

TOWN COUNCIL
First Subcommittee Meeting
December 13th, 2022

The Honorable James H. Hudson, III 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; Tina Gulley; Robert Lawrence; Jack Lawson; James Pruett; John Ragsdale and Chris Vincent.

Also Present: John Edwards, Town Manager; Karen Barrow, Town Clerk; Tim Sawyer, Chief of Police; Walt Feurer, Director of Public Works; Susan Harlow, Town Treasurer; Holly McGowan, Director of Community Development; Walt Feurer, Director of Public Works; Donna Pauley, Human Resource Officer; and Ron Minick Building Inspector.

Mr. Edwards introduced Ron Minick as the new Building Inspector.

I. Agenda Changes

Mr. Edwards asked for the Library to be placed under the Community Development Committee as item E and for the 7th Street parking to be placed under the Public Works Committee as item C.

Mrs. Ball made a motion to adopt the agenda as amended, seconded by Mrs. Gulley. Upon roll call Deborah Ball, Tina Gulley, Robert Lawrence, Jack Lawson, James Pruett, John Ragsdale and Chris Vincent all voted "Aye". The motion was approved.

II. Adoption of Minutes

November 10th 2022

Mr. Ragsdale made a motion to adopt the minutes, seconded by Mr. Pruett. 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.

III. Community Development Committee

A. C. F. Carter Properties

Mr. Pruett advised that C.F. Carter approached him regarding his property at Glass Island. Mr. Carter asked if the Town wanted to purchase any of the property.

Mr. Hudson asked what the environmental situation is like.

Mr. Pruett stated that it would need to be explored.

Mr. Edwards advised that the Town has had some conversations with DEQ about the property regarding trash and other items such as parts of vehicles being buried on the property.

Mr. Lawson stated that he was not interested in the Town purchasing any of this property. The majority of the property is marsh land in the flood zone.

Mr. Edwards advised that the neighbors have reported C. F. Carter and the property to DEQ with pictures showing holes being dug with all kinds of items being buried. DEQ is following up on the issue. I'm afraid to purchase any of this property, there is a lot of junk on the property with some of the issues overflowing onto town property.

The consensus of Town Council is no, the town is not interested in purchasing any of C.F. Carter's property at Glass Island.

B. SUP2022-02, Kara Goodman Special Use Permit

Mr. Edwards advised that Ms. Goodman has provided a letter to the town stating that she resides in Florida, she does not reside at the property in West Point. The Town Code requires the applicant provide residency to the Town.

Mr. Lawson stated that Ms. Goodman has submitted an application for a homestay Special Use Permit. The Planning Commission is recommending approval of the application.

Mr. Pruett advised that Ms. Goodman was at the Planning Commission meeting and stated that she lives in Florida. Ms. Goodman would like to keep the property so she has somewhere to stay when she comes back to West Point to visit with family members, but she would like to generate money while she wasn't at the property.

Mr. Edwards stated that a public hearing on SUP2022-02 is scheduled for Monday, December 19th at 6:30 p.m. Ms. Goodman is planning on attending the public hearing.

C. SUP2022-03, Thomas Gertin Special Use Permit

Mr. Pruett advised that at Planning Commission Mr. Gertin stated he is renovating the property and that once the renovations are complete, he will be living in one area of the house and will be renting out rooms in the house.

Mr. Edwards stated that Mr. Gertin has advised that he would like to rent out rooms for one to three months at a time. This request is not considered a homestay and is not permitted by Town Code. A public hearing is scheduled for December 19th at 6:30 p.m.

D. Flood Plain Ordinance Amendments

Mr. Edwards presented the FEMA Flood Plain recommendations for the Town Ordinance. The updates to the ordinance will require a public hearing which will be scheduled for some time in 2023.

E. Library Relocation

Mr. Edwards advised that he attended the King William Board of Supervisors meeting last night to discuss the funds for relocating the library. The Library Board has pledged \$150,000 to the project. Last night the Board of Supervisors pledged up to \$300,000 matching the amount of funds the Town puts towards the project.

Mr. Hudson congratulated the Town Manager for securing the \$450,000 towards the project.

Mr. Edwards advised the next steps are for the police department to be relocated and for the architect to finish the design on the location on 12th Street.

Mrs. Ball asked how much will the design cost.

Mr. Edwards stated approximately \$45,000.

Mr. Ragsdale congratulated the Town Manager for his work on raising the funds for the library project.

The consensus of Town Council is for the Town Manager to proceed with the project to continue working with the architect on the plans and for the plans to be simple, not extravagant.

Mr. Edwards stated that the Library Director has been very clear that it needs to be a functional useful library.

IV. Finance Committee

A. Transient Occupancy Tax

Mr. Edwards advised that there has been some interest for some time now for a Transient Occupancy Tax. Mr. Edwards presented a draft ordinance prepared by the Town Attorney with various localities tax rate. Mr. Edwards also stated that if Town Council wanted to pursue the Transient Tax, we would be able to advertise a public hearing for the January Town Council meeting.

Mr. Lawson asked for suggestions on the tax rate.

Mr. Edwards stated that King William and King and Queen do not have a tax. Mr. Edwards also stated that if we advertise the percentage rate as 9%, you can always come down, but if we advertise 7%, we cannot go up.

The consensus of Town Council is to go with 7% for the advertisement at the January meeting.

B. Marijuana Tax

Mr. Edwards advised that the Marijuana Tax is not going to happen any time soon. The General Assembly has not done what they need to do to legalize Marijuana, until they get the correct documentation together, we cannot charge tax on the sale of marijuana.

V. Public Works

A. Telemetry Project

Walt Feurer gave an update on some improvements to the telemetry system. The system was installed in 1999 and there has been one upgrade in 2011. We will be doing some in house work on the antennas, starting with the tower located at 6th street. This project will increase the data and have room for improvements down the road, the project is funded through ARPA funds.

B. Water Meter Replacement Project

Walt Feurer gave an update on the water meter replacement project. So far Public Works has replaced 242 meters since March 2021, a meters life is approximately 10 years and we are trying to replace meters that are 10 years old. It has been slow in obtaining meters from the supplier, once we put the order in it can take 3 months for us to receive a portion of the order. We currently have 18 meters and it will be April before we receive any new meters. This project is also funded through ARPA funds.

C. 7th Street Parking

Chief Cheatham stated that he has spoken with Mr. Miles regarding the parking issues. Mr. Miles has started a petition against closing portions of the street.

Mr. Lawson advised that the width is an issue, it's an issue on many streets downtown. Mr. Lawson also stated that he is not in favor of the ordinance the way it's written, he does not like taking away parking from residents when there is no off street parking available.

Mr. Edwards stated that the Parking Ordinance is scheduled for a public hearing on Monday.

VI. General Information

A. 2nd Committee Meeting on Thursday

Mr. Edwards advised that due to the Town Council meeting on Monday, there is no need to have a second Committee Meeting on Thursday.

The consensus of Town Council is to cancel the Committee meeting on Thursday.

B. Dispatch Agreement

Mr. Edwards stated that the Dispatch Agreement was on the King William Board of Supervisors meeting last night. There is no change in the Dispatch Agreement, the amount will remain the same as in the current agreement.

C. Meeting with Tom Wadsworth

Mr. Hudson advised that he, the Town Manager and Jack Lawson had a meeting with Tom Wadsworth from the Mill to address some concerns the town has. The Mill is doing well in this economy, supply is an issue just as everywhere. They have been able to go back into West Point schools to work on education projects.

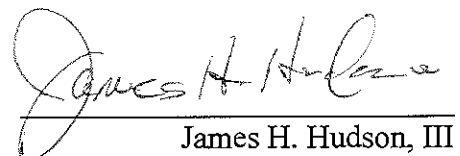
VII. Town Council Agenda

Mr. Edwards advised that the three public hearings are scheduled for the Town Council meeting on December 19th 2022.

VI. Next Meeting: January 10th 2023 @ 4:00 p.m.

VII. Adjournment

There being no further business, the meeting was adjourned at 5:25 p.m.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk