

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

A regular meeting of the Charlotte Court House Town Council was held on Monday, November 21, 2022, at 7:00 pm. Mayor Watkins called the meeting to order. Council Members Arbogast, Ramsey, Andrews, and Haskins were present. Council Members Braxton and Michaelson were absent. Council Member Ramsey requested to amend the agenda to include the appointment of a candidate to the Historic District Review Board with item M. Council Member Arbogast motioned to approve the agenda as amended. The motion was seconded and carried by voice vote: 4 ayes, 0 nays. Council Member Arbogast motioned to approve the October regular meeting minutes as presented. The motion was seconded and carried by voice vote: 4 ayes, 0 nays. Council Member Arbogast motioned to approve the financial statement as presented. The motion was seconded and carried by voice vote: 4 ayes, 0 nays.

Citizen Comments None

Wilmouth Property Easement Council Member Ramsey stated that the Town recently received a request from Attorney Tyler Williams to resolve an issue concerning a 40 ft. easement that would connect property owned by the Wilmouth family to Dixie Youth Drive. With the issue needing some clarity, the Clerk will send a letter to Mr. Williams requesting further research and invite him to attend the January Council meeting. A letter will also be sent to the County Administrator to advise of the matter.

Information Technology Assistance Council Member Ramsey reported that he and the Clerk met with Zack McKinney to address the IT needs of the Town. Mr. McKinney provided a quote of \$3,382.40 to establish a PC maintenance service contract with the Town that would include software/hardware installation and updates, system backups, and service on Town PCs and laptop. Mr. Ramsey reported that Mr. McKinney also submitted a quote of \$2,407.71 to install hanging microphones that would connect to the conference room sound system. Following discussion, Council Member Ramsey motioned to accept Zack McKinney's quote of \$3,382.40 for a PC maintenance contract and \$2,407.71 to install microphones. The motion was seconded by Council Member Arbogast and carried by voice vote: 4 ayes, 0 nays.

Lowering of Speed Limits Council Member Andrews stated that she was hesitant to lower speed limits throughout the Town since speeding remains an unresolved problem. Following discussion Council Member Arbogast agreed to set up a meeting with the school resource officer to inquire if he is willing to assist the Town with monitoring speed. Council Member Ramsey stated his opinion that the speed limit in front of the Municipal building should be lowered.

Water Committee Report Council Member Ramsey stated that the Water Committee met prior to the Council meeting and discussed a request from Chris Robin for a new hookup that would require boring under the road. Mr. Robin stated that he is willing to pay the additional cost for boring if the total cost exceeds the regular fee to connect to the system. Mr. Ramsey suggested the Town draft an ordinance to reset the water connection fee to \$2,000.00 plus any additional cost incurred with the connection.

PPTRA Resolution Council Member Ramsey stated that he and the Clerk independently calculated that the rate of relief for qualifying vehicles should be set at 51%. Mr. Ramsey motioned to adopt the following PPTRA Resolution For Tax YEAR 2022. In accordance with the requirements set forth in VA CODE §58.1-3524 C.2 and §58.1-3912 E, any qualifying vehicle used within the Town of Charlotte Court House, Virginia commencing January 1, 2022 shall receive personal property tax relief in the following manner: Personal use vehicles with assessed value of \$1,000 or less will be eligible for 100% tax relief; and Personal use vehicles with assessed value of \$1,001 or more shall receive only 51% tax relief on the first \$20,000 in assessed value; and all other vehicles which do not meet the definition of "qualifying" (such as business use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program. The motion was seconded by Council Member Arbogast and carried by voice vote: 4 ayes, 0 nays.

Appointments to Planning Commission and Historic District Review Board Mayor Watkins stated that Planning Commission (PC) members Dan Michaelson and Jim Watkins have agreed to continue to serve on the PC. Council Member Ramsey motioned to appoint Dan Michaelson and Jim Watkins to the PC for four-year terms, ending in November 2026.

Mayor Watkins stated that Stephen Walker resigned from the Historic District Review Board (HDRB) since state law prohibits people from serving on more than one board and Mr. Walker is already a member of the Board of Zoning Appeals. Council Member Ramsey stated that Richard Perez was willing to be appointed to the HDRB. Council Member Ramsey motioned to appoint Richard Perez to serve the remainder of the Stephen Walker's term in the HDRB. The motion was seconded by Council Member Arbogast and carried by voice vote: 4 ayes, 0 nays.

Planning Commission Report Council Member Ramsey stated that the PC continues to work on updating the Comprehensive Plan. He stated that the proposed location for the broadband transfer cabinet is next to the David Bruce Building and that Riverstreet has agreed to apply a brick façade to the structure.

Committee Reports Grounds, Streets & Lights – Council Member Andrews stated that the tree at the courthouse used for the annual tree lighting service must be removed. She stated that she received a quote of \$300 for its removal. Ms. Andrews inquired if the Town was going to hire a code enforcement officer and requested that it be added to the January agenda.

Tree Lighting Mayor Watkins stated that Bill Chrystal has agreed to provide the invocation, and brief Christmas message and the benediction. Council Member Haskins stated that she has arranged for Marvin Harris to provide special music.

Water Operator Report A written report stated that Well 3 is currently off line due to producing air during the operation cycle. SMS is investigating it further with a camera. The Green Sand Filters at Well #7 are still operating properly. SMS is currently getting quotes to replace the sand filter tank. The tanks are starting to leak due to rust and corrosion. Samples were collected at two locations off the bacteriological site plan and each well as part of the lead and copper plan. That report is almost finished and will be submitted to VDH next week.

Clerk Report Karen Price reported that there were 8 water meter cut-offs in November.

Council Comment Period Council Member Andrews stated that the Town should do something for new businesses. She congratulated everyone for being re-elected for another four-year term to the Council.

With no further business, Council Member Andrews motioned that the meeting adjourn. The motion was seconded and carried by voice vote: 4 ayes and 0 nays.

David C. Watkins, Jr., Mayor

ATTEST:

Karen K. Price, Clerk of Council