

**WEST POINT TOWN COUNCIL  
WORK SESSION  
MINUTES  
July 30th, 2019  
6:00 P.M.**

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

A. Parking Ordinance

Mr. Edwards advised that the Community Development Committee reviewed trailer parking downtown and the Public Safety Committee reviewed Parking in the Fire Lane and increasing the fine from \$25.00 to \$100.00. Mr. Edwards presented a draft ordinance prepared by the Town Attorney and advised that the ordinance needs authorization by Town Council to advertise a public hearing at the August meeting.

The consensus of Town Council was to place Authorization to Advertise a Public Hearing for the parking ordinance on the Town Council agenda under the Town Manager items.

B. WestRock Update

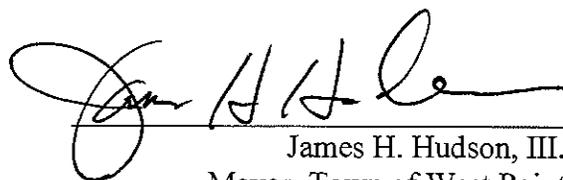
Mr. Hudson advised that the Town had a quarterly meeting with WestRock to discuss updates with the chip yard improvements and other concerns regarding the community.

Mr. Edwards advised that the BPOL tax at the mill has increased with the current improvements and that when the project is complete the tax will be a considerable increase.

Mr. Hudson suggested that in the next budget year Town Council consider a reduction in the BPOL tax.

C. Vranian Court Date

Andrea Erard advised that the Vranian court date for the erroneous real estate tax claim has been set for August 3<sup>rd</sup> 2019.

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

ATTEST:

  
Karen M. Barrow  
Town Clerk

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

**I. CALL TO ORDER**

The West Point Town Council held its regular monthly meeting on Tuesday, July 30th, 2019. 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: James, H. Hudson, III, Mayor; Deborah Ball, Vice Mayor; Tina Gulley; Robert Lawrence; Jack Lawson; Gail Nichols and John Ragsdale.

Members Absent: James Pruett

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; Tim Sawyer, Chief of Police and Building Official, Jon Morr, Building Inspector; Donna Pauley, Human Resource Officer and other interested persons.

**II. CITIZENS ADDRESS TO COUNCIL**

A. King William County Fire and Rescue Update – Bobbie Tassinari

Bobbie, Tassinari, King William County Administrator advised that there were deficiencies in the operation of the King William Fire and Rescue departments that resulted in Andy Aigner being released from his position. Station one is currently under the interim leadership of Rick Nunnally and Laura Nunnally, both have extensive experience with Fire and Rescue. The West Point Volunteer Fire Department and Rescue Squad will not be affected by the change. Ms. Tassinari thanked West Point for their support during this transition.

Mr. Hudson thanked Ms. Tassinari for providing the update and for communicating with the Town.

Matthew Kite, King William County Commonwealth Attorney advised that the Bill presented to the General Assembly mandating that Counties provide funding for reviewing body cameras was not approved.

Mr. Kite also stated that in regard to the evaluation of the Chief of Police. The Chief has done a very good job for the Town and that he's been very professional to work with on cases. Mr. Kite asked that Town Council take his comments into consideration when deliberating on the Chief's evaluation.

B. Public Hearing, RZ2019-02 – Mark and Debbie Davis

Mayor Hudson read the advertisement for the public hearing then asked the Town Clerk if the town received any requests to review the application.

The Town Clerk advised that no requests were received.

Mayor Hudson asked if the town received any requests for assistance to participate in the public hearing.

The Town Clerk advised there were no requests for assistance to participate in the public hearing.

Mayor Hudson opened the floor for citizens to address Town Council on the Public Hearing.

1. Mark Davis, 313 6<sup>th</sup> Street, West Point, Virginia 23181 advised that the reason he is moving his business from the Downtown Business Center is because of parking. Mr. Davis stated that he is available if Town Council had any questions about the application.

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

#### ACTION

Mrs. Ball made a motion that Town Council accepts the recommendation from the Planning Commission and approves RZ2019-02, rezoning application submitted by Mark & Deborah Davis, to rezone property from R-4, Downtown Residential to B-2, Central Business located at 313 6<sup>th</sup> Street. Seconded by Mr. Lawrence, upon roll call Mrs. Ball Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols and Mr. Ragsdale all voted "Aye". The motion was approved.

#### C. Public Hearing, SUP2019-01, Damon D. Horsley

Mayor Hudson read the advertisement for the public hearing then asked the Town Clerk if the town received any request to review the application.

The Town Clerk advised there were no requests to review the application

Mayor Hudson asked if the town received any requests for assistance to participate in the public hearing.

The Town Clerk advised there were no requests for assistance to participate in the public hearing.

Mayor Hudson opened the floor for citizens to comment on the public hearing, there being none, and the public hearing was closed.

#### ACTION

Mrs. Gulley made a motion that Town Council accepts the recommendation from the Planning Commission and approves SUP2019-01, special use permit application submitted by Damon Horsley, to operate a bed and breakfast, located at 529 5<sup>th</sup> 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 Mrs. Ball, upon roll call Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols and Mr. Ragsdale all voted "Aye". The motion was approved.

#### D. Public Hearing, SUP2019-02 – Baylands Family Credit Union

Mayor Hudson read the advertisement for the public hearing then asked the Town Clerk if the town received any requests to review the application.

The Town Clerk advised there were no requests to review the application.

Mayor Hudson asked the Town Clerk if the town received any request for assistance to participate in the public hearing.

The Town Clerk advised there were no requests for assistance to participate in the public hearing.

Dwight Thomas, representative for Baylands Credit Union advised that he is available if Town Council has any questions.

Mayor Hudson opened the floor for citizens to comment on the public hearing. There being none the public hearing was closed.

#### ACTION

Mr. Lawson made a motion that Town Council accepts the recommendation from the Planning Commission and approves SUP2019-02, special use permit application submitted by Baylands Family Credit Union to erect an electronic display sign located at 2004 Main Street with the following conditions:

1. Maintain in good operation condition;
2. Only commercial messages related to the business onsite or any other businesses owned by the same person or entity shall be displayed on the sign;
3. Notice of the events in West Point Community sponsored by a non-profit and or governmental messages shall be displayed on the sign;
4. The sign shall not be angled towards any residential areas and the sign cannot be relocated to any other place on the property;
5. Animation shall comply with Virginia Department of Transportation law requirements;
6. The sign shall minimize light pollution.

Seconded by Mrs. Gulley, upon roll call Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols and Mr. Ragsdale all voted "Aye". Mrs. Ball stated that she is on the Board of Directors for Baylands Credit Union and abstained from voting. The motion was approved.

#### E. Citizens Address to Council

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

1 Robert South, 1013 10<sup>th</sup> Street asked if there any plans for the future to do anything with the roads in Town.

Mr. Edwards advised that VDOT have some plans next year to do some repaving in Town.

Mr. Lawson suggested that Mr. South go on VDOT's web site and report any road issue. VDOT are required to respond to any online report.

There being none, the Citizens Address was closed.

### III. COUNCIL RESPONSE

None was noted.

### IV. AGENDA CHANGES

Mr. Edwards asked for Authorization to Advertise for a Public Hearing on Ordinance 02-2019 to be placed on the agenda under Town Manager as item A.

Mrs. Ball made a motion to adopt the agenda as amended, seconded by Mr. Ragsdale. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols and Mr. Ragsdale all voted "Aye". The motion was approved.

### V. ADOPTION OF CONSENT AGENDA

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

- 1) Minutes of June 25<sup>th</sup> 2019 Town Council meeting and work session.
- 2) Cash Reports
  - a) General Fund

- Cash on hand as of June 30th, 2019 - \$2,035,854.69
- b) Water Fund
  - Cash on hand as of June 30th, 2019 - \$456,943.17
- c) CIP
  - Cash on hand as of June 30th, 2019 - \$134,410.16
- d) Solid Waste
  - Cash on hand as of June 30th, 2019 - \$171,747.13
- 3) Monthly Budget Report
- 4) School Fund Cash Report
  - a) Cash on hand as of June 30th, 2019 - \$13,527.04
- 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 July 11<sup>th</sup> 2019 to discuss the 150<sup>th</sup> Anniversary of West Point, the Tractor Trailer Parking ordinance and Pride in your Property.

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

Mrs. Nichols advised that the Education Committee did not meet in July and that the next meeting will be on August 21<sup>st</sup> 2019 at 4:30 pm.

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

Mrs. Ball advised that there was nothing to report.

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

Mrs. Gulley advised that there was nothing to report. Mrs. Gulley also stated that she will be out of town for the August Committee meeting and asked the Town Manager to review changing the date.

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

Mr. Lawrence advised that the Committee did meet to discuss the Tennis Courts and future options for repairs, demolition and possibly rebuilding the courts. However, the schools have not indicated what they want done with the Tennis Courts.

**VII. TOWN MANAGER'S ITEMS**

A Request for Authorization to Advertise a Public Hearing for Ordinance 02-2019

Mr. Edwards advised that the Community Development and Public Safety Committees have reviewed parking issues recently. The Town Attorney has prepared a draft Ordinance changing parking in Fire Lanes and Trailer Parking. Mr. Edwards ask for authorization to advertise a public hearing at the August Town Council meeting.

Mr. Lawrence made a motion to authorize the Town Manager to advertise a public hearing on the parking ordinance, seconded by Mrs. Ball. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols and Mr. Ragsdale all voted "Aye".

**VIII. OLD BUSINESS**

There was nothing to report under Old Business.

**IX. NEW BUSINESS**

A Planning Commission Report

Mayor Hudson advised that the Planning Commission did not meet in July and that the next meeting will be August 7<sup>th</sup> 2019 at 5:00 p.m. at Town Hall.

B. Closed Session

Mrs. Gulley made a motion that Town Council enter into closed session pursuant to Virginia Code §2.2-3711(A)(1) for discussion or consideration related to the performance evaluation of the Chief of Police, seconded by Mr. Lawrence. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols and Mr. Ragsdale all voted "Aye". The motion was approved.

RECONVENE

Mrs. Gulley Made a motion that Town Council reconvene into public meeting, seconded by Mrs. Ball. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols and Mr. Ragsdale all voted "Aye". The motion was approved.

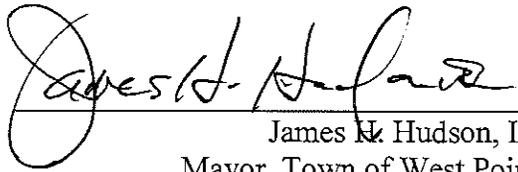
CERTIFICATION

Mr. Lawrence made a motion 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 Mrs. Ball. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols and Mr. Ragsdale all voted "Aye". The motion was approved.

Mr. Lawson made a motion to set the salary for the Chief of Police at \$70,000.00 effective August 1<sup>st</sup> 2019, seconded by Mrs. Ball. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols and Mr. Ragsdale all voted "Aye". The motion was approved.

**X. ADJOURNMENT**

There being no further business, Mr. Lawson made a motion to adjourn the meeting, seconded by Mr. Lawrence. Upon a unanimous vote, the meeting was adjourned.

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

ATTEST:

  
Karen M. Barrow  
Town Clerk