

**TOWN OF CHARLOTTE COURT HOUSE
REGULAR COUNCIL MEETING MINUTES
Monday August 21, 2023 7:00pm**

A regular meeting of the Charlotte Court House Town Council was held on Monday, August 21, 2023, at 7:00 pm. Mayor Watkins called the meeting to order. Council Members Ramsey, Michaelson, Haskins, Andrews and Braxton were present. Council Member Arbogast was absent. Council Member Michaelson 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 minutes for the June public hearings, the June 20, 2023 regular meeting, the June 27, 2023 called meeting and the July 17, 2023 regular meeting as presented. The motion was seconded and carried by voice vote: 5 ayes and 0 nays. Council Member Andrews motioned to approve the financial statement as presented. The motion was seconded and carried by voice vote: 5 ayes and 0 nays.

Citizen Comments Cheryl Spencer stated her objection that item “J” of the Council meeting agenda references “Spencer Zoning Violation” and asserted that no violation exists.

Wilmouth Property Easement Request Council Member Ramsey motioned that the Town approve the Mayor signing the deed of easement to Glenn Leonard Enterprises, LLC, which was provided by Gary Elder, Town Attorney, by email dated July 10, 2023, which only conveys the easement to one property identified on the tax map as 038-A5-A-6-B. The motion was seconded by Council Member Braxton and carried by voice vote: 5 ayes, 0 nays.

Appeal of Historic District Review Board (HDRB) Decision for 327 Thomas Jefferson Hwy. Council Member Ramsey motioned to uphold the decision of the HDRB, which denied the request to apply gray paint to the exterior of the building located at 327 Thomas Jefferson Hwy. The motion was seconded by Council Member Braxton and carried by voice vote: 5 ayes, 0 nays.

Attorney Recommendation for Spencer Zoning Violation Mayor Watkins stated that the bottom line is that the Board of Zoning Appeals (BZA) did not take action and that there needs to be closure on the issue. Following discussion Council Member Braxton motioned to instruct the BZA to follow the guidelines of their organization and to decide “yea” or “nay” regarding whether the Spencer property at 757 Thomas Jefferson Hwy. is in violation of the zoning ordinance in a timely manner. The motion was seconded by Council Member Michaelson. Following discussion, Council Member Michaelson made a substitute motion that the Town Clerk inform the BZA that Council will take not take action on the BZA request to pursue a conditional use permit, and the advice of the Town attorney was that the BZA should re-convene and make a determination as to whether the finding by the zoning official should stand, or whether it she be overturned. The substitute motion was seconded by Council Member Andrews and carried by voice vote: 5 ayes, 0 nays. A vote on the original motion did not carry, receiving 0 ayes, and 5 nays.

Historic District Review Board Appointment Council Member Ramsey motioned to appoint Richard Perez to serve on the HDRB for a five-year term, ending August 30, 2028. The motion was seconded by Council Member Braxton and carried by voice vote: 5 ayes, 0 nays.

Planning Commission Report Council Member Ramsey stated that the commission did not meet in July and that the next scheduled meeting would be August 28th. He reported that he responded to a question regarding a proposed use of the former antique shop on David Bruce Ave., but has not heard back.

Committee Reports Council Member Andrews stated that Tony Mathews plans to take the zoning exam in the fall. Council Member Ramsey stated his preference that the Town hire legal representation that specializes in zoning matters.

Water Operator/Town Maintenance Report Council Member Ramsey stated that the sand filters need to be repainted and that he knows a couple of potential bidders for the project. He stated the need to draft and send out a request for proposals. Mr. Ramsey stated that a lead inventory needs to be done by next fall and stated that regarding the water grant application, if we don’t hear from the Health Dept., it is likely that

funding has not been awarded.

A written report was submitted from Samples Monitoring Service stating:

- The Green Sand Filters at Well #7 are still operating properly. Terry and Clay have investigated the green sand vessels and have determined the tanks can possibly be sand blasted and repainted. See either for further details.
- Bacteriological samples were collected and both samples came back negative for bacteria.
- The water system is operating efficiently.

Clerk's Report Karen Price reported that 4 meters were cut-off for non-payment. She stated that a problem exists where two dwellings are sharing one meter, and that the tenants are at odds over who is responsible for the water bill. She stated that the new meter planned for 275 Rocky Knoll Lane has still not been installed. Ms. Price reported that the meals tax collected by the Statesmen Grill is nearly three times what the previous establishment submitted. She reported that BZA member Jennifer Jones' term will expire in September.

Closed Session Council Member Ramsey motioned to convene in closed session to discuss a personnel matter regarding employment and salary of a Town Manager as authorized by section 2.2-3711.A.1 of the Code of Virginia. The motion was seconded by Council Member Michaelson and carried by voice vote: 5 ayes, 0 nays.


The public meeting reconvened. The following resolution was read by Council Member Andrews, and adopted by roll call vote, Andrews, aye; Braxton, aye; Haskins, 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.

Council Member Ramsey motioned to reiterate the previous offer to Sara Crawford's of \$50,000 salary plus \$10,000 for health care. The motion was seconded by Council Member Braxton and did not carry. Roll call vote: Ramsey, aye; Haskins, aye; Michaelson, nay; Andrews, nay; Braxton, nay.

Council Member Michaelson motioned to accept Sara Crawford's counter offer with benefits remaining the same and increasing the base salary by \$5,000 to \$55,000. The motion was seconded by Council Member Braxton and carried by roll call vote: Michaelson, aye; Andrews, aye; Braxton, aye; Ramsey, nay; Haskins, aye.

With no further business, Council Member Michaelson 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