

**WEST POINT TOWN COUNCIL
WORK SESSION
MINUTES
February 23, 2016
6:00 P.M.**

I. Work Session at Town Hall

A. Cemetery Grass Cutting Contract

Mr. Edwards advised that the Town put out an RFQ for cutting the grass at the cemetery and received one bid from Brooker Maintenance for \$750 per week. The current contract is for \$400 per week.

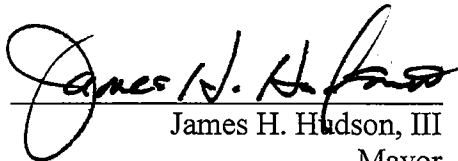
Mr. Vincent advised that upon the request of the Public Works Committee he called Mr. Booker. Mr. Booker advised that he has not increased his prices for a long time and that he now has more lawn equipment and more employees, therefore he will have to keep his bid as it is.

The consensus of Town Council is that the Town Manager re-bid the project.


B. Demolition of Property on 16th Street

Andrea Erard advised that the Town has been working on the demolition of 525 16th Street for some time but the owners would like to repair the property. Ms. Erard presented Town Council with a draft agreement that would require signatures from Brenda Frazier, Yvette Frazier and Raquel Dixon as the owners. Yvette Frazier is willing to pay the past due taxes, Brenda Frazier has meet with a contractor regarding the repairs and is currently pursuing financing for the repairs.

After much discussion the consensus of Town Council was that the family be given ten (10) days to sign the agreement; the taxes need to be paid by the end of March 2016; Financing is to be obtained by the end of April, 2016 and repairs are to be completed by the end of December 2016.


James H. Hudson, III
Mayor

ATTEST:


Karen Barrow
Town Clerk

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
February 23rd, 2016**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on Tuesday, February 23rd, 2016. The Honorable James H. Hudson III called the meeting to order at 6:30 p.m. The Invocation was given by Father Vincent Hodge 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; Chief of Police Bobby Mawyer, WPPD; Holly McGowan, Community Development Coordinator; TC Moore, Town Treasurer; Walt Feurer, Director of Public Works; Donna Pauley, Human Resource Officer and other interested persons.

II. CITIZENS ADDRESS TO COUNCIL

A. Citizens Address to Council

1. One School, One Book Program

Trina Hatcher, Elementary School Principle and Kate Upshaw reviewed the "One Book, One School" program, the statistics with reading to children from ages 0-11 and the positive literary effect reading has on children.

2. FY 2014-15 Audit Report

David Hughes and Michael DelBindo gave a review on the Audit for FY 2014-15.

Jim Hudson asked Mr. Hughes if he needed to speak with the Mayor and/or members of Town Council in private regarding any issues in the Audit.

David Hughes advised it would not be necessary, it was a clean audit with no issues or problems.

3. VDOT Presentation

Marcie Parker from the Fredericksburg Residency, Joyce McGowan from Saluda and Annette Adams, P.E. District Structure and Bridge Engineer gave a 10 year inspection report on the Eltham and Lord Delaware Bridges.

Ms. Adams advised that the average daily traffic for the Eltham Bridge is 17,600 vehicles and that the daily traffic for the Lord Delaware Bridge is 15,000 and that the general condition rating is a 5 (Fair) for both bridges. The annual inspections are showing both hairline cracking and concrete defects in isolated areas on both bridges. Ms. Adams also stated that the repairs will begin in early 2017 and funded by the VDOT Statewide budget. There will be lane closures during the repairs.

Mr. Hudson asked how long will the repairs take.

Ms. Adams advised approximately eight to nine months and that the bridges are safe they can carry the same weight load that they have been carrying. VDOT will continue to monitor the situation and we will be back with additional information before work begins.

4. Citizens Address

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

i. Father Vincent Hodge stated that he is concerned with the continued problem with tractor trailers turning onto Kirby Street then onto 13th Street then onto Kent Street to get to the Chipping Plant. The condition of Kent Street has not improved and there are extremely large pot holes.

Marcie Parker advised that she had just driving on Kent Street and noticed the pot holes and that truck traffic is not supposed to use 13th Street or Kent Street to get to the Chipping Plant. Ms. Parker advised that VDOT will review the issue.

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.

III. COUNCIL RESPONSE

None was noted.

IV. AGENDA CHANGES

No changes were made to the agenda.

V. ADOPTION OF CONSENT AGENDA

Mrs. Ball made a motion to adopt the following consent agenda, 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".

- 1) Minutes of January 26th 2016 Town Council Meeting.
- 2) Cash Reports
 - a) General Fund
Cash on hand as of January 31, 2016 - \$5,944,453.48
 - b) Water Fund
Cash on hand as of January 31, 2016 - \$101,091.48
 - c) CIP
Cash on hand as of January 31, 2016 - \$-46,581.00
 - d) Solid Waste
Cash on hand as of January 31, 2016 - \$110,061.70
- 3) Monthly Budget Report
- 4) School Fund Cash Report
 - a) Cash on hand as of January 31, 2016 - \$216,664.42
- 5) West Point Monthly Police Activity Report
- 6) Building Official Permit Report
- 7) Public Works Monthly 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. Authorization to Advertise for a Public Hearing on Request for Public Land

Mr. Lawson made a motion to authorize the Town Manager to advertise the request of public land submitted by the Town of West Point, being one North-South Alley running parallel with Main Street, situated between 13th and 14th Streets and Main and Lee Streets, located adjacent to Parcel Id# 69A3-77, lots 1111, 1112, 1113, 1114A, 116 and 117. 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".

2. Authorization to Advertise a Public Hearing on Sale of Public Land

Mr. Lawson made a motion to authorize the Town Manager to advertise a public hearing for the sale of public land, Lot 1111, seconded by Mr. Vincent. 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

1. Authorization to Advertise for a Public Hearing for Centerra International Training LLC (ITI) Lease

Mrs. Ball made a motion to authorize the Town Manager to advertise a public hearing for Centerra International Training, LLC (ITI) Lease Agreement, seconded by Mr. Vincent. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Healy, Mr. Kelley, Mr. Lawson, Mr. Shreaves and Mr. Vincent all voted "Aye".

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

Mrs. Gulley advised there was no report.

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

Mr. Vincent advised there was no report.

VII. TOWN MANAGER'S ITEMS

Mr. Edwards advised there was no report.

VIII. OLD BUSINESS

There was nothing to report under Old Business.

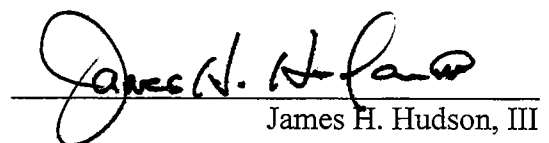
IX. NEW BUSINESS

A. Planning Commission Report - Mr. Hudson

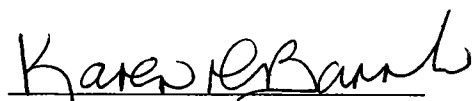
Mr. Hudson advised that the Planning Commission meet on February 3rd 2016 to hold a public hearing on the Alley request between 13th and 14th Street and to discuss the language for commercial pier width.

X. RECESS

Mr. Healy made a motion to enter into Recess until Tuesday, March 1st 2016 at 7:00 P.M. at the School Board Office.


James H. Hudson, III
Mayor

ATTEST:


Karem M. Barrow
Town Clerk