

**WEST POINT TOWN COUNCIL
WORK SESSION
MINUTES
December 19th, 2017
6:00 P.M.**

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

A. House Fire on Fort Street

Mr. Edwards stated that there has been comments regarding a fire hydrant on Fort Street where a house fire recently occurred. The hydrant was recently tested and has had no known previous issues. During the use of the hydrant the threads were stripped on the shaft and broken. The hydrant is currently under repair.

B. Hanks Property

Mr. Edwards advised that the Hanks family is requesting more than \$60,000 for the property. The condition of the inside of the house is unknown. Mr. Edwards asked Town Council what they would like to do regarding the property.

The consensus of Town Council is that the Town Manager ask to see the condition of the inside of the property but the offer amount should not be increased.

C. Historical Society Sign

Mr. Edwards advised that the Historical Society presented a request to construct a sign in front of the museum. The sign is an older sign that once was located on Main Street in 1940 and has recently been renovated. The Community Development Committee has reviewed the request and has asked that Town Council review the request and location. Town Staff are recommending that the sign be placed in the public right-of-way and in alignment with the street lights.

Paul Kelley advised that the Town needs a plan for Main Street so the Town doesn't end up with a bunch of signs that don't look right.

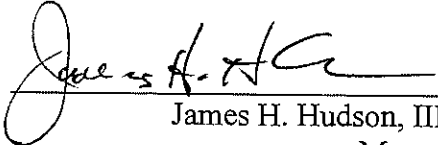
D. ITI

Mr. Edwards advised that ITI has paid the Town \$61,000 for the lease agreement, the payment take ITI current on the rent though January 2018. The property ITI owns is values at under \$400,000. A fair price for ITI to buy out the lease would be \$500,000.

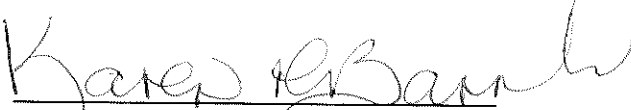
The consensus of Town Council is for the Town Manager to write a letter to ITI with a proposal of \$500,000 to release the lese and transfer ownership of ITI's adjoining property to the Town.

E. King William County – School Composite Index

Mr. Edwards presented a memorandum from the King William County Administrator regarding a resolution for legislative action to remedy inequities in calculation of the school composite index for King William and Westmoreland Counties. Mr. Edwards also stated that it could change budget funding for the schools.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
December 19th, 2017**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on Tuesday, December 19th 2017. 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; Deborah Ball, Vice Mayor; Paul Kelley; Robert Lawrence; Jack Lawson and Chris Vincent.

Members Absent: Tina Gulley and Gail Nichols

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. Police Department Accreditation Presentation

Sheriff Darrel Warren, Gloucester County advised that the re-accreditation process has 183 professional standards that apply to the West Point Police Department and occurs every four years. The police department was evaluated this past September by a team of assessors that found the police department to be in compliance with a perfect score. The accreditation administrator was Robin McLoughlin who provided great support for the accreditation.

Sheriff Joe McLoughlin, New Kent County read the certification of accreditation then presented the certificate to Bobby Mawyer, Chief of Police.

Chief Bobby Mawyer thanked the Mayor, Town Council, Town Manager, Robin McLoughlin and the Citizens of West Point for all the support with the accreditation.

B. Introduction of New Police Officer

Bobby Mawyer introduced Officer Christopher Ruse as the new Road Officer. Officer Ruse will need to attend the academy to become a Virginia State Certified Officer but comes with much experience from North Carolina.

C. 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 the water issue he had mentioned previously has been resolved.

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

Paul Kelley wished everyone a Merry Christmas and stated that he appreciates all the citizens that attend the Town Council meeting.

IV. AGENDA CHANGES

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

V. ADOPTION OF CONSENT AGENDA

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

- 1) Minutes of December 19th 2017 Town Council Meeting.
- 2) Cash Reports
 - a) General Fund
Cash on hand as of November 30th 2017 - \$4,581,578.03
 - b) Water Fund
Cash on hand as of November 30th 2017 - \$636,719.05
 - c) CIP
Cash on hand as of November 30th 2017 - \$9,983.79
 - d) Solid Waste
Cash on hand as of November 30th 2017 - \$158,428.15
- 3) Monthly Budget Report
- 4) School Fund Cash Report
 - a) Cash on hand as of November 30th 2017 - \$176,143.80
- 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. SUP2017-04, Authorization to Advertise a Public Hearing

Mr. Lawson made a motion to authorize the Town Manager to advertise SUP2017-04, Greyland T. Horn/Horn Holdings, LLC, special use permit application to erect an electronic display sign located at 611 14th Street. Seconded by Mr. Lawrence, upon roll call Mrs. Ball, Mr. Kelley, Mr. Lawrence, Mr. Lawson, and Mr. Vincent all voted "Aye".

2. Authorization to Advertise a Public Hearing – Ordinance 04-2017, Truck Parking

Mr. Lawson made a motion to authorize the Town Manager to advertise a Public hearing on Ordinance 04-2017 for the January 30th 2018 Town Council meeting. Seconded by Mrs. Ball, upon roll call Mrs. Ball, Mr. Kelley, Mr. Lawrence, Mr. Lawson, 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

Mr. Edwards 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 Budget Calendar

Mr. Edwards presented the FY 2018-19 Budget Calendar and stated that Department Requests are due to the Town Manager by January 9th 2018. The budget requests will be presented to Town Council at the January 30th Town Council meeting.

VIII. OLD BUSINESS

There was nothing to report under Old Business.

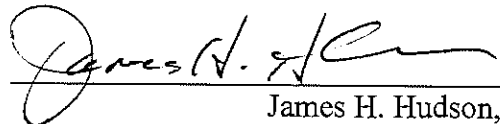
IX. NEW BUSINESS

A. Planning Commission Report - Mr. Hudson

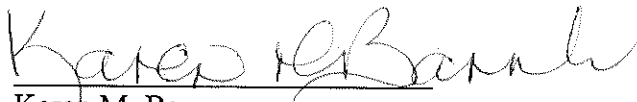
Mr. Hudson advised that the Planning Commission meet on December 6th 2017 to conduct a public hearing on SUP2017-04, Grayland Horn/Horn Holdings to erect an electric display sign. The recommendation of Planning Commission is for Town Council to approve the application with conditions. The January Planning Commission meeting has been cancelled.

X. ADJOURNMENT

There being no further business Mr. Hudson adjourned the meeting at 7:05 P.M.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk



TOWN OF WEST POINT

BUDGET AMENDMENT RESOLUTION

WHEREAS on April 25, 2017, by Resolution, the Town of West Point approved a FY 2017-2018 budget in a total amount of \$14,908,683; and

WHEREAS on September 26, 2017, by Resolution, the Town of West Point approved an amended FY 2017-2018 budget in a total amount of \$15,661,394; and

WHEREAS the West Point Public Schools received a school security grant in the amount of \$31,850; and

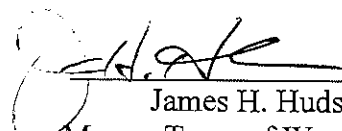
WHEREAS the West Point Public Schools has requested appropriation of these funds totaling \$31,850 to be used in its FY 2017-2018 Operating Budget; and

NOW THEREFORE BE IT RESOLVED by the West Point Town Council, at its regular monthly meeting, on the 30th day of January 2018, that a total of \$31,850 be added to the West Point FY 2017-2018 budget, so that the amended total of the Town of West Point's FY 2017-2018 budget shall be \$15,693,244; and


BE IT FURTHER RESOLVED THAT the West Point Public Schools FY 2017-2018 budget be amended by adding \$31,850; and

BE IT FINALLY RESOLVED THAT \$31,850 is 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 Tuesday, January 30th 2018, at which meeting a quorum was present and voting throughout.


James H. Hudson, III
Mayor, Town of West Point

ATTEST:


Karen M. Barrow
Town Clerk