

**TOWN OF WEST POINT
TOWN COUNCIL
WORK SESSION
MINUTES
December 19th 2022**

I Email Passwords

Mr. Edwards presented Town Council with their email passwords for their Ipads and stated that Microsoft have a new requirement for email security. You will have to use your current password to set up the security, this goes into effect January 1st. If you do not set up the new security process by January you will not have access to your emails in 2023. The Town has made arrangements with the IT person to do the security changes tomorrow, if you have any problems with this process please give me a call.

II Property on King William Avenue

Mr. Edwards advised that there is a future prospect that has a contract to purchase property located on King William Avenue across from Little Critters Day Care. The purchaser would like to rezone the lot to construct a duplex. The property is currently zoned MU1, to rezone the property would spot zone the property.

Andrea Erard advised that to spot zone a property does not comply with the Comp Plan.

Mr. Edwards stated that the developer might attend tonight's meeting, but it was suggested to him that he attend the Community Development Committee meeting in January.

III Reid Property located on 7th Street

Mr. Edwards advised that the Reid property located on 7th Street will be coming up for auction. King William County has scheduled an auction for the property on Friday. The Town currently owns a 25 foot portion of the lot.

Mr. Hudson advised that the Town tried to acquire the property fifteen years ago. The original lot was owned by several family members and the lot was split up. The Town was able to purchase half of the lot, the other half was owned by Alice Reid, Philip Bradley's aunt who would not sell her half of the lot. The property is now up for tax sale.

Mr. Edwards stated that the lot is not usable by itself, it would need to be combined with the portion of the lot that the Town currently owns and asked if Council was interested in purchasing the lot.

The consensus of Town Council is for the Town Manager to attend the Auction and purchase the lot.

IV. Public Hearings

Mr. Edwards advised that there are three Public Hearing's scheduled for this evening. The first is for Kara Goodman, the second is for Thomas Gertin and the third is regarding parking on 7th Street.

1. Kara Goodman

Mr. Edwards stated that Kara Goodman has sent an email to the Town advised that she does not live at 620 22nd Street, her primary residence is in Florida. The Town Code requires that the SUP applicant live at the residence.

Mr. Hudson asked the Town Attorney if Ms. Goodman can apply for a long term rental for 14 days.

The Town Attorney stated yes, that the applicant can apply for a long term rental instead of the Homestay. There is no flexibility with the homestay which is a short term rental of fourteen days or less.

2. Thomas Gertin

Mr. Hudson asked what the current status is of Thomas Gertin's application.

Chief Sawyer advised that Mr. Gertin is doing some renovations to the structure and has a plumbing permit, but the town has not been able to access the property to do inspections. Chief Sawyer also stated that Mr. Gertin needs to complete the renovations before he continues with any application.

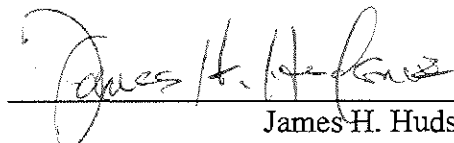
3. 7th Street Parking

Mr. Hudson reviewed the parking issues on 7th Street and stated that there will be some residents from 7th Street at the meeting tonight to address the proposed "No Parking" on 7th Street.

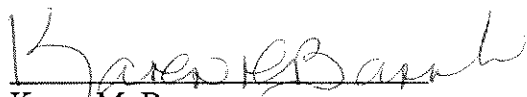
V. FY 2023-24 Budget Process

Mr. Edwards advised that the budget requests are due to the Town Manager by January 9th 2023. There are a number of CIP projects that are going to be covered by ARPA funds, Mr. Edwards asked Town Council to let him know if there are any projects that need to be included in the CIP projects.

Adopted: January 30th 2023


James H. Hudson, III
Mayor

ATTEST:


Karen M. Barrow
Town Clerk

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
December 19th, 2022**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on December 19th, 2022. The Honorable James H. Hudson, III called the meeting to order at 6:30 p.m. The Invocation was given by Pastor 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, and Chris Vincent.

Members Absent: John Ragsdale

Also Present: John B. Edwards, Jr., Town Manager; Councilman Elect Johnny Nein; Andrea Erard, Town Attorney; Karen Barrow, Town Clerk; Tim Sawyer, Chief of Police; Holly McGowan, Community Development Coordinator; Susan Lathan, Town Treasurer; Walt Feurer, Director of Public Works; Ron Minick, Building Inspector; Donna Pauley, Human Resource Officer and other interested persons.

II. CITIZENS ADDRESS TO COUNCIL

A. Public Hearing – SUP2022-02, Kara Goodman, Homestay

Mr. Hudson read the advertisement for SUP2022-02 and asked the Town Clerk if the town received any requests for a copy of the application or for assistance to attend the meeting.

The Town Clerk stated that no requests were received.

Mr. Hudson asked Ms. Goodman if she wanted to comment on her application.

Kara Goodman advised that she currently resides at Rotonda, West Florida. Ms. Goodman also stated that she has raised her children and grandchildren in West Point, and that with the economy the way it is, she would like rent her house out when she is not in West Point. Ms. Goodinan spends approximately three to four months a year in West Point, she would like to rent her house to help pay the taxes and electric.

Mr. Hudson opened the floor for citizens to comment on SPU2022-02. There being none, the public hearing was closed.

Mr. Hudson asked Town Council if they had any questions.

Mr. Vincent asked the Town Attorney if Ms. Goodman wanted to rent her house to one person, does she need a homestay.

Ms. Erard stated no, only if it's an Airbnb or Vrbo Homestay use. She can rent it as a normal rental, the request is more as a transient rental.

Mr. Lawson asked for the definition of a short term rental.

Ms. Erard stated less than fourteen days.

Mr. Hudson advised that the home can be rented for more than fourteen days without an Special Use Permit, but a SUP is required to rent the home for less than fourteen days.

Mr. Lawson stated that unfortunately the request is against the Town Ordinance because the applicant has to have a primary residence in the home in order for the Town to approve a special use permit.

Mr. Lawson made a motion to deny the application, because the application does not comply with the Town Ordinance, seconded by Mr. Lawrence. Upon Roll call, Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mr. Pruett and Mr. Vincent all voted "Aye". The motion was approved.

B. Public Hearing – SUP2022-03, Thomas Gertin, Homestay

Mr. Hudson read the advertisement for SUP2022-03 and asked the Town Clerk if the town received any requests for a copy of the application or for assistance to attend the meeting.

The Town Clerk stated that no requests were received.

Mr. Hudson asked if Mr. Gertin was present to comment on his request.

Mr. Edwards stated that Mr. Gertin was not available to attend the public hearing.

Mr. Hudson opened the floor for citizens to comment on the request, there being none, the public hearing was closed.

Mr. Hudson asked if Mr. Gertin had any inspections done on the property.

Tim Sawyer, the Building Official stated that the Town has issued Mr. Gertin a plumbing permit. He has submitted an inspection request, but town staff has not been able to gain access into the structure to do the inspection.

Mr. Vincent made a motion to postpone action until the Building Official is able to do an inspection, seconded by Mrs. Gulley. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mr. Pruett and Mr. Vincent all voted "Aye". The motion was approved.

Mr. Hudson asked for town staff to contact Mr. Gertin to find out the status of the renovations to the structure.

C. Public Hearing – Ordinance 08-2022, 7th Street Parking

Mr. Hudson read the advertisement for Ordinance 08-2022 then asked the Town Clerk if the town received any requests for a copy of the Ordinance or for assistance to attend the meeting.

The Town Clerk advised that no requests were received.

Mr. Hudson opened the floor for citizens to comment on ordinance 08-2022.

1. Joey Keith, 428 7th Street, West Point, Virginia stated that he has lived at his address for nine years and that parking is critical to him and his family. Mr. Keith advised that he has communicated with the fire department on several occasions regarding parking and that he has made a parking area behind his house. Mr. Keith also stated that the ordinance would create a problem for his household and locations to park his boat. Mr. Keith also stated that No Parking in front of his home would devalue his home and make it difficult to sell it in the future. Mr. Keith asked if parking is prohibited, will the Town provide an alternative to parking on 7th Street.
2. Cody Allen Miles, 703 Lee Street, West Point, Virginia advised that he had attended the November meeting for the initial discussion regarding parking. Mr. Miles stated that he owns apartments on the corner of 7th Street and Lee Street, and that closing 7th street to No Parking would prove to be difficult for the residents especially if each apartment has two vehicles that need to find somewhere else to park. Mr. Miles presented the attached petition signed by residents in the area.

Mr. Hudson asked Mr. Miles how many apartments he has.

Mr. Miles advised that there are two apartments.

3. Amy Hasenyager, 422 7th Street, West Point, Virginia 23181 stated that she lives across from the fire department and that her daughter parks in front of her house. Ms. Hasenyager objects to the ordinance and suggested that the Town give the residents designated parking spaces in the parking lot next to her house.

Mrs. Gulley asked how many parking spaces are in the parking lot and who currently parks there.

Mr. Edwards advised that employees of Dr. English and the Blue Crab use the parking lot and that there are approximately half dozen spaces. There is no overnight parking allowed and the public park there during the day.

Mr. Vincent asked if the Town can designate parking spaces in the parking lot.

Ms. Erard stated that the Town would need to create a parking permit system.

Mr. Vincent asked Chief Sawyer how difficult it would be to enforce a parking system.

Chief Sawyer stated that if a parking permit system was in place, the police department would have to tow vehicles that park in that location.

Mr. Hudson asked if anyone else wanted to comment on the ordinance. There being none, the public hearing was closed.

Mr. Vincent asked how long it would take to prepare documentation for a Parking Permit System.

Ms. Erard advised that she can prepare draft language for the meeting next month and that Town Council would need to have a public hearing.

Mr. Lawson stated that as a realtor, he has a hard time taking parking from a residential home.

Mr. Lawrence made a motion to postpone action until the January meeting, seconded by Mr. Pruett. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mr. Pruett and Mr. Vincent all voted "Aye". The motion was approved.

D. 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 approve the agenda as written, seconded by Mr. Pruett. Upon roll call Mrs. Ball, Mrs. Gulley, Mr. Lawrence, Mr. Lawson, Mr. Pruett and Mr. Vincent all voted "Aye". The motion was approved.

V. ADOPTION OF CONSENT AGENDA

Mrs. Ball 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 and Mr. Vincent all voted "Aye". The motion was approved.

- 1) Town Council and Work Session minutes of November 28th 2022
- 2) Cash Reports

- a) General Fund
Cash on hand as of November 30th 2022 - \$10,481,115.91
- b) Water Fund
Cash on hand as of November 30th 2022 - \$2,861,734.04
- c) CIP
Cash on hand as of November 30th 2022 - \$(303,511.01)
- d) Solid Waste
Cash on hand as of November 30th 2022 - \$352,315.08
- 3) Monthly Budget Report
- 4) School Fund Cash Report
 - a) Cash on hand as of November 30th 2022 - \$421,562.03
- 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
- 11) Fire Department Monthly Report

VI. COMMITTEE REPORTS

A. Economic and Community Development – Mr. Lawson reported for the Committee

Mr. Lawson advised that Town Council has just acted on the items from the Committee meeting.

B. Education Committee

Mr. Edwards advised that there was nothing to report.

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

Mrs. Ball advised that there was nothing to report.

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 met on December 13th 2022 to discuss the Telemetry Project, Water Meter Replacement Project and 7th Street Parking. Both the Telemetry and Water Meter replacement projects will be funded with ARPA funds.

VII. TOWN MANAGER’S ITEMS

Mr. Edwards advised that the Town Hall will be closed on Friday and Monday for the Christmas holidays and January 2nd 2023. The swearing in will be on Tuesday, January 3rd at 5:00 p.m. Mr. Edwards asked for the meeting to be continued until January 3rd 2023.

VIII. OLD BUSINESS

There was nothing to report under Old Business.

IX. NEW BUSINESS

A. Planning Commission Report - Mr. Pruett

Mr. Pruett stated that there was no meeting in December. If there is a meeting in January it would be on January 4th 2023.

B. Town Council January Calendar

Mr. Hudson reviewed the Town Council January 2023 meeting calendar.

X. RECESS

Mayor Hudson recessed the meeting until January 3rd 2023 at 5:00 p.m. at 802 Main Street, West Point, Virginia 23181.

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Petition To Stop Parking Changes on 7th Street in West Point VA

On November 28, 2022 our neighbors located on 7th Street between Lee and Main were informed of "to be" proposed changes to the parking patterns on 7th Street. The proposed changes are as follows.

"7th Street. South Side of 7th Street from Main Street East to the Alley located West of Lee Street. North side of 7th Street from Lee Street West to the first Alley."

We believe that this would be detrimental to those living off 7th Street, emergency medical services and the greater community. If these changes are enacted, it will create more congestion and greater safety risk navigating Lee Street. Our proposed solution is to make no changes to parking and direct all emergency vehicles down Main Street unless needed on Lee Street. Main street is a two-lane road with on street parking and access to side streets on both sides. This allows citizens to safely move out of the path of emergency vehicles. If parking is removed from 7th Street, it will add to the crowding situation on Lee and increase risk to citizens and emergency medical personal.

By signing the petition, we request that members of town council expeditiously deny approval for parking changes on 7th street. Secondly, request that the primary path out of downtown for emergency personal be via main street.

#	Printed Name	Address	Signature
1.	Cody-Alan M. Miles	703 Lee St Westpoint VA	[Signature]
2.	Joe Carlton	124 St Johns Church Ln	[Signature]
3.	John Shelton	2409 Grove Rd Leach VA	[Signature]
4.	JEREMY ALTZER	2714 3rd St West Point VA	[Signature]
5.	FRANK PINNACIN	1120 Mill Creek Ln	[Signature]
6.	Daniel Gibbs	2835 Chelsea Rd.	[Signature]
7.	Lewis D. Lawson Jr	2980 Chelsea Rd. West Point VA	[Signature]
8.	JOE KURTZ	1143 Danice Rd Shackleton VA	[Signature]
9.	KEVIN L. CURRAPER	15960 Hilliana Hills Ln	[Signature]
10.	CHRISTOPHER A. POLCYN	1056 E. MAGNOLIA AVE. W.P.	[Signature]
11.	Bryan Kapacki	790 Crossfield Dr. W.P.	[Signature]
12.	CHRIS BERRY	4109 CUSTIS MELPON RD W.P.	[Signature]
13.	David Kidd	323 Wilkerson Dr. Williamsburg VA	[Signature]
14.	Ryan Holder	2889 Neuville Rd	[Signature]
15.	Staver Whitteku JR	820 westward ct	[Signature]
16.	Major M. Barrett	10 Box 382 Lancaster VA	[Signature]
17.	Jan Gould	431 5th Street	[Signature]
18.	Michael Roberts	3056 King William Av	[Signature]
19.	Travis Evans	307 1st St.	[Signature]
20.	David Anonim	1120 Mill Creek Ln	[Signature]
21.	[Redacted]		
22.	Carter Caske	264 mill point rd	[Signature]
23.	Jonathan Reed	2901 Duck Blind ct	[Signature]
24.	Marcus Elliston	3238 Kendra ct	[Signature]
25.	J. G. Fedala	1440 Drexler Ln WP	[Signature]
26.	John Gannon	616 Backe St	[Signature]
27.	Todd C. Lawson	1420 Drexler Ln WP	[Signature]
28.	David J. Ahrens	7321 Edgehill St, Gloucester	[Signature]
29.	J. S. Field	1443 Drexler Lane	[Signature]
30.	LUKE CAMPBELL	200 W. MAGNOLIA AVE W.P. VA	[Signature]

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#	Printed Name	Address	Signature
1.	Andrew Billines	632 Bellwood rd	<i>[Signature]</i>
2.	Todd Welch	625 Old Auburn Rd.	<i>[Signature]</i>
3.	Kristen McAvoy	703 A Lee Street	<i>[Signature]</i>
4.	Mark A. Carvets	1310 Geran Lane	<i>[Signature]</i>
5.	Savia Duano	560 Thompson Ave.	<i>[Signature]</i>
6.	MARK HADEN	1395 EAST EUCLID. DIVI	<i>[Signature]</i>
7.	Christopher Hagmann	180 Bellwood St.	<i>[Signature]</i>
8.	Andrew Taylor	703 Lee St B	<i>[Signature]</i>
9.	Walter Parker	622, 9th Lee	<i>[Signature]</i>
10.	Mason Covington	708 Lee Street	<i>[Signature]</i>
11.	Eric Carington	708 Lee Street	<i>[Signature]</i>
12.	George Chapman	601 Lee Street	<i>[Signature]</i>
13.	Jessica Chapman	621 Lee St.	<i>[Signature]</i>
14.	Macy Chapman	621 Lee St.	<i>[Signature]</i>
15.	Calton Chapman	621 Lee St.	<i>[Signature]</i>
16.	MARLENE BANTA	627 Lee St	<i>[Signature]</i>
17.	Sharon Bantel	627 Lee St	<i>[Signature]</i>
18.	Shirley Wray	612 Lee St	<i>[Signature]</i>
19.	Veronica Madon	1540 EAST EUCLID DIVI	<i>[Signature]</i>
20.	NOAH PARKER	12938 MT OLIVE COMMON	<i>[Signature]</i>
21.	M. L. [unclear]	716 Lee St	<i>[Signature]</i>
22.	Hilary Scarbath	720 Lee St	<i>[Signature]</i>
23.	Theresa Reid	728 Lee St.	<i>[Signature]</i>
24.	Eric Reid	728 Lee St.	<i>[Signature]</i>
25.	ANNA LIMBELGEL	615 Lee St	<i>[Signature]</i>
26.	HERB STALTER	815 Lee St.	<i>[Signature]</i>
27.	Kelly Head	827 Lee St	<i>[Signature]</i>
28.	Mary [unclear]	609 Lee St	<i>[Signature]</i>
29.	DEREK SCARBATH	720 LEE STREET	<i>[Signature]</i>
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#	Printed Name	Address	Signature
1.	Walker Howe	840 Westwood Ct	<i>Walker Howe</i>
2.	PAULA Polcyn	1050 E. Magnolia Ave	<i>Paula Polcyn</i>
3.	Roy SEE	3000 ODE ST	<i>Roy SEE</i>
4.	Russ Carter	1140 Mill Creek Ln.	<i>Russ Carter</i>
5.	Jana Brantley	257 Bush Springs Ln. Town	<i>Jana Brantley</i>
6.	Jana Brantley	257 Bush Springs Ln. Town	Jana Brantley
7.	W. Chervak	19 Street	<i>W. Chervak</i>
8.	Laci R. Haines	3900 Camellia Dr. W.P.	<i>Laci R. Haines</i>
9.	Amanda Carter	3970 Camellia Dr. W.P.	<i>Amanda Carter</i>
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#	Printed Name	Address	Signature
1.	Johnathan C. Chardoff		<i>Johnathan Chardoff</i>
2.	DAVID SKINNER	140 WESTWOOD CT.	<i>David Skinner</i>
3.	Adam Daniel	3050 N. Chestnut Dr.	<i>Adam Daniel</i>
4.	Charles Conner		<i>Charles Conner</i>
5.	LRAIG MORRIS	West Point	<i>Lraig Morris</i>
6.	MIREK ORANIEK	WEST POINT	<i>Mirek Oranek</i>
7.	Will Sidner	WEST POINT	<i>Will Sidner</i>
8.	Chris Bergstrom	West Point	<i>Chris Bergstrom</i>
9.	Emilie Brantner	West Point	<i>Emilie Brantner</i>
10.	DOUG PERRY	WEST POINT	<i>Doug Perry</i>
11.	Joan Perry	West Point	<i>Joan Perry</i>
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**TOWN OF WEST POINT
CONTINUED TOWN COUNCIL MEETING
JANUARY 3rd 2023
MINUTES**

I SWEARING IN OF ELECTED OFFICIALS

Tina Glazebrook, Clerk of King William Circuit Court, administered the Oath of Office to Joshua T. Lawson as Mayor; Council Members; James M. Pruett, John G. Ragsdale, II and John R. Nein, Jr., then James M. Pruett as the Town Council representative to the West Point Planning Commission.

II. CALL TO ORDER

The Honorable Joshua T. Lawson reconvened the Town Council meeting of December 19th 2022 on Tuesday, January 3rd 2023 at 5:10 p.m. at 802 Main Street, West Point, Virginia.

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

Also Present: John B. Edwards, Jr., Town Manager; Karen Barrow, Town Clerk; Tim Sawyer, Chief of Police; Susan Lathan, Town Treasurer; Ron Minick, Building Inspector and other interested persons.

III. APPOINTMENT OF TOWN COUNCIL MEMBER TO FILL VACANT POSITION

Mr. Ragsdale made a motion for Town Council to appoint James Hudson to fill the vacant position on Town Council until the next election, seconded by Mr. Vincent. Upon roll call Mrs. Ball, Mr. Hudson, Mr. Lawrence, Mr. Nein, Mr. Pruett, Mr. Ragsdale and Mr. Vincent all voted "Aye". The motion was approved.

A. Swearing In of Appointed Town Council Member

Tina Glazebrook, Clerk of King William Circuit Court administered the Oath of Office to James H. Hudson, III as a member of West Point Town Council.

Mr. Lawson asked when the next election will be.

Mr. Hudson advised that the Town Attorney has to provide notice to the Judge of Circuit Court of the vacancy. There is a scheduled election on November 7th 2023, hopefully the attorney can submit the paperwork for the November election.

IV. Election of Vice Mayor

Mr. Lawrence made a motion for Mrs. Deborah Ball to be Vice Mayor of West Point Town Council, seconded by Mr. Vincent. Upon roll call Mrs. Ball, Mr. Hudson, Mr. Lawrence, Mr. Nein, Mr. Pruett, Mr. Ragsdale and Mr. Vincent all voted "Aye". The motion was approved.

V. Committee Assignments

Mr. Lawson advised the Committee Assignments will be as follows:

Finance & Organizational Development Committee: Deborah Ball, Chairperson; Robert Lawrence and Jim Hudson as members.

Education Committee: John Ragsdale Chairman; John Nein and Chris Vincent as members.

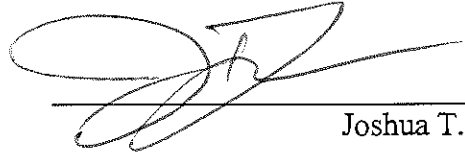
Public Works Committee: Robert Lawrence Chairman; John Nein and James Pruett as members.

Public Safety Committee: Chris Vincent Chairman; Deborah Ball and John Ragsdale as members.

Community Development: James Pruett, Chairman; Deborah Ball, Jim Hudson and Chris Vincent as members.

VI. ADJOURNMENT

There being no further business, Mr. Lawson adjourned the meeting at 5:25 p.m.



Joshua T. Lawson
Mayor

ATTEST:



Karen M. Barrow
Town Clerk