

**TOWN OF WEST POINT  
TOWN COUNCIL  
WORK SESSION  
MINUTES  
May 25<sup>th</sup> 2021**

**I New Delaware Subdivision**

Andrea Erard, the Town Attorney advised that the Town has received numerous phone calls regarding the condition of the remaining lots at New Delaware. Paul White is the developer for New Delaware, the subdivision received approval in 2003 with no deadline for completion of the project.

Mr. Hudson advised that recently in a meeting with Paul White, he had asked Mr. White when he was going to complete the work at New Delaware. A month later the soil on the commercial lots located on King William Avenue was dug up into piles of dirt and nothing else has been done with the dirt.

Ms. Erard reviewed pictures showing the piles of dirt and stated that Mr. White has clearly started the work but has not finished it. Ms. Erard asked if Town Council wanted to proceed with action to have Mr. White finish the subdivision.

Mr. Edwards asked for action against the New Delaware subdivision be placed on the Town Council agenda.

**II Legislative Update**

Andrea Erard reviewed the General Assembly 2021 actions that goes into effect on July 1<sup>st</sup> 2021. Ms. Erard also stated that she will be working with the Town Manager and Human Resource Officer on bills that will affect the Personnel Policy. Ms. Erard also stated that there is legislation for clutter, for a long time the Town has had issues with clutter around homes, yards and driveways. This bill will require changes to the Town Ordinance.

Mr. Edwards advised that there is a change to cigarette tax that will allow the Town to work with a regional board to collect cigarette tax. Mr. Edwards suggested that Town Council discuss the cigarette tax at a later date.

**III June Committee Meetings**

Mr. Edwards stated that as we move out of COVID 19 restrictions and back to the regular monthly committee schedules, the June Committee meetings will be as follows:

Thursday, June 10<sup>th</sup> 2021 @ 10:00 am Community Development Committee  
Thursday, June 10<sup>th</sup> 2021 @ 10:30 am Public Works Committee  
Thursday, June 10<sup>th</sup> 2021 @ 4:30 pm Finance Committee  
Thursday, June 17<sup>th</sup> 2021 @ 4:30 pm Public Safety Committee

Mr. Edwards also stated that the Education Committee does not meet in June, they have bi-monthly meetings and their next meeting will be in July.

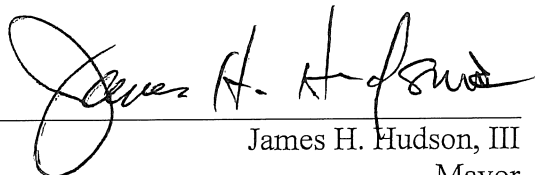
Mrs. Gulley advised that she will not be available for meetings on June 10<sup>th</sup> but she will be available for the Public Safety committee.

**IV. FOIA Training**


Members Present: James H. Hudson, III, Mayor; Deborah T. Ball, Tina S. Gulley, Robert Lawrence, Jack Lawson, James Pruett, John Ragsdale and Chris Vincent.

Also Present: John Edwards, Town Manager; Andrea Erard, Town Attorney; Karen Barrow, Tim Sawyer, Donna Pauley, Holly McGowan, Susan Harlow, Walt Feurer, and Jonathon Morr.

Andrea Erard, the Town Attorney provided FOIA training by reviewing State Code 2.2-37. Ms. Erard also stated that FOIA training is now required every 2 years and if Town Council had any questions about FOIA they can call her any time.

  
James H. Hudson, III  
Mayor

ATTEST:

  
Karen M. Barrow  
Town Clerk

**TOWN OF WEST POINT  
TOWN COUNCIL  
MINUTES  
May 25th, 2021**

**I. CALL TO ORDER**

The West Point Town Council held its regular monthly meeting on May 25th, 2021. The Honorable James H. Hudson, III called the meeting to order at 6:30 p.m. The Invocation was given by Reverend Jim Goebel followed by the Pledge of Allegiance.

Members Present: Mayor, Jim Hudson; Deborah Ball, Vice Mayor; Tina Gulley; Robert Lawrence; Jack Lawson; James Pruet; John Ragsdale and Chris Vincent.

Also Present: John B. Edwards, Jr., Town Manager; Andrea Erard, Town Attorney; Karen Barrow, Town Clerk; Holly McGowan, Community Development Coordinator; Donna Pauley, Human Resource Officer and other Interested Persons.

Also, Present Via WebEx: Walt Feurer, Director of Public Works; Susan Harlow, Town Treasurer; Jonathan Morr, Building Official and Tim Sawyer, Chief of Police.

**II. CITIZENS ADDRESS TO COUNCIL**

A. Habitat for Humanity Presentation

Renee Robinson, representative for Habitat for Humanity advised that King William County Social Services and Hanover County will be working together with Habitat for Humanity on projects in the area. Ms. Robinson reviewed the three main programs and the process to build a home. Ms. Robinson also stated that the biggest challenge is obtain land for a fair price. Also, in attendance from King William County Social Services was Letecia Loadholt and Anne Mitchell.

B. Citizens Address to Council

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

- 1 John Yeary, 450 W. Euclid Blvd. West Point, VA 23181 advised that he owns a commercial lot at the New Delaware subdivision and is concerned with uncompleted work that Paul White has been doing on his lot. Mr. White started work on sidewalks that involved his lot and that Mr. White has not completed the work, he has been dragging out the completion of the project leaving piles of dirt in the parking lot. Mr. Year asked if Town Council can do something about the issue to get Paul White to complete the project.
- 2 Jimmy Conner, 3101 Taylor Avenue, West Point, Virginia 23181 advised that he has two children that are playing in the area. The condition of the subdivision is a major safety issue. Children live at almost every home in the neighborhood and his son has been injured in the driveway riding his bike. There are large potholes in the parking lot, the piles of soil on Mr. Yeary's lot are 6 or 7 feet high and contain broken glass and debris. Mr. Conner also stated that he works with the permit system and that there are ways the Town can use the permits to have Mr. White clean up the mess he has made. Mr. Conner asked for assistance from the Town to have Paul White cleanup New Delaware subdivision.

Mayor Hudson asked if anyone else wanted to comment on any Town issue. There being none, the Citizens Address was closed.

### III. COUNCIL RESPONSE

None was noted.

### IV. AGENDA CHANGES

Mr. Hudson asked for a motion to place action against Paul White and the New Delaware subdivision on the agenda under New Business.

Mr. Lawrence made a made a motion to amend the 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.

### V. ADOPTION OF CONSENT AGENDA

Mr. Lawrence made a motion to adopt the following consent agenda, 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.

- 1) Town Council and Work Session minutes of April 27<sup>th</sup> 2021
- 2) Cash Reports
  - a) General Fund  
Cash on hand as of April 30<sup>th</sup> 2021 - \$6,027,879.16
  - b) Water Fund  
Cash on hand as of April 30<sup>th</sup> 2021 - \$230,352.83
  - c) CIP  
Cash on hand as of April 30<sup>th</sup> 2021 - (\$939,367.83)
  - d) Solid Waste  
Cash on hand as of April 30<sup>th</sup> 2021 - \$1,835,791.19
- 3) Monthly Budget Report
- 4) School Fund Cash Report
  - a) Cash on hand as of April 30<sup>th</sup> 2021 - \$279,479.95
- 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 Personnel Policy

Mr. Lawrence made a motion to approve the following amendment to the personnel policy, seconded by Mr. Lawson. 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.

Section II, subsection G-Health Insurance Coverage

All full-time permanent employees including those serving a probationary period are eligible for health insurance benefits through the Town's policy. Newly hired employees shall be eligible for coverage on the first day of the month following their date of hire.

The Town will pay the cost of the employee's coverage and a portion of the premium for their family, depending on the plan selected at the time of enrollment. All Town contributions are subject to annual appropriations of Town Council.

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**

Mr. Edwards advised there was nothing to report.

#### **VIII. OLD BUSINESS**

There was nothing to report under Old Business.

#### **IX. NEW BUSINESS**

A Planning Commission Report - Mr. Hudson

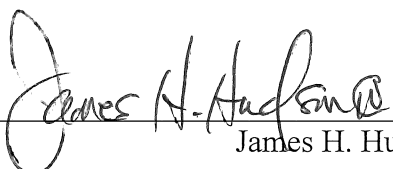
Mr. Hudson advised that the Planning Commission did not meet in May and there will not be a meeting in June.

B New Delaware Subdivision

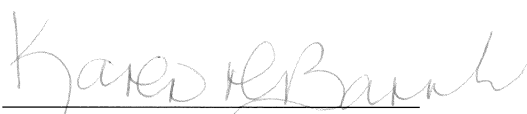
Mr. Lawrence made a motion to authorize the Town Attorney to take necessary measures to facilitate the completion of the New Delaware subdivision by the developer up to and including legal action, Seconded by Mr. Pruett. Upon roll call Mrs. Ball; Mrs. Gulley; Mr. Lawrence; Mr. Lawson; Mr. Pruett, Mr. Ragsdale and Mr. Vincent all voted "Aye". The motion was approved.

#### **X. ADJOURNMENT**

There being no further business, Mrs. Ball made a motion to adjourn the meeting at 7:05 P.M. Upon a unanimous vote, Mayor Hudson adjourned the meeting.

  
James H. Hudson, III  
Mayor

ATTEST:

  
Karen M. Barrow  
Town Clerk