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**Town of Louisa
Monthly Meeting
December 19, 2023**

Present: R. Garland Nuckols, Mayor; Jessi Lassiter, Vice-Mayor; John J. Purcell IV, Sylvia Rigsby, Vicky Harte, Council members; Jeff Gore, Legal Counsel; Elizabeth T. Nelson, Town Manager; Jessica M. Ellis, Clerk/Treasurer; Craig Buckley, Chief of Police

Absent: Danny Carter, Council member

Also in Attendance: Town of Louisa Planning Commission: Carter Cooke, Chairman; Maxine Butcher, Cochran Garnett, Veronica Saxton, John J. Purcell IV, members

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

Mayor Nuckols called the Louisa Town Council meeting to order at 6:00 p.m.

BUSINESS FROM THE FLOOR

None.

CONSENT AGENDA

Council member Harte stated that she would like to amend the minutes to state that during the last meeting, she gave an update on the cemetery versus requesting a discussion.

Council member Purcell made the motion to approve the amended agenda. Council member Rigsby seconded the motion. The vote went as follows: 4-0 in favor.

At 6:04 pm, Planning Commission Chairman, Carter Cooke called the planning commission meeting to order.

1 **PUBLIC HEARINGS**

2
3 **Joint Public Hearing of the Town Planning Commission and**
4 **Town Council – Comprehensive Plan**

5
6 Mrs. Nelson introduced the plan stating that the Comprehensive Plan
7 must be reviewed at least once every five years per Virginia Code
8 15.2-2230. The draft proposes no changes to the town’s current
9 zoning map. Land use (current and future), growth policies, and town
10 goals and objectives were reviewed, and technical amendments were
11 made. Revisions reflect updates to content and current
12 policies/projects within the town.

13
14 Mayor Nuckols then opened the public hearing at 6:05 pm asking if
15 there was anyone present who would like to speak for or against the
16 revised Comprehensive Plan. Hearing no response, he closed the
17 public hearing at 6:05 pm.

18
19 **NEW BUSINESS**

20
21 **1) Resolutions: Comprehensive Plan**

22
23 **Planning Commission – Resolution to recommend the town’s**
24 **Comprehensive Plan for approval to Town Council**

25
26 Chairman Cooke then reported that the Planning Commission
27 recommends approval of the Comprehensive Plan. Chairman Carter
28 then made the motion to recommend approval of the plan as
29 presented. Ms. Saxton seconded the motion. The vote went as
30 follows: 5-0 in favor.

31
32 Following the vote, Chairman Cooke made the motion to adjourn the
33 Planning Commission’s meeting. Mrs. Garnett seconded the motion.
34 The vote went as follows: 5-0 in favor.

35
36 **Town Council – Resolution to adopt the town’s Comprehensive**
37 **Plan**

38

1 A lengthy discussion was held amongst Council and staff. Council
2 member Harte had several questions and comments about the plan,
3 and proposed a few motions. The discussion is outlined as such:
4

- 5 • Mrs. Harte referred to email conversations with DEQ regarding
6 why flooding issues were not included in the plan. Mrs. Harte
7 made a motion to consider: adding to the plan the
8 acknowledgement of flooding issues in town during certain
9 weather events; what will be done to address those issues; and
10 consider rejoining the national flood insurance program so as to be
11 able to receive grants. The motion failed as a result of no second.
12
- 13 • Mrs. Harte referred to page 27 of the plan wherein parking meters
14 are mentioned and asked why they are included in the plan as
15 they were removed from Main Street. Mrs. Nelson responded that
16 the Planning Commission discussed leaving in the verbiage about
17 the meters because we still have the meters and they can be
18 installed at any time. Mrs. Nelson stated that the meters are a
19 source of income for the town.
20

21 Council member Rigsby made the motion to reword the sentence
22 to say, "One component of the public parking system includes
23 approximately 44 parking spaces curbside in the town's downtown
24 corridor and central business districts, with the ability to include
25 metered parking." Council member Purcell seconded the motion.
26 The vote went as follows: 4-0 in favor.
27

- 28 • Mrs. Harte briefly spoke to property access issues due to flooding,
29 then made a motion to develop a plan to provide access for
30 Emergency Management Services to enter or exit their property
31 during storm events. The motion failed as a result of no second.
32
- 33 • Mrs. Harte questioned why the establishment of bike paths were
34 included in the plan. Mrs. Harte spoke to the lack of
35 pedestrian/bike safety in town stating that many of the streets are
36 already very narrow and do not have sidewalks, and questioned
37 where they would be installed. Council member Purcell responded
38 stating that bikes paths were discussed during the last review of

1 the plan and the commission included the content as a result of
2 local business interest. Mr. Purcell stated that the plan's purpose
3 is to acknowledge the past, present, and future growth of the town.
4

- 5 • Mrs. Harte stated that the town's overnight accommodations are
6 described as lacking quality on page 20 of the plan. She stated
7 that it could be perceived as offensive. All agreed that the word
8 "quality" should be omitted. Council member Harte made the
9 motion to remove the word "quality". Council member Purcell
10 seconded the motion. The vote went as follows: 4-0 in favor.
11
- 12 • Mrs. Harte referenced the annexation of property in 1977 to
13 expand the town, and spoke of the limited space the town
14 currently has for development. Mrs. Harte then made a motion to
15 consider looking into pursuing annexation/boundary line
16 adjustments in the future to meet the needs of the community. Mr.
17 Gore, and Council members Purcell and Rigsby, responded to
18 Mrs. Harte's comments stating that the town cannot force an
19 annexation – that all annexations would have to be voluntary - and
20 that while the town has previously annexed property into its limits,
21 it is not currently seeking to do so, but is not against the
22 suggestion. Mrs. Harte amended her motion to state "non-hostile"
23 annexation. Mayor Nuckols also spoke the developments that
24 were recently approved and expressed the need to be cautious
25 and smart about all future growth and acquisition of land. Mayor
26 Nuckols called for a second to the motion. The motion failed as
27 there was no second.
28

29 Following the all discussion of the comprehensive plan, Council
30 member Lassiter made the motion to approve the plan as
31 amended. Council member Rigsby seconded the motion. The
32 vote went as follows: 3-1 in favor (Rigsby, for; Purcell, for; Lassiter,
33 for; Harte, against).
34

35 **2) Discussion/Action: Holiday Schedule**

36

1 Council member Rigsby made the motion to approve the 2024
2 Holiday Schedule. Council member Lassiter seconded the motion.
3 The vote went as follows: 4-0 in favor.
4

5 **3) Discussion/Action: EDA Appointments**

6
7 Mrs. Nelson reported that Council member Carter and Mr. Dulaney
8 both agreed to serve another term on the EDA.
9

10 Council member Harte made mention of legislative changes in
11 requirements/qualifications for EDA/IDA members. Mrs. Nelson and
12 Mr. Gore responded stating that they were not aware of any current
13 changes, and that the town just recently went through the legislative
14 process to make changes to its EDA requirements. Mr. Gore took a
15 moment to look up changes and reported that he did not see anything
16 since they took action on the town's request, but stated that he would
17 research the matter and follow up with Mrs. Nelson.
18

19 Council member Purcell made the motion to appoint Council member
20 Carter and Mr. Dulaney to another term on the EDA. Council member
21 Rigsby seconded the motion. The motion went as follows: 4-0 in
22 favor.
23

24 **STANDING COMMITTEE REPORTS**

25
26 None.
27

28 **STAFF REPORTS**

29 **Police:**

30
31
32 Chief Buckley reported that he is working on reporting, auditing, and
33 inspections. He stated that he is trying to tie up loose ends as
34 yearend approaches.
35

36 **Project Manager:**

37
38 Mrs. Nelson reported:
39

- 1 • There is project update from Thrasher in the supplemental packet.
- 2 • Mrs. Nelson reported that she got an update from Chris Coon on a
- 3 project that was being conducted in Tanyard. Mrs. Nelson
- 4 reiterated that the Streets & Sidewalks committee was not aware
- 5 of the project prior to Council member Harte mentioning it at the
- 6 last meeting, and went on to state that the project involving the
- 7 idea of possible land acquisition was strictly between the County
- 8 of Louisa, the Tanyard Home Owners Association, and VDOT.
- 9 • Mrs. Nelson also informed Council that there may be a need for a
- 10 budget amendment for contractual services in the near future if
- 11 more water/sewer issues arise. Mrs. Nelson stated that we have
- 12 been hit hard over the past couple of months.

13
14 **Legal Counsel:**

15
16 No report.

17
18 **Clerk/Treasurer:**

19
20 No report.

21
22 **Manager:**

23
24 Mrs. Nelson reported that a customer, who had recently been
25 disconnected due to nonpayment, requested a refund of the
26 disconnection fee. Mrs. Nelson and Mrs. Ellis explained: the billing
27 process; when a customer is placed on the disconnection list; and
28 how they are notified of their status - according to town policy and
29 code. Mrs. Nelson went on to inform them of how time consuming the
30 process is and how disruptive it is for staff when trying to perform
31 daily tasks, as recently the numbers have grown exponentially.

32
33 Following the discussion, Council directed the Water/Sewer
34 Committee to take up the issue for discussion and look into
35 new/alternative billing options. Council did not direct Mrs. Nelson
36 to refund the fee.

37
38 **COMMUNICATIONS**

1 Mayor Nuckols raised concerns in regards to the car dealership/repair
2 business on Rt. 33 located in the southeast corridor of town. He
3 and Council member Purcell posed questions about the number of
4 cars on the lot and if they are parked too close to the roadside.

5
6 Mrs. Nelson stated that she would pull the SUP for specifications.

7
8 **ADJOURNMENT**

9
10 Council member Rigsby made the motion to adjourn the meeting at
11 6:50 p.m. Council member Purcell seconded the motion.

12
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14 _____
Mayor

15 _____
Clerk

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