



Agenda
Scheduled Meeting
Louisa Town Council
212 Fredericksburg Avenue
Louisa, Virginia 23093
Tuesday, July 16, 2024

6:00 pm Convene Regular Session

Invocation

Pledge to the Flag

Business from the Floor

This section of the Council meeting provides citizens the opportunity to discuss matters, which are not listed on the printed agenda. Any person wishing to bring a matter to the Council's attention under this section of the agenda should: (1) State their name and address; (2) State the matter that they wish to discuss and what action they would like the Council to take. When appropriate or if requested, we will respond to direct questions in writing. Please limit comments to 3 minutes or less.

Consent Agenda

Meeting Agenda Approval

Consideration of Accounts and Appropriations

Approval of Minutes: June 18, 2024

Sale of Cemetery Lots

Presentation and Update

1. Louisa County Chamber of Commerce – Tracy Clark, Executive Director

New Business

1. Virginia Drinking Water State Revolving Fund Award Acceptance

2. Virginia Commission for the Arts – Creative Communities Partnership Grant Award

Standing Committee Reports

Water and Sewer

Streets and Sidewalks

Personnel Committee

Reports from Staff

Police Chief

Project Manager

Legal Counsel

Clerk/Treasurer

Manager

Closed Session

Consider in closed session, in accordance with the Virginia Code & Freedom of Information Act.

Comments by Members of Town Council

Adjournment



July 16, 2024
6:00 pm
Convene Regular Session

Consent Agenda

Meeting Agenda Approval

Consideration of Accounts and Appropriations

Approval of Minutes:
June 18, 2024

Sale of Cemetery Lots

Deposit Account Balances

As of June 30, 2024

Institution Name	Treasurer's Fund Account Number	Balance	Maturity Date (if applicable)	Date of Next Interest (if applicable)	Interest Rate (if applicable)
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Operating Account (All Funds - General 100, Police Asset Forfeiture 102, Water 501, Sewer 502 and Hillcrest 702)

Blue Ridge Bank	999 103 0008	\$ 1,344,351.69	N/A	N/A	N/A
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General Fund (100)

LGIP	999 105 0001	\$ 364,421.34	N/A	Monthly	5.549%
LGIP (Oakland Cemetery)	999 105 0002	\$ 51,442.85	N/A	Monthly	5.549%
Blue Ridge Bank - Savings Account	999 103 0017	\$ 298,730.39	N/A	Quarterly	0.030%
Blue Ridge Bank - Money Market Account	999 103 0009	\$ 714,184.13	N/A	Monthly	0.200%
Blue Ridge Bank - PF ARPA Funds MM	999 103 0020	\$ 1,803,893.34	N/A	Monthly	0.150%
General Fund - Total		\$ 3,232,672.05			

Water Fund (501)

LGIP	999 105 0003	\$ 776,187.73	N/A	Monthly	5.549%
Blue Ridge Bank - Savings Account	999 103 0018	\$ 411,785.89	N/A	Monthly	0.200%
Water Fund - Total		\$ 1,187,973.62			

Sewer Fund (502)

LGIP	999 105 0005	\$ 356,722.83	N/A	Monthly	5.549%
United Bank - Checking Account	999 108 0006	\$ 1,425.26	N/A	N/A	N/A
Sewer Fund - Total		\$ 358,148.09			

Hillcrest Cemetery Fund (702)

LGIP	999 105 0004	\$ 511,859.72	N/A	Monthly	5.549%
Hillcrest Fund - Total		\$ 511,859.72			

Total Cash on Deposit (All Institutions)	\$ 6,635,005.17
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Total Cash on Deposit at Blue Ridge Bank	\$ 4,572,945.44
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Total Cash on Deposit at United Bank	\$ 1,425.26
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Total Cash on Deposit at LGIP	\$ 2,060,634.47
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TOWN OF LOUISA

Preliminary Bill List for Town Council Meeting - July 16, 2024

VENDOR NAME	GENERAL FUND	WATER FUND	SEWER FUND	HILLCREST FUND	TOTAL
BAI Municipal Software	7,278.00				\$ 7,278.00
BAI Treasurers' User Group	350.00				\$ 350.00
Blue Ridge Bank	12,366.68				\$ 12,366.68
Central Shenandoah Criminal Justice	4,320.00				\$ 4,320.00
Cintas	100.25	100.25	100.24		\$ 300.74
Cody Langridge/PWS Operations, LLC		603.00			\$ 603.00
Community Motor Co.	55.00				\$ 55.00
Core & Main		1,738.68			\$ 1,738.68
County of Louisa Finance Dept.	9,697.26				\$ 9,697.26
County of Louisa, Landfill	787.32				\$ 787.32
Crystal Springs	64.14				\$ 64.14
Document Destruction of VA	40.00				\$ 40.00
Ethical Investigators, Inc.	350.00				\$ 350.00
Ferguson Waterworks		26,651.84			\$ 26,651.84
Gladys Thomas (Focus Point)	1,350.00				\$ 1,350.00
Hefty, Wiley & Gore, P.C.	4,500.00				\$ 4,500.00
Intrastate Pest	116.11				\$ 116.11
Itron, Inc.		1,464.00			\$ 1,464.00
Jon Hugh Moss, Ph.D., ABPP	360.00				\$ 360.00
Liberty Emblem Co., LLC	602.97				\$ 602.97
Louisa Auto Parts, Inc.	9.57				\$ 9.57
Louisa County Chamber of Commerce	220.00				\$ 220.00
Louisa County Water Authority		29,036.60	47,970.69		\$ 77,007.29
Louisa Family Practice	275.00				\$ 275.00
Louisa Hardware	112.46	26.97	26.97		\$ 166.40
Magna5 MS, LLC	2,342.00				\$ 2,342.00
Mansfield	1,244.43	81.38	81.38		\$ 1,407.19
Mike's Glass & Mirror	1,119.74				\$ 1,119.74
MoJohns	95.00				\$ 95.00
Piedmont Plumbing, LLC	520.00				\$ 520.00
Ricoh USA, Inc.	386.57				\$ 386.57
The Childress Agency, Inc.	274.95				\$ 274.95
UniFirst Corp.	104.53				\$ 104.53
Updike Industries, Inc.	6,649.16				\$ 6,649.16
Utility Service Co., Inc.		9,427.56			\$ 9,427.56
Virginia Municipal League	1,511.00				\$ 1,511.00
Virginia Rural Water Association		400.00			\$ 400.00
Virginia Utility Protection Services		17.25			\$ 17.25
Virginia Wholesale Tire	1,116.32				\$ 1,116.32
WBBI, Inc.	31.97				\$ 31.97
TOTALS:	58,350.43	69,547.53	48,179.28	-	\$ 176,077.24

General Fund Revenue (Fund 100)

Account Number	Description	Budget	Received	Balance
Taxes (RE, PP, PS)				
100-11010-0001	Real Estate Current Year Tax	\$ 325,750.00	\$ 326,820.07	\$ (1,070.07)
100-11010-0002	Delinquent Real Estate Tax	\$ 5,400.00	\$ 7,143.07	\$ (1,743.07)
100-11020-0001	Personal Property Current Year Tax	\$ 78,000.00	\$ 79,011.24	\$ (1,011.24)
100-11020-0002	Delinquent Personal Property Tax	\$ 5,500.00	\$ 5,838.92	\$ (338.92)
100-11020-0003	VA Personal Property Relief Allowance	\$ 21,378.00	\$ 21,378.84	\$ (0.84)
100-11025-0001	Public Service Tax Current Year	\$ 7,000.00	\$ 6,555.29	\$ 444.71
100-11060-0001	Penalties - All Property Tax	\$ 1,500.00	\$ 3,222.34	\$ (1,722.34)
100-11060-0002	Interest - All Property Tax	\$ 1,000.00	\$ 2,970.09	\$ (1,970.09)
Local Taxes				
100-12010-0001	Local Sales Use and Tax	\$ 137,042.00	\$ 182,392.02	\$ (45,350.02)
100-12020-0002	Consumption Tax	\$ 4,000.00	\$ 7,204.02	\$ (3,204.02)
100-12030-0001	Business License Tax	\$ 250,000.00	\$ 268,696.86	\$ (18,696.86)
100-12060-0001	Bank Stock Tax	\$ 190,000.00	\$ 203,833.00	\$ (13,833.00)
100-12100-0001	Transient Lodging Tax	\$ 2,000.00	\$ 3,501.15	\$ (1,501.15)
100-12110-0001	Meals Tax	\$ 750,000.00	\$ 781,386.14	\$ (31,386.14)
Permits and Other Licenses				
100-13030-0007	Zoning Permits	\$ 1,000.00	\$ 2,451.50	\$ (1,451.50)
100-13030-0100	Special Use Permits	\$ 1,500.00	\$ 2,250.00	\$ (750.00)
Fines and Forfeitures				
100-14010-0001	Court Fines & Forfeitures	\$ 2,500.00	\$ 5,539.36	\$ (3,039.36)
100-14010-0005	Parking Violation Fees	\$ 150.00	\$ -	\$ 150.00
100-24040-0015	PD Fines/Charges	\$ 300.00	\$ 2,609.00	\$ (2,309.00)
Other Revenue				
100-15010-0001	Interest Earned	\$ 12,500.00	\$ 26,344.67	\$ (13,844.67)
100-15020-0005	Petit Storage Rental	\$ 4,800.00	\$ 4,400.00	\$ 400.00
100-15020-0009	Parking Lot Building Rental	\$ 6,000.00	\$ 8,000.00	\$ (2,000.00)
100-15020-0015	Arts Center Lease Rent	\$ 12,000.00	\$ -	\$ 12,000.00
100-16080-0001	Solid Waste Fees	\$ 8,000.00	\$ 7,807.00	\$ 193.00
100-16080-0004	Brush Removal	\$ 100.00	\$ -	\$ 100.00
100-18990-0001	Miscellaneous	\$ 500.00	\$ 9,969.67	\$ (9,469.67)
100-18990-0013	NSF Fees	\$ 50.00	\$ 175.00	\$ (125.00)
100-18990-0050	MLR Rebate	\$ -	\$ 4,546.26	\$ (4,546.26)
100-18990-0702	Lot Sales at Hillcrest Cemetery	\$ 5,000.00	\$ 4,533.34	\$ 466.66
Due From Other Governments				
100-22010-0005	Rolling Stock Tax	\$ 1,600.00	\$ -	\$ 1,600.00
100-22010-0006	Communication Tax	\$ 4,300.00	\$ 3,938.45	\$ 361.55
100-22010-0010	Auto Rental Tax	\$ 750.00	\$ -	\$ 750.00
100-23201-0003	Arts Center Grant	\$ 4,500.00	\$ 4,500.00	\$ -
100-24010-0005	TEA Grant Downtown	\$ 1,134,000.00	\$ -	\$ 1,134,000.00
100-24040-0001	Law Enforcement - 599 Funds	\$ 45,000.00	\$ 45,230.00	\$ (230.00)
100-24040-0006	DCJS Grants	\$ -	\$ 500.00	\$ (500.00)
100-24040-0007	Anti-Litter Grant	\$ 1,200.00	\$ 2,189.00	\$ (989.00)
100-24040-0012	Fire Program Grant	\$ 30,000.00	\$ 15,000.00	\$ 15,000.00
100-33201-2020	ARPA Grant	\$ 112,000.00	\$ 24,080.40	\$ 87,919.60
Transfers from Reserves/Other Funds				
100-41050-0006	Transfer from Reserves - TA Sidewalk	\$ 687,000.00	\$ -	\$ 687,000.00
100-41050-2020	Trans DR-ARPA to Water Infra Imp	\$ 8,650.00	\$ -	\$ 8,650.00
100-41050-2026	Trans DR-ARPA to Sewer Infra Imp	\$ 26,658.00	\$ -	\$ 26,658.00
Total Revenue General Fund		\$ 3,888,628.00	\$ 2,074,016.70	\$ 1,814,611.30

General Fund Expenses (Fund100)

Account Number	Description	Budget	Spent	Balance
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Town Administration/Town Hall

Administrative Salaries and Benefits

100-10000-1110	Salaries - Mayor	\$ 3,600.00	\$ 3,600.00	\$ -
100-10000-1111	Salaries - Administration	\$ 142,500.00	\$ 128,544.00	\$ 13,956.00
100-10000-1115	Salaries - Planning Commission	\$ 4,500.00	\$ 4,500.00	\$ -
100-10000-1116	Salaries - Grounds	\$ 21,000.00	\$ 12,428.78	\$ 8,571.22
100-10000-1711	Salaries - Council	\$ 12,000.00	\$ 12,000.00	\$ -
100-10000-2100	FICA	\$ 13,000.00	\$ 12,440.86	\$ 559.14
100-10000-2210	VRS	\$ 9,600.00	\$ 9,534.48	\$ 65.52
100-10000-2240	Group Life Insurance	\$ 2,200.00	\$ 1,921.27	\$ 278.73
100-10000-2300	Medical Insurance	\$ 42,000.00	\$ 23,051.35	\$ 18,948.65
100-10000-2310	Dental Insurance	\$ 2,000.00	\$ 1,357.34	\$ 642.66
100-10000-2700	Worker's Compensation	\$ 30,000.00	\$ 24,080.00	\$ 5,920.00

Operating Expenses

100-10000-3100	Custodial Services	\$ 17,000.00	\$ 14,850.00	\$ 2,150.00
100-10000-3101	Custodial Supplies	\$ 3,000.00	\$ 3,373.53	\$ (373.53)
100-10000-3120	Audit Fees	\$ 30,000.00	\$ 29,500.00	\$ 500.00
100-10000-3150	Legal Fees	\$ 54,000.00	\$ 49,500.00	\$ 4,500.00
100-10000-3160	Website/Email Maintenance	\$ 4,000.00	\$ 3,314.35	\$ 685.65
100-10000-3180	Bank Fees	\$ 100.00	\$ 8.00	\$ 92.00
100-10000-3190	Economic Development/Donations	\$ 3,000.00	\$ 1,005.10	\$ 1,994.90
100-10000-3330	Repairs & Maintenance Grounds	\$ 19,500.00	\$ 14,399.65	\$ 5,100.35
100-10000-3340	Building Contractual Services	\$ 15,000.00	\$ 8,601.41	\$ 6,398.59
100-10000-3350	Equipment Repairs/Supplies TH	\$ 13,000.00	\$ 19,287.03	\$ (6,287.03)
100-10000-3600	Advertising	\$ 14,000.00	\$ 11,842.26	\$ 2,157.74
100-10000-5120	Electricity	\$ 14,000.00	\$ 15,196.08	\$ (1,196.08)
100-10000-5130	Fuel Oil	\$ 3,500.00	\$ 2,775.61	\$ 724.39
100-10000-5210	Postage	\$ 3,500.00	\$ 2,894.77	\$ 605.23
100-10000-5215	Tax Preparation	\$ 2,500.00	\$ 1,802.67	\$ 697.33
100-10000-5230	Telephone	\$ 6,800.00	\$ 6,652.86	\$ 147.14
100-10000-5235	Cell Phones	\$ 4,000.00	\$ 4,078.40	\$ (78.40)
100-10000-5309	Insurance (VRSA)	\$ 23,000.00	\$ 22,848.00	\$ 152.00
100-10000-5410	Lease Equipment (Copier)	\$ 2,250.00	\$ 2,153.52	\$ 96.48
100-10000-5540	Conferences & Education	\$ 5,000.00	\$ 412.00	\$ 4,588.00
100-10000-5556	Town 150th Anniversary Celebration	\$ 15,000.00	\$ 15,066.00	\$ (66.00)
100-10000-5800	Miscellaneous	\$ 1,000.00	\$ 507.43	\$ 492.57
100-10000-5810	Code Updates	\$ 2,000.00	\$ 1,195.00	\$ 805.00
100-10000-6001	Office Supplies	\$ 6,500.00	\$ 8,139.30	\$ (1,639.30)
100-10000-6002	Shenandoah Water	\$ 250.00	\$ 264.79	\$ (14.79)
100-10000-6003	Emergency Generator Maintenance	\$ 1,200.00	\$ 581.85	\$ 618.15
100-10000-6004	Alarm Monitoring	\$ 800.00	\$ 240.00	\$ 560.00
100-10000-6005	Elevator Maintenance & Inspection	\$ 2,000.00	\$ 1,102.95	\$ 897.05
100-10000-6006	Fire System Maintenance & Inspection	\$ 2,500.00	\$ -	\$ 2,500.00
100-10000-6007	Propane	\$ 5,000.00	\$ 4,907.09	\$ 92.91
100-10000-6008	Road Fuel	\$ 3,500.00	\$ 2,001.58	\$ 1,498.42
100-10000-6010	HVAC Service Contract	\$ 1,800.00	\$ 1,811.40	\$ (11.40)
100-10000-6011	Fire Alarm Maintenance & Inspection	\$ 2,000.00	\$ 750.00	\$ 1,250.00
100-10000-6012	Dues & Subscriptions	\$ 3,000.00	\$ 2,350.06	\$ 649.94
100-10000-6021	Safety Equipment	\$ 3,000.00	\$ -	\$ 3,000.00

Account Number	Description	Budget	Spent	Balance
Town Administration/Town Hall				
100-10000-8214	BAI Computer System	\$ 14,000.00	\$ 14,424.00	\$ (424.00)
100-10000-8220	Computer Tech Support	\$ 19,000.00	\$ 20,541.77	\$ (1,541.77)
100-10000-8222	Computer Equipment Upgrade	\$ 5,000.00	\$ 5,668.70	\$ (668.70)
Grants Awarded				
100-10000-7018	Commission for the Arts Grant Funding	\$ 9,000.00	\$ 9,000.00	\$ -
Capital Improvements				
100-10000-8100	Capital Improvement	\$ 10,000.00	\$ -	\$ 10,000.00
100-10000-8175	Stormwater Pond Management - Countryside	\$ 36,000.00	\$ 22,698.28	\$ 13,301.72
100-10000-8212	Capital Expense - Vehicles	\$ -	\$ -	\$ -
Administrative Debt Service				
100-10000-9002	LAC Debt Service	\$ 72,204.00	\$ 72,204.00	\$ -
100-10000-9230	Principal 2008 GO Bonds (R1 2 3)	\$ 117,660.00	\$ 117,660.00	\$ -
Transfers				
100-93100-0702	Transfer Hillcrest Cemetery	\$ 33,319.00	\$ -	\$ 33,319.00
100-93100-2020	Trans DR - ARPA to Water Infra Imp	\$ 8,650.00	\$ -	\$ 8,650.00
100-93100-2026	Trans DR - ARPA to Water Infra Imp	\$ 26,658.00	\$ -	\$ 26,658.00
Total Town Administration/Town Hall Expenses		\$ 920,591.00	\$ 749,067.52	\$ 171,523.48

General Fund Expenses (Fund100)

Account Number	Description	Budget	Spent	Balance
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Police Department

Police Department Salaries and Benefits

100-31000-1139	Salaries	\$ 346,000.00	\$ 220,805.86	\$ 125,194.14
100-31000-1140	Overtime	\$ 7,000.00	\$ 6,495.18	\$ 504.82
100-31000-1150	Holiday/Part Time Pay	\$ 3,400.00	\$ 1,462.74	\$ 1,937.26
100-31000-2100	FICA	\$ 27,500.00	\$ 17,519.09	\$ 9,980.91
100-31000-2210	VRS	\$ 16,300.00	\$ 7,426.14	\$ 8,873.86
100-31000-2240	Group Life Insurance	\$ 4,000.00	\$ 1,591.67	\$ 2,408.33
100-31000-2300	Medical Insurance	\$ 57,000.00	\$ 22,849.70	\$ 34,150.30
100-31000-2310	Dental Insurance	\$ 2,500.00	\$ 1,282.38	\$ 1,217.62

Police Department Operating Expenses

100-31000-2350	Employee Hire Process	\$ 3,000.00	\$ 2,920.00	\$ 80.00
100-31000-3310	Equipment Replacement	\$ 20,000.00	\$ 12,385.98	\$ 7,614.02
100-31000-3330	Police Building Maintenance	\$ 3,500.00	\$ 3,435.72	\$ 64.28
100-31000-3710	Uniform Replacement	\$ 5,000.00	\$ 4,960.14	\$ 39.86
100-31000-5120	Electricity	\$ 2,500.00	\$ 2,241.40	\$ 258.60
100-31000-5215	Propane Generator	\$ 500.00	\$ -	\$ 500.00
100-31000-5230	Police Telephone	\$ 1,000.00	\$ 1,706.98	\$ (706.98)
100-31000-5235	Cell Phone	\$ 7,000.00	\$ 5,785.58	\$ 1,214.42
100-31000-5309	Line of Duty Benefit	\$ 8,000.00	\$ 5,523.00	\$ 2,477.00
100-31000-5410	Copier	\$ 1,500.00	\$ 1,920.51	\$ (420.51)
100-31000-5450	State Police VCIN Terminal	\$ 250.00	\$ 198.00	\$ 52.00
100-31000-5540	Conferences/Education	\$ 5,000.00	\$ 669.00	\$ 4,331.00
100-31000-5800	Miscellaneous	\$ 250.00	\$ 2,274.03	\$ (2,024.03)
100-31000-5810	Dues, Subscriptions	\$ 6,000.00	\$ 5,910.93	\$ 89.07
100-31000-5820	Attorney Fees	\$ 500.00	\$ -	\$ 500.00
100-31000-5830	Police Public Relations	\$ 2,500.00	\$ 1,167.98	\$ 1,332.02
100-31000-5850	PD Health and Wellness Program	\$ 4,400.00	\$ -	\$ 4,400.00
100-31000-6001	Office Supplies/Materials	\$ 2,500.00	\$ 1,916.46	\$ 583.54
100-31000-6008	Fuel	\$ 14,500.00	\$ 6,362.82	\$ 8,137.18
100-31000-6009	Repairs & Maintenance Vehicles	\$ 9,000.00	\$ 4,344.80	\$ 4,655.20
100-31000-6014	Police Radios	\$ 1,000.00	\$ -	\$ 1,000.00
100-31000-6050	Accreditation Assessment Fees	\$ 3,000.00	\$ -	\$ 3,000.00
100-31000-8103	Video Camera Vehicles	\$ 1,500.00	\$ -	\$ 1,500.00
100-31000-8104	CAD/RMS Upgrade	\$ 11,000.00	\$ 9,148.30	\$ 1,851.70

Police Department Capital Improvements

100-31000-8218	Server/Computers/Alarm	\$ 20,000.00	\$ 18,067.72	\$ 1,932.28
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Police Department Grant Expenses

100-31000-8223	PD ARPA Grant	\$ 112,000.00	\$ 105,551.72	\$ 6,448.28
Total Police Expenditures		\$ 709,100.00	\$ 475,923.83	\$ 233,176.17

General Fund Expenses (Fund100)

Account Number	Description	Budget	Spent	Balance
Fire and Rescue Departments				

Contributions and Grants

100-32100-5640	Fire Dept. Contribution	\$ 6,000.00	\$ 6,000.00	\$ -
100-32100-5641	Fire Programs Grant	\$ 30,000.00	\$ 30,000.00	\$ -
100-32100-5740	Rescue Squad Contribution	\$ 6,000.00	\$ 6,000.00	\$ -
Total Fire/Rescue Expense		\$ 42,000.00	\$ 42,000.00	\$ -

Streets and Sidewalks Expenses

Streets and Sidewalks Salaries and Benefits

100-41000-1130	Salaries - Streets & Sidewalks	\$ 58,500.00	\$ 52,819.69	\$ 5,680.31
100-41000-1140	Overtime	\$ 4,000.00	\$ 2,063.92	\$ 1,936.08
100-41000-1150	Part Time	\$ 4,000.00	\$ 420.00	\$ 3,580.00
100-41000-2100	FICA	\$ 5,100.00	\$ 4,196.85	\$ 903.15
100-41000-2210	VRS	\$ 3,400.00	\$ 2,860.51	\$ 539.49
100-41000-2240	Group Life Insurance	\$ 800.00	\$ 594.70	\$ 205.30
100-41000-2300	Medical Insurance	\$ 14,000.00	\$ 8,122.00	\$ 5,878.00
100-41000-2310	Dental Insurance	\$ 670.00	\$ 449.14	\$ 220.86

Streets and Sidewalks Operations

100-41000-3330	Repairs on Streets & Sidewalks	\$ 4,000.00	\$ 3,405.08	\$ 594.92
100-41000-3350	Main Street Parking	\$ 22,500.00	\$ 20,633.46	\$ 1,866.54
100-41000-5120	Electricity	\$ 23,500.00	\$ 20,556.65	\$ 2,943.35
100-41000-5800	Miscellaneous	\$ 100.00	\$ 84.08	\$ 15.92
100-41000-6003	Agricultural/Beautification	\$ 5,000.00	\$ 3,675.55	\$ 1,324.45
100-41000-6007	Repairs & Maintenance Supplies	\$ 2,500.00	\$ 2,472.15	\$ 27.85
100-41000-6008	Fuel	\$ 5,100.00	\$ 2,031.82	\$ 3,068.18
100-41000-6009	Vehicle Maintenance	\$ 11,000.00	\$ 5,495.44	\$ 5,504.56
100-41000-6011	Uniforms	\$ 4,000.00	\$ 1,403.52	\$ 2,596.48
100-41000-6023	Snow Removal Supplies	\$ 3,000.00	\$ 539.00	\$ 2,461.00

Streets and Sidewalks Shop

100-41000-7100	Shop Building Maintenance	\$ 1,500.00	\$ 642.88	\$ 857.12
100-41000-7200	Equipment Repairs	\$ 4,000.00	\$ 4,380.61	\$ (380.61)
100-41000-7300	Shop Supplies/Utilities	\$ 7,192.00	\$ 3,707.97	\$ 3,484.03
100-41000-8101	Equipment Replacement	\$ 3,000.00	\$ 2,042.73	\$ 957.27

Streets and Sidewalks Capital Improvements

100-41000-8100	Capital Improvements Buildings			\$ -
100-41000-8102	Capital Improvements S/S	\$ 62,000.00	\$ 61,513.00	\$ 487.00
100-41000-7250	Sidewalk Construction - VDOT	\$ 1,830,000.00	\$ -	\$ 1,830,000.00
Total Streets/Sidewalk Expense		\$ 2,078,862.00	\$ 204,110.75	\$ 1,874,751.25

Trash and Recycle Expenses

Contract Fees

100-42300-3050	Fuel Surcharge	\$ 3,000.00	\$ -	\$ 3,000.00
100-42300-4000	Subcontract Work - Updike	\$ 66,200.00	\$ 66,304.00	\$ (104.00)
100-42300-4001	Contract Contingency - Add Cans	\$ 4,000.00	\$ 100.00	\$ 3,900.00
100-42350-3000	Tipping Fee - County of Louisa	\$ 21,000.00	\$ 15,804.72	\$ 5,195.28
100-42350-4000	Subcontract Work - Updike Recycle	\$ 10,000.00	\$ 9,996.00	\$ 4.00
Total Trash Expense		\$ 104,200.00	\$ 92,204.72	\$ 11,995.28

Account Number	Description	Budget	Spent	Balance
Ball Park Expenses				
<u>Maintenance Expenses</u>				
100-71300-5110	Electric	\$ 1,200.00	\$ 1,795.64	\$ (595.64)
100-71300-5200	Field Facility Improvements	\$ 3,000.00	\$ 1,094.93	\$ 1,905.07
Total Ball Park Expense		\$ 4,200.00	\$ 2,890.57	\$ 1,309.43
Oakland Cemetery				
<u>Oakland Salaries and Benefits</u>				
100-71400-1130	Salaries - Oakland	\$ 12,000.00	\$ 8,460.37	\$ 3,539.63
100-71400-2100	FICA	\$ 900.00	\$ 656.60	\$ 243.40
100-71400-2210	VRS	\$ 700.00	\$ 549.54	\$ 150.46
100-71400-2240	Group Life Insurance	\$ 160.00	\$ 113.75	\$ 46.25
100-71400-2300	Medical Insurance	\$ 2,300.00	\$ 1,105.06	\$ 1,194.94
100-71400-2310	Dental Insurance	\$ 115.00	\$ 78.55	\$ 36.45
<u>Oakland Operations</u>				
100-71400-3310	Repairs and Maintenance	\$ 13,200.00	\$ 11,900.00	\$ 1,300.00
100-71400-6008	Fuel	\$ 100.00	\$ -	\$ 100.00
100-71400-6017	Lights and Flags	\$ 200.00	\$ 201.13	\$ (1.13)
Total Oakland Cemetery		\$ 29,675.00	\$ 23,065.00	\$ 6,610.00
Total General Fund Expenses		\$ 3,888,628.00	\$ 1,589,262.39	\$ 2,299,365.61

Water Fund Revenue (Fund 501)

Account Number	Description	Budget	Received	Balance
501-15010-0001	Interest Earned	\$ 31,100.00	\$ 42,107.21	\$ (11,007.21)
501-16001-0001	Water Revenue	\$ 610,000.00	\$ 587,300.62	\$ 22,699.38
501-16001-0003	Water Connections	\$ 23,900.00	\$ 19,120.00	\$ 4,780.00
501-16001-0007	Penalty Fees	\$ 7,000.00	\$ 8,750.00	\$ (1,750.00)
501-41050-0002	Loan Proceeds	\$ 1,402,000.00	\$ -	\$ 1,402,000.00
501-41050-2020	ARPA Funding General Fund Transfer	\$ 8,650.00	\$ -	\$ 8,650.00
Total Water Revenue		\$ 2,082,650.00	\$ 657,277.83	\$ 1,425,372.17

Water Fund Expenses (Fund 501)

Account Number	Description	Budget	Spent	Balance
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Water Salaries and Benefits

501-45000-1130	Salaries - Water	\$ 91,764.00	\$ 73,911.07	\$ 17,852.93
501-45000-1140	Overtime	\$ 5,000.00	\$ 3,923.47	\$ 1,076.53
501-45000-1150	Part time	\$ 2,000.00	\$ -	\$ 2,000.00
501-45000-2100	FICA	\$ 8,000.00	\$ 6,015.52	\$ 1,984.48
501-45000-2210	VRS	\$ 5,700.00	\$ 4,855.42	\$ 844.58
501-45000-2240	Group Life Insurance	\$ 1,400.00	\$ 1,021.13	\$ 378.87
501-45000-2300	Medical Insurance	\$ 15,250.00	\$ 6,176.53	\$ 9,073.47
501-45000-2310	Dental Insurance	\$ 700.00	\$ 550.47	\$ 149.53

Operating Expenses

501-45000-3180	Water Tank Maintenance	\$ 19,300.00	\$ 18,107.56	\$ 1,192.44
501-45000-3185	Operator Contract Fees	\$ 7,236.00	\$ 7,448.00	\$ (212.00)
501-45000-3310	Repairs & Maintenance Equipment	\$ 1,000.00	\$ 17.97	\$ 982.03
501-45000-3600	Advertising	\$ 1,000.00	\$ -	\$ 1,000.00
501-45000-5130	Water Purchased	\$ 345,000.00	\$ 283,680.36	\$ 61,319.64
501-45000-5210	Postage/Billing Supplies	\$ 4,300.00	\$ 4,479.59	\$ (179.59)
501-45000-5220	Water Testing Fees	\$ 4,000.00	\$ 350.00	\$ 3,650.00
501-45000-5650	VDOT Fees	\$ 100.00	\$ 200.00	\$ (100.00)
501-45000-5660	Waterworks Operation Fund	\$ 2,500.00	\$ 2,295.00	\$ 205.00
501-45000-5670	Miss Utility	\$ 750.00	\$ 458.60	\$ 291.40
501-45000-5680	Road Repairs	\$ 3,500.00	\$ 3,500.00	\$ -
501-45000-5690	Electricity Tower Pumps	\$ 1,000.00	\$ 229.67	\$ 770.33
501-45000-5800	Miscellaneous	\$ 100.00	\$ -	\$ 100.00
501-45000-5810	Dues/Subscriptions	\$ 500.00	\$ 400.00	\$ 100.00
501-45000-5840	CSX Right of Way	\$ 700.00	\$ 100.00	\$ 600.00
501-45000-6001	Supplies	\$ 10,000.00	\$ 10,551.19	\$ (551.19)
501-45000-6008	Fuel	\$ 2,500.00	\$ 662.30	\$ 1,837.70
501-45000-6010	Mapping	\$ 700.00	\$ 700.00	\$ -
501-45000-6011	Uniforms	\$ 1,500.00	\$ 1,391.72	\$ 108.28
501-45000-6510	Itron Software Handhelds	\$ 4,250.00	\$ 4,680.00	\$ (430.00)
501-45000-6520	Itron Software Support	\$ 4,250.00	\$ 4,960.80	\$ (710.80)
501-45000-6555	VDH Planning/Design Grant	\$ -	\$ -	\$ -
501-45000-7000	Joint Operations LCWA Connect	\$ 11,000.00	\$ 11,010.00	\$ (10.00)

Capital Improvements

501-45000-6004	Hydrant Replacement & Maintenance	\$ -	\$ -	\$ -
501-45000-8100	Capital Expenditures	\$ 20,000.00	\$ 12,675.20	\$ 7,324.80
501-45000-8175	Contractual Services Water Operations	\$ 23,000.00	\$ 20,875.25	\$ 2,124.75
501-45000-9300	Water Contingency	\$ 18,000.00	\$ 17,410.34	\$ 589.66
501-45000-9305	Water Line Replacement Project	\$ 1,402,000.00	\$ 133,404.24	\$ 1,268,595.76
501-93100-2020	ARPA Funding Infrastructure Imp	\$ 8,650.00	\$ 8,650.00	\$ -

Transfers

501-93100-0501	Water to Sewer for Transfer for Operations	\$ 56,000.00	\$ -	\$ 56,000.00
Total Water Expenses		\$ 2,082,650.00	\$ 644,691.40	\$ 1,437,958.60

Sewer Fund Revenue (Fund 502)

Account Number	Description	Budget	Received	Balance
502-15010-0001	Interest Earned	\$ 14,000.00	\$ 18,973.14	\$ (4,973.14)
502-16001-0002	Sewer Revenue	\$ 610,000.00	\$ 609,120.78	\$ 879.22
502-16001-0004	Sewer Connection	\$ 38,600.00	\$ 30,880.00	\$ 7,720.00
502-18990-0007	Reserves	\$ 40,930.00	\$ -	\$ 40,930.00
502-41050-0502	Water to Sewer for Transfer for Operations	\$ 56,000.00	\$ -	\$ 56,000.00
502-41050-2026	ARPA Funding General Fund Transfer	\$ 26,658.00	\$ -	\$ 26,658.00
Total Sewer Revenue		\$ 786,188.00	\$ 658,973.92	\$ 127,214.08

Sewer Fund Expenses (Fund 502)

Account Number	Description	Budget	Spent	Balance
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Sewer Salaries and Benefits

502-45500-1130	Salaries	\$ 106,000.00	\$ 79,811.01	\$ 26,188.99
502-45500-1145	Overtime	\$ 2,000.00	\$ 715.55	\$ 1,284.45
502-45500-1150	Part time	\$ 1,000.00	\$ -	\$ 1,000.00
502-45500-2100	FICA	\$ 8,500.00	\$ 6,217.37	\$ 2,282.63
502-45500-2210	VRS	\$ 6,200.00	\$ 5,102.52	\$ 1,097.48
502-45500-2240	Group Life Insurance	\$ 1,450.00	\$ 1,068.33	\$ 381.67
502-45500-2300	Medical Insurance	\$ 15,500.00	\$ 7,624.84	\$ 7,875.16
502-45500-2310	Dental Insurance	\$ 740.00	\$ 598.91	\$ 141.09

Operating Expenses

502-45500-3310	Repairs/Maintenance Equipment	\$ 2,000.00	\$ 1,413.20	\$ 586.80
502-45500-3330	Repairs/Maintenance Buildings	\$ 1,000.00	\$ -	\$ 1,000.00
502-45500-3340	Contractual Services RSTP	\$ 385,000.00	\$ 405,738.59	\$ (20,738.59)
502-45500-3345	RSTP Plant Improvements	\$ 2,000.00	\$ -	\$ 2,000.00
502-45500-5120	Electricity	\$ 3,000.00	\$ 3,415.18	\$ (415.18)
502-45500-5210	Postage/Billing Supplies	\$ 4,300.00	\$ 4,048.29	\$ 251.71
502-45500-5230	Telephone - Pump Station	\$ 600.00	\$ 641.37	\$ (41.37)
502-45500-5680	Road Repairs	\$ 6,500.00	\$ 6,410.00	\$ 90.00
502-45500-5800	Miscellaneous	\$ 100.00	\$ 35.38	\$ 64.62
502-45500-6001	Supplies	\$ 3,500.00	\$ 3,368.98	\$ 131.02
502-45500-6008	Fuel	\$ 1,200.00	\$ 666.97	\$ 533.03
502-45500-6011	Uniforms	\$ 1,500.00	\$ 1,391.72	\$ 108.28

Capital Improvements

502-45500-8175	Contractual Services Sewer Operations	\$ 30,000.00	\$ 6,594.34	\$ 23,405.66
502-45500-9300	Sewer Contingency	\$ 8,000.00	\$ 7,000.00	\$ 1,000.00
502-93100-2026	ARPA Funding Infrastructure Imp	\$ 26,658.00	\$ 26,658.00	\$ -

Debt Service

502-45500-9210	Principal 2001 GO Bonds (RD)	\$ 66,492.00	\$ 64,619.88	\$ 1,872.12
502-45500-9230	Principal 2010 GO Bonds (WWTP)	\$ 94,068.00	\$ 93,343.23	\$ 724.77
502-45500-9250	Principal 2020 GO Bond (Reline)	\$ 8,880.00	\$ 8,649.44	\$ 230.56
Total Sewer Expenses		\$ 786,188.00	\$ 735,133.10	\$ 51,054.90

Hillcrest Fund Revenue (Fund 702)

Account Number	Description	Budget	Received	Balance
702-13030-0026	Burial Permits	\$ 2,500.00	\$ 3,750.00	\$ (1,250.00)
702-13030-0031	Stone Permits	\$ 750.00	\$ 1,050.00	\$ (300.00)
702-15010-0001	Interest Earned	\$ 13,000.00	\$ 27,224.48	\$ (14,224.48)
702-18990-0001	Sales of Lots	\$ 10,000.00	\$ 9,066.66	\$ 933.34
702-34105-0001	Transfer from Reserves	\$ 42,151.00	\$ -	\$ 42,151.00
702-41050-0100	Transfer from General Fund	\$ 33,319.00	\$ -	\$ 33,319.00
Total Hillcrest Revenue		\$ 101,720.00	\$ 41,091.14	\$ 60,628.86

Hillcrest Fund Expenses (Fund 702)

Account Number	Description	Budget	Spent	Balance
Hillcrest Salaries and Benefits				
702-71400-1130	Salaries - Hillcrest	\$ 46,500.00	\$ 31,512.34	\$ 14,987.66
702-71400-1150	Part Time or Contract Work	\$ 38,000.00	\$ 36,852.65	\$ 1,147.35
702-71400-2100	FICA	\$ 3,500.00	\$ 2,442.32	\$ 1,057.68
702-71400-2210	VRS	\$ 2,650.00	\$ 2,173.45	\$ 476.55
702-71400-2240	Group Life Insurance	\$ 625.00	\$ 456.40	\$ 168.60
702-71400-2300	Medical Insurance	\$ 7,000.00	\$ 3,187.64	\$ 3,812.36
702-71400-2310	Dental Insurance	\$ 370.00	\$ 262.10	\$ 107.90
Hillcrest Operations				
702-71400-3310	Repairs and Maintenance	\$ 1,500.00	\$ -	\$ 1,500.00
702-71400-5800	Miscellaneous	\$ 200.00	\$ -	\$ 200.00
702-71400-6001	Supplies	\$ 250.00	\$ 145.36	\$ 104.64
702-71400-6017	Lights and Flags	\$ 125.00	\$ 88.89	\$ 36.11
Hillcrest Capital Improvements				
702-71400-8100	Storage Building Maintenance	\$ 1,000.00	\$ -	\$ 1,000.00
Total Hillcrest Expenses		\$ 101,720.00	\$ 77,121.15	\$ 24,598.85

**Town of Louisa
Monthly Meeting
June 18, 2024**

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; Paul Snyder, Project Manager/Zoning Administrator

Absent: Jeff Gore, Legal Counsel

Also in Attendance: Roger Henry, 303 Cutler Avenue; Manning Woodward, 115 Club Road

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

Roger Henry, town resident at 303 Cutler Avenue, stood and spoke asking Council to rethink the budget and get their facts together before voting.

Manning Woodward, town resident at 115 Club Road and County Supervisor for the Louisa District, stood and addressed Council requesting them to consider a Hometown Heroes project expansion. Mr. Woodward stated that the organizers would like to build on what they started by including more banners which would include both living and deceased veterans that would be displayed on Dominion poles on Main Street on the eastern side of town. Mr. Woodward reported that the banners will look different from those in the downtown area and will be purchased and replaced by private citizens and hung by Dominion. He stated that all they are asking of

1 the town is to store them for the organization and added that they
2 would like to have the banners up for Veteran's Day in November.

3
4 Mr. Woodward also reported that due to high temperatures, the
5 County of Louisa will be opening cooling stations for those in need
6 and a listing for those locations can be found on the county's website.

7
8 **CONSENT AGENDA**

9
10 Mayor Nuckols questioned if there were any changes or additions to
11 the agenda. Mrs. Nelson requested the addition of a Hometown
12 Heroes discussion under New Business as item no. 6 so that she
13 could provide further details on the project. Mrs. Nelson also noted a
14 correction to a tax map number as it appeared on the agenda under
15 New Business as no. 3.

16
17 Council member Lassiter made the motion to approve the amended
18 consent agenda. Council member Purcell seconded the motion. The
19 vote went as follows: 5-0 in favor.

20
21 **PRESENTATION**

22
23 **Proclamation Recognizing the Louisa Volunteer Fire Department**
24 **for 100 Years of Service**

25
26 Vice-Mayor Lassiter read the proclamation aloud as Mayor Nuckols
27 presented Robert Whitlock and Marc Racette, of the Louisa Volunteer
28 Fire Department, with the proclamation for one hundred years of
29 service.

30
31 **OLD BUSINESS**

32
33 **1) Action/Discussion: Fiscal Year 2024-2025 Budget Resolution**

34
35 Mrs. Nelson reported that the budget and resolution presented for
36 adoption denotes a change in the water rate from an advertised 15%
37 increase to a decreased rate of 11.5%.

38

1 Council member Carter made the motion to adopt the FY 2024-2025
2 Budget Resolution. Council member Rigsby seconded the motion.
3 During the call for discussion, Mayor Nuckols stated that he would
4 have preferred to increase police department salaries, would have
5 liked to achieve 24/7 police coverage, as well as increase salaries in
6 the Public Works Department. He stated that he felt more could have
7 been done and would have preferred more time to look into the "fat"
8 of the budget.

9
10 Council member Harte also spoke expressing that she did not object
11 to Mayor Nuckols' comments, but stated that, realistically, if we are
12 hoping to provide 24/7 police coverage, we will have to look at a tax
13 increase because there is no money in this budget for it. She stated
14 that she felt the budget process would have gone more smoothly if
15 more time had been taken to work on it. Mrs. Harte concluded by
16 saying that she felt this is the best we can do for right now with this
17 budget, but moving forward, we will need to make some sacrifices in
18 order to achieve some of the things that Council wishes.

19
20 Mayor Nuckols then called for the vote: Harte, for; Rigsby, for;
21 Purcell, for; Lassiter, for; Carter, for (5-0 in favor).

22
23 **2) Action/Discussion: Fiscal Year 2024-2025 Water and Sewer**
24 **Rate Ordinance and Zoning and Planning Ordinance**

25
26 Mrs. Nelson reported that the water and sewer ordinance presented
27 for adoption denotes a change in the water rate from an advertised
28 15% increase to a decreased rate of 11.5%.

29
30 Council member Rigsby made the motion to adopt the FY 2024-2025
31 Water and Sewer Rate Ordinance and the Zoning and Planning
32 Ordinance. Council member Purcell seconded the motion. The vote
33 went as follows: 5-0 in favor.

34
35 **NEW BUSINESS**

36
37 **1) Action/Discussion: Town Subdivision Agent Appointment**
38

1 Mrs. Nelson reported that in researching the town code, the zoning
2 administrator typically serves as the town subdivision agent, therefore
3 it would be appropriate to appoint Paul Snyder as the town
4 subdivision agent as he currently serves the project manager and
5 zoning administrator.
6

7 Council member Lassiter made the motion to appoint Paul Snyder as
8 the Town Subdivision Agent. Council member Carter seconded the
9 motion. The vote went as follows: 5-0 in favor.
10

11 **2) Action/Discussion: Town Planning Commission**
12 **Appointment(s)**
13

14 Mrs. Nelson reported that two seats on the Planning Commission are
15 expiring as of June 30th. Mrs. Nelson stated that those seats are
16 currently filled by Council member Purcell and Carter Cooke, both of
17 which have agreed to serve another term.
18

19 Council member Carter made the motion to appoint Council member
20 Purcell and Carter Cooke to another term on the Planning
21 Commission. Council member Rigsby seconded the motion.
22

23 Council member Harter posed several questions which led to a
24 discussion wherein she was brought up to speed on the appointment
25 process. After a lengthy conversation, Mrs. Harte requested that she
26 also be considered for a seat on the commission. Mayor Nuckols and
27 Council accepted her request; and Council members Carter and
28 Rigsby rescinded their motion then took the following action:
29

30 Council member Lassiter made the motion to appoint Carter Cooke to
31 the Planning Commission. Council member Rigsby seconded the
32 motion. The vote went as follows: 5-0 in favor.
33

34 Council member Carter then made the motion to appoint Council
35 member Purcell to the Planning Commission.
36

37 Council member Harte requested a moment to explain why she
38 should be appointed to the commission. Council member Purcell

1 followed suit and briefly stated his qualifications for appointment.
2 Council then took the following action:

3
4 Council member Lassiter seconded Mr. Carter's motion. The vote
5 went as follows: Rigsby, for; Purcell, abstain, Lassiter, for; Carter, for;
6 Harte, against (3-1 in favor).
7

8 **3) Action/Discussion: Water Infrastructure Project Easement –**
9 **TM 40-A1-2-A-10 406 West Main Street, LLC**

10
11 Mrs. Nelson updated Council explaining that there are three
12 properties that will be impacted by easements for this project,
13 however, TM 40-A1-2-A-10 (406 West Main Street, LLC) will be the
14 most impacted. Mrs. Nelson reported that the owner has put a lot of
15 work into his property where his car wash business is located and
16 has requested that the town warranty the property for three years -
17 which is two years outside of the contractor's one year warranty, as a
18 condition of the easement. Mrs. Nelson stated that conscientious
19 contractor work should greatly reduce the need for any work to be
20 conducted on the property over the next few years.
21

22 Council member Harte voiced concerns with the condition and stated
23 that she felt it would set a precedence with future easement
24 acquisition, and asked if funds were available to cover any work that
25 would need to be done. Mrs. Nelson responded that there are funds
26 in the budget where money can be allocated if needed.
27

28 Council member Carter made the motion to accept the Water
29 Infrastructure Project Easement - TM 40-A1-2-A-10 (406 West Main
30 Street, LLC). Council member Lassiter seconded the motion. The
31 vote went as follows: Lassiter, for; Rigsby, for; Harte, against; Purcell,
32 abstain; Carter, for (3-1 in favor).
33

34 **4) Action/Discussion: VDOT TA West Main Street Sidewalk**
35 **Extension Project Response Letter**

36
37 Mrs. Nelson reported that VDOT denied the town's extension request
38 and stated that the town may have to refund/reimburse for costs
39 associated with the project since its start in 2016. Mrs. Nelson stated

1 that she would bring any requests back to Council; and reported that
2 Thrasher is still working on additional funding for us to continue with
3 the project on our own. No action is needed at this time.
4 Mayor Nuckols reported that because the funds for the project were
5 federal funds, he sent a copy of the letter to Congressman Good and
6 Delegate Fowler for their review and potential assistance.
7

8 **5) Action/Discussion: Virginia Drinking Water State Revolving**
9 **Fund FY 2023 Bipartisan Infrastructure Law Financial Award**
10 **Letter**
11

12 Mrs. Nelson stated that we received an award letter for \$250,000
13 from the Virginia Department of Health Office of Drinking Water in
14 response to our application submitted in April. Mrs. Nelson stated that
15 it is 100% principal forgiveness funding that will assist in the
16 completion of our Lead Service Line Inventory as well as our mapping
17 and infrastructure projects with the engineers of CHA using ARPA
18 funds. No action is needed at this time.
19

20 **6) Action/Discussion: Hometown Heroes Project Expansion**
21

22 Mrs. Nelson provided Council with more information on the
23 Hometown Heroes project explaining that the expanded project would
24 not require any further assistance from the town staff. Mrs. Nelson
25 reported that the town is only being asked to continue to store the
26 banners as Dominion has offered to put up and take down the
27 additional banners from their own poles. Mrs. Nelson stated that
28 Council needs to decide if they want to allow the project expansion
29 within the town's jurisdiction.
30

31 A brief discussion was held between Council and staff wherein it was
32 explained: the Hometown Heroes would like to keep the original flags
33 installed in the downtown area distinctly different and special; all of
34 the banners could possibly be displayed at the same time in the
35 future, but at the moment, they are solely focused on displaying them
36 in November for a couple of weeks; the banners will be citizen owned
37 and will be purchased and replaced by Hometown Heroes; the town
38 only serves as the holding agent for the Hometown Heroes funds.
39

Council member Carter made the motion allow the Hometown Heroes to expand their project in town to display banners on Dominion owned poles. Council member Purcell seconded the motion. The vote went as follows: 5-0 in favor.

STANDING COMMITTEE REPORTS

None.

STAFF REPORTS

Police:

Chief Buckley reported:

- They received \$31,200 for additional equipment via the grant he mentioned at last month's meeting.
- Due to the funding from grants, the equipment goals he set for the department when he first came on board with the town have now been met.
- Grant funds will also cover security upgrades to the police department building including card readers and cameras.
- They will also be purchasing BolaWrap systems with grant funding.
- The new full-time officer has been sworn in and will be out in uniform and cruiser later this week.
- The addition of the new officers will allow for a greater police presence in the community.
- Calls for service have been more notable recently – for both agencies.
- The 3rd annual National Night Out will be held on August 6th.

Project Manager:

Mr. Synder gave a brief update stating that he met with CHA last week and they are preparing themselves for the mapping project. He went on to report that the Timber Oaks PUD is slated to go before the Planning Commission at the end of July, and a proposal for Spring

Oaks townhomes at the far west end of town is in the application process.

Legal Counsel:

No report.

Clerk/Treasurer:

No report.

Manager:

Mrs. Nelson reported that Abbigail Powell, who recently completed her Hillcrest Cemetery Project, has requested to use town hall as the location for her Eagle Scout Badge pinning ceremony and has invited all of Council to attend on Sunday, July 21st.

COMMUNICATIONS

None.

ADJOURNMENT

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

Mayor

Clerk

This Deed, made and entered into this 5th day of July, 2024, by and

between THE TOWN OF LOUISA, a municipal corporation, located in the County of Louisa, Virginia, party of the first part, and Grantor ;

Raymond Earl McGhee, Jr.,

party of the second part, and Grantee(s); WITNESSETH:

That for and in consideration of the sum of \$ 1,500.00 cash in hand paid by the party of the second part to the party of the first part, the receipt whereof is hereby acknowledged, and by virtue of a resolution of the Town Council of the Town of Louisa, Virginia, duly passed by said council at a meeting of the said council duly held on the 16th day of July, 2024, authorizing this conveyance, the said party of the first part has bargained and sold and by these presents doth grant and convey, with Special Warranty of Title, unto the said party of the second part, subject to the conditions and restrictions hereinafter set forth, all that certain lot in "Hillcrest Cemetery" designated as Lot No. 793, space 6 on a certain map and plan of said cemetery made by W.R. Shank, dated October, 1973, and recorded in the Clerk's Office of Louisa County in Plat Book 8, page 51; and being part of the same property conveyed to the party of the first part by deed from Lawrence F. and Nellie Fleshman, recorded in said office in Deed Book 116, page 417; and reference is hereby made to said plat recorded as aforesaid for a more accurate description of said lot.

It is covenanted and agreed upon by and between the said parties that the said lot is conveyed to be used solely by the said party of the second part and his or her successors in title as a burial ground; and that the said lot is conveyed subject to the following conditions and restrictions, which shall forever run with the lot:

- 1: That the said party of the second part and his or her successors in title to said lot, are to hold the title to same subject to all the rules, regulations and restrictions heretofore or which may be hereinafter made by the Town Council of said town governing the section in which the said lot is located;
- 2: That a permit for the interment of any body or bodies in said lot, whether by an undertaker or a private party, must be secured from the Clerk of said town before such interment may be made;
- 3: A permit for the erection of any monument, stone or marker, or the planting of any tree, shrub or plant in said lot, must be secured from the Clerk of said town before erecting or planting same; and the number and size of any monuments, stones and markers, and the number of trees, shrubs or plants to be placed in said lot, shall be subject to the rules and regulations made by the committee in charge of said cemetery;
- 4: That neither the said party of the second part, nor his or her successors in title shall erect, raise or construct, or cause to be erected, raised or constructed any fence or curbing in or around said lot; nor mound, terrace or change the said lot from its present condition, or cause the same to be mounded, terraced or raised from its present condition, or to make such change in any grave located or to be hereafter located in said lot.
- 5: That any conveyance of said lot or any part thereof shall be made by deed indenture in which all of the above restrictions and conditions shall be set out, and which said deed shall be signed by the grantee therein.
- 6: In consideration of the purchase price paid for said lot, the said party of the first part covenants and agrees to and with the said party of the second part that it will perpetually maintain and properly care for said lot.
- 7: No transfer of burial rights whether by will or by intestacy shall be effective until noted on the cemetery records at the Town Office of the Town of Louisa.
- 8: There is hereby reserved unto the Town a right of first refusal to repurchase the lot herein conveyed, if the Grantee(s) determine to sell the same, at the same purchase price as said Grantee(s) paid the Town, or the Town's then current selling price for lots, whichever shall be greater. No deed of conveyance, or other instrument of conveyance, of any such lot by any owner shall be deemed effective to transfer ownership of said lot, unless and until the Town shall execute said deed waiving its right of first refusal herein reserved.



Presentation and Update

Louisa County Chamber of Commerce
Tracy Clark, Executive Director



New Business

1. Virginia Drinking Water State Revolving Fund Award Acceptance
2. Virginia Commission for the Arts:
Creative Communities Partnership Grant Award



Incorporated 1873

**212 Fredericksburg Avenue, P.O. Box 531
Louisa, Virginia 23093
540-967-1400 Office; 540-967-9580 Fax
lnelson@louisatown.org**

To: Mayor Nuckols and Town Council Members

From: Liz Nelson, Town Manager

Date: July 16, 2024

Re: Virginia Drinking Water State Revolving Fund Award Acceptance

Comments: The Town received 100% principal forgiveness funding (award letter attached) from the Virginia Department of Health to assist in the completion of mandated Lead Service Line Inventory. This task is outlined in the contract executed with CHA Consulting, Inc. All procurement has been approved by VDH and CHA has issued a work order (attached) to begin the work. Council will need to acknowledge their acceptance of the VDH funding package.



COMMONWEALTH of VIRGINIA

Department of Health
P O BOX 2448
RICHMOND, VA 23218

TTY 7-1-1 OR
1-800-828-1120

Karen Shelton, MD
State Health Commissioner

R. Christopher Lindsay
Chief Operating Officer

June 7, 2024

Subject: Louisa County
Water: Town of Louisa
Project: Town of Louisa LSL Inventory
BIL-64L-23

Sent via Electronic Mail

Ms. Liz Nelson, Town Manager
Town of Louisa
212 Fredericksburg Avenue
Louisa, Virginia 23093

Re: Virginia Drinking Water State Revolving Fund
FY 2023 Bipartisan Infrastructure Law (BIL)/Financial Assistance
BIL Award

Dear Ms. Nelson

The Virginia Department of Health has received your email dated May 28, 2024, accepting our funding offer and conditions as identified in our May 22, 2024, initial offer letter. Your project is being included in this year's draft intended funding list. **The total BIL funding package for your project is \$250,000. The funding package consists of \$250,000 as principal forgiveness.**

The VDH Division of Financial & Construction Assistance Programs (FCAP) administers BIL funds. You must successfully complete or satisfy all our requirements and conditions (including those identified in the initial offer letter) before VDH will authorize finalization of the principal forgiveness agreement. In accordance with the Drinking Water State Revolving Fund Program

Design Manual, VDH reserves the right to by-pass any project that has not executed the assistance agreements/ initiated construction within 12 months of the original award date.

VDH also requires regular updates on the commitments you have made in response to our initial offer including any adjustments of user rates.

Any increase or decrease in BIL funding assistance necessary for the project must be requested in writing. VDH is committing these funds and assistance to help you finalize the project. I encourage you to proceed in earnest by completing any requirements necessary for the administrative loan closing.

Your priority contact for this project is Tamara Anderson, VDH-FCAP Project Manager. The FCAP Project Manager will act as "gatekeeper" and is to receive all project information and requests from you. She may be contacted directly at 804-370-2439 or at tamara.anderson@vdh.virginia.gov. Please include your project name and project number on all correspondence.

On behalf of VDH and ODW, I congratulate you and look forward to a successful project.

Sincerely,

DocuSigned by:
ANTHONY HESS
963F72DA11D1481...

6/6/2024 | 1:52:58 PM EDT

Anthony Hess, Director
Financial & Construction Assistance Programs

Ec: Stevie Steele, Vice President, CHA Consulting
James Reynolds, P.E., Field Director, VDH-ODW Richmond Field Office
Keith Kornegay, P.E., FCAP Project Team Leader, Lexington Field Office
Howard Eckstein, FCAP Project Officer, Richmond Central Office
Christine Latino, FCAP Project Officer, Richmond Central Office
Joe Bergeron, VRA, Director of Financial Services and Investments
FCAP Project File @ Richmond Central Office

WORK ORDER NO. 2024-1

PROFESSIONAL ENGINEERING SERVICES BETWEEN OWNER AND ENGINEER FOR LEAD SERVICE LINE INVENTORY (BIL 64L-23)

This Work Order is attached to and made part of and incorporated by reference to the Agreement by and between the Town of Louisa ("OWNER", "Town"), and CHA CONSULTING, INC. ("ENGINEER"), dated June 6, 2024, ("the Agreement"). ENGINEER shall perform services on the project described below as provided herein and in the Agreement. This Work Order shall not be binding until it has been properly signed by both parties. Upon execution, this Work Order shall supplement the Agreement as it pertains to the project described below.

PART 1.0 – PROJECT UNDERSTANDING

The Town received a \$250,000 funding award from Lead Elimination Assistance Program (LEAP) and the Virginia Department of Health (VDH) Drinking Water State Revolving Loan Fund (DWSRF) for Lead Service Line (LSL) Inventory Mapping and LSL Replacement. CHA has been selected to assist with preparation of the mapping along with the other activities that are required by the LEAP program, VDH, and EPA. The following detailed scope has been developed to implement the mapping and program activities:

The Town must develop an inventory that identifies the materials of all potable water service lines and submit it to the Virginia Department of Health (VDH) Office of Drinking Water (ODW) by October 16, 2024. This inventory must be developed for every service line connected to the distribution system, regardless of ownership or current use status, and each service line must be identified by a specific address associated with the line. The Town has approximately 840 service lines.

The pipe materials classifications for this inventory are lead, galvanized requiring replacement (GRR), unknown, and non-lead. If any portion of a line is lead pipe or lead-lined galvanized pipe, it is considered a lead service line (LSL). If the only lead portion of the pipe is a lead gooseneck, pigtail, or connector, the service line is not considered a lead service line, although the EPA recommends that the Town track these components as well. Galvanized pipes must be analyzed to determine whether they are or ever were downstream of a lead service line and if so, are considered galvanized requiring replacement. If there are no records that can prove the galvanized line was never downstream of an LSL, it must also be considered GRR. Galvanized pipes that were ever downstream from an LSL may have adsorbed lead and contributed to lead in the drinking water supply. Pipes can also be classified as non-lead if demonstrated through evidence-based record or a technique that determines the actual material (galvanized that was never downstream of a LSL, copper, or plastic). Finally, a pipe may be classified as unknown if there is no documented evidence that supports a material classification.

Pipe materials must be classified for both the Town owned and customer owned portions of each service line. Each portion will be classified as lead, galvanized requiring replacement (GRR), unknown, or non-lead. Once each portion is classified individually, the overall service line can be classified according to a hierarchy of materials. If any portion of the line is lead, the entire service line must be classified as lead, which requires replacement. For example, if the Town owned portion of the service line is lead, but the customer owned portion is non-lead (plastic), the entire service line must be classified as lead. **Table 1** shows this classification hierarchy that will be used to build the Town's lead service line inventory.

Table 1 – Classification of Service Line Material Based on Town Ownership

Town-owned Portion	Customer-Owned Portion	Classification for Entire Service Line
Lead	Lead	Lead
Lead	Galvanized requiring replacement	Lead
Lead	Non-lead	Lead
Lead	Lead status unknown	Lead
Non-lead	Lead	Lead
Non-lead and never previously lead	Non-lead, specifically galvanized pipe material	Non-lead
Non-lead	Non-lead, material other than galvanized	Non-lead
Non-lead	Lead status unknown	Lead status unknown
Non-lead, but system unable to demonstrate it was not previously lead	Galvanized requiring replacement	Galvanized requiring replacement
Lead status unknown	Lead	Lead
Lead status unknown	Galvanized requiring replacement	Galvanized requiring replacement
Lead status unknown	Non-lead	Lead status unknown
Lead status unknown	Lead status unknown	Lead status unknown

PART 2.0 – SCOPE OF BASIC SERVICES TO BE PERFORMED BY THE ENGINEER ON THE PROJECT

CHA proposes to provide a lead service line inventory spreadsheet that will be submitted to VDH ODW by October 16, 2024, which will comply with all VDH regulations.

Phase 1 – Kickoff

The CHA team will host a kickoff meeting with the Town and VDH to familiarize Town staff with the lead service line inventory requirements and the project timeline and deliverables. The project team will identify and discuss the existing data sources and systems that will be accessed by CHA for investigation in order to compile the preliminary lead service line inventory.

Phase 2 – Base Mapping and Data Preparation

The CHA team will work with the Town to develop a base map and database that will house all data that is collected. This platform will include GIS, ArcGIS, and a Fulcrum field data collection tool to create data points with address identifier for each service line in the Town. This platform will be the main data management tool throughout the duration of the project.

Phase 3 – Lead Service Line Identification

Throughout the course of the service line inventory development phase, the CHA team will be utilizing and recommending a variety of verification methods based on the characteristics the various services areas in Town. Our verification methods are separated into three categories:

1. Records Review – This includes any records that can verify service line material type through non-destructive methods and without involving individual property owners. Records that will be utilized include but are not limited to the following:
 - a. Build Permits – This method will verify data of structure construction. For structures that were built after 1988, the System Owner side of the lateral will be inventoried as non-lead. For structures that were built after 1978, the Customer side of the lateral will be inventoried as non-lead in accordance with ODW’s guidance document “Using Date of Construction to Classify Water Service Lines as Non-Lead.”
 - b. Water System As-built Mapping – Distribution system as-builts that verify pipe material will be utilized to inventory both the municipal and private service lines.
 - c. Previously developed water system model and updates of it – May have valuable pipe material and installation data.
 - d. Distribution Maintenance and Work Order Reports – Municipal records that document installation, replacement, or repair of municipal service lines will be utilized to inventory municipal service lines.
2. Visual Inspection – This includes multiple methods that all involve visual verification. Methods for this category include but are not limited to the following:
 - a. Meter Setters – Documented inspection of the pipe material pipe that enters a water meter from the municipal or private side will be utilized to inventory service lines. Photos will be taken to document and verify. The Fulcrum Application will be utilized for this method.
 - b. In-House Piping – Inspection of the piping inside of a structure footing will be utilized to inventory service lines on the private side. Photos and/or lead swab or surface testing (with photo of results) will be taken to document and verify.
 - c. Excavation – Potholing on either side of the meter will be utilized to verify service line material type. Photos will be taken to verify and document.
3. Sampling – This includes sampling on the private side of the meter. The methods planned for this category include but are not limited to the following:
 - a. Private sampling - Utilizes kits that are provided to the property owner with instructions on how to properly take the sample and provide documentation to meet VDH requirements. These kits may include lead swab or surface test kits and water lead testing kits.
 - b. CHA sampling – This would include coordination with property owners to collect sampling that can verify service line material type. These kits may include lead swab or surface test kits and water lead testing kits.

Modeling (hydraulic or predictive), and other emerging methods may also be considered at some point in the future to facilitate inventory and planning for replacement. We will coordinate with ODW in advance of using these methods as ODW approval is required prior to accepting the results from these methods. The full list of VDH approved inventory verification methods are as follows:

Required Records Review	
Category	Description
Previous Materials Evaluation (4.1)	Information used for initial tap sampling inventory, special monitoring for corrosivity characteristics.
Construction and Plumbing Codes and Records (4.2)	All construction and plumbing codes, permits, and existing records or other documentation which indicates the service line materials used to connect structures to the distribution system (40 CFR §141.84(a)(3)(i)).
Water System Records (4.3)	All water system records, including distribution system maps and drawings, historical records on each service connection, meter installation records, historical capital improvement or master plans, and standard operating procedures (40 CFR §141.84(a)(3)(ii)).
Virginia Requirements (6.1.1)	Most recent approved LCR material survey. Lead Ban Guidance and Chronology (posted on ODW's website).
Ongoing Updating Required (3.4)	Systems must identify and track information on service line material as they are encountered during normal operations (e.g., checking service line materials when reading water meters or performing maintenance activities) (40 CFR §141.84(a)(5)).
	Any service line replacements or materials inspections. (40 CFR §141.84(a)(6)).

Additional approved criteria for classification as non-lead:

1. Classification based on service line installation date, home construction date, or original water main installation date. See the Lead Chronology document on ODW's Lead and Copper Rule Revisions guidance webpage.
2. Service lines larger than 2-inches are considered non-lead.

Service Line Material Investigation Methods	
Pre-approved	ODW Review and approve in advance
Visual inspection of service line material at meter setting	Water quality sampling (ODW to publish a protocol)
Visual inspection inside home/building	Statistical methods (see Michigan EGLE protocol)
Customer self-identification	Predictive modeling (see New Jersey guidance)
Closed Circuit Television inspection (external)	Emerging methods
Magnet and Scratch Test	Other methods
Excavation – vacuum and mechanical	

Notes:

1. Items not listed as pre-approved must be reviewed and approved by ODW in advance.
2. This is a living document. Check ODW's Lead and Copper Rule Revisions guidance webpage for updates.

Phase 4 – Evaluation

At the conclusion of each inventory identification method evaluation, CHA will update the ArcGIS / GIS database and VDH LSL spreadsheet and will prepare reports for presentation to the Town for review and comment. The CHA team will collaborate with the Town to determine if additional investigation is needed with the current method or if a new method should be engaged based on the results and the various connection types within the Town service area. This process will be repeated until all methods that do not require customer interaction have been utilized. At the conclusion of this effort, the CHA team will collaborate with the Town to determine how to proceed which could include but is not limited to the following:

1. Providing surveys to customers with instructions on how to provide documentation related to their service line. This could include a request to take a photo of their service line, performing a scratch test, or collecting a sample following proper protocol.
2. Excavation on both sides of the meter to determine pipe material. Utilization of this method will only occur if the Town determines that this activity justified and necessary. This method should be utilized as a last resort.

Note that the activities included in this Phase may extend beyond the October 16, 2024, regulatory deadline. If so, all available results will be included in the October 16, 2024, inventory submittal to VDH. The remaining results will be submitted with the first subsequent annual inventory update.

Phase 5 – Initial Lead Service Line Inventory

The CHA team will utilize the data collected in Phases 2 and 3 and all available data from Phase 4 to develop an inventory that will be organized and compiled to VDH standards using the spreadsheet template required by VDH. The initial, full system inventory findings will be presented to the Town with a summary of the number of service lines the project team was able to definitely categorize as well as the geographic areas that will require additional investigation. After Town review, CHA will submit the inventory to VDH ODW.

Phase 6 - Customer Notifications

After the initial inventory is finalized and submitted, customers served by LSLs, GRRs, or unknown pipes must be notified within 30 days. This notification is required to include the classification of the service line (LSL, GRR, or unknown), the health effects of lead, and the steps available to minimize lead exposure in drinking water. Depending on the classification of the service line involved in each individual notification, the notice must also include information about opportunities to replace LSLs or GRRs or information about opportunities to verify the material of the line if it is unknown.

CHA will develop customer notifications and education in line with Town expectations and satisfying all VDH and EPA requirements, transmit the notifications to the required customers, and maintain a history of all communications and activities with customers by location for easy tracking and recordkeeping.

Phase 7 - Notification and Sampling at Schools and Day Care Centers

CHA will compile a list of all schools and day care centers that are served by the Town water distribution system, as required by the EPA under the Lead and Copper Rule Revisions. All schools and childcare facilities that were constructed before September 4, 2018, must be notified of the health effects of lead and of the requirement by VDH and the EPA to sample the potable water. Concurrent with customer notifications, CHA will notify schools and day care centers of the testing requirement and schedule sampling. The testing will follow EPA protocol for sampling lead in the water supply and the results will be incorporated into the ArcGIS environment as necessary. This recordation and testing will satisfy all VDH requirements. Secondary schools, which serve students in 7th grade and above are not required to undergo lead testing unless requested by the school. However, CHA recommends that these schools be tested as well for full transparency.

Phase 8 – Lead Service Line Replacement Program

The CHA team will work with the Town to develop a draft lead service line replacement plan that includes timing, public outreach, funding, and implementation scheduling. The plan will be developed to target areas with the highest concentration of LSL inventory. The plan will be developed in accordance with 40 CFR § 141.84 b, and will include the following at a minimum:

1. Prioritization strategy that will include, but is not limited to disadvantaged consumers, known lead service lines and sensitive populations.
2. Development of LSL replacement implementation plan that includes:
 - a. Detailed process of customer notification protocol in compliance with 40 CFR 141.84 (b) (3)).
 - b. Development of construction specifications (in compliance with ANSI/AWWA C810-17 Replacement and Flushing of Lead Service Lines).
 - c. Development of pre-approved contractor list for performance of the work.
 - d. LSL replacement inspection verification protocol.
 - e. Development of program to roll out customer education related to service line and property maintenance responsibilities in the future.
3. LSL disposal plan.
4. Emergency repair plan.
5. Development of a LSL replacement financing plan.
6. Development of Lead Risk Mitigation procedures.
7. Development of a Lead Service Line Replacement Goal Rate in compliance with 40 CFR 141.84 (b) (4).

Phase 9 – Additional Investigation Methods, Notifications, and Program Management

At the conclusion of the initial LSL inventory effort, all remaining unknown service lines will be evaluated to determine an appropriate method to complete the inventory to the extent that is practicable. This could include excavation, in-house inspection, additional sampling, etc. The Town will have control of the budget associated with this phase and will determine how to proceed related to activity and associated costs.

PART 3.0 – PERIODS OF SERVICE

The project will begin upon receipt of a notice to proceed. The initial lead service line inventory and draft lead service line replacement plan will be submitted to VDH on or before the regulatory deadline of October 16, 2024. If funding allows and in coordination with the Town, additional work to identify remaining unknown service laterals may continue beyond the October 16, 2024, submittal deadline.

PART 4.0 – PAYMENTS TO ENGINEER

The fee for the work outlined in this proposal is as follows:

Phase(s)	Activity	Unit	Cost
1, 2, 3, 4, and 5	Kickoff, Base Mapping and Data Preparation, Lead Service Line Identification, Initial Lead Service Line Inventory	Lump Sum	\$200,000
6 and 7	Notifications and Sampling	Not to Exceed	\$10,000
8	Lead Service Line Replacement Program	Lump Sum	\$20,000
9	Additional Investigation, Notification, and Program Management	Not to Exceed	\$20,000
		Total	\$250,000

PART 5.0 – OTHER

This Work Order is executed this ____ day of _____, 2024.

TOWN OF LOUISA, VIRGINIA

CHA CONSULTING, INC.

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Address: _____

Address: _____



Incorporated 1873

**212 Fredericksburg Avenue, P.O. Box 531
Louisa, Virginia 23093
540-967-1400 Office; 540-967-9580 Fax
lnelson@louisatown.org**

To: Mayor Nuckols and Town Council Members
From: Liz Nelson, Town Manager

Date: July 16, 2024
Re: Virginia Commission for the Arts –
Creative Communities Partnership Grant Award

Comments: The Town of Louisa has received an award letter from the Virginia Commission for the Arts for the 2024-2025 Creative Communities Partnership Grant. This is a matching grant that is approved in the 2024-2025 budget to be awarded to the Louisa Arts Center as a sub-grantee of the grant application. Council will need to acknowledge the award and approve payment to the Louisa Arts Center as the sub-grantee.



COMMONWEALTH of VIRGINIA

VIRGINIA COMMISSION FOR THE ARTS

600 EAST MAIN STREET, SUITE 330
RICHMOND, VIRGINIA 23219

COMMISSION BOARD

CHAIR
DENA JENNINGS, D.O.
ORANGE

VICE CHAIR
JAN P. MONROE
FREDERICKSBURG

SECRETARY
BARBARA PARKER
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VANESSA THAXTON-WARD, Ph.D.
HAMPTON

DAVID B. TRINKLE, M.D.
ROANOKE

EXECUTIVE DIRECTOR
MARGARET HANCOCK

July 1, 2024

Liz Nelson, Town Manager
Town of Louisa
P.O. Box 531
Louisa, VA 23093

Grant I.D. #: 25-0313 **Re:** FY25 Creative Communities Partnership Grant: \$4,500
Federal I.D. #: 54-6001396 **UEI #:** MLNMZ8SJ8KN8
Vendor I.D. #: 0000107402 **Location Code:** 1

Dear Ms. Nelson,

Congratulations! The Virginia Commission for the Arts (VCA) has awarded your locality a Creative Communities Partnership Grant for the period of July 1, 2024, to June 30, 2025. The grant amount referenced above has been approved to elevate the arts organizations (subgrantees) listed in your FY25 application.

Conditions | By signing the Certification of Assurances in the application, you have indicated your agreement to the grant conditions. Please note that any changes in the distribution of both local and state funds must be reported to the Commission. All funding is conditional upon actions of the Governor and the General Assembly. Should any action be taken on the Commission budget that affects your grant, the Commission will notify you as soon as possible.

Matching Funds | To facilitate the release of matching funds, the Commission must receive online confirmation that your local government has fulfilled the matching requirement no later than February 1, 2025. This requirement can be met through an appropriation of 2024-2025 local tax revenues for arts organizations, matching or exceeding the grant amount. When reporting online, please provide a list of the organizations that have received funding, along with a description of the total VCA and local government match awarded to each organization. Your confirmation must reference the actual dollar amounts awarded to the arts organization(s) and include the appropriate page of your jurisdiction's approved FY25 budget, as well as a copy of the check(s) issued to the sub-grantee(s). You can find the Final Report/confirmation form on your organization's "Dashboard" in Foundant. Please note that localities receiving over \$750,000 in federal funding may be requested to submit their annual audit to the VCA.

Again, congratulations and thank you for your role in leveraging the arts for a vibrant Virginia!

Sincerely,

Sub-grantee(s):
Louisa Arts Center

Margaret Hancock
Executive Director



Standing Committee Reports

Water and Sewer Committee
Streets and Sidewalks Committee
Personnel Committee



Staff Reports

Police Chief
Project Manager
Legal Counsel
Clerk/Treasurer
Town Manager

Town of Louisa Police Department

MONTHLY CRIME REPORT

June

Reported Crime Month of June 2024

Group A Offenses	2024 Month	2024 Y-T-D	2023 Y-T-D	Year End	Year End	+/- Change	
	June	June	June	Projected	Total 2023	#	%
Crimes Against Persons	2024	2024	2023	End of yr			
Kidnapping/Abduction	0	0	0	0	0	0.00	n/a
Forcible Fondling/ Sex Offense	0	1	2	2	0	2.00	n/a
Aggravated Assault	0	2	0	4	4	0.00	0%
Simple Assault	1	3	0	6	22	(16.00)	-73%
Intimidation	1	2	0	4	1	3.00	300%
Crimes Against Property							
Counterfeiting/Forgery	0	1	1	2	3	(1.00)	-33%
Destruction/Damage/Vandalism of Property	0	6	3	12	14	(2.00)	-14%
Burglary/ B&E	0	1	0	2	0	2.00	n/a
False Pretenses/Swindle/Confidence Game	1	0	0	0	2	(2.00)	-100%
Credit Card/Automatic Teller Fraud	0	1	0	2	2	0.00	0%
Impersonation	0	1	0	2	2	0.00	0%
Wire Fraud	0	0	0	0	0	0.00	n/a
Petit Larceny	1	9	2	18	11	7.00	64%
Shoplifting	3	5	0	10	6	4.00	67%
Theft from Building	1	2	0	4	3	1.00	33%
Theft from Motor Vehicle	0	0	0	0	2	(2.00)	-100%
Theft from Motor Vehicle Parts/Accessories	0	2	0	4	0	4.00	n/a
All Other Larceny	1	6	0	12	7	5.00	71%
Motor Vehicle Theft	0	2	0	4	1	3.00	300%
Stolen Property Offenses	0	0	0	0	1	(1.00)	-100%
Crimes Against Society							
Drug/Narcotic Violations	0	2	0	4	1	3.00	300%
Drug Equipment Violations	0	0	0	0	2	(2.00)	-100%
Weapon Law Violations	0	0	1	0	1	(1.00)	-100%
Total	9	46	9	92	85	7.00	8%

Group B Arrests	2024 Month	2024 Y-T-D	2023 Y-T-D	Year End	Year End	+/- Change	
Offense	June	June	June	Projected	Total 2023	#	%
	2024	2024	2023	End of yr			
Driving Under the Influence	1	2	2	4	1	3.0	300%
Public Intoxication	0	2	1	4	0	4.0	n/a
Trespass	0	0	0	0	0	0.0	n/a
All Other Offenses	1	6	0	12	15	(3.0)	-20%
TOTAL	2	10	3	20	16	4.0	25%

Town of Louisa Police Department

Traffic and Activity Report of June 2024

June

Accidents	2024 Month	2024 Y-T-D	2023 Y-T-D	Year End		Year End	+/- Change	
Description	June 2024	June 2024	June 2023	Project E-O-Y		Total 2023	#	%
Ejection	0	0	0	0		0	0.00	n/a
Entrapment	0	1	1	4		0	4.00	n/a
Injury	1	3	4	6		3	3.00	100%
No Injuries	8	30	26	60		59	1.00	2%
Unknown Injury	1	4	3	8		6	2.00	33%
Pedestrian	0	0	0	0		0	0.00	n/a
Alcohol Related	1	2	0	2		0	2.00	n/a

Citations	2024 Month	2024 Y-T-D	2023 Y-T-D	Year End		Year End	+/- Change	
	June 2024	June 2024	June 2023	Project E-O-Y		Total 2023	#	%
Total Citations	28	58	62	104		152	(48.00)	-32%
Total Warnings	6	29	37	101		257	(156.00)	-61%
Total Parking	0	0	0	0		0	0.00	n/a

Calls for Service	2024 Month	2024 Y-T-D	2023 Y-T-D	Year End		Year End	+/- Change	
	June 2024	June 2024	June 2023	Project E-O-Y		Total 2023	#	%
TOTAL	189	627	687	1254		1763	(509.00)	-29%

Traffic Stops & Reports/No Reports	2024 Month	2024 Y-T-D	2023 Y-T-D	Year End		Year End	+/- Change	
	June 2024	June 2024	June 2023	Project E-O-Y		Total 2023	#	%
Traffic Stops	31	73	98	146		234	(88.00)	-38%
Case Reports	16	70	68	140		159	(19.00)	-12%
Incident Reports	10	57	52	114		196	(82.00)	-42%

The Town of Louisa, Virginia

Incorporated 1873

212 Fredericksburg Avenue
P.O. Box 531
Louisa, Virginia 23093



Phone: (540) 967-1400
Fax: (540) 967-9580
www.louisatown.org

R. Garland Nuckols, Mayor
Jessica Lassiter, Vice Mayor
A. Daniel Carter, Council Member
John J. Purcell, IV, Council Member
Sylvia L. Rigsby, Council Member
Vicky A. Harte, Council Member

Elizabeth T. Nelson, Town Manager
Jessica M. Ellis, Town Clerk/Treasurer
Craig M. Buckley, Chief of Police

Paul Snyder, Zoning Administrator
Town of Louisa, VA

RE: Information packet to the Louisa Town Council; July 2024

Members of the Louisa Town Council,

Please note the following activities.

- ❖ On July 29, 2024, the Town of Louisa's Planning Commission is set to hear 3 applications. In no particular order they are:
 - PUD 2024-01: Project known as Pine Ridge Properties; 19.7958 acres along Pine Ridge Drive to include 159 Townhomes. Presented by GW1 Properties, LLC & Mil Investments, LLC of Louisa County.
 - SUP 2024-02: Project known as Spring Oak Townhomes; 5.5197 acres directly behind 440 West Main Street to include 42 townhomes. Presented by East Coast Excavation of Richmond, Virginia.
 - PUD 2024-07: Project known as Timber Oaks Rezoning; 21.74 acres located between US Highway 33 and Pine Ridge Drive to include commercial use along Hwy 33, 154 townhomes and 13 detached, single-family dwellings. Presented by Quigley Properties of Charlottesville, Virginia.
- ❖ On Wednesday, July 10, 2024 The Thrasher Group opened bids regarding a contractor to perform the work outlined in our Water System Improvement program. Two companies submitted bids. The numbers were announced, with The Thrasher group advising that the two bids will now be reviewed in depth and results provided to the Town of Louisa in the very near future.
- ❖ A request has been submitted for information regarding possible commercial development of the 1.319 acre parcel located between the Waverly Place Apartments and East Main Street. The information requested is being researched at the time of this note. More information will be provided as it becomes available.

Respectfully submitted,

Paul Snyder