

**TOWN OF CHARLOTTE COURT HOUSE
REGULAR COUNCIL MEETING MINUTES
Monday October 18, 2021 7:00pm**

A regular meeting of the Charlotte Court House Town Council was held on Monday, October 18, 2021, at 7:00 pm. Mayor Watkins called the meeting to order. Council Members Haskins, Arbogast, Braxton, Ramsey & Michaelson were present. Council Member Andrews was absent. Council Member Braxton 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 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 None.

CUP Application Council Member Ramsey reported that the Planning Commission met and recommends that the Town Council approve the Conditional Use Permit application with the following conditions: that the dwelling be a minimum of 28 feet in width: that it be constructed on a permanent foundation: and be constructed within one year. Council Member Arbogast motioned to approve the recommendation by the Planning Commission. The motion was seconded by Council Member Braxton and carried by voice vote: 5 ayes: 0 nays.

Charlotte Learning Center Heather Montgomery of the Charlotte Learning Center (CLC) distributed information about their organization. After a brief discussion regarding their budget Ms. Montgomery requested the Council consider making a donation of \$5,000.00 to the CLC.

ARPA & Cares Act Funds Mayor Watkins stated that Chris Russell from the Charlotte Court House Fire Department submitted a request for \$11,518.00 to purchase additional equipment using Cares Act Funds. Mayor Watkins presented quotes for a mini split for the Town office. Of the options presented, there was consensus to select Putney's second option, totaling \$4,350.00. Council Member Arbogast stated that the installation of exterior cameras and wifi would be included as Cares Act expenses. Council Member Ramsey reported that the deadline for ARPA reporting has been delayed until April 2022.

VA Maintenance Code Mayor Watkins stated that the Town must decide whether or not to adopt the VA Maintenance Code (VMC). He stated that the Town attorney suggested that the County may have an obligation to assist the towns with enforcement of the code. Council Member Braxton stated that the VMC should be written into a Town ordinance, and the fees charged through taxes. The discussion was tabled until the November meeting, and there was consensus to invite the town attorney to attend.

Planning Commission Report Council Member Ramsey reported that a draft of the Zoning Ordinance will be forwarded to the town attorney this week for his review.

Committee Reports None

Water Operations Report A written report from Samples Monitoring Service was submitted stating the following:

- September 2021 Bacteriological Samples were collected on 09/08/2021 at 205 LeGrande Ave and 270 David Bruce. Both samples were absent for Total Coliform and E Coli.
- The Well #4 has stopped registering flow. The estimated cost for replacement 2" water meter from USA Bluebook is around \$440.00.
- The Green Sand Filters at Well #7 are still operating properly.

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Clerk's Report Karen Price reported that there were 4 water cut offs for non-payment in October. Sidewalk update: VDOT has required Town Council approval of an additional appendix to the original agreement. Ms. Price stated that Michelle Kole has encountered obstacles with obtaining health insurance. Issues include the need to report the \$350.00 stipend allotted for reimbursement as part of her salary, and the significant difference in the price of only covering Michelle versus adding her spouse to the policy. Following discussion there was consensus to include in Michelle's salary the funds allotted for health insurance and for her to provide proof of insurance once obtained.

Council Comment Period Mayor Watkins asked the Council to weigh in regarding whether or not to hold the tree lighting this year. Following discussion there was consensus to have the tree lighting outdoors only. Council Member Braxton mentioned that the County will be revealing a plaque honoring Joseph R. Holmes on Saturday Oct. 23rd. Council Member Ramsey inquired whether the Town was following thru with Michelle's training as agreed when hired. Mayor Watkins reminded the Town Council of the upcoming election and the need to write in Laurie Michaelson as a candidate.

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

David C. Watkins, Jr., Mayor

ATTEST:

Karen K. Price, Clerk of Council