; TC Moore, Town Treasurer; Donna Pauley, Human Resource Officer and other interested persons.

II. CITIZENS ADDRESS TO COUNCIL

A. Public Hearing, Case 0521-SUB01-2015, Magnolia Meadows

Mr. Hudson read the advertisement and asked the Town Clerk if any inquiries had been received to review the plans.

The Town Clerk advised yes and that a letter had also been received.

The Mayor read the letter and asked for the letter to be entered into record. The Mayor asked if anyone had made a request for assistance to attend the meeting.

The Town Clerk advised that no requests were received.

Mayor Hudson opened the floor for Citizens to comment on the advertised Public Hearing.

1 Earnest Mickens, 3210 Mattaponi Avenue, West Point, Virginia stated that these homes are going to be built behind his house and asked if the new homes will affect the drainage when it rains.

Mr. Hudson advised that the town has received a letter from William Greggs that addresses the drainage, grass cutting and curbing in the street. (See Attached letter on page 5.)

2. Mr. Ralph Goldstien, Attorney representing Paul White Development stated that the Developer acknowledges the issues regarding the property maintenance and grass cutting. Mr. Goldstien also stated that Joe Faudale the Engineer for the project is present and has addressed the storm drain in the plans. The bond for the project will be held by the Town and will cover the Streets and Road issues if they arise.

Mr. Hudson asked if anyone else would like to comment on the Magnolia Meadows subdivision. There being none the public hearing was closed.

i Action

Mrs. Ball made a motion to approve case 0521-SUB01-2015, Magnolia Meadows, Section 2, prepared by Bay Design Companies dated, February 27, 2015 consisting of 9 lots and a common area, subject to the following:

1. Approval and recordation of an Annexation of Additional Property per the Declaration of Covenants, Conditions and Restrictions, that were previously recorded with Magnolia Meadows, Section 1.
2. Magnolia Meadows, Section 2, shall be in uniform with the preliminary plat and approved construction plans.
3. Accompanying documents as stated in Section 54-47 of the Subdivision ordinance – code attached.
4. If one or more public streets within a subdivision are proposed for dedication or have been dedicated for public use and the street or streets, due to factors other than quality of construction, is not acceptable into the secondary system of state highways, the subdivider shall, prior to approval of the final plan or prior to the final release of surety, provide surety for the maintenance of the street or streets as provided herein:
 - (a) The subdivider shall furnish to the agent a certified check, bond with surety satisfactory to the town, or a letter of credit satisfactory to the town, in an amount sufficient and conditioned upon the maintenance of the street or streets until it is accepted into the secondary system of state highways, and assume the subdivider's liability for maintenance of the street or streets. The form and the type of the surety shall be to the satisfaction of and be approved by the town attorney.
 - (b) For the purposes of this section, "maintenance" means maintenance of the streets, curb, gutter, drainage facilities, utilities or other street improvements, including the reconstruction and repaving of any public street or private road which is required by VDOT before the road may be accepted into the secondary system of state highways, and the correction of defects or damage, and the removal of snow, water or debris so as to keep the road reasonably open for public usage.
 - (c) The amount of the surety shall be equal to 100 percent of the cost of construction of the streets, curb and gutter, and storm drainage. Surety shall be maintained until roads are accepted into the VDOT system.

Seconded by Mr. Shreaves, upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Healy, Mr. Lawson, Mr. Shreaves and Mr. Vincent all vote “Aye”.

B. 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. Hudson placed the Town Manager Evaluation under the Finance Committee as item 2.

Mrs. Gulley made a motion to adopt the agenda as amended, seconded by Mr. Shreaves. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Healy; Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted “Aye”.

V. ADOPTION OF CONSENT AGENDA

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

- 1) Minutes of June 30th 2015 Town Council Meeting.
- 2) Cash Reports
 - a) General Fund
Cash on hand as of June 30th, 2015 - \$3,944,947.55
 - b) Water Fund

- Cash on hand as of June 30th, 2015 - \$252,251.75
 - c) CIP
 - Cash on hand as of June 30th, 2015 - \$128,109.49
 - d) Solid Waste
 - Cash on hand as of June 30th, 2015 - \$125,087.74
- 3) Monthly Budget Report
- 4) School Fund Cash Report
 - a) Cash on hand as of June 30th, 2015 - \$34,328.85
- 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 – Floodplain Ordinance

Mr. Lawson advised that the State, while reviewing the ordinance inadvertently neglected to include Manufacture Homes in the ordinance.

Mr. Lawson made a motion to authorize the Town Manager to advertise Ordinance 03-2015, Floodplain, to reflect corrections for manufactured homes. Seconded by Mrs. Gulley, upon roll call Mrs. Ball, Mrs. Gulley, Mr. Healy, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted “Aye”.

- B. Education Committee – Mr. Shreaves reported for the Committee

- 1 Skateboard Ordinance

Mr. Edwards advised that skateboarders have damaged the stage at the Town Park and there has been a safety concern of skateboarders on the sidewalks in the downtown business district during business hours.

Mr. Shreaves made a motion to authorize the Town Manager to advertise a public hearing on Ordinance 04-2015, for August 25th 2015 at 6:30 p.m. seconded by Mr. Vincent. Upon roll call Mrs. Ball; Mrs. Gulley; Mr. Healy; Mr. Lawson; Mr. Shreaves and Mr. Vincent all voted “Aye”.

- C. Finance Committee – Mrs. Ball reported for the Committee

- 1 Appointment to Board of Zoning Appeals and Wetlands Board

Mrs. Ball advised that Kimberly Jennings term on the BZA and Wetlands Board expires September 30th 2015. Steve Meeter submitted an application to the BZA and Wetlands Board. After review, it is the recommendation of the Finance Committee that Town Council appoints Steve Meeter to the Wetlands Board and for the Town to submit a recommendation to Judge Bondurant to appoint Mr. Meeter to the BZA.

Mrs. Ball made a motion that Town Council appoint Steve Meeter to the Wetlands Board for a five year term commencing October 1st 2015 expiring September 30th 2020; and for the Town Attorney to submit a request for an Order of Appointment to the BZA for a five year term. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Healy; Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted “Aye”.

- 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

Mr. Vincent advised there was nothing to report.

VII. TOWN MANAGER'S ITEMS

Mr. Edwards advised there was nothing to report.

VIII. OLD BUSINESS

There was nothing to report under Old Business.

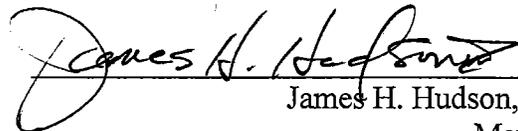
IX. NEW BUSINESS

A. Planning Commission Report - Mr. Hudson

Mr. Hudson advised that the Planning Commission met on July 1st 2015. James Pruett was elected Chairman and James Brockwell was elected as Vice Chairman. The meeting time and date remain as the 1st Wednesday of each month at 5:00 p.m. The Commission authorized advertisement of Temporary Health Care Structures at the August meeting.

X. ADJOURNMENT

There being no further business, Mrs. Ball made a motion to adjourn the meeting at 6:55 p.m., seconded by Mr. Lawson. Upon a unanimous vote the meeting was adjourned.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk

7-21-15

TO: WP TOWN COUNCIL

BEFORE GIVING P & W DEVELOPMENT THE CHANGES THEY REQUEST, I THINK YOU SHOULD LOOK AT SOME PROBLEMS YOU HAVE.

AT THE NEW DELAWARE TOWN HOUSES, THE GRASS IS ONLY CUT WHEN IT IS NEAR 8" TALL. THE CURBING SEEMS TO HAVE SPACE FOR ANOTHER LAYER OF ASPHALT.

ON MAGNOLIA AVE. BETWEEN ODI & BOND ST. FOUR HOUSES HAVE BEEN BUILT WITH DRIVEWAY CULVERTS NOT SET LOW ENOUGH AND THE PITCH AT BOND ST. NEVER DRAINS. THIS MORNING THE CULVERTS HAVE NO WATER PASSING THROUGH AND CULVERT UNDER BOND ST. IS SUBMERSED. SOME OF YOU ALREADY KNOW ABOUT THIS.

THE FIELD THAT IS CALLED THE MEADOWS HAS WEED ALL OVER UP ABOUT YOUR WAIST. THERE WAS SUPPOSED TO BE A STREET THROUGH IT WHERE WE SPENT BIG MONEY TO RUN WATER & SEWER LINES FOR THE DEVELOPMENT. I'VE SEEN PLACES LIKE THIS IN FLORIDA AND VIRGINIA THAT HAD THE STREETS PAVED AND STREET LIGHTS INSTALLED AND THE DEVELOPER WALKED OUT.

I THINK YOU SHOULD GET PRIOR PROBLEMS SOLVED BEFORE YOU ALLOW MORE TO BE MADE.

THANK YOU,
William E. Lopez
730 E. MAGNOLIA AVE.