



Agenda
Scheduled Meeting
Louisa Town Council
212 Fredericksburg Avenue
Louisa, Virginia 23093
Tuesday, February 18, 2025

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: January 21, 2025
Sale of Cemetery Lots

New Business:

1. Wastewater Treatment Plant pump replacements – Appropriation of Funds
2. Reservoir pump repairs, water restrictions - Discussion
3. Town Charter & Code updates - Discussion
4. Creation of an additional committee - Discussion
5. Town Manager job announcement – Discussion

Standing Committee Reports:

Water and Sewer Committee
Personnel Committee

Reports from Staff:

Police Chief
Public Works Superintendent
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

Deposit Account Balances

As of January 31, 2025

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	\$ 1,564,318.88	N/A	N/A	N/A
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General Fund (100)

LGIP	999 105 0001	\$ 375,299.79	N/A	Monthly	4.582%
LGIP (Oakland Cemetery)	999 105 0002	\$ 52,978.48	N/A	Monthly	4.582%
Blue Ridge Bank - Savings Account	999 103 0017	\$ 298,881.59	N/A	Quarterly	0.100%
Blue Ridge Bank - Money Market Account	999 103 0009	\$ 716,285.27	N/A	Monthly	0.500%
Blue Ridge Bank - PF ARPA Funds MM	999 103 0020	\$ 1,805,485.07	N/A	Monthly	0.150%
General Fund - Total		\$ 3,248,930.20			

Water Fund (501)

LGIP	999 105 0003	\$ 799,357.96	N/A	Monthly	4.582%
Blue Ridge Bank - Savings Account	999 103 0018	\$ 412,997.37	N/A	Monthly	0.500%
Water Fund - Total		\$ 1,212,355.33			

Sewer Fund (502)

LGIP	999 105 0005	\$ 367,371.51	N/A	Monthly	4.582%
United Bank - Checking Account	999 108 0006	\$ 1,426.26	N/A	N/A	N/A
Sewer Fund - Total		\$ 368,797.77			

Hillcrest Cemetery Fund (702)

LGIP	999 105 0004	\$ 527,139.45	N/A	Monthly	4.582%
Hillcrest Fund - Total		\$ 527,139.45			

Total Cash on Deposit (All Institutions)	\$ 6,921,541.63
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Total Cash on Deposit at Blue Ridge Bank	\$ 4,797,968.18
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Total Cash on Deposit at United Bank	\$ 1,426.26
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Total Cash on Deposit at LGIP	\$ 2,122,147.19
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TOWN OF LOUISA

Preliminary Bill List for Town Council Meeting - February 18, 2025

VENDOR NAME	GENERAL FUND	WATER FUND	SEWER FUND	HILLCREST FUND	TOTAL
ABC Extinguishers, LLC	252.52				\$ 252.52
Advance Auto Parts	692.24				\$ 692.24
Alert 360	505.56				\$ 505.56
Automated Office Systems	198.00				\$ 198.00
BCS	7,590.00				\$ 7,590.00
Blue Ridge Bank	5,878.34	90.45			\$ 5,968.79
Central VA Contractors, Inc.			2,080.00		\$ 2,080.00
Central Virginian	584.54				\$ 584.54
CHA Consulting, Inc.	7,661.58	14,806.00			\$ 22,467.58
Chiles Enterprises, LLC	2,312.25				\$ 2,312.25
Cintas	136.12	136.12	136.12		\$ 408.36
Cody Langridge/PWS Operations, LLC		603.00			\$ 603.00
Column Software PBC	609.16				\$ 609.16
County of Louisa, Landfill	707.40				\$ 707.40
Crystal Springs	12.31				\$ 12.31
Document Destruction of Virginia, LLC	40.00				\$ 40.00
EverGro Coop.	3,087.54				\$ 3,087.54
Ferguson Waterworks		392.00			\$ 392.00
Gladys M. Thomas (Focus Point)	1,425.00				\$ 1,425.00
Hefty, Wiley & Gore, P.C.	4,500.00				\$ 4,500.00
Insight Vision, LLC	3,364.30				\$ 3,364.30
Intrastate Pest	117.89				\$ 117.89
J. S. Purcell Lumber Corp.			42.98		\$ 42.98
Kenny's Central Tire	645.50				\$ 645.50
LKA Signs & Designs, LLC	509.42				\$ 509.42
Louisa Auto Parts, Inc.	2,524.95	35.45	105.73		\$ 2,666.13
Louisa County Water Authority		33,140.98	27,340.57		\$ 60,481.55
Louisa Creative Counseling, LLC	1,700.00				\$ 1,700.00
Louisa Hardware	1,413.45		33.53		\$ 1,446.98
Magna5 MS, LLC	7,075.70				\$ 7,075.70
Mansfield Oil Co.	1,219.71	167.98	190.95		\$ 1,578.64
MoJohns	95.00				\$ 95.00
Quill	195.99				\$ 195.99
Ricoh USA, Inc.	446.99				\$ 446.99
The Central Virginian	42.00				\$ 42.00
The Childress Agency, Inc.	274.95				\$ 274.95
Twiglenda Harris	113.74				\$ 113.74
UniFirst Corp.	123.24				\$ 123.24
Updike Industries, Inc.	6,350.00				\$ 6,350.00
Virginia Utility Protection Services		27.60			\$ 27.60
TOTALS:	62,405.39	49,399.58	29,929.88	-	\$ 141,734.85

General Fund Revenue (Fund 100)

Account Number	Description	Budget	Received	Balance
Taxes (RE, PP, PS)				
100-11010-0001	Real Estate Current Year Tax	\$ 325,000.00	\$ 336,081.03	\$ (11,081.03)
100-11010-0002	Delinquent Real Estate Tax	\$ 3,500.00	\$ 835.14	\$ 2,664.86
100-11020-0001	Personal Property Current Year Tax	\$ 78,000.00	\$ 74,305.62	\$ 3,694.38
100-11020-0002	Delinquent Personal Property Tax	\$ 2,500.00	\$ 4,599.03	\$ (2,099.03)
100-11020-0003	VA Personal Property Relief Allowance	\$ 21,300.00	\$ 21,378.84	\$ (78.84)
100-11025-0001	Public Service Tax Current Year	\$ 7,000.00	\$ 7,536.64	\$ (536.64)
100-11060-0001	Penalties - All Property Tax	\$ 2,000.00	\$ 1,433.82	\$ 566.18
100-11060-0002	Interest - All Property Tax	\$ 2,000.00	\$ 1,365.03	\$ 634.97
Local Taxes				
100-12010-0001	Local Sales Use and Tax	\$ 135,000.00	\$ 91,145.91	\$ 43,854.09
100-12020-0002	Consumption Tax	\$ 4,000.00	\$ 3,225.52	\$ 774.48
100-12030-0001	Business License Tax	\$ 250,000.00	\$ 41,505.51	\$ 208,494.49
100-12060-0001	Bank Stock Tax	\$ 200,000.00	\$ -	\$ 200,000.00
100-12100-0001	Transient Lodging Tax	\$ 2,000.00	\$ 1,471.89	\$ 528.11
100-12110-0001	Meals Tax	\$ 775,000.00	\$ 454,320.89	\$ 320,679.11
Permits and Other Licenses				
100-13030-0007	Zoning Permits	\$ 1,000.00	\$ 1,501.00	\$ (501.00)
100-13030-0100	Special Use Permits	\$ 2,000.00	\$ 1,500.00	\$ 500.00
Fines and Forfeitures				
100-14010-0001	Court Fines & Forfeitures	\$ 4,000.00	\$ 1,416.21	\$ 2,583.79
100-14010-0005	Parking Violation Fees	\$ 100.00	\$ -	\$ 100.00
100-24040-0015	PD Fines/Charges	\$ 500.00	\$ 317.00	\$ 183.00
Other Revenue				
100-15010-0001	Interest Earned	\$ 10,600.00	\$ 16,256.15	\$ (5,656.15)
100-15020-0005	Pettit Storage Rental	\$ 4,800.00	\$ 2,800.00	\$ 2,000.00
100-15020-0009	Parking Lot Building Rental	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00
100-15020-0015	Arts Center Lease Rent	\$ 12,000.00	\$ -	\$ 12,000.00
100-16080-0001	Solid Waste Fees	\$ 7,500.00	\$ 3,937.75	\$ 3,562.25
100-18990-0001	Miscellaneous	\$ 500.00	\$ 2,162.11	\$ (1,662.11)
100-18990-0013	NSF Fees	\$ 100.00	\$ -	\$ 100.00
100-18990-0050	MLR Rebate	\$ 3,000.00	\$ 2,292.36	\$ 707.64
100-18990-0702	Lot Sales at Hillcrest Cemetery	\$ 5,000.00	\$ 6,733.34	\$ (1,733.34)
100-18990-2025	Swing Donations	\$ -	\$ 7,300.00	\$ (7,300.00)
Due From Other Governments				
100-22010-0005	Rolling Stock Tax	\$ 1,600.00	\$ 3.81	\$ 1,596.19
100-22010-0006	Communication Tax	\$ 3,000.00	\$ 1,956.96	\$ 1,043.04
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
100-24010-2025	Additional Grant for TA Project	\$ 720,000.00	\$ -	\$ 720,000.00
100-24040-0001	Law Enforcement - 599 Funds	\$ 45,000.00	\$ 23,424.00	\$ 21,576.00
100-24040-0006	DCJS Grants	\$ 100,000.00	\$ -	\$ 100,000.00
100-24040-0007	Anti-Litter Grant	\$ 1,500.00	\$ 1,931.00	\$ (431.00)
100-24040-0012	Fire Program Grant	\$ 15,000.00	\$ -	\$ 15,000.00
100-33201-2020	ARPA Grant	\$ -	\$ 3,471.32	\$ (3,471.32)
100-33201-3500	VRA LSL Principal Forgive Loan	\$ -	\$ -	\$ -
Transfers from Reserves/Other Funds				
100-41050-0006	Transfer from Reserves - TA Sidewalk	\$ 690,000.00	\$ -	\$ 690,000.00
100-41050-2020	Trans DR-ARPA to Water Infra Imp	\$ 650,000.00	\$ -	\$ 650,000.00
100-41050-2026	Trans DR-ARPA to Sewer Infra Imp	\$ 650,000.00	\$ -	\$ 650,000.00
Total Revenue General Fund		\$ 5,879,000.00	\$ 1,123,707.88	\$ 4,755,292.12

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	\$ 1,500.00	\$ 2,100.00
100-10000-1111	Salaries - Administration	\$ 157,000.00	\$ 77,564.72	\$ 79,435.28
100-10000-1115	Salaries - Planning Commission	\$ 4,500.00	\$ 2,250.00	\$ 2,250.00
100-10000-1116	Salaries - Grounds	\$ 24,000.00	\$ 12,247.28	\$ 11,752.72
100-10000-1175	Contractual Services		\$ 5,010.00	\$ (5,010.00)
100-10000-1711	Salaries - Council	\$ 12,000.00	\$ 6,000.00	\$ 6,000.00
100-10000-2100	FICA	\$ 14,000.00	\$ 7,644.21	\$ 6,355.79
100-10000-2210	VRS	\$ 10,000.00	\$ 2,876.78	\$ 7,123.22
100-10000-2240	Group Life Insurance	\$ 2,300.00	\$ 1,051.86	\$ 1,248.14
100-10000-2300	Medical Insurance	\$ 48,300.00	\$ 14,801.84	\$ 33,498.16
100-10000-2310	Dental Insurance	\$ 2,300.00	\$ 864.74	\$ 1,435.26
100-10000-2700	Worker's Compensation	\$ 34,500.00	\$ 14,059.00	\$ 20,441.00

Operating Expenses

100-10000-3100	Custodial Services	\$ 18,000.00	\$ 8,475.00	\$ 9,525.00
100-10000-3101	Custodial Supplies	\$ 3,000.00	\$ 2,828.12	\$ 171.88
100-10000-3120	Audit Fees	\$ 30,000.00	\$ 30,100.00	\$ (100.00)
100-10000-3150	Legal Fees	\$ 57,000.00	\$ 27,000.00	\$ 30,000.00
100-10000-3152	Election Fees	\$ 2,000.00	\$ 1,373.36	\$ 626.64
100-10000-3160	Website/Email Maintenance	\$ 4,000.00	\$ 1,924.65	\$ 2,075.35
100-10000-3180	Bank Fees	\$ 50.00	\$ -	\$ 50.00
100-10000-3190	Economic Development/Donations	\$ 3,000.00	\$ 1,488.63	\$ 1,511.37
100-10000-3330	Repairs & Maintenance Grounds	\$ 20,000.00	\$ 18,220.07	\$ 1,779.93
100-10000-3331	Playground Expenses	\$ -	\$ 5,850.00	\$ (5,850.00)
100-10000-3340	Building Contractual Services	\$ 10,000.00	\$ 4,860.97	\$ 5,139.03
100-10000-3350	Equipment Repairs/Supplies TH	\$ 5,000.00	\$ 2,508.13	\$ 2,491.87
100-10000-3600	Advertising	\$ 12,000.00	\$ 6,700.60	\$ 5,299.40
100-10000-5120	Electricity	\$ 15,000.00	\$ 10,737.22	\$ 4,262.78
100-10000-5130	Fuel Oil	\$ 3,000.00	\$ 1,098.54	\$ 1,901.46
100-10000-5210	Postage	\$ 3,500.00	\$ 2,198.39	\$ 1,301.61
100-10000-5215	Tax Preparation	\$ 2,000.00	\$ 2,071.23	\$ (71.23)
100-10000-5230	Telephone	\$ 6,800.00	\$ 4,195.09	\$ 2,604.91
100-10000-5235	Cell Phones	\$ 6,000.00	\$ 3,013.15	\$ 2,986.85
100-10000-5309	Insurance (VRSA)	\$ 26,500.00	\$ 18,612.00	\$ 7,888.00
100-10000-5410	Lease Equipment (Copier)	\$ 2,250.00	\$ 1,256.22	\$ 993.78
100-10000-5540	Conferences & Education	\$ 5,000.00	\$ 899.99	\$ 4,100.01
100-10000-5800	Miscellaneous	\$ 1,000.00	\$ 263.44	\$ 736.56
100-10000-5810	Code Updates	\$ 2,000.00	\$ 1,195.00	\$ 805.00
100-10000-6001	Office Supplies	\$ 16,226.00	\$ 5,456.96	\$ 10,769.04
100-10000-6002	Shenandoah Water	\$ 250.00	\$ 348.17	\$ (98.17)
100-10000-6003	Emergency Generator Maintenance	\$ 1,200.00	\$ 1,290.84	\$ (90.84)
100-10000-6004	Alarm Monitoring	\$ 800.00	\$ 240.00	\$ 560.00
100-10000-6005	Elevator Maintenance & Inspection	\$ 2,000.00	\$ 611.28	\$ 1,388.72
100-10000-6006	Fire System Maintenance & Inspection	\$ 2,500.00	\$ -	\$ 2,500.00
100-10000-6007	Propane	\$ 5,500.00	\$ 1,629.11	\$ 3,870.89
100-10000-6008	Road Fuel	\$ 3,000.00	\$ 115.53	\$ 2,884.47
100-10000-6010	HVAC Service Contract	\$ 1,800.00	\$ -	\$ 1,800.00
100-10000-6011	Fire Alarm Maintenance & Inspection	\$ 2,000.00	\$ 750.00	\$ 1,250.00

100-10000-6012	Dues & Subscriptions	\$ 3,000.00	\$ 2,568.02	\$ 431.98
100-10000-6021	Safety Equipment	\$ 3,000.00	\$ 1,456.66	\$ 1,543.34

Account Number	Description	Budget	Spent	Balance
Town Administration/Town Hall				
100-10000-8214	BAI Computer System	\$ 15,500.00	\$ 14,921.00	\$ 579.00
100-10000-8220	Computer Tech Support	\$ 25,000.00	\$ 12,401.70	\$ 12,598.30
100-10000-8222	Computer Equipment Upgrade	\$ 15,000.00	\$ 4,723.00	\$ 10,277.00

Grants Awarded

100-10000-7018	Commission for the Arts Grant Funding	\$ 9,000.00	\$ 9,000.00	\$ -
100-10000-7019	VRA LSL/ CHA Expenses	\$ -	\$ 36,000.00	\$ (36,000.00)

Capital Improvements

100-10000-8100	Capital Improvement	\$ 10,000.00	\$ -	\$ 10,000.00
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Administrative Debt Service

100-10000-9002	LAC Debt Service	\$ 72,204.00	\$ 42,119.00	\$ 30,085.00
100-10000-9230	Principal 2008 GO Bonds (R1 2 3)	\$ 117,660.00	\$ 68,635.00	\$ 49,025.00

Transfers

100-93100-0702	Transfer Hillcrest Cemetery	\$ 32,200.00	\$ -	\$ 32,200.00
100-93100-2020	Trans DR - ARPA to Water Infra Imp	\$ 650,000.00	\$ -	\$ 650,000.00
100-93100-2026	Trans DR - ARPA to Water Infra Imp	\$ 650,000.00	\$ -	\$ 650,000.00
Total Town Administration/Town Hall Expenses		\$ 2,187,440.00	\$ 505,006.50	\$ 1,682,433.50

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	\$ 372,000.00	\$ 165,203.99	\$ 206,796.01
100-31000-1140	Overtime	\$ 7,000.00	\$ 5,646.54	\$ 1,353.46
100-31000-1150	Holiday/Part Time Pay	\$ 3,400.00	\$ 1,358.28	\$ 2,041.72
100-31000-1175	Contractual Services		\$ -	\$ -
100-31000-2100	FICA	\$ 28,500.00	\$ 12,687.40	\$ 15,812.60
100-31000-2210	VRS	\$ 19,200.00	\$ 1,081.46	\$ 18,118.54
100-31000-2240	Group Life Insurance	\$ 4,200.00	\$ 1,203.96	\$ 2,996.04
100-31000-2300	Medical Insurance	\$ 65,500.00	\$ 23,574.68	\$ 41,925.32
100-31000-2310	Dental Insurance	\$ 2,850.00	\$ 1,107.70	\$ 1,742.30

Police Department Operating Expenses

100-31000-2350	Employee Hire Process	\$ 3,000.00	\$ 2,367.80	\$ 632.20
100-31000-3310	Equipment Replacement	\$ 20,000.00	\$ 13,597.70	\$ 6,402.30
100-31000-3330	Police Building Maintenance	\$ 5,000.00	\$ 4,245.99	\$ 754.01
100-31000-3710	Uniform Replacement	\$ 10,000.00	\$ 1,639.73	\$ 8,360.27
100-31000-5120	Electricity	\$ 2,500.00	\$ 1,197.23	\$ 1,302.77
100-31000-5215	Propane Generator	\$ 500.00	\$ -	\$ 500.00
100-31000-5230	Police Telephone	\$ 1,200.00	\$ 1,970.54	\$ (770.54)
100-31000-5235	Cell Phone	\$ 5,000.00	\$ 2,896.02	\$ 2,103.98
100-31000-5309	Line of Duty Benefit	\$ 9,250.00	\$ 2,808.00	\$ 6,442.00
100-31000-5410	Copier	\$ 2,500.00	\$ 594.00	\$ 1,906.00
100-31000-5450	State Police VCIN Terminal	\$ 250.00	\$ 198.00	\$ 52.00
100-31000-5540	Conferences/Education	\$ 5,000.00	\$ 239.58	\$ 4,760.42
100-31000-5800	Miscellaneous	\$ 350.00	\$ 95.99	\$ 254.01
100-31000-5810	Dues, Subscriptions	\$ 6,000.00	\$ 4,948.00	\$ 1,052.00
100-31000-5820	Attorney Fees	\$ 500.00	\$ -	\$ 500.00
100-31000-5830	Police Public Relations	\$ 2,500.00	\$ 977.52	\$ 1,522.48
100-31000-5850	PD Health and Wellness Program	\$ 4,400.00	\$ 205.00	\$ 4,195.00
100-31000-6001	Office Supplies/Materials	\$ 2,500.00	\$ 862.60	\$ 1,637.40
100-31000-6008	Fuel	\$ 10,000.00	\$ 4,360.91	\$ 5,639.09
100-31000-6009	Repairs & Maintenance Vehicles	\$ 10,000.00	\$ 679.31	\$ 9,320.69
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	\$ 10,000.00	\$ 9,697.26	\$ 302.74

Police Department Capital Improvements

100-31000-8218	Server/Computers/Alarm	\$ 20,000.00	\$ 8,618.70	\$ 11,381.30
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Police Department Grant Expenses

100-31000-8225	DCJS/Other Grant	\$ 100,000.00	\$ 9,901.50	\$ 90,098.50
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Total Police Expenditures		\$ 738,600.00	\$ 283,965.39	\$ 454,634.61
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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	\$ 15,000.00	\$ -	\$ 15,000.00
100-32100-5740	Rescue Squad Contribution	\$ 6,000.00	\$ 6,000.00	\$ -
Total Fire/Rescue Expense		\$ 27,000.00	\$ 6,000.00	\$ 21,000.00

Streets and Sidewalks Expenses

Streets and Sidewalks Salaries and Benefits

100-41000-1130	Salaries - Streets & Sidewalks	\$ 80,000.00	\$ 36,451.32	\$ 43,548.68
100-41000-1140	Overtime	\$ 4,000.00	\$ 4,494.04	\$ (494.04)
100-41000-1150	Part Time	\$ 4,000.00	\$ -	\$ 4,000.00
100-41000-2100	FICA	\$ 10,000.00	\$ 3,145.90	\$ 6,854.10
100-41000-2210	VRS	\$ 3,900.00	\$ 661.46	\$ 3,238.54
100-41000-2240	Group Life Insurance	\$ 900.00	\$ 379.37	\$ 520.63
100-41000-2300	Medical Insurance	\$ 16,000.00	\$ 6,839.07	\$ 9,160.93
100-41000-2310	Dental Insurance	\$ 775.00	\$ 375.34	\$ 399.66

Streets and Sidewalks Operations

100-41000-3330	Repairs on Streets & Sidewalks	\$ 8,000.00	\$ 2,898.97	\$ 5,101.03
100-41000-3350	Main Street Parking	\$ 24,000.00	\$ 12,335.61	\$ 11,664.39
100-41000-5120	Electricity	\$ 21,500.00	\$ 10,717.36	\$ 10,782.64
100-41000-5800	Miscellaneous	\$ 100.00	\$ 86.91	\$ 13.09
100-41000-6003	Agricultural/Beautification	\$ 5,000.00	\$ 4,395.49	\$ 604.51
100-41000-6007	Repairs & Maintenance Supplies	\$ 15,000.00	\$ 337.21	\$ 14,662.79
100-41000-6008	Fuel	\$ 3,000.00	\$ 1,840.41	\$ 1,159.59
100-41000-6009	Vehicle Maintenance	\$ 10,000.00	\$ 5,106.96	\$ 4,893.04
100-41000-6011	Uniforms	\$ 4,000.00	\$ 2,168.33	\$ 1,831.67
100-41000-6023	Snow Removal Supplies	\$ 3,000.00	\$ 100.86	\$ 2,899.14

Streets and Sidewalks Shop

100-41000-7100	Shop Building Maintenance	\$ 3,000.00	\$ 2,062.47	\$ 937.53
100-41000-7200	Equipment Repairs	\$ 6,000.00	\$ 7,250.68	\$ (1,250.68)
100-41000-7300	Shop Supplies/Utilities	\$ 3,000.00	\$ 2,851.65	\$ 148.35
100-41000-8101	Equipment Replacement	\$ 52,500.00	\$ 29,879.38	\$ 22,620.62

Streets and Sidewalks Capital Improvements

100-41000-8102	Capital Improvements S/S	\$ 10,000.00	\$ -	\$ 10,000.00
100-41000-7250	Sidewalk Construction - VDOT	\$ 2,495,000.00	\$ -	\$ 2,495,000.00
Total Streets/Sidewalk Expense		\$ 2,782,675.00	\$ 134,378.79	\$ 2,648,296.21

Trash and Recycle Expenses

Contract Fees

100-42300-3050	Fuel Surcharge	\$ 2,000.00	\$ -	\$ 2,000.00
100-42300-4000	Subcontract Work - Updike	\$ 66,200.00	\$ 38,619.00	\$ 27,581.00
100-42300-4001	Contract Contingency - Add Cans	\$ 4,000.00	\$ -	\$ 4,000.00
100-42350-3000	Tipping Fee - County of Louisa	\$ 21,000.00	\$ 9,663.58	\$ 11,336.42
100-42350-4000	Subcontract Work - Updike Recycle	\$ 10,000.00	\$ 5,831.00	\$ 4,169.00
Total Trash Expense		\$ 103,200.00	\$ 54,113.58	\$ 49,086.42

Account Number	Description	Budget	Spent	Balance
Ball Park Expenses				
<u>Maintenance Expenses</u>				
100-71300-5110	Electric	\$ 1,500.00	\$ 1,544.75	\$ (44.75)
100-71300-5200	Field Facility Improvements	\$ 3,000.00	\$ -	\$ 3,000.00
Total Ball Park Expense		\$ 4,500.00	\$ 1,544.75	\$ 2,955.25
Oakland Cemetery				
<u>Oakland Salaries and Benefits</u>				
100-71400-1130	Salaries - Oakland	\$ 12,750.00	\$ 6,495.16	\$ 6,254.84
100-71400-2100	FICA	\$ 980.00	\$ 495.58	\$ 484.42
100-71400-2210	VRS	\$ 800.00	\$ 163.64	\$ 636.36
100-71400-2240	Group Life Insurance	\$ 175.00	\$ 73.09	\$ 101.91
100-71400-2300	Medical Insurance	\$ 2,700.00	\$ 1,000.92	\$ 1,699.08
100-71400-2310	Dental Insurance	\$ 130.00	\$ 62.57	\$ 67.43
<u>Oakland Operations</u>				
100-71400-3310	Repairs and Maintenance	\$ 17,500.00	\$ 5,832.00	\$ 11,668.00
100-71400-6008	Fuel	\$ 50.00	\$ -	\$ 50.00
100-71400-6017	Lights and Flags	\$ 500.00	\$ 46.13	\$ 453.87
Total Oakland Cemetery		\$ 35,585.00	\$ 14,169.09	\$ 21,415.91
Total General Fund Expenses		\$ 5,879,000.00	\$ 999,178.10	\$ 4,879,821.90

Water Fund Revenue (Fund 501)

Account Number	Description	Budget	Received	Balance
501-15010-0001	Interest Earned	\$ 31,600.00	\$ 24,381.71	\$ 7,218.29
501-16001-0001	Water Revenue	\$ 675,000.00	\$ 353,852.37	\$ 321,147.63
501-16001-0003	Water Connections	\$ 23,900.00	\$ -	\$ 23,900.00
501-16001-0007	Penalty Fees	\$ 7,500.00	\$ 2,950.00	\$ 4,550.00
501-41050-0002	Loan Proceeds	\$ 1,402,000.00	\$ -	\$ 1,402,000.00
501-41050-2020	ARPA Funding General Fund Transfer	\$ 650,000.00	\$ -	\$ 650,000.00
Total Water Revenue		\$ 2,790,000.00	\$ 381,184.08	\$ 2,408,815.92

Water Fund Expenses (Fund 501)

Account Number	Description	Budget	Spent	Balance
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Water Salaries and Benefits

501-45000-1130	Salaries - Water	\$ 115,000.00	\$ 46,444.59	\$ 68,555.41
501-45000-1140	Overtime	\$ 5,000.00	\$ 949.41	\$ 4,050.59
501-45000-1150	Part time	\$ 2,000.00	\$ 168.65	\$ 1,831.35
501-45000-2100	FICA	\$ 9,500.00	\$ 3,561.89	\$ 5,938.11
501-45000-2210	VRS	\$ 6,200.00	\$ 1,013.03	\$ 5,186.97
501-45000-2240	Group Life Insurance	\$ 1,400.00	\$ 556.44	\$ 843.56
501-45000-2300	Medical Insurance	\$ 17,500.00	\$ 5,186.31	\$ 12,313.69
501-45000-2310	Dental Insurance	\$ 800.00	\$ 386.74	\$ 413.26

Operating Expenses

501-45000-3180	Water Tank Maintenance	\$ 20,000.00	\$ 18,855.12	\$ 1,144.88
501-45000-3185	Operator Contract Fees	\$ 8,500.00	\$ 4,221.00	\$ 4,279.00
501-45000-3310	Repairs & Maintenance Equipment	\$ 2,000.00	\$ -	\$ 2,000.00
501-45000-3600	Advertising	\$ 500.00	\$ -	\$ 500.00
501-45000-5130	Water Purchased	\$ 400,000.00	\$ 198,664.73	\$ 201,335.27
501-45000-5210	Postage/Billing Supplies	\$ 5,000.00	\$ 3,152.87	\$ 1,847.13
501-45000-5220	Water Testing Fees	\$ 500.00	\$ -	\$ 500.00
501-45000-5650	VDOT Fees	\$ 300.00	\$ -	\$ 300.00
501-45000-5660	Waterworks Operation Fund	\$ 2,500.00	\$ 1,962.00	\$ 538.00
501-45000-5670	Miss Utility	\$ 800.00	\$ 204.70	\$ 595.30
501-45000-5680	Road Repairs	\$ 7,500.00	\$ -	\$ 7,500.00
501-45000-5690	Electricity Tower Pumps	\$ 1,000.00	\$ 53.60	\$ 946.40
501-45000-5800	Miscellaneous	\$ 100.00	\$ 61.90	\$ 38.10
501-45000-5810	Dues/Subscriptions	\$ 500.00	\$ 400.00	\$ 100.00
501-45000-5840	CSX Right of Way	\$ 700.00	\$ 1,233.42	\$ (533.42)
501-45000-6001	Supplies	\$ 12,000.00	\$ 10,899.98	\$ 1,100.02
501-45000-6008	Fuel	\$ 1,500.00	\$ 862.57	\$ 637.43
501-45000-6010	Mapping	\$ 700.00	\$ 700.00	\$ -
501-45000-6011	Uniforms	\$ 1,500.00	\$ 1,237.28	\$ 262.72
501-45000-6510	Itron Software Handhelds	\$ 2,100.00	\$ 1,464.00	\$ 636.00
501-45000-6520	Itron Software Support	\$ 6,500.00	\$ -	\$ 6,500.00
501-45000-7000	Joint Operations LCWA Connect	\$ 10,000.00	\$ -	\$ 10,000.00

Capital Improvements

501-45000-8100	Capital Expenditures	\$ 15,000.00	\$ -	\$ 15,000.00
501-45000-8175	Contractual Services Water Operations	\$ 20,000.00	\$ 7,309.00	\$ 12,691.00
501-45000-9300	Water Contingency	\$ 15,000.00	\$ 2,052.80	\$ 12,947.20
501-45000-9305	Water Line Replacement Project	\$ 1,402,000.00	\$ 50,978.00	\$ 1,351,022.00
501-93100-2020	ARPA Funding Infrastructure Imp	\$ 650,000.00	\$ 101,599.88	\$ 548,400.12

Transfers

501-93100-0501	Water to Sewer for Transfer for Operations	\$ 46,400.00	\$ -	\$ 46,400.00
Total Water Expenses		\$ 2,790,000.00	\$ 464,179.91	\$ 2,325,820.09

Sewer Fund Revenue (Fund 502)

Account Number	Description	Budget	Received	Balance
502-15010-0001	Interest Earned	\$ 15,000.00	\$ 10,648.68	\$ 4,351.32
502-16001-0002	Sewer Revenue	\$ 700,000.00	\$ 383,079.02	\$ 316,920.98
502-16001-0004	Sewer Connection	\$ 38,600.00	\$ -	\$ 38,600.00
502-41050-0502	Water to Sewer for Transfer for Operations	\$ 46,400.00	\$ -	\$ 46,400.00
502-41050-2026	ARPA Funding General Fund Transfer	\$ 650,000.00	\$ -	\$ 650,000.00
Total Sewer Revenue		\$ 1,450,000.00	\$ 393,727.70	\$ 1,056,272.30

Sewer Fund Expenses (Fund 502)

Account Number	Description	Budget	Spent	Balance
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Sewer Salaries and Benefits

502-45500-1130	Salaries	\$ 122,000.00	\$ 50,036.94	\$ 71,963.06
502-45500-1145	Overtime	\$ 2,000.00	\$ 627.46	\$ 1,372.54
502-45500-1150	Part time	\$ 1,000.00	\$ 33.73	\$ 966.27
502-45500-2100	FICA	\$ 9,500.00	\$ 3,802.58	\$ 5,697.42
502-45500-2210	VRS	\$ 6,500.00	\$ 1,122.61	\$ 5,377.39
502-45500-2240	Group Life Insurance	\$ 1,500.00	\$ 600.79	\$ 899.21
502-45500-2300	Medical Insurance	\$ 17,800.00	\$ 6,199.28	\$ 11,600.72
502-45500-2310	Dental Insurance	\$ 850.00	\$ 435.17	\$ 414.83

Operating Expenses

502-45500-3310	Repairs/Maintenance Equipment	\$ 2,000.00	\$ 534.87	\$ 1,465.13
502-45500-3330	Repairs/Maintenance Buildings	\$ 1,000.00	\$ 228.00	\$ 772.00
502-45500-3340	Contractual Services RSTP	\$ 400,000.00	\$ 158,060.38	\$ 241,939.62
502-45500-3345	RSTP Plant Improvements	\$ 15,000.00	\$ 2,548.50	\$ 12,451.50
502-45500-5120	Electricity	\$ 3,000.00	\$ 1,411.64	\$ 1,588.36
502-45500-5210	Postage/Billing Supplies	\$ 4,300.00	\$ 3,152.86	\$ 1,147.14
502-45500-5230	Telephone - Pump Station	\$ 600.00	\$ 397.94	\$ 202.06
502-45500-5680	Road Repairs	\$ 7,000.00	\$ -	\$ 7,000.00
502-45500-5800	Miscellaneous	\$ 110.00	\$ 48.95	\$ 61.05
502-45500-6001	Supplies	\$ 6,000.00	\$ 1,300.21	\$ 4,699.79
502-45500-6008	Fuel	\$ 900.00	\$ 552.37	\$ 347.63
502-45500-6011	Uniforms	\$ 1,500.00	\$ 1,165.28	\$ 334.72

Capital Improvements

502-45500-8175	Contractual Services Sewer Operations	\$ 20,000.00	\$ 4,012.00	\$ 15,988.00
502-45500-9300	Sewer Contingency	\$ 8,000.00	\$ -	\$ 8,000.00
502-93100-2026	ARPA Funding Infrastructure Imp	\$ 650,000.00	\$ -	\$ 650,000.00

Debt Service

502-45500-9210	Principal 2001 GO Bonds (RD)	\$ 66,492.00	\$ 36,987.88	\$ 29,504.12
502-45500-9230	Principal 2010 GO Bonds (WWTP)	\$ 94,068.00	\$ 54,167.96	\$ 39,900.04
502-45500-9250	Principal 2020 GO Bond (Reline)	\$ 8,880.00	\$ 4,954.33	\$ 3,925.67
Total Sewer Expenses		\$ 1,450,000.00	\$ 332,381.73	\$ 1,117,618.27

Hillcrest Fund Revenue (Fund 702)

Account Number	Description	Budget	Received	Balance
702-13030-0026	Burial Permits	\$ 2,500.00	\$ 3,450.00	\$ (950.00)
702-13030-0031	Stone Permits	\$ 750.00	\$ 500.00	\$ 250.00
702-15010-0001	Interest Earned	\$ 18,000.00	\$ 15,279.73	\$ 2,720.27
702-18990-0001	Sales of Lots	\$ 10,000.00	\$ 13,466.66	\$ (3,466.66)
702-34105-0001	Transfer from Reserves	\$ 45,000.00	\$ -	\$ 45,000.00
702-41050-0100	Transfer from General Fund	\$ 32,200.00	\$ -	\$ 32,200.00
Total Hillcrest Revenue		\$ 108,450.00	\$ 32,696.39	\$ 75,753.61

Hillcrest Fund Expenses (Fund 702)

Account Number	Description	Budget	Spent	Balance
Hillcrest Salaries and Benefits				
702-71400-1130	Salaries - Hillcrest	\$ 49,000.00	\$ 21,481.10	\$ 27,518.90
702-71400-1150	Part Time or Contract Work	\$ 40,000.00	\$ 23,025.00	\$ 16,975.00
702-71400-2100	FICA	\$ 3,750.00	\$ 1,617.96	\$ 2,132.04
702-71400-2210	VRS	\$ 3,000.00	\$ 506.49	\$ 2,493.51
702-71400-2240	Group Life Insurance	\$ 650.00	\$ 265.39	\$ 384.61
702-71400-2300	Medical Insurance	\$ 8,000.00	\$ 2,822.75	\$ 5,177.25
702-71400-2310	Dental Insurance	\$ 450.00	\$ 198.19	\$ 251.81
Hillcrest Operations				
702-71400-3310	Repairs and Maintenance	\$ 2,000.00	\$ -	\$ 2,000.00
702-71400-5800	Miscellaneous	\$ 200.00	\$ -	\$ 200.00
702-71400-6001	Supplies	\$ 250.00	\$ -	\$ 250.00
702-71400-6017	Lights and Flags	\$ 150.00	\$ 46.13	\$ 103.87
Hillcrest Capital Improvements				
702-71400-8100	Storage Building Maintenance	\$ 1,000.00	\$ -	\$ 1,000.00
Total Hillcrest Expenses		\$ 108,450.00	\$ 49,963.01	\$ 58,486.99

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**Town of Louisa
Monthly Meeting
January 21, 2024**

Present: Danny Carter, Interim Mayor; John J. Purcell IV, Sylvia Rigsby, Vicky Harte, Roger Henry, Danny Crawford, Council members; Craig Buckley, Interim Town Manager; Jeff Gore, Legal Counsel; Jessica M. Ellis, Clerk/Treasurer, Kellye Throckmorton, Deputy Clerk/Treasurer; Anthony Larry, Public Works Superintendent

Absent: None.

Also in Attendance: Matthew L. Kersey, Jr., 225 Fredericksburg Avenue; R. T. Williams, III agent for the owners, RTW Construction Corp, Patrick & Judith Hanley and Curtis Moore, for Lots 28 and 28A located on Barnstormer Circle; Rick Meyer, 114 Woodger Circle; Susanne Davino, 119 Woodger Circle; Larry Kavanagh, 225 Fairway Drive; Tom Everett, 111 Club Road; Judy Kavanagh, 225 Fairway Drive; and Debbie Woodward, 115 Club Road

All copies, including: reports, handouts, and documents can be found following the minutes.

Interim Mayor Carter called the Louisa Town Council meeting to order at 6:02 p.m.

BUSINESS FROM THE FLOOR

Matthew L. Kersey, Jr., town resident at 225 Fredericksburg Avenue, spoke addressing Council with concerns regarding the cancellation of the December Town Council meeting, the condition of the streets and sidewalks after the recent snow/ice storm, and asked Council to

1 collectively set a vision for improvements and enhancements for the
2 town.

3
4 **CONSENT AGENDA**

5
6 Council member Harte made the motion to approve the consent
7 agenda. Council member Rigsby seconded the motion. The vote
8 went as follows: 5-0 in favor.

9
10 **PUBLIC HEARING**

11
12 **SUP-2024-03 - A Special Use Permit application, submitted by R.**
13 **T. Williams, III agent for the owners, RTW Construction Corp,**
14 **Patrick & Judith Hanley and Curtis Moore, for the property**
15 **located on Barnstormer Circle, specifically Lots 28 and 28A,**
16 **identified as Louisa Tax Map parcels 41C-1-28 and 41C-1-28A,**
17 **located in a Residential General District. The total acreage of the**
18 **parcels consists of 0.756 acres. The application is to subdivide**
19 **the two parcels to a total of 4 parcels and construct two (2)**
20 **duplexes, for a total of four (4) dwelling units.**

21
22 Mayor Carter opened the public hearing at 6:07 pm.

23
24 Mr. Williams gave a lengthy and detailed presentation. Mr. William's
25 presentation, as well as the minutes from the Planning Commission's
26 meeting in November, were included in the packet.

27
28 Mayor Carter then asked if there was anyone present that would like
29 to speak for or against SUP 2024-03. Mr. Buckley stated that there
30 were six names on the sign-up sheet: Rick Meyer; Susanne Davino;
31 Larry Kavanagh; Tom Everett; Judy Kavanagh; and Debbie
32 Woodward. Each of the listed individuals, all of which are town
33 residents, stood and spoke against the SUP. Following the in-person
34 speakers, Mr. Buckley read aloud a historical letter that was received
35 from Mr. and Mrs. Warren Gehle, at 103 Barnstormer Circle, asking
36 Council to continue with the precedents set forth by Town Council
37 and the builder in 2002.
38

1 Following public comments, Mayor Carter closed the public hearing at
2 6:48 pm. At 6:49 pm, he reopened the public hearing for questions
3 from Council.

4 Council and Mr. Williams then carried on a lengthy question and
5 answer period covering: the subdivision of the lot; boundary line
6 adjustments; HOA compliance; the definition of a homeowner; legal
7 recourse; safety concerns; characteristics of a neighborhood, etc.

8
9 Mayor Carter closed the public hearing at 7:19 pm.

10
11 **NEW BUSINESS**

12
13 **1) Discussion/Action: SUP-2024-03 - A Special Use Permit**
14 **application, submitted by R. T. Williams, III**

15
16 Council member Harte made the motion to deny the Special Use
17 Permit. Council member Crawford seconded the motion. The vote
18 went as follows: Purcell, against; Henry, for; Rigsby, against; Harte,
19 for; Crawford, for (3-2 in favor of denying the SUP).

20
21 **2) Discussion/Action: Selection of Vice-Mayor**

22
23 Council member Henry made the motion to nominate Council
24 member Harte as Vice-Mayor. Council member Crawford seconded
25 the motion. The vote went as follows: 5-0 in favor.

26
27 **3) Discussion/Action: Committee Appointments**

28
29 Mayor Carter read aloud the committee appointments. No action was
30 taken.

31
32 (*) Denotes Committee Chair

33
34 Streets & Sidewalks: Purcell*, Rigsby

35
36 Police Matters: Rigsby*, Harte, Bud Dulaney (citizen member)

37
38 Water & Sewer: Purcell*, Rigsby
39

1 Cemeteries: Harte*, Crawford

2
3 Finance: Rigsby*, Purcell

4
5 Personnel: Purcell, Harte*

6
7 Refuse Collection & Litter Control: Henry*, Crawford, Sherry Evans
8 (citizen member)

9
10 Legal Matters: Harte*, Henry

11
12 **4) Discussion/Action: Salary Increase for Town Council and**
13 **Planning Commission**

14
15 Council entertained a proposed increase of \$4000 annually for
16 Council members as proposed by Council member Harte; however,
17 the remaining members of Council stated that they felt the funds
18 would be better spent on conferences, education/classes, phones,
19 etc. versus a raise in salary and stated that they would pursue the
20 discussion further during budget work sessions.

21
22 **5) Discussion/Action: FY25-26 budget meeting schedule**

23
24 Mayor Carter stated that budget works sessions will need to begin
25 soon and stated that he would like to set a time limit on budget works
26 sessions to run no longer than 90 minutes to keep the meetings
27 productive.

28
29 Council members Purcell and Rigsby stated that the process of
30 having the Finance Committee meet first to work on the budget
31 before bringing it to full Council has worked well the past couple of
32 years and would like to continue with that plan again this year.

33
34 **STANDING COMMITTEE REPORTS**

35
36 No reports.

37
38 **STAFF REPORTS**

39

1 **Police:**

2
3 In addition to the monthly report that was included in the packet,
4 Chief Nachtman made mention of a \$3200 grant they received for
5 equipment.

6
7 **Project Manager:**

8
9 No report.

10
11 **Public Works:**

12
13 Mr. Larry spoke from his report that was included in the packet
14 highlighting items of interest.

15
16 **Legal Counsel:**

17
18 No report.

19
20 **Clerk/Treasurer:**

21
22 No report.

23
24 **Manager:**

25
26 Mr. Buckley spoke briefly on the following items:

- 27
- 28 • Due to ARPA funding, the town will have a single audit this year
29 which entails a more in-depth and comprehensive look at our
30 books and spending of those funds. The expense to the town for
31 this audit is \$32000 (\$2000 more than our normal yearly audit).
 - 32 • He began initiating meetings with staff to prepare for upcoming
33 budget meetings.
 - 34 • He stated he had no report for Council on a forensic audit as he
35 does not have any information on the matter as of yet.
 - 36 • He also mentioned the recent snow/ice storm and the unforeseen
37 equipment issues that occurred which complicated the clean-up
38 efforts for our new Public Works Department. Mr. Buckley stated

1 that several members of the crew had never cleared snow before
2 and stated that they did the best that they could.

3
4 **COMMUNICATIONS**

5
6 Council member Crawford questioned if both the single audit and a
7 forensic audit can be combined to be conducted at the same time to
8 which Mr. Buckley responded that he was not sure, but would find
9 out. Mr. Buckley noted that our current auditors would not conduct the
10 forensic audit, and mentioned that he has not received anything in
11 writing about costs associated with forensic audits, but was verbally
12 told they typically run around \$100,000.

13
14 Mr. Buckley also made mention of the lighting issue on the entryway
15 signs and stated that Council member Henry volunteered to assist
16 with the project as he has the time and expertise for the matter.

17
18 Council member Harte asked if Council has authorization to review
19 the town's finances – specifically speaking for those who have
20 mentioned a forensic audit - to which Mr. Gore responded that they
21 are public record.

22
23 **ADJOURNMENT**

24
25 Council member Rigsby made the motion to adjourn the meeting at
26 7:55 p.m. Council member Crawford seconded the motion.

27
28
29 _____
30 Mayor

Clerk

Memo to Council: 25-005

Committee: Water & Sewer

Re: Wastewater Treatment Plant pump replacement

On February 6, 2025, we were notified by the Louisa County Water Authority that the two auger pumps at our treatment plant will require replacement. These pumps were first installed in 1997 and then pulled and rebuilt in 2012. The total cost to replace both pumps is estimated at \$220,000.00 with the Town required to cover \$110,000.00. At our February 13, 2025, Water & Sewer Committee meeting, the recommendation was to appropriate \$55,000.00 in funds this fiscal year and the remaining \$55,000.00 in the next fiscal year. The LCWA was advised of this recommendation and of this agenda item in this Council meeting.

Memo to Council: 25-006

Committee: Water & Sewer Committee

Re: Northeast Creek Water Treatment Plant

On February 6, 2025, we were notified by the Louisa County Water Authority that the Sludge-Vac System at the Northeast Creek Water Treatment Plant will require repairs. These repairs are expected to create a deficit of 20,000 gallons/day for approximately one month. The work is scheduled to begin at 6:00pm on February 17. This work may necessitate the need for voluntary water restrictions.

Memo to Council: 25-007

Committee: Personnel

Re: Town Manager position announcement

On January 30, 2025, the following position announcement was posted on the Virginia Municipal League jobs board:

The Town of Louisa is seeking qualified applicants for the position of Town Manager.

Qualifications:

- **Bachelor's degree required**, with degree concentrations in Business Administration, Finance, Public Administration, or Engineering **preferred**
- Minimum of five years work experience with at least three years of experience in a mid-level management role **required**
- Experience with municipal utilities **preferred**
- Residency within the Town or Louisa County **preferred**, but residency within a 30-mile radius **required**
- Residency requirement must be achieved within six months of employment.

How to Apply:

Applicants are required to submit a resume and cover letter to Craig Buckley, Interim Town Manager, via email at cbuckley@louisatown.org . This position is open until filled with a first review of applicants on February 18, 2025.

The Town of Louisa is an equal opportunity employer.

Additionally, the position was posted on our town website.

Town of Louisa Police Department

MONTHLY CRIME REPORT

January

Reported Crime Month of January 2025

Group A Offenses	2025	2025	2024	Year End	Year End	+/- Change	
	Month	Y-T-D	Y-T-D			Total	#
	January	January	January	Projected	Total 2024	#	%
	2025	2025	2024	End of yr			
Crimes Against Persons							
Kidnapping/Abduction	0	0	0	0	0	0.00	n/a
Forcible Fondling/ Sex Offense	1	1	0	12	1	11.00	1100%
Aggravated Assault	1	1	0	12	5	7.00	140%
Simple Assault	0	0	0	0	14	(14.00)	-100%
Intimidation	1	1	0	12	4	8.00	200%
Crimes Against Property							
Counterfeiting/Forgery	0	0	1	0	4	(4.00)	-100%
Destruction/Damage/Vandalism of Property	1	1	2	12	14	(2.00)	-14%
Burglary/ B&E	0	0	1	0	4	(4.00)	-100%
False Pretenses/Swindle/Blackmail	1	1	0	12	2	10.00	500%
Credit Card/Automatic Teller Fraud	0	0	0	0	3	(3.00)	-100%
Impersonation	0	0	0	0	1	(1.00)	-100%
Wire Fraud	0	0	0	0	3	(3.00)	-100%
Petit Larceny	2	2	5	18	21	(3.00)	-14%
Shoplifting	1	1	1	12	14	(2.00)	-14%
Theft from Building	0	0	1	0	4	(4.00)	-100%
Theft from Motor Vehicle	0	0	0	0	0	0.00	n/a
Theft from Motor Vehicle Parts/Accessories	0	0	0	0	2	(2.00)	-100%
All Other Larceny	1	1	0	12	8	4.00	50%
Motor Vehicle Theft	0	0	0	0	2	(2.00)	-100%
Stolen Property Offenses	0	0	3	0	1	(1.00)	-100%
Crimes Against Society							
Drug/Narcotic Violations	0	0	0	0	3	(3.00)	-100%
Drug Equipment Violations	0	0	0	0	0	0.00	n/a
Weapon Law Violations	1	1	1	12	0	12.00	n/a
Total	10	10	15	106	110	(4.00)	-4%

Group B Arrests	2025	2025	2024	Year End	Year End	+/- Change	
	Month	Y-T-D	Y-T-D			Total	#
	Jan	Jan	Jan	Projected	Total 2024	#	%
	2025	2025	2024	End of yr			
Offense							
Driving Under the Influence	1	1	0	12	2	10.0	500%
Public Intoxication	0	0	0	0	2	(2.0)	-100%
Trespass	1	1	2	12	0	12.0	n/a
All Other Offenses	7	7	14	84	1	83.0	8300%
TOTAL	9	9	16	108	5	103.0	2060%

Town of Louisa Police Department

Traffic and Activity Report of January

Accidents	2025 Month	2025 Y-T-D	2024 Y-T-D	Year End	Year End	+/- Change	
Description	Jan 2025	Jan 2025	Jan 2024	Project E-O-Y	Total 2024	#	%
Ejection	0	0	0	0	0	0.00	n/a
Entrapment	0	0	0	4	1	3.00	300%
Injury	2	2	0	6	7	(1.00)	-14%
No Injuries	2	2	4	24	63	(39.00)	-62%
Unknown Injury	0	0	0	8	7	1.00	14%
Pedestrian	0	0	0	0	0	0.00	n/a
Alcohol Related	1	1	1	2	0	2.00	n/a

Citations	2025 Month	2025 Y-T-D	2024 Y-T-D	Year End	Year End	+/- Change	
	Jan 2025	Jan 2025	Jan 2024	Project E-O-Y	Total 2024	#	%
Total Citations	11	11	7	155	131	24.00	18%
Total Warnings	8	8	4	60	56	4.00	7%
Total Parking	0	0	0	0	0	0.00	n/a

Calls for Service	2025 Month	2025 Y-T-D	2024 Y-T-D	Year End	Year End	+/- Change	
	Jan 2025	Jan 2025	Jan 2024	Project E-O-Y	Total 2024	#	%
TOTAL	108	108	102	1330	1370	(40.00)	-3%

Traffic Stops & Reports/No Reports	2025 Month	2025 Y-T-D	2024 Y-T-D	Year End	Year End	+/- Change	
	Jan 2025	Jan 2025	Jan 2024	Project E-O-Y	Total 2024	#	%
Traffic Stops	19	19	3	228	154	74.00	48%
Case Reports	8	8	10	96	147	(51.00)	-35%
Incident Reports	6	6	12	119	119	0.00	0%

January 2025

Public Works

The following routine operations were performed Miss Utility tickets, locate tickets, installation and repair of meters, record management. Meter Reads and Re reads.

Snow Removal for Snow Events.

Investigated Sewer Pipe Failure on Cutler Avenue Ongoing.

Facilities

None This Month.

Personnel- None this Month. Regularly Scheduled Weekly Safety Meetings.

Administration- Prepped for Upcoming Budget Meetings and continued training on Temetra Software. Continued evaluations of facilities and compiling data and plan for phased upgrades of facilities and equipment.