

**TOWN OF CHARLOTTE COURT HOUSE  
REGULAR COUNCIL MEETING MINUTES  
Monday November 18, 2024 7:00pm**

A regular meeting of the Charlotte Court House Town Council was held on Monday, November 18, 2024, at 7:00 pm. Mayor Watkins called the meeting to order. Council Members Andrews, Michaelson, Haskins and Ramsey were present. Council Member Arbogast and Braxton was absent (Braxton arrived at 7:32 p.m.) . Council Member Haskins motioned to approve the agenda. The motion was seconded by Council Member Michaelson and carried by voice vote: 4 ayes and 0 nays. Council Member Ramsey motioned to approve the October 21, 2024; meeting minutes as presented. The motion was seconded by Council Member Haskins and carried by voice vote: 4 ayes and 0 nays. Council Member Ramsey motioned to approve the October 2024 financial statements. The motion was seconded by Council Member Andrews and carried by voice vote: 4 ayes and 0 nays.

**Citizen Comments** none

**Water Operations/ Town Maintenance Report** Samples Monitoring Services reported a small leak found at the intersection of Gold Leaf Dr. while conducting the Lead Service Inventory.

**Conditional Use Permit (Burrell)** Council Member Ramsey motioned to accept the Planning Commission recommendation for the Council to approve the Burrell application for a conditional use permit with the following conditions that the manufactured home dwelling be:

- Located in the Rural Residential district and therefore the entire dwelling must be more than 200 feet from the center line of Gold Leaf Drive.
- A minimum of 28 feet in width.
- Constructed within one year and placed on a permanent foundation.

The motion was seconded by Council Member Haskins and carried by voice vote: 4 ayes and 0 nays.

**Board of Zoning Appeals Membership Reduction 5 to 3** Andy Carwile's term has expired in September 2024. Stephen Walker's term will expire in September 2025. Suggestion was made to have Andy remain until September 2025. In September 2025 Andy and Stephen would both expire and have the option to no longer service, and the Board would have 3 members for the reduction. Robert Hendrick, Zoning Administrator, advised to ask Gary Elder, Town Attorney if this is allowable.

**Nuisance Ordinance Revision Review** Council Members reviewed and discussed the draft with grass details of nuisance ordinance from Gary Elder, Town Attorney. Council Member Andrews made a motion to approve nuisance ordinance to move forward with public hearing on January 21, 2025, with approval from Gary Elder, Town Attorney. The motion was seconded by Council Member Michaelson and carried by roll call vote: Ramsey nay; Andrews aye; Michaelson aye; Haskins aye.

**Approve/Discuss PPTRA rate for 2024 Taxes** Council agreed to table to allow more time to calculate and research rate.

**Annual Tree Lighting** Council agreed to change the Tree Lighting date to December 8, 2024.

**Tax Year Collection Account Line in FMS** Council agreed to create account code lines for each tax collection year for 2024 and going forward. All prior tax collection years will remain as they are.

**Old Water Bill Balances Write Offs** Council Member Ramsey made a motion to approve the write offs of the 2018 and prior water bill balances in the amount of \$674.39. The motion was seconded by Council Member Andrews and carried by voice vote: 5 ayes and 0 nays. (Council Member Braxton arrived at 7:32 p.m.)

**Lead Service Line Inventory Update** Lead Service Line Inventory letters were mailed to all water customers on November 12, 2024. Clay reports that the line inventory should be completed by November 22, 2024.

**County Planning Commission Appointment** Council Member Ramsey made a motion to make a recommendation to the County to reappoint David C. Watkins Jr. to the County Planning Commission. The motion was seconded by Council Member Andrews and carried by voice vote: 5 ayes and 0 nays.

**Planning Commission Report** The next planning commission meeting will be held January 27, 2025.

#### **Committee Reports**

Buildings and Grounds: Lake Gaston signs will provide a quote for new town office sign.

Code Enforcement: none

Water Committee: none

**Town Manager's Report** A report was provided to each Council Member and reviewed by the Town Manager.

**Council Comment Period** Council Member Ramsey requested for Chris McCarty to re-attach brackets on the town sign until we can replace it, and advised Council on the makeshift living quarters outside of Town limits on Woodfork Rd and at the end of Gold Leaf Dr. Council Member Andrews stated the Golden Pumpkin event was a hit.

With no further business, Council Member Ramsey motioned that the meeting be adjourned. The motion was seconded by Council Member Haskins and carried by voice vote: 5 ayes and 0 nays.

ATTEST:

  
Sara E. Crawford, Town Manager

  
Debra Andrews, Vice Mayor