

**WEST POINT TOWN COUNCIL
WORK SESSION
MINUTES
January 26th 2021
5:30 P.M.**

I. Work Session at Town Hall, 802 Main Street, West Point, Virginia 23181.

1. Joe Foulis Agreement

Mr. Edwards advised that the Town Attorney has prepared the final agreement and that Joe and Alissa Foulis have signed the agreement. The agreement is on the agenda for adoption.

2. Purchase of 816 Main Street

Mr. Edwards advised that the contract on 816 Main Street has been signed and we are proceeding to closing.

3. Old Town Hall

Mr. Edwards stated that town departments have almost moved out of the old Town Hall, there are some items that still need to be moved. Once we finish moving out, the School Board will be moving in.

4. Riverwalk Pavilion

Mr. Edwards stated that the final payment for construction of the Pavilion has been made. The drainage at the entrance has been addressed, when the grass starts to grow we will be able to schedule spring events.

5. Annual Meeting Resolution

Mr. Edwards advised that the Annual Meeting Resolution in the packet, there are two amendment dates for the October and November meetings. The Resolution needs to be adopted with amendments.

Mr. Lawrence stated that the dates for October and November need to be changed to October 26th and November 30th 2021.

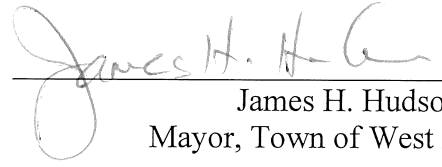
6. January Committee Meetings

Mr. Edwards asked Town Council if they wanted to do individual Committee meetings for February or have one joint meeting. Mr. Edwards also stated that the School Superintendent has some updates to give and she would like to discuss the proposed School Budget.

The consensus of Town Council is for one joint meeting at the Education Committee on February 17th 2021 at 4:30 pm.

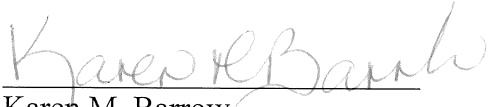
7. COVID – 19

Mr. Edwards advised that he has been communicating with Three Rivers Health District on a regular basis and that availability of a COVID vaccine has been changing from day to day. Town employees have completed applications to receive the vaccine, two-thirds of town employees do not want to receive the vaccine. We plan to educate employees about the benefits of the vaccine so we can vaccinate as many employees as possible.



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

ATTEST:



Karen M. Barrow
Town Clerk

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
January 26th, 2021**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on January 26th, 2021. The Honorable James H. Hudson, III called the meeting to order at 802 Main Street, West Point, Virginia at 6:30 p.m. The Invocation was given by Reverend Bill Palmer of the West Point Police Department followed by the Pledge of Allegiance.

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

Also Present: John B. Edwards, Jr., Town Manager; Karen Barrow, Town Clerk; Holly McGowan, Community Development Coordinator; Tim Sawyer, Chief of Police and Donna Pauley, Human Resource Officer.

Also Present Via WebEx: Deborah Ball, Vice Mayor; Tina Gulley, West Point Town Council; Andrea Erard, Town Attorney; Walt Feurer, Director of Public Works; Susan Harlow, Town Treasurer;

II. CITIZENS ADDRESS TO COUNCIL

A. Presentation of Resolution to Lieutenant Lisa Woodson

Mayor Hudson congratulated Lieutenant Lisa Woodson on her retirement and thanked her for her service to the Town of West Point.

B. FY 2019-2020 Audit Presentation

Michael Lupton, representative for Robinson, Farmer, Cox & Associates, presented the FY 2019-20 audit to Town Council. Mr. Lupton stated that there were no difficulties during the audit process, that the Town Manager and Town Staff worked with the auditors by providing documents when requested.

Mr. Hudson asked Mr. Lupton if he had any need to talk with the Mayor and Town Council in private.

Mr. Lupton stated no, that it was a clean audit with no issues. Mr. Lupton thanked the Mayor for allowing Robinson, Farmer, Cox & Associates to provide a virtual audit.

C. Citizens Address to Council

Mr. Hudson 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

Mr. Vincent made a motion to adopt the agenda as presented, seconded by Mrs. Gulley. 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.

V. ADOPTION OF CONSENT AGENDA

Mr. Lawson made a motion to adopt the following consent agenda, seconded by Mrs. Ball. 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.

- 1) Minutes of December 22nd 2020 Town Council meeting.
- 2) Cash Reports
 - a) General Fund
Cash on hand as of December 31, 2020 - \$7,302,591.93
 - b) Water Fund
Cash on hand as of December 31, 2020 - \$1,526,697.28
 - c) CIP
Cash on hand as of December 31, 2020 - \$-735,947.92
 - d) Solid Waste
Cash on hand as of December 31, 2020 - \$217,616.79
- 3) Monthly Budget Report
- 4) School Fund Cash Report
 - a) Cash on hand as of December 31, 2020 - \$234,440.47
- 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 that he has no report.

B. Education Committee – Mr. Ragsdale reported for the Committee

Mr. Ragsdale advised there was no report and that the next meeting is scheduled for February 17th 2021 at 4:30 pm.

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

1. Annual Meeting Schedule Resolution

Mr. Edwards advised that there is a correction of October 26th and November 30th to the Town Council meeting calendar.

Mr. Lawrence made a motion to adopt the resolution and attached scheduled as amended, seconded by Mrs. Gulley. 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.

2. License Agreement – Joe Foulis

Mr. Edwards advised that the Town Attorney has prepared the agreement and that Joseph and Alissa Foulis have both signed the agreement.

Mr. Vincent made a motion that Town Council approve the License Agreement and authorize the Town Manager to execute and deliver the agreement, seconded by Mr. Lawrence. 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.

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 there was nothing to report.

VII. TOWN MANAGER'S ITEMS

1. MOU and Lease Agreement for the School Board

Mr. Edwards advised that the MOU and Lease Agreement would allow the School Board to use the old town hall as the new School Board office. In return the School Board would convey the old School Board building to the Town.

Mr. Lawson made a motion that Town Council approves the MOU and Lease Agreement and authorize the Town Manager to execute and deliver both documents, seconded by Mr. Lawrence. 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.

2. FY 2021-2022 Budget Request

Mr. Edwards presented the FY 2021-22 budget request. There will be many challenges this year, especially with setting the tax rate. The King William County Board of Equalization has scheduled appointments through March 27th to review objections to the recent reassessment. It could be late this year before King William sets the County rate. This year I have included a flat budget for the schools, I anticipate a request for an increase. The joint budget meeting with the School Board is scheduled for March 2nd.

Mr. Vincent asked when the last water rate increase was.

Walt Feurer advised, 2014 was the last water rate increase and 2018 was the last usage adjustment.

Mr. Edwards stated that he will be working on the budget and he will schedule meetings individually with Town Council Members as we move forward in the budget process.

VIII. OLD BUSINESS

There was nothing to report under Old Business.

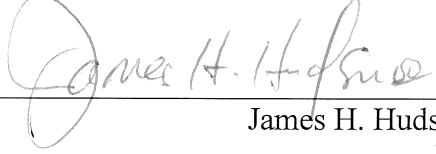
IX. NEW BUSINESS

A. Planning Commission Report - Mr. Hudson


Mr. Hudson advised that there was no Planning Commission meeting this month and the next meeting is scheduled for Wednesday, February 3rd 2021 at 5:00 pm.

X. ADJOURNMENT

There being no further business, Mayor Hudson adjourned the meeting at 7:15 pm.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk