

**TOWN OF CHARLOTTE COURT HOUSE
REGULAR COUNCIL MEETING MINUTES
Monday October 19, 2015 7:00pm**

A regular meeting of the Charlotte Court House Town Council was held on Monday, October 19, 2015, at 7:00 pm. Mayor Walker called the meeting to order. Council Members Andrews, Jones, Haskins, Kurdt, and Watkins were present. Council Member Watkins motioned to approve the agenda as presented. The motion was seconded and carried by voice vote: 5 ayes, 0 nays. Council Member Haskins motioned to approve the September 21, 2015 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

Council Member Appointment Mayor Walker stated that the Council had 45 days to appoint someone to fill the vacant seat and that the court was petitioned to allow for a special election to be held in November 2016. He stated that once elected, the new Council member would only serve for two years, until the next Town Council election in November 2018. Council Member Watkins stated that persons interested in serving on Council should submit a letter of interest. The Clerk was instructed to publish a notice advising of the vacant Council seat and seeking letters of interest from Town citizens.

Transportation Alternatives Program (TAP) Endorsement Resolution Mayor Walker stated that a resolution is required by the Virginia Dept. of Transportation as part of the TAP application process. Council Member Andrews motioned to adopt the following resolution: WHEREAS, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation to establish a Transportation Alternatives project in the Town of Charlotte Court House. NOW, THEREFORE BE IT RESOLVED, that the Charlotte Court House Town Council, requests the Commonwealth Transportation Board to establish a project for the construction of sidewalks to accommodate the pedestrian traffic on several routes within the Town limits; BE IT FURTHER RESOLVED, that the Charlotte Court House Town Council hereby agrees to provide a minimum twenty percent (20%) matching contribution for this project; BE IT FURTHER RESOLVED, that the Charlotte Court House Town Council hereby agrees to enter into a project administration agreement with the Virginia Department of Transportation and provide the necessary oversight to ensure the project is developed in accordance with all state and federal requirements for design, right of way acquisition, and construction of a federally funded transportation project; BE IT FURTHER RESOLVED, that the Charlotte Court House Town Council will be responsible for maintenance and operating costs of any facility constructed with Transportation Alternatives Program funds unless other arrangements have been made with the Department; BE IT FURTHER RESOLVED, that if the Charlotte Court House Town Council subsequently elects to cancel this project the Charlotte Court House Town Council agrees to reimburse the Virginia Department of Transportation for the total amount of costs expended by the Department through the date the Department is notified of such cancellation. The Charlotte Court House Town Council also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration. The motion was seconded by Council Member Watkins and carried by roll call vote: Andrews, aye; Watkins, aye; Haskins, aye; Jones, aye; Kurdt, aye.

Committee Reports Water Committee - Council Member Jones stated that he spoke with the water operator, Curtis about getting a portable generator that could be moved as needed to different wells, rather than installing a permanent generator at one or two well sites. Curtis will research portable generators and report back to the Council. Council Member Jones thanked Curtis for his service to the Town.
Building, Grounds, Streets & Lights Committee – Council Member Andrews asked if the Town needed to pass a Halloween ordinance. Mayor Walker stated that the Town usually publishes a notice giving details. Council Member Andrews stated that additional clips for hanging wreathes were found and that the lights

on the wreathes need to be checked. She stated that the grass cutting is going better. She stated that there are numerous repairs that need to be done to the municipal building and property, including the parking lot, the roof, pipes/plumbing, and landscaping. Council Member Andrews asked for clarification on who was covering the office and answering emails, stating that she has been unsure of who she is communicating with. Karen Price stated that Stephanie Atwood is working Monday through Friday, from 9:00am until 3:00pm, and Karen is working as needed while training Stephanie. Council Member Andrews stated that Town sidewalks need repairs and that someone was injured after tripping and falling. There was consensus that the areas in need of repair be marked with paint and that VDOT be contacted about fixing where necessary. Council Member Jones stated that there is still a big hole in the sidewalk/curb at Parker Oil Co. and asked that VDOT be contacted to repair that as well.

Water / Maintenance Report Curtis Inge reported that the SCADA system was repaired by Sunapsys; that he is installing a mixing stand and mixer at well #3; that grass has been planted at locations where water repairs were made; that a fire hydrant was damaged by VDOT grass cutters on Statesman Dr.; that all water testing including lead & copper were satisfactory; and that new data was taken for a Source Water Protection Plan.

Clerk's Report Karen Price reported that a business license application was approved for DBJ Designs; that a zoning application was approved for a shed; and that the auditor would like to do the FY14-15 audit, but that funds budgeted for audit purposes have already been spent. She stated that the deadline for submission of Hometown Leader candidates is November 13th.

Council Comments

Council Member Watkins stated that after holding a public hearing, the County Planning Commission agreed to allow the setbacks at the rock quarry to be reduced, with the exception of one area, where the adjoining property owner expressed concern over the loss of some shallow wells.

Council Member Jones stated that the Trucker's Parade raised \$102,000.00 for the American Cancer Society.

Council Member Kurdt stated that she enlisted the help of a local crafter to make an ornament for the Christmas tree at the Governor's mansion.

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

Stephen D. Walker Mayor

ATTEST:

Karen K. Price, Clerk of Council