

**Town of Louisa
Monthly Meeting
November 21, 2007**

Present: James S. Artz, Mayor; Mary Jane Clarke, Vice-Mayor; A. Daniel Carter; Pamela H. Stone, Warren D. Gehle, Matthew L. Kersey, Council Members; Ronald M. Maupin, Attorney; Brian W. Marks, Town Manager; Donna L. Pinter, Treasurer; M. Brad Humphrey, Project Manager; Stan Batten, Chief of Police

Also Attending: Pat Wilson, The Central Virginian; Dave Stone, VA Dept. of Forestry; Mr. Dulaney, 135 West Street, Louisa

Absent: Jessica M. Ellis, Clerk

All copies including: reports, handouts, and documents can be found following the minutes.

Mayor Artz called the meeting to order at 7:00 p.m.

Mr. Maupin stated that Council Member Kersey had recently had a medical procedure performed that will not allow him to physically be in attendance this evening, but would like to participate in the meeting via a conference call. Mr. Maupin stated that Council would need to make a motion allowing Mr. Kersey to participate in the meeting via speakerphone.

Council member Clarke moved to allow Mr. Kersey to participate in the meeting via speakerphone. Council member Stone seconded the motion. The vote went as follows: 5-0 in favor.

Council Member Clarke gave the invocation.

BUSINESS FROM THE FLOOR

Mr. Dave Stone, of the Virginia Department of Forestry, stood before Council and paid compliments to Mr. Humphrey, Town staff, and the Master Gardeners for a job well done.

CONSENT AGENDA

Council member Clarke made a motion to approve the consent agenda. Council member Kersey seconded the motion. The vote went as follows: Stone, for with exception of CV; Clarke, for; Kersey, for; Carter, for; Gehle, for.

PUBLIC HEARING

Proposed amendment to Chapter 165-44 of the Zoning Ordinance to allow apartments as a special use in the General Commercial District.

Mr. Maupin stated a citizen approached Council inquiring if a person running a business on the first floor of a building in the General Commercial District could use the second floor as an apartment space. Mr. Maupin stated that there was no provision pertaining to the matter, and thus referred the matter to the Planning Commission for review as a Special Use.

Mr. Marks stated that the Planning Commission held a public hearing last month regarding the matter. He stated that the Planning Commission voted to send the proposed amendment to Council for their consideration.

Mayor Artz opened the public hearing at 7:07 p.m. asking if anyone would like to speak for or against the proposed amendment. Hearing no response, Mayor Artz closed the public hearing at 7:08 p.m.

OLD BUSINESS

A. Discussion/Action Item: 2007 Comprehensive Plan Update and Planning Commission recommendation to the Louisa Town Council.

Council member Clarke stated that she felt the document was well written.

Mr. Marks stated that a public hearing needed to be scheduled for the December meeting.

Council member Kersey moved to schedule a public hearing at the December meeting. Council member Stone seconded the motion. The vote went as follows: Clarke, for; Kersey, for; Stone, for; Gehle, for; Carter, for.

B. Discussion/Action Item: Proposed Inoperative Vehicle Ordinance

Council member Stone moved to advertise for a public hearing to be held regarding the matter at December's meeting. Council member Clarke seconded the motion. The vote went as follows: Kersey, for; Carter, for; Stone, for; Gehle, for, Clarke, for.

Proposed Amendment to Chapter 165-44 of the Zoning Ordinance

Council member Carter moved to approve the proposed amendment to Chapter 165-44 of the Zoning Ordinance. Council member Clarke seconded the motion. The vote went as follows: 5-0 in favor.

NEW BUSINESS

None.

STANDING COMMITTEE REPORTS

Police Department:

(Please refer to the Police Department report.)

Chief Batten updated Council informing them that he had advertised for a 6th additional officer in VML's monthly publication, but has not received any applications.

Mr. Marks stated that he had researched what the average pay was for an officer in the state of Virginia and had created a chart incorporating that information for their review.

An accident in which Officer Kinlaw was involved was briefly discussed. Chief Batten reported that VML paid the estimates.

Streets & Sidewalks

(Please refer to the Project Manager's report.)

Mr. Humphrey stood before Council and read aloud from his report, highlighting areas of interest.

Mr. Marks stated that Council's approval is needed in order have Boxley Construction install an overflow pipe in the storm water retention pond at a cost of \$2400.

Council member Carter moved to have an overflow pipe installed in the storm water retention pond by Boxley Construction at \$2400. Council member Clarke seconded the motion. The vote went as follows: 5-0 in favor.

Mr. Marks then stated that Council's approval is needed in order to move forward with the Buxton project as recommended by the Economic Development Committee.

Council member Clarke made the motion to move forward with the Buxton project as recommended by the Economic Development Committee. Council member Stone seconded the motion. The vote went as follows: 5-0 in favor.

Water & Sewer Department:

(Please refer to the Water & Sewer Department report.)

Litter Committee:

No report.

Cemetery Committee:

No report.

REPORTS FROM STAFF

Counsel

No report.

Clerk

No report.

Treasurer

Mrs. Pinter reported that the 2007 tax bills have been mailed and are due January 15, 2008. Mrs. Pinter also noted that an error appeared on the bill stating that payments can be dropped off at the Louisa County Administrative Building drop box. Mrs. Pinter reported that Mrs. Layne, Treasurer for the County, was notified of the error, and that any payments that they receive will be picked up by Town staff, or Mrs. Layne will mail them to our office.

Manager

Mr. Marks reported that the Memorandum of Agreement between the Town, Rural Development, and the Department of Historic Resources has been submitted and was received by the Department of Historic Resources.

Mr. Marks reported that the first cycle of personnel evaluations in regards to the Administrative staff have been completed. The Public Works Department evaluations will be conducted in January, and Chief Batten is performing the Police Department evaluations.

Mr. Marks stated that he attended the Louisa County Water and Sewer Rate Commission meeting. Mr. Marks reported that he made a motion to maintain the current rates which failed due to the fact that his motion did not receive a second. He stated that rates, however, did go up and are listed respectively in his report.

Mr. Marks reported that three CD's come due in the next 60 days or less and asked that both he and Mrs. Pinter be given authorization to negotiate with the local banks to secure the best rates possible.

Council member Gehle moved to give Mr. Marks and Mrs. Pinter authorization to negotiate with the local banks to secure the best rates possible. Council member Clarke seconded the motion. The vote went as follows: 5-0 in favor.

Mr. Marks requested that Council authorize an employee appreciation gift for the town staff. Mr. Marks stated that he would like to do the same as last year which is to have a small and informal lunch for all the staff, and provide gift cards or gift baskets containing food items to each employee. Mr. Marks requested the same amount of funding be allocated this year.

Council member Kersey made the motion authorize \$900 in funding for a staff luncheon and gift basket. Council member Stone seconded the motion. The vote went as follows: 5-0 in favor.

Mr. Maupin reported that the company that owns Walgreen's has installed a 16" water line and have prepared a standard deed of easement to the Town of Louisa. Mr. Maupin stated that it was been reviewed and is in appropriate order. Mr. Maupin stated that a motion will be needed authorizing the Town Manager to execute the deed of easement accepting the same.

Council member Carter made a motion giving Mr. Marks authorization to execute the deed of easement. Council member Clarke seconded the motion. The vote went as follows: 5-0 in favor.

Mr. Marks reported that the Christmas Parade will be held on Saturday, December 8, 2007 at 3:00 p.m. The Christmas Festival, being held the same day at the Courthouse Square, will run from 10:00 a.m. until 4:00 p.m.

COMMUNICATIONS

None.

ADJOURNMENT

Council Member Clarke moved to adjourn the November 21, 2007 meeting at 7:55 p.m. Council member Stone seconded the motion. The vote went as follows: 5-0 in favor.

Mayor

Clerk