

**TOWN OF WEST POINT  
TOWN COUNCIL  
WORK SESSION  
MINUTES  
April 27th, 2021  
5:30 P.M.**

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

1. Oldcastle

Mr. Edwards advised that Oldcastle has moved from a Lease Agreement to a Capital Investment project which means they needed approval from their corporate office in Ireland. They just received approval for the project last week and the project is now under review by their attorney. Today the town received the applications from the State to apply for the incentives. The State is offering some good incentives that include; the original \$200,000; approximately \$38,000 of employment incentives over 4 years and a sales tax exemption. The project is moving in the right direction and the State are looking at making a public announcement at the end of May or beginning of June. Mr. Edwards also stated that eventually there will be one additional document requiring Town Council approval once attorneys and the State have completed reviewing applications and contracts.

2. Tidewater Review

Mr. Edwards stated that he received an email from Emily Holter advising that she has taken a position with the Virginia Gazette in Williamsburg, and that there are no plans to replace her reporter position with the Tidewater Review. She said if there is a story that we want covered, we can contact her, and she would find someone to cover it.

3. Riverwalk Park

Mr. Edwards stated that Clayton Sanders is working on the Riverwalk Walking Trail as his Eagle Scout project and as a result construction of the trail is underway. The Scouts will be camping out on Friday night to work on the project on Saturday morning.

4. Riverwalk Park Signage

Mr. Edwards presented some options for signage and that he calibrated with Melissa Anderson on the signs. One of the signs was for Riverwalk Park and a second sign is for the pavilion. Because the County provided funding for the Pavilion, it would be appropriate to include the County seal on the signage. Mr. Edwards also stated that the signs would flow with other signs through-out town. We are still working on providing power to the pavilion.

Mrs. Gulley asked if the spelling of Riverwalk will be one word or two and stated that so long as the spelling of Riverwalk is consistent and all the same she is fine with the signs of the Town and County seal.

5. Farmers Market

Mr. Edwards advised that the Farmers Market begins this Saturday. The Town has received some new applications in addition to the normal vendors. The two priorities are the vendors that have supported the Town through the past few years, Homeplace Farms and Bees Knees Farms. Mr. Edwards stated that until we know how the space at the pavilion works out, the Town will start out with 4 or 5 vendors, then bring additional vendors in slowly. This weekend we have three vendors, Homeplace Farms, Bees Knees Farm and Ellingson Seedlings. After Mother's Day, we will have a local vendor from Magnolia Avenue, Riverbees Hive & Honey, who will be selling Pies and Canned goods and Tupelo Farm & Garden will be selling flowers. Not all the vendors will be in attendance every week, some vendors will alternate weeks.

## 6. Food Trucks

Mr. Edwards stated that unfortunately during the COVID pandemic this past year, a number of Food Trucks that have attended our events have gone out of business. This year we are planning a Food Truck event once a month beginning in May running through November. We will be monitoring the Governors regulations for COVID and making adjustments as the regulations change. The first event is scheduled for May 21<sup>st</sup> at the Pavilion, the vendors will be Sandston Smokehouse, Jeeps & Butts, Sno-to-Go and Gauthier Vineyard. Jeeps & Butts will be changing up their menu so there are not two BBQ trucks.

## 7. Town Council Committee Meetings

Mr. Edwards reviewed the scheduled meetings for May and asked what Town Council would like to do for Committee meetings.

Mr. Hudson suggested that Town Council go back to the regular monthly meeting schedule in June.

Mr. Lawrence advised that he is available for the Finance Committee meeting at 4:30 pm on May 13<sup>th</sup> and that he would be out of town the week after.

The consensus of Town Council is for the May Committee meeting to be the Finance Committee on May 13<sup>th</sup> 2021.

Mrs. Gulley advised that she has asked the Chief of Police to provide some information regarding the training that the police department has received at the Finance Committee meeting. Mrs. Gulley stated she will not be at the meeting and asked the Town Manager when the next Public Safety Committee meeting will be.

Mr. Edwards reviewed the meeting dates for June and stated that the Governor will be making changes to the COVID regulations as we move into summer and that the next Public Safety meeting will be July 15<sup>th</sup> 2021.

## 8. H.O.P.E. Initiative

Mr. Edwards advised that he has been invited to be a guest speaker at the Local Government Managers Association meeting in Virginia Beach on June 16<sup>th</sup> about the success of the H.O.P.E. Initiative. It will be a zoom conference that Mr. Edwards will be presenting from his office.

## 9. Drainage Pipe on Kirby Street

Mr. Ragsdale ask if VDOT are replacing any pipes on Kerby Street.

Mr. Edwards advised that VDOT are supposed to fix one drainage pipe and replace another. They removed a pipe at 7<sup>th</sup> and 8<sup>th</sup> Street some time ago and capped the pipe, water is coming up out the road, the water is not town water, we are waiting for them to fix that location. There is a another pipe at 6<sup>th</sup> Street that needs to be replaced. VDOT has not said when they will fix any of the issues.

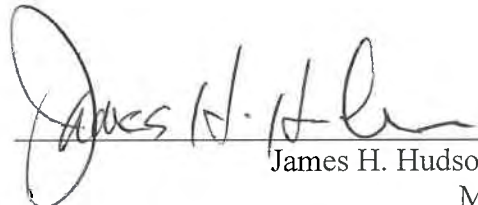
Mr. Ragsdale stated that VDOT are about to paving the road without fixing either of the issues.

Mr. Lawson advised that VDOT will pave the road, if they want to fix any of the issues, they will come back after the road has been paved. They will dig up the newly paved road to do repair work.

## 10. Chickens

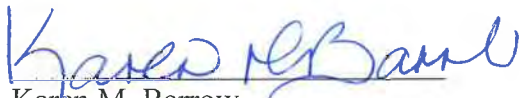
Mrs. Ball asked if the Town can review the current chicken ordinance.

Mr. Edwards stated that he has asked the interns to review the language from other localities. Once we have some sample ordinances, Mr. Edwards will bring them back to Committee for review.



James H. Hudson, III  
Mayor

ATTEST:



Karen M. Barrow  
Town Clerk

**TOWN OF WEST POINT  
TOWN COUNCIL  
MINUTES  
April 27th, 2021**

**I. CALL TO ORDER**

The West Point Town Council held its regular monthly meeting on April 27th, 2021. The Honorable James H. Hudson, III called the meeting to order at 6:30 p.m. The Invocation was given by Reverend Barbara Marks followed by the Pledge of Allegiance.

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

Members Present Via WebEx: Tina Gulley

Members Absent: 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: Walt Feurer, Director of Public Works, Susan Harlow, Town Treasurer and Jonathan Morr, Building Official.

**II. CITIZENS ADDRESS TO COUNCIL**

A. 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**

Mrs. Ball made a motion to adopt the agenda as presented, seconded by Mr. Lawson. Upon roll call Mrs. Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mr. Pruett and Mr. Ragsdale.

**V. ADOPTION OF CONSENT AGENDA**

Mr. Lawrence made a motion to adopt the following consent agenda, seconded by Tina Gulley. Upon roll call Mrs. Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mr. Pruett and Mr. Ragsdale.

- 1) Minutes of the March 30th 2021 Town Council meeting and FY 2021-22 Budget Public Hearing on April 20<sup>th</sup> 2021.
- 2) Cash Reports
  - a) General Fund  
Cash on hand as of March 31st, 2021 - \$6,314,091.69
  - b) Water Fund  
Cash on hand as of March 31<sup>st</sup>, 2021 - \$1,769,460.57
  - c) CIP  
Cash on hand as of March 31st, 2021 - \$-900,192.88
  - d) Solid Waste  
Cash on hand as of March 31st, 2021 - \$242,549.02
- 3) Monthly Budget Report
- 4) School Fund Cash Report
  - a) Cash on hand as of March 31st, 2021 - \$287,698.88
- 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 was nothing to report.

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

Mr. Ragsdale advised there was nothing to report.

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

1. FY 2021-22 Budget Resolution

Mrs. Ball read the attached Resolution in the form of a motion to adopt the FY 2021-22 Budget, seconded by Mr. Ragsdale. Upon roll call, Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mr. Pruett and Mr. Ragsdale all voted “Aye”. The motion was approved.

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

Mrs. Gulley asked Chief Sawyer to provide a brief report on the mock assessment the policed department will be doing this week in preparation for the accreditation test in October.

Chief Sawyer advised that the mock assessment will be tomorrow. A team will go through reports to make sure we are operating under the standard procedures then they will make some recommendations that will be taken into consideration as we prepare for the test in October.

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

Mr. Lawrence advised there was nothing to report.

## **VII. TOWN MANAGER’S ITEMS**

## **VIII. OLD BUSINESS**

There was nothing to report under Old Business.

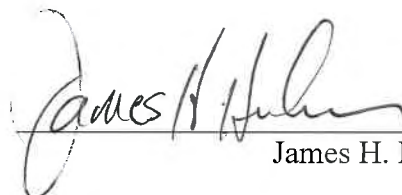
## **IX. NEW BUSINESS**

A Planning Commission Report - Mr. Hudson

Mr. Hudson advised that the Planning Commission did not meet in April and there will not be a meeting in May.

## **X. ADJOURNMENT**

There being no further business, Mr. Ragsdale made a motion to adjourn the meeting at 6:45 P.M. Upon a unanimous vote, Mayor Hudson adjourned the meeting.



James H. Hudson, III

ATTEST:



Karen M. Barrow  
Town Clerk



**RESOLUTION FOR APPROVAL AND APPROPRIATION FOR TOWN, SCHOOLS,  
SOLID WASTE AND WATER UTILITY BUDGET  
FY 2021-22**

WHEREAS, the West Point Town Council advertised a public hearing regarding the FY 2021-22 Budget on April 7, 2021 in the Tidewater Review, and conducted a public hearing on April 20, 2021 as required by §15.2-2506 of the Code of Virginia.

NOW THEREFORE BE IT RESOLVED by the West Point Town Council that a total of \$11,388,305 is hereby approved for the West Point School Board for FY 2021-22;

BE IT FURTHER RESOLVED by the West Point Town Council, that the Town Budget for FY 2021-22 is approved on this 27th day of April, 2021 in the total amount of \$17,113,384 representing \$11,388,305 for the West Point School Board and \$9,722,855 for the Town (inclusive of the Town's contribution of \$4,448,696 for school operating expenses);

BE IT FURTHER RESOLVED by the West Point Town Council, that the Solid Waste Budget for FY 2021-22, in the amount of \$192,442 is approved this 27th day of April, 2021;

BE IT FURTHER RESOLVED by the West Point Town Council, that the Water Utility Budget for FY 2021-22, in the amount of \$916,214 is approved this 27th day of April, 2021;

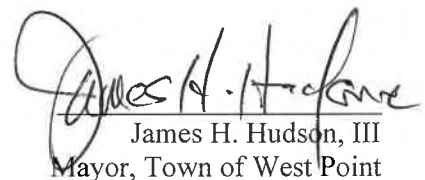
BE IT FURTHER RESOLVED by the West Point Town Council, that local funds in the amount of \$4,448,696 are hereby appropriated to the West Point School Board and an additional appropriation in the amount of \$6,939,609 is hereby made effective July 1, 2021 subject to and contingent upon availability of funding from the Federal government in the amount of \$330,672, from the Commonwealth of Virginia in the amount of \$6,115,262 and from other revenues in the amount of \$493,675 to be expended only on order of the School Board; and

BE IT FINALLY RESOLVED by the West Point Town Council, that \$17,113,384 is appropriated to the Town of West Point effective July 1, 2021, \$192,442 of which is appropriated to the West Point Solid Waste Budget effective July 1, 2021, and \$916,214 of which is appropriated to the West Point Water Utility effective July 1, 2021.

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 April 27, 2021 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
James Pruett	Aye
John Ragsdale	Aye
Chris Vincent	Absent

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

Adopted this 27th day of April, 2021

ATTEST:

  
Karen M. Barrow  
Town Clerk