

**WEST POINT TOWN COUNCIL
WORK SESSION
MINUTES
November 26th, 2019
5:30 P.M.**

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

A. Putnam Lots

Mr. Edwards presented a plat of several lots located on G Street and Marsh that the owner has asked if the Town is interested in acquiring. The value of the lots is \$9,900. The lots go from the food truck location down to Three Rivers Seafood, it would tie into the Riverwalk.

Mr. Lawson advised that the lots are over-priced especially the lots in the river and marsh.

The consensus of Town Council is that they are not interested in purchasing the lots, but the Town is willing to accept the lots as a donation.

B. Certificate of Deposit at C & F Bank

Mr. Edwards advised that the Certificate of Deposit with C & F Bank needs to be renewed. The current interest rate for a 24 month CD is 1.85% with a 1 time withdraw. Mr. Edwards stated that unless anyone objects, town staff will renew the CD.

C. Budget Amendment Public Hearing

Mr. Edwards advised that the Budget Amendment Public Hearing will be scheduled for December 17th 2019.

The consensus of Town Council is to authorize the Town Manager to advertise a Public Hearing for December 17th 2019.

D. Tennis Courts

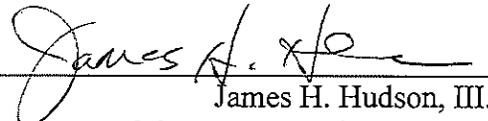
Mr. Edwards advised that the schools have received the bid to replace the tennis courts. The schools are estimating that it will cost \$230,000 and the cost does not include drainage work. The loan will be for \$230,000 and will be paid back from grants and the schools CIP funding.

Mr. Hudson suggested the town have a MOU with the schools on the repayment of the loan.

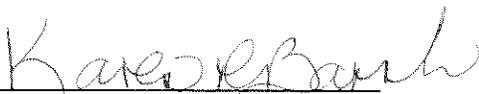
E. Chamber of Commerce Request for Directional Signs

Mr. Edwards presented sample directional signs that the Chamber of Commerce would like to partner with the town to install in several locations throughout town. There are some other issues that will need to be addressed with VDOT easements and the town code before the signs can be installed.

Mr. Hudson suggested that the Chamber be responsible for administering the program with the businesses.


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

ATTEST:


Karen M. Barrow
Town Clerk

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
November 26th, 2019**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on November 26th, 2019. 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; Tina Gulley; Robert Lawrence; Jack Lawson; James Pruett and John Ragsdale.

Members Absent: Deborah Ball, Gail Nichols and Robert Lawrence.

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; Jon Morr, Building Inspector; Donna Pauley, Human Resource Officer and other interested persons.

II. CITIZENS ADDRESS TO COUNCIL

A. Public Hearing – Comprehensive Plan

Mr. Hudson read the advertisement then asked if the Town received any requests for assistance to attend the meeting.

The Town Clerk advised that no requests was received.

Mr. Hudson stated that he is aware the Town received comments from the public during the Planning Commissions review and asked Ms. McGowan if there were any issues regarding comments and concerns from the public during the review process.

Ms. McGowan advised none, the Planning Commission addressed all comments during the review.

Mr. Hudson opened the floor for citizens to comment on the Comprehensive Plan. There being none, the public hearing was closed.

1 Action

Mr. Lawson made a motion that Town Council accepts the recommendation from the Planning Commission and approve the Comprehensive Plan update/amendment as presented, seconded by Mrs. Gulley. Upon roll call, Mrs. Gulley; Mr. Lawson; Mr. Pruett and Mr. Ragsdale all voted "Aye". 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 Jon Martz, 860 Westwood Court, West Point, VA, Director of the New Kent Department of Social Services stated that the Bridges of Change Shelter for Domestic Violence is open and in use by residents from King William, West Point and New Kent Counties. The organization is accepting donations and, help or assistance the Town can give is greatly appreciated.

Mr. Hudson asked if anyone else wanted to comment on any Town related business. There being none, the Citizens Address was closed.

III. COUNCIL RESPONSE

None was noted.

IV. AGENDA CHANGES

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

- 1) Minutes of October 29th 2019 Town Council meeting.
- 2) Cash Reports
 - a) General Fund
Cash on hand as of October 31st, 2019. \$5,969,171.14
 - b) Water Fund
Cash on hand as of October 31st, 2019. \$661,300.29
 - c) CIP
Cash on hand as of October 31st, 2019. -\$60,716.07
 - d) Solid Waste
Cash on hand as of October 31st, 2019. \$177,154.59
- 3) Monthly Budget Report
- 4) School Fund Cash Report
 - a) Cash on hand as of October 31st, 2019. \$186,441.85
- 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. Edwards advised there was nothing to report.

C. Finance Committee

1. Tennis Court Loan

Mr. Edwards advised that the schools have obtained RFQ's to re-construct the tennis courts for \$230,000. C & F Bank is willing to lend the funds in a four year loan while the funds are paid back through grants and CIP funding. The Finance Committee is recommending that the Town enter into a Memorandum of Understanding with the schools on the repayment of the loan.

Mr. Lawson made a motion for Town Council to authorize the Mayor to execute and deliver the loan agreement with C & F Bank and enter into a memorandum of understanding with the schools in an amount not to exceed \$230,000, seconded by Mrs. Gulley. Upon roll call Mrs. Gulley; Mr. Lawson; Mr. Pruett and Mr. Ragsdale all voted "Aye". The motion was approved.

2. Vranian Erroneous Tax Assessment Refund

Mr. Edwards advised that the King William Circuit Court has ordered the Town to refund the erroneous tax assessment to the Vranian family. The double billing has occurred since 2000 by the Commissioner of Revenue's office.

Mr. Lawson made a motion that Town Council authorizes Town Staff to refund the Vranian Estate the funds in accordance with the Court Order, seconded by Mr. Ragsdale. Upon roll call Mrs. Gulley; Mr. Lawson; Mr. Pruett and Mr. Ragsdale all voted "Aye". The motion was approved.

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

Mrs. Gulley advised there was nothing to report.

E. Public Works

Mr. Edwards advised there was nothing to report.

VII. TOWN MANAGER'S ITEMS

Mr. Edwards advised there was nothing to report.

VIII. OLD BUSINESS

A. Property at 13th Street and Main Street

Mr. Edwards advised that earlier this year Town Council voted to buy back property Sold to G & T Corporation as listed in the buy-back clause in the purchase agreement. Mr. Guy is here to address Town Council about the property and Town Council's decision to buy back the property.

Hopkins Guy of G & T Corporation presented Town Council with a power point presentation on the statistics for a possible development of the property with a fast food restaurant. Mr. Guy asked for the presentation to be entered into record and for an extension on the purchase agreement so he can include the lot in with the marketing of his property.

Mr. Hudson advised that Mr. Guy's request will be sent to the Community Development Committee to discuss the extension on the contract.

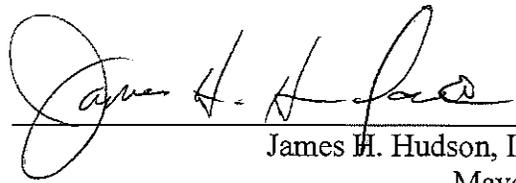
IX. NEW BUSINESS

A. Planning Commission Report - Mr. Hudson

Mr. Hudson advised that Planning Commission meet on November 6th to discuss the Homestay Ordinance which includes rules and regulations for Bed and Breakfast and Air BnB's. The next meeting will be on December 4th 2019 at 5:00 pm.

X. ADJOURNMENT

There being no further business, Mayor Hudson adjourned the meeting at 7:22 pm.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk