

TOWN OF CHARLOTTE COURT HOUSE
REGULAR COUNCIL MEETING MINUTES
Tuesday January 22, 2019 7:00pm

A regular meeting of the Charlotte Court House Town Council was held on Tuesday, January 22, 2019, at 7:00 pm. Mayor Watkins called the meeting to order. Council Members Haskins, Kurdt, Andrews, Ramsey & Braxton were present. Council Member Arbogast was absent. Council Member Kurdt motioned that the agenda be approved as presented. The motion was seconded and carried by voice vote: 5 ayes, 0 nays. Council Member Haskins motioned to approve the November 19 and December 2, 2018 regular meeting minutes and December 17 called meeting minutes 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 None

Election of 2019-2022 Vice-Mayor Mayor Watkins opened the floor for nominations for Vice-Mayor. Council Member Kurdt motioned to nominate Council Member Andrews as Vice-Mayor. The motion was seconded by Council Member Braxton and carried by voice vote: 5 ayes and 0 nays.

Acceptance of Committee Assignments Mayor Watkins stated that each council member must select the committees they would like to serve on for the 2019-2022 term. He stated that descriptions of committee responsibilities were emailed to everyone prior to the meeting and that several council members had already made selections. Mayor Watkins stated that all council members were assigned to the Finance Committee to enable participation in the budget process. Once complete, a copy of committee assignments will be distributed to everyone.

Appointment of Town Clerk/Treasurer Mayor Watkins stated that Karen Price has declined to be reappointed as Clerk/Treasurer and advised that Stephanie Atwood would be willing to serve in that capacity if Council so desires. Council Member Andrews motioned to appoint Stephanie Atwood as Town Clerk/Treasurer for the 2019-2022 term. The motion was seconded by Council Member Ramsey and carried by voice vote: 5 ayes, 0 nays.

Resolutions for Former Council Members Mayor Watkins presented resolutions for former Mayor Stephen Walker and former Council Members Kermit Jones and Shelby Walker, honoring their service to the Town. Council Member Andrews motioned to approve the resolutions as presented. The motion was seconded by Council Member Braxton and carried by voice vote: 5 ayes and 0 nays.

Southside Growers Association Cornell Goldman stated that their previous request to rent space at the rear of the Municipal building was approved, but due to various circumstances they were unable to move forward. He reported that they have organized as a non-profit and have drafted a three-year business plan. He spoke about their growing membership and fundraising activities and goals. Mr. Goldman stated that if the Town was still willing to lease space to the Grower's Assoc., they would like to begin using the space in March. Council Member Kurdt suggested that the Town rent space to the Growers Assoc. for \$300.00 per month including utilities. Council Member Ramsey stated that the Town should check with their insurance provider to see if such an arrangement would affect their policy, and that the Grower's Assoc. would need to take out a policy with the Town named as an additional insured. Following discussion regarding the potential cost of utilities and whether the space would be needed for the entire year or only a portion thereof, Council Member Kurdt motioned to rent space to the Southside Grower's Assoc. for \$300.00 per month with utilities included, with the exception that if the electric bill exceeds 10% of the monthly average, the Southside Grower's Assoc. would pay the difference. The motion was seconded by Council Member Andrews and carried by voice vote: 5 ayes, 0 nays.

Planning Commission Report Council Member Ramsey reported that the Planning Commission would hold its organizational meeting tomorrow night, with new members Randy Andrews and Jim Watkins in attendance. He stated that the Subdivision Ordinance and Cell Towers & Antennas ordinances were adopted in December and that they planned to work on the “Signs” section of the Town Zoning Ordinance next. He stated his hope that the Planning Commission would meet twice per month.

Committee Reports Grounds, Streets & Lights – Council Member Andrews reported that she has a new contact for reporting street light outages. She stated that she spoke to Drakes Branch Police Officer, Cody Brooks, who advised he was willing to work in the Town of Charlotte C.H. a few hours a week. Stephanie Atwood relayed a request from Chris McCarty to allow him to begin edging and street cleaning. By consensus Chris is permitted to continue with grass contract responsibilities, rather than wait until the grass contract is formally renewed in March. Discussion ensued regarding VDOT neglecting to provide any street cleaning assistance in Charlotte C.H. Council Member Ramsey stated that Carrie Shephard is the acting Resident Engineer for our area. He suggested that the new County Administrator be invited to attend the next Town council meeting.

Water / Maintenance Report Donte Hatcher reported that he received an updated quote of \$32,000 for the installation of a generator at well #7, which would include a propane tank, pad and wiring. He stated that a notice of violation was issued by the Health Dept. for not meeting a sampling deadline. Following discussion regarding the need to uphold Health Dept. requirements, sample schedules and water operator training, there was consensus that more oversight by the Water Committee is necessary.

Clerk’s Report Karen Price reported the need to assign check signing privileges, stating that in the past, the Mayor, Vice-Mayor and Clerk/Treasurer were permitted signers. She requested that signing privileges be restored to the Clerk/Treasurer since checks require two signatures and at times the Mayor and/or Vice-Mayor are not available and that recent opposition halted the use of signature stamps when necessary. Council Member Kurdt motioned to change check signature requirements to include Mayor Watkins, Vice-Mayor Andrews, and Clerk/Treasurer Stephanie Atwood. The motion was seconded and carried by voice vote: 5 ayes, 0 nays.

Karen reported that Town tax bills are in progress; that the auditor will be coming the first week of February; and, that former Mayor Walker signed a one-year contract with Precision Cell to assist the Town with U.S. Cellular contract negotiations and administration.

Council Comments Council Member Ramsey asked for an update on the sidewalk project and requested that it be included as a monthly agenda item.

With no further business, Council Member Jones 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