

**TOWN OF CHARLOTTE COURT HOUSE
CALLED COUNCIL MEETING MINUTES
Monday, June 23, 2025, 6:00 P.M.**

A called meeting of the Charlotte Court House Town Council was held on Monday, June 23, 2025, at 6:00 pm. Vice Mayor Andrews called the meeting to order. Council Member Haskins, Michaelson, Arbogast and Ramsey were present. Council Member Braxton and Mayor Watkins were absent. Council Member Haskins motioned to approve the agenda. The motion was seconded by Council Member Michealson and carried by voice vote: 5 ayes and 0 nays.

Joint Public Hearing: Zoning Ordinance Change to Appendix A-Use Matrix (pg. 93) to Allow Neighborhood swimming pools/parks/playgrounds in Business as a Conditional Use. Vice Mayor Andrews called the public hearing to order. No citizens were present. Council Member Arbogast made a motion to adjourn the public hearing. The motion was seconded by Council Member Michealson and carried by voice vote: 5 ayes and 0 nays

Joint Public Hearing: Town of Charlotte Court House Application for a Conditional Use Permit for a Playground beside the Town Office (Tax Map #038-A5-4-B3) Vice Mayor Andrews called the public hearing to order. No citizens were present. Council Member Michealson made a motion to adjourn the public hearing. The motion was seconded by Council Member Haskins and carried by voice vote: 5 ayes and 0 nays

The Vice Mayor recessed the Town Council meeting until after the Planning Commission meeting.

The Vice Mayor called the Town Council meeting back to order.

Consideration of Recommendations from the Planning Commission:

a.) Change of Zoning Ordinance Use Matrix

Council Member Arbogast made a motion to accept the Planning Commission's recommendation to approve the change in Appendix A-Use Matrix (page 93) to allow Neighborhood swimming pools/parks/playgrounds in the Business District with a Conditional Use Permit Use. The motion was seconded by Council Member Michaelson and carried by roll call vote: Arbogast aye; Ramsey aye; Andrews aye; Michaelson aye; Haskins aye.

b.) Town's request for a Conditional Use Permit

1. Council Member Michaelson made a motion to accept the Planning Commission's recommendation to approve the Town's request for a conditional use permit to establish a playground on the lot adjoining the Town Hall, tax map number 38A5-4-B3, and the playground area may exceed the requested 40 foot square with the provision the playground area may be no closer to Route 40 than the Town Hall and no closer to the adjoining property owner than 7 feet. The motion was seconded by Council Member Haskins and carried by voice vote: 5 ayes and 0 nays.

Setting of FY 2025-2026 Tax Rates Council Member Ramsey made a motion to adopt FY 2025-2026 tax rate as advertised. The motion was seconded by Council Member Michealson and carried by voice vote: 5 ayes and 0 nays.

Approval of FY 2025-2026 Budget Council Member Arbogast made a motion to approve FY 2025-2026 Budget as advertised. The motion was seconded by Council Member Haskins and carried by voice vote: 5 ayes and 0 nays.

Appropriation of FY 2025-2026 Budget Funds Council Member Ramsey made a motion to appropriate the funds in the approved FY 2025-2026. The motion was seconded by Council Member Arbogast and carried by voice vote: 5 ayes and 0 nays.

Playground Update/Discussion Town Manager Crawford reported Pat McNamara from MaxPlayFit, LLC reported the Eureka equipment is not worth moving and reinstalling and he is not confident that it would pass safety inspections. Mr. McNamara provided some additional options that were presented to Council for review. The council asked Town Manager Crawford to follow up with Mr. McNamara on pricing for playground PS3-72313 and swings, spinner, and a team swing.

Water Tank Maintenance Update/Discussion Town Manager Crawford updated Council on the ongoing water tank maintenance. A USG Water crew member reported the presence of mud in the bottom of the tank bowl, which is being recirculated due to the absence of a proper drain line. The crew recommended installing a drain line to address this issue, citing poor original design. Anthony Kyne of USG Water also noted that the tank's lettering will be replaced as part of standard maintenance at no additional cost. Additionally, Town Manager Crawford requested that the word "Courthouse" be corrected to "Court House" on the tank. Council Member Arbogast made a motion to approve USG Water to replace lettering on water tank with the words "Court House" at no additional cost. The motion was seconded by Council Member Ramsey and carried by voice vote: 5 ayes and 0 nays.

With no further business, Council Member Arbogast made a motion that the meeting be adjourned. The motion was seconded by Council Member Michealson and carried by voice vote: 5 ayes and 0 nays.

At 6:35 pm Vice Mayor Andrews called the Town Council meeting back to order.

Playground Discussion The council discussed playground pricing and equipment options. Council Member Arbogast made a motion to provide the Town Manager authority to move forward with the purchase equipment of PS3-72313, swings, spinner, and a team swing if satisfactory pricing could be obtained and to keep informed and consult with Town Council members during the process. The motion was seconded by Council Member Haskins and carried by voice vote: 5 ayes and 0 nays.

With no further business, Council Member Arbogast made a motion 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 Crawford
Sara E. Crawford, Town Manager

David C. Watkins, Jr.
David C. Watkins, Jr., Mayor