

**WEST POINT TOWN COUNCIL
WORK SESSION
MINUTES
May 26th 2020
6:00 P.M.**

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

Members Present: Mayor, Jim Hudson; Robert Lawrence; Jack Lawson; James Pruett and John Ragsdale.

Members Present by Electronic WebEx: Deborah Ball, Tina Gulley and Gail Nichols.

The members participating by electronic meeting are doing so from their homes in West Point due to medical reasons because of the COVID-19 pandemic.

A. FY 2019-20 Budget Amendment Resolution

Mr. Edwards advised that the Schools has received additional funding for the Average Daily Membership, The Virginia Department of Education and the CARES Act for a total of \$138,774.00. The School Board would like the funds for use in the current fiscal year, the item is on the Town Council Agenda for approval.

B Bay Transit

Mr. Edwards presented emails from Bay Aging regarding funding they requested for FY 2020-21. Bay Transit has received CARES Act funding that will reduce the amount of their request from \$26,934 to \$6,734. It will be a reduction for the FY 2020-21 only.

C. Water Tower at Schools

Mr. Edwards advised that tower number two at the schools is scheduled for painting inside and out. The tower will need to be drained down so the inside can be painted, when the tower is drained the downtown tower and well house number 3 will pick up the water usage so residents do not lose water. Work will begin sometime in June.

D. Swimming Pool at Country Club

Mr. Edwards advised that he has received a request for assistance with the cost for filling the swimming pool at the Country Club. The cost to fill the pool was \$1,419.20. Mike Pumo has advised that they provide free swimming lessons for 2nd graders and the cross-county team uses the grounds for training.

Mr. Lawson advised that the Country Club is operating on volunteers to get work done. If the business closes, we will have a whole different issue and the business provides services for the community.

Mr. Lawrence advised that there is also a concern with the use of the bathroom facilities.

Mr. Edwards stated that they might not have a big enough drain field to accommodate the number of people using the bathrooms during any kind of event.

The consensus of Town Council is to assist the Country Club with the water bill to fill the swimming pool for this year only providing there is community involvement with the use of the pool and there is the use of the bathroom facilities.

E. CARES Act Funding for COVID-19

Mr. Edwards advised that the County will be receiving approximately 1.5 million dollars from the CARES Act. The Town will be receiving 19% of the funds for an amount of

\$280,000. The County Board of Supervisors are under the impression that they will be in control of the expenditures of these funds. Mr. Edwards suggested that Town Council authorize the Town Manager to send a letter of intent to the County that the Town will take their portion of the funds and expend those funds in compliance with the CARES Act. If there is a problem with the expenditure of the funds, the Town will be responsible for those expenditures, there is no need for the County to approve every expenditure. These funds will come fast in June and need to be used by December.

Mr. Edwards also stated that the Town is talking with the Middle Peninsula Planning District Commission on a regional plan of assistance with expenditure of CARES Act funds for local businesses.

Mr. Hudson suggested that the Town authorize a "Hold Harmless Agreement" with King William County and a Services Agreement with the Middle Peninsula Planning District Commission.

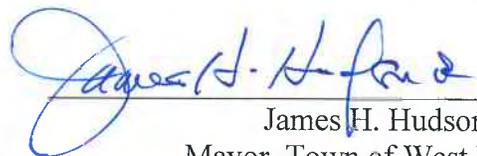
The consensus of Town Council is to place both items on the Town Council agenda for action.

F. Arts Alive Representative

Mr. Edwards advised that Arts Alive is asking for Town Council to appoint a person as the Town Representative to the Arts Alive Board.

Mrs. Ball stated that she would be willing to serve on the Arts Alive Board for a seconded term.

The consensus of Town Council is for Deborah Ball to be appointed to the Arts Alive Board as the Towns Representative.



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

ATTEST:



Karen M. Barrow
Town Clerk

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
May 26th, 2020**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on the 26th day of May 2020. The Honorable James H. Hudson, III called the meeting to order at 6:30 p.m. The Invocation was given by Father Vincent Hodge.

Members Present: Mayor, James H. Hudson, III; Robert Lawrence; Jack Lawson; James Pruett and John Ragsdale.

Members Present by Electronic WebEx: Deborah Ball; Tina Gulley and Gail Nichols.

Also Present: John B. Edwards, Jr., Town Manager; Karen Barrow, Town Clerk; Donna Pauley, Human Resource Officer and Holly McGowan, Director of Community Development.

Also Present by Electronic WebEx: Andrea Erard, Town Attorney; Susan Harlow, Town Treasurer; Walt Feurer, Director of Public Works; Tim Sawyer, Chief of Police and Jon Morr, Building Official.

The members participating by electronic meeting are doing so from their homes in West Point due to medical reasons because of the COVID-19 pandemic.

Mrs. Gulley made a motion for Town Council to allow those members participating by electronic meeting to do so, seconded by Mr. Lawrence. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols, Mr. Pruett and Mr. Ragsdale all voted "Aye". The Motion was approved.

II. CITIZENS ADDRESS TO COUNCIL

A. Citizens Address to Council

Mr. Hudson opened the floor for citizens to address Town Council on any Town related business. There being none, the Citizens Address was closed.

III. COUNCIL RESPONSE

None was noted.

IV. AGENDA CHANGES

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

V. ADOPTION OF CONSENT AGENDA

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

- 1) Minutes of the Town Council Meeting and Work Session of April 28th 2020.
- 2) Cash Reports
 - a) General Fund
Cash on hand as of April 30th 2020, \$3,358,054.41
 - b) Water Fund
Cash on hand as of April 30th 2020, \$1,138,860.99

- c) CIP
Cash on hand as of April 30th 2020, \$-142,941.69
- d) Solid Waste
Cash on hand as of April 30th 2020, \$220,301.63
- 3) Monthly Budget Report
- 4) School Fund Cash Report
 - a) Cash on hand as of April 30th 2020, \$308,675.40
- 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 – Mrs. Nichols reported for the Committee

Mrs. Nichols 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 there was nothing to report.

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

Mr. Lawrence advised there was nothing to report.

VII. TOWN MANAGER'S ITEMS

A. FY 2019-20 Budget Amendment

Mr. Edwards reviewed the Schools Budget Amendment request and stated that the request is less than 1% of the total budget, therefore it did not require a public hearing.

Mr. Lawrence made a motion to adopt the attached resolution second by Mr. Lawson. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols, Mr. Pruet and Mr. Ragsdale all voted "Aye". The motion was approved.

B. ITI/Centerra International Training, LLC Lease

Mayor Hudson advised that after a long negotiation process, the outstanding lease with ITI has been resolved. The Town will receive \$135,000 plus Centerra will convey the approximately 400 acres of land they own to the Town.

Mrs. Gulley made a motion to authorize the Mayor or the Town Manager to execute and deliver the Lease Termination Agreement in exchange for a sum of \$135,000 and accept the conveyance of the Deed on behalf of the Town subject to review and approval by the Town Attorney. Seconded by Mr. Lawson. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols, Mr. Pruet and Mr. Ragsdale all voted "Aye". The motion was approved

C. King William County Hold Harmless Agreement

Mr. Edwards advised that the Town will be receiving funds from the Federal Cares

Corona Virus Relief Fund. The funds will be payable through King William County. In order to receive the funds and to show the County that the Town intends to spend the funds appropriately Mr. Edwards suggested the town enter into a "Hold Harmless Agreement" with King William County.

Mrs. Ball made a motion to authorize the Town Manager to enter into a "Hold Harmless Agreement" with King William County for the Cares Act Fund subject to approval by the Town Attorney. Seconded by Mr. Lawrence. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols, Mr. Pruett and Mr. Ragsdale all voted "Aye". The motion was approved.

D. MPPDC COVID Application Program

Mr. Edwards advised the COVID Application Program is for the Town to enter into an agreement with Middle Peninsula Planning District Commission for the MPPDC to act on the Town's behalf to administer a program. The program will be regional providing assistance to middle peninsula businesses. The program would be administered the same as previous programs in the past for sub-services.

Mr. Lawson made a motion to authorize the Town Manager to enter into an agreement with the Middle Peninsula Planning District Commission subject to agreement approval by the Town Attorney, seconded by Mrs. Ball. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols, Mr. Pruett and Mr. Ragsdale all voted "Aye". The motion was approved.

E. H.O.P.E Initiative

Mr. Edwards advised that distribution of the H.O.P.E. Initiative will begin on June 2nd, there are 43 businesses signed up for the program. Mr. Edwards reviewed the distribution times and stated that volunteers will be needed to assist with the distribution.

VIII. OLD BUSINESS

There was nothing to report under Old Business.

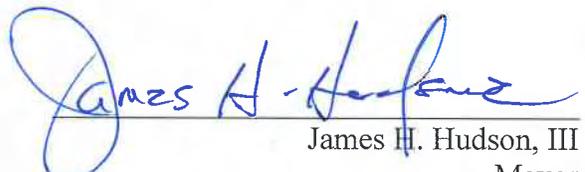
IX. NEW BUSINESS

A. Planning Commission Report - Mr. Hudson

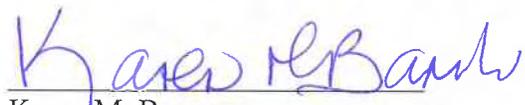
Mr. Hudson advised that the Planning Commission did not meet in May so there is no report.

X. ADJOURNMENT

There being no further business, Mr. Lawrence made a motion to adjourn the meeting at 7:05 P.M. Mayor Hudson adjourned the meeting.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk



***TOWN OF WEST POINT
FY 2019-2020 BUDGET AMENDMENT RESOLUTION***

WHEREAS on April 30, 2019, by Resolution, the Town of West Point approved a FY 2019-2020 budget in a total amount of \$16,605,347; and

WHEREAS on December 17, 2019, by Resolution, the Town of West Point approved an amended FY 2019-2020 budget in a total amount of \$17,733,159; and

WHEREAS the West Point Public Schools received various unanticipated funds in the cumulative amount of \$138,774; and

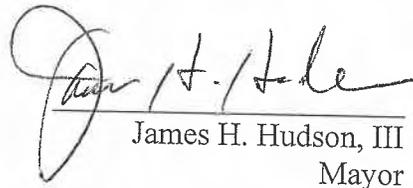
WHEREAS the West Point Public Schools has requested approval and appropriation of these funds totaling \$138,774 to be used in its FY 2019-2020 Operating Budget;

NOW THEREFORE BE IT RESOLVED by the West Point Town Council, at its regular monthly meeting, on the 26th day of May 2020, that a total of \$138,774 be added to the West Point FY 2019-2020 budget, so that the amended total of the Town of West Point's FY 2019-2020 budget shall be \$17,871,933; and

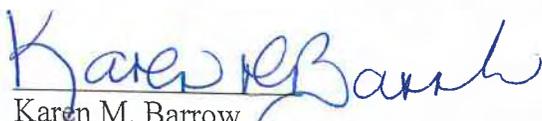
BE IT FURTHER RESOLVED THAT the West Point Public Schools FY 2019-2020 budget be amended by adding \$138,774; and

BE IT FINALLY RESOLVED THAT \$138,774 is appropriated to the Town of West Point, \$138,774 of which shall be 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 the 26th day May 2020, at which meeting a quorum was present and voting throughout.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk