

**TOWN OF WEST POINT
TOWN COUNCIL
WORK SESSION
MINUTES
September 28th 2021**

I BZA Court Hearing

Andrea Erard, the Town Attorney advised that the BZA hearing has been set with Circuit Court for October 28th at 1:00 P.M.

II Vranian's SUP2021-01 Application

Mr. Edwards advised that the Vranian family have withdrawn their Homestay application for a Special Use Permit at 590 River Road. The Planning Commission recommendation was for Town Council not to approve the application. Therefore no public hearing will be necessary for the application.

III Fulcrum Concepts Expansion

Mr. Edwards advised that he is continuing to work with Fulcrum Concepts regarding office space at the old school board building. The property is approximately 7500 square feet, the building needs work, painting, internet work etc. Fulcrum have been told that the Town will not do the work need for Fulcrum to move in. Mr. Edwards suggested the rental fee be accordingly to allow them to do the work needed to move in.

Andrea Erard advised that a public hearing is required in order to lease the building to Fulcrum. The ad needs to be advertised once, 7 days before the public hearing.

IV. Crab Carnival Expenses

Mr. Edwards advised that everything to do with Crab Carnival has been cancelled, even the fireworks, the deposit that was placed on the fireworks has been moved to next year's event. Mr. Edwards presented an account of expenses from that shows a loss of approximately \$6,080. Mr. Edwards asked how much of \$6,080 loss does Town Council want to pay.

Mr. Hudson asked Mr. Edwards if he is satisfied with the amount of the loss.

Mr. Edwards stated yes, the only question is regarding the T-shirts. They have orders for t-shirts, but they have not printed all of the t-shirts and they will be able to use the t-shirts next year. Mr. Edwards recommends Town Council cover the loss expenses. The funds are in the budget under Crab Carnival.

Mr. Hudson stated that the Daily Press done and article on the cancellation of the Crab Carnival and interviewed Sam Drewry and that Sam done a good job explaining the reasons the Crab Carnival was cancelled.

The consensus of Town Council is to pay the itemized loss presented by the Chamber for the Crab Carnival.

V. Pavilion Parking Lot

Mr. Edwards advised that the contractor started work on the parking lot last Friday. The engineer has advised that DEQ will not require a permit application to place gravel on the first six spaces of the parking lot. We can put gravel on 2,500 square feet without having to submit a DEQ application. We will place a chain across the rest of the parking lot preventing people from driving on it to allow the grass to become established. Once the gravel is put down, the public will be able to use the pavilion area. The cost of the gravel is \$15,740.00.

The consensus of Town Council is for the Town Manager to proceed with gravel in the first six parking spaces at the Pavilion.

VI. COVID19 – Water Payments

Mr. Edwards presented a letter that came from the State that funds relief for past due water bills for any account that is 60 days in arrears as of October 31st 2021. One of the requirements is that the grant is funded through the County. The grant does not cover penalties or interest.

The consensus of Town Council is for the Town Manager to proceed with the grant application for assist customers with delinquent water bills due to COVID issues.

VII Fire Chief Position Update

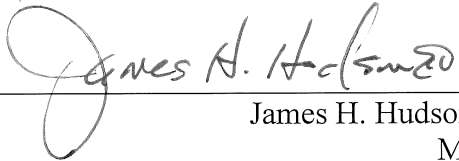
Mr. Edwards advised that he has started a draft job description for the Fire Chief Position and sent it to the Fire Department for review and suggestions.

VIII Airport Sea Grant Project

Mr. Edwards advised that he has been working with Virginia Sea Grant, a joint project with the Middle Peninsula Planning District Commission. They are looking for a location for a research facility that will involve storm surge in wetlands and marsh. They are looking at three locations and West Point is one of the three.

IX Anne Jennings

Mr. Edwards stated that the Governor has appointed town resident Anne Jennings as the Secretary to Natural Historic Resources.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
September 28th, 2021**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on Tuesday, September 28th, 2021. 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; Tina Gulley; Robert Lawrence; Jack Lawson; James Pruett, John Ragsdale and Chris Vincent.

Also Present: John B. Edwards, Jr., Town Manager; Andrea Erard, Town Attorney; Karen Barrow, Town Clerk; JaLeesa Aimis, Administrative Assistant; Tim Sawyer, Chief of Police; Susan Harlow, Town Treasurer; Walt Feurer, Director of Public Works; Donna Pauley, Human Resource Officer, and other interested persons.

II. CITIZENS ADDRESS TO COUNCIL

A. Retirement Resolution for George Longest

Mr. Hudson read the attached resolution to honor George Longest on his retirement and thanked Officer Longest for his hard work and dedication to the citizens of West Point.

Mrs. Ball made a motion for Town Council to adopt the attached resolution, seconded by Mrs. Gulley. Upon a unanimous vote, the motion was approved.

B. Domestic Violence Resolution

AC Tierney, representative of Thrive Virginia presented purple ribbons and business cards with contact information for members of the public in need for their services. Ms. Tierney gave a report on the past year and how domestic violence has been on the rise during COVID 19.

Mrs. Gulley read the attached resolution in a form of a motion, seconded by Mrs. Ball. Upon a unanimous vote, the motion was approved.

C. FY 2021-22 Budget Amendment Public Hearing

Mayor Hudson read the attached resolution then asked the Town Clerk if anyone asked for a copy of resolution.

The Town Clerk advised that no requests were received.

Mayor Hudson asked if anyone asked for assistance to attend the meeting.

The Town Clerk stated that the town did not receive any request.

Mayor Hudson opened the floor for members of the public to comment on the budget amendment. There being none, the public hearing was closed.

ACTION

Mrs. Ball made a motion to adopt and appropriate the FY2021-22 budget amendment resolution, seconded by Mr. Lawrence. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mr. Pruett, Mr. Ragsdale, and Mr. Vincent all voted "Aye". The motion was approved.

D. Citizens Address to Council

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

1. Charles Redd, 690 River Road, West Point, Virginia 23181 advised that recently the Planning Commission reviewed SPU2021-01 for the Vranian home located at 590 River Road. The Planning Commission denied the application. Mr. Redd Suggested the town review the zoning ordinance and remove Special Use Permits for B & B's and Homestay's in the R-1 Zoning District.

Mr. Hudson asked if there was anyone else that wanted to address Town Council, there being none, the Citizens Address was closed.

III. COUNCIL RESPONSE

Mr. Hudson advised that the Town would review the Zoning Ordinance regarding B & B's and Homestay Special Use Permits in the R-1 Zoning District.

IV. AGENDA CHANGES

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

V. ADOPTION OF CONSENT AGENDA

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

- 1) Town Council and Work Session minutes of August 31st, 2021
- 2) Cash Reports
 - a) General Fund
Cash on hand as of August 31st, 2021 - \$10,612,857.75
 - b) Water Fund
Cash on hand as of August 31st, 2021 - \$1,832,944.17
 - c) CIP
Cash on hand as of August 31st, 2021 - \$(424,456.23)
 - d) Solid Waste
Cash on hand as of August 31st, 2021 - \$247,656.75
- 3) Monthly Budget Report
- 4) School Fund Cash Report
 - a) Cash on hand as of August 31st, 2021 - \$92,347.89
- 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. Ragsdale reported for the Committee

Mr. Ragsdale advised that the Education Committee met at the new School Board office for a tour of the building. Mr. Larry Frazier provided the following update. 1) The student daily enrolment is 811. 2) The number of meals served since the beginning of school 10,693. 3) Bridging Communities programs has increased to 22, the welding class at RCC to 3, The Cosmetology enrollment is 5 and the private Day

School student is now 3. 4) The teachers and staff that have been vaccinated is now more than 70%.

Mr. Ragsdale also stated that Paul Diggs provided an updated COVID report that 82% of the school staff are now vaccinated and thanked the Town for \$200 shot indicative.

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

1. Board of Zoning Appeals and Wetlands Board Reappointment

Mrs. Ball made a motion that Town Council reappoint Stuart Daniels to the Wetlands Board and recommend that Judge Bondurant of the King William Circuit Court appoint Stuart Daniels to the Board of Zoning Appeals for a five-year term commencing October 1st 2021 expiring September 30th 2026. Seconded by Mrs. Gulley. Upon roll call . Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mr. Pruett, Mr. Ragsdale and Mr. Vincent all voted “Aye”. The motion was approved.

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

1. Halloween Resolution

Mrs. Gulley read the attached resolution in the form of a motion, seconded by Mrs. Ball. Upon roll call. Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mr. Pruett, Mr. Ragsdale and Mr. Vincent all voted “Aye”. The motion was approved.

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

1. Surplus Items

Mr. Lawrence made a motion to authorize the Town Manager to advertise the request for sealed bids for surplus vehicles, seconded by Mrs. Gulley. Upon roll call. Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mr. Pruett, Mr. Ragsdale and Mr. Vincent all voted “Aye”. The motion was approved.

VII. TOWN MANAGER’S ITEMS

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 met to discuss the B&B SUP2021-01 application for the Vranian home at 590 River Road. The Planning Commissions interpretation of the ordinance is that you had to be a resident of the actual dwelling in order to operate a B&B.

B. Closed Session

Mr. Lawrence made a motion to go into closed meeting pursuant to Virginia Code §2.23711(A)(1) for the discussion of the performance and evaluation of the Town Manager, seconded by Mr. Ragsdale. Upon roll call; Mrs. Ball; Mrs. Gulley; Mr. Lawrence, Mr. Lawson, Mr. Pruett, Mr. Ragsdale and Mr. Vincent all voted “Aye”. The motion was approved.

Reconvene

Mr. Lawson made a motion to reconvene in public meeting, seconded by Mr. Lawrence. Upon roll call; Mrs. Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mr. Pruett, Mr. Ragsdale and Mr. Vincent all voted “Aye”. The motion was approved.

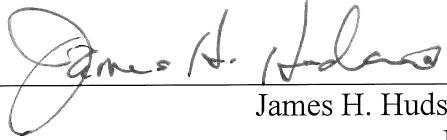
Certification

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

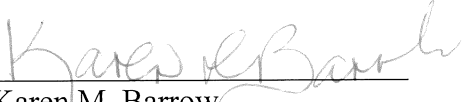
Mrs. Gulley made a motion to approve the employment of contract addendum for the Town Manager, seconded by Mr. Lawrence. Upon a unanimous vote, the motion was approved.

X. ADJOURNMENT

There being no further business, Mayor Hudson adjourned the meeting at 7:30 P.M..


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk



***A RESOLUTION TO HONOR
Auxiliary Officer George Longest***

WHEREAS; George Longest was employed by the West Point Police Department as an Auxiliary Police Officer on May 6, 2010; and

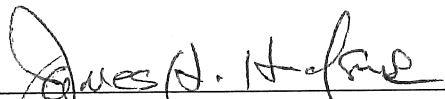
WHEREAS; Officer George Longest became an Auxiliary Officer II through the Career Development Program on June 23, 2017; and


WHEREAS; George Longest also worked as a Law Enforcement Officer in other jurisdictions, bringing a wealth of knowledge and unprecedented experience to the Town of West Point; and

WHEREAS; Officer George Longest has given unselfishly of his time to assist The West Point Police Department during times of need; and

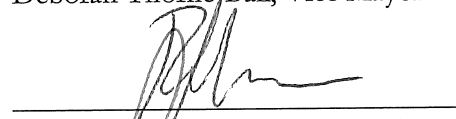
NOW, THEREFORE BE IT RESOLVED; the West Point Town Council expresses their sincere appreciation to Officer George Longest upon his retirement, for his knowledge, professionalism and dedication supporting the safety and well-being of the citizens of the Town of West Point.


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 28th day of September 2021, at which meeting a quorum was present and voting throughout.


James H. Hudson III, Mayor

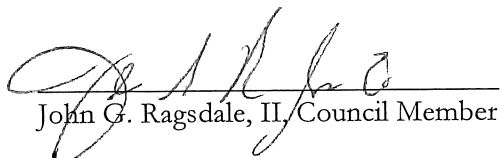

Deborah Thorne-Ball, Vice Mayor


Tina S. Gulley, Council Member


Robert Lawrence, Council Member


Joshua T. Lawson, Council Member


James Pruett, Council Member


John G. Ragsdale, II, Council Member


Chris Vincent, Council Member



**A RESOLUTION DECLARING OCTOBER AS
DOMESTIC VIOLENCE AWARENESS MONTH**

WHEREAS, domestic violence is a serious crime that affects people of all races, ages, gender, and income levels; and

WHEREAS, Domestic violence is widespread and affects over four million Americans each year; and

WHEREAS, one in three Americans have witnessed an incident of domestic violence; and

WHEREAS, children that grow up in violent homes are believed to be abused and neglected at a rate higher than the national average; and

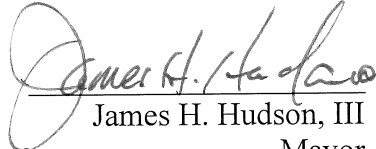
WHEREAS, domestic violence costs the nation billions of dollars annually in medical expenses, police and court costs, shelters, foster care, sick leave, absenteeism, and non-productivity; and

WHEREAS, only a coordinated community effort will put a stop to this heinous crime; and.

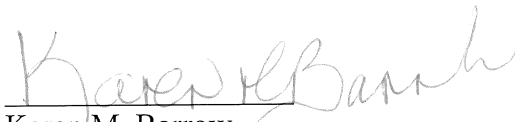
WHEREAS, Domestic Violence Awareness Month provides an excellent opportunity for citizens to learn more about preventing domestic violence and to show support for the numerous organizations and individuals who provide critical advocacy, services, and assistance to victims.

NOW, THEREFORE, LET IT BE RESOLVED by the Town Council of West Point the month of October as Domestic Violence Awareness Month and ask the citizens of West Point to work together to eliminate domestic violence from our community.

Certified to be a true copy of a resolution adopted by the Town Council of the Town of West Point on the 28th of September 2021, at which meeting a quorum was present and voting throughout.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk



TOWN OF WEST POINT
FY 2021-2022 BUDGET AMENDMENT RESOLUTION

WHEREAS on April 27, 2021, by Resolution, the Town of West Point approved a FY 2021-2022 budget in a total amount of \$17,113,384; and

WHEREAS the West Point Public Schools has requested to use unspent FY 2020-2021 budgeted funds in the amount of \$227,589; and

WHEREAS the West Point Public Schools received various other unanticipated funds in the cumulative amount of \$863,611; and

WHEREAS the West Point Public Schools has requested approval and appropriation of these funds totaling \$1,091,200 to be used in its FY 2021-2022 Operating Budget; and

WHEREAS the Town of West Point wishes to complete various previously approved capital projects that were not completed in FY 2020-2021, as well as other projects at an anticipated cost of \$305,057;

WHEREAS the Town of West Point wishes to budget and appropriate \$20,000 for additional operating expenditures; and

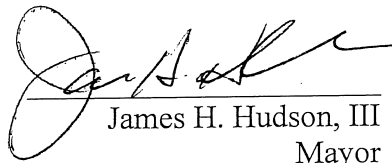
WHEREAS the Town of West Point wishes to budget and appropriate \$763,604 for American Rescue Plan Act expenditures;

NOW THEREFORE BE IT RESOLVED by the West Point Town Council, at its regular monthly meeting, on the 28th day of September 2021, that a total of \$2,179,861 be added to the West Point FY 2021-2022 budget, so that the amended total of the Town of West Point's FY 2021-2022 budget shall be \$19,293,245; and

BE IT FURTHER RESOLVED THAT the West Point Public Schools FY 2021-2022 budget be amended by adding \$1,091,200; and

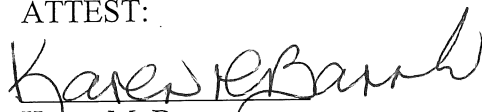
BE IT FINALLY RESOLVED THAT \$2,179,861 is appropriated to the Town of West Point, \$1,091,200 of which shall be appropriated for expenditure by the West Point School Board.

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 28th day September 2021, at which meeting a quorum was present and voting throughout.



James H. Hudson, III
Mayor

ATTEST:



Karen M. Barrow
Town Clerk



TOWN OF WEST POINT HALLOWEEN RESOLUTION

WHEREAS the West Point Town Council has a tradition of establishing the date and time for trick or treating on Halloween; and

WHEREAS the West Point Town Council is confident in the ability of each family to make sound decisions regarding trick or treating this year in light of the COVID-19 pandemic; and

WHEREAS the West Point Town Council would like to maintain its tradition of setting the date and time for those who wish to participate in Halloween.

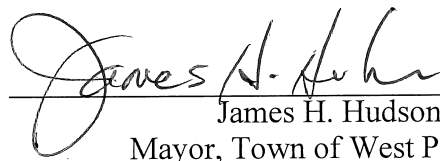
NOW THEREFORE BE IT RESOLVED by the West Point Town Council, at its regular monthly meeting on the 28th day of September 2021, that all trick-or- treaters on Halloween night, Sunday, October 31, 2021 in the Town of West Point may canvass no later than 8:00 P.M.; and

BE IT FURTHER RESOLVED that residents may indicate whether or not they wish to participate in trick or treating by turning their outdoor lights on or off; and


BE IT FURTHER RESOLVED that trick or treaters are to be respectful if a house has its lights turned off and not ring the doorbell; and

BE IT FINALLY RESOLVED that costume masks may not be worn by children older than 13 years of age who are trick or treating.

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 28th day of September 2021 at which meeting a quorum was present and voted throughout.


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

ATTEST:


Karen M. Barrow
Town Clerk