

**FINANCE AND ORGANIZATIONAL COMMITTEE**  
**AGENDA**  
**January 14<sup>th</sup> 2021**  
**4:30 P.M.**

- I. Agenda Changes
- II. Adoption of Minutes
  - 1. July 9<sup>th</sup> 2020
- III. 2021 Annual Meeting Schedule
- IV. Delinquent Water Accounts
- V. Middle Peninsula Alliance
- VI. Foulis Pier License
- VII. C & F Bank Property Donation
- VIII. FY 2021-2022 Budget
- IX. COVID-19 Vaccinations
- X. Closed Session – Discussion of Sale of Town Property
- XI. General Information
- XII. Town Council Agenda
- XIII. Next Meeting Date: February 11th 2021
- XIV. Adjournment

**Finance and Organizational  
Committee Meeting of Town Council  
Minutes  
January 14<sup>th</sup> 2021**

Mrs. Ball called the meeting to order at 4:30 p.m. at 802 Main Street, West Point, Virginia 23181.

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

Also Present Via Electronic WebEx: Tina Gulley and Chris Vincent

Also Present: John Edwards, Town Manager; Karen Barrow, Town Clerk, Donna Pauley, Human Resource Officer; Holly McGowan, Director of Community Development and Susan Harlow, Town Treasurer.

Town Staff Present Via WebEx: Walt Feurer, Director of Public Works and Tim Sawyer, Chief of Police.

**I. Agenda Changes**

There were no changes made to the agenda.

**II. Adoption of Minutes**

Mr. Edwards stated that the minutes from the last meeting are not available that they will be available for adoption at the next meeting.

**III. 2021 Annual Meeting Schedule**

Mr. Edwards presented the 2021 meeting schedule and advised that it will be on the Town Council agenda for adoption with the annual meeting resolution.

**IV. Delinquent Water Accounts**

Mr. Edwards provided legal updates to delinquent water bills due to COVID-19 that included an exemption from Utility Disconnection Moratorium, a letter to delinquent customers and an Attestation of Impact from COVID-19 prepared by the Town Attorney. Mr. Edwards also stated that there are currently 190 delinquent customers.

Mr. Hudson asked the Town Manager to explain the re-payment plan.

Mr. Edwards stated that there are currently 1,033 delinquent payments for water, sewer and solid waste. The repayment plan includes water and sewer, not solid

waste. It would be cumbersome to sort out what is owed to HRSD, water and solid waste.

Mr. Ragsdale asked how HRSD is paid.

Mr. Edwards advised that the town does not pay HRSD until we collect the funds, we do not front money to HRSD. Once a payment has been received, you have to start over with a new payment plan for any new reoccurring funds. This is a State law on how to collect payments, and we will have to set a public hearing in order to adopt the Attestation Resolution.

#### **V. Middle Peninsula Alliance**

Mr. Edwards advised that the Middle Peninsula Planning Commission are trying to pull the alliance together. The adjoining localities have not paid any dues this year because there has not been any activity. MPPDC are trying to regroup the alliance.

#### **VI. Foulis Pier License**

Mr. Edwards reviewed the agreement that was prepared by the Town Attorney and stated that Mr. Foulis is in agreement with the license. The Agreement will be placed on the Town Council Agenda for adoption.

#### **VII. C & F Bank Property Donation**

Mr. Edwards presented a map reflecting the donation of land from C and F Bank and stated that most of the lots are located in the marsh on Chelsea Road, some of which can be used for the pavilion project. There is not much of a loss in revenue due to the location of the lots in the marsh.

#### **VIII. FY 2021-22 Budget**

Mr. Edwards advised that Department Heads have submitted their budget request, there is not a lot of change except for the police department who are requesting an additional officer. The department is down one officer after Lisa Woodson retired, one officer resigned today and there has been a couple of officers exposed to COVID recently. An additional officer would be able to provide coverage when the department is down an officer.

Mr. Edwards also stated that the equalization on tax rates is unknown and that information will not be available till later.

Mr. Hudson advised that when the re-assessments first went out that he called representatives at WestRock and asked if they wanted to discuss the re-assessment. The response was that they are analyzing the re-assessment and they'll get back to us later.

Mr. Edwards advised that the numbers are indicating that some of the re-assessments went down. Town Staff are working on the analysis to see what the results are.

#### **IX. COVID-19 Vaccinations**

Mr. Edwards advised that he has had some long conference calls with Three Rivers Health District and they are working on plans to vaccinate our area. The town was asked to identify those people that are at a high risk. Town Staff are working through the paperwork process so we can proceed with vaccinations when the time comes.

Chief Sawyer advised that the members of the police department have received their vaccinations and that there is no adverse effects except a sore arm the next day just like when you receive the flu shoot.

#### **X. Closed Session – Discussion of Sale of Town Property**

Mr. Lawson made a motion to enter into closed meeting pursuant to Virginia Code §2.2-3711(3), a matter involving the discussion or consideration of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. 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.

Mrs. Gulley made a motion to reconvene in public meeting, seconded by Mr. Lawson. 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. Ball 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 Mr. Vincent. 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.

#### **XI. General Information**

Mr. Edwards advised that there was nothing to report.

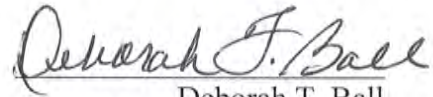
#### **XII. Town Council Agenda**

Mr. Edwards stated that the 2021 Annual Meeting Schedule and the Foulis Pier License will be on the Town Council agenda.

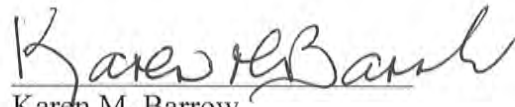
#### **IX. Next Meeting Date: February 11<sup>th</sup> 2021**

**X. Adjournment**

There being no further business Mrs. Ball adjourned the meeting at 5:15 p.m.

  
Deborah T. Ball  
Chairperson

ATTEST:

  
Karen M. Barrow  
Town Clerk