

**WEST POINT TOWN COUNCIL  
WORK SESSION  
MINUTES  
May 28th, 2019  
6:00 P.M.**

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

A. School Budget Amendment

Mr. Edwards advised that the School Board has submitted a request for a budget amendment for additional state funding for FY 2018-19 on the Average Daily Membership and a grant from the Ellis Olsson Foundation. The request will be placed on the Finance Committee agenda in June for review.

B. Riverwalk Update

Mr. Edwards advised that Bay Design is continuing to work on the design and right-of-way for the property and Schnabel Engineering is currently obtaining estimates. As the estimates come in they will be shared with Town Council.

C. Parking Ordinance

Mr. Edwards advised that the Public Safety Committee reviewed issues regarding Parking in the Fire Lane at West Point Station and Trailer Parking downtown. The Town Attorney and Town Staff are reviewing the language for the Parking Ordinance.

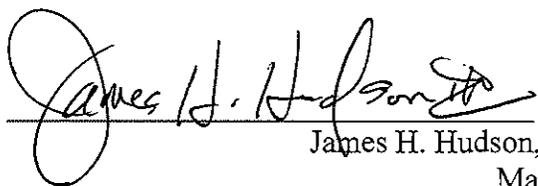
D. House at 13<sup>th</sup> Street and Main Street

Mr. Edwards advised that the owner of the house on the corner of 13<sup>th</sup> Street and Main Street is looking at selling the property. Mr. Edwards asked if Town Council is interest in purchasing the house.

The consensus of Town Council is for the Town Manager to enter into negotiations to purchase the property.

E. Property Maintenance

Mr. Edwards advised that the Community Development Committee reviewed property maintenance at its meeting and asked Town Staff to send violation letters to properties that are in violation of the ordinance.



James H. Hudson, III  
Mayor

ATTEST:



Karen M. Barrow  
Town Clerk

**TOWN OF WEST POINT  
TOWN COUNCIL  
MINUTES  
May 30th, 2019**

**I. CALL TO ORDER**

The West Point Town Council held its regular monthly meeting on May 30th, 2019. The Honorable James H. Hudson, III called the meeting to order at 6:30 p.m. The Invocation was given by Father Hodge followed by the Pledge of Allegiance.

Members Present: Mayor, Jim Hudson; Deborah Ball, Vice Mayor; Tina Gulley; Robert Lawrence; Jack Lawson; Gail Nichols; James Pruett and John Ragsdale.

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

**II. CITIZENS ADDRESS TO COUNCIL**

A. Presentation of a Resolution to Joan Gordon

Mr. Hudson read the attached resolution honoring Joan Gordon for almost 30 years of service to the Town of West Point.

Mrs. Ball made a motion to adopt the Resolution, seconded by Mrs. Gulley; upon a unanimous vote the motion was approved.

B. Citizens Address to Council

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

- 1 Vincent Hodge, 517 16<sup>th</sup> Street, West Point, Virginia stated that he has some concerns about the water area beside the high school parking lot and mosquitoes.

Mr. Hudson advised that the town has looked at the issue in the past and that easements are need from the adjacent property owners to work on the problem, without easements it's a hard issue to fix. The town will revisit the issue to see if anything has changed.

Mayor Hudson asked if there is anyone else that would like to address Town Council, there being none, and 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 Mrs. Nichols. Upon roll call Deborah Ball; Tina Gulley; Robert Lawrence; Jack Lawson; Gail Nichols; James Pruett and John Ragsdale all voted "Aye". The motion was approved.

**V. ADOPTION OF CONSENT AGENDA**

Mrs. Ball made a motion to adopt the following consent agenda, seconded by Mr. Lawrence. Upon roll call Deborah Ball; Tina Gulley; Robert Lawrence; Jack Lawson; Gail Nichols; James Pruett and John Ragsdale all voted "Aye". The motion was approved.

- 1) Minutes of April 30th 2019 Town Council meeting and Work Session.
- 2) Cash Reports
  - a) General Fund  
Cash on hand as of March 31st, 2019 - \$2,775,827.11
  - b) Water Fund  
Cash on hand as of March 31st, 2019 - \$489,285.35
  - c) CIP  
Cash on hand as of March 31st, 2019 - \$272,919.24
  - d) Solid Waste  
Cash on hand as of March 31st, 2019 - \$489,285.35
- 3) Monthly Budget Report
- 4) School Fund Cash Report
  - a) Cash on hand as of March 31st, 2019 - \$239,492.74
- 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 that the Committee meet on May 9<sup>th</sup> to discuss the following; 1) the rezoning of a piece of property downtown on 6<sup>th</sup> Street. 2) the proposed development of Riverwalk Park and 3) Property Maintenance.

### B. Education Committee – Mrs. Nichols reported for the Committee

Mrs. Nichols advised that the Committee meet on May 15 to discuss the following: 1) The year end enrollment was 797.6 students. 78% are town residents and 22% are tuition students. 2) 100% of tuition paying students has registered for classes next year. 3) Grades K through 4<sup>th</sup> grade is closed out to tuition paying students and grades 6 through 8. There is a waiting list for tuition paying students for these grades. 4) There are 11 students enrolled in the Bridging Communities program. 5) The new Fine Arts program has 7 students enrolled in Art, 4 in Band and 18 in Chorus. 6) WestRock hosted 16 students for a tour of the plant and 7) an update on the new SOL testing was given.

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

#### 1 Boards and Commission Appointments

Mrs. Ball made a motion for the following appointments:

Brittney Ball is reappointed to the Planning Commission commencing July 1<sup>st</sup> 2019 expiring June 30<sup>th</sup> 2023.

Chase Evans and Charles T. Redd are reappointed to the West Point Wetlands Board commencing October 1<sup>st</sup> 2019 expiring September 30<sup>th</sup> 2024.

Chase Evans and Charles T. Redd are reappointed to the West Point Board of Zoning Appeals commencing October 1<sup>st</sup> 2019 expiring September 30<sup>th</sup> 2024.

Chase Evans and David Layne are reappointed to the West Point Building Code of Appeals commencing October 1<sup>st</sup> 2019 expiring September 30<sup>th</sup> 2023.

John B. Edwards is reappointed to the Airport Authority as Town Representative commencing July 1<sup>st</sup> 2019 expiring June 30<sup>th</sup> 2023.

Christopher P. Vincent Sr. is reappointed to the Airport Authority as the Alternate Representative commencing July 1<sup>st</sup> 2019 expiring June 30<sup>th</sup> 2023.

Mrs. Gulley seconded the motion, upon roll call Tina Gulley; Robert Lawrence; Jack Lawson; Gail Nichols; James Pruett and John Ragsdale all voted "Aye". The motion was approved.

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

Mrs. Gulley advised that the Committee meet on May 16<sup>th</sup> to review the No Parking in Fire Lane ordinance and Matt Kite the Commonwealth Attorney reported on the Alta Bell award that will be presented to Alta Bell's family at the King William Board of Supervisors meeting.

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

Mr. Lawrence advised that the Public Works Committee reviewed the maintenance and ongoing updates to Town Hall.

**VII. TOWN MANAGER'S ITEMS**

Mr. Edwards advised that he has 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 did not meet in May and that the next meeting will be on June 5<sup>th</sup> at 5:00 pm.

B Closed Session

Mr. Lawson made a motion that Town Council enter into closed session pursuant to Virginia Code §2.2-3711(A)(1) for discussion related to the performance evaluation of the Town Manager. Seconded by Mrs. Ball, upon roll call Deborah Ball; Tina Gulley; Robert Lawrence; Jack Lawson; Gail Nichols; James Pruett and John Ragsdale all voted "Aye". The motion was approved.

RECONVENE

Mr. Lawson made a motion for Town Council enter into public meeting, seconded by Mrs. Ball. Upon roll call Deborah Ball; Tina Gulley; Robert Lawrence; Jack Lawson; Gail Nichols; James Pruett and John Ragsdale all voted "Aye". The motion was approved.

CERTIFICATION

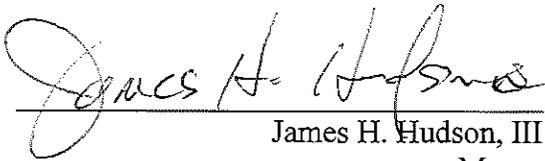
Mr. Ragsdale moved that the Town Council of the Town of West Point certifies that only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered by Town Council. Seconded by Mr. Lawrence, upon roll call Deborah Ball; Tina Gulley; Robert Lawrence; Jack Lawson; Gail Nichols; James Pruett and John Ragsdale all voted "Aye". The motion was approved.

TOWN MANAGERS CONTRACT

Mrs. Ball made a motion that Town Council extend the Town Mangers contract, seconded by Mrs. Gulley. Upon roll call Deborah Ball; Tina Gulley; Robert Lawrence; Jack Lawson; Gail Nichols; James Pruett and John Ragsdale all voted "Aye". The motion was approved.

**X. ADJOURNMENT**

There being no further business, Mayor Hudson adjourned the meeting.

  
James H. Hudson, III  
Mayor

ATTEST:

  
Karen M. Barrow  
Town Clerk