

**TOWN COUNCIL**  
**Subcommittee Meeting**  
**April 12th, 2022**

Jack Lawson called the meeting to order at 4:00 p.m. at 802 Main Street, West Point, Virginia 23181. The Subcommittee's with items on the agenda are the Community Development Committee, the Public Works Committee and the Finance and Organization Committee.

Members Present: Mayor, Jim Hudson; Vice Mayor, Deborah Ball; Tina Gulley; Robert Lawrence, Jack Lawson, James Pruet, 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.

**I. Agenda Changes**

No changes were made to the agenda.

**II. Adoption of Minutes**

March 8<sup>th</sup> 2022

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

**III. Community Development Committee**

1. Library Relocation

Mr. Edwards stated that as discussed at the Town Council Work Session, Guernsey Tingle revised the estimate. The cost for the programming and schematic design phases is \$21,099. However, before the town goes any further with the project, you should know that the Pamunkey Library went to both the King & Queen Board of Supervisors and the King William Board of Supervisors with a request for a 33% increase in funding. If the budget is not fully funded, the employee staffing will be cut by 50%. Mr. Edwards suggested the Town be cautious about building a new library facility with a twenty-year lease. The existence of a library in West Point might be in question.

Mr. Hudson stated that the timing is good for this to have happened. We need to delay this project for a while and wait to see what happens with the area funding for the library.

Mr. Edwards stated that the town needs to hold off on the public hearing to sell the current building and have a conversation with the prospective purchaser of the building regarding the status of the library.

Mrs. Gulley asked what has caused this sudden increase with the funding.

Mr. Edwards stated that the increase is due to the minimum wage increase. Also, they will not have continued funding for hot spots that are currently funded through state and federal monies. Mr. Edwards also stated that the Town of West Point does not provide any operational funding for the library, we own the building, and we provide custodian services and maintenance to the building. The money issues are between King William and the Pamunkey Library.

2. Regional All Hazards Mitigation Plan Update

Mr. Edwards advised that FEMA has approved the plan, the Town can move forward with the adoption of the resolution. It will be on the Town Council agenda for adoption. Adoption of the resolution allows town residents to obtain Flood Insurance and it allows the town to apply for FEMA assistance due to a natural disaster.

**IV. Finance Committee**

1. Line of Duty Act Coverage

Mr. Edwards stated that the Line of Duty Act Coverage does not cover axillary officers even though the resolution the town adopted mentions axillary officers. The town has 2 axillary officers, Bobby Mawyer and Christopher Rusk. The way we can correct this issue is to change the axillary positions to part-time. When we have the correct documentation ready, we will take it to the Public Safety Committee for review.

**V. Public Works Committee**

1. Water Tower Painting

Walt Feurer advised that the downtown water tower is due to be painted beginning April 25<sup>th</sup> 2022, it will take 2 to 3 weeks. The paint being used is considered a “dry fall” it is dry before it hits the ground. The tower has to be emptied during the painting process. The town will contact residents in the area to let them know about the painting and we suggest that residents move their cars a couple of blocks away during painting.

2. Road Addition – Pointers Drive

Mr. Edwards stated that VDOT has changed the amount of road that can enter the secondary road system, it was a ¼ of a mile per year, it has now increased to 2 miles per year. Once the documents are ready for adoption, it will be placed on the Town Council agenda for adoption.

**IV. General Information**

1. Bond Refunding

Mr. Hudson advised that the Bond Refunding closed today. There were no issues, everything went smoothly.

2. Budget Public Hearing

Mr. Edwards advised that the FY 2022-23 Budget Public Hearing was advertised for two weeks in the Tidewater Review. The ad for the waiver of the Vehicle License Tax was advertised as an ordinance and in order to meet the state code for advertising we had to advertise in the Daily Press for Monday, April 4<sup>th</sup> and 11<sup>th</sup>. Today we received the affidavit verifying the ad did run for those dates then we received a phone call from the Daily Press advising there was a mistake, and the ad did not run on the 11<sup>th</sup>. The Daily Press offered to run the ad on Wednesday, but the Wednesday date does not meet state code for the public hearing.

Mr. Hudson advised that he will open the public hearing in case someone wants to comment on the ordinance, but we can not take action.

Mr. Edwards stated that we have asked the Tidewater Review to run the ad for May 4<sup>th</sup> and 11<sup>th</sup> and the item will be on the May agenda for action. We are waiting to hear back from the Daily Press regarding the ad. Mr. Edwards also

stated that the FY 2022-23 Budget Public Hearing is on schedule for April 18<sup>th</sup> 2022 at 6:30 PM.

3. Main Street Gathering Space

Mr. Edwards advised that the contractor for Main Street Gathering Space is scheduled to begin work later this week.

4. Clutter Ordinance

Mr. Edwards stated that the Clutter Ordinance has been advertised in the Tidewater Review for a public hearing on April 25<sup>th</sup> 2022.

5. Riverwalk Sign

Mr. Edwards advised that the company that installed the Riverwalk sign, installed the sign uneven and the wood has developed cracks that needs to be fixed. The company has been contacted and we are waiting for the company to fix the issue before we pay them.

6. Screening for Port-a-John

Mr. Edwards stated that he has a plan to correct the screening for the Port-a-John at Riverwalk. We have not done the first cut of the grass yet, once we open the parking area and start cutting the grass we will address the Port-a-John issue.

7. Food Trucks

Mr. Edwards advised that the first Food Trucks event will be on May 20<sup>th</sup> and there will be one event per month through October.

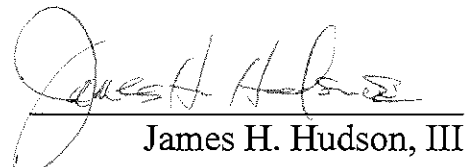
**V. Town Council Agenda**

Mr. Edwards advised that the Regional All Hazards Mitigation Plan Resolution will be on the agenda for adoption and if the documents are ready for pointers Drive, they will also be on the agenda.

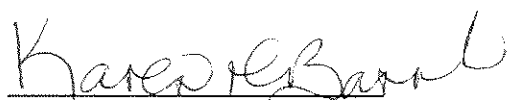
**VI. Next Meeting: May 10<sup>th</sup> 2022**

**VII. Adjournment**

There being no further business, the meeting was adjourned at 4:39 PM.

  
James H. Hudson, III  
Mayor

ATTEST:

  
Karen M. Barrow  
Town Clerk