

**Town of Louisa
Monthly Meeting
November 17, 2020**

Present: R. Garland Nuckols, Mayor; Jessie Lassiter, Vice-Mayor; A. Daniel Carter, Bud Dulaney, John J. Purcell IV, Sylvia Rigsby, Council members; Jeff Gore, Legal Counsel; Elizabeth T. Nelson, Town Manager; Jessica M. Ellis, Clerk/Treasurer; Tom Leary, Chief of Police

Absent: A. Carter Cooke, Chairman of the Town of Louisa Planning Commission

Also in Attendance: Maxine Butcher, Cochran Garnett, and Ronald Bullock, Town of Louisa Planning Commission members; Kellye Throckmorton, Administrative Assistant for the Town of Louisa; Terry Sheffer, Deputy Clerk/Treasurer; Jeff Ferrell, Assistant County Administrator for the County of Louisa; Margaretanne Niewiarowski-Molina, 105 West Street; Laura Leiffer, Girl Scouts Leader; Linda Sestito, 139 West Street; Beth Croghan, 376 Moon Shadow Lane, Louisa; Anita Pilling 120 West Street; Tammy Purcell; Louisa County resident; David Holtzman, The Central Virginian; Jay Sanudo, Audit and Tax Manager for Robinson, Farmer & Cox

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

Mayor Nuckols called the Louisa Town Council meeting to order at 6:01 p.m.

BUSINESS FROM THE FLOOR

None.

1
2 **CONSENT AGENDA**

3
4 Mrs. Nelson noted that there was a supplemental packet at each seat
5 for Council; and requested that Council add CARES Act funding
6 requests to New Business as item no. 3 for discussion.

7
8 Council member Lassiter made the motion to approve the agenda as
9 amended. Council member Carter seconded the motion. The vote
10 went as follows: 5-0 in favor.

11
12 **PRESENTATIONS**

13
14 **2020 Audit: Jay Sanudo - Audit and Tax Manager with Robinson,**
15 **Farmer, Cox Associates**

16
17 Mr. Sanudo stood and spoke before Council at length highlighting
18 areas of interest from the 2020 town audit performed by RFC. Mr.
19 Sanudo reported that the process went smoothly, and thanked staff
20 for their diligent work and assistance.

21
22 **PUBLIC HEARING:**

23
24 **Joint Hearing of the Town Planning Commission & Town**
25 **Council**

26
27 *Application for Special Use Permit – Submitted by the County of*
28 *Louisa (Tax Map 40 A1 1 5; 0.251 acres and 40 A1 8 B1; 0.218*
29 *acres) located at 103 West Street, Louisa, Virginia, in the General*
30 *Residential zoning district, which allows public uses by special use*
31 *permit. The application is to facilitate the continued public and civic*
32 *use of the building to relocate the County Registrar's Office.*

33
34 At 6:14 pm, Planning Commission member Maxine Butcher brought
35 the joint public meeting to order.

36
37 Jeff Ferrell, Assistant County Administrator for the County of Louisa,
38 gave a lengthy presentation (power point) on their proposed use of
39 the building located at 103 West Street. Mr. Ferrell touched on: the

1
2 county's need to expand; explained their desire for the best use
3 of the much needed space; the history of the building; and how it is
4 currently being used and how accommodations have been made to
5 relocate programs that are currently being held there. Mr. Ferrell also
6 covered the following in their plan: improvements to the building and
7 property; protection of adjoining properties; and how the change
8 would enhance the town.
9

10 Mr. Ferrell noted that the structure and property has always been
11 used for public purposes, and has always operated under a Special
12 Use Permit, however there is no record of any permit on file with
13 either entity (town or county). He also noted that their intended use
14 of the property will continue to conform to Civic/Public/Semi-Public
15 use under the SUP.
16

17 At 6:29 pm, Mrs. Butcher opened the joint public hearing for public
18 comments.
19

20 Mayor Nuckols called the names of citizens who had previously
21 signed up to speak from the sign in sheet provided for those in
22 attendance before the start of the meeting.
23

24 The following stood and spoke before Council expressing their
25 opposition to the proposed future use of the building: Margaretanne
26 Molina – town resident, 105 West St. and town business owner;
27 Laura Leiffer - Girl Scout Leader, county resident; Candice Boemarn -
28 Girl Scout Leader, county resident; Linda Sestito – town resident, 139
29 West St.; Beth Croghan – county resident, 376 Moon Shadow Lane,
30 Louisa; Anita Pilling – town resident, 120 West St.; Tammy
31 Purcell – county resident.
32

33 Vice-Mayor Lassiter then read aloud comments that were submitted
34 in writing - each expressing their opposition to the proposed use.
35 Those citizens are as follows: Jane Meyer – town resident, 114
36 Woodger Circle; Breese Glennon – town resident, 105 Ellisville Dr.
37 and town business owner; Charlta Richardson – town resident, 101
38 Pinehurst Dr.; JoAnn Fawley – 6409 W. Old Mountain Road, Louisa;
39 Irene Celec – 1183 Anna Coves Blvd, Mineral.

1
2 Planning Commission members Butcher, Bullock, and Garnett also
3 spoke at length expressing concerns and posing questions to Mr.
4 Ferrell in regards to: parking; vehicular traffic from daily use and
5 voting use of the building; lighting; security of the building – for voting
6 purposes; the historical integrity of the building; and the displacement
7 of current programs held in the building.

8
9 Mr. Ferrell, in his response to each person, reiterated much of what
10 he had previously stated, but made note that the current use of the
11 building (for programs etc.) would most likely change, regardless of
12 the outcome of the vote.

13
14 At 7:35 pm, Mrs. Butcher closed the public hearing.

15
16 The Planning Commission then took a few moments to deliberate
17 before taking the following action:

18
19 Planning Commission member Bullock made the motion to deny the
20 SUP. Planning Commission member Garnett seconded the motion.
21 The vote went as follows: Bullock, against; Garnett, against; Butcher,
22 against.

23
24 **OLD BUSINESS**

25
26 None.

27
28 **NEW BUSINESS**

29
30 **1) Discussion/Action: Special Use Permit – Submitted by the**
31 **County of Louisa**

32
33 Council member Dulaney questioned if a prior SUP had been issued
34 and if it had been located. Mr. Ferrell responded that an SUP was
35 supposedly issued by the town many years ago, but neither the
36 county nor the town has been able to find any records to that effect.

37
38 Council member Dulaney questioned if there was any intended use of
39 the building conveyed to the county when they purchased the

1
2 property from the Girl Scouts years ago. Mr. Ferrell responded that
3 there were no records of the sort.
4

5 Mr. Dulaney also questioned if the county plans for the development
6 of more office space in the near future. Mr. Ferrell stated that new
7 construction is 7-10 years out.
8

9 Mr. Dulaney then reported that he had received several comments
10 and concerns from citizens about the county's proposed use of the
11 building, and stated that he would like to table to issue until next
12 month for further consideration.
13

14 Council member Purcell spoke stating that he too has received
15 comments from the public, but was opposed to tabling the matter.
16

17 Council member Lassiter also commented on the conversations she's
18 had with citizens and thanked all those in attendance. Ms. Lassiter
19 then took the following action:
20

21 Council member Lassiter made the motion to deny the SUP. Council
22 member Purcell seconded the motion. The vote went as follows: 5-0
23 in favor.
24

25 Mayor Nuckols took a moment to thank everyone for attending the
26 meeting.
27

28 **2) Discussion/Action: Change Order – Sewer System**
29 **Improvements**
30

31 Mrs. Nelson updated Council reporting that Dewberry and Tri-State
32 are working on a change order for additional work to be completed
33 with the contingency balance in the existing loan/grant package.
34 Work was recently completed to clean and camera additional areas in
35 need of rehabilitation. An update of their work is attached. The
36 change order will be presented in December for Council's
37 consideration.
38

39 **3) Discussion/Action: CARES Act Funding Requests**

1
2 Mrs. Nelson and Chief Leary spoke of the need for an additional
3 server to house the data from the cameras that were recently
4 purchased for the police department to aid in contact tracing for first
5 responders. The total cost for the server is \$3174.96.
6

7 Council member Dulaney commented on the discussion held at last
8 month's meeting regarding the use of CARES funds for purchases
9 made for the police department as well as the rescue squad. Mr.
10 Dulaney reiterated Council's intention to show good faith in the use of
11 the funds for first responders in making those purchases in order to
12 protect them and their families against the spread of the virus. Mr.
13 Dulaney then questioned if in the police department would need to
14 purchase further storage of data for the cameras and asked if there
15 were any policies in place addressing such situations. Chief Leary
16 responded that additional servers/storage would need to be
17 purchased in the future and that there were no policies in place at this
18 time.
19

20 Mrs. Nelson also reported that Gary Morris, Chief of the Louisa
21 County Rescue Squad, contacted the town about the purchase of
22 ULV cold foggers to disinfect vehicles and the station between calls.
23 The total cost for the foggers and disinfectant is \$3360.00.
24

25 Mrs. Nelson stated that both purchases are within her spending
26 authority, however she wanted to make Council aware of the
27 requests since they involve the use of CARES funds and because the
28 rescue squad is located outside of the town limits, but services the
29 town residents.
30

31 Mrs. Nelson reported that the third request is for video and sound
32 equipment for the theater that would benefit both the town and the
33 Arts Center. The new equipment would enhance online meetings
34 and events and give the ability to live stream them. Staff from the
35 Arts Center and members of The Point church will do the installation.
36 The total cost of the equipment package is \$18,636.98.
37

38 Council member Carter made the motion to approve the purchase of
39 the equipment. Council member Lassiter seconded the motion. The

1
2 vote went as follows: 5-0 in favor.
3

4 Council also asked Mrs. Nelson and Arts Center staff to look into
5 the cost of outfitting Council's meeting room with equipment that
6 would enhance online meetings and allow live streaming and report
7 back at the next meeting. Mr. Gore reported that many localities are
8 using CARES Act funds to do the same.
9

10 Mayor Nuckols then revisited a discussion held during the budget
11 work sessions wherein the TextMyGov technology was brought up for
12 consideration. Mayor Nuckols explained he felt the technology, which
13 allows citizens to receive alerts or notifications from the town or report
14 issues to town staff, would be beneficial. Mrs. Nelson stated that she
15 did some research and there is 2 year contract and annual fees
16 involved with the technology which she feels may not fall under the
17 criteria for use of CARES funds.
18

19 A lengthy discussion was held between Council, staff, and legal
20 counsel in regards to the appropriate use of funds. The TextMyGov
21 technology request was tabled until next month's meeting so that
22 more information related to COVID can be gathered.
23

24 **STANDING COMMITTEE REPORTS**

25 **Water & Sewer:**

26
27
28 Council member Purcell gave reports for both the Water & Sewer
29 Committee and Personnel Committee stating that, to date, two
30 interviews have been conducted for the Project Manager's position;
31 and that a water/sewer rate increase was discussed, but the
32 committee has no recommendation has been made at this time.
33

34 Council member Dulaney and Purcell discussed the rehabilitation of
35 the West Street water line and what it would potentially entail.
36

37 Mayor Nuckols reported on information he wanted to forward on to
38 the Water & Sewer Committee that he received regarding a potential
39 \$250,000 grant with USDA for water line work.

1
2 Mrs. Nelson reported that year end numbers for potential funds from
3 USDA were sent to Cindy Hines today for her review.
4

5 **Personnel:**
6

7 *See above report.*
8

9 **STAFF REPORTS**
10

11 **Police Chief:**
12

13 Chief Leary reported on several items at length. He began his report
14 by discussing his resignation and his plans to spend more time with
15 his family. He then spoke of the mutual aid agreement between the
16 town and county – at the request of our insurance company. The
17 Chief stated that the department continues to work diligently towards
18 accreditation. He also spoke of upcoming DMV grant patrols which
19 focus on motorists driving under the influence. Research has been
20 conducted on parking tickets, and feedback on the matter has been
21 received – will report back on this as it develops. Chief Leary also
22 mentioned that they are currently looking for a new software vendor
23 and will report back with more information.
24

25 Council member Dulaney spoke kindly of Chief Leary's service to the
26 town, and then spoke of the search process for a new chief and
27 noted that Chief Leary stated he will help with the search.
28

29 **Legal Counsel:**
30

31 No report.
32

33 **Clerk/Treasurer:**
34

35 No report.
36

37 **Manager:**
38

39 Mrs. Nelson made mention of the rising costs with the Water

1
2 Authority in regards to the water system, permits, and filters. She
3 stated she felt Council needs to be aware of the costs because at this
4 pace the line item for those funds will be over budget sooner rather
5 than later. Mrs. Nelson noted that the Water Authority's rate increase
6 will take place in January, and the committee hopes to have
7 information ready for a potential town rate increase discussion in
8 December.

9
10 **COMMUNICATIONS**

11
12 None.

13
14 **ADJOURNMENT**

15
16 Council member Lassiter made the motion to adjourn the meeting at
17 8:52 p.m.

18
19
20 _____
Mayor

21 _____
Clerk
22