

**TOWN OF WEST POINT  
TOWN COUNCIL  
WORK SESSION  
MINUTES  
August 29th 2022**

**I. Tour of 417 10<sup>th</sup> Street, West Point, VA 23181**

James H. Hudson, Mayor stated that a quorum of Town Council was present to conduct a tour of 417 10<sup>th</sup> Street, West Point, Virginia 23181 and called the meeting to order at 5:30 P.M.

Members Present for Tour: James H. Hudson, Mayor; Deborah Ball, Vice Mayor; James, Pruett, John Ragsdale and Chris Vincent.

Also Present: John Edwards, Town Manager; Andrea Erard, Town Attorney; Karen Barrow, Town Clerk; Tim Sawyer, Building Official, Holly McGowan, Director of Community Development; Spencer Cheatham, Fire Chief; and Larking Garbee, Applicant.

Mr. Hudson asked Ms. Garbee the number of guests that will be staying in the house.

Ms. Garbee stated that the application is for fifteen (15) and that each floor has an emergency evacuation plan posted.

Ms. Garbee gave a tour of the house and stated that she has received a Historical Resource Tax Credit to do the renovations and that the requirements to receive the tax credits are strict. All vintage fixtures, windows and wood flooring are original to the house.

Upon completion of the tour, Mayor Hudson recessed the Work Session at 5:43 P.M.

**II. Reconvene**

Mayor Hudson reconvened the Work Session at Town Hall, 802 Main Street at 5:52 P.M.

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; Tim Sawyer, Chief of Police and Building Official; Holly McGowan, Community Development Coordinator; Susan Harlow, Town Treasurer; Walt Feurer, Director of Public Works; Spencer Cheatham and Donna Pauley, Human Resource Officer.

Mr. Hudson stated that some members of Town Council just completed the tour of 417 10<sup>th</sup> Street, the property that Larking Garbee has applied for a Special Use Permit for short term rental.

Ms. Erard advised that she respectfully requests that Town Council not discuss the application until it comes before Town Council and the Public Hearing has been advertised.

Mr. Hudson stated that the application is zoning related, and that Tim Sawyer went on the tour as the building official.

Mr. Edwards advised that Town Council needs to discuss the public hearing and authorization to advertise. Mr. Edwards asked when does Town Council want to hold the public hearing. The 1<sup>st</sup> Committee Meeting is on Tuesday, September 13<sup>th</sup> 2022. Mr. Edwards also stated that Ms. Garbee has sent an email to the Town requesting the public hearing be on September 13<sup>th</sup> 2022 at 4:00 P.M. The normal process for public hearings to be at the regular monthly meeting at 6:30 P.M. State Code would require advertisement to be in the Tidewater Review this week if the public hearing was going to be on September 13<sup>th</sup> 2022, the town would not be able to meet the requirements for a public hearing on the 13<sup>th</sup>.

Andrea Erard, Mrs. Gulley, Mr. Ragsdale and Mr. Vincent advised that they will not be available for a meeting on September 13<sup>th</sup>.

Mr. Ragsdale suggested that that Town Council not change the regular process and for the public hearing be held at the September Town Council meeting at 6:30 P.M.

The consensus of Town Council is for the Town Manager to advertise for a Public Hearing on SUP2022-01 at the September 26<sup>th</sup> meeting at 6:30 P.M.

Ms. Erard advised that because of the Holiday on Monday she will have the advertisement ready by Thursday.

Mr. Sawyer asked if the town could approve a zoning permit that violates building codes.

Ms. Erard stated that you could approve a zoning permit, but the applicant would be in zoning violation.

Mr. Edwards suggested that Town Council conduct the public hearing then the building official can address the building code issues. Mr. Edwards also stated that if the building official noticed any violations during the tour, he should be allowed to discuss the issues with the applicant prior to the public hearing.

#### **IV. A Resolution to Honor John Robert Thompson**

Mr. Edwards presented a draft resolution to Honor John Robert Thompson for his service in Marine Corps training as a "Montfort Point Marine". Mr. Thompson has been awarded the Congressional Gold Medal of Honor. Mr. Edwards asked for the Resolution to be placed on the Town Council agenda for adoption. Mr. Edwards also stated that Mrs. Ball will be presenting the resolution at a service in September to Mr. Thompson's family.

#### **V. UNESCO Sign**

Mr. Edwards Presented the UNESCO Sign and stated that it is the same design as the Historical Society signs and that it will be located at the overlook at the bottom of the Lord Delaware Bridge.

The consensus of Town Council is for the sign to be placed at the overlook at the foot of the Lord Delaware Bridge.

#### **VI. Tax Bills**

Mr. Edwards stated that the Commissioner of the Revenues office has advised that there has been a valuation error of personal property taxes for one of the businesses in town of \$135,000. However, there was an increase in revenues for taxes and Machinery and Tools that will off-set the loss.

#### **VII. Elevator**

Mr. Edwards stated that the elevator is still out of service, the town has received a quote to replace the cylinder of \$85,000 but it is not guaranteed to fix the issue. If we fix the cylinder, it could break again next week and we would have to start over again. Town Staff are working on finding a solution to the issue.

#### **VIII. Boards and Commission**

Mr. Edwards advised that there are several terms on Boards and Commissions requiring reappointment. The terms will be on the Committee agenda for discussion in September.

#### **IX. Thrive Virginia Board of Directors Appointment**

Mr. Edwards advised that Dudley Olsson's term is up on the Thrive Virginia Board of Directors. Thrive Virginia is requesting Town Council appoint Tiffany Webb as representative for the West

Point Area. Mr. Edwards asked for the appointment to be placed on the agenda for action.

**X. WPPD – Compensation Study**

Mr. Edwards advised that when the compensation study was done earlier this year, at the time we adopted a starting pay rate of approximately \$42,800.00 for police officers that was competitive with area localities. As of last week, New Kent adopted a starting pay of \$53,000 and as of last Monday, King William increased their starting pay to \$47,500. If Town Council wants to be on the same pay scale as King William it would cost approximately \$59,000.

Mr. Hudson stated that there may have been a bit of a glitch in the town’s compensation study done in the spring. Mr. Hudson as the Town Manager to explain the glitch.

Mr. Edwards advised that in the study we gave a percentage increase to employees that had been in their position of .5% per year in their current position. As we higher new officers we gave recognition to experience. When a new employee came on board it did not give recognition to current employees with experience which caused salary compression to current employees. Mr. Edwards advised it will be on the Committee agenda for discussion in September.

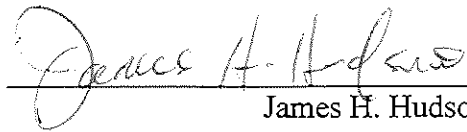
**XI. SRO Position at Police Department**

Mr. Edwards advised that the town did receive the grant for the SRO position at the police department. The position is being advertised in house, and there is a current member of the police department interested in the position.

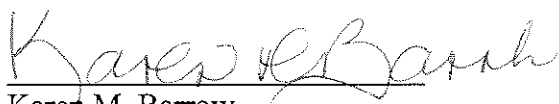
**XII. September Committee Meetings**

Mr. Edwards asked who will be available for the Committee Meeting on September 13<sup>th</sup>. Mrs. Gulley, Mr. Ragsdale, and Mr. Vincent advised they are not available for the meeting. Mr. Edwards stated that the 2<sup>nd</sup> Committee is scheduled to meet on Thursday, September 15<sup>th</sup>.

Mr. Edwards advised he will discuss the September meeting dates under the Town Manager segment of the agenda.

  
James H. Hudson, III  
Mayor

ATTEST:

  
Karen M. Barrow  
Town Clerk

**TOWN OF WEST POINT  
TOWN COUNCIL  
MINUTES  
August 29th, 2022**

**I. CALL TO ORDER**

The West Point Town Council held its regular monthly meeting on August 29th, 2022. The Honorable James H. Hudson, III called the meeting to order at 6:30 p.m. The Invocation was given by Reverend Wayne Groome 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; Tim Sawyer, Chief of Police and Building Official; Holly McGowan, Community Development Coordinator; Susan Harlow, Town Treasurer; Walt Feurer, Director of Public Works; Spencer Cheatham, Fire Chief; Donna Pauley, Human Resource Officer and other interest persons.

**II. CITIZENS ADDRESS TO COUNCIL**

A. Real Estate Tax Reassessment

Fred Person, Persons Appraisal Service advised that he has been contracted to conduct the reassessment for King William County. Currently we are doing the sales analysis, and that we do conduct site visits to properties, but we do not go inside. Based on the sales in West Point there is a 52% increase to residential property. Reassessment notices will be going out in October. After the reassessment notices go out, Mr. person will be conducting in person hearings, addressing issues of property owners, he will listen to what people have to say and he will be fair to everyone. The reassessment will go into effect January 1<sup>st</sup> 2023. There will be a web address listed on the reassessment notice, the public will be able to go online to view the reassessments. Once Persons Appraisal Services has completed their work there will be a board of equalization set up to review the reassessment and address any concerns the public might have.

Mr. Hudson thanked Mr. Person for the update. Mr. Hudson asked Mr. Ashcraft if he had any comments.

Percy Ashcraft, County Administrator stated that he has no comments regarding the reassessment. Mr. Ashcraft also stated that he meets with the Town Manager every month and that the meetings are a great help to communicate and work together.

Mr. Edwards asked Mr. Ashcraft if there are any plans to replace the Treasurer.

Mr. Ashcraft advised that the Treasurer has submitted her resignation. Mr. Ashcraft reviewed the process to replace the Treasurer until a special election can be held.

B. 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 advised that he has two items to add to the agenda under the Finance Committee. 1) a Resolution Honoring John Robert Thompson and 2) the appointment of Tiffany Webb to Thrive Virginia Board of Directors.

Mr. Lawson made a motion to adopt the agenda as amended, 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.

#### V. ADOPTION OF CONSENT AGENDA

Mrs. Ball made a motion to adopt the following consent agenda, 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.

- 1) Town Council and Work Session minutes of July 25<sup>th</sup> 2022
- 2) Cash Reports
  - a) General Fund  
Cash on hand as of July 30<sup>th</sup> 2022 - \$5,110,177.91
  - b) Water Fund  
Cash on hand as of July 30<sup>th</sup> 2022 - \$(162,041.73)
  - c) CIP  
Cash on hand as of July 30<sup>th</sup> 2022 - \$2,614,988.25
  - d) Solid Waste  
Cash on hand as of July 30<sup>th</sup> 2022 - \$321,232.08
- 3) Monthly Budget Report
- 4) School Fund Cash Report
  - a) Cash on hand as of July 30<sup>th</sup> 2022 - \$851,468.08
- 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 Department Monthly Report

#### VI. COMMITTEE REPORTS

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

Mr. Lawson advised that the Committee met on August 9<sup>th</sup> to discuss the Historical Society proposal for Beach Park signs; 2) SUP2022-01 and a tour of 417 10<sup>th</sup> Street; 3) the relocation of the library and 4) the Building Official position.

##### 1. Crab Carnival Master Plan

Mr. Lawson made a motion to adopt the Crab Carnival Master Plan, 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.

##### 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. Resolution to Honor John Robert Thompson

Mr. Hudson read the attached resolution.

Mrs. Ball made a motion to adopt the resolution, 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.

2. Appointment to Thrive Virginia Board of Directors

Mr. Edwards advised that Dudley Olsson's Term on the Board of Directors has Expired. Thrive Virginia is recommending that Town Council appoint Tiffany Webb as the West Point area representative to the Board of Directors.

Mrs. Ball made a motion to appoint Tiffany Webb to Thrive Virginia Board of Directors, 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.

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**

1 September Committee Meetings

Mr. Edwards suggested because there might not be a quorum of members, Town Council cancel the September 13<sup>th</sup> meeting and combine items for the 2<sup>nd</sup> Committee meeting on Thursday, September 15<sup>th</sup> 2022 at 4:00 P.M.

2 Auditors

Mr. Edwards advised that Farmer Robinson and Cox will be here to conduct the field work for the annual audit the week of October 24.

**VIII. OLD BUSINESS**

There was nothing to report under Old Business.

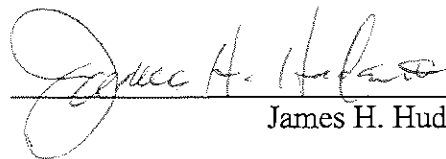
**IX. NEW BUSINESS**

A Planning Commission Report - Mr. Pruett

Mr. Pruett advised that the Planning Commission met to conduct a public hearing on SUP2022-01. Planning Commission is recommending approval with ten (10) conditions. The next meeting will be on September 7<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, seconded by Mr. Pruett. Mayor Hudson adjourned the meeting at 7:08 P.M.



James H. Hudson, III  
Mayor

ATTEST:



Karen M. Barrow  
Town Clerk



***A RESOLUTION TO HONOR  
John Robert Thompson***

WHEREAS, John Robert Thompson was born and grew up in West Point, a graduate of the Beverly Allen High School and

WHEREAS, John Robert Thompson attended what is now Virginia State University, subsequently enlisting in the United States Marine Corps on July 12, 1943, training as a "Montfort Point Marine" near Jacksonville North Carolina, where Black recruits trained separately from white recruits, later being sent to serve in Okinawa, Japan, and receiving an honorable discharge on December 27, 1945; and

WHEREAS, John Robert Thompson was among the first Black Americans to enlist in the Marine Corps following President Franklin Roosevelt's ban of discriminatory practices, fulfilling his desire to serve his country; and

WHEREAS, John Robert Thompson returned to his hometown of West Point following his discharge from the Marine Corps, becoming employed by Chesapeake Corporation, where he worked in the power plant for 40 years, retiring in 1985; and

WHEREAS, John Robert Thompson was a lifelong faithful member of Mt. Nebo Baptist Church, where he served as a Trustee, in the Men's Fellowship and as a Deacon; and

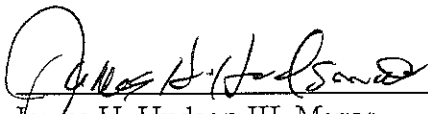
WHEREAS, John Robert Thompson was a devoted family man, raising his three daughters in West Point under his strong and unwavering guidance;

WHEREAS, in 2011, President Barack Obama awarded all Montford Point Marines the Congressional Gold Medal for their substantial contribution to the Allied Victory in World War II and the United States Marine Corps will recognize John Robert Thompson posthumously with the Congressional Gold Medal for his service; and

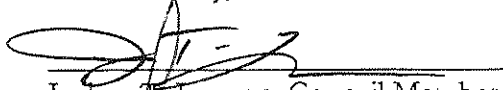
WHEREAS, John Robert Thompson's life stands as a memorial to the virtues of faith, service, family and loyalty;

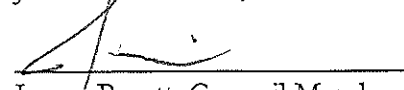
THEREFORE, BE IT RESOLVED, that West Point Town Council expresses its admiration for the example set by John Robert Thompson, and its gratitude to his family for sharing his life and his story with the Town and its citizens.


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 August 29, 2022, at which meeting a quorum was present and voted throughout.


  
James H. Hudson III, Mayor

  
Tina S. Gulley, Council Member

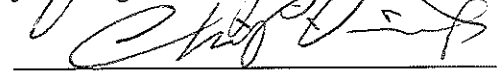
  
Joshua T. Lawson, Council Member

  
James Pruett, Council Member

  
Deborah Thorne-Ball, Vice Mayor

  
Robert Lawrence, Council Member

  
John Ragsdale, Council Member

  
Christopher Vincent, Council Member