

**TOWN OF WEST POINT
TOWN COUNCIL
WORK SESSION
MINUTES
MARCH 27th 2023**

I Floodplain Ordinance 02-2023

Mr. Edwards advised that the Floodplain Ordinance is scheduled for a public hearing, and that Town Council needs to table action for the April meeting. Town Staff are working with FEMA on the language for the regulations policy, we hope to have the final draft from FEMA for the April meeting. The FEMA deadline to adopt the ordinance is May 9th 2023.

II 7th Street Parking Ordinance 08-2022

Mr. Edwards advised that the residents on 7th Street are in agreement with the ordinance in the Town Council packet under Old Business. Mr. Hasenyager has some concerns with the parking lot next to his property and the Blue Crab. The Chief of Police will be addressing the issues with the Blue Crab. Mr. Edwards also stated that some of Mr. Hasenyager's concerns with the parking lot can be addressed by public work, but the Town should not be doing improvements to the parking lot that would benefit a person's property.

III Blue Crab Sidewalk Tables

Mr. Edwards stated that back when COVID first started, Town Council had a discussion regarding the table and chairs on the sidewalk. The Town had a conversation with the owner about the tables and the length of time they can remain on the sidewalk, an application was provided to the Blue Crab for obstruction of the sidewalk, the owner was asked to fill the application out and return it. The Town never received the application. Town Staff will be having a conversation with the owners about the tables.

IV. Employee Salary Ranges

Mr. Edwards presented the town employee salary ranges and advised that during the individual budget discussions with Council, a request was made for a copy of town employee salary ranges. Mr. Edwards also stated that the salary range was adopted by Town Council during the salary study last spring. Built into the proposed budget is a 3.85% cost of living pay raise. The COLA salary adjustment will increase the salary range in July.

V. Library Books

Mr. Edwards advised that the Library Board has become the focus of a group of folks that would like see books in the library classified. They would like all books labeled for young adults that might have inappropriate content placed in a separate location in the library. In a 4 to 4 vote, the motion failed. Mr. Edwards stated that he voted against the motion, and that he believes it's against the 1st amendment and that parents are responsible for what their children read. The group thinks I'm wrong and intend to go to the King William Board of Supervisors to ask that I be removed from the board.

Mr. Hudson asked if there is a list of objectionable books.

Mr. Edwards advised that the group found a picture in a book that they think is inappropriate. Mr. Edwards also stated that he voted in favor for a revised collection policy that makes it clear that the library provides a list of information available for everyone who wants to read it, and that it's the parent's responsibility to determine what's appropriate for children to read. We also asked the library director to make sure there is signage in the young adult and children's area reminding parents of their responsibility.

VI. Cats

Mr. Edwards advised that he recently had an issue with some neighborhood cats. Mr. Edwards stated that he called animal control to ask what he can do. Animal control brought some traps. Three cats were trapped, one belonged to a neighbor that is keeping the cat indoors. One other spent ten (10) days at the animal shelter and was euthanized. The third, a neighbor had to pay \$250 to get her cat back.

The consensus of Town Council is that the Town Manager followed the correct protocol in accordance to the Town Code by calling animal control.

VII. King William Tax Rate

Mr. Edwards stated that the County Administrator is advertising that he is equalizing the tax rate. That is true if you look at the combined tax rate. If you look at the General Fund tax rate, there's a 20% increase county wide. Districts 2 through 5 are off-set by an 8% decrease in the school fund rate. District 1 is a 14% real estate tax rate increase.

Mr. Lawson asked if there's anything that can be done.

Mr. Edwards advised it would take a large number of West Point residents to appear at the budget public hearing.

VIII. House on Lee Street

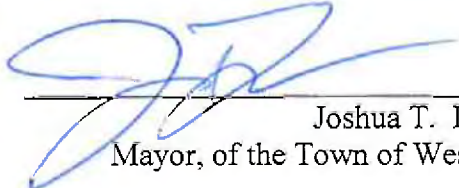
Mr. Edwards advised that town staff noticed there was a lot of work being done at 921 Lee Street. The building inspector put a stop work order on the residence. There have been some renovations to the garage to turn the building into a mother-in-law suite. Adam Hayes, the homeowner, has admitted to the Town Attorney that he is doing the work. He has not applied for a zoning permit or any building permits. Mr. Hayes might be at the meeting tonight to comment on the issue.

Ms. Erard reviewed a letter that has been prepared to send to Mr. Hayes. Contractors have been seen at the location doing work, there is sheetrock in a dumpster and he has admitted to installing bathroom facilities.


Mr. Nein asked what the consequences are.

Chief Sawyer advised it's a misdemeanor.

Mr. Lawson stated that the Zoning Administrator is out of the office until tomorrow and asked that the Town Manager and Zoning Administrator contact Mr. Hayes tomorrow.


Joshua T. Lawson
Mayor, of the Town of West Point

ATTEST:


Karen M. Barrow
Town Clerk

**TOWN OF WEST POINT
TOWN COUNCIL
MINUTES
MARCH 27th, 2023**

I. CALL TO ORDER

The West Point Town Council held its regular monthly meeting on March 27th, 2023. The Honorable Joshua T. “Jack” Lawson called the meeting to order at 6:30 p.m. The Invocation was given by Reverend Arthur Anderson followed by the Pledge of Allegiance.

Members Present: Mayor, Jack Lawson; Deborah Ball, Vice Mayor; Jim Hudson; Robert Lawrence; Johnny Nein; 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; Susan Lathan, Town Treasurer; Walt Feurer, Director of Public Works; Donna Pauley, Human Resource Officer; Ron Minick, Building Inspector and other interested persons.

II. CITIZENS ADDRESS TO COUNCIL

A. Presentation by Delegate Keith Hodges

Delegate Hodges gave a report on the General Assembly and stated that there is a budget surplus of 3.6 million dollars for this year, both the Senate and the House have not agreed on what to do with the surplus. The FY 2023-34 budget has not been adopted yet and will require additional meetings before it can be adopted.

1. Presentation to the Honorable James H. Hudson, III

Delegate Hodges read and presented the attached resolution adopted by the House of Delegates on February 6th 2023 and the State Senate on February 9th 2023 commending the Honorable James H. Hudson, III for his almost forty-years of service to the residents of the Town of West Point.

B. Public Hearing, Ordinance 02-2023 – Floodplain

Mr. Lawson read the advertisement and asked if anyone requested a copy of the ordinance.

The Town Clerk advised no requests was received.

Mr. Lawson asked if anyone asked for assistance to attend the meeting.

The Town Clerk advised no requests was received.

Mr. Lawson opened the floor for citizens to comment on Ordinance 02-2023. There being none, the public hearing was closed.

Mr. Edwards advised that the town is currently working with FEMA on a policy that would allow for some minor changes in the floodplain, and that policy needs to be referenced in the ordinance. In order to give FEMA time to approve the policy, Mr. Edwards asked for action to be tabled until the next meeting.

1. Action

Mrs. Ball made a motion to table action until the April meeting, seconded by Mr. Ragsdale. 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.

C. Citizens Address to Council

Mr. Lawson 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

There were no changes made to the agenda.

V. ADOPTION OF CONSENT AGENDA

Mr. Pruett made a motion to adopt the following consent agenda, seconded by Mr. Vincent, Upon roll call Mrs. Ball; Mr. Hudson; Mr. Lawrence; Mr. Nein; Pruett; Mr. Ragsdale and Mr. Vincent all voted "Aye". The motion was approved.

- 1) Town Council and Work Session minutes of February 27th 2023 and continued meeting of March 7th 2023.
- 2) Cash Reports
 - a) General Fund
Cash on hand as of February 28th 2023 - \$9,024,377.98
 - b) Water Fund
Cash on hand as of February 28th 2023 - \$3,030,746
 - c) CIP
Cash on hand as of February 28th 2023 - \$(359,686.01)
 - d) Solid Waste
Cash on hand as of February 28th 2023 - \$373,481.00
- 2) Monthly Budget Report
- 3) School Fund Cash Report
 - a) Cash on hand as of February 28th 2023 - \$351,327.37
- 4) West Point Monthly Police Activity Report
- 5) Building Official Monthly Report
- 6) Public Works Monthly Permit Report
- 7) Community Development Monthly Permit Report
- 8) Treasurer Monthly Report
- 9) Human Resource Monthly Report
- 10) Fire Department Monthly Report
- 11) Communications and Marketing Monthly Report

VI. COMMITTEE REPORTS

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

Mr. Pruett advised that the Committee met to discuss the following: 1) A Citizen Food Pantry request. 2) Ordinance 2-2023, Floodplain. 3) The Library relocation. The next meeting will be on Tuesday, April 11, 2023 at 4:00 p.m.

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

Mr. Ragsdale advised that the Committee met on March 16th 2023 to discuss the following: 1) The spring high school play, 2) The 2023-24 school calendar. 3) The Special Olympics will be on March 29th 2023. 4) School Safety Training with the Police Department. 5) The great success for the first year of the pre-school program. Mr. Ragsdale also stated that the Education Committee meets bi-monthly, the next meeting will be May 18th 2023 at 4:00 p.m.

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

Mrs. Ball advised that the Finance Committee has been working on the budget for the past few months, and that the Town Manager will be presenting the proposed budget later this evening.

D. Public Safety – Mr. Vincent reported for the Committee

Mr. Vincent advised there is no report.

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

Mr. Lawrence advised there is no report.

VII. TOWN MANAGER'S ITEMS

A. FY 2023-24 Proposed Budget

Mr. Edwards presented the proposed budget and advised that the Real Estate Tax Rate will be 53 cents per 100, Personal Property \$3.29 per 100 and Machinery & Tools Tax remains the same. A copy of the proposed budget is available at Town Hall and is posted on the Website or anyone can call the Town Manager regarding any questions they might have. Mr. Edwards asked for authorization to advertise the budget for a public hearing on April 17th 2023 at 6:30 p.m.

Mrs. Ball made a motion to authorize the Town Manager to advertise the FY 2023-24 budget for a public hearing for a special called meeting of Town Council on April 17th 2023 at 6:30 p.m., seconded by Mr. Lawrence. Upon roll call, Mrs. Ball; Mr. Hudson; Mr. Lawrence; Mr. Nein; Pruett; Mr. Ragsdale and Mr. Vincent all voted "Aye". The motion was approved.

VIII. OLD BUSINESS

A. Ordinance 08-2022, 7th Street Parking (See Attached)

Mr. Edwards advised that the Fire Chief has continued to work with the residents on 7th Street regarding the parking, the residents have agreed to the revised changes to the ordinance in tonight's Town Council packet. The changes are shown in red.

Mr. Vincent made a motion to adopt Ordinance 08-2022 as presented, seconded by Mr. Lawrence. Upon roll call, Mrs. Ball; Mr. Hudson; Mr. Lawrence; Mr. Nein; Pruett; Mr. Ragsdale and Mr. Vincent all voted "Aye". The motion was approved.

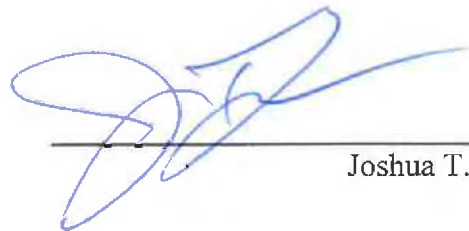
IX. NEW BUSINESS

A Planning Commission Report - Mr. Pruett

Mr. Pruett advised that there was no meeting in March.


X. ADJOURNMENT

There being no further business, Mayor Lawson adjourned the meeting at 7:28 p.m.



Joshua T. Lawson
Mayor

ATTEST:



Karen M. Barrow
Town Clerk

HOUSE JOINT RESOLUTION NO. 600
Offered January 30, 2023
Commending Jim Hudson.

Patrons-- Hodges and Wyatt; Senators: McDougle, Norment and Stuart

WHEREAS, Jim Hudson is a proud member of the West Point community who has served in local government for nearly four decades, including a distinguished 16-year tenure as mayor; and

WHEREAS, a native of Halifax, Jim Hudson settled in West Point and began practicing law with the firm Sutton and Causey in 1976; and

WHEREAS, Jim Hudson served as town attorney of West Point from 1984 to 1998, during which time he helped Middle Peninsula Regional Airport expand its facilities and achieve its designation as a regional airport, updated the town building code, worked to make Beach Park a public beach, and oversaw improvements to local roadways; and

WHEREAS, desirous to be of further service, Jim Hudson was elected to the West Point Town Council in 1998 and was reelected in 2002, serving through June 2006; he served as chair of the council's Community Development Committee and chair of the Education Committee, and he represented the council before the West Point Planning Commission; and

WHEREAS, Jim Hudson was elected by his peers on the West Point Town Council to serve as vice mayor from July 2005 to June 2006, and he was elected as mayor in July 2006; and

WHEREAS, during his tenure as mayor, Jim Hudson enhanced communication and fostered cooperation between his fellow members of the West Point Town Council; and

WHEREAS, among his major accomplishments as mayor, Jim Hudson implemented the split levy school tax agreement between King William County and West Point, oversaw the West Point town officials' move to new offices, and helped the community endure the challenges of the COVID-19 pandemic; and

WHEREAS, Jim Hudson did not seek reelection as mayor in 2022, but plans to continue serving the community as an attorney and develop new opportunities to enhance the quality of life in West Point; now, therefore, be it

RESOLVED by the House of Delegates, the Senate concurring, that the General Assembly hereby commend Jim Hudson for his outstanding service as mayor of West Point; and, be it

RESOLVED FURTHER, That the Clerk of the House of Delegates prepare a copy of this resolution for presentation to Jim Hudson as an expression of the General Assembly's admiration for his achievements in service to the residents of West Point.

ORDINANCE NO. 08-2022

ORDINANCE NO. 08-2022 AMENDS THE WEST POINT TOWN CODE, CHAPTER 34, "MOTOR VEHICLES AND TRAFFIC," ARTICLE III, "PARKING," SECTION 34-41, "PARKING PROHIBITED ALONG CERTAIN STREETS AND DRIVEWAYS" TO PROHIBIT PARKING ON THE SOUTH SIDE OF 7TH STREET FROM MAIN STREET EAST TO THE PROPERTY LINE BETWEEN 422 AND 428 7TH STREET AND PROHIBIT THE PARKING OF VEHICLES WIDER THAN 7 FEET ON THE NORTH AND SOUTH SIDES OF 7TH STREET FROM LEE STREET WEST TO THE FIRST ALLEY.

BE IT ORDAINED by The West Point Town Council that the West Point Town Code, Chapter 34, "Motor Vehicles And Traffic," Article III, "Parking," Section 34-41, "Parking Prohibited Along Certain Streets And Driveways" shall be amended to read as follows:

"Sec. 34-41. Parking prohibited along certain streets and driveways.

(a) *Definitions.* The following definitions apply to this section:

Cab or truck tractor means the vehicle as is shown below or any such similar vehicle that is designed to transport a trailer.



Motor vehicle means every vehicle as defined in this section that is self-propelled or designed for self-propulsion.

Semitrailer or truck tractor or semitrailer combination means every vehicle of the trailer type so designed and used in conjunction with a motor vehicle that some part of its own weight and that of its own load rests on or is carried by another vehicle.

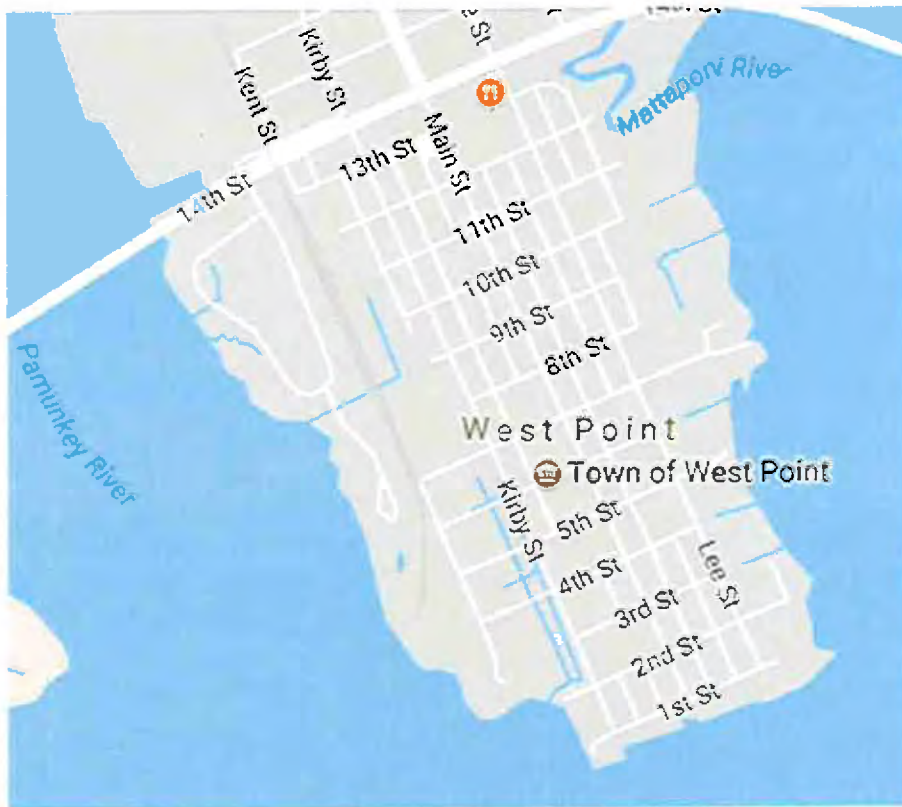


Truck means every motor vehicle designed to transport property on its own structure independent of any other vehicle and having a registered gross weight in excess of 7,500 pounds. "Truck" does not include any pickup or panel truck.

Vehicle means every device in, on or by which any person or property is or may be transported or drawn on a highway, except electric personal delivery devices and devices moved by human power or used exclusively on stationary rails or tracks.

- (b) Parking is prohibited along the following streets or portions thereof:
- (1) *13th Street*. North and south sides of 13th Street between Main Street and Lee Street.
 - (2) *Ball Park Drive*. North and south sides of Ball Park Drive.
 - (3) *Main Street*. East and west sides of Main Street between 13th Street and 14th Street.
 - (4) *7th Street*. South side of 7th Street from Main Street East to the property line between 422 and 428 7th Street. The area where parking is prohibited is highlighted below:





Trucks, trailers and semi-trailers may perform deliveries in the area below 14th Street. Emergency and government vehicles are exempt from this section.”

This Ordinance shall take effect upon adoption.

Joshua T. Lawson
Mayor

ATTEST:

Karen M. Barrow
Town Clerk