

**TOWN OF WEST POINT
TOWN COUNCIL
WORK SESSION
MINUTES
January 25th 2022**

I VML/VACo Presentation

Steve Mulory, Managing Director for VML/VACo presented Town Council with a proposal for refunding some town debt. The proposal contained two options, with Bond Counsel fees that would be due at closing.

Mr. Hudson asked who VML uses for Bond Counsel.

Mr. Mulory stated that we would use who the town wanted.

Ms. Erard suggested Webster Day.

Mr. Hudson stated that the town has used Sands Anderson in the past.

Mr. Mulory asked if anyone had any questions.

Mr. Hudson told Mr. Mulory that the town will be in touch after we've finished the review process.

The consensus of Town Council is for the Town Manager to proceed with the proposal from Davenport Company, LLC.

Mr. Hudson stated that Davenport allows the town to make changes at any time during the loan process and after the RFP has gone out, but with VML, if you tell VML what you want and they put it in the RFP, you cannot change your mind you have to keep the RFP proposal.

Mr. Ragsdale stated that he is willing to make a motion to use Davenport Company LLC.

Mr. Edwards advised that a motion is not need tonight, Town Council will need to authorize the debt once the RFP's have been received and it will be placed on the Town Council agenda at a later date.

II School Bus

Mr. Edwards advised that the schools have found a demo bus available for purchase for \$79,800.18 with only 5,800 miles. There are ARPA funds available to purchase the bus and unless Town Council objects, I'll tell the schools to proceed with the purchase.

The consensus of Town Council if for the schools to purchase the bus.

III VDOT Smart Scale

Mr. Edwards stated that he has indicated to VDOT and the County, that the town wishes to proceed with caution and with the understanding that if the businesses don't like what suggestions VDOT has regarding the traffic issues at 14th and Main in front of Walgreens, the town will stop the process and withdraw from the Smart Scale application.

IV Tree Removal on Lot at Town Hall

Mr. Edwards stated that the trees on the lot next to Town Hall will be removed tomorrow. The owner of the building on the other side of the lot is aware of the tree removal. Brooks

Landscaping are scheduled to begin work this spring for the Main Street Gathering space for the price they quoted in October.

V Fire Chief Position

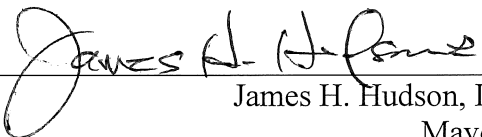
Mr. Edwards advised that the Fire Chief position has been advertised and that the deadline for applications is February 18th 2022.

VI Homestay Ordinance


Mr. Edwards stated that Planning Commission voted to recommend that Town Council does not adopt the changes. Planning Commission feel that a homeowner needs to reside in the home in order to receive a special use permit as a homestay. The Planning Commission does have approximately six suggestions for changes to the ordinance.

Mr. Lawson stated that if Town Council are not going to vote for the change, there is no need to advertise for a public hearing to vote the ordinance down. We should send the ordinance back to Committee for review of the suggested changes.

The consensus of Town Council is to send the ordinance to the Community Development Committee to review the six suggested changes from Planning Commission.


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
January 25th, 2022**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on Tuesday, January 25th, 2022. The Honorable James H. Hudson, III called the meeting to order at 6:30 p.m. The Invocation was given by Reverend Wayne Groome followed by the Pledge of Allegiance.

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

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

II. CITIZENS ADDRESS TO COUNCIL

A. Presentation to Fire Chief Joseph J. Bartos

Mr. Edwards stated that Chief Bartos is running late.

Mayor Hudson moved the presentation to the Public Safety segment of the agenda.

B. 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.

Mr. Hudson acknowledged Percy Ashcraft, the King William County Administrator and asked Mr. Ashcraft if he wanted to address Town Council.

Mr. Ashcraft advised no that he is in attendance to observe the meeting.

III. COUNCIL RESPONSE

None was noted.

IV. AGENDA CHANGES

Mr. Vincent 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, Mr. Ragsdale and Mr. Vincent all voted "Aye". The motion was approved.

V. ADOPTION OF CONSENT AGENDA

Mr. Ragsdale asked for an amendment to be made to the minutes on page 2. The conversation with Mr. Peaks, the word year needs to be changed to the year 2022.

Mrs. Gulley made a motion to adopt the following consent agenda with the above amendment to the minutes, 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) Town Council and Work Session minutes of December 21st 2021
- 2) Cash Reports
 - a) General Fund

- Cash on hand as of December 31, 2021 - \$8,809,093.13
- b) Water Fund
 - Cash on hand as of December 31, 2021 - \$2,168,003.71
- c) CIP
 - Cash on hand as of December 31, 2021 - \$-(465,529.28)
- d) Solid Waste
 - Cash on hand as of December 31, 2021 - \$280,250.56
- 3) Monthly Budget Report
- 4) School Fund Cash Report
 - a) Cash on hand as of December 31, 2021 - \$528,392.02
- 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 the Community Development Committee met in January to discuss the Main Street Gathering space and Park Connector; the Clutter Ordinance; the VDOT Smart Scale and revisions to the Homestay Ordinance. The next scheduled meeting will be on Tuesday, February 8th 2022 at 4:00 p.m.

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

Mr. Ragsdale advised that the Education Committee met in January and Larry Frazier gave a budget update and an update on COVID; Dr. Hauser reported on the school safety audit and Mr. Leach gave an update on the 1.1 Chromebook project.

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

1 Annual Organization Meeting Resolution

Mrs. Ball read the attached resolution in the form of a motion for the Town Council regular monthly meeting to be on the last Monday of each month except for the December meeting, the December meeting will be on Monday December 19th 2021. Seconded by Mrs. Vincent, 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

1. Presentation to Fire Chief Joseph J. Bartos

Mrs. Gulley read the attached resolution in the form of a motion and for Town Council to adopt the resolution, seconded by Mr. Lawson. Upon a unanimous vote, the motion was approved.

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

Mr. Lawrence advised there was nothing to report.

VII. TOWN MANAGER’S ITEMS

1. FY 2022-23 Budget Request

Mr. Edwards presented the budget request for Fiscal Year 2022-23 and stated that the towns revenues have increased due to renovations at WestRock and personal property taxes. To level fund the budget the difference is \$400,000, there will be increases with the compensation study and the fire department, if the schools ask for an increase it will be very minimal. Mr. Edwards also stated that he will be working to close the gap, schedule

individual meetings with Town Council Members and have budget discussions at Committee meetings.

VIII. OLD BUSINESS

There was nothing to report under Old Business.

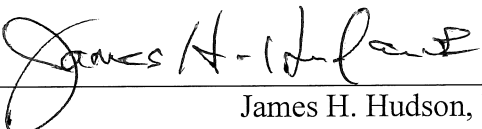
IX. NEW BUSINESS

A. Planning Commission Report - Mr. Hudson

Mr. Hudson advised that the Planning Commission met on January 5th to discuss the Homestay Ordinance and Magnolia Meadows Section III. There will not be a meeting in February.

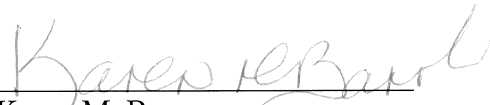
X. ADJOURNMENT

There being no further business, Mr. Ragsdale made a motion to adjourn the meeting at 7:00 P.M. Upon a unanimous vote, Mayor Hudson adjourned the meeting.



James H. Hudson, III
Mayor

ATTEST:



Karen M. Barrow
Town Clerk



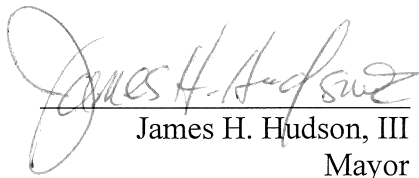
**TOWN OF WEST POINT
ANNUAL ORGANIZATIONAL MEETING
RESOLUTION**

BE IT RESOLVED; pursuant to State Code 15.2-1416; the Town Council of the Town of West Point establishes the last Monday of each month at 6:30 p.m. for its regularly scheduled monthly meeting with a Work Session at 5:30 p.m. except for the December 2022 meeting. The December meeting will be on Monday, December 19th, 2022. Town Council meetings and Town Council Committee meetings will be in accordance to the attached schedule and all meetings will be in Town Hall located at 802 Main Street, West Point, Virginia 23181.

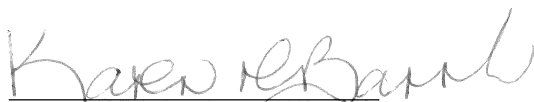
Certified to be a true copy of a resolution adopted by the Town Council of the Town of West Point at its regular monthly meeting held on Tuesday, January 25th 2022, at which meeting a quorum was present and voting throughout.

Those members voting:

James H. Hudson	
Deborah Ball	Aye
Tina Gulley	Aye
Robert Lawrence	Aye
Joshua Lawson	Aye
James Pruett	Aye
John Ragsdale	Aye
Christopher Vincent	Aye


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk

Public Meeting Notice 2022

Please take notice that any or all committee meetings, a quorum of Council may be present and official action may be taken. For purposes of the Virginia Freedom of Information Act, committee meetings should be considered as meetings of the Town Council.

The Town Council of the Town of West Point will conduct their monthly meetings at West Point Town Hall, 802 Main St., West Point, Virginia 23181. If you require assistance to attend any of the meetings please call Town Hall in advance so that appropriate arrangements can be made. (804)843-3330.

The regular monthly Town Council Meeting will be held (Generally the last Monday of each month) at 6:30 p.m. on the following dates:

February 28, 2022	March 28, 2022
April 25, 2022	May 23, 2022
June 27, 2022	July 25, 2022
August 29, 2022	September 26, 2022
October 31, 2022	November 28, 2022
December 19, 2022	January 30, 2023

West Point Town Council will hold two Committee meetings per month as needed. Agendas may contain items from the Economic and Community Development Committee; Finance and Organization Development Committee; Education Committee; Public Safety Committee and the Public Works Committee.

The first meeting will be on the second Tuesday at 4:00 p.m. on the following dates:

February 8, 2022	March 8, 2022
April 12, 2022	May 10, 2022
June 14, 2022	July 12, 2022
August 9, 2022	September 13, 2022
October 11, 2022	November 8, 2022 (Election Day)
December 13, 2022	January 10, 2023

**The second meeting will be on the third Thursday at 4:00 p.m.
on the following dates:**

February 17, 2022

April 21, 2022

June 16, 2022

August 18, 2022

October 20, 2022

December 15, 2022

March 17, 2022

May 19, 2022

July 21, 2022

September 15, 2022

November 17, 2022

January 19, 2023