

**TOWN OF CHARLOTTE COURT HOUSE**  
**REGULAR COUNCIL MEETING MINUTES**  
**Monday September 20, 2021 7:00pm**

A regular meeting of the Charlotte Court House Town Council was held on Monday, September 20, 2021, at 7:00 pm. Mayor Watkins called the meeting to order. Council Members Andrews, Arbogast, Braxton, Ramsey & Michaelson were present. Council Member Haskins was absent. Council Member Arbogast 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 August 2021 minutes as presented. The motion was seconded and carried by voice vote: 5 ayes and 0 nays. Council Member Ramsey motioned to approve the financial statement as presented. The motion was seconded and carried by voice vote: 5 ayes and 0 nays.

**Citizen Comments** Heather Montgomery of the Charlotte Learning Center (CLC) distributed a document detailing the background of the CLC and current goals and objectives. After offering a summary of their program, Ms. Montgomery asked the Council to consider providing financial support to the CLC.

**Appointments to the Planning Commission** Council Member Ramsey motioned to appoint Daniel Michaelson to the Planning Commission to fill the unexpired term of Randy Andrews ending in November 2022, and to reappoint Bobby Howard to the Planning Commission for another term to end May 31, 2025. The motion was seconded by Council Member Arbogast and carried by voice vote: 5 ayes, 0 nays.

**ARPA & Cares Act Funds** Karen Price stated that invoices for the remaining Cares Act funds must be submitted to the County by December 1, 2021. Council Member Ramsey stated his preference that a mini-split be installed in the Town office. Council Member Arbogast reiterated his idea of installing a security camera and wifi-hotspot on the roof of the Municipal building. Karen Price stated that she is gathering information on vendors to facilitate receiving electronic payments at the Town office. Council Member Ramsey motioned to pursue the installation of a mini-split ac/heat unit, a security camera & hotspot and to do what is necessary to begin accepting electronic payments at the Town office. The motion was seconded by Council Member Braxton and carried by voice vote: 5 ayes, 0 nays. Council Member Arbogast stated that he would get a quote for the security camera and send it to the Town office.

**Water Tank Maintenance Agreement** Council Member Ramsey stated that the Town attorney reviewed the proposed contract with Suez and found it to be satisfactory. Council Member Ramsey motioned that the Town enter into the agreement with Suez as presented. The motion was seconded by Council Member Braxton and carried by voice vote: 5 ayes, 0 nays.

**Water Reconnect Fees** Council Member Ramsey stated that the Town currently charges a \$25.00 reconnect fee if service is cut-off for non-payment. He stated his opinion that the actual cost involved in the cut-off and reconnect process is higher than \$25.00. He stated that the other Towns in the county were polled and 2 of the 3 charge a higher reconnect fee. Council Member Braxton stated that setting a higher reconnect fee, such as \$50.00 would serve as a deterrent. He also suggested extending the length of time before the bill is due.

**Planning Commission Report** Council Member Ramsey reported that the proposed new zoning ordinance needs to go through legal review, be reviewed by the Town Council, and an informational meeting held. He stated that the PC will begin work on the Comprehensive Plan in 2022. Mr. Ramsey stated that a conditional use permit application was submitted to the Town office to allow the installation of a double-wide on property located on Gold Leaf Dr. He stated that the Town Council and Planning Commission could hold a joint public hearing on the matter. No action was taken.

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**Committee Reports** Grounds, Streets & Lights - Council Member Andrews stated her hope that interest in Halloween could be revived. She inquired whether the Town intended to adopt the VA Building Code. Council Member Ramsey stated that Gary Elder, after checking with other attorneys on the matter, advised that for towns with a population under 3,500, the county is tasked with handling building code enforcement. Mayor Watkins stated that Mr. Elder will be contacting the County attorney to discuss the matter.

**Water Operations Report** Council Member Ramsey stated that the electric service was restored at the courthouse tank. A written report from Samples Monitoring Service was submitted stating the following:

- July 2021 Bacteriological Samples were collected on 08/10/2021 at 555 LeGrande Ave and 595 Thomas Jefferson. Both samples were absent for Total Coliform and E Coli.
- TTHM and HAA5 samples were collect on 08/30/2021 at Charter Oaks. The sample results were well below the allowable limits.
- Well 3, 4, and 5 radiological samples were collected on 07/26/2021. We received the sample results which were well below the allowable limits.
- The Green Sand Filters at Well #7 are still operating properly.

**Clerk's Report** Karen Price reported that a zoning application was approved for the addition of a ramp at 599 Evergreen Road. Regarding the Thomas Jefferson sidewalk project, she reported that VDOT compiled a new agreement that is undergoing internal reviews.

**Council Comment Period** Council Member Andrews thanked the Council for the flower arrangement she received. Council Member Arbogast stated that the drive through coffee shop will hopefully open by the end of the month.

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

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David C. Watkins, Jr., Mayor

ATTEST:

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Karen K. Price, Clerk of Council