

TOWN COUNCIL
Community Development Committee and
Finance and Organization Committee Meeting
February 8th, 2022

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January 13th 2022
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TOWN COUNCIL
Community Development Committee and
Finance and Organization Committee
Meeting
February 8th, 2022

Jack Lawson called the meeting to order at 4:00 p.m. at 802 Main Street, West Point, Virginia 23181.

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

Also Present: John Edwards, Town Manager; Karen Barrow, Town Clerk; Walt Feurer, Director of Public Works, Jon Morr, Building Official; Susan Harlow, Town Treasurer; Holly McGowan, Director of Community Development and Donna Pauley, Human Resource Officer.

Also Present Via Phone Conference: Andrea Erard, Town Attorney.

I. Agenda Changes

No changes were made to the agenda.

II. Community Development

1. Adoption of Minutes

January 13th 2022

Mrs. Ball made a motion to adopt the minutes seconded by Mr. Lawrence. Upon a unanimous vote, the motion was approved.

2. Homestay Ordinance

Mr. Edwards advised that Planning Commission have some recommendations for changes to the ordinance and are asking Town Council to review the recommendations.

Mr. Lawson asked if the changes would apply to the request for 10th Street.

Mr. Edwards presented an email regarding the request for 417 10th Street. The email states that the request is for an Inn that would provide overnight lodging for travelers and be available for private events. Mr. Edwards advised that the changes would not apply to the request for 10th Street, the 10th Street request would be something different.

Mr. Edwards stated that to clarify, Town Council needs to decide what to do about the ordinance originally sent to Planning Commission.

Mr. Lawson stated that he thought the original ordinance was going to receive a recommendation from Planning Commission.

Mr. Edwards suggested that the recommendations from Planning Commission be reviewed except the Transient Tax. Those changes belong in the Tax Ordinance and Town Council can take care of that ordinance change. But the other items can be sent back to Planning Commission requesting suggested language for those changes.

Ms. Erard stated that some residents think that a Homestay is fine so long as it is not in their neighborhood.

Mr. Hudson suggested sending the recommendations back to Planning Commission to define the recommendations and ask them for the appropriate provisions for the ordinance.

Mr. Pruett stated that when he was on Planning Commission his interpretation was to take it from the traditional Bed and Breakfast and make it more up to date as a rent by owner.

Mr. Lawson stated that as an insurance agent, if you live at the property, it is a home, if you do not live in it, I cannot write a policy on the home. It becomes a commercial policy. If you are an LLC company, the insurance is different, how the home is listed affects the policy.

The consensus of Town Council is to send the suggestions back to Planning Commission to refine their recommendations and return them back to Town Council.

Mr. Hudson asked what the status is of the application for 427 10th Street.

Jonathon Morr, the Building Official stated that the application is for renovations to a residential structure, therefore I am inspecting it as a residential home. If the zoning changes to an Inn, it will be considered commercial and require commercial inspections. There will be other renovations needed for commercial property in order to meet Fire Safety requirements.

3. Clutter/Nuisance Ordinance

Mr. Edwards presented the attached ordinance prepared by the Town Attorney.

Ms. Erard advised that the town recently received a complaint regarding the property across from the cemetery. A clutter/nuisance ordinance pertains to something that is offensive to the public and is a public nuisance. A public nuisance is defined by law as a snake, rat or groundhog, something that's offensive to the public and endanger the health or safety of the public. Ms. Erard also stated that the City of Williamsburg has put an interesting provision in their ordinance that goes with a public nuisance and says, "if you have any of these things, you need to clean it up because we can make you clean it up."

Mr. Ragsdale asked if Mr. Carter is going to clean up his property, and if Chickens can be included as a Nuisance ordinance.

Mr. Edwards stated that letters have been sent to Mr. Carter.

Ms. Erard advised that chickens only apply if it was pertaining to their waste, a health or safety issue.

Mr. Edwards stated that the ordinance would need to be advertised for a public hearing for the March meeting.

The consensus of Town Council was for the Town Manager to advertise the Clutter/Nuisance ordinance for a public hearing at the March Town Council meeting.

4. Subdivision Ordinance

Ms. Erard stated that after dealing with the Lord Delaware Subdivision, the town's subdivision ordinance needs to be amended. Ms. Erard presented the attached draft for review.

Mr. Lawson advised that there are two developers looking to purchase land in west point. There are new homes under construction in Rivergate and other subdivisions in town and stated that we need to address this issue.

The consensus of Town Council was for the Town Manager to proceed with the necessary process for the ordinance and to advertise a public hearing for the March Town Council meeting.

5. Flood Insurance Rate Maps

Ms. McGowan advised that FEMA has some changes and updates to five properties in town. Three of the properties the elevation is decreasing, two of properties there are no changes. There is an appeal process, the property owners would have 90 days to appeal the decision. Ms. McGowan asked if Town Council wanted her to contact the property owners to let them know about the changes.

Mr. Edwards stated that the changes are being advertised in the paper.

The consensus of Town Council is for the town to notify the three property owners affected by the updates.

6. Library

Mr. Edwards advised that he has had a site visit with the director of Pamunkey Library at the police department. The square footage of the police department is smaller than the current library location. The owners of the shopping center would love to have the library locate to the back of the building and are suggesting we combine the old Tidewater Review location and the police department that would give the library additional square footage than they have now. The police department still has 12 years remaining on the lease, the owners of the shopping center are asking that we renew the lease for 20 years. The building at the current location needs a new roof, new carpet, and painting, If the town can come to an agreeable price to sell the current location, it would make sense to move forward with the relocation.

III. Finance Committee

1. Adoption of Minutes

January 13th 2022

Mr. Lawrence made a motion to approve the minutes, seconded by Mr. Vincent. Upon a unanimous vote, the motion was approved.

2. Revised Budget Calendar

Mr. Edwards presented a revised budget calendar reflecting the changed dates for the Subcommittee meetings. Mr. Edwards also stated that he is working with the schools regarding the location for the joint budget work session with the school board. Last year the school board was by remote for the meeting due to COVID. We should know by the February Town Council meeting of the location.

3. FY 2022-2023 Budget Discussion

Mr. Edwards advised that he is working with the budget and started adjusting some of the request. The draft compensation study will be presented at the second committee meeting on Thursday, February 17th at 4:00 p.m.

Mr. Hudson asked if Mr. Edwards if King William County has discussed the tax rates for next year.

Mr. Edwards advised no, we are in early discussion stages and the rate has not been discussed yet.

Mrs. Ball stated that she has no idea how much the personal property tax will be.

Mr. Edwards advised that the personal property tax has increased due to people buying new vehicles. Mr. Edwards also stated that he will continue to work on closing the gap in the budget.

4 Debt Restructuring

Mr. Edwards advised that Davenport has sent out the RFP and the application has been sent to the loan pull. The deadline on the RFP is February 25th 2022.

IV. General Information

Mr. Hudson advised that a town resident has contacted the town regarding the Chesty Puller 10K. The town resident does not want to give out her name but wants to let the town know that she has done some research on Chesty Puller and discovered that Chesty Puller was a fan of Stonewall Jackson. The caller does not think it is a good thing to tell her children and she has a problem with it. Mr. Hudson asked the lady to come to the meeting today to speak on the topic, but she was not available, she is not asking for the race to be cancelled or changed but she is sensitive to the topic. She asked that I let Town Council know of her concerns. Mr. Hudson also stated that he did discuss the military training of both generals, and she asked that council be mindful of her concerns.

1. Committee Meeting Minutes

Mr. Edwards advised that the minutes for each committee are listed today. Moving forward, how would you like the minutes to be done. Individually by each committee or combined into one.

Mrs. Ball suggested they be combined.

The consensus of Town Council is to combine the minutes as one.

2. Town Vacancies

Mr. Edwards gave an update on the current following employment vacancies. 1) Fire Chief, 2) Accounts Payable Clerk, 3) the Receptionist position, and 4) public works has a couple of vacancies. Jaleesa Amis has moved from the receptionist position to the Billing Clerk position.

V. Town Council Agenda

VI. Next Meeting

The next Town Council Sub-Committee meeting is scheduled for February 17th, 2022 at 4:00 p.m. We will have presentations from Bakertilley and the Hazard Regional Mitigation Plan from the Middle Planning District Commission.

Mr. Edwards stated that the February Town Council meeting will be on Monday, February 28th 2022.

VII. Closed Session

Mrs. Ball made a motion to enter into closed meeting pursuant to Virginia Code §2.2-3711(3)(a), 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 Mr. Lawrence, upon roll call, Deborah Ball, Mr. Lawrence, Mr. Lawson, Mr. Pruett, Mr. Ragsdale and Mr. Vincent all voted "Aye". The motion was approved.

Reconvene

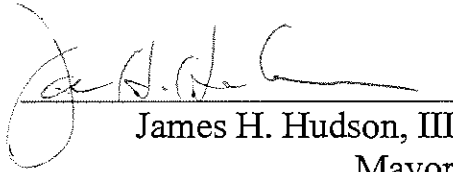
Mrs. Ball made a motion to reconvene in open meeting, seconded by Mr. Vincent. Upon a unanimous vote, the motion was approved.

Certification


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. Lawson, upon roll call, Mrs. Ball, Mr. Lawrence, Mr. Lawson, Mr. Pruett, Mr. Ragsdale, and Mr. Vincent all voted "Aye". The motion was approved.

VIII. Adjournment

There being no further business, the meeting was adjourned.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk