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**Town of Louisa
Monthly Meeting
June 15, 2021**

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; Kellye Throckmorton, Administrative Assistant; Craig Buckley, Chief of Police

Absent: Jessica M. Ellis, Clerk/Treasurer

Also in Attendance: Tracy Clark and Bo Bundrick, Louisa County Chamber of Commerce; David Holtzman, The Central Virginian

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

None.

CONSENT AGENDA

Council member Rigsby made the motion to approve the agenda as amended. Council member Lassiter seconded the motion. The vote went as follows: 5-0 in favor.

PRESENTATION

Louisa County Chamber of Commerce – Tracy Clark, Executive Director

Tracy Clark, Executive Director of the Louisa County Chamber of

1
2 Commerce, stood before Council to update them on all the upcoming
3 events and spoke of the new programs and opportunities available in
4 the near future. Ms. Clark made mention of the Business Person of
5 the Year banquet as well as grant opportunities such as Exploring
6 Main Street. Ms. Clark stated that the grants are very beneficial for
7 small towns and noted that, before they are able to submit for funds,
8 they will need the town's support in the form of a resolution – as
9 required in the grant seeking process.

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11 Mrs. Nelson reported that she had spoken about the grant
12 opportunities and requirements with Tracy and recommended that the
13 matter go before the Streets & Sidewalks Committee for review and
14 then on to Council for consideration.

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16 **OLD BUSINESS**

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18 **1) Discussion/Action: Fiscal Year 2021-2022 Budget Resolution**

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20 Council member Carter made the motion to adopt the Fiscal Year
21 2021-2022 Budget Resolution. Council member Rigsby seconded
22 the motion. The vote went as follows: 5-0 in favor.

23
24 **2) Discussion/Action: Fiscal Year 2021-2022 Water/Sewer Rate**
25 **Ordinance**

26
27 Council member Purcell made the motion to adopt the Fiscal Year
28 2021-2022 Water/Sewer Rate Ordinance. Council member Rigsby
29 seconded the motion. The vote went as follows: 5-0 in favor.

30
31 **NEW BUSINESS**

32
33 **1) Discussion/Action: Special Event Permit / Parade or**
34 **Demonstration Permit – Louisa Volunteer Fire Department**

35
36 Mrs. Nelson reported that the Louisa Volunteer Fire Department
37 has submitted applications for their annual parade and fireworks
38 show, but will not be hosting a fair this year – they will, however, host
39

1
2 a small event involving food and drinks inside the fairgrounds
3 following the parade and leading up to the start of the fireworks.
4

5 Ms. Nelson stated that she and the Chief of Police have reviewed the
6 applications, parade route, and plans. She further stated that the
7 Chief has been in communication with the Louisa County Sheriff's
8 Office and VDOT to aid in planning, and to issue the necessary
9 VDOT permit(s).
10

11 Council member Dulaney made the motion to approve the Special
12 Event/Parade permit. Council member Carter seconded the motion.
13 The vote went as follows: 5-0 in favor.
14

15 **2) Discussion/Action: Budget Appropriations**

16

17 Mrs. Nelson briefly covered each of the three appropriations as
18 presented in the memos drafted in the Council packet before
19 Council took the following action:
20

21 Council member Carter made the motion to adopt all three budget
22 appropriations. Council member Purcell seconded the motion. The
23 vote went as follows: 5-0 in favor.
24

25 **3) Discussion/Action: Contracts – Updike Industries and Sowing 26 Good Seed Landscape & Design**

27

28 Mrs. Nelson referred to the contracts and memos she drafted the
29 Council packet and supplemental packet. Mrs. Nelson stated that
30 she and Mr. Gore have reviewed the contracts and made
31 amendments as needed. Mrs. Nelson made the recommendation for
32 approval subject to a final review by Mr. Gore and herself.
33

34 Council member Dulaney made the motion to approve the Updike
35 and Sowing Good Seed contracts subject to staff's final review.
36 Council member Lassiter seconded the motion. The vote went as
37 follows: 5-0 in favor.
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4) Discussion/Action: Resolution to Declare an Intent to Reimburse - USDA Water Infrastructure Project Financing

Council member Purcell made the motion to adopt the Resolution to Declare an Intent to Reimburse. Council member Carter seconded the motion. The vote went as follows: 5-0 in favor.

5) Discussion/Action: Committee and Board Appointments

Mrs. Nelson made reference to the updated list of committees, as appointed by the mayor, and also spoke of the board appointments that require Council’s approval. Mrs. Nelson also made mention of the two vacancies on the EDA.

A question was posed by Council member Dulaney regarding residency requirements to which Mr. Gore responded that they would need to be a resident of the town or county of Louisa to serve on the board.

Council member Dulaney made the motion to approve the committee and board appointments as presented by the Town Manager – including the reappointments of Maxine Butcher and Cochran Garnett to the Planning Commission and Jeff Feagans to the BZA. Council member Rigsby seconded the motion. The vote went as follows: 5-0 in favor.

STANDING COMMITTEE REPORTS

Streets and Sidewalks Committee

Mr. Purcell reported that the committee met last Wednesday, June 9, 2021 to discuss draft guidelines for the new entry way signs and received citizen comments.

Police Matters Committee

Council member Dulaney reported that the committee met on June 2, 2021 to welcome the new Chief and discussed: the orientation of the

1
2 committee; staffing; and some of the issues that the department has
3 faced over the past few years.

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5 **STAFF REPORTS**

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7 **Police:**

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9 Chief Buckley reported the following:

- 10
11 • Working on updating and improving reporting to include more data.
12 • Hope to have a new reporting system in the next month.
13 • Will be sponsoring training through VRSA.
14 • Officers continue to attend training such as CIT – also through
15 VRSA.
16 • Staffing – looking at possibly hiring for a full-time position rather than
17 a part-time.

18
19 **Project Manager:**

20
21 No report.

22
23 Mrs. Nelson stated that John Robins, the new Project Manager, had
24 been out in the field all day working with Tri-State Utilities on the
25 sewer relining project and had hoped to be at the meeting, but will
26 attend next month.

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28 **Clerk/Treasurer:**

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30 No report.

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32 **Legal Counsel:**

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34 No report.

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36 **Manager:**

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Mrs. Nelson reported:

- Still in the interview process to hire for a position in the Public Works Department.
- VDOT conducting work in the town over the next few months including: a new culvert pipe on Cutler Avenue and Meadow Avenue; and addressing problems with the left turn into the Sheetz parking lot from Main Street at the stop light as there have been numerous accidents – looking into safer alternatives such as the installation of a median that would only allow right in and right out turns.

Mayor Nuckols requested the Town Manager check in with VDOT on a time line of potential paving on South Street and West Street.

COMMUNICATIONS

None.

ADJOURNMENT

Council member Rigsby made the motion to adjourn the meeting at 6:39 p.m.

Mayor

Clerk