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**Town of Louisa
Monthly Meeting
May 18, 2021**

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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 (via phone); Elizabeth T. Nelson, Town Manager; Jessica M. Ellis, Clerk/Treasurer

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Absent: None.

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Also in Attendance: Sergeant Tussing, Town of Louisa Police Department; Toby Cox, The Central Virginian; Craig Buckley, Town of Louisa Chief of Police (and family members)

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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

None.

CONSENT AGENDA

Mrs. Nelson stated that the following needed to be added to the agenda: Chief of Police appointment and swearing in – item no. 1 under New Business Loan Deferral Resolution - item no. 6 under New Business; Consultant Contract with Tom Leary – item no. 7 under New Business; Council member Lassiter made the motion to approve the agenda as amended. Council member Dulaney seconded the motion. The vote went as follows: 5-0 in favor.

PUBLIC HEARING:

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Fiscal Year 2021-2022 Budget and Water/Sewer Rate Ordinance

Mayor Nuckols opened the public hearing at 6:05 pm asking if there was anyone present who would like to speak for or against the proposed budget and water/sewer rate ordinance. Mayor Nuckols then closed the public hearing at 6:06 pm.

Mrs. Nelson stated that there was no action to be taken by Council this evening – they will take the matter up for adoption at the June meeting.

OLD BUSINESS

None.

NEW BUSINESS

1) Discussion/Action: Chief of Police Appointment

Council member Dulaney made the motion to appoint Craig Buckley as Chief of Police of the Louisa Police Department. Council member Lassiter seconded the motion. The vote went as follows: 5-0 in favor.

Mayor Nuckols then asked Mr. Buckley to stand as he swore him in as the new Chief of Police. Mr. Buckley took a brief moment to speak, thanking Council for the opportunity, and expressed his eagerness to work for the town.

2) Discussion/Action: Special Events Permit

Mrs. Nelson reviewed the two applications that were included in the packet stating that neither were out of the norm except for the inclusion of live music.

Council member Carter made the motion to approve both permits. Council member Purcell seconded the motion. The vote went as follows: 5-0 in favor.

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2 **3) Discussion/Action: Budget Appropriations**
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4 Mrs. Nelson reviewed each of the three general fund appropriations
5 that were included in the packet: Fire Dept. pass through grant
6 \$5,000; Grass Cutting Services for May \$6000 & June \$3000; USDA-
7 RD Interest only payment for Sewer Relining Project \$2377.99 &
8 Debt Service \$740 for May & June, before Council took the following
9 action:

10
11 Council member Purcell made the motion to approve the budget
12 appropriations. Council member Lassiter seconded the motion. The
13 vote went as follows: 5-0 in favor.

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15 **4) Discussion/Action: Employee Paid Time Off Carryover**
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17 Mayor Nuckols and Council asked Mrs. Nelson to look into finding
18 funds in the current budget to potentially pay down some of the
19 accrued time that exceeds amounts set forth in the personnel policy.
20 Mrs. Nelson was asked to report back at the June meeting.

21
22 **5) Discussion/Action: Town Signage**
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24 Mrs. Nelson and Council member Purcell reported that the Streets
25 and Sidewalks Committee met and discussed the town's four entry
26 way signs. They stated that the committee felt that, due to the age of
27 the structures and the cost of the needed repairs, the best use of the
28 signs would be to repurpose them – by removing all signs/logos and
29 potentially feature a laser cut town logo with the town's moto - in
30 effort to further promote the town. Mrs. Nelson added that the EDA
31 may also be willing to provide funding towards the project.

32
33 A short discussion was held between staff and Council wherein
34 members made mention of the following: features of other municipal
35 localities' signage; adding Council meeting and contact information to
36 possible new signage; and potentially adding lighting to the signs for
37 night visibility.

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39 Following the discussion, Council member Carter then made the

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2 motion to allow staff to seek design quotes to repurpose the signs.
3 Council member Lassiter seconded the motion. The vote went as
4 follows: 5-0 in favor.

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6 **6) Discussion/Action: Loan Deferral Resolution**

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8 Mrs. Nelson referred to the memo and resolution that was provided in
9 the supplemental packet before Council took the following action:
10 Council member Purcell made the motion to adopt the USDA-RD
11 loan deferral resolution. Council member Dulaney seconded the
12 motion. The vote went as follows: 5-0 in favor.

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14 **7) Discussion/Action: Consultant Contract with Tom Leary**

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16 Mrs. Nelson reported that she and legal counsel worked on a
17 consultant contract that would allow Tom Leary, the previous Chief of
18 Police, to stay on with the town to assist with the transition of Mr.
19 Buckley as well as to help with accreditation, policies, or lend
20 administrative help when needed.

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22 Council member Dulaney made the motion to approve the consultant
23 contract. Council member Carter seconded the motion. The vote
24 went as follows: 5-0 in favor.

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26 **STANDING COMMITTEE REPORTS**

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28 No committee reports.

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30 Mayor Nuckols questioned if job descriptions had been completed to
31 which Mrs. Nelson stated that they have and added the Personnel
32 Committee will need to meet in the near future to review and
33 discuss.

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35 **STAFF REPORTS**

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37 **Police:**
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Sergeant Tussing added the following to the Police Department report:

- The department continues to work on certifications and training.
- The need still exists to fill vacancies within the department.

Clerk/Treasurer:

No report.

Manager:

Mrs. Nelson reported:

- A light pole was destroyed during a hit and run recently and was turned into our insurance company and are awaiting contractor costs.
- RFC will be coming on Monday, May 24th to conduct the first part of our annual audit.
- We may have to do a supplemental appropriation for the sewer fund because of the cost over runs/carry over associated with the project – something that we will discuss with the auditors next week and will bring back to Council next month if necessary.
- John Robins has been out in the field working with Tri State Utilities as they continue to work on West Street.

COMMUNICATIONS

None.

ADJOURNMENT

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Council member Lassiter made the motion to adjourn the meeting at 6:38 p.m. Council member Carter seconded the motion.

Mayor

Clerk