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**Town of Louisa  
Monthly Meeting  
June 18, 2024**

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**Present:** R. Garland Nuckols, Mayor; Jessi Lassiter, Vice-Mayor; Danny Carter, John J. Purcell IV, Sylvia Rigsby, Vicky Harte, Council members; Elizabeth T. Nelson, Town Manager; Jessica M. Ellis, Clerk/Treasurer; Craig Buckley, Chief of Police; Paul Snyder, Project Manager/Zoning Administrator

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**Absent:** Jeff Gore, Legal Counsel

22  
23  
24

**Also in Attendance:** Roger Henry, 303 Cutler Avenue; Manning Woodward, 115 Club Road

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

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

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**BUSINESS FROM THE FLOOR**

Roger Henry, town resident at 303 Cutler Avenue, stood and spoke asking Council to rethink the budget and get their facts together before voting.

Manning Woodward, town resident at 115 Club Road and County Supervisor for the Louisa District, stood and addressed Council requesting them to consider a Hometown Heroes project expansion. Mr. Woodward stated that the organizers would like to build on what they started by including more banners which would include both living and deceased veterans that would be displayed on Dominion poles on Main Street on the eastern side of town. Mr. Woodward reported that the banners will look different from those in the downtown area and will be purchased and replaced by private citizens and hung by Dominion. He stated that all they are asking of

1 the town is to store them for the organization and added that they  
2 would like to have the banners up for Veteran’s Day in November.

3  
4 Mr. Woodward also reported that due to high temperatures, the  
5 County of Louisa will be opening cooling stations for those in need  
6 and a listing for those locations can be found on the county’s website.

7  
8 **CONSENT AGENDA**

9  
10 Mayor Nuckols questioned if there were any changes or additions to  
11 the agenda. Mrs. Nelson requested the addition of a Hometown  
12 Heroes discussion under New Business as item no. 6 so that she  
13 could provide further details on the project. Mrs. Nelson also noted a  
14 correction to a tax map number as it appeared on the agenda under  
15 New Business as no. 3.

16  
17 Council member Lassiter made the motion to approve the amended  
18 consent agenda. Council member Purcell seconded the motion. The  
19 vote went as follows: 5-0 in favor.

20  
21 **PRESENTATION**

22  
23 **Proclamation Recognizing the Louisa Volunteer Fire Department  
24 for 100 Years of Service**

25  
26 Vice-Mayor Lassiter read the proclamation aloud as Mayor Nuckols  
27 presented Robert Whitlock and Marc Racette, of the Louisa Volunteer  
28 Fire Department, with the proclamation for one hundred years of  
29 service.

30  
31 **OLD BUSINESS**

32  
33 **1) Action/Discussion: Fiscal Year 2024-2025 Budget Resolution**

34  
35 Mrs. Nelson reported that the budget and resolution presented for  
36 adoption denotes a change in the water rate from an advertised 15%  
37 increase to a decreased rate of 11.5%.

38

1 Council member Carter made the motion to adopt the FY 2024-2025  
2 Budget Resolution. Council member Rigsby seconded the motion.  
3 During the call for discussion, Mayor Nuckols stated that he would  
4 have preferred to increase police department salaries, would have  
5 liked to achieve 24/7 police coverage, as well as increase salaries in  
6 the Public Works Department. He stated that he felt more could have  
7 been done and would have preferred more time to look into the “fat”  
8 of the budget.

9  
10 Council member Harte also spoke expressing that she did not object  
11 to Mayor Nuckols’ comments, but stated that, realistically, if we are  
12 hoping to provide 24/7 police coverage, we will have to look at a tax  
13 increase because there is no money in this budget for it. She stated  
14 that she felt the budget process would have gone more smoothly if  
15 more time had been taken to work on it. Mrs. Harte concluded by  
16 saying that she felt this is the best we can do for right now with this  
17 budget, but moving forward, we will need to make some sacrifices in  
18 order to achieve some of the things that Council wishes.

19  
20 Mayor Nuckols then called for the vote: Harte, for; Rigsby, for;  
21 Purcell, for; Lassiter, for; Carter, for (5-0 in favor).

22  
23 **2) Action/Discussion: Fiscal Year 2024-2025 Water and Sewer**  
24 **Rate Ordinance and Zoning and Planning Ordinance**

25  
26 Mrs. Nelson reported that the water and sewer ordinance presented  
27 for adoption denotes a change in the water rate from an advertised  
28 15% increase to a decreased rate of 11.5%.

29  
30 Council member Rigsby made the motion to adopt the FY 2024-2025  
31 Water and Sewer Rate Ordinance and the Zoning and Planning  
32 Ordinance. Council member Purcell seconded the motion. The vote  
33 went as follows: 5-0 in favor.

34  
35 **NEW BUSINESS**

36  
37 **1) Action/Discussion: Town Subdivision Agent Appointment**  
38

1 Mrs. Nelson reported that in researching the town code, the zoning  
2 administrator typically serves as the town subdivision agent, therefore  
3 it would be appropriate to appoint Paul Snyder as the town  
4 subdivision agent as he currently serves the project manager and  
5 zoning administrator.

6  
7 Council member Lassiter made the motion to appoint Paul Snyder as  
8 the Town Subdivision Agent. Council member Carter seconded the  
9 motion. The vote went as follows: 5-0 in favor.

10  
11 **2) Action/Discussion: Town Planning Commission**  
12 **Appointment(s)**

13  
14 Mrs. Nelson reported that two seats on the Planning Commission are  
15 expiring as of June 30<sup>th</sup>. Mrs. Nelson stated that those seats are  
16 currently filled by Council member Purcell and Carter Cooke, both of  
17 which have agreed to serve another term.

18  
19 Council member Carter made the motion to appoint Council member  
20 Purcell and Carter Cooke to another term on the Planning  
21 Commission. Council member Rigsby seconded the motion.

22  
23 Council member Harter posed several questions which led to a  
24 discussion wherein she was brought up to speed on the appointment  
25 process. After a lengthy conversation, Mrs. Harte requested that she  
26 also be considered for a seat on the commission. Mayor Nuckols and  
27 Council accepted her request; and Council members Carter and  
28 Rigsby rescinded their motion then took the following action:

29  
30 Council member Lassiter made the motion to appoint Carter Cooke to  
31 the Planning Commission. Council member Rigsby seconded the  
32 motion. The vote went as follows: 5-0 in favor.

33  
34 Council member Carter then made the motion to appoint Council  
35 member Purcell to the Planning Commission.

36  
37 Council member Harte requested a moment to explain why she  
38 should be appointed to the commission. Council member Purcell

1 followed suit and briefly stated his qualifications for appointment.  
2 Council then took the following action:

3  
4 Council member Lassiter seconded Mr. Carter's motion. The vote  
5 went as follows: Rigsby, for; Purcell, abstain, Lassiter, for; Carter, for;  
6 Harte, against (3-1 in favor).  
7

8 **3) Action/Discussion: Water Infrastructure Project Easement –**  
9 **TM 40-A1-2-A-10 406 West Main Street, LLC**

10  
11 Mrs. Nelson updated Council explaining that there are three  
12 properties that will be impacted by easements for this project,  
13 however, TM 40-A1-2-A-10 (406 West Main Street, LLC) will be the  
14 most impacted. Mrs. Nelson reported that the owner has put a lot of  
15 work into his property where his car wash business is located and  
16 has requested that the town warranty the property for three years -  
17 which is two years outside of the contractor's one year warranty, as a  
18 condition of the easement. Mrs. Nelson stated that conscientious  
19 contractor work should greatly reduce the need for any work to be  
20 conducted on the property over the next few years.  
21

22 Council member Harte voiced concerns with the condition and stated  
23 that she felt it would set a precedence with future easement  
24 acquisition, and asked if funds were available to cover any work that  
25 would need to be done. Mrs. Nelson responded that there are funds  
26 in the budget where money can be allocated if needed.  
27

28 Council member Carter made the motion to accept the Water  
29 Infrastructure Project Easement - TM 40-A1-2-A-10 (406 West Main  
30 Street, LLC). Council member Lassiter seconded the motion. The  
31 vote went as follows: Lassiter, for; Rigsby, for; Harte, against; Purcell,  
32 abstain; Carter, for (3-1 in favor).  
33

34 **4) Action/Discussion: VDOT TA West Main Street Sidewalk**  
35 **Extension Project Response Letter**

36  
37 Mrs. Nelson reported that VDOT denied the town's extension request  
38 and stated that the town may have to refund/reimburse for costs  
39 associated with the project since its start in 2016. Mrs. Nelson stated

1 that she would bring any requests back to Council; and reported that  
2 Thrasher is still working on additional funding for us to continue with  
3 the project on our own. No action is needed at this time.

4 Mayor Nuckols reported that because the funds for the project were  
5 federal funds, he sent a copy of the letter to Congressman Good and  
6 Delegate Fowler for their review and potential assistance.

7  
8 **5) Action/Discussion: Virginia Drinking Water State Revolving**  
9 **Fund FY 2023 Bipartisan Infrastructure Law Financial Award**  
10 **Letter**

11  
12 Mrs. Nelson stated that we received an award letter for \$250,000  
13 from the Virginia Department of Health Office of Drinking Water in  
14 response to our application submitted in April. Mrs. Nelson stated that  
15 it is 100% principal forgiveness funding that will assist in the  
16 completion of our Lead Service Line Inventory as well as our mapping  
17 and infrastructure projects with the engineers of CHA using ARPA  
18 funds. No action is needed at this time.

19  
20 **6) Action/Discussion: Hometown Heroes Project Expansion**

21  
22 Mrs. Nelson provided Council with more information on the  
23 Hometown Heroes project explaining that the expanded project would  
24 not require any further assistance from the town staff. Mrs. Nelson  
25 reported that the town is only being asked to continue to store the  
26 banners as Dominion has offered to put up and take down the  
27 additional banners from their own poles. Mrs. Nelson stated that  
28 Council needs to decide if they want to allow the project expansion  
29 within the town's jurisdiction.

30  
31 A brief discussion was held between Council and staff wherein it was  
32 explained: the Hometown Heroes would like to keep the original flags  
33 installed in the downtown area distinctly different and special; all of  
34 the banners could possibly be displayed at the same time in the  
35 future, but at the moment, they are solely focused on displaying them  
36 in November for a couple of weeks; the banners will be citizen owned  
37 and will be purchased and replaced by Hometown Heroes; the town  
38 only serves as the holding agent for the Hometown Heroes funds.

39

1 Council member Carter made the motion allow the Hometown Heroes  
2 to expand their project in town to display banners on Dominion owned  
3 poles. Council member Purcell seconded the motion. The vote went  
4 as follows: 5-0 in favor.

5  
6 **STANDING COMMITTEE REPORTS**

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8 None.

9  
10 **STAFF REPORTS**

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12 **Police:**

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14 Chief Buckley reported:

- 15
- 16 • They received \$31,200 for additional equipment via the grant he
  - 17 mentioned at last month's meeting.
  - 18 • Due to the funding from grants, the equipment goals he set for the
  - 19 department when he first came on board with the town have now
  - 20 been met.
  - 21 • Grant funds will also cover security upgrades to the police
  - 22 department building including card readers and cameras.
  - 23 • They will also be purchasing BolaWrap systems with grant
  - 24 funding.
  - 25 • The new full-time officer has been sworn in and will be out in
  - 26 uniform and cruiser later this week.
  - 27 • The addition of the new officers will allow for a greater police
  - 28 presence in the community.
  - 29 • Calls for service have been more notable recently – for both
  - 30 agencies.
  - 31 • The 3<sup>rd</sup> annual National Night Out will be held on August 6<sup>th</sup>.
- 32

33 **Project Manager:**

34  
35 Mr. Synder gave a brief update stating that he met with CHA last  
36 week and they are preparing themselves for the mapping project. He  
37 went on to report that the Timber Oaks PUD is slated to go before the  
38 Planning Commission at the end of July, and a proposal for Spring

1 Oaks townhomes at the far west end of town is in the application  
2 process.

3

4 **Legal Counsel:**

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6 No report.

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8 **Clerk/Treasurer:**

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10 No report.

11

12 **Manager:**

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14 Mrs. Nelson reported that Abbigail Powell, who recently completed  
15 her Hillcrest Cemetery Project, has requested to use town hall as the  
16 location for her Eagle Scout Badge pinning ceremony and has invited  
17 all of Council to attend on Sunday, July 21<sup>st</sup>.

18

19 **COMMUNICATIONS**

20

21 None.

22

23 **ADJOURNMENT**

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25 Council member Lassiter made the motion to adjourn the meeting at  
26 7:12 p.m. Council member Purcell seconded the motion.

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29 \_\_\_\_\_  
Mayor

\_\_\_\_\_ Clerk

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