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**Town of Louisa  
Monthly Meeting  
May 21, 2019**

**Present:** R. Garland Nuckols, Mayor; Jessie Lassiter, Vice-Mayor; A. Daniel Carter, James S. Artz, Bud Dulaney, John J. Purcell IV, Council members; Jeff Gore, Legal Counsel; Elizabeth T. Nelson, Interim Town Manager/Treasurer; Jessica M. Ellis, Clerk; M. Brad Humphrey, Public Works Director; Ronnie Roberts, Chief of Police

**Absent:** None.

**Also in Attendance:** Lieutenant Skeen, Louisa Police Department; Deana Meredith, The Central Virginian; Tracy Clark, Louisa County Chamber of Commerce

*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**

Tracy Clark stood before Council to request that Council consider closing the public parking lot on the corner of West Main and Cutler Avenue to allow for the setup of carriage/wagon rides at that location during the June 8<sup>th</sup> Chamber festival. Ms. Clark stated that when the Chamber approached the town for a permit to host the festival, they did not know if carriage/wagon rides would be an option again this year. Ms. Clark also noted that Frostie's Rail Stop, who shares parking spaces with the public parking lot, would be hosting "Cone with a Cop" the same day and stated that she felt from a safety perspective that closing the lot would be in everyone's best interest.

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2 Ms. Clark then additionally requested: 1) that they have permission to  
3 have a couple of port-o-johns delivered to that vicinity as they are  
4 now expecting a higher volume of people in the area due to the  
5 carriage rides/ice cream; 2) that they be allowed to display/distribute  
6 advertising signage for the event that would allow space on the back  
7 to promote the Town of Louisa; and 3) requested permission to allow  
8 a licensed drone operator to video the festival for promotional  
9 purposes of the event as well as to promote the town, the county, and  
10 it's businesses.

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12 **CONSENT AGENDA**

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14 Mayor Nuckols added to the agenda: the Chamber of Commerce's  
15 parking lot closure request as item no. 2 under Old Business; the  
16 Thomas Jefferson Planning District Commission – Commitment  
17 Letter as item no. 2 under New Business; Tree on town sewer line as  
18 item no. 3 under New Business; Leigh Street advisory/discussion as  
19 item no. 4 under New Business; and the Chamber's drone  
20 videography request as item no. 5 under New Business.

21  
22 Council member Dulaney noted that Council would be approving the  
23 minutes from the March 19, 2019 Budget Workshop meeting and the  
24 March 19, 2019 Town Council meeting in addition to the April 16,  
25 2019 Budget Workshop meeting and the April 16, 2019 Town Council  
26 meeting.

27  
28 Council member Artz then made the motion to approve the agenda  
29 as amended. Council member Carter seconded the motion. The vote  
30 went as follows: 5-0 in favor.

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32 **PUBLIC HEARING**

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34 **Fiscal Year 2019-2020 Budget**

35  
36 Mrs. Nelson, Interim Town Manager, spoke briefly stating that a copy  
37 of the budget, the published budget summary, a draft of the budget  
38 resolution, and a draft of the Water and Sewer rate change ordinance  
39 was included in the packet for Council's review.

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2 Mrs. Nelson reported that Council will have to hold a public hearing  
3 at the next Council meeting for the Water and Sewer Rate Change  
4 Ordinance.

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6 Mayor Nuckols then opened the public hearing at 6:12 pm asking if  
7 there was anyone present that would like to speak for or against the  
8 proposed 2019-2020 budget. Hearing no response, Mayor Nuckols  
9 closed the public hearing at 6:13 pm.

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11 **OLD BUSINESS**

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13 **1) Discussion/Action: Code Project**

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15 Council member Dulaney reported that one final meeting would be  
16 needed to complete the code project in order to meet the July 1, 2019  
17 deadline. Mr. Dulaney requested to meet on June 18<sup>th</sup> at 5:00 pm  
18 prior to the regularly scheduled Town Council meeting to which all  
19 members and staff agreed.

20  
21 **2) Discussion/Action: Chamber of Commerce Parking Lot**  
22 **Closure Request**

23  
24 After a lengthy discussion, Council member Dulaney made the  
25 motion to approve the Chamber's request to close the town's public  
26 parking lot for carriage rides and Frostie's Cone with a Cop event  
27 with the stipulation that the Louisa Police Department and County  
28 Sheriff's Department work together in planning appropriately for  
29 pedestrian safety. Council member Artz seconded the motion. The  
30 vote went as follows: 5-0 in favor.

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32 **NEW BUSINESS**

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34 **1) Discussion/Action: Thomas Jefferson Planning District**  
35 **Commission – Commitment Letter**

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37 Mrs. Nelson reported that the Thomas Jefferson Planning District  
38 Commission is requesting a commitment letter from the Town of  
39 Louisa as a participant in their Regional Hazard Mitigation Plan.

1  
2 They will be submitting a funding application for the update of their  
3 2023 plan by May 31, 2019, and as a condition of the application  
4 process, the town's participation is needed.  
5

6 Council member Dulaney made the motion to submit a commitment  
7 letter to the Thomas Jefferson Planning District Commission to  
8 endorse their application for funding on their 2023 plan. Council  
9 member Lassiter seconded the motion. The vote went as follows: 5-0  
10 in favor.  
11

## 12 **2) Discussion/Action: Tree down on sewer line**

13

14 Mayor Nuckols reported that a tree had fallen on a sewer line on  
15 Pinehurst Drive. Mr. Nuckols stated that he just wanted to inform  
16 Council that the tree is too large for the Public Works Department to  
17 handle, therefore, he has spoken with Mrs. Nelson about having  
18 the tree removed by a contractor.  
19

## 20 **3) Discussion/Action: Leigh Street**

21

22 Mayor Nuckols reported that residents on Leigh Street have vocalized  
23 that the road/area has not been cut and maintained as it has been in  
24 years past. Mr. Nuckols stated that he is not aware of anything in  
25 writing that says the town is supposed to cut and gravel the road, but  
26 he'd like to see the town continue to maintain the road unless  
27 otherwise directed by Council.  
28

29 Council member Dulaney noted that he has an investment property  
30 on Leigh Street and would prefer to abstain from any  
31 discussion/action.  
32

33 After a brief discussion, Council member Carter made the motion to  
34 continue maintaining Leigh Street – cutting at least every two weeks  
35 or as needed. Council member Purcell seconded the motion. The  
36 vote went as follows: Carter for; Artz, for; Purcell, for; Lassiter, for;  
37 Dulaney, abstain.  
38  
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1  
2 **4) Discussion/Action: Louisa County Chamber of Commerce's**  
3 **request for drone videography**  
4

5 A lengthy discussion was held about licensure, restricted air space,  
6 and approval by the Louisa County Court judge to fly in proximity of  
7 the courthouse.  
8

9 Council did not take formal action, but directed Tracy Clark to contact  
10 the airport and judge for approval and report back to Mrs. Nelson.  
11

12 **STANDING COMMITTEE REPORTS**  
13

14 **Police Department:**  
15

16 *(Please refer to the Police Department report.)*  
17

18 Lieutenant Skeen took a few moments to review the monthly report.  
19

20 **Police Committee:**  
21

22 Council member Dulaney made note of the one page report, and  
23 informed Council that the department has been experiencing data  
24 retrieval issues that they've been working on diligently to remedy. Mr.  
25 Dulaney also reported that the Police Committee would be meeting in  
26 the coming week to discuss ongoing projects.  
27

28 **Water & Sewer Department:**  
29

30 *(Please refer to the Water & Sewer Department report.)*  
31

32 Mr. Humphrey highlighted areas of interest from his report and stated  
33 he had nothing additional to communicate.  
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35 **Litter Committee:**  
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37 No report.  
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39 **Streets & Sidewalks**

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No report.

Cemetery

No report.

**REPORTS FROM STAFF**

Counsel

Mr. Gore reported that the Town Parking Ordinance should be ready for adoption in June; and the police department internal firearm policy involving use and training has been updated an should be ready for adoption soon as well.

Clerk

No report.

Treasurer

No report.

Manager

No report.

**COMMUNICATIONS**

None.

**CLOSED SESSION**

Council Member Lassiter made the motion to convene in closed session to discuss the following: as permitted by Virginia Code § 2.2-3711(A)(1), 2 personnel matters involving the Town Manager and Chief of Police. Council member Purcell seconded the motion. The vote went as follows: 5-0 in favor.

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Council went into closed session at 6:42 p.m.

**OPEN SESSION**

Council returned to regular session at 7:09 p.m.

**CERTIFICATION OF CLOSED SESSION**

*Council member Artz made the motion certifying that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information act cited in that motion. Council member Lassiter seconded the motion. The vote went as follows: Carter, for; Lassiter, for; Purcell, for; Artz, for; Dulaney, for (5-0 in favor).*

**ACTION:**

The following action took place after closed session:

Council member Purcell made the motion to accept the resignation of the Chief of Police. Council member Carter seconded the motion. The vote went as follows: 5-0 in favor.

Council member Dulaney made the motion to appoint Lieutenant Randal Skeen as the Interim Police Chief effective the date of the resignation of the current Chief of Police (May 26, 2019) with the appropriate salary increase to be equivalent to that of the current Chief of Police. Council member Artz seconded the motion. The vote went as follows 5- 0 in favor.

Council member Dulaney made the suggestion to Mayor Nuckols to form a committee to review a proposal submitted by staff as the matter should be addressed before the start of the new fiscal year. Mayor Nuckols stated that he would act on it immediately.

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**ADJOURNMENT**

Council member Lassiter made the motion to adjourn the meeting at 7:33 p.m. Council member Purcell seconded the motion.

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Mayor

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Clerk