

**WEST POINT TOWN COUNCIL
WORK SESSION
MINUTES
October 30th, 2017
6:00 P.M.**

I. Work Session at Town Hall, 329 6th Street, West Point, Virginia 23181.

A. Pictures for Facebook

Mr. Edwards advised that Melisa Anderson would like to take pictures of Town Council for the Facebook page as a profile so the public know who Town Council members are. Melisa is available for the pictures on November 3rd, 6th and 10th.

The consensus of Town Council is that the pictures should be taken and the Town Manager will arrange the date that works the best with Town Councils schedule.

B. Filming of Homeland

Mr. Edwards advised that filming for the TV series of Homeland will be on November 6th from 4:30 a.m. till 9 p.m. Main Street will be closed from 7th Street through 8th Street for the filming.

C. George R. Carter, Request for Public Land

Mr. Edwards advised that the Planning Commission has held a public hearing on a request from George R. Carter for one north/south alley and that Mr. Carter would also like to include a small triangle piece of land on the side of the alley that the Town owns. The alley request requires the Planning Commission to hold a public hearing but the piece of land that is owned by the Town does not require a public hearing by Planning Commission, it requires a public hearing by Town Council.

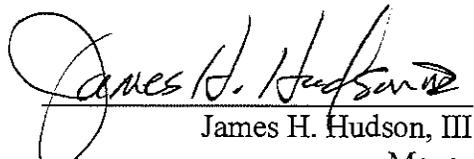
Andrea Erard, the Town Attorney advised that the Town would need to advertise two separate public hearings with two separate advertisements.

D. ITI Lease Agreement

Mr. Hudson advised that ITI are late on the payment for their lease and that Town might need to demand payment before ITI get too far behind in payments.

E. PamunkeyNet

Paul Kelley presented Town Council with a proposal for GO Virginia Region 6 that includes an enhanced fiber broadband enterprise business for the Pamunkey Indian Reservation that will create new jobs in the area. Mr. Kelley also gave a review of the goals for the project and the partners that would be involved.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
October 30th, 2017**

I. CALL TO ORDER

The West Point Town Council held a special called meeting on Tuesday, October 30th 2017. The Honorable James H. Hudson, III called the meeting to order at 6:30 p.m. The Invocation was given by Reverend Gordon Merriweather followed by the Pledge of Allegiance.

Members Present: Mayor, Jim Hudson; Deborah Ball, Vice Mayor; Tina Gulley; Paul Kelley; Robert Lawrence; Gail Nichols and Chris Vincent.

Members Absent: Jack Lawson

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. Public Hearing, SUP2017-03, Bed and Breakfast

Mr. Hudson read the advertisement and asked the Town Clerk if any requests were received to review the application.

The Town Clerk advised that there was one request and that the Town provided a copy of the application.

Mr. Hudson asked the Town Clerk if the Town received any requests for assistance to attend the meeting.

The Town Clerk advised that no request was received.

Mr. Hudson opened the floor for the public to submit comments on the advertised public hearing.

1 Janice Thorndike, 528 10th Street, West Point, Virginia stated that she is available for any questions and thanked Town Council for considering her request to operate a Bed and Breakfast at her home.

2 Gordon Merriweather asked what the occupancy is for the Bed and Breakfast.

Ms. Thorndike advised eight to ten people.

Mr. Hudson asked if anyone else wanted to comment on the advertised public hearing, there being none, the public hearing was closed.

1 Action

Mrs. Ball made a motion that Town Council accepts the recommendation from the Planning Commission and approve SUP2017-03, Hank & Janice Thorndike, special use application to operate a bed and breakfast located at 528 10th Street, with the following conditions:

- 1) The dwelling shall be rented for short term weekends or week long rentals as a guest house or vacation rental;
- 2) There shall be no off-premise directional signs advertising this business.

Seconded by Mr. Vincent.

Paul Kelley, asked, in condition 2, if there was any future changes in the Town Ordinance for signage, would that mean the Thorndikes would not be allowed to put up a sign.

The Town Attorney suggested that item number 2 of the conditions be amended to read; "There shall be no off-premise directional signs advertising this business unless generally permitted by Town Ordinance."

AMENDED MOTION

Mrs. Ball made a motion to amend the first motion on the conditions to read:

- 1) The dwelling shall be rented for short term weekends or week long rentals as a guest house or vacation rental;
- 2) There shall be no off-premise directional signs advertising this business unless generally permitted by Town Ordinance.

Seconded by Mr. Vincent. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Kelley, Mr. Lawrence, Mrs. Nichols and Mr. Vincent all voted "Aye".

B. Citizens Address to Council

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

1 Father Vincent Hodge, 517 16th Street, West Point, Virginia advised that he has received an unusually high water bill and that it is being looked into by a plumber.

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

Mr. Hudson placed Cancellation of Meeting on the agenda under New Business as item number 2.

Mr. Vincent made a motion to adopt the amended agenda, seconded by Mrs. Ball. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Kelley, Mr. Lawrence, Mrs. Nichols and Mr. Vincent all voted "Aye".

V. ADOPTION OF CONSENT AGENDA

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

- 1) Minutes of September 26th 2017 Town Council Meeting.
- 2) Cash Reports
 - a) General Fund
Cash on hand as of September 30th 2017 - \$8,705,453.35
 - b) Water Fund
Cash on hand as of September 30th 2017 - \$524,903.17
 - c) CIP
Cash on hand as of September 30th 2017 - \$131,525.10
 - d) Solid Waste
Cash on hand as of September 30th 2017 - \$ 153,543.96
- 3) Monthly Budget Report
- 4) School Fund Cash Report

- a) Cash on hand as of September 30th 2017 - \$236,455.63
- 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

1. Request for Public Land – George Carter

Mr. Edwards advised that the town has received a request from Mr. George Carter to vacate one north/south alley adjacent to his property on 23rd Street. Planning Commission has conducted a public hearing on the request and is recommending that Town Council approve the request. Mr. Carter has asked for his request to include a small triangle piece of land adjoining the alley that is owned by the Town. Town Staff are requesting authorization to advertise for a public hearing and for the request to include the additional triangle lot adjoining the north/south alley.

Andrea Erard, Town Attorney advised that the request would require two public hearings, one for the alley the second for the triangle piece of land.

Mr. Lawrence made a motion to authorize the Town Manager to advertise PL2017-01, George R. Carter, Public Land Request and for the triangle lot known as Tax Map #249-4-A for a public hearing at the November 2017 Town Council meeting. Seconded by Mr. Vincent, upon roll call Mrs. Ball, Mrs. Gulley, Mr. Kelley, Mr. Lawrence, Mrs. Nichols and Mr. Vincent all voted “Aye”.

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 that trick-a-treaters may canvas in Town from 5:00 p.m. till 8:00 p.m. and no one over the age of 13 can wear a mask.

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

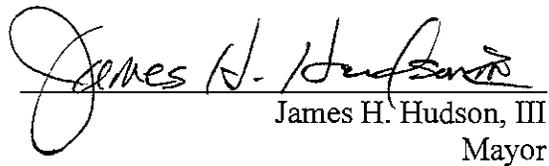
Mr. Hudson advised that the Planning Commission discussed the following items at the October 1st meeting: 1) Conducted a public hearing on a request for public land for George Carter. 2) Authorized advertisement for a special use permit for Ace Hardware for an electric display sign located in the B-1 zoning District. The next planning commission meeting will be on November 6th 2017 at 5:00 p.m.

C. Cancellation of October 31st Town Council Meeting

Mrs. Ball made a motion to cancel the October 31st regularly scheduled Town Council meeting, seconded by Mr. Vincent. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Kelley, Mr. Lawrence, Mrs. Nichols and Mr. Vincent all voted "Aye".

X. ADJOURNMENT

There being no further business, Mr. Vincent made a motion to adjourn the meeting at 7:00 p.m. Upon a unanimous vote, the meeting was adjourned.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk