

**TOWN OF WEST POINT  
TOWN COUNCIL  
WORK SESSION  
MINUTES  
December 21<sup>st</sup> 2021**

The Town Attorney took part in the meeting via phone conference.

**I VDOT**

A. Smart Scale

Mr. Edwards presented a memo from the new King William County Administrator regarding Smart Scale as a way that VDOT identifies projects and funding for those projects. King William County has identified five projects within the County that might be a safety concern or there's an area in need for road improvements. Rt 33 and 15<sup>th</sup> Street at Walgreens and Valero's has been identified as a safety issue and in need of road improvements. A representative from VDOT will be at the meeting this evening to discuss the Smart Scale.

B. Railroad Crossing at Euclid Blvd

Mr. Edwards advised that last week, Norfolk Southern Railroad had posted signs stating that the railroad crossing at the country club estates will be closed for repairs. A representative went through the neighborhood knocking on doors to inform residents that the crossing will be closing at 5 a.m. the next day. There was no plan on how people would get out of the area or for emergency calls if fire and rescue was needed. Mr. Edwards stated that the railroad has to coordinate the road closing with VDOT. VDOT did not know the road was going to close, VDOT will oversee the road closing and they will contact the town when the road is going to close.

**II. 10 Year Service Award**

Mayor Hudson presented the Town Manager with a 10 Year Service Award and thanked him for all that he has done for the Town.

**III. Chicken Ordinance**

Mr. Edwards presented Town Council with a copy of the current Fowl Running at Large and a proposed revision to the ordinance and stated that the Community Development Committee asked for the ordinance to be placed on the work session for discussion.

Chief Sawyer advised that in order for the police department to enforce the running at large, the officer has to see the chickens running at large, we will then look for the owner.

Mr. Lawrence asked how difficult it is to enforce the ordinance.

Mrs. Ball advised that the two residents that have called her in the past are now saying that the chickens have not been running at large, currently there are no problems with the chickens. Mrs. Ball stated there should be a number limit on how many chickens a property owner can have.

Mr. Edwards reviewed the proposed changes with a limited number of chickens for each household and a violation fine for any chicken running at large.

Mr. Hudson asked if the town could have civil penalties.

Andrea Erard advised no, the town does not have the authority to do so, but we do have the ability to collect fees.

Mr. Hudson asked if the town could have criminal penalties.

Ms. Erard advised yes.

Mr. Hudson stated that he does not want to adopt an ordinance that cannot be enforced and asked how the town can enforce the ordinance.

The consensus of Town Council is to continue to amend the ordinance so that it is enforceable.

Mr. Edwards advised that he would work with the Town Attorney to revise the ordinance.

#### **IV. Fire Chief position**

Mr. Edwards stated that he received a call from Chief Bartos advising that the Fire Department membership approved the MOU, but Mr. Edwards has not received a signed MOU yet. Mr. Edwards advised that he would let Town Council know when he receives a signed MOU.

#### **V. Restructuring the Towns Debt**

Mr. Edwards advised that has had a couple of meetings this week regarding the restructuring of the town's debt. There is a change in the interest rates that would save the town some money, Mr. Edwards asked if Town Council is interested in Davenport providing a presentation on refinancing the town debt.

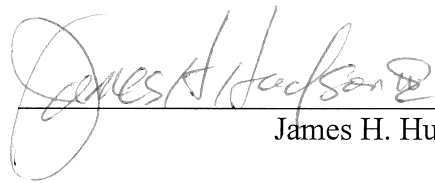
The consensus is for the Town Manager to have Davenport attend the finance committee meeting in January.

#### **VI. 2022 Meeting Schedule**

Mr. Edwards stated that due to COVID, the Town has had to do a variety of meetings in different ways and that currently Town Council meetings are set through January. Mr. Edwards asked if there is any particular way Town Council wants to plan the 2022 meeting schedule, there has been some feed back that some of Council likes the combined meetings so there are fewer meetings.

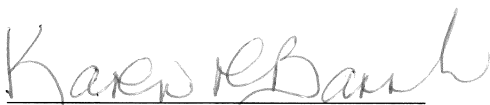
The consensus of Town Council is to combine some of the meetings.

Mr. Edwards advised that he would bring a schedule to the committees in January for review.



James H. Hudson, III  
Mayor

ATTEST:



Karen M. Barrow  
Town Clerk

**TOWN OF WEST POINT  
TOWN COUNCIL  
MINUTES  
December 21st, 2021**

**I. CALL TO ORDER**

The West Point Town Council held its regular monthly meeting on Tuesday, December 21st, 2021. 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: Mayor, Jim Hudson; Deborah Ball, Vice Mayor; Tina Gulley; Robert Lawrence; Jack Lawson; John Ragsdale and Chris Vincent.

Members Absent: James Pruet

Also Present: John B. Edwards, Jr., Town Manager; Karen Barrow, Town Clerk; Tim Sawyer, Chief of Police; Holly McGowan, Community Development Coordinator; Susan Harlow, Town Treasurer; Walt Feurer, Director of Public Works; Jon Morr, Building Official and Donna Pauley, Human Resource Officer.

Present Via Phone Conference: Andrea Erard, Town Attorney

**II. CITIZENS ADDRESS TO COUNCIL**

A. King William County Administrator

Mayor Hudson introduced Percy Ashcraft, the newly appointed King William County Administrator. Mayor Hudson welcomed Mr. Ashcraft to the area.

B. VDOT

Ron Peaks, Assistant Resident Administrator at the Saluda Office advised that VDOT has a program called Smart Scale funding that requires a locality to submit an application in order to receive funds for road improvements, road safety and traffic management. The application for a town would need to be processed through the County, there is a pre-application deadline date of April 1<sup>st</sup> 2022 and a final application is due in August 2022. If the town received the award for a project, the project would begin in the summer of 2023. The one project identified in the town would be the traffic issues on Rt 33 and 15<sup>th</sup> Street and with vehicles that take a left turn out of Walgreens or a left turn into Walgreens. Mr. Peaks also stated that Smart Scale funding is processed every two years, the next opportunity to apply for this funding would be in 2024. Mr. Peaks also stated that one recommendation is to install a raised median on Rt. 33 in front of Walgreens and Valero to prevent left turns into the businesses.

Mrs. Ball asked if there will be any kind of rendering.

Mr. Peaks advised that a raised median is a pre-concept, there are no drawings you need to visualize the area.

Mr. Edwards asked if there are no drawings, at what point of this process would it be appropriate to receive input from businesses and the public. If in the pre-concept we want to explore it and we don't want to miss the deadlines, at what time do we solicit input regarding the project.

Mr. Peaks stated that the pre-application does not bind anyone to the project, you would need to solicit input as soon as possible.

Mr. Lawson stated that to put a median in front of Walgreens on RT 33 would cut off access to a business and Walgreens is the only drug store in West Point. The only way to get into the parking lot will be to turn left.

Mr. Peaks stated that it is very desirable for the town to support this type of design and application and seek approval of the project

Mr. Ragsdale asked that as we are talking about the intersection at 14<sup>th</sup> Street, we are talking about a pre-conceptual plan, but the condition of the brick crosswalks is a reality and a serious safety hazard. Mr. Ragsdale asked what the status is on the replacement and repairs of the brick crosswalks.

Mr. Peaks stated that VDOT is looking at the issue.

Mr. Ragsdale asked if VDOT is planning to fix the crosswalks.

Mr. Peaks stated yes, that VDOT is developing a project to fix the bricks in the spring or early summer of 2022, we are developing a maintenance project to remedy that issue.

Mr. Ragsdale asked when, in 2023.

Mr. Peaks stated no, we do have some ideas and it's scheduled to be fixed in 2022.

Mr. Hudson suggested that the Town Manager and Mr. Ashcraft schedule a meeting to discuss the issue and the Town will contact the Walgreens and Valero's to see what they want to do.

#### C. 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**

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

### **V. ADOPTION OF CONSENT AGENDA**

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

- 1) Town Council and Work Session minutes of November 30<sup>th</sup> 2021
- 2) Cash Reports
  - a) General Fund  
Cash on hand as of November 30<sup>th</sup> 2021 - \$9,098,705.81
  - b) Water Fund  
Cash on hand as of November 30<sup>th</sup> 2021 - \$2,060,152.65
  - c) CIP  
Cash on hand as of November 30<sup>th</sup> 2021 - \$-(465,529.26)
  - d) Solid Waste  
Cash on hand as of November 30<sup>th</sup> 2021 - \$269,665.76
- 3) Monthly Budget Report
- 4) School Fund Cash Report
  - a) Cash on hand as of November 30<sup>th</sup> 2021 - \$248,494.98
- 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 met to discuss the Clutter and Chicken ordinances. The next meeting will be on January 13<sup>th</sup> at 9:00 a.m.

B. Education Committee – Mr. Ragsdale reported for the Committee

Mr. Ragsdale advised that he has nothing to report.

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

Mrs. Ball advised that she has nothing to report.

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

Mrs. Gulley asked Chief Sawyer to provide a report.

Chief Sawyer stated that the Police Department has received its re-accreditation.

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

Mr. Lawrence advised there is nothing to report.

**VII. TOWN MANAGER'S ITEMS**

Mr. Edwards advised that the Town Hall is closed on Thursday and Friday for the Christmas holiday.

**VIII. OLD BUSINESS**

There was nothing to report under Old Business.

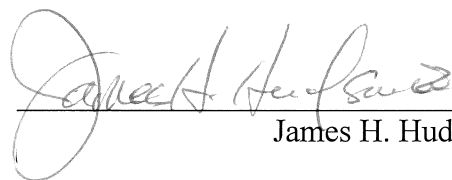
**IX. NEW BUSINESS**

A. Planning Commission Report - Mr. Hudson

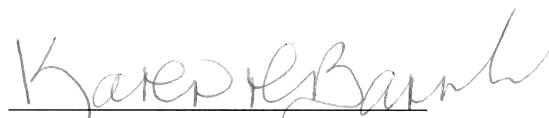
Mr. Hudson advised that the Planning Commission did not meet in December, the next meeting will be January 5<sup>th</sup>, 2022 at 5:00 P.M.

**X. ADJOURNMENT**

There being no further business, Mr. Vincent made a motion to adjourn the meeting at 7:10 P.M. Upon a unanimous vote, Mayor Hudson adjourned the meeting.

  
James H. Hudson, III  
Mayor

ATTEST:

  
Karen M. Barrow  
Town Clerk