

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
December 20th, 2016**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on Tuesday, December 20th 2016. The Honorable James H. Hudson, III called the meeting to order at 6:30 p.m. The Invocation was given by Reverend Barbara Marks followed by the Pledge of Allegiance.

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

Also Present: John B. Edwards, Jr., Town Manager; 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. Employee Recognition

Mayor Hudson presented Charlotte Scanlan with a Resolution recognizing almost 20 years of service to the Town of West Point.

Mr. Healy made a motion to adopt the attached resolution, 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. Presentation by the West Point School Board

Mrs. Laura Abel, School Superintendent presented a power point presentation on the changes in education and the commitment by the School Board to continue a level of excellence while embracing the changes.

C. Citizens Address to Council

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

1. Mike Daus, 620 Main Street, West Point, Virginia stated that he has spent the past eighteen months renovating the old movie theater into a restaurant and asked for some help regarding signage to bring business to the downtown area. Mr. Daus also asked about installing a drive-thru window for his business.

Mr. Hudson suggested that Mr. Daus attend the Community Development Committee meeting on Monday, January 9th 2017. The Community Development Committee would be willing to listen to Mr. Daus concerns and review the recommendations submitted by Mr. Daus.

Mr. Hudson 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

Mrs. Ball made a motion to adopt the agenda as presented, seconded by Mr. Shreaves. Upon roll call, Deborah Ball, Tina Gulley, Wayne Healy, Paul Kelley, Jack Lawson, Bub Shreaves and Chris Vincent all voted "Aye".

V. ADOPTION OF CONSENT AGENDA

Mr. Lawson made a motion to adopt the following consent agenda, 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".

- 1) Minutes of November 29th 2016 Town Council Meeting and Work Session.
- 2) Cash Reports
 - a) General Fund
Cash on hand as of November 30th, 2016 - \$6,509,898.17
 - b) Water Fund
Cash on hand as of November 30th, 2016 - \$457,424.53
 - c) CIP
Cash on hand as of November 30th, 2016 - \$-350,932.97
 - d) Solid Waste
Cash on hand as of November 30th, 2016 - \$121,332.11
- 3) Monthly Budget Report
- 4) School Fund Cash Report
 - a) Cash on hand as of November 30th, 2016 - \$402,092.30
- 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

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

Mr. Vincent advised there was nothing to report.

VII. TOWN MANAGER'S ITEMS

- A. VDOT Surety Resolution

Mr. Edwards presented Town Council with a VDOT Resolution that would offer surety to VDOT in lieu of posting bond for some Town Projects.

Mr. Vincent made a motion to adopt the attached resolution, seconded by Mr. Healy. Upon roll call, Deborah Ball, Tina Gulley, Wayne Healy, Paul Kelley, Jack Lawson, Bub Shreaves and Chris Vincent all voted "Aye".

VIII. OLD BUSINESS

There was nothing to report under Old Business.

IX. NEW BUSINESS

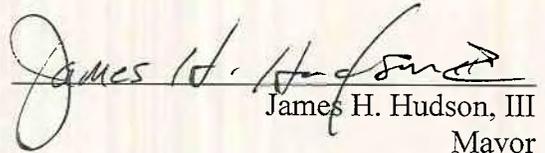
A. Planning Commission Report - Mr. Hudson

Mr. Hudson advised that the December Planning Commission meeting was cancelled and that the next meeting will be on January 4th 2017.

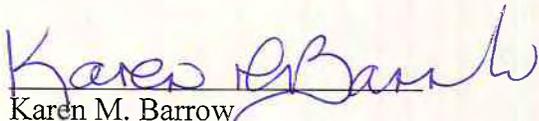
Mr. Hudson advised that this is the last meeting that Mr. Shreaves and Mr. Healy will be attending, Mr. Hudson thanked them both for their services to the Town of West Point.

X. ADJOURNMENT

There being no further business the meeting was adjourned at 7:18 p.m.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk



**TOWN OF WEST POINT
RESOLUTION
To Honor Charlotte G. Scanlan**

WHEREAS, Charlotte G. Scanlan began working for the Town of West Point on May 20th 1997 as the Utility Billing Clerk in the Treasurer's Department assisting customers with water bills, taxes and DMV; and

WHEREAS, Charlotte G. Scanlan transferred to the Town Manager's Department on December 1st 2004 as Administrative Assistant. During her time in the Town Manager's Department she served in many capacities, assisting the Zoning Administrator and Building Official with permit applications and inspections; organizing the Farmers Market; maintaining the Town's web site; and

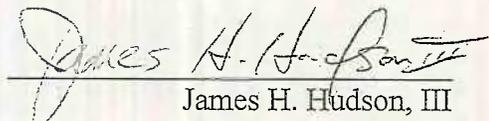
WHEREAS, Charlotte G. Scanlan also severed in the following positions: Chairman of the Safety Committee; Secretary to the Planning Commission; Secretary to the Board of Zoning Appeals; Secretary to the Wetlands Board; Secretary to the Virginia Department of Agriculture area Farmer's Market; Secretary and Treasurer to the Bright & Associates area for the Building Codes and Compliance user group; The Virginia Municipal Clerks Association Budget Committee; Liaison with the Red Cross for the Town's Emergency Shelter; and

WHEREAS, Charlotte G. Scanlan was selected by her fellow co-workers to be employee of the year in 2008; and

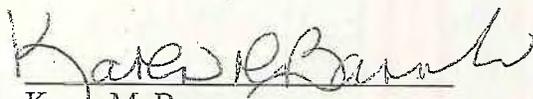
WHEREAS, Charlotte G. Scanlan will be retiring on January 1st 2017 from the Town of West Point after nearly 20 years of diligent service to the Town of West Point.

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of West Point, acting on behalf of the Town's citizens, expresses sincere thanks and appreciation to Charlotte G. Scanlan for her extraordinary dedication and loyal service to the Town of West Point.

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 December 20th 2016, at which meeting a quorum was present and voting throughout.


James H. Hudson, III
Mayor

ATTEST:


Karel M. Barrow
Town Clerk



Council Members:
TINA S. GULLEY
WAYNE HEALY
PAUL T. KELLEY
JOSHUA T. "JACK" LAWSON
O.B. "BUB" SHREAVES, JR.
CHRIS P. VINCENT



JAMES H. HUDSON, III
Mayor
DEBORAH BALL
Vice Mayor
JOHN B. EDWARDS, JR.
Town Manager

**TOWN OF WEST POINT
LAND USE PERMIT
RESOLUTION**

WHEREAS, it becomes necessary from time to time for The Town of West Point of King William County, to obtain land use permits from the Virginia Department of Transportation to install, construct, maintain and operate certain public works and public utilities projects along, across over and upon highway systems of the Commonwealth of Virginia; and

WHEREAS, expense, damage or injury may be sustained by the Commonwealth of Virginia growing out of granting to the Town of West Point of King William County by the Virginia Department of Transportation of said permits for the work aforesaid;

NOW, THEREFORE, BE IT RESOLVED by The Town Council of The Town of West Point this 20th day of December, 2016:

Section 1: That in accordance with the provisions of Section 24VAC30-151-720 of the Land Use Permit Regulations of the Virginia Department of Transportation, The Town of West Point of King William County does hereby grant assurances to the Virginia Department of Transportation (VDOT) that it shall in all respects comply with all of the conditions of the permit or permits that have been, or will be, granted to The Town of West Point of King William County and that said jurisdiction does hereby certify that it will carry liability insurance for personal injury and property damage that may arise from the work performed under permit and/or from the operation of the permitted activity as follows: up to one-million dollars (\$1,000,000.00) each occurrence to protect the Commonwealth Transportation Board members and the Virginia Department of Transportation's agents or employees; seventy-five thousand dollars (\$75,000.00) each occurrence to protect the Commonwealth Transportation Board, the Virginia Department of Transportation or the Commonwealth of Virginia in the event of suit.

Section 2: That The Town Manager, or their designee, be, and hereby is authorized to execute on behalf of The Town of West Point of King William County all land use permits and related documents of the Virginia Department of Transportation.

Section 3: That this resolution shall be a continuing resolution and shall not be revoked unless and until sixty (60) days written notice of any proposed revocation be submitted to the Virginia Department of Transportation.

329 6th Street
P.O. Box 152, West Point, Virginia 23181
(804) 843-3330 / Fax (804) 843-4364
www.West-Point.va.us

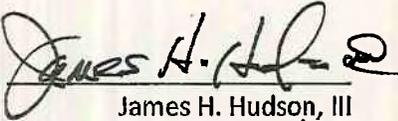
Section 4: That The Town of West Point of King William County shall, if requested by the Virginia Department of Transportation, provide a letter that commits to using the surety provided by its contractor or to have the contractor execute a dual obligation rider that adds the Virginia Department of Transportation as an additional obligee to the surety bond provided to the locality, with either of these options guaranteeing the work performed within state maintained right-of-way under the terms of the land use permit for that purpose.

BE IT STILL FURTHER RESOLVED that The Town Manager, or their designee, be, and hereby is authorized and directed to procure insurance required by Section 1 herein.

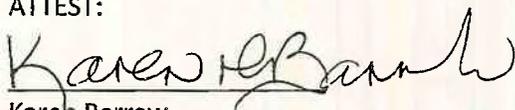
The foregoing Resolution was adopted by The Town Council of The Town of West Point at its regularly meeting held on December 20, 2016 in The Town of West Point, Virginia.

Those Members Voting:

James H. Hudson, III N/A
Deborah Ball Aye
Tina Gulley Aye
Wayne Healy Aye
Paul Kelley Aye
Joshua Lawson Aye
Otto Shreaves Aye
Chris Vincent Aye


James H. Hudson, III
Mayor

ATTEST:


Karen Barrow
Town Clerk