

**TOWN OF CHARLOTTE COURT HOUSE  
REGULAR COUNCIL MEETING MINUTES  
Tuesday June 21, 2022 7:00pm**

A regular meeting of the Charlotte Court House Town Council was held on Monday, June 21, 2022 at 7:00pm. Mayor Watkins called the meeting to order. Council Members Andrews, Braxton, Ramsey, and Michaelson were present. Council Members Arbogast and Haskins were absent.

**Approval of Agenda** – Council Member Andrews motioned to amend the agenda to change the purpose of the scheduled closed session from consultation with legal counsel to Personnel committee discussion of employee salaries. The motion was seconded and carried by voice vote 4 ayes, 0 nays. Ms. Andrews motioned to approve the agenda as amended. The motion was seconded by Council Member Braxton and carried by voice vote of 4 ayes and 0 nays.

**Approval of Minutes** – Council Member Michaelson motioned to approve the Minutes of the May 2022 meeting, the motion was seconded by Council Member Braxton and carried by a voice vote of 4 ayes and 0 nays.

**Approval of Financial Statement** – Council Member Andrews motioned to approve the Financial Statement. The motion was seconded by Council Member Michaelson and carried by a voice vote of 4 ayes and 0 nays.

**Citizen Comments** – None Present

**Closed Session** – Council Member Andrews motioned to enter into closed session as authorized by VA Code section 2.2-3711,A,1 to discuss the salaries of Town employees. The motion was seconded by Council Member Michaelson and carried by voice vote: 4 ayes, 0 nays.

The public meeting reconvened. The following resolution was read by Mayor Watkins, and adopted by roll call vote, Andrews aye; Braxton, aye; Michaelson, aye; Ramsey, aye: Whereas, the Town Council of Charlotte Court House has convened a closed session meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and Whereas, #2.2-3712 of the Code of Virginia requires a certification by this Town Council of Charlotte Court House that such closed meeting was conducted in conformity with Virginia law; and Now, therefore be it resolved that the Town Council of Charlotte Court House hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed session to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council of Charlotte Court House.

**Adoption of Proposed Zoning Ordinance** – The adoption of the Proposed Zoning Ordinance, was approved with a motion by Council Member Ramsey, seconded by Council Member Braxton and carried by roll call vote: Andrews aye; Michaelson aye; Braxton aye; Ramsey, aye. Council Members Arbogast and Haskins absent.

**Adoption of Proposed Zoning Map** – The adoption of the Proposed Zoning Map, was approved with a motion by Council Member Ramsey, seconded by Council Member Braxton and carried by a roll call vote: Andrews aye; Michaelson aye; Ramsey aye. Braxton aye; Council Members Arbogast and Haskins absent.

**Adoption of Proposed Zoning Fees** – The adoption of the Proposed Zoning Fees, was approved with a motion by Council Member Ramsey, seconded by Council Member Braxton and carried by a roll call vote: Andrews aye; Michaelson aye; Braxton aye; Ramsey aye. Council Members Arbogast and Haskins absent.

**Approval of FY 2022-23 Budget** – Council Member Ramsey motioned to approve the FY 2022- 23 budget as presented. The motion was seconded by Council Member Braxton and carried by roll call vote: Andrews aye; Braxton aye; Ramsey aye; Michaelson aye.

**Appropriation of FY 2022-23 Budget** – Council Members Ramsey motioned to appropriate the FY 2022-23 budget as presented. The motion was seconded by Council Member Braxton and carried by voice vote 4 ayes and 0 nays.

**Resolution to Adopt VA Corp Member Agreement & Worker’s Comp. Addendum** – Council Member Braxton motioned to approve to adopt the Resolution for VA Corp Membership Agreement & Worker’s Comp Addendum and was seconded by Council Member Andrews and carried by roll call vote: Andrews aye; Braxton aye; Ramsey aye; Michaelson Aye. Council Members Haskins and Arbogast were absent.

**CitiScape Agreement for Wireless Consulting Services** – Council Member Michaelson motioned to approve the Agreement for the Wireless Consulting Services. Council Member Braxton seconded the motion with 3 ayes, 0 nays & 1 abstain vote. The CitiScape free agreement will help with the Verizon tower being proposed to be put on the Country club property. Council Member Ramsey plans to withdrawal from discussion on the cell tower, he has a personal interest in the Country Club.

**Planning Commission Report** – The Committee will be reviewing the Comprehensive Plan. Also discussed was getting people to join the Historical Committee. There will be 5 people on the Committee 4 that live in the Town and outside of the Town. Council Member Ramsey stated that, Jim Watkin; Murrie Bates; and Cheryl Spencer were interested on being on the Historical Committee.

**Committee Reports** – Water Committee – Council Member Ramsey stated that work has started on the Court House water tank and the Court House Tower it is off line.

**Water Operations Report** – Karen mentioned that SERCAP will write Emergency Response Plan (ERP) & Security Vulnerability Assessment (SVA) at no charge to the Town. These documents are required by the USDA and other agencies to apply for grants.

**Clerk’s Report** – There were 6 water cut offs this month. Emily Hamlett received an approved building permit to build a deck on the back of her house.

**Council Comment Period** – Council Member Andrews would like to invite the Town manager from Kenbridge to the August Council Meeting to discuss blighted property. Council Member Ramsey obtained Plats of the Moses Dr tank

**Adjournment** – With no further business, Council Member Braxton motioned that the meeting be adjourned. The motioned was seconded by Andrews and carried by voice vote: 4 ayes and 0 nays.

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David C. Watkins, Jr., Mayor

ATTEST:

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Karen K. Price, Clerk of Council