

**TOWN OF WEST POINT  
TOWN COUNCIL  
WORK SESSION  
MINUTES  
February 28<sup>th</sup> 2022**

**1. Fire Alarm at Town Hall**

Mr. Edwards stated that on Friday, after popping popcorn, the fire alarm went off as a bag of popcorn was being removed from the microwave. The popcorn wasn't burnt but the hot air set off the smoke detector.

**2. Mooney House**

Mr. Edwards advised that several months ago Mr. & Mrs. Mooney approached the town regarding the sale of their property located at the corner of 14<sup>th</sup> Street and Main Street. The town has been in negotiations with the Mooney's as a result the Town Attorney has prepared a draft purchase agreement. Mr. Edwards asked for the purchase agreement to be placed on the agenda for action.

**3. Police Chief Salary Adjustment**

Mr. Edwards advised that the town has two contract employees', the Town Manager and the Chief of Police. In order for the Chief of Police to receive the salary adjustment as recommended in the BakerTilley compensation study, Town Council would need to adopt the salary adjustment individually. Mr. Edwards asked for the Chief of Police Salary Study adjustment to be placed on the Town Council agenda for adoption.

Mr. Hudson stated that Town Council had adopted the salary study, but the Chief of Police salary adjustment has to go through a different process.

**4. Utility Relief ARPA Funds**

Mr. Edwards advised that the approximately \$84,000 of funds have been processed and been allotted for accounts that are over 60 days past due as of August 31<sup>st</sup> 2021.

**5. VDOT Update**

Mr. Edwards stated that he recently met with VDOT to discuss the following, 1) The Eltham bridge inspections. VDOT confirmed that inspections are currently being done on the bridge and they are expected to be complete by June, then they will then move to the Lord Delaware bridge. 2) Due to a reduction in lanes on the bridge, VDOT are concerned about traffic issues if they begin work on the crosswalks. Once the Eltham bridge work is completed in June, they will be working on replacing the brick crosswalks with stamped concrete. 3) Mr. Edwards advised that he has heard some rumors about a project in Eltham that would take the 4 lanes down to 3 lanes, with a center turn lane and 1 travel lane in each direction. VDOT have advised yes, that is a recommendation based on a study, but New Kent has not accepted the recommendation. Mr. Edwards stated that West Point is not going to accept the recommendation either.

**6. Fire Chief Position**

Mr. Edwards advised that the selection committee has reviewed the applications and selected five applications for interviews. Bill Palmer who servers on the committee has submitted his resignation to the Fire Department and Police Department. Rev. Palmer is willing to continue to work through the process till the end of March, we will need to have a replacement to finish working through the process.

**7. Fire Protection Ordinance 01-2022**

Mr. Edwards stated that the Fire Protection Ordinance is scheduled for a public hearing this evening. Mr. Edwards asked that Town Council continue to hold the public hearing but wait to act on the ordinance until the new Fire Chief is hired then act on both items at the same time.

**8. Hazard Duty Benefits Resolution**

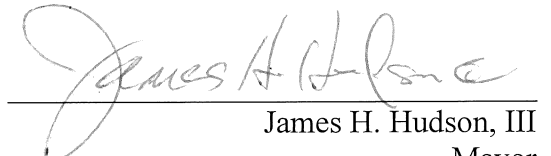
Mr. Edwards advised that the resolution is for the Fire Chief position and members of the fire department that become town employees. This is the same benefit that the town adopted for police officers.

**9. Library**

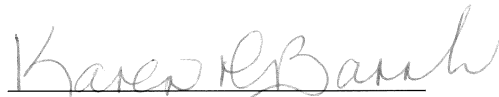
Mr. Edwards stated that a contract for Library has been agreed upon with an expected closing date is December 31<sup>st</sup> to give us time to relocate the Library.

**10. Joint Meeting with the School Board**

Mr. Edwards advised that the joint meeting with the School Board is tomorrow evening at 5:30 P.M. at the high school cafeteria.

  
James H. Hudson, III  
Mayor

ATTEST:

  
Karen M. Barrow  
Town Clerk

**TOWN OF WEST POINT  
TOWN COUNCIL  
MINUTES  
February 28th, 2022**

**I. CALL TO ORDER**

The West Point Town Council held its regular monthly meeting on Monday, February 28th, 2022. 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; James Pruett, John Ragsdale and Chris Vincent.

Members Absent: Tina Gulley

Also Present: John B. Edwards, Jr., Town Manager; Andrea Erard, Town Attorney; Karen Barrow, Town Clerk; Sargent Stewart Meredith, WPPD; 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.

**II. CITIZENS ADDRESS TO COUNCIL**

A. Audit Presentation FY 2021 – Michael Lupton

Michael Lupton, Representative for Robinson, Farmer, Cox Associates, presented the audit report and stated that there were no difficulties in dealing with management while performing and completing the audit and that the audit outlines some adjustments the town needs to follow to comply with Robinson, Farmer and Cox accounting standards. These adjustments are across the board and include the schools and cafeteria.

Mr. Hudson thanked Mr. Lupton for providing the report and asked if anyone had any questions for Mr. Lupton.

B. Public Hearing – Ordinance 01-2022

Mayor Hudson read the advertisement and asked if anyone asked for a copy of the ordinance or for assistance to attend the meeting.

The Town Clerk advised no requests were received.

Mayor Hudson opened the floor for citizens to address Town Council on the public hearing. There being none, the public hearing was closed.

Mr. Edwards asked that Town Council wait to adopt the ordinance until the Fire Chief is appointed.

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**

Mr. Edwards asked for the following items to be placed on the agenda, the Mooney purchase contract and the Chief of Police salary adjustment to be placed under the Finance Committee and for the VRS Resolution on Hazard Duty Benefits to be placed under the Town Manager.

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

- 1) Town Council and Work Session minutes of January 25<sup>th</sup>, 2022
- 2) West Point Monthly Police Activity Report
- 3) Building Official Monthly Report
- 4) Public Works Monthly Permit Report
- 5) Community Development Monthly Permit Report
- 6) Treasurer Monthly Report
- 7) 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 review the Homestay Ordinance, the Clutter/Nuisance Ordinance, the Subdivision Agreement, Flood Insurance Rate Maps, the Library and Hazard Mitigation Plan. The next meeting is scheduled for March 8<sup>th</sup> 2022.

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

Mr. Ragsdale advised there was nothing to report.

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

### **1 Mooney Contract**

Mrs. Ball made a motion to purchase the Mooney property, to authorize the Mayor to agree to such modifications as he deems appropriate, and to sign the contract on behalf of the Town, provided that the sellers, Mr. & Mrs. Mooney, present a fully executed contract to the Town for endorsement within thirty (30) days and subject to final review and approval by the Town Attorney. Seconded by Mr. Ragsdale. Upon roll call Mrs. Ball; Mr. Lawrence; Mr. Lawson; Mr. Pruet, Mr. Ragsdale and Mr. Vincent all voted “Aye”. The motion was approved.

### **2. Chief of Police Salary Adjustment**

Mr. Edwards stated that Town Council adopted the salary study recommendation from Bakertilly, the Chief of Police salary adjustment requires a different process for adoption.

Mrs. Ball made a motion to amend the Chief of Police salary to receive the salary adjustment as recommended in the Bakertilly compensation study effective April 1<sup>st</sup> 2021, seconded by Mr. Lawrence. Upon roll call Mrs. Ball, Mr. Lawrence, Mr. Lawson, Mr. Pruet, Mr. Ragsdale and Mr. Vincent all voted “Aye”. The motion was approved.

D Public Safety

Mr. Edwards 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 VRS Hazard Duty Benefits Resolution

Mr. Edwards advised that the resolution is for the Fire Chief position and members of the fire department that are become town employees. This is the same benefit that the town adopted for police officers.

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

**VIII. OLD BUSINESS**

There was nothing to report under Old Business.

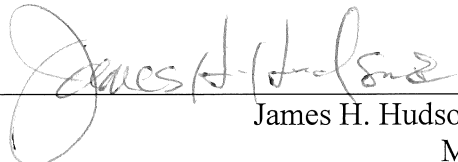
**IX. NEW BUSINESS**

A Planning Commission Report - Mr. Hudson

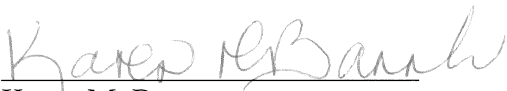
Mr. Hudson advised that Planning Commission did not meet in February, the next meeting it scheduled March 2<sup>nd</sup> 2022 at 5:00 P.M.

**X. CONTINUATION OF MEETING**

Mayor Hudson continued the meeting for Tuesday, March 1<sup>st</sup> 2022 at 5:30 P.M. at the High School cafeteria.

  
James H. Hudson, III  
Mayor

ATTEST:

  
Karen M. Barrow  
Town Clerk



**Town of West Point  
Enhanced Hazardous Duty Benefits  
Resolution**

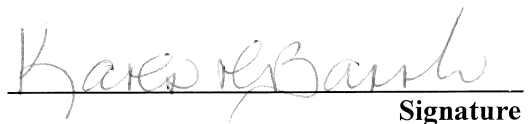
**WHEREAS**, subject to the approval of the Virginia Retirement System (“VRS”) Board of Trustees, Code of Virginia § 51.1-138 permits a political subdivision of the Commonwealth of Virginia currently participating in VRS to make an irrevocable election to provide enhanced hazardous duty retirement benefits for its eligible employees as outlined in § 51.1-138; and

**NOW, THEREFORE, BE IT RESOLVED**, that the **Town of West Point** (the “Employer”) does hereby elect to have such employees of Employer who are employed in positions as full time [circle all that apply] Law Enforcement Officers, [**Firefighters, Emergency Medical Technicians**], Jail Officers and whose tenure is not restricted as to temporary or provisional appointment, become eligible, **effective the first day of April 1, 2022**, for VRS benefits equivalent to those provided for state police officers of the Department of State Police, as set out in § 51.1-138 including the retirement multiplier of [**1.70%**] or 1.85%, in lieu of the benefits that would otherwise be provided to such employees, and Employer agrees to pay the employer cost for providing such benefits; and

**NOW, THEREFORE**, the officers of Employer are hereby authorized and directed in the name of Employer to carry out the provisions of this resolution and to pay to the Treasurer of Virginia from time to time such sums as are due to be paid by Employer for this purpose.

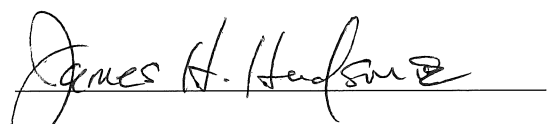
**CERTIFICATE**

I, **Karen M. Barrow, Town Clerk** of the Employer, certify that the foregoing is a true and correct copy of a resolution passed at a lawfully organized meeting of the Employer held at **West Point, Virginia** at **6:30 P.M.** on **February 28, 2022**. Given under my hand and seal of the Employer this 28th day of February, 2022.

  
\_\_\_\_\_  
**Signature**

Those members voting:

James H. Hudson *N/A*  
Deborah T. Ball *yes*  
Tina S. Gulley *absent*  
Robert Lawrence *yes*  
Joshua Lawson *yes*  
James Pruett *yes*  
John Ragsdale *yes*  
Christopher P. Vincent *yes*

  
\_\_\_\_\_  
**James H. Hudson, III  
Mayor**