

**WEST POINT TOWN COUNCIL
WORK SESSION
MINUTES
July 28th 2020
6:00 P.M.**

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

A. Crab Carnival and Fall Events

1. Jammin on the Point

Mr. Edwards advised that the Chamber of Commerce has cancelled the August Jammin' on the Point events.

Sam Drewry, Chamber of Commerce Chairman, stated that the Chamber has not discussed the September events so no decision has been made regarding those events.

2. Foodtrucks

Mr. Edwards stated that there has been a slight increase in Covid 19 numbers and the Governor has put the Hampton Roads area back into Phase II of reopening. So long as West Point remains in Phase III of reopening, we would be able to hold a Foodtruck event with careful planning for take-out orders. If the Governor moves West Point back to Phase II then we will revisit the events. Mr. Edwards also stated the dates currently under review are September 11th and 25th, October 16th and 30th.

3. Crab Carnival Master Plan

Mr. Edwards advised that the Crab Carnival Master Plan has not been issued this year and that the Chamber of Commerce are reviewing options to hold some kind of event.

Sam Drewry stated that if there is an event it shouldn't be called the Crab Carnival. The Chamber has been reviewing the opening plans for Disney theme parks, a crab feast in Irvington and a music event in Deltaville, these are guidelines we can follow for safety precautions. Pre-sold tickets for events is one way to control the number in attendance.

Mrs. Ball stated that Disney has gated areas where they can control the number of people in an area, it would be hard to control numbers in areas at an event in West Point.

Sam Drewry stated that the beer drinking area is always fenced and can be monitored.

Mrs. Ball stated that a beer drinking area is only one location for numbers control, it would be difficult to control numbers in other areas.

Mr. Edwards advised that the Governor can change attendance numbers at any time. It would be difficult to plan an event only to have the Governor change the numbers then we would have to cancel the event.

Sam Drewry stated that there are 32 vendors that have paid for the Crab Carnival this year. We can offer the option for a reservation for the following year, we can give a refund or the vendor can donate the funds to the Chamber.

Mrs. Ball asked how the Chamber would sell tickets for an event.

Sam Drewry advised an event planning organization would take care of that.

Mr. Edwards stated that the Town has paid a deposit for fireworks and that the fireworks can be on either Friday or Saturday.

Mr. Lawson stated that if the town had fireworks, individual homeowners would have their own thing going on and the fireworks can be a family night to watch the fireworks.

The consensus of Town Council is that it would not be safe to hold the Crab Carnival this year, therefore Town Council are not going to approve a Master Plan this year.

B Middle Peninsula Alliance

Mr. Edwards stated that he received a memo today from the Interim Chairman of the Middle Peninsula Alliance advising that the contract with River Link Group will end at the end of August.

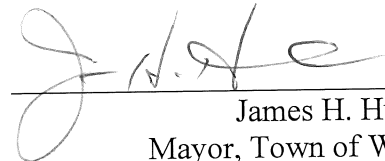
C. VOSH Regulations

Mr. Edwards advised that the State has new regulations that the Town needs to comply with as an employer regarding the COVID 19 virus. The new regulations went into effect yesterday. Any time an employee is within 6 feet of another person they are required to wear a mask. A penalty fee in violation to the new requirements of over \$13,000 per incident. Mr. Edwards also stated that Donna Pauley, the Human Resource Officer is review the changes so a plan can go into effect.

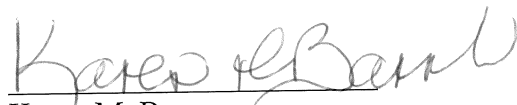
Andrea Erard stated that the new regulations were in response to the Governors Order number 53.

D. CARES Funding

Mr. Edwards stated that the Town has submitted a quarterly report to King William with a request for \$35,000 to \$40,000 in expenditures that includes project H.O.P.E, Plexiglas and other expenses due to COVID 19. The Schools request for \$90,000 was approved by the school board last night. Children have to be in school in order for the \$90,000 to qualify for the CARES Act funding. Mr. Edwards also stated that the deadline to use the funds is the end of December 2020. Mrs. Abel has been advised that if the schools implement their expenditure program and the CARES Act does not cover the expenditures because the children are not in school, the schools will be responsible to pay back those funds.


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

ATTEST:


Karen M. Barrow
Town Clerk

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
July 28, 2020**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on Tuesday, July 28th, 2020. The Honorable James H. Hudson, III called the meeting to order at 6:30 p.m. The Invocation was given followed by the Pledge of Allegiance.

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

Members Present by WebEx: Tina Gulley

Also Present: John B. Edwards, Jr., Town Manager; Karen Barrow, Town Clerk and Pauley, Human Resource Officer.

Also Present by WebEx: Andrea Erard, Town Attorney; Susan Harlow, Town Treasurer; Chief Tim Sawyer, Chief of Police; Holly McGowan, Director of Community Development and Walt Feurer, Director of Public Works.

II. CITIZENS ADDRESS TO COUNCIL

A. Citizens Address to Council

There were no members of the public present to address Town Council.

III. COUNCIL RESPONSE

None was noted.

IV. AGENDA CHANGES

Mrs. Ball made a motion to adopt the agenda as presented, 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.

V. ADOPTION OF CONSENT AGENDA

Mrs. Nichols 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 June 30th 2020 Town Council meeting.
- 2) Cash Reports
 - a) General Fund
Cash on hand as of June 30th, 2020 - \$3,030,952.26
 - b) Water Fund
Cash on hand as of June 30th, 2020 - \$1,020,228.22
 - c) CIP
Cash on hand as of June 30th, 2020 - \$(156,097.54)
 - d) Solid Waste
Cash on hand as of June 30th, 2020 - \$176,454.31
- 3) Monthly Budget Report
- 4) School Fund Cash Report
 - a) Cash on hand as of June 30th, 2020 - \$(115,071.80)
- 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

Mr. Lawson advised there was no report.

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

Mrs. Nichols advised there was no report but stated that the School Board made a decision about the school year last night and that a letter will be going out to parents this week.

Mr. Hudson stated that Mrs. Nichols will be moving out of State and that this is her last Town Council meeting. Mr. Hudson also stated that it has been a pleasure to work with Mrs. Nichols, and to have her and her family to live in West Point. The Town will greatly miss Mrs. Nichols and all that she has done with the schools and arts programs.

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

Mrs. Ball advised that West Point taxes are due on August 5th 2020 and that due to COVID 19, they can be paid online or placed in the drop box near the entrance to Town Hall.

- 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

Mr. Edwards advised there was nothing to report.

VIII. OLD BUSINESS

There was nothing to report under Old Business.

IX. NEW BUSINESS

There was nothing to report under New Business.

X. CLOSED SESSION

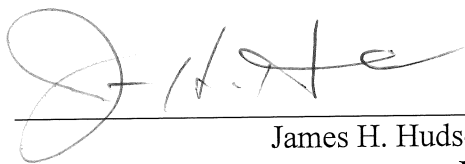
Mr. Lawson made a motion to go into closed meeting pursuant to Virginia Code §2.2-3711(A)(1) for the discussion of the performance and evaluation of the Town Manager, seconded by Mrs. Ball. Upon roll call; Mrs. Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mrs. Nichols; Mr. Pruett and Mr. Ragsdale all voted “Aye”, the motion was approved.

Mrs. Gulley made a motion to reconvene in public meeting, 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.

Mrs. Ball made a motion to certify 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 in the meeting by the Council, 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.

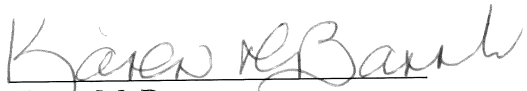
XI. ADJOURNMENT

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



James H. Hudson, III
Mayor

ATTEST:



Karen M. Barrow
Town Clerk