

**TOWN OF CHARLOTTE COURT HOUSE  
REGULAR COUNCIL MEETING MINUTES  
Monday October 19, 2020 7:00pm**

A regular meeting of the Charlotte Court House Town Council was held on Monday, October 19, 2020, at 7:00 pm. Mayor Watkins called the meeting to order. Council Members Arbogast, Ramsey, Haskins, Andrews, Kurdt and Braxton were present. Council Member Arbogast motioned to approve the agenda as presented. The motion was seconded and carried by voice vote: 6 ayes, 0 nays. Council Member Arbogast motioned to approve the September meeting minutes as presented. The motion was seconded and carried by voice vote: 6 ayes, 0 nays. Council Member Andrews motioned to approve the financial statement as presented. The motion was seconded and carried by voice vote: 6 ayes, 0 nays.

**Citizen Comments** None

**Use of the Municipal Building Parking Lot as a Turnaround** Mayor Watkins stated that a truck that was turning around in the Municipal Building parking lot broke the new sidewalk near the crosswalk, broke the box protecting a cut-off valve and left large ruts in the ditch. Following discussion about various options for preventing damage caused by trucks, such as installing a fence or concrete poles, the Clerk was asked to research the options and report back.

**Planning Commission Report** Council Member Ramsey reported that the Planning Commission continues to meet regularly and is making progress with Zoning Ordinance revisions.

**Committee Reports** Council Member Andrews stated the need to come up with ideas for the next step in hiring a Town Sergeant. She suggested asking the Town Attorney to look into any requirements the State may have with regard to organizing a police department. Following discussion about speed signs, a motion was made by Council Member Braxton and seconded by Council Member Haskins to purchase a radar speed sign. The motion carried by voice vote: 6 ayes, 0 nays.

Grounds, Streets & Lights – Council Member Andrews stated that she contacted other towns to inquire how they planned to handle trick-or-treating during the COVID-19 pandemic. She was advised that an attorney at the Virginia Municipal League indicated that it wasn't possible to stop people from going out, and therefore the other towns were planning to allow trick-or-treating as usual. By consensus, Charlotte Court House will authorize trick-or-treating on Halloween as usual from 6:00 pm until 8:00 pm, for ages 12 and under.

Mayor Watkins reported that a complaint was lodged regarding grass, leaves and debris being blown onto the sidewalks and street gutter by the contractor that maintains the grass for the County. He stated that the contractor has been asked several times to remove the debris, but often fails to do so. It is usually the Town grass contractor that cleans it up. By consensus a formal letter will be sent to the County Administrator requesting that the issue be addressed.

Water Committee – Council Member Ramsey stated that the Water Committee met to discuss a proposal received from Mike Wilson of Hurt & Proffitt Engineering (H&P) to assist with securing a company with whom the Town can enter into a ten-year maintenance agreement for the Town water towers and providing inspection services for work on the courthouse tank when completed. Following discussion, Council Member Ramsey agreed to follow up with H&P regarding the need for clarifying and possibly revising "Task 513" of the proposed contract. Council Member Arbogast motioned to approve entering into a contract with H&P for up to \$12,000 after possible revisions are made, to assist the Town with securing a company that will enter into a water tank maintenance agreement with the Town, and to provide inspection of work completed. The motion was seconded by Council Member Ramsey and carried by voice vote: 6 ayes, 0 nays.

Financial Committee – Council Member Ramsey reported that he forwarded the Town's latest completed audit to the Auditor of Public Accounts as required by the State of Virginia.

Building & Grounds Committee – Mayor Watkins stated that he met with a representative of Comfort Systems to address the need for better ventilation in the conference room of the Municipal building. They will forward a proposal to install an Iwave R system at a cost of +/- \$3500.00 for the Town to consider. Council Member Braxton motioned to approve the installation of the Iwave R system as proposed. The motion was seconded and carried by voice vote: 6 ayes, 0 nays.

### **Water Operator Report**

- October 2020 Bacteriological Samples were collected on 10/6/2020 at 495 LeGrande Ave and 350 Thomas Jefferson Highway. Both samples were absent for Total Coliform and E Coli.
- Inorganics and Metal compliance sample results were within the regulation limits\* Correction\* Well #5 sample results for Iron exceeded the Secondary Contaminant Level. Per VDH since iron is a secondary contaminant usually nothing out of the ordinary must be done unless customers start to have complaints of color staining. We will be flushing the well periodically and check the iron concentration weekly just as a monitoring precaution.
- The Green Sand Filters at Well #7 are still operating properly.
- The water system is in operation and operating efficiently
- LJ Barnett is actively collecting data, around the town for the distribution system GIS mapping program.

**Clerk Report** Karen Price reported that she received a signed copy of the CableTV Franchise Agreement. She reported that the Town must submit a plan for use of the second round of CARES Act funds. She stated that the town of Keysville has installed AMI meters and suggested that Charlotte Court House look into it as well, which would reduce the amount of time & effort needed for monthly meter reading. Mayor Watkins stated that the Volunteer Fire Dept. could likely use additional funds. Ms. Price will ask Fire Chief Chris Russell for a prioritized list of needed items. Following a brief discussion regarding the Annual Tree Lighting, there was consensus that it be cancelled due to the COVID-19 pandemic.

**Council Comment Period** Council Member Ramsey stated that the U.S. Cellular tower contract with Charlotte County expires in August 2023. He stated that the County will own the tower upon the expiration of the contract, and currently does not receive revenue from U.S. Cellular. Terry stated that he would like the tower to be moved from its current location and would like see it opened up to other carriers. Council Member Arbogast stated that other carriers would not be permitted for liability reasons, and that the cost involved in moving the tower would likely discourage support. Council Member Braxton stated that Bobby McAvoy had given assurance that service from all cell providers would improve when antennas are installed on the water tower.

With no further business, Council Member Kurdt motioned that the meeting adjourn. The motion was seconded and carried by voice vote: 6 ayes and 0 nays.

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David C. Watkins, Jr., Mayor

ATTEST:

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Karen K. Price, Clerk of Council