

1 **Town of Louisa**
2 **Monthly Meeting**
3 **February 18, 2025**
4

5
6 **Present:** Danny Carter, Interim Mayor; John J. Purcell IV,
7 Sylvia Rigsby, Vicky Harte, Roger Henry, Danny
8 Crawford, Council members; Craig Buckley, Interim
9 Town Manager; Jessica M. Ellis, Clerk/Treasurer,
10 Kellye Throckmorton, Deputy Clerk/Treasurer;
11 Martin Nachtman, Chief of Police; Anthony Larry,
12 Public Works Superintendent
13

14 **Absent:** Jeff Gore, Legal Counsel
15
16

17 **Also in Attendance:** Matthew L. Kersey, Jr., 225 Fredericksburg Avenue
18

19 ***All copies, including: reports, handouts, and documents***
20 ***can be found following the minutes.***
21

22 Interim Mayor Carter called the Louisa Town Council meeting to order
23 at 6:03 p.m.
24

25 **BUSINESS FROM THE FLOOR**
26

27 Matthew L. Kersey, Jr., town resident at 225 Fredericksburg Avenue,
28 spoke addressing Council stating that he has served the town for 27
29 years, and informed them that when he voices concerns or
30 suggestions, he hopes that they are received in a positive way as he
31 feels that they are on the same team sharing the common goal of
32 bettering the town. Mr. Kersey went on to state that he felt it was
33 beyond time for the holiday wreaths to come down; and informed
34 Council that he has been reading the comprehensive plan and feels
35 that it needs review and implementation. He stated it would be very
36 beneficial to have the Planning Commission meeting on a regular
37 basis to work on the town's vision.
38

39 **CONSENT AGENDA**
40

1 Several questions were asked about specific invoices from the
2 current (and previous) bill lists and about purchasing. A lengthy
3 discussion was held between Council and staff regarding how the
4 town's budget is set up/operates, and the town's purchasing process.
5 Mr. Buckley stated that he would report back on the playground
6 equipment purchases and donations as well as where and why we
7 purchase certain items.

8
9 Council member Purcell made the motion to approve the consent
10 agenda. Council member Rigsby seconded the motion. The vote
11 went as follows: 5-0 in favor.

12 **NEW BUSINESS**

13 14 15 **1) Discussion/Action: Wastewater Treatment Plant Pump** 16 **Replacement – Appropriation of Funds**

17
18 Mr. Buckley reported that the Water & Sewer Committee met on
19 February 13th to discuss pump replacements at the Waste Water
20 Treatment Plant. Mr. Buckley stated that two auger pumps need
21 replacement due to age and is estimated to cost \$220,000. Per our
22 agreement with the Louisa County Water Authority, we are required
23 to cover half of that cost at \$110,000, and the committee
24 recommends appropriating \$55,000 from General Fund Reserves in
25 this fiscal year to cover the first half of the total payment and the
26 second half would be paid in the next fiscal year.

27
28 Following Mr. Buckley's report, a lengthy discussion was held
29 between Council and staff explaining how the town's water, sewer,
30 and general funds operate. At the conclusion of the discussion, the
31 following action was taken:

32
33 Council member Harte made the motion to approve allocating
34 \$55,000 from General Fund Reserves for this fiscal year and \$55,000
35 from the next fiscal year to cover the town's cost to replace the two
36 auger pumps. Council member Henry stated that he would like to
37 have receipts from the LCWA. Council member Harte amended her
38 motion to include the request for receipts. Council member Rigsby
39 seconded the motion. The vote went as follows: 5-0 in favor.

2) Discussion/Action: Reservoir Pump Repairs, Water Restrictions

Mr. Buckley reported that he recently learned that the town may have to implement voluntary water restrictions. He explained that the LCWA has to pull a pump for cleaning/replacement at the water plant and the water supply to the town would be lower than normal during that process. Mr. Buckley stated the LCWA has a backup plan in place which consists of hauling in water should the water levels drop lower than expected. Mr. Buckley added that due to the work they are conducting at the plant, we have put off scheduled tank cleanings until after the LCWA is finished. Mr. Buckley informed Council that no action is needed at this time.

3) Discussion/Action: Town Charter & Code Updates

Mr. Buckley reported that Council member Henry had requested the formation of a new committee to review and update the town's code and charter. Council member Harte suggested that the Legal Matters Committee take on the task in lieu of creating a new committee. It was suggested to include the Planning Commission in this endeavor, but recommended by Council to invite both Bud Dulaney and Matt Kersey to join the committee as both have many years of service with the town and experience that would be very beneficial in taking on this task.

4) Discussion/Action: Creation of Additional Committee

Council and staff discussed the duties of the Streets & Sidewalks, Water & Sewer, and Personnel Committees and decided to create a new committee based on the need for attention to the condition/functionality of town buildings and property.

Council decided to make the following committee adjustments: the Personnel Committee would absorb matters pertaining to operations of staff and departments; Streets & Sidewalks and Water & Sewer will combine and absorb matters pertaining to infrastructure; and the new committee would be aptly named Facilities & Grounds.

1 Interim Mayor Carter stated that he would assign members to the
2 new committee and report back.

3
4 **5) Discussion/Action: Town Manager Job Announcement**

5
6 Mr. Buckley reported that the Personnel Committee met at the end of
7 January and they worked on desired Town Manager qualifications
8 and composed the position announcement and posted it on our
9 website and VML's job site. He informed Council that as of today, the
10 18th, we have received three applications and he sent them to the
11 members of the committee for their review.

12
13 Council member Crawford commented that the qualifications for the
14 Town Manager, as stated in the charter, and those that the committee
15 put together, do not match up. Mr. Crawford questioned the legality
16 of advertising for that position with those requirements/qualifications
17 and stated that he feared repercussions of doing so.

18
19 A lengthy discussion was held regarding the charter, the code, and
20 the legality of the town conducting business when the code and
21 charter are in need of updating.

22
23 At the conclusion of the discussion, Mr. Buckley stated that the
24 position has been advertised as "open until filled" and the Personnel
25 Committee will review the applications that have been received and
26 report back.

27
28 **STANDING COMMITTEE REPORTS**

29
30 **Water & Sewer Committee:**

31
32 Council member Purcell gave an update on the sewer line issue on
33 Pinehurst Drive. He reported that parts of the line have been jetted,
34 but stated that we have been unable to search and camera all of the
35 line. He stated that there are a lot of unknowns involved and made
36 mention possible avenues we can take to help get the problem
37 resolved such as consulting with contractors (CHA) and using ARPA
38 funds to smoke test and camera the line. Mr. Purcell and Mr. Buckley

1 also suggested water testing in the area to be sure that there is no
2 sewer infiltration in the adjacent creek.

3
4 **Personnel Committee:**

5 Council member Harte stated that she had nothing additional to
6 report as they had already covered everything that the committee
7 discussed earlier under agenda item no. 5.

8
9 **STAFF REPORTS**

10
11 **Police:**

12
13 In addition to the monthly report that was included in the packet,
14 Chief Nachtman reported:

- 15
- 16 • They plan to use the \$3200 they received in grant funds to
 - 17 purchase three ballistic shields.
 - 18 • There have been isolated incidents of graffiti in town on highway
 - 19 signs and VDOT has replaced them. They are monitoring the
 - 20 situation.
 - 21 • The monthly report shows an increase in weapons violations,
 - 22 however, they were two separate and isolated incidents.
 - 23 • There are two vacancies within the department.
 - 24 • There was some significant flooding in the basement of the
 - 25 building that has been addressed.
 - 26 • Council member Henry made mention of complaints of speeding in
 - 27 town and Chief Nachtman responded stating that all three officers
 - 28 are speed certified and are currently running radar.
- 29

30 **Project Manager:**

31
32 No report.

33
34 **Public Works:**

35
36 Mr. Larry was not in attendance, however, his monthly report was
37 included in the packet and there were no questions from Council.
38

1 **Legal Counsel:**

2
3 No report.

4
5 **Clerk/Treasurer:**

6
7 No report.

8
9 **Manager:**

10
11 Mr. Buckley spoke briefly on the following:

- 12
- 13 • Craig explained the reoccurring flooding issue at the police
14 department more in depth stating that the pump in the basement
15 malfunctioned and caused damage to the HVAC system. Repairs
16 have been done to restore the heat and a new pump has been
17 installed.

18
19 Council member Crawford made mention of a conversation he
20 overheard about the wreaths still being up in town. He requested
21 that they be taken down as soon as possible. Mr. Crawford also
22 made mention of overflowing trash receptacles on Main Street and
23 asked to have them emptied on a more regular basis.

24
25 **COMMUNICATIONS**

26
27 Council member Crawford requested to have a discussion on video
28 recordings of Town Council meetings on the next agenda.

29
30 Council member Henry questioned how many years are left on the
31 lease with Frostie's, and Council member Rigsby responded that it is
32 a 30-year lease. Mr. Henry also questioned who is held responsible
33 for incidents on the property to which Ms. Rigsby responded that it is
34 not completely clear, and we need to have Mr. Gore review the lease
35 to clarify the terms, but it seems that the town would be responsible
36 for repairs in most situations except wherein the tenants of the
37 building caused the problem/damage. She stated that, regarding the
38 most recent event, it has not been determined what the actual

1 problem was and where it was located, therefore we do not know who
2 is at fault.

3
4 Mr. Henry also questioned whether the town had unemployment
5 insurance. Council and staff responded that they were sure that we
6 do, however, Mr. Buckley stated that he would find out for sure and
7 let him know.

8
9 Mr. Henry then reported that he and Mr. Crawford met with the county
10 recently to discuss doing away with tipping fees and stated that the
11 county told them that they were going to take the matter up for
12 discussion and report back. They also discussed setting up a
13 recycling location in town for residents to have a place to drop off
14 recyclables.

15
16 Mr. Henry made mention of showing recognition to past Council
17 members and Mayors and commented that something should be
18 done to recognize their service.

19
20 Mr. Henry also made mention of Buckingham Branch bringing
21 business to town and questioned if they would have to pay taxes.
22 Council member Purcell and Mr. Buckley responded that they would
23 have to set up accounts and get their business license, and if they
24 are serving prepared food, they would pay meals taxes. Mr. Henry
25 noted that they are working on the building and questioned if they
26 needed a building permit. Council and staff responded saying that
27 they would check to see if anything has been submitted/issued, but
28 depending on the scope of work it may/may not be necessary.

29
30 Mr. Henry reported that he has been working on a lighting solution for
31 the entryway signs and has been unhappy with the cost estimates
32 that he has received thus far. Mr. Crawford suggested having Mr.
33 Henry do the work, but Council members responded that the idea
34 should be run by legal council to be sure it is allowed and covered.

35
36 Mr. Henry also reported that he replaced the flag lights at Hillcrest
37 Cemetery. He stated that the electrical situation is not ideal and is not
38 sure how much longer it will last.

39

ADJOURNMENT

Council member Henry made the motion to adjourn the meeting at 8:08 p.m. Council member Purcell seconded the motion.

Mayor

Clerk