

**WEST POINT TOWN COUNCIL  
WORK SESSION  
MINUTES  
November 29th, 2016  
6:00 P.M.**

**I. Work Session at Town Hall, 329 6<sup>th</sup> Street, West Point, Virginia 23181.**

A. West Point Signage

Mr. Edwards presented Town Council with draft renderings of two signs and advised that the Community Development Committee reviewed a request from the Chamber of Commerce regarding signage as you enter West Point from both bridges. Joe Sanders worked with Signmedia on the draft renderings and obtained an estimated cost of \$35,000 to \$40,000 to construct both signs. The Chamber is willing to pay for half the cost if the Town would be willing to pay half.

After discussion the consensus of Town Council is that the Town would pay 50% of the cost up to \$20,000 and the Town would like to see the bills prior to payment.

  
\_\_\_\_\_  
Deborah T. Ball  
Vice Mayor

ATTEST:

  
\_\_\_\_\_  
Karen M. Barrow  
Town Clerk

**TOWN OF WEST POINT  
TOWN COUNCIL  
MINUTES  
November 29th, 2016**

**I. CALL TO ORDER**

The West Point Town Council held its regular monthly meeting on Tuesday, November 29th 2016. The Honorable Deborah T. Ball, Vice Mayor called the meeting to order at 6:30 p.m. The Invocation was given followed by the Pledge of Allegiance.

Members Present: Deborah Ball, Tina Gulley, Wayne Healy, Paul Kelley, Jack Lawson and Chris Vincent.

Absent: Jim Hudson and Bub Shreaves.

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

**II. CITIZENS ADDRESS TO COUNCIL**

A. Citizens Address to Council

Mrs. Ball opened the floor for citizens to address Town Council on any Town related business.

1. Linda South, 429 3rd Street, stated that she is concerned about her neighbor blowing leaves into the Street and Alley. Ms. South also stated that she is up in age and she bags her leaves. Ms. South asked if this issue can be enforced so her neighbor stops blowing leaves everywhere.

Mr. Edwards stated that he was not aware of the issue and asked Ms. South if she has time to talk after the meeting and Mr. Edwards would review the issue.

Mrs. Ball asked if there was any one else that would like to address Town Council. There being none, the Citizens Address was closed.

**III. COUNCIL RESPONSE**

None was noted.

**IV. AGENDA CHANGES**

No changes were made to the agenda.

**V. ADOPTION OF CONSENT AGENDA**

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

- 1) Minutes of October 26<sup>th</sup> 2016 Town Council Meeting.
- 2) Cash Reports
  - a) General Fund  
Cash on hand as of October 31st, 2016 - \$7,240,266.25
  - b) Water Fund  
Cash on hand as of October 31st, 2016 - \$424,427.87
  - c) CIP

- Cash on hand as of October 31st, 2016 - \$-189,010.97
- d) Solid Waste
  - Cash on hand as of October 31st, 2016 - \$113,702.23
- 3) Monthly Budget Report
- 4) School Fund Cash Report
  - a) Cash on hand as of October 31st, 2016 - \$247,295.25
- 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

Mr. Lawson advised there was nothing to report.

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

Mr. Kelley advised there was nothing to report.

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

- 1. Budget Amendment Resolution *[See Attached]*

Mrs. Ball read the attached resolution in the form of a motion, seconded by Mrs. Gulley. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Healy, Mr. Kelley, Mr. Lawson and Mr. Vincent all voted “Aye”.

Mr. Lawson advised that the resolution does not include any additional local funds. They are additional funds from various different State funds.

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

- 1. Hampton Roads Criminal Justice Training Academy Resolution *[See Attached]*

Mrs. Gulley made a motion to adopt the attached resolution to withdraw from the Hampton Roads Criminal Justice Training Academy, seconded by Mr. Vincent. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Healy, Mr. Kelley, Mr. Lawson and Mr. Vincent all voted “Aye”.

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

Mr. Vincent advised there was nothing to report.

**VII. TOWN MANAGER’S ITEMS**

- A. Budget Calendar

Mr. Edwards provided Town Council with the Budget Calendar for the FY 2017-18 then stated that Department Budget requests are due to the Town Manager on January 6th and will be ready for presentation to Town Council at the January 31<sup>st</sup> Town Council meeting.

**VIII. OLD BUSINESS**

There was nothing to report under Old Business.

**IX. NEW BUSINESS**

- A. Planning Commission Report

Andrea Erard advised that the Planning Commission met and voted to recommend that Town Council consider an ordinance that updates the details and requirements for submitting a plan of development to the Town.

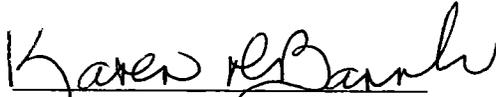
**X. ADJOURNMENT**

There being no further business, Mrs. Ball adjourned the meeting at 6:50 p.m.



Deborah T. Ball  
Vice Mayor

ATTEST:



Karen M. Barrow  
Town Clerk



**TOWN OF WEST POINT  
FY 2016-2017 BUDGET AMENDMENT RESOLUTION**

WHEREAS on April 26, 2016, by Resolution, the Town of West Point approved a FY 2016-2017 budget in a total amount of \$ 15,190,494; and

WHEREAS the West Point Public Schools received additional funds in the amount of \$8,500 for the Title I Academic Achievement Grant; and

WHEREAS the West Point Public Schools received additional funds in the amount of \$44,000 for the School Security Grant; and

WHEREAS the West Point Public Schools received additional funds in the amount of \$971 for the Title II Part A English as a Second Language Endorsement Program for Selected Teachers; and

WHEREAS the West Point Public Schools received additional funds in the amount of \$26,984 for the Vocational Education Program; and

WHEREAS the West Point Public Schools has requested approval and appropriation of these funds totaling \$80,455 to be used in its FY 2016-2017 Operating Budget.

NOW THEREFORE BE IT RESOLVED by the West Point Town Council, at its regular monthly meeting, on the 29th day of November 2016, that a total of \$80,455 be added to the West Point FY 2016-2017 budget, so that the amended total of the Town of West Point's FY 2016-2017 budget shall be \$15,270,949; and

BE IT FURTHER RESOLVED THAT the West Point Public Schools FY 2016-2017 budget be amended by adding \$80,455; and

BE IT FINALLY RESOLVED THAT \$80,455 shall be appropriated for expenditure by the West Point School Board.

Certified to be a true copy of a resolution adopted by the Town Council of the Town of West Point at its regular monthly meeting held on November 29th, 2016, at which meeting a quorum was present and voting throughout.



Deborah T. Ball

Vice Mayor, Town of West Point

ATTEST:



Karen M. Barrow  
Town Clerk



**TOWN OF WEST POINT  
RESOLUTION FOR WITHDRAWAL FROM THE  
HAMPTON ROADS CRIMINAL JUSTICE TRAINING ACADEMY**

WHEREAS, the Town of West Point has been a member of the Hampton Roads Regional Academy of Criminal Justice since 2005; and

WHEREAS, the Town of West Point Police Department has relied upon the Hampton Roads Regional Academy for law enforcement training needs since 2005; and

WHEREAS, the Chief of Police of the Town of West Point desires to have the town withdraw from membership in the Hampton Roads Criminal Justice Training Academy and join Crater Criminal Justice Training Academy and the Town Manager supports this desire; and

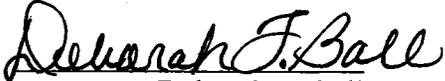
WHEREAS, such a move will promote greater continuity of training and address regional training objectives regarding joint operations with neighboring jurisdictions while enhancing classroom instruction time; and

WHEREAS, Section 15.2-1747(D) of the code of Virginia, 1950, as amended, provides that the governing body of a governmental unit seeking to withdraw from such an academy is required to indicate its desire to do so by resolution or ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of West Point Virginia:

1. That it hereby expresses its desire for the Town of West Point to withdraw from the Hampton Roads Criminal Justice Training Academy and to join Crater Criminal Justice Academy for police training purposes.
2. That it hereby requests that the board of the Hampton Roads Criminal Justice Training Academy take the steps necessary to permit the Town of West Point to withdraw from the Hampton Roads Criminal Justice Training Academy for purposes of police training.
3. That it desires to, and hereby does, authorize and direct the Town Manager to execute and the Town Clerk to attest on behalf of the Town of West Point any and all documents necessary to effectuate and implement the Town's withdrawal from the Hampton Roads Criminal Justice Training Academy and join the Crater Criminal Justice Training Academy for police officers.
4. That a copy of this resolution shall be sent to the Director of the Hampton Roads Criminal Justice Training Academy and to the Director of the Virginia Department of Criminal Justice Services.
5. This resolution shall be in effect on and after the date of its adoption.

Certified to be a true copy of a resolution adopted by the Town Council of the Town of West Point at its regular monthly meeting held on November 29th, 2016, at which meeting a quorum was present and voting throughout.



Deborah T. Ball  
Vice Mayor, Town of West Point

ATTEST:



Karen M. Barrow  
Town Clerk