

**TOWN OF WEST POINT  
TOWN COUNCIL  
WORK SESSION  
MINUTES  
May 23rd 2022**

**I Library Update**

Mr. Edwards advised that there is no change regarding the library. King William County has adopted their budget that does not include the funds requested by the Pamunkey Library. On the Board of Supervisors agenda tonight is the appointment of the Town Manager to the Pamunkey Regional Library Board.

**II RAFT**

Mr. Edwards advised the representatives of RAFT (Resilient Adaptation Feasibility Tool) contacted the town recently regarding the timeline to work on the project, the deadline date is June 3<sup>rd</sup> 2022, prior to one of the professors going on vacation. The plan would include the flooding on Kirby Street and assess the infrastructure weaknesses in town. The plan of resilience would include educating the public regarding flooding. We don't want to come up with a plan that sounds good, we want to match folks' expectations and target our efforts on something we can actually do.

**III DCR Flood Fund Grant**

Mr. Edwards stated that the Planning District Commission contacted the Town regarding the bridge to the airport and the DCR Grant. Mr. Edwards explained the formula for the funds and stated that DCR has changed the formula and amount of funding that would increase the amount the town would have to pay to do the project. There are some options to obtain additional funds from Go Virginia. Mr. Edwards also stated that the town can accept the grant, not spend the money then wait to see if we receive any funds from Go Virginia, if we don't receive any funds from Go Virginia, we can return the funds to DCR. The other option is to reject the funds from DCR.

The consensus of Town Council is to accept the funds from DCR, hold the funds and wait to see if the town receives additional funding from Go Virginia.

**IV Crosswalks at 14<sup>th</sup> Street**

Mr. Edwards advised that due to the weather, VDOT has rescheduled the crosswalk work on 14<sup>th</sup> Street to a later date.

**V Flagpole and Benches**

Mr. Edwards stated that the flagpole on the lot next to Town Hall has been set and is now in use, the lights are solar and located on the top of the pole so the pole will light at night. Mr. Edwards also stated that picnic tables have been ordered for the grass area at the back of the lot.

**VI Food Trucks and Farmers Market**

Mr. Edwards advised that we had a good turnout for Food Trucks and the Farmers Market this past weekend. The next Food Truck event will be June 24<sup>th</sup> when people can pick up race packets for the Chesty Puller 10K.

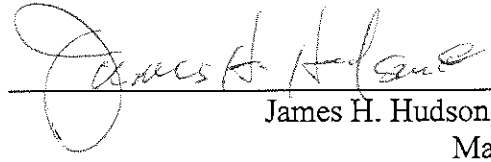
**VII Board of Zoning Appeals and Wetlands Board**

Mr. Edwards advised that the town received a Community Service Application from Ann Jennings. Recently Linda Smith did not request reappointment to the Board of Zoning Appeals or the Wetlands Board leaving vacancies on both boards. Mr. Edwards suggested Ms. Jennings

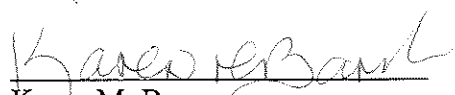
fill Linda Smith's vacancies. Mr. Edwards stated that the appointments will be on the agenda for adoption.

**VIII Planning Commission**

Mr. Hudson advised that he will not be able to continue his position on Planning Commission and asked Town Council members to consider his replacement.

  
James H. Hudson, III  
Mayor

ATTEST:

  
Karen M. Barrow  
Town Clerk

**TOWN OF WEST POINT  
TOWN COUNCIL  
MINUTES  
May 23rd, 2022**

**I. CALL TO ORDER**

The West Point Town Council held its regular monthly meeting on Monday, May 23rd, 2022. The Honorable James H. Hudson, III called the meeting to order at 6:30 p.m. The Invocation was given by Father Vincent Hodge followed by the Pledge of Allegiance.

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

Members Absent: Tina Gulley and Chris Vincent

Also Present: John B. Edwards, Jr., Town Manager; Andrea Erard, Town Attorney; Karen Barrow, Town Clerk; Tim Sawyer, Chief of Police; Holly McGowan, Community Development Coordinator; Spencer Cheatham, Fire Chief; 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. Presentation – Police Department Reaccreditation

Sheriff McLaughlin of New Kent Sheriff's office, a commissioned member of the Virginia Law Enforcement Standards Commission presented the West Point Police Department with a certificate of reaccreditation.

B. Public Hearing, Motor Vehicle License Tax, Ordinance 04-2022

Mr. Hudson read the advertisement for the public hearing and asked the Town Clerk if the Town received any requests a copy of the ordinance or for assistance to attend the meeting.

The Town Clerk advised that no requests were received.

Mr. Hudson opened the floor for citizens to comment on ordinance 04-2022. There being none, the public hearing was closed.

1. Action

Mrs. Ball made a motion to adopt ordinance 04-2022 for the tax year 2022, seconded by Mr. Lawrence. Upon roll call Mrs. Ball, Mr. Lawrence, Mr. Lawson, Mr. Pruett, and Mr. Ragsdale all voted "Aye". The motion was approved.

C. Citizen 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**

There were no changes made to the agenda.

**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; Mr. Lawrence; Mr. Lawson; Mr. Pruett, and Mr. Ragsdale all voted "Aye". The motion was approved.

- 1) Town Council and Work Session minutes of April 25<sup>th</sup> 2022
- 2) Cash Reports
  - a) General Fund  
Cash on hand as of April 30<sup>th</sup> 2022 - \$7,503,468.00
  - b) Water Fund  
Cash on hand as of April 30<sup>th</sup> 2022 - \$2,666,458.72
  - c) CIP  
Cash on hand as of April 30<sup>th</sup> 2022 - \$(474,581.15)
  - d) Solid Waste  
Cash on hand as of April 30<sup>th</sup> 2022 - \$325,051.19
- 3) Monthly Budget Report
- 4) School Fund Cash Report
  - a) Cash on hand as of April 30<sup>th</sup> 2022 - \$563,190.56
- 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
- 11) Fire Chief Monthly Report

## **VI. COMMITTEE REPORTS**

### **A. Economic and Community Development – Mr. Lawson reported for the Committee**

Mr. Lawson advised that the Committee met on April 19<sup>th</sup> to discuss the Homestay Ordinance and Definitions to the Town Code, Town Council will review both ordinances in June at the subcommittee meeting. The Committee is continuing review the UNESCO sign. Mrs. Ball has agreed to discuss the sign with the Historical Society. The next Committee meeting is scheduled in June.

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

Mr. Ragsdale advised that was nothing to report.

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

Mrs. Ball advised there was nothing to report.

### **D. Public Safety**

Mr. Edwards advised there was nothing to report.

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

Mr. Lawrence advised the Committee met to discuss the following items. 1) The painting of the water tower has been postponed due to an osprey nest on the tower. 2) The Smart Scale project proposed by VDOT would put a median strip in the middle of the road from 14th Street to 15th Street on Main Street which would prevent a left turn into Walgreens. The median strip would be a hardship to Walgreens preventing their delivery truck from entering the parking lot. The Committee is recommending that VDOT does not proceed with the project. 3) Mosquito spraying is scheduled to begin on June 1<sup>st</sup>.

## **VII. TOWN MANAGER'S ITEMS**

Mr. Edwards advised that he has nothing to report.

## **VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

A Planning Commission Report

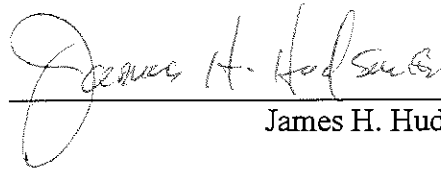
Mr. Hudson stated that he was not at the May Planning Commission meeting and asked Ms. McGowan to give the report.

Ms. McGowan advised that the Planning Commission met to discuss the Homestay Ordinance and definitions of Family, hotel, and motel. Planning Commission is recommending Town Council adopt both ordinances.

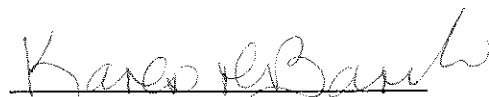
Mr. Hudson advised that he will not be able to proceed as the Town Council representative to Planning Commission. Mr. Hudson asked for a member of Town Council to consider serving as his replacement.

**X. ADJOURNMENT**

There being no further business, Mayor Hudson adjourned the meeting at 6:53 PM.

  
James H. Hudson, III  
Mayor

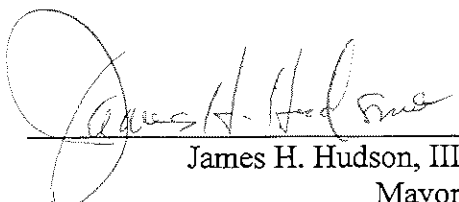
ATTEST:

  
Karen M. Barrow  
Town Clerk

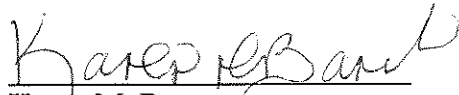
Adopted:

ORDINANCE NO. 04-2022

ORDINANCE NO. 04-2022 IS AN UNCODIFIED  
ORDINANCE WHICH REDUCES THE ANNUAL  
MOTOR VEHICLE LICENSE TAX FROM \$20.00 TO  
\$0 AND AN ANNUAL MOTORCYCLE LICENSE TAX  
FROM \$15.00 TO \$0 FOR CALENDAR YEAR 2022.

  
James H. Hudson, III  
Mayor

ATTEST:

  
Karen M. Barrow  
Town Clerk