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**Town of Louisa
Monthly Meeting
March 19, 2024**

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

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Absent:

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Also in Attendance: Hal Schaffer, President of the Louisa County Crime Solvers; Twiglenda Harris, Administrative Assistant for the Louisa Police Department; Sergeant Nachtman and Sergeant Fallon of the Louisa Police Department; Kellye Throckmorton, Administrative Assistant for the Town of Louisa

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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.

BUSINESS FROM THE FLOOR

None.

CONSENT AGENDA

Mayor Nuckols questioned if there were any changes or additions to the agenda. Mrs. Nelson reported that the Louisa County Historical Society had submitted a permit for their annual Heritage Day celebration and should be considered for discussion as item no. 1 under New Business on the agenda.

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

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5 **PRESENTATION**

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7 Hal Schaffer, President of the Louisa County Crime Solvers,
8 presented Sergeant Martin Nachtman the Officer of the Year Award
9 for his exemplary work on a child sexual predator case in our
10 community.

11
12 Chief Buckley then presented Sergeant Nachtman with a department
13 commendation award for exceptional work on the sexual predator
14 case which resulted in an arrest and successful prosecution. Chief
15 Buckley also read aloud a news release in association with the case.
16 *(A copy of the news release was submitted by Chief Buckley for*
17 *public record).*

18
19 Chief Buckley also presented Sergeant Matt Fallon with a department
20 commendation award for exceptional work performed in 2023 and for
21 his notable work related to a lost wallet belonging to a French
22 National visiting the U.S. Chief Buckley read aloud an email received
23 from a friend of the French National thanking Sergeant Fallon for his
24 remarkable service and dedication to duty. Chief Buckley also took a
25 moment to recognize Fallon for his recent promotion to Sergeant. *(A*
26 *copy of the email was submitted by Chief Buckley for public record).*

27
28 Council member Harte spoke briefly, personally thanking both officers
29 for their professionalism involving a recent event at her home, and
30 also spoke to the amount of experience they bring to the town, their
31 exceptional work, and how appreciative she is of their service to our
32 community.

33
34 Mayor Nuckols then also spoke praising Sergeants Nachtman and
35 Fallon for their efforts and dedication to the town and noted that the
36 department as a whole works very well as a team and they very much
37 care about the community.
38

1 Chief Buckley then introduced Twiglenda Harris, who was recently
2 hired to fill the Administrative Executive's position with the Louisa
3 Police Department, and updated Council on her training and
4 progress.

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6 **OLD BUSINESS**

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8 **1) Action/Discussion: SUP 2023-03 Virginia United Methodist**
9 **Housing Development Corporation Traffic Generation**
10 **Clarification**

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12 Mrs. Nelson recounted that a condition of the approval of SUP 2023-
13 03 for the Virginia United Methodist Housing Development Corp. was
14 to review the traffic flow on Cammack Street and seek input from
15 VDOT. Mrs. Nelson stated that the engineer for the project provided a
16 traffic generation certification prepared by Stuart Little, PE, which was
17 included in the packet for Council to review. Mrs. Nelson stated
18 Council did not need to take any action at the moment and noted that
19 a meeting is scheduled with VDOT for March 27th and related
20 questions can be directed at that time.

21
22 **NEW BUSINESS**

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24 **1) Action/Discussion: Louisa County Historical Society Heritage**
25 **Day Permit**

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27 Mrs. Nelson reported that the Historical Society is planning their
28 annual Heritage Day event for Saturday, April 27th on the town hall
29 campus. Mrs. Nelson stated they are not in need of any assistance
30 from the town or the police department for the event.

31
32 Council member Carter made the motion to approve the Historical
33 Society's permit. Council member Purcell seconded the motion. The
34 vote went as follows: 5-0 in favor.

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36 **STANDING COMMITTEE REPORTS**

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38 **Police Committee:**
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1 Mrs. Nelson reported that a meeting was held on February 27th to
2 discuss updates on the following: promotions; new hires; vacancies;
3 accreditation guidelines and policy update – still on track for mock
4 assessment; the transition from Bre to Twiggy in the Administrative
5 Executive roll; applications for grant funding opportunities; and the
6 use of ARPA funds (for a new vehicle) by fiscal year end.
7

8 **Litter Committee:**

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10 Council member Harte reported that the committee met recently and
11 discussed scheduling a “Clean Louisa Day” for the town. Mrs. Harte
12 stated that the committee would like to see residents not only collect
13 their own trash, but hopefully assist in cleaning up roadways. Mrs.
14 Nelson added that they also hope to get participation from nonprofit
15 groups in the area to assist that day as well. Mrs. Harte and Mrs.
16 Nelson informed Council that a date has not been selected as of yet,
17 but they are looking to hold the event in the latter part of September.
18 Mrs. Harte added that there is a citizen who has expressed interest in
19 serving on the committee and her information has been passed on to
20 Mrs. Nelson.
21

22 Council member Harte also requested a Cemetery Committee
23 meeting to discuss the possibility of historic registry designation for
24 Oakland Cemetery. Mrs. Nelson responded that they would
25 coordinate a meeting via email with the committee to discuss the
26 matter.
27

28 **STAFF REPORTS**

29 **Police:**

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32 Chief Buckley reported:
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- 34 • He was able to get a fully built out police vehicle from Sheehy Ford
35 for approximately \$53,000. We have \$51,000 in ARPA grant
36 funds, therefore, the town would only have an out-of-pocket
37 expense of about \$2300.

- 1 • They are working diligently to get Ms. Harris up to speed with
2 training as quickly as possible.
3 • He is working through a couple of applications for a full-time
4 officer.
5 • Sergeant Fallon is working on National Night Out – set to be held
6 in August – and will report back in May/June with a more formal
7 report on their plan.
8

9 Council member Harte informed Chief Buckley that the Heritage Girls
10 & Trail Life are willing to assist this year with the event.
11

12 **Project Manager:**

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14 Mr. Snyder reported on the following:
15

- 16 • The Region Ten project is progressing nicely – contractors have
17 tapped into the water lines, but not the sewer. They may decrease
18 the size of the sewer line from what is featured in the plans, but he
19 will keep Council updated.
20 • He met with Eric Sherrard with Thrasher to bring him up to speed
21 on the project.
22 • Continental Automotive is in violation of their permit approval due
23 to vehicles being parked too close to the roadway. Staff sent out a
24 notice of violation, but it was returned, therefore Mr. Snyder plans
25 to deliver the notice in person, if necessary. Mr. Snyder stated that
26 if he does not comply, the town has a few options for their next
27 course of action.
28 • He started the application for the lead elimination assistance
29 program funding and hopes to have it submitted in the next few
30 days. We are requesting \$250,000 to investigate and get inventory
31 of any lead piping we may have in town.
32

33 Council member Harte asked about the application deadline, and Mr.
34 Snyder responded that the funding application is due by May 3rd, and
35 Mrs. Nelson responded that the inventory has to be reported to the
36 Office of Drinking Water by October 16th.
37

1 Council member Harte and Mrs. Nelson then had a conversation
2 about testing and the testing sites. During the discussion, Mrs.
3 Nelson explained: the town is on a three-year cycle with the Virginia
4 Department of Health Office of Drinking Water for lead and copper in
5 drinking water; we are currently in our third year and will conduct
6 testing in June; the Office of Drinking Water determines the testing
7 sites and we deliver the testing materials to the homeowner; the
8 homeowner has to conduct the testing on their own – the town is not
9 involved. At the conclusion of the conversation, Council member
10 Harte stated that she would like to review the testing reports.

11
12 **Legal Counsel:**

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14 No report.

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16 **Clerk/Treasurer:**

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18 Mrs. Ellis reported that funds stolen from the town via a fraudulent
19 check in the amount of \$44,080.40 was returned to our account with
20 Blue Ridge Bank.

21
22 **Manager:**

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24 Mrs. Nelson reported:

- 25
- 26 • The wayfinding grant has been pushed back to June 1st as the
27 assessment did not come back as anticipated – the town will still
28 fund half of the grant writing cost, up to \$800.00.
 - 29 • The repair work to many stones at Oakland Cemetery has been
30 completed and looks very nice.
 - 31 • There is a meeting scheduled with VDOT and the Streets &
32 Sidewalk Committee on March 27th to discuss several items.
 - 33 • Hometown Heroes reached out recently about the possibility of
34 another banner project – more to come.
 - 35 • We have now converted over to our new meter reading system.
36 Tripp Trombly recently joined the Public Works Department and
37 has been trained to use the new system. Due to a recent change

1 in staffing, Mrs. Nelson and Mrs. Ellis will assist Tripp in reading
2 meters this month.

- 3 • We are looking to diversify funds and possibly open up certificates
4 or a money market with United Bank; and possibly transfer some
5 funds to LGIP where we are getting the best return.

6

7 **COMMUNICATIONS**

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9 Mayor Nuckols reported that he attended a 90th birthday party for Ms.
10 Marie Trice who is a town resident on West Street. Mr. Nuckols
11 stated that he presented her with an acknowledgement letter from the
12 town and a commendation award from Congressman Good.

13

14 Mrs. Nelson reported that Mayor Nuckols received an award from the
15 NAACP recently for his commitment to the community and his service
16 to the area.

17

18 Council member Harte asked if there was any update on the vacant
19 grocery store in town and Mayor Nuckols responded that the owners
20 are still in negotiations with a potential buyer. He reported that they
21 are making improvements to the store and property. Mrs. Nelson
22 stated that the owners would like to bring another grocer into the
23 space.

24

25 Council member Purcell reported that the Louisa County Planning
26 Commission held a public hearing for warehouses that will be located
27 behind the self-storage buildings on Duke St. Mr. Purcell stated that
28 there were no citizens present for the public hearing and no action
29 was taken at the meeting, but wanted to know if there was any
30 comments from Council because even though the property is located
31 outside of the town limits, the town has the right to comment. Mayor
32 Nuckols called for comments to which there were none.

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34 **ADJOURNMENT**

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36 Council member Lassiter made the motion to adjourn the meeting at
37 6:53 p.m. Council member Purcell seconded the motion.

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Mayor

Clerk