

**WEST POINT TOWN COUNCIL  
WORK SESSION MINUTES  
June 30<sup>th</sup> 2020  
6:00P.M.**

**I. Work Session at Town Hall, 329 6<sup>th</sup> Street, West Point, Virginia 23181.**

A. COVID Phase III Opening

Mr. Edwards advised that the State of Virginia is opening Phase III as part of the COVID 19 recovery. Phase III allows for larger gathering of 250 people. Mr. Edwards suggested the Town look at scheduling the fall Foodtruck events to see how it goes. The Pavilion should be usable by the end of August and fully complete by the end of September.

The consensus of Town Council was for the Town Manager to proceed with a Foodtruck fall schedule.

B Town Council/Committee Meetings

Mr. Edwards suggested that Town Council and Committee meetings continue with one combined Committee meeting per month in July and August and continue with Town Council meetings as we are doing tonight. We will leave the committee meetings on the schedule and we can always call a meeting if needed. Mr. Edwards also stated that the Town Managers performance goals and objectives will be on the July Committee meeting for discussion prior to his annual evaluation in August.

C. Reopening of Town Hall

Mr. Edwards stated that past conversations has been that Town Hall would re-open two weeks after the Williamsburg and Gloucester DMV opens. DMV has not provided any information on when the full-service locations will open. Unless Town Council wants to change the opening of Town Hall, Mr. Edwards suggested the Town keep to the original plan of opening after the Williamsburg and Gloucester offices open.

Mrs. Ball stated that so far opening the DMV offices has not gone well at all, the offices are requiring appointments and it has not gone smoothly, they are overwhelmed with customers. Mr. Edwards stated that if the Town opens and one person brings in the virus, the entire Town Hall will have to close.

The consensus of Town Council is for Town Hall to remain closed until further notice.

D. Property at the Industrial Park

Mr. Edwards advised that he, the Mayor and Jack Lawson met with a potential prospect at the Industrial Park. It will be a challenge for the EDA and Town to make this project work, we will need to pull some land from King William that will need to be rezoned for the business. Town Staff will be working on this project.

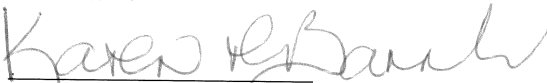
E. Water Tower

Mr. Edwards advised that work has begun on the Water Tower. There has been no change in water pressure and the work should be complete within a month.



Deborah T. Ball  
Vice Mayor, Town of West Point

ATTEST:

  
Karen M. Barrow, Town Clerk

**TOWN OF WEST POINT  
TOWN COUNCIL  
MINUTES  
June 30th, 2020**

**I. CALL TO ORDER**

The West Point Town Council held its regular monthly meeting on June 30th, 2020. The Honorable Deborah T. Ball called the meeting to order at 6:30 p.m. The Invocation was given followed by the Pledge of Allegiance.

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

Members Present Via WebEx: James H. Hudson, III and Tina Gulley.

Also Present: John B. Edwards, Jr., Town Manager; Karen Barrow, Town Clerk and Donna Pauley, Human Resource Officer.

Also Present Via WebEx: Andrea Erard, Town Attorney; Susan Harlow, Town Treasurer, Walt Feurer, Director of Public Works; Jon Moor, Building Official and Tim Sawyer, Chief of Police.

**II. CITIZENS ADDRESS TO COUNCIL**

A. Citizens Address to Council

Mrs. Ball opened the floor for citizens to address Town Council on any Town related business. There being none, the Citizens Address was closed.

**III. COUNCIL RESPONSE**

None was noted.

**IV. AGENDA CHANGES**

There were no changes made to the agenda.

**V. ADOPTION OF CONSENT AGENDA**

Mrs. Nichols made a motion to adopt the following consent agenda, 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".

- 1) Minutes of May 26<sup>th</sup> 2020 Town Council meeting.
- 2) Cash Reports
  - a) General Fund  
Cash on hand as of May 31, 2020 - \$3,074,921.42
  - b) Water Fund  
Cash on hand as of May 31, 2020 - \$1,224,241.60
  - c) CIP  
Cash on hand as of May 31, 2020 - \$-205,468.91
  - d) Solid Waste  
Cash on hand as of May 31, 2020 - \$223,154.71
- 3) Monthly Budget Report
- 4) School Fund Cash Report
  - a) Cash on hand as of May 31, 2020 - \$93,137.03
- 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  
Mr. Lawson advised there is no report.

B. Education Committee – Mrs. Nichols reported for the Committee  
Mrs. Nichols advised there is no report.

C. Finance Committee – Mrs. Ball reported for the Committee  
1. PPTRA Resolution

Mrs. Ball made a motion to adopt the attached PPTRA Resolution at 60.68% of the first \$20,000 of market value for all qualifying vehicles valued at over \$1,000.00, 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”.

D. Public Safety – Mrs. Gulley reported for the Committee  
Mrs. Gulley advised there was nothing to report.

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

Mr. Lawrence advised that the Public Works Committee was a combined meeting of Town Council Committees and that the items discussed are on the Town Council agenda for action.

## **VII. TOWN MANAGER’S ITEMS**

A. Personal Policy Revisions

Mr. Edwards advised that the Finance Committee has reviewed changes to the Personal Policy for the past several months. The first change is to modify the policy pertaining to retirement the second is to clarify when the anniversary date is for the performance evaluation of an employee. The revisions are housekeeping items that need to be adopted into the policy.

Mrs. Ball made a motion to adopt the amendments to the personal policy as presented, seconded by Mr. 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. EDA Appointment

Mr. Edwards advised that Mr. Shreaves term on the EDA expires on September 30<sup>th</sup> 2020, Mr. Shreaves has indicated a desire to resign that position and Mr. Pruett is interested in filling that position. Mr. Edwards stated that his recommendation is for Town Council to appoint James Pruett to the EDA for the unexpired term of Mr. Shreaves and to re-appoint James Pruett to a four-year term.

Mr. Lawrence made a motion to appoint James M. Pruett to the unexpired term of Bub Shreaves expiring September 30<sup>th</sup> 2020 and re-appoint James M. Pruett to a four year term commencing October 1<sup>st</sup> 2020 expiring September 30<sup>th</sup> 2024, effective upon adoption, 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.

## **VIII. OLD BUSINESS**

There was nothing to report under Old Business.

**IX. NEW BUSINESS**

There was nothing to report under New Business.

**X. CLOSED SESSION**

Mrs. Ball made a motion to enter into closed meeting pursuant to Virginia Code §2.1-3711(A)(5), a matter involving a prospective new business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business or industry's interest in locating or expanding its facilities in the community, because public discussion of that matter would adversely affect the Town's bargaining position and negotiating strategy. Seconded by Mr. Lawson. 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.

RECONVENE

Mr. Ragsdale made a motion for Town Council to reconvene in open meeting, 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.

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 to considered in the meeting by the Council. 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.

Mrs. Ball made a motion to adopt the resolution accepting the property located at 802 Main Street, 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.

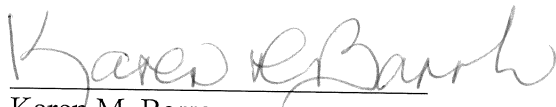
**XI. ADJOURNMENT**

There being no further business, the meeting was adjourned.



Deborah T. Ball  
Vice Mayor

ATTEST:



Karen M. Barrow  
Town Clerk



**TOWN OF WEST POINT**  
**Resolution Setting the Personal Property Tax Relief for 2020**  
**in Accordance with the Personal Property Tax Relief Act of 1998**

**WHEREAS** in accordance with the Personal Property Tax Relief Act of 1998, Virginia Code §§ 58.1-3523 *et seq.* ("PPTRA") and the requirements set forth in Virginia Code §§ 58.1-3524(C)(2) and 58.1-3912(E), any qualifying vehicle obtaining situs within the Town commencing January 1, 2020, shall receive personal property tax relief; and

**WHEREAS** these legislative enactments require the Town to provide for the computation and allocation of relief provided pursuant to the PPTRA as revised; and

**WHEREAS** these legislative enactments provide for the appropriation to the Town of a fixed sum to be used exclusively for the provision of tax relief to owners of qualifying personal use vehicles that are subject to the personal property tax on such vehicles; and

**WHEREAS** Ordinance No. 17-05, which was properly advertised and approved by the West Point Town Council, provides for the implementation of the PPTRA.


**NOW, THEREFORE, BE IT RESOLVED** by the West Point Town Council that the Personal Property Tax Relief Percentage be set at 60.68% of the first \$20,000 of market value for qualifying vehicles obtaining situs within the Town and valued at over \$1,000 in accordance with Ordinance 17-05.

**BE IT FINALLY RESOLVED THAT** all vehicles which do not meet the definition of "qualifying" (business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program.


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 30th day June 2020, at which meeting a quorum was present and voting throughout.

Those Members Voting:

James H. Hudson *N/A*  
Deborah Ball *yes*  
Tina Gulley *yes*  
Robert Lawrence *yes*  
Joshua Lawson *yes*  
Gail Nichols *yes*  
James Pruett *yes*  
John Ragsdale *yes*

  
Deborah T. Ball  
Vice Mayor, Town of West Point

ATTEST:

  
Karen M. Barrow  
Town Clerk



***TOWN OF WEST POINT  
RESOLUTION***

WHEREAS Citizens & Farmer's Bank has generously offered to give the Town of West Point the property (including all structures) located at 802 Main Street in the Town of West Point, with a legal description of D ST LOT 534A(HALF LOT) LOT 535 AND 53669, Tax Map A1 40 534A, -535, & -536; and

WHEREAS Virginia Code § 15.2-1803 requires that the West Point Town Council approve a Resolution accepting an interest in land.

NOW THEREFORE BE IT RESOLVED by the West Point Town Council at its regularly scheduled meeting on June 30, 2020 that, in accordance with Virginia Code § 15.2-1803, the West Point Town Council accepts the gift of property from Citizens & Farmer's Bank located at 802 Main Street in the Town of West Point with a legal description of D ST LOT 534A(HALF LOT) LOT 535 AND 53669, Tax Map A1 40 534A; and

BE IT FURTHER RESOLVED that the Mayor or the Town Manager is authorized to execute any and all documents necessary for, or related to, the conveyance, subject to review and approval of the Town Attorney; and

BE IT FINALLY RESOLVED by the West Point Town Council that this Resolution shall be recorded in the land records of the King William County Circuit Court.

Those members voting:

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

*Deborah T. Ball*  
Deborah T. Ball  
Vice Mayor, Town of West Point

A Copy Teste:

*Karen ElBarb*  
Clerk of Council