

**TOWN OF WEST POINT  
TOWN COUNCIL  
MINUTES  
APRIL 29, 2025**

**I. CALL TO ORDER**

The West Point Town Council held its regular monthly meeting on April 29, 2025. The Honorable Joshua T. “Jack” Lawson called the meeting to order at 6:30 p.m. The Invocation was given by Pastor Collins followed by the Pledge of Allegiance.

Members Present: Mayor, Jack Lawson; Vice Mayor, Chris Vincent; Samantha Bohannon, Jeff Cole, Johnny Nein, James Pruett, John Ragsdale, and Allen White.

Also Present: John B. Edwards, Jr., Town Manager; Steven Hudgins, Assistant Town Manager; Andrea Erard, Town Attorney; Karen Barrow, Town Clerk; Tim Sawyer, Police Chief; Holly McGowan, Community Development Director; Spencer Cheatham, Fire Chief; Susan Lathan, Town Treasurer; Walt Feurer, Director of Public Works; Donna Pauley, Human Resources Director; Ron Minick, Building Official; Melissa Anderson, Communications Manager and Events Coordinator and other interested persons.

**II. CITIZENS ADDRESS TO COUNCIL**

**A. Presentation of Resolution of Appreciation to Lisa Danuser**

Mr. Lawson read the attached resolution and thanked Ms. Danuser for her service to the Town of West Point.

Mr. White made a motion to adopt the resolution, seconded by Mrs. Bohannon. Upon roll call Mrs. Bohannon, Mr. Cole, Mr. Nein, Mr. Pruett, Mr. Ragsdale, Mr. Vincent and Mr. White all voted ‘Aye.’ The motion was approved.

**B. Public Hearing, Ordinance 02-2025, Tax Rates**

Mr. Lawson read the advertisement then asked the Town Clerk if anyone asked for a copy of the ordinance or for assistance to attend the meeting.

The Town Clerk advised that the town did not receive any request.

Mr. Lawson opened the floor for citizens to comment on ordinance 02-2025.

1. Molly Booker, 2740 ODI St. West Point, Virginia 23181, made the following statement: “As a citizen she wishes she had more time to study the budget and governmental changes that doesn’t always add up ethically. We rely on our elected Council members to look out for everyone and to make the best decisions. While there are numerous things that citizens can voice frustrations over, or others might be blindly optimistic, I’ve been aware of enough to know otherwise, and how decisions can be pushed one sided, and some of you intend to follow the grain because that’s what’s easiest. While we are commentating on the topic of the budget for the FY 2025-26 budgets, I want to mainly focus on the statement in the 02-2025 ordinance that the new tax rates are retroactive to January 1st, 2025. I would lead to believe that the majority of residents with an escrow to their mortgage are not prepared to receive a short escrow notice due to the tax rate increase that will affect their mortgage for months as they work to adjust their budget. Mrs. Booker also stated that while families are paying excess taxes to two localities, we are funding two individual’s to perform the same job. Mrs. Booker advised that last year she spoke against funding an assistant Town Manager position for an extended period of time, and was told that it would be until the current Town Manager’s retirement in June of 2025. As we are looking at a new budget, it

included funding for a full year for the Town Manager and Assistant Town Manager for another full year. I enquired about this and was told that the Town Manager is not retiring when first believed and continues to be employed. It appears that there is leave on the books and it was either paying the employee when they leave or utilizing the resource for information. So I would say shame on the Town Council and Town Manager for prematurely pushing to hire a replacement and costing additional wasteful funds to the taxpayers of this community and not building any checks and balances to alleviate any such occurrences from happening. I appreciate the Town Manager position as an employee and any such position should be readily replaceable if necessary and doesn't require such extensive period of training, we are not performing Nero surgery. In fact, the Town Manager replacement is one that has a familiar background with the area and our local government. It's a disappointment to push a tax increase retroactively while also insisting in supporting the payment of two overly priced salaries among other various issues within the town. The citizens of the Town of West Point rely on you all to make adequate decisions for this town. As you have been entrusted with your position, don't be a sheep and do your due diligence on legal and ethical changes you are voting on here, now and in the future."

Mr. Lawson asked if there was anyone else that would like to comment on the advertised public hearing. There being none the public hearing was closed.

#### ACTION

Mr. Nein made a motion to adopt Ordinance 02-2025, seconded by Mr. Ragsdale. Upon roll call Mr. Cole, Mr. Nein, Mr. Pruett, Mr. Ragsdale, Mr. Vincent, Mr. White all voted 'Aye.' Mrs. Bohannon vote 'Nay.' The motion was approved.

#### C. Disposition of Public Property, HRSD Utility Easement

Mr. Lawson read the advertisement and asked the Town Clerk if anyone asked to see a copy of the agreement or for assistance to attend the meeting.

The Town Clerk advised that no requests were received.

Mr. Lawson opened the floor for citizens to comment on the easement request. There being none, the public hearing was closed.

Mr. Nein made a motion that the Town Council of West Point approve the attached agreement between HRSD and the Town of West Point granting a 30' utility easement located on Pamunkey Avenue to HRSD for the sum of \$9,000, and authorize the Town Manager to sign any and all documents necessary to execute this same agreement, seconded by Mr. Cole. Upon roll call Mr. Nein, Mr. Pruett, Mr. Ragsdale, Mr. Vincent, Mr. White, Mrs. Bohannon and Mr. Cole all voted 'Aye.' The motion was approved.

#### D. 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

Mr. Lawson thanked Town Council and Town Staff for all the hard work on the budget. Like everything else in the world, it costs more to run things today and nobody likes to raise taxes, so thank you.

### IV. AGENDA CHANGES

Mrs. Bohannon made a motion to adopt the agenda as presented, seconded by Mr. Nein. Upon roll call Mr. Pruett, Mr. Ragsdale, Mr. Vincent, Mr. White, Mrs. Bohannon, Mr. Cole, and Mr. Nein all voted 'Aye.' The motion was approved.

## V. ADOPTION OF CONSENT AGENDA

Mr. Cole made a motion to adopt the following consent agenda, seconded by Mrs. Bohannon. Upon roll call, Mr. Ragsdale, Mr. Vincent, Mr. White, Mrs. Bohannon, Mr. Cole, Mr. Nein, and Mr. Pruett all voted 'Aye.' The motion was approved.

- 1) Town Council and Work Session minutes of March 25, and April 22, 2025 FY 2-25-26 Budget Public Hearing.
- 2) Cash Reports
  - a) General Fund  
Cash on hand as of March 31, 2025 - \$3,513,759.09
  - b) Water Fund  
Cash on hand as of March 31, 2025 - \$1,007,076.21
  - c) CIP  
Cash on hand as of March 31, 2025 - \$0.00
  - d) Solid Waste  
Cash on hand as of March 31, 2025 - \$100,149.79
- 2) Monthly Budget Report
- 3) School Fund Cash Report
  - a) Cash on hand as of March 31, 2025 - \$1,163,667.02
- 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 and Public Works Committees – Mr. Pruett reported for the Committees

Mr. Pruett advised that the committee met on April 8<sup>th</sup> to discuss the possibility of having fireworks for the Jammin' on the Point event and the Blue Crab obstruction permit. The next meeting will be May 13, 2025.

### 1. Blue Crab Sidewalk Obstruction Request

Mr. Edwards advised that the owners of the Blue Crab and the adjoining property owner have signed off on the request. The Town Attorney has prepared a resolution for approval.

Mr. Vincent made a motion to adopt the attached resolution, seconded by Mr. Nein. Upon roll call, Mr. Vincent, Mr. White, Mr. Cole, Mr. Nein, Mr. Pruett and Mr. Ragsdale all voted 'Aye.' Mrs. Bohannon abstained from voting. The motion was approved.

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

Mr. Ragsdale advised there was nothing to report.

- C. Finance Committee – Mr. Nein reported for the Committee

Mr. Nein advised that the committee did meet to discuss the budget and the resolution of appreciation for Officer Lisa Danuser. The next meeting is scheduled for May 13, 2025.

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

Mr. Vincent advised there was nothing to report.

## **VII. TOWN MANAGER'S ITEMS**

There was nothing for the Town Manager's Items.

## **VIII. 2<sup>nd</sup> CITIZENS ADDRESS TO TOWN COUNCIL**

Mr. Lawson opened the floor for anyone to address Town Council on any items discussed in tonight's meeting.

## **IX. OLD BUSINESS**

### **A. FY 2025-26 Budget Resolution**

Mr. Nein made a motion that West Point Town Council adopts the attached budget approval and appropriation resolution for Fiscal year 2025-2026, seconded by Mr. Cole. Upon roll call, Mr. Cole, Mr. Nein, Mr. Pruett, Mr. Ragsdale, Mr. Vincent and Mr. White all voted 'Aye.' Mrs. Bohannon voted 'Nay.' The motion was approved.

### **B. Virginia Resources Authority Support Agreement Resolution**

Mr. Pruett made a motion that the West Point Town Council adopts the attached resolution approving the included support agreement with the VRA and MPPDC and directing the Town Manager to execute the agreement, seconded by Mrs. Bohannon. Upon roll call Mr. Nein, Mr. Pruett, Mr. Ragsdale, Mr. Vincent, Mr. White, Mrs. Bohannon, and Mr. Cole, all voted 'Aye.' The motion was approved.

## **X. NEW BUSINESS**

### **A. Planning Commission Report - Mr. Nein**

Mr. Nein advised that the Planning Commission did not meet in April and that a meeting has been scheduled for May 14, 2025.

### **B. Closed Session, Annual Evaluation of Fire Chief**

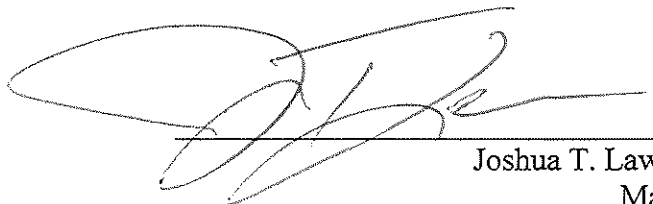
Mr. Pruett made a motion to enter into closed meeting pursuant to Virginia Code §2.203711(A)(1) for the discussion of the annual performance evaluation of the Fire Chief. Seconded by Mr. Cole, upon roll call Mr. Nein, Mr. Pruett, Mr. Ragsdale, Mr. Vincent, Mr. White, Mrs. Bohannon and Mr. Cole all voted 'Aye.' The motion was approved.

### **Reconvene and Certification**

Mr. Nein made a motion to reconvene and certify that only the matter identified in the closed meeting was heard and discussed or considered, seconded by Mrs. Bohannon. Upon roll call, Mrs. Bohannon, Mr. Cole, Mr. Nein, Mr. Pruett, Mr. Ragsdale, Mr. Vincent and Mr. White all voted 'Aye.' The motion was approved.


## **XI. ADJOURNMENT**

There being no further business, Mayor Lawson adjourned the meeting at 7:15 p.m.



Joshua T. Lawson  
Mayor

ATTEST:



Karen M. Barrow  
Town Clerk



**TOWN OF WEST POINT  
RESOLUTION  
*Honoring Officer Lisa M. Danuser***

WHEREAS, Officer Lisa M. Danuser joined the Town of West Point Police Department in August 2021, demonstrating a strong commitment to public service and professionalism from the outset; and

WHEREAS, in the diligent performance of her duties, Lisa tragically sustained an injury in March 2023 that has rendered her unable to continue serving in the same capacity; and

WHEREAS, Lisa has built strong relationships with fellow officers, town officials, and community members, always working in partnerships to ensure a harmonious and safe environment for residents and visitors alike; and

WHEREAS, Lisa played a key role in establishing the first National Night Out event for the Town of West Point, providing an opportunity for community members to come together, strengthen bonds, and foster positive relationships with First Responders; and

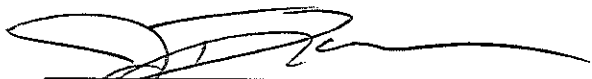
WHEREAS, Lisa contributed to the success of the department by becoming a knowledgeable and supportive Field Training Officer, guiding new officers and ensuring they were well-prepared to serve the community with competence and professionalism; and


WHEREAS, Lisa retires from the West Point Police Department, she leaves behind a legacy of professionalism, excellence, and service, which will continue to inspire all who had the privilege of serving alongside her.

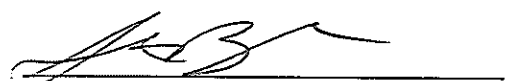
NOW, THEREFORE, BE IT RESOLVED, by the Town Council and Police Department of the Town of West Point, that we extend our deepest appreciation and heartfelt gratitude to Officer Lisa M. Danuser for her years of dedicated service to our community. We honor her commitment, sacrifice, and the many contributions she made in making West Point a better place to live, work, and visit.

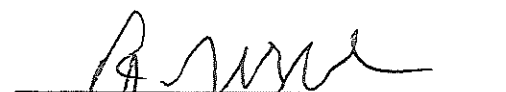
BE IT FURTHER RESOLVED, that the Town of West Point wishes Officer Lisa M. Danuser a happy, healthy, and fulfilling retirement. We thank her for her selfless service and dedication and wish her all the best in her future endeavors.

The West Point Town Council unanimously adopts this Resolution in honor of Lisa M. Danuser on the 29th day of April 2025.


  
Joshua T. Lawson, Mayor


  
Christopher P. Vincent, Vice Mayor

  
Samantha Bohannon, Council Member

  
R. Jeffrey Cole, Council Member

  
John Nein, Council Member

  
James Pruett, Council Member

  
John Ragsdale, Council Member

  
Allen White, Council Member

Adopted: April 29, 2025

ORDINANCE NO. 02-2025

ORDINANCE NO. 02-2025 AMENDS THE WEST POINT TOWN CODE, CHAPTER 58, "TAXATION," ARTICLE I, "IN GENERAL" TO INCREASE THE MACHINERY & TOOLS TAX FROM \$2.24 PER \$100 OF ASSESSED VALUE TO \$2.37 PER \$100 OF ASSESSED VALUE; TO INCREASE THE REAL ESTATE TAX RATE FROM \$0.53 PER \$100 OF ASSESSED VALUE TO \$0.56 PER \$100 OF ASSESSED VALUE; AND TO INCREASE THE PERSONAL PROPERTY TAX RATE FROM \$3.29 PER \$100 OF ASSESSED VALUE TO \$3.49 PER \$100 OF ASSESSED VALUE. ORDINANCE NO. 02-2025 WOULD TAKE EFFECT UPON ADOPTION; THE NEW TAX RATES CONTAINED IN ORDINANCE NO. 02-2025 ARE RETROACTIVE TO JANUARY 1, 2025.

BE IT ORDAINED by the West Point Town Council that the West Point Town Code, Chapter 58, "Taxation," Article I, "In General," Section 58-11, "Tax Rate for Machinery & Tools" be amended to read as follows:

**"Sec. 58-11. - Tax rate for machinery and tools.**

Machinery and tools shall be assessed in accordance with the provisions of Code of Virginia, title 58.1, as amended, at a rate of \$ 2.37 per \$100.00 of assessed value. Taxes so assessed shall be based upon all such machinery and tools owned as of the first day of the tax year. Every taxpayer owning any property subject to taxation under this section, and every fiduciary shall file a personal property tax return with the commissioner of the revenue on or before May 1st for all machinery and tools employed in a trade or business. Machinery and tools shall be valued on the basis of a percentage of original cost. Except for leased manufactured equipment, the term "cost" is defined as original cost or the original capitalized cost if so established on the taxpayer's records. In the case of leased manufactured equipment, the cost shall be the commercial retail sales price for which the item would have been sold if it had been available for sale.

Tax bills under \$15.00. If any taxpayer owns tangible personal property of such small value that the levies thereon for the year result in a tax of less than \$15.00, such property shall be omitted from the personal property book and no assessment made thereon.

The tax rate for machinery and tools shall be effective for the calendar year 2025 and shall be retroactive to January 1, 2025."

BE IT FURTHER ORDAINED by the West Point Town Council that the West Point Town Code, Chapter 58, "Taxation," Article I, "In General," Section 58-12, "Amount of Real Estate Tax" be amended to read as follows:

**"Sec. 58-12. - Amount of real estate tax.**

All real estate within the territorial boundaries of the Town of West Point subject to taxation under the Constitution and laws of the Commonwealth of Virginia shall be taxed at a rate of \$0.56 per \$100.00 of assessed value.

The tax rate for real estate shall be effective for the calendar year 2025 and shall be retroactive to January 1, 2025."

BE IT FINALLY ORDAINED by the West Point Town Council that the West Point Town Code, Chapter 58, "Taxation," Article I, "In General," Section 58-13, "Amount of Personal Property Tax" be amended to read as follows:

**"Sec. 58-13. - Amount of personal property tax.**

All personal property within the territorial boundaries of the Town of West Point subject to taxation under the Constitution and laws of the Commonwealth of Virginia shall be taxed at a rate of \$3.49 per \$100.00 of assessed value.

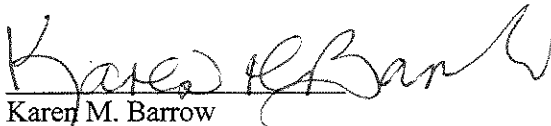
The tax rate for personal property shall be effective for the calendar year 2025 and shall be retroactive to January 1, 2025."

This Ordinance shall take effect upon adoption.



Joshua T. Lawson  
Mayor, Town of West Point

ATTEST:



Karen M. Barrow  
Town Clerk



**RESOLUTION FOR APPROVAL AND APPROPRIATION FOR TOWN, SCHOOLS,  
SOLID WASTE AND WATER UTILITY BUDGET  
FY 2025-26**

WHEREAS, the West Point Town Council advertised a public hearing regarding the FY 2025-26 Budget on April 2 & 9, 2025 in the Tidewater Review, and conducted a public hearing on April 22, 2025 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 \$13,992,944 is hereby approved for the West Point School Board for FY 2025-26;

BE IT FURTHER RESOLVED by the West Point Town Council, that the Town Budget for FY 2025-26 is approved on this 29th day of April, 2025 in the total amount of \$ \$22,981,349 representing \$13,992,944 for the West Point School Board and \$14,061,767 for the Town (inclusive of the Town's contribution of \$5,073,362 for school operating expenses);

BE IT FURTHER RESOLVED by the West Point Town Council, that the Solid Waste Budget for FY 2025-26, in the amount of \$275,136 is approved this 29th day of April, 2025;

BE IT FURTHER RESOLVED by the West Point Town Council, that the Water Utility Budget for FY 2025-26, in the amount of \$1,823,390 is approved this 29th day of April, 2025;

BE IT FURTHER RESOLVED by the West Point Town Council, that local funds in the amount of \$5,073,362 are hereby appropriated to the West Point School Board and an additional appropriation in the amount of \$8,919,582 is hereby made effective July 1, 2025 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 \$8,070,035 and from other revenues in the amount of \$518,875 to be expended only on order of the School Board; and

BE IT FINALLY RESOLVED by the West Point Town Council, that \$22,981,349 is appropriated to the Town of West Point effective July 1, 2025, \$275,136 of which is appropriated to the West Point Solid Waste Budget effective July 1, 2025, and \$1,823,390 of which is appropriated to the West Point Water Utility effective July 1, 2025.

Certified to be a true copy of the Resolution adopted by the Town Council of the Town of West Point on April 29th, 2025, at which meeting a quorum was present and voted throughout.

Those members voting:

Joshua T. Lawson	N/A
Chris Vincent	Yes
Allen White	Yes
Samantha Bohannon	Nay
John Nein	Yes
James Pruett	Yes
John Ragsdale	Yes
Jeff Cole	Yes

Joshua T. Lawson  
Mayor, Town of West Point

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 29, 2025 at which meeting a quorum was present and voted throughout.

ATTEST:

Adopted this 29th day of April, 2025

Karen M. Barrow  
Town Clerk



**RESOLUTION**  
**OBSTRUCTION PERMIT FOR**  
**620 & 618 MAIN STREETS**

**WHEREAS**, the Blue Crab Restaurant, located at 620 Main Street, would like to place tables and chairs on the public sidewalk as part of their outdoor business operations; and

**WHEREAS**, the tables and chairs are classified as obstructions under Section 50-14, and the Blue Crab Restaurant is seeking approval from the Town Council for a permit to allow this obstruction on the sidewalk in front of their business; and

**WHEREAS**, the property located at 618 Main Street, is adjacent to the Blue Crab Restaurant and also part of the requested area; and

**WHEREAS**, 620 Main Street and 618 Main Street are owned by BHM Enterprises, LLC and Virginia Carter, respectively; and

**WHEREAS**, BHM Enterprises, LLC and Virginia Carter have submitted a request to place tables and chairs on the public sidewalk; and

**WHEREAS**, after reviewing the request and consideration of any potential impacts on public access, safety, and surrounding businesses, the Town Council finds that the request complies with the applicable provisions of Chapter 50, Section 50-14, and the placement of tables and chairs on the sidewalk will not impede pedestrian flow or cause significant safety concerns;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Council of West Point hereby approves the issuance of a permit for obstruction, allowing the Blue Crab Restaurant to place tables and chairs on the public sidewalk located at 620 Main Street (Tax Map Parcel #69A1-28-356A) and 618 Main Street (Tax Map Parcel #69A1-28-356B), pursuant to Chapter 50, Section 50-14, and any further necessary approvals as determined by the Town's regulations; and

**BE IT FUTHER RESOLVED**, that these obstructions will at no time restrict the public sidewalk to a width of less than 5 feet.

The foregoing Resolution was adopted by The Town Council of The Town of West Point at its regularly meeting held on April 29, 2025, in The Town of West Point, Virginia.

Those Members Voting:

Samantha Bohannon *Aye*

R. Jeffrey Cole *Aye*

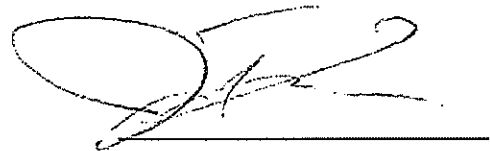
Johnny Nein, Jr. *Aye*

James Pruett *Aye*

John G. Raggsdale, II *Aye*

Christopher P. Vincent *Aye*

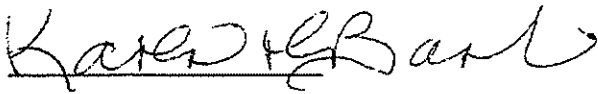
Allen White *Aye*



Joshua T. Lawson

Mayor

ATTEST:



Karen Barrow

Town Clerk