

**TOWN OF CHARLOTTE COURT HOUSE  
REGULAR COUNCIL MEETING MINUTES  
Monday September 16, 2019 7:00pm**

A regular meeting of the Charlotte Court House Town Council was held on Monday, September 16, 2019, at 7:00 pm. Mayor Watkins called the meeting to order. Council Members Ramsey, Arbogast, Haskins, Andrews, Kurdt and Braxton were present. Council Member Arbogast motioned to approve the agenda as presented. The motion was seconded and carried by voice vote: 6 ayes, 0 nays. Council Member Arbogast motioned to approve the August meeting minutes as presented. The motion was seconded and carried by voice vote: 6 ayes, 0 nays. Council Member Arbogast motioned to approve the financial statement as presented. The motion was seconded and carried by voice vote: 6 ayes, 0 nays.

**Citizen Comments** Speaking as a citizen Brette Arbogast requested that the Town look into problems with rain water run-off on George Washington Hwy. He stated that VDOT's recent efforts to clean out and re-seed ditches did not resolve the problem; water still pools in the road, causing a hydroplane hazard.

**Evergreen Road Sidewalk Project** Melody Foster of the Commonwealth Regional Council (CRC) reported that a pre-bid meeting was held on Sept. 11<sup>th</sup>, with only one prospective bidder in attendance. The VDOT representative in attendance advised that two forms listed as required in the bid manual would not be necessary; however, after following up with other VDOT officials, Melody determined that the forms were indeed required. Melody stated that bids are due on September 25<sup>th</sup> at 1:00 p.m., and that the current project timeline indicates completion of the new sidewalk by spring 2020. Melody stated that contractors don't know what the project budget is which results in many bids coming in over budget. She reported that the new application for the Thomas Jefferson phase of the project is due by October 1, 2019 and that the budget is \$409,999.00; that the Town "match" would be \$82,000.00; and the CRC fee would be \$30,000.00. Melody reported that VDOT has offered to administer the project, and so the Town must decide how they wish to proceed. Following discussion, Council Member Braxton motioned to retain the Commonwealth Regional Council to administer the grant for the next phase of the sidewalk project. The motion was seconded by Council Member Arbogast and carried by voice vote: 6 ayes, 0 nays. Council Member Arbogast motioned to adopt Resolution 19-2 For the Charlotte Court House Town Council as Endorsement of the Charlotte Court House Route 47 Sidewalk Project. The motion was seconded by Council Member Braxton and carried by voice vote: 6 ayes, 0 nays. Council Member Ramsey advised that the necessary easements be acquired in advance. Melody will continue to research whether it is o.k. to do so.

**Samples' Monitoring Service** Clay Samples introduced himself and stated that he serves as the superintendent of the Halifax Water Authority and he maintains a Class 1 operator license. He stated that his company, Samples' Monitoring Service (SMS) oversees small water systems that have trouble keeping water operators. He stated that SMS would oversee the Town water operations and assist the water operator with obtaining the appropriate water license. Responding to a question, Mr. Samples stated that testing the water valves could happen in the first nine months, depending on how organized and prepared the Town is. He stated that SMS would map valves and hydrants for GIS locating. Council Member Ramsey stated that the price would lower to \$1,000 per month after the initial contract expires and that SMS will assist with getting the SCADA radio system up and running and with tank maintenance. Mayor Watkins stated that he checked the references provided by SMS and all offered their recommendation. Council Arbogast motioned to enter into the contract with Samples' Monitoring Service for a nine-month period. The motion was seconded by Council Member Braxton and carried by voice vote: 6 ayes, 0 nays. Council Member Arbogast stated that any work provided by SMS that is not covered under the contract and for which the Town will be charged \$30.00 per hour, must be pre-approved.

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**Page 2**

**Water Operator Report** Donte Hatcher reported that leaks at Village Drive In, Verizon and Dan Taylor's house will be fixed. He has contacted Chase Parsons for assistance. He reported that Bac-T samples were good and that the battery in the Town truck was replaced.

**Planning Commission Report** Terry Ramsey reported that the Planning Commission presented a manufactured homes ordinance to the Town Council for review and adoption. He stated that the Town Council needs to follow through with public hearings, even though it has been determined that the proposed ordinance conflicts with the Code of Virginia, and cannot be adopted as written. Terry reported that the Planning Commission continues to work on the new zoning ordinance.

**Committee Reports** Grounds, Streets & Lights - Council Member Andrews stated that she would like the Town to consider hiring an inspector to assist with enforcing nuisance violations. She stated that the merchandise in the storage closet needs to be addressed and said that it cannot be donated because it is Town property. She reported that Chris McCarty is doing a good job with grass cutting. Building & Grounds – Council Member Braxton stated that he will have estimates for roof repair and/or replacement at the next Council meeting.

**Clerk's Report** Karen Price reported that Francisco's will survey the attic crawlspace and determine if the insulation and ductwork needs to be replaced from water damage over the years.

**Council Comments** Council Member Arbogast stated that the Town should devise a system of emergency text alerts.

With no further business, Council Member Ramsey motioned that the meeting adjourn. The motion was seconded and carried by voice vote: 6 ayes and 0 nays.

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David C. Watkins, Jr., Mayor

ATTEST:

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Karen K. Price, Interim Clerk of Council