

**PUBLIC WORKS
AGENDA
July 8th, 2021
10:30 A.M.**

- I. Agenda Changes

- II. Adoption of Minutes
 - 1. June 10th 2021

- III. ARPA Funds

- IV. Middle Peninsula Regional Airport Obstruction Removal Project

- V. VDOT Curb and Gutter Work

- VI. General Information
 - 1 DMV Appointment Schedule
 - 2 Committee Meeting Times

- VII. Town Council Agenda

- VIII. Next Meeting Date: August 12th, 2021 @ 4:00 PM

- IX. Adjournment

**PUBLIC WORKS COMMITTEE
MINUTES
July 8th 2021**

Mr. Lawrence called the meeting to order at 11:00 A.M. at 802 Main Street, West Point, Virginia 23181. Members present included Robert Lawrence, Chairman; Jack Lawson and James Pruett.

Also Present: Jim Hudson Mayor; Chris Vincent and John Ragsdale, Town Council Members; John Edwards, Town Manager; Karen Barrow, Town Clerk; Walt Feurer, Director of Public Works and Holly McGowan, Director of Community Development.

I. Agenda Changes

There were no changes made to the agenda.

II. Adoption of Minutes

A June 10th 2021

Mr. Ragsdale made a motion to adopt the minutes as presented, seconded by Mr. Lawson. Upon a unanimous vote, the motion was approved.

III. ARPA Funds

Mr. Edwards advised that the Town has received the first payment from the American Rescue Plan. Town Staff are review the requirements and what the funds can be used for. We do know they can be used for water meter and sewer infrastructure, upgrades to the generators for the wells, compensation to the police department and public works. Mr. Edwards also stated that we do not want to spend the funds, then find out that the expense is not approved and have to pay the funds back.

Mr. Lawrence asked if there is an opportunity to discuss sidewalks.

Mr. Edwards advised may be, we will have to review the requirements to see if they are listed in the guidelines.

Mr. Lawson asked if the funds can be used for bike trail repairs.

Mr. Edwards advised that funds are in the budget for bike trail repairs this year.

Mr. Edwards asked the Committee if they are Okay with moving forward with obtaining quotes for the water meters and generator projects.

The consensus of the Committee is for the Town Manager to move forward with the water meter replacement project and the generator purchases.

IV. Middle Peninsula Regional Airport Obstruction Removal Project

Mr. Edwards presented an arial photograph of the Airport showing an area of trees located on Town property that the Middle Peninsula Regional Airport has received a grant to remove. The trees have the potential of obstructing the view from the runway and removal of the trees would assist in providing a clear view. Mr. Edwards also stated that Town Council needs to authorize the removal of the trees and that the item will be on the Town Council agenda.

V. VDOT Curb and Gutter Work

Mr. Edwards advised that Joyce McGowan has changed job and is longer working out of Saluda. VDOT showed up unexpectedly at the Fire Station to cut the curb and replace the apron on the side near the alley. VDOT is scheduled to return to do some work on the curb and gutter.

VI. General Information

1. DMV

Mr. Edwards stated that DMV has announced that they are continuing with the appointment scheduling, they have no plans to open back up to walk-in service. There are 50 DMV Selects in Virginia, less than 10 of them are walk in appointments. There was an article in the paper recently that the DMV Select in Mineral is a walk-in. The public start lining up at 5:30 am to get a ticket and the wait time is 3 to 4 hours for service, the wait line is long and wraps around the block. If we had a walk-in service in West Point, it would cause a parking issue for the businesses especially if there are long wait lines.

Mr. Hudson agreed and said that to open DMV for Walk-in service would not work for downtown businesses. The DMV Commissioner has said they are keeping the appointment system.

Mr. Edwards advised that he is working to make sure that there is consistency with the appointments.

2. Public Works Meeting Time

Mr. Edwards advised that at one time we discussed changing the meeting time for Public Works then COVID hit, and we didn't have a meeting for a long time. Mr. Edwards asked if there was a desire to change the meeting time.

Mr. Lawrence advised that it would work better for his schedule for the meeting to be later in the afternoon, it is hard for him to make morning meetings with his work schedule.

Mr. Pruett said that when the Community Development Committee meets at 10 am he has to wait around for an hour and a half after the Rotary meeting before he can go to work.

Mr. Edwards asked if 4 pm for the Public Works meeting and 9 am for the Community Development Committee meeting is acceptable.

Mr. Ragsdale advised that he has received comments that the public are unable to attend day time meetings during working hours and asked if the meetings should be later in the day so members of the public can attend.

Mr. Lawson advised that due to coaching football, he would not be available for any committee meetings in the evenings.

The consensus of Town Council members present is for the Public Works Committee to be at 4 pm and the Community Development Committee meeting to be at 9 am.

VII. Town Council Agenda

Mr. Edwards advised that the Middle Peninsula Regional Airport Obstruction Removal Project will be placed on the Town Council agenda.

IX. Next Meeting Date: August 12th 2021 @ 4:00 P.M.


X. Adjournment

There being no further business, the meeting was adjourned at 11:30 am.



Robert Lawrence
Chairman

ATTEST:



Karen M. Barrow
Town Clerk