

**TOWN OF CHARLOTTE COURT HOUSE
REGULAR COUNCIL MEETING MINUTES
Tuesday February 20, 2018 7:00pm**

A regular meeting of the Charlotte Court House Town Council was held on Tuesday, February 20, 2018, at 7:00 pm. Council Member Watkins called the meeting to order. Council Members Andrews, Haskins, Watkins & Walker were present. Mayor Walker and Council Member Jones were absent. Council Member Walker motioned to approve the agenda as presented. The motion was seconded and carried by voice vote: 5 ayes, 0 nays. Council Member Andrews motioned to approve the January 16, 2018 regular meeting minutes as presented. The motion was seconded and carried by voice vote: 5 ayes and 0 nays. Council Member Kurdt motioned to approve the financial statement as presented. The motion was seconded and carried by voice vote: 5 ayes and 0 nays.

Citizen Comments None

Planning Commission Appointment and Report Council Member stated that Claudia Koch's term on the Planning Commission was expiring and that she agreed to serve another term. Council Member Andrews motioned to reappoint Claudia Koch to the Planning Commission to serve from February 2018 through February 2022. The motion was seconded by Council Member Kurdt and carried by voice vote: 5 ayes, 0 nays.

Council Member Watkins reported that the Planning Commission is making good progress on the Town zoning ordinance and has decided to meet more frequently in order to complete the project by June. He stated that the revisions to the Town zoning map are mostly complete, and that the current focus has been on revisions to the Town Historic District. He stated that Chairman Terry Ramsey is a wealth of information and is good at keeping things on track.

Resolution to Approve the Regional Hazard Mitigation Plan Karen Price stated that the Commonwealth Regional Council revised the existing plan by dividing mitigation action #4 into two separate actions. Doing so necessitates the adoption of a resolution that approves the updates. Council Member Kurdt motioned to approve the Resolution to Adopt the Commonwealth Regional Council Regional Hazard Mitigation Plan as presented. The motion was seconded by Council Member Walker and carried by voice vote: 5 ayes, 0 nays.

Signatory Authorization for U.S. Cellular Lease Vice-Mayor Watkins stated that prior to entering into a lease agreement with U.S. Cellular, the Town must authorize the Mayor or designee to sign the necessary documents on behalf of the Town. Council Member Kurdt motioned to authorize Mayor Walker to sign the U.S. Cellular Lease Agreement after the document has been approved by the Town Council. The motion was seconded by Council Member Andrews and carried by voice vote: 5 ayes, 0 nays.

Committee Reports Building, Grounds, Streets & Lights Committee – Council Member Andrews stated that she has received complaints regarding the grass cutting. She reported that the Grass Contract starts in March, and advised of the need to advertise for bids. Ms. Andrews stated that litter is an increasing problem and that she plans to ask the volunteer fire department to assist with litter pick up. She stated that Virginia Dept. of Transportation should be notified of the problem and asked that they be contacted to see if a spring clean-up will be scheduled. Council Member Andrews requested that the Council revisit hiring a police officer. Water Committee – Council Member Kurdt agreed to serve as Chair of the Water Committee.

Water / Maintenance Report Dawn Watson stated that the VA Dept. of Health annual inspection is coming up. She stated that the greensand filter is being used and is backwashed every other day. She stated that the tanks are staying full and all is going well.

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Clerk's Report Karen Price reported that a comprehensive map of the Town water system is being created. She stated that the Town Planning Commission has need of a large screen television or computer monitor to provide visual assistance during the zoning revision process. Karen reported that she attended a meeting with representatives from the VA Dept. of Transportation, the Commonwealth Regional Council, and the Engineering firm (AMT) regarding the planned sidewalk on Evergreen Road. She stated that the plans are nearly complete and that if all goes well, the sidewalk construction could be completed by December. A couple of places were identified where removal of vegetation is required and Karen reported that it would be cost effective for the Town to facilitate the removal than it would be to include it in the project budget which would result in the work being contracted out.

Council Comments Council Member Walker asked whether the Town intended to keep or sell the municipal building. Council Member Andrews requested that the merging of the Building and Grounds Committee with the Grounds, Streets & Lights Committee be reversed and that separate committees be reestablished.

With no further business, Council Member Andrews motioned that the meeting adjourn. The motion was seconded and carried by voice vote: 5 ayes and 0 nays.

David C. Watkins, Jr., Vice-Mayor

ATTEST:

Karen K. Price, Clerk of Council