

**WEST POINT TOWN COUNCIL
WORK SESSION
MINUTES
September 24th, 2019
5:30 P.M.**

I. Work Session at Town Hall, 329 6th Street, West Point, Virginia 23181.

A. Emergency Management

Mr. Edwards advised that West Point is not recognized by the State as an Emergency Management Operations Agency. West Point is located in King William County so King William is the agency for West Point. The only town in the state of Virginia that is recognized is the Town of Chincoteague on the Eastern Shore and they are recognized through a General Assembly legislation.

Mr. Hudson stated that while attending meetings at Town Hall for disaster planning the attendance for weather briefings for West Point is high. The schools, the fire department, the police department, WestRock and town staff is in attendance for the briefings, that's a higher attendance number compared to most other county agencies. Mr. Hudson also stated that Delegate Hodges can draft legislation for West Point to be included in the State Code with Chincoteague so that West Point can receive emergency management briefings. The emergency management briefings helps the town to decide if the opening of a shelter is needed and whether or not to evacuate to higher ground.

The consensus of Town Council is for the Town Manager to contact Delegate Hodges and ask him to sponsor legislation for the General Assembly that would allow West Point to receive emergency manager briefings in accordance to the State Code.

B. Pavilion Update

Mr. Edwards advised that the County Administrator will be ready to take the request for funds for the pavilion to the King William County Board of Supervisors at the November meeting. The request is for \$250,000.00. If the Board votes for the funding we will be ready to move forward with the project by January 2020 and we can plan for the dedication at the 150th Anniversary of the Town on June 20th 2020.

C. ITI Lease Update

Mr. Edwards advised that the environmental report came back on the ITI property as contaminated with lead issues from the firing range. ITI are willing to clean up the environmental issues to bring the property in compliance with State and Federal regulations. The property will still have some zoning issues that ITI will need to ratify with King and Queen County.

Mr. Hudson advised that it has been a struggle for the past 18 months negotiating with ITI on the lease and that there is 6 years left on the lease. The town is closer to reaching a settlement with the lease, but ITI are continuing to make the monthly rental payments as listed in the lease agreement.

D. Hopkins Guy (G & T Corporation)

Mr. Edwards presented an email from Hopkins Guy requesting an exchange in kind for the property located at 13th Street and Main Street and property the Town owns at the Airport.

Mr. Hudson advised that there has been no recent enquiries on the property and suggested the town buy back the property and allies for the original sale price of \$40,000.00 as listed in the agreement.

The consensus of Town Council is for the buyback of the lot and alley for the original sale price to be placed on the Town Council agenda for action.

E. 1226 Main Street

Mr. Edwards advised that most every council member has conducted a site visit to the home and asked if anyone had any questions about the demolition quotes.

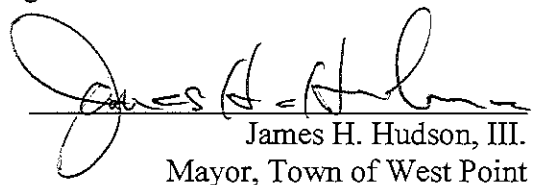
The consensus of Town Council is that 1226 Main Street be placed on the Town Council agenda for action.

F. UNESCO Marker


Mr. Edwards stated that Teresa Sirles attended the September Community Development Committee meeting to present her request for a UNESCO marker at 5th Street. Ms. Sirles was told that Town Council will discuss the request and contact Ms. Sirles if they have any questions. Mr. Edwards asked Town Council what they would like to do with the request.

Mr. Hudson stated that the information Ms. Sirles has provided does not show that 5th Street is necessarily the correct location. There is not enough information to make a decision dedicating 5th Street as the correct location. Some additional research needs to be done at the College of William & Mary on the landing location.

The consensus of Town Council is that the Town Manager contact the College of William and Mary to do some additional research on the landing location.


James H. Hudson, III.
Mayor, Town of West Point

ATTEST:


Karen M. Barrow
Town Clerk

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
September 24th, 2019**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on September 24th, 2019. The Honorable James H. Hudson, III called the meeting to order at 6:30 p.m. The Invocation was given by Pastor Wayne Groome followed by the Pledge of Allegiance.

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

Also Present: John B. Edwards, Jr., Town Manager; Andrea Erard, Town Attorney; Karen Barrow, Town Clerk; TC Moore, Town Treasurer; Holly McGowan, Community Development Coordinator; Walt Feurer, Director of Public Works; Tim Sawyer, Chief of Police; Jon Morr, Building Inspector; Donna Pauley, Human Resource Officer and other interested persons.

II. CITIZENS ADDRESS TO COUNCIL

A. A Resolution Declaring October as Domestic Violence Month *[See Attached]*

Heather Mullaly, a senior councilor for Project Hope, presented purple ribbons to Town Council and advised that there will be a family appreciation event for self-care of clients at St. Johns Church on October 19th 2019. Ms. Mullaly also stated that on October 4th 2019 the New Kent County football team will wear purple socks at their home game in support of Domestic Violence.

Robin Bostic, Witness Victim Director for King William County advised that Bridges of Change have a new area shelter that will serve King William, King and Queen and New Kent Counties. Ms. Bostic also stated that the Bridges of Change will have an opening Ceremony for the shelter on Friday, October 4th 2019 at the Colonial Kitchen & Market in New Kent Court House at 8:30 a.m.

Mrs. Gulley read the resolution in the form of a motion, seconded by Mrs. Ball. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols, Mr. Pruett and Mr. Ragsdale all voted "Aye". The motion was approved.

B. Public Hearing, Airport Easement

Mr. Hudson read the advertisement and asked the Town Clerk if the Town received any requests to review the easement and agreement.

The Town Clerk advised that the Town did not receive any requests.

Mr. Hudson asked if the town received any requests for assistance to attend the meeting.

The Town Clerk advised that there were no requests for assistance to attend the meeting.

Mrs. Gulley made a motion to grant an easement to the Middle Peninsula Airport Authority and approve the agreement, seconded by Mr. Lawrence. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mrs. Nichols, Mr. Pruett and Mr. Ragsdale all voted "Aye". The motion was approved.

C. Citizens Address to Council

Mr. Hudson opened the floor for citizens to address Town Council on any Town related business.

1. Debbie Brockwell, 115 Main Street, West Point, Virginia stated that she has concerns with the town's plans to demolish the home at 1226 Main Street. The home has a unique structure and is irreplaceable. The house is located in the Historic District and sits at the entrance of the historic district. The home qualifies for federal and state tax credits for restoration. Mrs. Brockwell also stated that there is no need to rush to demolish the home.

2. James Brockwell, 115 Main Street, West Point, Virginia stated that he agrees with his wife, however he has a concern with the economic development. The town is starting a project, spending money to demolish a house, move 13th Street for a lot the town sold for \$40,000 without knowing how much the project will cost. Mr. Brockwell doesn't see the end of the road for this project and the town can end up with a lot sitting there because of economic development. Mr. Brockwell also stated that as he understands that the town doesn't offer incentives for economic development but this sounds like one big incentive for someone who already owns the rights to the other lots adjoining the corner lot on 13th St and Main Street.

3. Larkin Garbee, 433 Main Street, West Point, Virginia stated that she renovated a historic home that was in worse condition than the home at 1226 Main Street. Ms. Garbee advised that she would like to see an opportunity given to someone to purchase the home and renovate it.

4. Cindy Sanderlin, 711 Lee Street, West Point, Virginia advised that she and her husband are also the owners of 720 Lee Street, a house that the public said should be demolished. The home was renovated and now has a family that has been living in the house for over a year. Ms. Sanderlin asked how many estimates the Town has received to renovate 1226 Main St. The lot across the street has been vacant for a long time and undeveloped, the weeds are grown up and you can't park on the lot. Ms. Sanderlin suggested that Town Council slow down and take their time to see what the community needs and what the community wants before the house at 1226 Main Street is demolished.

Mary Willard, 315 10th Street, West Point, stated that she purchased her home 16 years ago, the home was renovated before it was purchased, and it sat vacant for over 11 years. The termites had eaten through the kitchen floor, now it's a beautiful home. Ms. Willard asked that Town Council do the research before demolishing the house and that her concerns be heard.

Mayor Hudson asked if there was anyone else that wanted to address Town Council, there being none, the Citizens Address was closed.

III. COUNCIL RESPONSE

Mr. Lawson stated that the reason the lot on the corner of 13th Street and Main Street is vacant is because it's not big enough to develop. To add 1226 Main Street to the lot would make it developable. Mr. Lawson stated that he toured the house today and from a real estate prospective the best use for the land is commercial. When you first enter the home, the best view of the home is the stairwell after that as you walk through the rooms the condition is not so good and the termite damage is bad. If someone else purchases the home, they might not put the home in the condition you are looking for. As a realtor, current buyers are not looking for homes to renovate, home buyers are looking for homes that you can move into and not have to do any renovations.

IV. AGENDA CHANGES

Mr. Edwards asked for the re-purchase of the property from G & T Corporation located at 13th Street and Main Street to be placed on the agenda under the Town Manager Items.

Mrs. Nichols made a motion to adopt the agenda with amendments, seconded by Mrs. Gullely. Upon Roll call Mrs. Ball; Mrs. Gullely; Mr. Lawrence; Mr. Lawson; Mrs. Nichols; Mr. Pruett and Mr. Ragsdale all voted "Aye". The motion was approved.

V. ADOPTION OF CONSENT AGENDA

Mrs. Nichols made a motion to adopt the following consent agenda, seconded by Mr. Ragsdale. Upon roll call Mrs. Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mrs. Nichols; Mr. Pruett and Mr. Ragsdale all voted "Aye". The motion was approved.

- 1) Minutes of August 31st 2019 Town Council meeting.
- 2) Cash Reports
 - a) General Fund
Cash on hand as of August 31st, 2019 - \$6,801,254.48
 - b) Water Fund
Cash on hand as of August 31st, 2019 - \$591,999.03
 - c) CIP
Cash on hand as of August 31st, 2019 - \$95,410.16
 - d) Solid Waste
Cash on hand as of August 31st, 2019 - \$171,883.55
- 3) Monthly Budget Report
- 4) School Fund Cash Report
 - a) Cash on hand as of August 31st, 2019 - \$197,303.38
- 5) West Point Monthly Police Activity Report
- 6) Building Official Monthly Report
- 7) Public Works Monthly Permit Report
- 8) Community Development Monthly Permit Report
- 9) Treasurer Monthly Report
- 10) Human Resource Monthly Report

VI. COMMITTEE REPORTS

A. Economic and Community Development – Mr. Lawson reported for the Committee

1. Crab Carnival Master Plan

Mr. Lawson advised that the changes this year will be the following: 1) No fireman's parade, in place of the fireman's parade there will be touch a truck. 2) There will be one beer garden in the C & F Bank parking lot on Saturday. Entertainment and fireworks will be on Friday evening as normal.

Mr. Lawson made a motion to adopt the Crab Carnival Master Plan, seconded by Mr. Pruett. Upon roll call Mrs. Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mrs. Nichols; Mr. Pruett and Mr. Ragsdale all voted "Aye". The motion was approved.

2. More than one Building on a Lot

Mr. Lawson made a motion that Town Council authorizes the Town Manager to advertise Ordinance 01-2019, More than one Main Dwelling on a Lot, zoning text amendment for the October Town Council meeting, seconded by Mrs. Nichols. Upon roll call Mrs. Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mrs. Nichols; Mr. Pruett and Mr. Ragsdale all voted "Aye". The motion was approved.

B. Education Committee – Mrs. Nichols reported for the Committee

Mrs. Nichols advised that the Education Committee did not meet in September and that the next meeting will be on October 16th at 4:30 p.m. at the high school.

C. Finance Committee – Mrs. Ball reported for the Committee

1. Personnel Policy Change

Mr. Edwards advised that this is an administrative personnel policy change that does not involve any additional cost to the town, it allows town employees more flexibility when they retire with their benefits. Mr. Edwards also stated that the next item the Roth IRA is also at no cost to the town, it gives employees the option for retirement funding.

Mrs. Ball made a motion to adopt the revised personnel policy as written, seconded by Mrs. Gulley. Upon roll call Mrs. Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mrs. Nichols; Mr. Pruett and Mr. Ragsdale all voted "Aye". The motion was approved.

2. In-Plan Roth Amendment Resolution

Mrs. Ball made a motion to approve the attached resolution as written, seconded by Mrs. Gulley. Upon roll call Mrs. Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mrs. Nichols; Mr. Pruett and Mr. Ragsdale all voted "Aye". The motion was approved.

D. Public Safety – Mrs. Gulley reported for the Committee

Mr. Hudson stated that Town Council has five sub-committees that meet once a month. All of the Town Council agenda items are reviewed through Committees. What is being discussed this evening has been reviewed at a Committee. Mr. Hudson invited all members of the public to attend any Committee meeting.

Mrs. Gulley stated that she would like to add that if you look on the Town's web site, the Town Council meetings and sub-committee meetings are posted with the date and time of a meeting. Most of the meetings, contrarily to public opinion, are not early in the day, most of the meetings are later in the day. It is the way the public can follow an item through the process.

1. Halloween Resolution *[See Attached]*

Mrs. Gulley read the resolution in the form of a motion, seconded by Mr. Ragsdale. Upon roll call Mrs. Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mrs. Nichols; Mr. Pruett and Mr. Ragsdale all voted "Aye". The motion was approved.

2. Police Department Surplus Items *[See Attached]*

Mrs. Gulley made a motion that Town Council approve these items as surplus and disposing of them as listed in the attached memo, seconded by Mrs. Ball. Upon roll call Deborah Ball; Tina Gulley; Robert Lawrence; Jack Lawson; Gail Nichols; James Pruett and John Ragsdale all voted "Aye". The motion was approved.

E. Public Works – Mr. Lawrence reported for the Committee

Mr. Lawrence advised the Public Works Committee did not meet in September. The next meeting will on October 10th 2019 at 10:30 a.m.

VII. TOWN MANAGER'S ITEMS

A. Re-purchase of G & T Property

Mr. Edwards stated that in 2016 Town Council voted to sell one lot and a portion of an alley to G & T Corporation for a sum of \$40,000.00 with the option to buy back the property if it was not developed in 3 years for the original sale price. There is no proposal for development of the property, Mr. Edwards recommends Town Council buy back the property as stated in the agreement.

Mr. Lawson made a motion that Town Council repurchase the property owned by Hopkins Guy (G & T Corporation) for a sum of \$40,000.00 as prescribed in the 2016 agreement between the Town and G & T Corporation, seconded by Mrs. Gulley. Upon roll call Mrs. Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mrs. Nichols; Mr. Pruett and Mr. Ragsdale all voted "Aye". The motion was approved.

B. 1226 Main Street

Mr. Lawson made a motion to demolish the structure located at 1226 Main Street and to authorize the Town Manager to execute a contract with Walter Via Inc., to perform demolition & removal services in an amount not to exceed \$19,320.00, and to authorize

the Town Manager to speak with the Historical Society of West Point and form an agreement to enable them to remove items from the property to auction and possibly raise money for the Historical Society, seconded by Mrs. Gulley. Upon roll call Mrs. Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mrs. Nichols; Mr. Pruett and Mr. Ragsdale all voted "Aye". The motion was approved

VIII. OLD BUSINESS

There was nothing to report under Old Business.

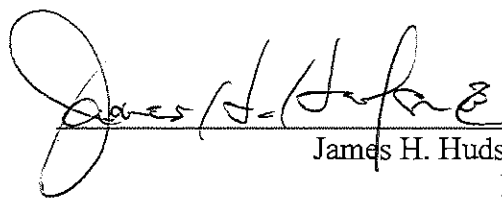
IX. NEW BUSINESS

A Planning Commission Report - Mr. Hudson

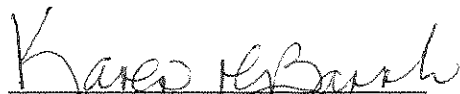
Mr. Hudson advised that the Planning Commission meet on September 4th to discuss SUP2019-03, a bed and breakfast for 1216 Main Street and to discuss the Homestay Ordinance for B & B's and Vacation Rental by Owners.

X. ADJOURNMENT

There being no further business, Mayor Hudson adjourned the meeting at 7:25 p.m.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk



**TOWN OF WEST POINT
RESOLUTION
DECLARING OCTOBER AS DOMESTIC VIOLENCE
AWARENESS MONTH**

WHEREAS, domestic violence is a serious crime that affects people of all races, ages, gender, and income levels; and

WHEREAS, domestic violence is widespread and affects over four million Americans each year; and

WHEREAS, one in three Americans have witnessed an incident of domestic violence; and

WHEREAS, children that grow up in violent homes are believed to be abused and neglected at a rate higher than the national average; and

WHEREAS, domestic violence costs the nation billions of dollars annually in medical expenses, police and court costs, shelters, foster care, sick leave, absenteeism, and non-productivity ; and

WHEREAS, only a coordinated community effort will put a stop to this heinous crime; and

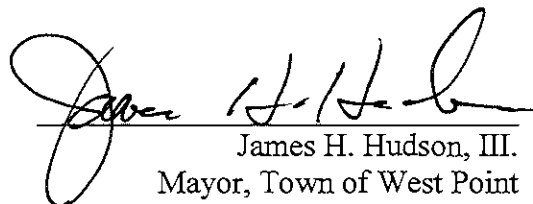
WHEREAS, Domestic Violence Awareness Month provides an excellent opportunity for citizens to learn more about preventing domestic violence and to show support for the numerous organizations and individuals who provide critical advocacy, services, and assistance to victims.

NOW, THEREFORE, IT IS RESOLVED by the Town Council of West Point that the month of October is Domestic Violence Awareness Month and asks the citizens of West Point to work together to eliminate domestic violence from our community.


Certified to be a true copy of a resolution adopted by the Town Council of the Town of West Point at its regular monthly meeting held on the 24th day of September 2019, at which meeting a quorum was present and voting throughout.

Those members voting:

James H. Hudson	N/A
Deborah Ball	Aye
Tina Gulley	Aye
Robert Lawrence	Aye
Joshua Lawson	Aye
Gail Nichols	Aye
James Pruet	Aye
John Ragsdale	Aye


James H. Hudson, III.
Mayor, Town of West Point

ATTEST:


Karen M. Barrow
Town Clerk



Town of West Point

ICMA Retirement Corporation 457 Deferred Compensation Plan Revision

Plan Number: 304975

Name of Employer: Town of West Point

State: Virginia

Resolution of the above named Employer ("Employer")

WHEREAS, the Employer has employees rendering valuable services; and

WHEREAS, the Employer has established a deferred compensation plan for such employees that serves the interest of the Employer by enabling it to provide reasonable retirement security for its employees, by providing increased flexibility in its personnel management system, and by assisting in the attraction and retention of competent personnel: and

WHEREAS, the Employer has determined that the continuance of the deferred compensation plan will serve these objectives; and

NOW THEREFORE BE IT RESOLVED that the Employer hereby amends and restates the deferred compensation plan (the "Plan") in the form of: (select one)

The ICMA Retirement Corporation 457 Governmental Deferred Compensation Plan & Trust

OR

The Plan & Trust and any associated amendments provided by the Employer (executed copies attached hereto)

BE IT FURTHER RESOLVED that the assets of the Plan shall be held in trust, with the Employer serving as trustee ("Trustee"), for the exclusive benefit of the Plan participants and their beneficiaries, and the assets shall not be diverted to any other purpose. The Trustee's beneficial ownership of Plan assets held in Vantage Trust shall be held for the further exclusive benefit of the Plan participants and their beneficiaries;

BE IT FURTHER RESOLVED that the employer hereby agrees to serve as Trustee under the Plan.

I, Karen Barrow, Clerk of the Town of West Point, do hereby certify that the foregoing resolution, proposed by the Town of West Point, Trustee, was duly passed and adopted in the Town Council of the Town of West Point, Virginia at a regular meeting thereof assembled this 24th day of September, 2019, by the following vote:

James H. Hudson, III	<u>N/A</u>
Deborah T. Ball	<u>Aye</u>
Tina Gulley	<u>Aye</u>
Robert Lawrence	<u>Aye</u>
Joshua Lawson	<u>Aye</u>
Gail Nichols	<u>Aye</u>
James Pruett	<u>Aye</u>
John Ragsdale	<u>Aye</u>

James H. Hudson, III
James H. Hudson, III
Mayor, Town of West Point

(Seal)

Karen Barrow
Karen N. Barrow
Clerk of the Town of West Point

This executed resolution should be returned to ICMA-RC as instructed:

Mail to:

ICMA-RC
ATTN: NBS Analyst
777 North Capitol Street, NE
Washington, DC 20002-4240

CC: West Point Department of Human Resources



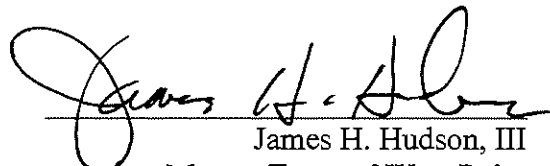
TOWN OF WEST POINT HALLOWEEN RESOLUTION

BE IT RESOLVED by the West Point Town Council, that all trick-or-treaters on Halloween night, Thursday, October 31, 2019 in the Town of West Point may canvass no later than 8:00 P.M. and masks may not be worn by any persons canvassing who is older than 13 years of age.


Certified to be a true copy of a resolution adopted by the Town Council of the Town of West Point at its regular monthly meeting held on the 24th day of September, 2019 at which meeting a quorum was present and voted throughout.

Those members voting:

James H. Hudson	N/A
Deborah Ball	Aye
Tina Gulley	Aye
Robert Lawrence	Aye
Joshua Lawson	Aye
Gail Nichols	Aye
James Pruet	Aye
John Ragsdale	Aye


James H. Hudson, III
Mayor, Town of West Point

ATTEST:


Karen M. Barrow
Town Clerk



Council Members:
TINA S. GULLEY
ROBERT J. LAWRENCE
JOSHUA T. "JACK" LAWSON
GAIL C. NICHOLS
JAMES "JAMIE" PRUETT
JOHN G. RAGSDALE, II

JAMES H. HUDSON, III
Mayor
DEBORAH BALL
Vice Mayor
JOHN B. EDWARDS, JR.
Town Manager

TOWN OF WEST POINT

TO: Town Council

FROM: John Edwards, Town Manager
Tim Sawyer, Chief of Police

DATE: September 20, 2019

SUBJECT: Police Department Surplus Items

The West Point Police Department has identified items, listed below, which have been phased out of use and no longer required. A request for the items be considered surplus and disposed in the indicated manner has been made.

The items are identified as:

Shotgun, 12 gauge, Remington Model 870 Serial-T128996V
Shotgun, 12 gauge, Remington Model 870 Serial-B196532M
Shotgun, 12 gauge, Remington Model 870 Serial-V657092V
Shotgun, 12 gauge, Remington Model 870 Serial-W653996M
Shotgun, 12 gauge, Remington Model 870 Serial-W529714M
Shotgun, 12 gauge, Remington Model 870 Serial-V652995V
Shotgun, 12 gauge, Remington Model 870 Serial-T115650V
Shotgun, 12 gauge, Unknown Brand and Model serial-L3325661
Fuji brand bicycle, Serial – IF00130
GT brand bicycle, Serial – S9AY02556
GT brand bicycle, Serial – 9AY03215

The firearms are to be sold to a Federal Firearms Licensed (FFL) dealer. The bicycles are to be donated to 4 Paws Thrift Store.

The Public Safety Committee considered this request at its meeting and recommended approval.

MOTION

I move the town council approve these items as surplus and disposing of them as indicated above.

329 6th Street
P.O. Box 152, West Point, Virginia 23181
(804) 843-3330 / Fax (804) 843-4364
www.west-point.va.us