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**Town of Louisa
Monthly Meeting
November 21, 2023**

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

Absent: Jeff Gore, Legal Counsel; John Robins, Project Manager

Also in Attendance: Brittany Chaput, 116 Apple Orchard Rd; Melissa Young, 403 Evergreen Circle; Ashley Michael, 405 Evergreen Circle; Renee Falin, 221 Bibb St

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

Brittany Chaput, Melissa Young, Ashley Michael, and Renee Falin, all town residents of Countryside Subdivision, stood and individually addressed Council expressing their desire to see the sidewalk project come to fruition. Each resident commented on the need for sidewalks citing pedestrian safety and connectivity to town as being their primary concerns. The group also stated that they felt the sidewalks would increase foot traffic for local businesses, and would promote overall better health and wellbeing.

CONSENT AGENDA

Council member Carter made the motion to approve the amended

1 agenda. Council member Purcell seconded the motion. The vote
2 went as follows: 5-0 in favor.

3
4 **PRESENTATION**

5
6 **2023 Audit Report – Jay Sanudo, RFC Associates**

7
8 Mr. Sanudo reviewed the audit that he and his associates conducted
9 for the town. He was brief and highlighted key areas of importance.
10 Following his presentation, Mr. Sanudo thanked town staff for their
11 assistance and complimented them on a job well done.

12
13 **NEW BUSINESS**

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15 **1) Discussion/Action: Musical or Entertainment Festival Permit**
16 **Application – Louisa Arts Center**

17
18 Mrs. Nelson gave a quick update on the carriage ride route for this
19 year, and briefly described some of the activities that would be
20 taking place in the Arts Center.

21
22 Council member Carter made the motion to approve the permit.
23 Council member Rigsby seconded the motion. The vote went as
24 follows: 5-0 in favor.

25
26 **STANDING COMMITTEE REPORTS**

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28 **Streets & Sidewalk Committee:**

29
30 Mrs. Nelson reported that the committee met to review and discuss a
31 45 day response letter that was sent to the town from VDOT in
32 regards to our plans for the West Main Street Sidewalk Project. Mrs.
33 Nelson explained that the town has been following the
34 construction outline with Thrasher, and had been waiting to receive a
35 budget. A couple of days before the 45 day deadline, Thrasher came
36 back with a budget. Mrs. Nelson then explained the following:

- 37
38 • The VDOT numbers came in very high – well beyond her
39 authorization – and would not sign the letter.

- 1 • The alternative to signing was to ask VDOT for an extension of the
- 2 current extension - which is what was done.
- 3 • The town has until February 2024 to respond to the extension
- 4 letter.
- 5 • In the main time, Thrasher will be trying to slash cost estimates.
- 6 • We are still having issues obtaining easements and with
- 7 associated costs.
- 8 • There are issues with turn radiuses with grandfathered businesses
- 9 as they do not comply with current VDOT regulations in regards to
- 10 delivery trucks; and there are also issues with pedestrian refuge
- 11 locations between businesses.
- 12 • Turnover within VDOT and Thrasher has been pretty extensive
- 13 and has not helped, but both entities have committed personnel
- 14 working to help us see this project through.
- 15 • Letters have been submitted to VDOT on behalf of the town from
- 16 John McGuire and Bryce Reeves.
- 17 • Thrasher is looking at additional funding option possibilities.

18
19 Council member Harte made mention of work being done in Tanyard
20 Subdivision and questioned the town's involvement to which she was
21 informed by Council and staff to contact the County of Louisa as the
22 town is not doing the work.

23 24 **STAFF REPORTS**

25 26 **Police:**

27
28 Chief Buckley spoke on the following:

- 29
30 • Academy costs have increased \$600.
- 31 • The Chief will finalize the parade route plans with Parks and Rec
- 32 on Monday, November 27th.
- 33 • There are changes in the Art Center's carriage ride route this year
- 34 to enhance safety.
- 35 • The Chief is working on Officer of the Year.
- 36 • Updates have been made to the database.
- 37 • The department is still participating in their pen pal project with
- 38 Trevilians Elementary School.

- 1 • The Master Gardeners recently did some landscaping work in front
2 of the department.

3
4 **Project Manager:**

5
6 In Mr. Robin's absence, Mrs. Nelson gave a brief report stating:

- 7
8 • All water/sewer financing is in.
9 • There is a sewer issue at Panda Garden.
10 • Staff believes there is a break in the line under the parking lot.
11 • Two trees will need to be taken down in order to dig and trench the
12 area to do the repair work.
13 • The work is scheduled to be done after Thanksgiving.
14 • There is a possible lateral issue and would be the town's
15 responsibility to repair.
16 • The private line across the parking lot will need to be replaced by
17 Panda Garden.

18
19 **Legal Counsel:**

20
21 No report.

22
23 **Clerk/Treasurer:**

24
25 No report.

26
27 **Manager:**

28
29 Mrs. Nelson reported:

- 30
31 • Bre Clune has submitted her resignation – she plans to work part-
32 time until we fill the position, and will assist with training.
33 • Mrs. Nelson took pictures of the bridge on Rt. 33 with her to the
34 VDOT Louisa Residency to speak with them about repairs, and
35 also spoke with them about parking on one side of the street in
36 Countryside, and an erosion issue at Auto Zone.
37 • We will be retrofitting the light poles in the downtown area with
38 new LED bulbs and have decided to do a trial run with the pole

- 1 that currently has a blown light in order to assess the new bulb's
2 lumen.
- 3 • The entryway signs are done and will be installed soon. The EDA
4 will be paying for one.
 - 5 • The Planning Commission will be going to public hearing with the
6 Comprehensive Plan on the 27th.
 - 7 • The Cemetery Committee meeting was postponed due to illness.
 - 8 • There is an issue with the color of the concrete that was installed
9 for the benches at Hillcrest. Looking in to possible solutions and
10 will report back.
 - 11 • We will need to hold a Personnel Meeting soon to discuss
12 vacancies and the upcoming budget.
 - 13 • Mr. Carter has agreed to serve on the EDA again; Mr. Dulaney is
14 still undecided.

15
16 **COMMUNICATIONS**

17
18 Council member Purcell reported that, while at a County of Louisa
19 Planning Commission meeting, he'd listened to discussions on how
20 the Data Centers would affect the Louisa County Water Authority. As
21 a follow up, he met with Pam Baughman to discuss how the Data
22 Centers would affect the Sewer Plant and stated that he was
23 informed that the centers would not have any adverse effects on the
24 plant.

25
26 Mrs. Nelson suggested that the Streets & Sidewalks Committee meet
27 again soon. Mrs. Nelson reported that there is a need to meet in
28 regards to the sidewalk project, but also to discuss the
29 Operation/Pedestrian Complete Streets Assessment that was done in
30 2019. Mrs. Nelson stated that she was informed that the list of
31 wants/needs/concerns that was drafted and submitted to VDOT back
32 a few years ago never made it to the correct departments. Mrs.
33 Nelson stated that it needs revisiting.

34
35 Council member Rigsby stated that she has concerns with the
36 changing of the banners on the poles. She expressed that she felt it
37 causes safety and time issues in regards to traffic being congested
38 and backed up.

1 Mrs. Nelson responded stating that the new hardware that had to be
2 installed on the poles recently was the cause of the issue. Going
3 forward, the changing of the banners should run more smoothly.
4 Council member Harte commented that Council needs to hold a
5 discussion on grants for the town's cemeteries. A lengthy discussion
6 was held between Council and staff wherein it was made clear that all
7 cemetery matters would be discussed by the committee prior to
8 coming before Council for consideration/approval.

9

10 **ADJOURNMENT**

11

12 Council member Purcell made the motion to adjourn the meeting at
13 7:20 p.m. Council member Carter seconded the motion.

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16 _____
Mayor

Clerk

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