

**TOWN OF CHARLOTTE COURT HOUSE
REGULAR COUNCIL MEETING MINUTES
Monday June 17, 2019 7:00pm**

A regular meeting of the Charlotte Court House Town Council was held on Monday, June 17, 2019, at 7:00 pm. Vice-Mayor Andrews called the meeting to order. Council Members Haskins, Kurdt, Arbogast, Braxton, Andrews & Ramsey were present. Mayor Watkins was absent. 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 May 2019 minutes as presented. The motion was seconded and carried by voice vote: 6 ayes and 0 nays. Council Member Arbogast motioned to approve the financial statement as presented. The motion was seconded and carried by voice vote: 6 ayes and 0 nays.

Citizen Comments Rana Anwar stated his intention to install a “double-wide” on his property on Evergreen Road to replace his home that was destroyed by fire. He contacted Town Zoning Administrator Robert Hendrick to ensure that the required setbacks would be met and was advised that there may be an issue with zoning and to bring the matter to the attention of the Town Council.

Approval of FY 2019-2020 Budget Council Member Kurdt motioned to approve the FY 19-20 budget as presented. The motion was seconded by Council Member Arbogast and carried by voice vote: 6 ayes, 0 nays.

Appropriation of FY 2019-2020 Budget Council Member Haskins motioned to appropriate the FY 19-20 budget as presented. The motion was seconded by Council Member Braxton and carried by voice vote: 6 ayes, 0 nays.

Approval of the Wireless Communications Management Agreement Council Member Ramsey stated that he was satisfied with the latest revisions to the agreement. Council Member Arbogast motioned to approve the Wireless Communications Management Agreement with Precision Cell as presented. The motion was seconded by Council Member Braxton and carried by voice vote: 6 ayes, 0 nays.

Water / Maintenance Report Donte Hatcher reported that all samples tested good, that two minor water leaks were repaired, and that he has been working on removing the brush and tall grass at the Moses Drive water tank. In response to questions, Donte stated that the fee for the water operator exam, mailed in May was not received by PSI; he stated that the drainage issue at Arcadia resolved itself and that it was likely caused by problems with the county sewer line; and that he would include a total water loss amount with his report each month.

Evergreen Road Sidewalk Project Melody Foster of the Commonwealth Regional Council (CRC) stated that progress is being made with getting the sidewalk easements. Regarding the Gaines property, she stated that while VDOT typically does not support property condemnation to acquire an easement, it is warranted in this instance due to the large number of heirs to the property. A public hearing and a special called meeting must be scheduled to pass a “resolution of acquisition by condemnation” as advised by Town Attorney Gary Elder. Council Member Arbogast motioned to hold a public hearing on Monday, June 24th at 5:30 pm to receive public comments on the proposed Resolution of Acquisition of Easement by Condemnation, and to have a special called meeting immediately after the public hearing to vote on the proposed resolution. The motion was seconded by Council Member Haskins and carried by voice vote: 6 ayes, 0 nays. Melody stated that the application for the third phase of the sidewalk project is due July 1st. Don Rismeyer of A. Morton Thomas & Associates was contacted to provide a project estimate. She stated that VDOT now suggests that easement acquisitions be handled in advance. Council Member Ramsey motioned to authorize the Commonwealth Regional Council to submit an application on behalf of the Town to the VA Dept. of Transportation for the third phase of the sidewalk project. The motion was seconded by Council Member Braxton and carried by voice vote: 6 ayes, 0 nays.

Planning Commission Report Council Member Ramsey reported that Claudia Koch resigned from the Planning Commission and stated that he would like the Council to appoint another person so that the Commission could retain six members. Mr. Ramsey stated that the term “mobile home” which is used in the Town’s Zoning Ordinance is now more commonly referred to as “manufactured home,” and is not considered a permanent structure. He stated his belief that the current zoning ordinance clearly allows mobile homes in the Agricultural district by Special Use Permit, but the Limited Residential District (R-1), which is the most restrictive zone does not. Mr. Ramsey stated that the Town should reevaluate the current zoning fees to determine if they are adequate.

Committee Reports Water - Council Member Arbogast reported that they met with Clay Samples of Samples’ Monitoring Services who submitted a proposal to assist the Town with water system maintenance. The committee also received a proposal for water tank maintenance from Southern Corrosion. Both proposals are being considered. Building & Grounds – Council Member Braxton stated that he will be getting quotes for painting and/or replacing the municipal building roof. Grounds, Streets & Lights – Council Member Andrews requested that the VDOT Resident Engineer be invited to attend an upcoming Council meeting to discuss a variety of issues, including sidewalk repairs, water drainage issues and vegetation maintenance within VDOT’s right-of-way. Ms. Andrews stated her inability to make progress with securing a Town Sergeant, and stated that the Mayor of Drakes Branch doesn’t think that they can cooperatively work with Charlotte Court House as was previously done. Ms. Andrews stated that the Town needs to more effectively enforce the Nuisance Ordinance with regard to cleaning up properties. Council Member Braxton stated that a dumpster behind the Moses Hall apartments is overflowing with trash, and questioned how the nuisance ordinance is enforced without someone who can write citations. He suggested hiring an inspector to assist the Town in this regard.

Clerk’s Report Karen Price reported that two properties have been turned over for collection of delinquent real estate taxes and that multiple “stops” have been placed on driver’s license and registration renewals for delinquent personal property taxes. She stated that an ordinance violation letter was sent to the Millers for their property on LeGrande Ave. Karen reported that Chris McCarty trimmed tree branches at the Wilmouth property and bamboo growth at the court house water tank.

Council Comment Period Council Member Haskins stated that no progress has been made with regard to establishing a community playground. Council Member Arbogast stated that he spoke with County Administrator Dan Witt, who raised a few concerns with regard to the possibility of using county property for a playground. Melody Foster stated that acquiring funding is less difficult if there is a focus on serving those with special needs.

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

Debra Andrews, Vice-Mayor

ATTEST:

Stephanie Atwood, Clerk of Council