

**TOWN OF CHARLOTTE COURT HOUSE
REGULAR COUNCIL MEETING MINUTES
Monday April 17, 2017 7:00pm**

A regular meeting of the Charlotte Court House Town Council was held on Monday, April 17, 2017, at 7:00 pm. Mayor Walker called the meeting to order. Council Members Andrews, Kurdt, Walker, Jones, Haskins & Watkins were present. Council Member Haskins motioned to approve the agenda as presented. The motion was seconded and carried by voice vote: 6 ayes, 0 nays. Council Member Watkins motioned to approve the March 20, 2017 minutes as presented. The motion was seconded and carried by voice vote: 6 ayes and 0 nays. Council Member Kurdt motioned to approve the financial statement as presented. The motion was seconded and carried by voice vote: 6 ayes and 0 nays.

Citizen Comments Terry Ramsey stated that he was impressed with the budget discussion held during the Finance Committee meeting. He stated that the existing large fund balance will probably increase by \$30,000. He suggested that the Town undertake a salary survey for the Clerk position, stating that small towns must comply with the same requirements as large towns. Mr. Ramsey stated that the Town should spend funds and not let them accumulate, and reported that investment pool interest is +/- 1%. He suggested inviting Scot Shippee of VDOT to attend a Council meeting to advise him of issues needing attention, such as installation of road signs.

Resolution Assigning Signatory Authority Mayor Walker stated that VDOT requires a resolution to authorize him to sign the necessary documents with regard to the sidewalk project. A motion was made by Council Member Watkins to adopt the following resolution: WHEREAS, on October 19, 2015, the Charlotte Court House Town Council requested the Commonwealth Transportation Board to establish a Transportation Alternatives Program project for the construction of sidewalks on several routes within the Town limits, and WHEREAS, the Commonwealth Transportation Board, at its June 14, 2016 meeting, allocated \$251,856 in Transportation Alternative Program funds to this project. Now, therefore, be it resolved, that the Charlotte Court House Town Council reaffirms its support of this Transportation Alternatives Program project, VDOT UPC 109056, and be it further resolved, that the Charlotte Court House Town Council authorizes the Mayor or his designee to execute project administration agreements for any approved funding associated with this Transportation Alternatives Program project. The motion was seconded by Council Member Andrews and carried by roll call vote: Andrews, aye; Kurdt, aye; Haskins, aye; Walker, aye; Jones, aye; Watkins, aye.

Planning Commission Report Terry Ramsey reported that at their April 3rd, 2016 meeting, the Planning Commission, elected officers and established regular meeting days as the second Monday of each month at 6:00 p.m. He stated that the intent is to focus on completing the Comprehensive Plan first, followed by the Zoning Ordinance, Subdivision Ordinance and Zoning map. He stated that there is a lot of complexity in zoning and that they intend to build on what was started by Placeworks and/or Cooper Planning.

Committee Reports Finance Committee – Council Member Watkins that work has begun on the FY 2017-2018 budget, and that the Finance Committee will meet again on Monday, April 24th at 6:00 p.m. Personnel Committee – Council Member Andrews stated that two applications for the water operator position have been received. She stated that a salary survey was done several years ago which revealed that the Clerk's salary was low in comparison. Building, Grounds, Streets & Lights – Council Member Andrews reported that Fred Kenner submitted a bid for the grass contract for \$1000.00 per cutting. Council Members Kurdt and Jones stated their desire that the grass contract be put out for bid. The Clerk was instructed to advertise for bids for the grass contract.

Water / Maintenance Report Curtis Inge reported that Mid-Atlantic Broadband intends to move the planned tower about 100 feet from the proposed spot, so that it is out of the line of sight for well #3. He stated that Sunapsys was called to repair the radio system, which was taken out of service by lightning. He reported that a water sample taken at the County Administration building tested positive for bacteria, but subsequent tests came back negative. He stated that well #5 also had a sample that tested positive, requiring treatment and retesting before returning it to service. Curtis reported that two fire hydrants are currently out of service.

Clerk's Report Karen Price reported that VDOT has not responded to the appeal submitted for reimbursement for water line repair costs, made necessary when Virginia Caroling Paving Co. damaged the lines during sidewalk construction. She stated that a response was received from Attorney Gary Elder regarding the Town's request for assistance with abandonment of alleys, outlining the procedural steps required, including title searches, advertising, public hearings and committee review. Karen reported that the Town should reconsider establishing a maintenance contract for the website. There was consensus that Glerin be contacted to resubmit maintenance options and fees.

Council Comment Period Mayor Walker clarified that Town elections will take place in 2018, and not 2017 as he previously had stated.

Council Member Andrews stated that "old business" such as enforcement of the dog ordinance needs to be pursued. Mayor Walker replied that actions were taken with regard to the latest complaint received, including: notifying the dog owners that they were in violation of the ordinance; contacting the County for assistance from the Animal Control Officer and being advised that the County could not enforce Town ordinances without an agreement in place; then complying with their request to forward information to their attorney; then pausing the progress while the County considered other towns' request for inclusion in such an agreement; and finally being advised that dog complaints would be handled through the Sheriff's department, with the animal control officer having the ability to choose whether or not to act on a complaint.

Council Member Andrews suggested the Town assist the Volunteer Fire Dept. with the cost of adding brick to their new building. Mayor Walker stated that the Council should see a sample of the brick to be used and see an estimate of the purchase and installation costs. Fire Chief Chris Russell stated that the brick type is "Old Plantation Blend," an oversized brick that will match David Bruce building.

Council Member Jones asked if the VFD had considered the disruption to the schools that might occur at the new fire house location.

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

Stephen D. Walker, Mayor

ATTEST:

Karen K. Price, Clerk of Council