

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40

**Town of Louisa
Monthly Meeting
September 21, 2021**

Present: R. Garland Nuckols, Mayor; Jessi Lassiter, Vice-Mayor; A. Daniel Carter, Bud Dulaney, John J. Purcell IV, Sylvia Rigsby, Council members; Elizabeth T. Nelson, Town Manager; Jessica M. Ellis, Clerk/Treasurer; Craig Buckley, Chief of Police; John Robins, Project Manager

Absent: Jeff Gore, Legal Counsel

Also in Attendance: Alan Saunders, VDOT

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

Mrs. Nelson reported that The Point withdrew their special event application, therefore, item no. 1 under New Business was to be struck from the agenda.

Mrs. Nelson also reported that there were two items that needed to be added to the agenda: Louisa Baptist Church submitted an application for a special event permit after the agenda had been advertised, but she included it in the supplemental packet for Council to consider this evening as item no. 4 under New Business; and Alan Saunders with the Virginia Department of Transportation was in attendance to update Council on current and upcoming jobs in town.

1
2 Council member Lassiter made the motion to approve the agenda as
3 amended. Council member Rigsby seconded the motion. The vote
4 went as follows: 5-0 in favor.

5
6 **PRESENTATION**

7
8 **Alan Saunders – VDOT**

9
10 Mr. Saunders was in attendance to update Council on current and
11 upcoming jobs in the town limits. The following items were discussed:

- 12
- 13 • There are culverts and drainage ditches that are in need of repair
14 on Pinehurst Ave and Loch Lane Drive. South Street has some
15 issues, but is not on the current schedule.
 - 16 • Cutler Avenue is in need of patching/paving where recent culvert
17 work was completed.
 - 18 • West Street is not on the schedule for patching/paving. Mrs.
19 Nelson reported that we are waiting on more information on the
20 water line project before doing any major repair work due to the
21 scope of work that would affect the roadway. Mr. Saunders stated
22 they could look at West St. to see if patching would be possible,
23 but the town would have to provide the risers.
 - 24 • Complaints were received regarding the entrance into Sheetz from
25 Main Street. Based on a findings from traffic safety study, a raised
26 curb with PVC delineators will be installed along the length the
27 entrance to prohibit the turn into Sheetz from Main Street. There is
28 no definite date of installation, but it should be within the next six
29 weeks.
 - 30 • The removal of the traffic lights at Courthouse Square is still in the
31 works, however the cost of the project has been an issue as well
32 as how to best make vehicular traffic aware of pedestrians seeking
33 to cross the road during the day and night time hours. Flashing
34 beacons are a possibility.
 - 35 • The town will be rotated back into the flashing speed limit sign
36 schedule in the coming months. They are currently being used in
37 other areas of the county at this time.
- 38

- Engineers looked into the amount of foot traffic in the area of West Main Street where the Shell Station and Louisa County Circuit Court is located to see if another crosswalk could be installed, however, due to the curve in the road, amount of vehicular traffic, the speed of traffic, and the distance to the next pedestrian crossing, it was deemed unsafe.
- Mr. Saunders spoke of the possibility of creating some relief for Lyde Avenue traffic via 208 however more research and conversations with property owners will need to be conducted.

NEW BUSINESS

1) Action/Discussion: Special Event Permit Application – The Point at Louisa Arts Center

This item was struck from the agenda – The Point withdrew their application.

2) Action/Discussion: Funding Request – Louisa County Historical Society

Mrs. Nelson reported that the Historical Society's final price for renovations to the barracks came in above the estimated figure given to Council during their budget planning sessions. Mrs. Nelson stated that the Historical Society is asking for an additional \$1500.00 to cover the additional cost.

Due to disclaimer notes in the proposal, Council member Rigsby questioned if the \$1500.00 would completely cover the cost or would they possibly be approached in the future for more funding. Mrs. Nelson responded that she was not sure at this time – future requests could be possible.

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

1
2 **3) Action/Discussion: Rockland Rentals, LLC and Claybrooke**
3 **Farm, LLC – Lease Agreements**
4

5 Mrs. Nelson reported that the lease agreement with Rockland
6 Rentals, LLC is up for annual renewal with the option to extend the
7 terms of the lease to a three or five year term should Council desire;
8 and Claybrooke Farm, LLC would like to sub-lease the property again
9 this year to sell Christmas trees.

10
11 Council member Dulaney made the motion to approve the sub-lease
12 with Claybrooke Farm and extend the terms of the lease with
13 Rockland Rentals to a five year term. Council member Lassiter
14 seconded the motion. The vote went as follows: 5-0 in favor.

15
16 **4) Action/Discussion: Special Event Permit Application – Louisa**
17 **Baptist Church**
18

19 Mrs. Nelson briefed Council on the annual event and reported that
20 Chief Buckley has been in touch with church staff to coordinate traffic
21 assistance.

22
23 Council member Dulaney requested the use of VDOT signage to alert
24 traffic prior to the date of the event.

25
26 Council member Dulaney made the motion to approve the permit.
27 Council member Lassiter seconded the motion. The vote went as
28 follows: 5-0 in favor.

29
30 **STANDING COMMITTEE REPORTS**
31

32 **Streets & Sidewalks Committee:**
33

34 Council member Purcell and Mrs. Nelson reported that: letters were
35 mailed to sign holders about the upcoming project and how to collect
36 their sign in the coming months; and letters were sent out to several
37 entities describing the project's parameters and deadline of
38 November 15, 2021.
39

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38

Police Committee:

Council member Dulaney briefed Council on the Police Committee meeting held earlier in the day making note of the following items of discussion: their continuous efforts to reach accreditation; staffing fulfillment; preplanning of budgetary items; and future plans for the evidence room.

STAFF REPORTS

Police:

Chief Buckley made mention of the following:

- Starting October 1, 2021 the police department will be providing additional police enforcement in town during the holidays via grant funding.
- The police department has now reach 40% success in their goal to achieve accreditation.
- Car seat safety and installations will be held Saturday, September 25, 2021 at Essex Bank.
- Currently, there are two vacancies within the police department for police officers – applications have been reviewed and interviews have been conducted.
- The department is preparing in advance for upcoming holiday events.

Project Manager:

Mr. Robins made note of the following from his report:

- The W. Main Street sidewalk project continues to slowly moving forward.
- The Sanitary Sewer Rehab Project is complete and the Town Manager recently found additional funding for the town to use due to a spreadsheet error which now brings the total to approximately \$2648.62.

- We're waiting for information back from Suez and Thrasher regarding the water project, and once that info has been received, the Water & Sewer Committee can meet to discuss and present an approach to Council.

Legal Counsel:

No report.

Clerk/Treasurer:

No report.

Manager:

Mrs. Nelson reported that auditors from Robinson Farmer Cox were in the office conducting the close of our annual audit on September 16th and 17th. They are looking to attend the November 16th meeting to provide their report.

COMMUNICATIONS

Council member Dulaney requested a Legal Matters Committee meeting to discuss: the number of members needed to serve on the town EDA; and to begin discussions on revisiting the town code for further review and update.

Mayor Nuckols questioned if the Town Manager had discussed further/received word back from legal counsel on run down homes and inoperable vehicles in town. Mrs. Nelson stated that she had nothing new to report at this time. Mayor Nuckols and members of Council requested to have the matter added to the agenda for discussion with the Legal Committee.

Mrs. Nelson also quickly noted research she will be conducting in the near future in regards to the town's liquid assets and would report back with more information.

1
2
3
4
5
6
7
8
9
10

ADJOURNMENT

Council member Lassiter made the motion to adjourn the meeting at 7:01 p.m.

Mayor

Clerk