

**TOWN OF CHARLOTTE COURT HOUSE
REGULAR COUNCIL MEETING MINUTES
Monday August 17, 2020 7:00pm**

A regular meeting of the Charlotte Court House Town Council was held on Monday, August 17, 2020, at 7:00 pm. Mayor Watkins called the meeting to order. Council Members Andrews, Ramsey, Arbogast, Kurdt, and Braxton 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 July minutes as presented. The motion was seconded and carried by voice vote 5 ayes, 0 nays. Council Member Arbogast motioned to approve the financial statement as presented. The motion was seconded and carried by voice vote: 5 ayes, 0 nays.

Citizen Comments None

Cares Act Funding Mayor Watkins reported that the Town has been offered funds to assist with the cost of necessary COVID-19 related supplies and renovations to the Municipal building. There was discussion regarding necessary changes to the Town office, the conference room, whether the building should be available for public use, and creating a means for receiving payments electronically. Council Member Ramsey motioned that except for the portion that is currently being rented, use of the Municipal building be limited to Town business. The motion was seconded by Council Member Braxton and carried by voice vote: 4 ayes, 1 nay. Council Member Ramsey motioned to authorize the Mayor to take the needed steps to get the office open to the public and for the Mayor to get pricing to install a bathroom and for the Clerk to devise a spreadsheet for fund expenditures. The motion was seconded by Council Member Braxton and carried by voice vote: 5 ayes, 0 nays.

Cable-TV Franchise Agreement Mayor Watkins reported that the Town attorney reviewed the proposed new agreement with Shentel and suggested one minor change to paragraph 12(b). Council Member Andrews motioned to approve the proposed agreement with the change to paragraph 12(b) as suggested by the Town attorney. The motion was seconded by Council Member Arbogast and carried by voice vote: 5 ayes, 0 nays.

Planning Commission Report Terry Ramsey reported that the Planning Commission has resumed meeting twice per month and is making progress on revisions to the Town zoning ordinance.

Committee Reports Grounds, Streets & Lights – Council Member Andrews reported that she spoke with Mayor Pridgen of Drakes Branch (DB) who advised that Charlotte Court House (CCH) would not be able to share use of their police vehicle. They discussed the possibility of DB hiring another officer who could then assist Keysville as well as DB and CCH. Discussion followed regarding whether or not CCH could have a Town sergeant, since the Sheriff's office was located within the Town. Council Member Andrews will contact Sheriff Freeman to discuss the matter.

Water Committee – Council Member Arbogast stated that Council Member Ramsey and Mayor Watkins have done extensive research regarding painting the water tower and suggested that they take the lead in developing a Request for Proposals (RFP). Council Member Arbogast motioned to give approval to the Water Committee to gather information on water tank maintenance and draft an RFP for a ten-year maintenance plan, and for Council Member Ramsey and Mayor Watkins to head the effort. The motion was seconded and carried by voice vote: 5 ayes, 0 nays.

Water Operator Report Written report attached.

Clerk's Report Karen Price reported that a business license application was received and approved for Diamond W Transport. Discussion ensued regarding whether a business license is necessary for entities that don't have a specific place of business in the Town. Ms. Price stated that the County responded in the negative to her inquiry regarding whether the County construction crew could assist the Town with COVID

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Page 2

related upgrades to the Municipal building. She reported that contractors have been requesting access to the Moses Drive water tank, which indicates that activity has resumed with U.S. Cellular.

Council Comments None

With no further business, Council Member Arbogast motioned that the meeting adjourn. 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