

**TOWN OF CHARLOTTE COURT HOUSE
REGULAR COUNCIL MEETING MINUTES
Monday April 19, 2021 7:00pm**

A regular meeting of the Charlotte Court House Town Council was held on Monday, April 19, 2021, at 7:00 pm. Mayor Watkins called the meeting to order. Council Members Andrews, Arbogast, Braxton, Haskins, Michaelson and Ramsey were present. 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 March 2021 regular meeting minutes as presented. The motion was seconded and carried by voice vote: 5 ayes and 0 nays. Council Member Arbogast motioned to approve the financial statement as presented. The motion was seconded and carried by voice vote: 5 ayes and 0 nays.

Citizen Comments None

Resolution Assigning Signatory Authority for TAP Project Mayor Watkins stated the need to adopt a resolution to reaffirm support for the sidewalk project, funded through the Transportation Alternatives Program and to authorize him to sign required documents. Council Member Arbogast motioned to adopt the resolution as presented. The motion was seconded by Council Member Ramsey and carried by roll call vote: Andrews, aye; Arbogast, aye; Braxton, aye; Haskins, aye; Ramsey, aye; Michaelson, abstain.

Maintenance of Blighted Properties Mayor Watkins reported that Town Attorney Gary Elder assists the Town of Farmville with addressing unsafe and/or blighted properties, and while it is often a time consuming and expensive process, he feels it is a better option than using the methods that the towns of Kenbridge and Victoria employ. Mayor Watkins stated that the first step would be to adopt the Virginia Uniform Statewide Building Code. Council Member Ramsey motioned that Town Council adopt the Virginia Uniform Statewide Building Code, and that Mayor Watkins contact the County Administrator about acquiring the assistance of the Building Inspector, and that Gary Elder contact the County Attorney regarding any legal issues that may prevent certain County services being provided to the Town. The motion was seconded by Council Member Braxton and carried by voice vote: 5 ayes, 0 nays.

Speed Signs Mayor Watkins stated that the purchase of speed signs should be delayed until a plan is in place establishing the location sites and ensuring that any requirements from VDOT and the sign manufacturer can be properly addressed. Council Member Andrews stated that a permit from VDOT is required and that she is awaiting a response from VDOT with recommendations regarding types of signs, reputable manufacturers and potential locations.

Water Report Council Member Ramsey reported that Hurt & Proffitt Engineering has drafted a "Request for Proposal" for water tank maintenance and should be releasing it within the next two weeks. The bids will provide a total cost as well as an annual cost over ten years.

Planning Commission Report Council Member Ramsey reported that the Planning Commission is still meeting and continues to make progress with zoning ordinance revisions.

Committee Reports Council Member Andrews reported that the Personnel Committee met and revised the job description for the Clerk/Treasurer position. She stated that an advertisement was drafted sent to the papers and that a couple of resumes have already been received.

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Clerk's Report Karen Price reported that a business license application was approved for Taylor's Automotive. She stated that the Municipal building will be used on June 8th for the primary election. She reported that the arrangement with Fiserv (Cardpointe) was cancelled after several unsuccessful attempts to get answers to questions and it was determined that setting a convenience fee as a percentage was not possible. Karen will consult with the utility and tax billing software provider for the names of companies offering credit/debit services that are compatible with their software. Karen reported that water customers are being notified that the cut-off policy for non-payment that has been relaxed due to the pandemic, will be reinstated in July.

Council Comments Council Member Laurie Michaelson stated that she would be sworn in on Tuesday. Council Member Braxton expressed concern regarding the Spencer Logging business that is operating in a residential zone, stating that a fence or wall should be constructed to block the view of the large trucks and equipment, which is a source of aggravation to neighboring property owners. Council Member Ramsey stated that he would ask the Zoning Administrator to review the situation and advise how to address it. Council Member Arbogast asked how the Town would be addressing the piles of tree limbs and brush left over from the ice storm. Mayor Watkins stated that the Town is still awaiting word as to whether the event would be declared a federal emergency which would make FEMA funds available to assist with clean up expenses.

With no further business, Council Member Andrews 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