



Louisa Town Council – Regular Meeting

212 Fredericksburg Avenue

Louisa, Virginia 23093

Tuesday, October 21, 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: September 19, 2025, October 4, 2025

Presentation:

1. Recognition of Carter Cooke

Old Business:

1. Discussion of Vision Statements
2. Discussion and Action for Posting Videos on New Website
3. Discussion of .Gov Emails

New Business:

1. Appointment of Zoning Administrator
2. Discussion of the Charter
3. Discussion and Action: Amendment of Town Manager Contract
4. Discussion and Action: First Quarter FY25-26 Adopted Budget Adjustments
5. Discussion and Action: Parade Permit Application

Standing Committee Reports:

Personnel Committee

Legal Matters Committee

Trash, Recycling & Litter Committee

Finance Committee

Cemeteries Committee

Streets & Sidewalks Committee
Water & Sewer Committee

Reports from Staff:

Police Chief
Public Works Superintendent
Legal Counsel
Clerk
Treasurer

Closed Session:

In accordance with Virginia Code §2.2-2711(A)(7) for discussion with legal counsel regarding pending litigation in the matter of RTW Construction v. Town of Louisa.

Comments by Members of Town Council

Adjournment

TOWN OF LOUISA

Preliminary Bill List for Town Council Meeting - October 21, 2025

VENDOR NAME	GENERAL FUND	WATER FUND	SEWER FUND	HILLCREST FUND	TOTAL
Advance Auto Parts	28.24			35.99	\$ 64.23
Barton & Boyd, Inc.			1,600.00		\$ 1,600.00
BCS	3,870.00				\$ 3,870.00
Blue Ridge Bank	1,347.49	302.44			\$ 1,649.93
BMS Direct, Inc.		180.79	180.79		\$ 361.58
Central VA Contractors, Inc.		9,118.00			\$ 9,118.00
CHA Consulting, Inc.	29,338.42	101,570.27			\$ 130,908.69
Cintas	189.64	189.64	189.64		\$ 568.92
Cody Langridge/PWS Operations, LLC		603.00			\$ 603.00
Column Software PBC	1,090.19				\$ 1,090.19
County of Louisa, Landfill	1,107.36				\$ 1,107.36
CourseVetor, LLC	454.43				\$ 454.43
Document Destruction of Virginia, LLC	40.00				\$ 40.00
Ellisville Lumber, LLC	144.00				\$ 144.00
EverGro Cooperative	47.99				\$ 47.99
Ferrell's Termite & Pest Control	200.00				\$ 200.00
Fortiline Waterworks, Inc.		9,444.03			\$ 9,444.03
Franchesca Mall-Padilla	19.86				\$ 19.86
Gladys M. Thomas (Focus Point)	1,425.00				\$ 1,425.00
Greg Madison Welding, Inc.			600.00		\$ 600.00
Hefty, Wiley & Gore, P.C.	4,500.00				\$ 4,500.00
Intrastate Pest	121.33				\$ 121.33
Kenny's Central Tire & Auto	97.00				\$ 97.00
Link, Fred (Locksmith Link)	95.00				\$ 95.00
LKA Signs & Designs, LLC	25.00				\$ 25.00
Lloyd's Heating & Cooling	202.00				\$ 202.00
Louisa Auto Parts, Inc.	60.31				\$ 60.31
Louisa County Water Authority		39,378.23	54,448.00		\$ 93,826.23
Louisa Hardware	80.97	155.55	15.29		\$ 251.81
Magna5 MS, LLC	4,581.58				\$ 4,581.58
Main St. Plumbing & Electrical Supply		1,608.91			\$ 1,608.91
Mansfield Oil Co.	862.08	412.90	95.77		\$ 1,370.75
Matthew Fallon	70.89				\$ 70.89
MoJohns	95.00				\$ 95.00
Pitney Bowes, Inc.	182.58				\$ 182.58
Raco Manufacturing & Engineering, Co.		75.00			\$ 75.00
Ricoh USA, Inc.	329.94				\$ 329.94
Stafford Technologies	274.95				\$ 274.95
UniFirst Corp.	454.14				\$ 454.14
Udike Industries, Inc.	6,385.80				\$ 6,385.80
Virginia Utility Protection Services		121.20			\$ 121.20
WBBI, Inc.	265.73				\$ 265.73
TOTALS:	57,986.92	163,159.96	57,129.49	35.99	\$ 278,312.36

Town of Louisa
Town Council Monthly Meeting
September 16, 2025

Present:

Matthew Kersey, Interim Mayor;
Vicky Harte, Vice-Mayor;
Danny Crawford, Roger Henry, Sylvia Rigsby,
John J. Purcell IV Council members;
Jeff Gore, Legal Counsel.

Also in Attendance:

Stephanie Dorman, Clerk;
Franchesca Mall- Padilla, Treasurer
Anthony Larry, Public Works Director
Martin Nachtman, Chief of Police.

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

Mayor Kersey called the Louisa Town Council Meeting to order at 6:00 PM and led the Invocation and the Pledge of Allegiance.

BUSINESS FROM THE FLOOR:

Nobody from the public signed up to speak.

AGENDA AMENDMENT:

- Move “New Business” to the first topic.
- Add “Little League Contract” and “Town Clock Presentation” to New Business

Motion to approve consent agenda as amended.

Motion made by Harte, Seconded by Purcell.

Voting For: Crawford, Harte, Henry, Purcell, Riggsby

NEW BUSINESS:

1. Chamber of Commerce Presentation

Tracey Hale Clark, Louisa Chamber of Commerce, provided Council with a summation of the presentation documents she provided Council. She highlighted key aspects of the project, including: building density, strategic planning, leveraging existing events, and branding. She noted that the Chamber did not receive a grant which has presented challenges. She hopes to continue building momentum by awareness and consistent messaging.

Council thanked her for presenting.

Patricia Thompson, Economic Development, provided beautification examples, such as: lights in the trees, new banners, and planters.

2. Town Clock Presentation

Harold Purcell would like to gift the Town a clock in recognition of John S. Purcell and Garland Nuckols. Mr. Purcell and Council discussed several obstacles, including; electric usage, aesthetics, and the installation time frame. This matter was ultimately referred to the Streets & Sidewalks committee for review.

3. Little League Contract

Vice Mayor Harte asked who is supposed to be paying the electric bill because the Town currently does.

Mayor Kersey will meet with the Little League to discuss this.

OLD BUSINESS:

1. Discussion and Action on SUP 2025-01

The applicant approved the terms listed in the resolution attached to the agenda package. Council in the applicant addressed several concerns, including; building timeline, storm water drainage, private roads, and the commercial aspect.

Motion to approve SUP 2025-01.

Motioned by Rigsby, Seconded by Harte.

Voting For: Crawford, Harte, Henry, Purcell, Rigsby.

1

2 **2. Discussion on lighting options for the Town's entry signs**

3 Council discussed the lumens and tint of the lights, as well as the quotes for both solar and
4 electric options.

5 Council continued discussing the light on Route 33 and the potential moving of that sign.

6 This item was ultimately sent to the Streets & Sidewalks Committee for review.

7 **3. Equipment Surplus**

8 Council reviewed the inventory list and added Kioti KL121 to the list.

9 Motion to declare inventory list as surplus, including the tractor, and proceed with auction.

10 Motion made by Harte, Seconded by Henry.

11 Voting For: Crawford, Harte, Henry, Purcell, Rigsby

12

13 **STANDING COMMITTEE REPORTS:**

14 **Personnel:**

15 The Committee discussed applicants for the Town Manager position.

16 **Legal Matters:**

17 Town Counsel has returned the Charter to the committee. Several items were removed
18 from the Charter as it is already state law.

19 **Trash, Recycling & Litter:**

20 Nothing to report.

21 **Finance:**

22 Nothing to report.

23 **Cemeteries:**

24 Nothing to report.

25 **STAFF REPORTS:**

26 **Police:**

1 The Chief added that he has received 10 applications for his posted positions. There will
2 also be a vacant part time administration position as Mr. Dulaney is leaving. Mr. Dulaney
3 has agreed to help with the transition for three months.

4 An arrest was made on the strong-arm incident.

5 The Police Department is investigating multiple auto break-ins that have occurred in
6 Country Side.

7 There will be a rally on Saturday in the courthouse area.

8 Vice Mayor Harte asked follow up questions regarding the break ins, a Facebook post on
9 the departments Facebook post, and a traffic incident that happened at last year's rally.

10 Martin Nachtman, Chief of Police, provided the Police Report.

11 **Public Works:**

12 Anthony Larry, Public Works Director, provided the Public Works Report.

13 **Counsel:**

14 Continues to focus on Charter and Code update. He provided the legal committee with a
15 draft of the Charter for review.

16 **Treasurer:**

17 Franchesca Mall-Padilla, Treasurer, provided the Treasurer report.

18 She reported that she is still trying to piece together information.

19 **Clerk:**

20 Stephanie Dorman, Clerk, provided the Clerk report.

21 In addition to the attached report, there was one additional FOIA request that was
22 ultimately withdrawn.

23 Clerk will research the May minutes.

24 The website will likely take two months before completion.

25 Council asked for the Clerk to research how to post our videos on the current website.

26

27 **CLOSED SESSION:**

1 In accordance with Virginia Code §2.2-3711(A)(1) of the Code of Virginia, Town Council
2 convene in closed session to discuss personnel matters regarding consideration or
3 interviews of candidates for employment and job assignments of specific employees and
4 pursuant to Virginia Code §2.2-2711(A)(7) for discussion with legal counsel regarding
5 pending litigation in the matter of RTW Construction v. Town of Louisa.

6
7 Motion made by Rigsby, Seconded by Purcell.
8 Voting For: Crawford, Harte, Henry, Purcell, Rigsby.
9

10 **Certification:**

11 Motion to certify closed session and to come back into session.

12 Voting to certify closed session: Crawford, Harte, Henry, Purcell, Rigsby.

13 Motion to appoint Stuart Turille as the Town Manager for the Town of Louisa.

14 Motion made by Harte, Seconded by Henry.

15 Voting For: Crawford, Harte, Henry, Purcell, Rigsby.
16

17 **ADJOURNMENT**

18 Motion to adjourn.

19 Motion made by Pucell, Seconded by Henry.

20 Voting For: Crawford, Harte, Henry, Purcell, Rigsby.

21 Council adjourned at 8:29 PM.
22
23

24 _____
25 Mayor
26

24 _____
25 Clerk
26
27

Town of Louisa
Town Council Retreat
October 4, 2025

Present:

Matthew Kersey, Interim Mayor;
Vicky Harte, Vice-Mayor;
Roger Henry, Sylvia Rigsby, Council
members;
Stuart Turille, Town Manager

Also in Attendance:

Stephanie Dorman, Clerk;

Absent:

Danny Crawford, John J. Purcell IV

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

Mayor Kersey called the Louisa Town Council Retreat to order at 8:30 AM and led the Pledge of Allegiance.

INTRODUCTION: PURPOSE AND GOALS OF RETREAT

1. Come up with clear goals & vision for the Town.
2. Create a Town Manager Work Plan

LOUISA'S FUTURE VISION: WHAT DO WE WANT TO BE, BECOME AND BE KNOWN FOR?

3. Roger Henry: family oriented. Can enjoy life with family. Parks, walking, restaurants that you can walk to and from, and recreation
4. Vicky Harte: Heart of Louisa County. Wants to maintain viability of Town and keeping it the heart of the County. Becoming sustainable and for the Police Department to have proper manpower.
5. Roger Henry: Town needs grocery stores and emergency care centers
6. Sylvia Rigsby: family oriented, rural, peaceful, quite life outside of work. Known for the history of the Town.

- 1 7. Matthew Kersey: Agriculture base. Opportunities to bring people into Town,
2 including jobs and recreation. 2x2 meetings with the County.

3 **SWOT (STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS) ANALYSIS:**

4 **1. Strengths**

- 5 o Parks
6 o Art Center
7 o Proximity to national bike trail

8
9 **2. Weaknesses**

- 10 o Roger Henry: Grocery Stores, Abandon buildings, Code enforcement, lighting
11 in alley way behind Main Street
12 o Vicky Harte: Piping infrastructure, acting on emergent basis, replacing pipes
13 that are incorrectly leveled, aging infrastructure.
14 o Sylvia Rigsby: Sewer grading.
15 o Roger Henry: Sewer pump station reaching end of life, Town Buildings.
16 o Vicky Harte: Bathrooms at our parks.
17 o Roger Henry: Showing citizens what taxes are going towards
18 o Connectivity (Internet)
19 o Water run off

20 **3. Opportunities**

- 21 o Vicky Harte: leasing fireman fairgrounds, venue for hosting events like Ag fair,
22 etc.
23 ■ Sylvia Rigsby: Would like a plan for land and terms before entering into
24 a lease.
25 o Vicky Harte: Civil War waking path could attract tourism. Could include
26 Oakland Cemetery in walking path.
27 o Buckingham Railroad:
28 ■ Roger Henry: have fair grounds tie into shopping and eating here.
29 ■ Vicky Harte: Sales from the 2 hour dinners and ABC license would
30 result in revenue for the Town.
31 ■ Sylvia Rigsby: destination event because of the Polar express theme.
32 Potential to work in Civil War stops. Shopping opportunity.
33 ■ Rail System: Potential to bring in manufacturers.
34 o Additional Tourism
35 ■ UVA research firms.

36 **4. Threats**

- 37 o Vicky Harte: Traffic flow from development.

- o Roger Henry: Pump Station reaching end of life.
- o Vicky Harte: Flooding zone and FEMA involvement.
- o Roger Henry: taking care of roads and gaps in sidewalks.
- o Matthew Kersey: growth and crime rate increase.
- o Vicky Harte: Higher than average crime rate. Relying on County for policing.
- o Vicky Harte: Water run-off and inadequate infrastructure

IMPACTS OF FUTURE DEVELOPMENT:

1. Traffic/Transportation

- o Traffic Study and traffic management for incoming development.
 - Manager will look at financial impact.

2. Infrastructure

3. Housing and population density

COMPREHENSIVE PLANNING:

1. Land use

- o Historic overlay
 - Roger Henry: - Rezoning preventing destruction of historic homes
 - Matthew Kersey: - Residential v. Commercial zoning for houses used as businesses and vice versa. Spot zoning for home-based businesses.
- o Regulations for short-term rentals
- o Annexation
 - The Town needs to know the cost benefits before looking into this option.
 - Expands tax base for commercial properties.
- o Flooding
 - County properties are causing a flooding impact to Town properties.

2. Economic Development:

- o Technology Overlay District could bring small scale manufacturing, Software, tech school, etc.
 - Benefits from both the State and Federal government for having a Technology Overlay District.
 - Could bring a mix of professional businesses and commercial properties

1
2 **3. Downtown**

- 3 o More events like National Night Out that are community based.

4 **4. Tourism**

- 5 o Trains
6 o Battlefield
7 o Center points from Charlottesville and Richmond.

8 **5. Professional, knowledge-based and small-scale manufacturing**

9 **6. Recreation**

- 10 o Fireman Fair Grounds
11 o Henson building
12 o Is there a need for a Community Building?

13 **7. Water-Sewer-Stormwater Infrastructure/Capital improvement program**

14
15 **ORGANIZATIONAL HOUSEKEEPING:**

- 16 o Committee Assignments
17 o Process from Committee to Agenda
18 ▪ Committees to be advisory.
19 ▪ Town Manager will take committee recommendations to Council.
20 o Agenda deadlines
21 ▪ Agendas sent to Council one week in advance.
22 ▪ Two weeks prior, email to council asking what they would like on the
23 agenda.
24 o Town Manager/Council roles
25 ▪ Town Manager handles all operations.
26 ▪ Council to work through Town Manager

27
28
29 **FINANCIAL:**

- 30 o Complete ARPA funds use – deadline for project obligations?
31 ▪ 2024: funds needed to be allocated.
32 ▪ 2026: funds need to be used
33 o Other Additional sources/revenue analysis
34 ▪ Town Manager will conduct a Revenue Analysis
35 • Building permits
36 o Tourism, new train
37 o Grants

- Need Capital Improvements Plan and then apply for grants based on the plan.

- o Annexation

RELATIONSHIPS: BUILDING ADVOCACY FOR OUR INTERESTS

Local/Regional/State/Federal

- o Local:

- Louisa First
- Chamber of Commerce

- o County

- EDA
- Planning Commission
- Parks and Recreation

- o State

- Grants

SUMMARIZE ACTION ITEMS & ADJOURN

Vision Statements:

1. Town of Louisa is a small town that maintains quality and charm for businesses and families, for today and tomorrow, as the heart of Louisa County.
2. Town will plan for Growth in a proactive way that will protect and preserves the tranquility quality of life.
3. Town will be leaders in planning for economic development in a proactive way that protects the quality of life.
4. Town will be leaders in planning for economic development as the heart of the County, conductivity, and cultural activities.
5. Small town community valuing local spirit by providing activities for all ages, as a pedestrian and bikeable area with conductivity.
6. The Town will be a leader in promoting economic development, promoting vitality, for entrepreneurs, local employment and businesses, offering opportunity for manufacturing and creating jobs for young families.
7. Town will be open, transparent, and data driven to offer clear understanding of value provided for tax dollars.
8. Government will be a performance driven organization, producing data to offer clear performance measures, for understanding of value of citizens tax dollars.

9. Town with a modern, resilient, and viable infrastructure suitable to maintain future growth and protect current citizens and provide communication with citizens on system maintenance.

10. Active, engaged government that is involved with local, state, and federal authorities and other stakeholders to promote wellbeing of the town.

11. Community offering safe and clean haven for citizens and visitors.

12. Strive to provide walkable and bikeable are that is connected to downtown to promote community spirit.

ADJOURNMENT

Mayor

Clerk

The Town of Louisa, Virginia

Incorporated 1873

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



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

Proclamation of Recognition of Service: Mr. Carter Cooke -- 39 Years of Service to the Town of Louisa, Virginia

WHEREAS, Carter Cooke dedicated 39 years of selfless, outstanding service to the Town of Louisa, consistently demonstrating professionalism, integrity, and a tireless commitment to excellence; and

WHEREAS, during this time, Carter Cooke has significantly contributed to the growth, success, and well-being of the Town of Louisa; and

WHEREAS, his contributions made a lasting impact on the community, setting a standard of excellence and creating a legacy that will inspire future generations;

NOW, THEREFORE, be it proclaimed that we, the Louisa Town Council, do hereby express our sincere appreciation to Mr. Carter Cooke for 39 years of dedicated service and unwavering commitment to the Town of Louisa.

BE IT FURTHER PROCLAIMED, that this proclamation be presented as a token of our deepest gratitude and enduring respect.

Proclaimed this 21st of October, 2025.

Matthew Kersey, Interim Mayor



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\$10 / mo.

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Everything on Seed +

- ✓ Additional security with restricted viewer login protection
- ✓ Customizable video website
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- ✓ 1 hour of live stream input + 50 hours of live stream delivery included





\$75 / mo.

Ideal for teams. Account activity log. Deter screen recording with watermarks. Advanced video site options.

START A FREE TRIAL

Everything on Sprout +

- ✓ Dynamic watermarks and signed embeds to prevent unauthorized use
- ✓ Advanced video website customization
- ✓ 1 TB of storage and bandwidth
- ✓ 2 hours of live stream input + 100 hours of live stream delivery

\$295 / mo.

Easy enterprise-level tools. Exportable reports, top-tier security, and premium support for complex questions.

START A FREE TRIAL

Everything on Tree +

- ✓ Top-tier security: SSO for viewer login, restrict playback by geo and IP
- ✓ Detailed, exportable reports
- ✓ Dedicated rep with phone support
- ✓ 2 TB of storage and bandwidth
- ✓ 6 hours of live stream input + 200 hours of live stream delivery

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The ultimate ad-free player

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Monthly

Annually

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Recommended

Starter

\$12

per month
billed annually

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or
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now](#)

 1 user

 100GB
storage

Standard

\$25

per month
billed annually

Start free trial

or
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 5 users

 2TB storage

Advanced

\$75

per month
billed annually

Start free trial

or
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 10 users

 7TB storage

Enterprise



Talk to
our
team for
pricing

[Contact sales](#)

 More users

 More storage
and
bandwidth



RESOLUTION APPOINTING STUART TURILLE AS ZONING ADMINISTRATOR

WHEREAS, the Code of Virginia § 15.2-2286(4) authorizes the appointment of a Zoning Administrator to administer and enforce the provisions of the zoning ordinance; and

WHEREAS, the Town of Louisa Code §165-6 states, "... the Zoning Administrator, who shall be appointed by the Town Council..."; and

WHEREAS, the Town of Louisa Council recognizes the need for the appointment of a qualified individual to serve in this capacity to ensure proper application and enforcement of zoning regulations within the Town; and

WHEREAS, Stuart Turille possesses the qualifications, experience, and knowledge necessary to fulfill the duties and responsibilities of Zoning Administrator; and

WHEREAS, the Town Council finds it in the best interest of the Town and its citizens to appoint Stuart Turille as the Zoning Administrator.

NOW, THEREFORE, BE IT RESOLVED, on this 21st day of October, 2025, that the Mayor and Town Council of the Town of Louisa, Virginia hereby appoint Stuart Turille as the Zoning Administrator for the Town of Louisa, effective immediately upon the adoption of this resolution.

Approved by the Town Council for the Town of Louisa,
Virginia on this 21st day of October.

Matthew Kersey, Interim Mayor

ATTEST:

Stephanie Dorman, Clerk

Town of Louisa – Town Charter

FINAL 9.16.25 Town Attorney tracked changes to council work group draft

Chapter 1. Incorporation and Boundaries

§ 1.1. Incorporation

The inhabitants of the territory within the present [limits](#) and future boundaries of the Town of Louisa, hereinafter referred to as the "Town," shall continue as a body politic and corporate under the name "Town of Louisa." The Town shall have perpetual succession, may sue and be sued, [plead and be impleaded, contract and be contracted with, enter into contracts](#), and may adopt, alter, or renew a corporate seal [by ordinance at its pleasure](#).

§ 1.2. Boundaries

The boundaries of the Town shall be as established in the Acts of the General Assembly approved on March 8, 1873, and any subsequent amendments. These boundaries are further defined by the order of the Circuit Court of Louisa County dated November 1, 1955, recorded in Law Order Book 14 at Page 178 et seq., and as depicted on the plat by J. Temple Waddell recorded in Plat Book 2 at Page 134 in the Clerk's office of the Circuit Court of Louisa County.

Chapter 2. Powers

§ 2.1. General Grant of Powers

The Town shall have ~~and may exercise~~ all powers [that are conferred upon towns granted to municipalities](#) under the Constitution [of Virginia and other](#) and laws of the Commonwealth of Virginia, ~~as may be amended from time to time~~. [All powers set forth in Chapter 11 of Title 15.2 of the Code of Virginia \(§15.2-1100 et seq.\), as may be amended from time to time, are hereby specifically conferred upon the Town of Louisa. The enumeration of specific powers in this Charter shall not be deemed exclusive, and the Town shall continue to exercise all rights, privileges, and immunities applicable to municipal corporations.](#)

~~§ 2.2. Adoption of Certain Sections of the Code of Virginia~~

~~The Town shall have and exercise all powers granted to municipalities under Title 15.2 of~~

~~the Code of Virginia, as may be amended. All provisions previously conferred by Title 15.1, now codified under Title 15.2, are incorporated herein by reference.~~

~~§ 2.3. Eminent Domain~~

~~The Town shall have the power of eminent domain as granted to municipalities under Title 15.2, Chapter 19 and Title 25.1 of the Code of Virginia, as may be amended. All provisions previously conferred under prior code sections are incorporated herein by reference.~~

~~(a) In any case in which a petition for condemnation is filed by the Town, a true copy of a resolution or ordinance duly adopted by the Town Council declaring the necessity for taking or damaging any property, within or outside of the Town, shall be filed with the petition.~~

~~(b) The Town may issue certificates of deposit for eminent domain purposes in accordance with § 25.1-305 of the Code of Virginia, which shall have the same effect as those issued by the Virginia Department of Transportation. These certificates shall be signed by the Mayor and countersigned by the Town Treasurer.~~

~~(c) The court having jurisdiction over the proceedings may modify or cancel eminent domain certificates upon petition of the Town or any other person in interest, ensuring proper compensation and just resolutions.~~

Chapter 3. ~~Mayor and Council~~Governing Body.

§ 3.1. Composition of Council; Election, Qualification, and Term of Office of Council Members.

The Town shall be governed by a Mayor and a Town Council composed of five members, elected at large by the qualified voters of the Town. Council members shall serve four-year staggered terms, with elections held in accordance with the general laws of the Commonwealth of Virginia.

3.2 When terms of office to begin.

The terms of office for the Mayor and Town Council members shall begin after their election, and continue as is provided by the laws of the Commonwealth of Virginia.

~~§ 3.2. Commencement of Terms of Office.~~

~~The terms of office for the Mayor and Town Council members shall commence in accordance with the laws of the Commonwealth of Virginia.~~

§ 3.32. Oath of Office.

Before assuming office, the Mayor and each Council member shall take an oath or affirmation to faithfully and impartially discharge the duties of their office to the best of their abilities. This oath shall be administered by a person authorized under the laws of the Commonwealth of Virginia.

§ 3.43. Election and Term of Vice-Mayor.

The Town Council shall elect from among its members a Vice-Mayor, who shall serve a term of two years or until a successor is appointed. ~~elected.~~

§ 3.54. Powers and Duties of Mayor and Vice-Mayor.

The Mayor shall preside over Town Council meetings and shall have the same right to speak as other Council members. The Mayor shall vote when the Town Council is equally divided. The Mayor shall be recognized as the head of the Town government for ceremonial purposes and; military law, and the service of civil processes. In the Mayor's absence or inability to act, the Vice-Mayor shall assume the Mayor's powers and duties.

§ 3.56. Absence or Disability of Mayor and Vice-Mayor.

If both the Mayor and Vice-Mayor are unable to perform their duties, the Town Council shall, by a majority vote of those present, elect an Acting Mayor from among its members. The Acting Mayor shall serve until the Mayor or Vice-Mayor is able to resume their duties. In such circumstances, the Town Clerk shall call the Council meeting to order and preside until an Acting Mayor is elected, without assuming any powers of the Mayor.

§ 3.67. Council a Continuing Body

The Town Council shall be a continuing body, and no measures pending before such body, or any contract or obligation incurred, shall abate or be discontinued by reason of the expiration of the term of office or removal of any of its members.

§ 3.78. General Grant of Powers to Council

In addition to exercising the powers of the town specified in Chapter 2 of this charter, the council shall have the power to make such rules as are necessary for the orderly conduct of its business and for the administration of the town government not inconsistent with the laws of Virginia. The Town Council shall have all powers and authority that are now or may hereafter be granted to councils of towns by the general laws of the Commonwealth and by this Charter, and the recital of special powers and authorities herein shall not be taken to exclude the exercise of any power and authority granted by the general laws of the Commonwealth to town councils, but not herein specified.

§ 3.89. Meetings of Council

The Town Council shall fix the time of their stated meetings, and they shall meet at least once a month. Special meetings may be called at any time by the Mayor or by ~~two~~three members of the Town Council; provided, that all members shall be duly notified a reasonable period of time prior to any special meeting.

§ 3.910. Quorum; Reconsideration of Action

Three members of the Town Council shall constitute a quorum for the transaction of business. ~~No vote taken at any meeting shall be reconsidered or rescinded at any subsequent special meeting unless at such special meeting there are as many members of the Town Council present as were present when such vote was taken.~~

~~The Town Council may, at its discretion, consider adjusting the quorum requirement based on the size of the council and the population of the town to ensure effective decision-making.~~

~~§ 3.11. Rules of Order and Procedure~~

~~The Town Council shall establish its own rules of order and procedure. The rules of order shall be consistent with recognized parliamentary procedures, such as Robert's Rules of Order, to ensure consistency and efficiency in meetings.~~

§ 3.102. Council to Fix Salaries

The Town Council is hereby authorized to fix the salaries of each of the members of the Town Council, members of boards or commissions, and all appointed officers and all employees of the Town, at a sum not to exceed any limitations placed by the laws and Constitution of the Commonwealth of Virginia.

~~The Town Council shall annually review salary and other compensation provisions to ensure that compensation is competitive and appropriate for the responsibilities of its members, as well as other town officials and employees.~~

~~§ 3.13. Ethics and Transparency~~

~~The members of the Town Council shall adhere to the highest ethical standards in their official duties and actions. Any potential or actual conflict of interest must be disclosed in a timely manner in accordance with state law. The Town Council shall establish a code of ethics to guide the conduct of its members, officers, and employees, ensuring transparency and accountability in all town matters.~~

Chapter 4 – Appointive Officers

§ 4.1. Appointment

The Town Council ~~shall have~~has the authority to appoint officers essential to the administration and operation of the Town government. These offices shall include, but not be limited to, a Town Manager, a Town Clerk, a Town Attorney, a Town Treasurer, ~~a Director of Public Works~~, and a Chief of Police. ~~The Town Manager shall assist in the selection process by performing prescreening and providing recommendations to the Town Council. The appointment of these officers is at the discretion of the Town Council and does not constitute a mandatory requirement.~~

The Town Manager ~~shall have~~has direct hiring authority over such officers and employees as may be necessary for the proper administration of the affairs of the town, with the power to suspend and remove any such officers or employees. all other positions within the Town.
~~The appointment of these officers is at the discretion of the Town Council and does not constitute a mandatory requirement.~~

Officers appointed shall perform duties as prescribed by this Charter, the laws of the Commonwealth of Virginia, or directives issued by the Town Manager. The Town may enter into agreements for shared services with county or regional entities to fulfill certain functions as deemed appropriate.

Section 4.2 - Deputies and Assistants

~~The Town Council may appoint deputies and assistants as necessary to ensure the efficient operation of Town functions. Such appointments shall be made based on qualifications, experience, and operational needs, as determined by the Town Council.~~

Section 4.32 - Term of Office

Officers, deputies, and assistants appointed by the Town Council shall serve at the ~~pleasure~~discretion of the Town Council.

§ 4.34. Appointment of one person to more than one office.

~~Except for the members of the council, t~~The same person may be appointed to more than one office only as permitted under Virginia law. The Town Council may appoint the same person to more than one appointive office, at the discretion of the Town Council, subject to the provisions of Article VII, Section 6 of the Virginia Constitution. (1972, c. 68)

Section 4.45 - Qualifications and Duties of the Town Manager

The Town Manager shall be the Chief Executive Officer of the Town and shall be responsible for the efficient administration of municipal government under the direction of the Town Council. The Town Manager shall be chosen by the council solely on the basis of executive

and administrative qualifications and need not be a resident of the town. The Town Manager shall:

- (a) Attend all meetings of the Town Council, with the right to speak but not vote.
- (b) Provide the Town Council with regular reports on the financial condition and operational status of the Town.
- (c) Prepare and submit an annual budget, subject to approval by the Town Council, and oversee its implementation.
- (d) Develop and implement policies and procedures to enhance governmental transparency, efficiency, and accountability.
- (e) Ensure compliance with all applicable local, state, and federal laws.
- (f) Oversee personnel matters, including employee hiring, supervision, and discipline.
~~Personnel performance appraisals shall be performed on an annual basis. The Town Council Personnel Committee will provide the performance appraisal for the Town Manager with input from the Mayor or Vice-Mayor.~~
- ~~(g)~~ Present an annual audit conducted by a certified public accountant approved by the Town Council.
- ~~(h)~~ Perform additional duties as assigned by the Town Council or required by applicable law.

In all respects, the Town Manager shall be subject to review by the council and shall be accountable to the Town Council only.

In the event that there is no chief administrative officer, it shall be the duty of the mayor to see that the functions set forth above are carried out if the Council has not acted otherwise.

Section 4.56 – Duties of the Town Clerk

The Town Clerk shall be the Clerk of the Town Council, keeping the journal of proceedings and recording all ordinances and resolutions in a book kept for that purpose. As the custodian of the Town's corporate seal, the Clerk is authorized to use and authenticate it. Duties also include performing other tasks specified by the Town Council or required by the general laws of the Commonwealth. ~~All records are public and open to inspection during regular business hours.~~

Section 4.67 - Duties of the Town Attorney

The Town Attorney shall be the legal adviser of the Town Council, representing the Town in all legal affairs as requested by the Mayor, Town Council, or Town appointed officers. The

~~Town Attorney or designee shall attend regularly scheduled meetings of the Town Council. Town Attorney or designees attendance at a Special Call Meeting will be based upon meeting needs.~~ The Town may employ the Commonwealth's Attorney of Louisa County for criminal prosecutions.

Section 4.78 – Duties of the Town Treasurer

The Town Treasurer shall maintain financial records and collect Town taxes and licenses, with powers similar to County Treasurers, ~~including the authority to levy and sell for collection.~~

Section 4.89 - ~~Law Enforcement Personnel~~Police Department

~~The police department shall consist of the chief of police and such other officers and employees at such ranks and grades as may be established by the council. The chief of police and the policemen and employees of the police force shall be under the control and supervision of the town manager. The compensation and terms of office or employment of the chief of police and such policemen and employees of the police force as the council shall deem proper shall be fixed and determined by the council.~~

~~Each member of the police force and the chief of police are hereby endowed with all the powers of a constable in criminal cases and all other powers which under the laws of the Commonwealth of Virginia and the ordinances and resolutions of the town may be necessary to enable them to discharge the duties of their office.~~

~~The Town Council shall appoint a Chief of Police who is qualified per Commonwealth of Virginia requirements to be responsible for maintaining public safety and enforcing all applicable laws and ordinances. Any appointed law enforcement officers shall possess the necessary certification and training required by the Commonwealth of Virginia.~~

Chapter 5. Raising of Revenue

§ 5.1. Assessment of Taxes.

The Town Council shall have the authority to assess and levy taxes on real and personal property within the Town, impose license taxes, and collect such taxes in accordance with the laws of the Commonwealth. ~~This authority includes the power to establish tax rates, exemptions, and classifications, provided that such actions are consistent with state law.~~

§ 5.2. License for Public Utilities, etc.

The Town Council shall have the authority to impose, levy, and collect license taxes on public utility and public service companies operating within the Town, including but not

limited to electric power, telephone, internet, railway, gas, water, and sewerage companies. This includes entities serving consumers within the Town or maintaining an office in the Town, unless otherwise prohibited by law. The Council shall establish tax rates and regulations governing such licenses, ensuring they are consistent with state law and do not conflict with existing state taxation policies.

1.—Stormwater Utility Fee:

The Town Council is authorized to establish a stormwater utility fee applicable to all developed properties within the Town. The fee shall be based on the amount of impervious surface area, with rates and billing procedures determined by the Council. Proceeds from the fee shall be used exclusively for stormwater management and related environmental initiatives.

2.—Public Rights-of-Way Use Fee:

The Town Council may impose a fee on utility companies for the use of public rights-of-way within the Town. The fee shall be based on the extent of the utility's infrastructure occupying public space, with rates and payment schedules established by the Council.

Chapter 6. Courts

§ 6.1. Authority to Establish Municipal Court; Jurisdiction of Court

The Town Council may establish, by ordinance, a Municipal Court to be known as the Municipal Court of the Town of Louisa. The jurisdiction of the Municipal Court shall align with the provisions of § 16.1-77 (civil matters) and § 16.1-124 (criminal matters) of the Code of Virginia. Additionally, the Town Council may consider incorporating small claims and traffic violations, provided they do not conflict with jurisdictional limits set by the state or the district court.

§ 6.2. Judge of Municipal Court; Substitute Judge

The Town Council may appoint a Judge for the Municipal Court who shall serve at the pleasure of the Council. The Town Council may appoint a Substitute Judge to serve during any absence or inability of the appointed Judge to fulfill their duties. The appointed Judge must be a licensed attorney in good standing with the Virginia State Bar and shall meet the qualifications required by the Commonwealth of Virginia for judicial appointments.

§ 6.3. Jurisdiction of County Court if Municipal Court Not Created

If the Town Council elects not to establish a Municipal Court, the Louisa General District Court shall have jurisdiction within the Town as would be granted to the Municipal Court.

~~The Town Council may enter into contracts or agreements with the County to facilitate the trial of cases arising within the Town's jurisdiction, including civil, criminal, and traffic cases. The Town Council may also explore the possibility of establishing a shared court facility or other arrangements to improve access to justice for Town residents.~~

~~§ 6.4. Use of County Jail~~

~~The Town shall be permitted to utilize the reward to indicate the facility is chosen by Louisa County Sheriff's Office for the confinement of individuals arrested or sentenced under the laws and ordinances of the Town. The Town's police officers shall have the authority to transport individuals to the Regional Jail, where they will be received in the same manner as those committed by a County or Commonwealth officer.~~

Chapter 67. Financial Provisions

6.1. Fiscal Year.

The fiscal year of the Town shall begin on July 1 of each year and end on June 30 of the following year. ~~The Town Council may change the fiscal year by ordinance, provided such change is not inconsistent with the laws of the Commonwealth of Virginia. The Town Council is encouraged to align the fiscal year with best practices for budgeting, planning, and state reporting requirements.~~

~~§ 7.2. Actions Against Town for Damages, etc.~~

~~(a) No action shall be maintained against the Town for damages for any injury to person or property alleged to have been sustained by reason of negligence, unless a written statement of the claimant, their agent or attorney, or the personal representative of a decedent, as outlined in the existing provision, is filed with the Mayor or an attorney appointed by the Town Council within 60 days of the cause of action. In cases involving minors, incapacitated individuals, or decedents, the timeline may extend to 120 days. The Town may allow for exceptions where a claimant can demonstrate an inability to meet the time frame due to severe injury.~~

~~(b) No court order, injunction, or restraint shall be issued to stay the Town's progress on public works unless there is clear evidence that the Town's actions exceed the authority granted in this Charter. The Court must find that harm cannot be adequately compensated through damages.~~

~~(c) The Town Council retains the power to settle any claim, suit, or action brought against the Town, and may adopt policies regarding claims management, dispute resolution, and risk mitigation to enhance efficiency.~~

§ 67.23. Creation of Debt; Election on Issuance of Bonds

~~In the issuance of bonds and notes, the town shall be subject to the limitations prescribed by the Constitution of the laws of this Commonwealth. Any ordinance creating debt or borrowing money, including the issuance of bonds, shall be adopted by a majority vote of the elected members of the Town Council. All bond issuances must comply with the laws of the Commonwealth of Virginia, including those related to municipal bond issuance, debt limits, and public finance regulations.~~

~~The Town Council may, at its discretion, submit to the qualified electors a referendum for the approval of borrowing funds or issuing bonds. If a petition is filed with the Town Clerk within 30 days of the Council's vote, a referendum will be held within 60 days. In addition to state law compliance, the Town Council is encouraged to explore cost-effective financing options and consider public-private partnerships (PPPs) where appropriate.~~

Chapter 87. Miscellaneous

§ 87.1. Elections Governed by State Law

~~All Town elections shall be held and conducted in accordance with the laws of the Commonwealth of Virginia, including the Virginia Election Code and any other applicable state laws, as updated from time to time. The Town Council is authorized to adopt additional procedural rules to enhance election transparency, accessibility, and voter engagement in line with state requirements.~~

§ 8.2. Amendment of Zoning Ordinance

~~The Town Council may, by ordinance, require that whenever the Planning Commission recommends against the adoption of any proposed amendment to the Zoning Ordinance of the Town, such amendment shall only become effective upon the affirmative vote of at least two-thirds of the elected members of the Town Council. The Town Council may also adopt additional criteria or procedural steps to enhance public participation and transparency in the zoning amendment process.~~

§ 8.3. Applicability of Ordinances to Lands, etc., Outside Town

~~All ordinances of the Town, so far as they are applicable, shall apply to all land, buildings, and structures owned, leased, or rented by the Town, regardless of whether they are located inside or outside the Town limits. The Town Council may, by ordinance, adopt~~

~~provisions to address the management and regulation of property located outside the Town that aligns with the Town's strategic goals, including public safety, land use, and environmental sustainability.~~

§ 7.28.4. Bonds of Officers and Employees

The Town Council may require all or any officers and employees of the Town to provide a bond for the faithful and proper discharge of their duties. The Town may pay the premium on such bonds from Town funds and may establish guidelines for the types of bonds required based on the role, responsibilities, and potential risks associated with each officer or employee's position. ~~The Town may also consider implementing a blanket bond policy for all officers and employees where appropriate.~~

§ 8.5. Office of Chief of Police

~~Notwithstanding § 15.1-796 of the Code of Virginia, the office of Chief of Police is hereby established. The Chief of Police shall be appointed by the Town Council and shall have such powers and duties as provided by the laws of the Commonwealth, and those imposed by this Charter. The Chief of Police shall oversee law enforcement operations, public safety, and administrative matters as determined by the Town Manager. The Town may establish additional criteria for the position and may review its necessity as part of periodic organizational assessments.~~

§ 7.38.6. Present Ordinances Continued in Effect

All ordinances currently in force in the Town of Louisa, not inconsistent with this Charter, shall remain in effect until they are altered, amended, or repealed by the Town Council. ~~The Town Council is encouraged to review all existing ordinances periodically to ensure they align with current law, best practices, and the Town's strategic goals. The Town Council may also update ordinances to reflect modern needs and emerging challenges.~~



To: Mayor and Louisa Town Council
From: Town Manager, Stuart Turille
Re: Town Manager Contract

Issue:

- The Town Manager contract has a residency requirement that the Manager reside in Louisa County. At the time I signed the contract I thought ample affordable housing was available within the County. It turns out that many suitable options are just outside County limits.
- The original job notice stated residency preference for the County, but provided an allowance of 30 miles from Town. I have found some options within 30 miles that are just outside the County.

Request:

Amend Manager's contract to allow residency within 30 miles of the Town, as per the original job notice.

Suggested Motion:

Motion to amend Manager's contract to allow Town Manager residency within 30 miles of the Town of Louisa.

Manager's Comment:

I prefer to live in Town and the County. However, this change will allow me to relocate my family closer to me more quickly, allowing me more time to be here rather than traveling on weekends to see my family.



To: Mayor and Louisa Town Council
From: Town Manager, Stuart Turille
Re: First Quarter FY25-26 Adopted Budget Adjustments

Issue:

- Upon review of the FY25-26 Adopted budget, and after discussion with the Public Works Superintendent, there are two line items that were set at unrealistically low amounts and will require additional funds
1. 100-10000-3330 **Repairs & Maintenance Grounds** budgeted at \$20,000 has expended about \$7,000 after the first quarter. It is more than likely that we will need more than the remaining \$13,000 to meet annual routine maintenance needs.
 2. 100-10000-3340 **Building Contractual Services** is budgeted at \$10,000, but this item can be depleted with one HVAC repair.
- The Manager's approved relocation amount is recommended to have a separate line item.

Analysis:

Allocate funds to these line items to enable us to be within budget up to the mid year point. At that the mid-year point, I propose to do a comprehensive analysis of revenues and expenses to develop an end of year budget adjustment. At that point we will have nearly 6 months data and can set the budget to complete the fiscal year successfully within budget.

Request:

1. Meet with the Finance Committee to develop a fiscally prudent budget recommendation
2. Present to Council for approval a budget reallocation adjustment

Recommendation:

Motion to approve a First Quarter Fiscal Year budget adjustment -- TBD

THE TOWN OF LOUISA

Incorporated 1873

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



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

Parade or Demonstration Permit Application

To: Town of Louisa c/o Town Manager

From: Penny Purcell, Applicant

Address of Applicant: 238 Will Johnson Rd
Louisa VA 23093

A. Date and Hour for the assembling of the participants for such
Parade or Demonstration: 4pm Dec. 20, 2025 (Road Race)

1) Expected Duration of Parade or Demonstration: 1hr

B. Streets, Sidewalks and Public Places over and upon which the
Parade or Demonstration is to take place: Start at Louisa Little League field
TURN Left on Fredericksburg Ave turn L on school st. Turn L on church
TURN R on Patrick Henry Pr. Go to core turn around then turn

C. Is the Parade or Demonstration to be conducted on foot or with
animals or vehicles, or any combination thereof
(please describe): on foot it is a road race

1) Number of persons expected to participate: 50-150

↪ Ron Cutler turn R on Sims go to end then turn
L on Cutler Ron Patrick Henry R on Church Left
Back onto foreground road and repeat the loop
a second time - Finish will be on the little league
field.

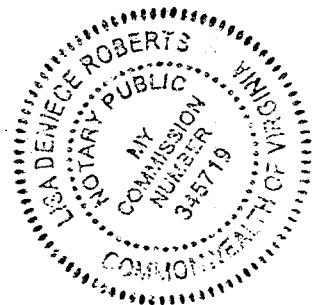
The foregoing information is true and correct:

Penny Purcell
Applicant

by Penny Purcell
title: Permit Director

Penny Purcell

Signature of person in charge of
Parade or Demonstration and who
shall be responsible for conduct
thereof as aforesaid



The above has been subscribed, sworn to and acknowledged before
me, a Notary Public by the persons signing the application aforesaid.

Lisa D. Roberts
Notary Public

Com # 345719

My commission expires: 2/29/2028

Permit Granted for Parade or Demonstration as described above by
Town Council for Town of Louisa on the ____ day of ____, 20__,
with the following conditions and restrictions:

Town Manager



LAND USE PERMIT
LUP-SEI
Special Event Information

Permittee Agreement for Land Use Permit Issuance

I the undersigned hereby acknowledge that I am fully cognizant of all of the following requirements associated with the issuance of a VDOT Land Use Permit authorizing any group or organization to hold parades, marches or other special events on state maintained highways:

Type or Print Clearly

Name of Applicant/ Organization: Penny Purcell Crazy's Christmas Run
Applicant's Federal Tax ID No. / Driver's License No.: T61279064
Applicant's Mailing Address: 238 Will Johnson Rd
City: Louisa State: VA Zip Code: 23093
Contact Name: Penny Purcell E-Mail Address: pennypurcell@yahoo.com
Business Telephone No.: (540) 967 - 0536 24-Hour Telephone No.: (540) 222 - 9830
Fax No.: () - E-mail Address: pennypurcell@yahoo.com
Location(s): Town of Louisa Starting at Louisa Little League Field

TYPE OF EVENT (Parade, March, Walk Bike-A-Thon, Block Party, Other ✓):
Road Race

DATE OF EVENT: 12/20/2015 Inclement Weather Date: _____
Beginning Time: 4pm AM / PM Ending Time: 5pm AM / PM

ROUTE OF EVENT (Attach detailed map including Event Starting & Ending Point & State Route No.):

Louisa Little League Field See Attached map

SPECIAL EQUIPMENT REQUEST DEPENDING ON AVAILABILITY:

☐ Cones Number Requested: _____

☐ Advance Warning / Event Ahead Signage Number. Requested: _____

☐ Variable Message Board Message: _____

Applicant's Signature: Penny Purcell

Applicant's Name and Title: Penny Purcell Race director

Commonwealth of Virginia
Department of Transportation
April 18, 2019



**LUP-SEA
LAND USE PERMIT
Special Events
Approval Sheet**

Review Date _____ COUNTY ADMINISTRATOR / TOWN MANAGER OR DESIGNEE _____

Recommendations/Comments:

Review Date _____ LOCAL LAW ENFORCEMENT AGENCY _____

Recommendations/Comments:

Review Date _____ VIRGINIA STATE POLICE (Sergeant/Area/Division) _____

Recommendations/Comments:

Approval Date _____ VDOT REPRESENTATIVE _____

Remarks (include any changes that may be made by VDOT): _____

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www.louisatown.org

To: Mayor Kersey and Town Council Members
From: Anthony Larry, General Superintendent of Public Works
Date: October 2, 2025
Re: Staff Report -September 2025

Completed Projects

- Arpa Project Meter Replacement at Club Hill Apartments
- Replaced numerous problematic water meters
- Completed rehab of the walking trail at Town Hall.
- Completed rehab of Alleyway.
- Removal of Hometown Hero Banners and Flags.
- Repaired water leaks at 207 Fredericksburg Avenue, 112 Henson Avenue
- Abandonment of the meter setter and sewer Tap at the old Maddox Feed Store.
- CCTVD Sewer Line of Fredericksburg Avenue for future tie-in for railroad project.
- Removed dead trees and shrubs in front of the PD building.
- Sewer Back up @ 208 Main Street.
- Addressed Maintenance issues at the Louisa Arts Center.

Routine / Ongoing Work

- Routine maintenance (mowing, weed eating, trimming, street repairs, debris removal).
- Utility operations (waterline repairs, sewer maintenance, monthly water meter reads, hydrant checks).
- Emergency response efforts (water breaks, storm cleanup as needed).
- Equipment use and repairs (trucks, loaders, backhoes, etc.).

Administration

- Continued work on the Hollyhurst Sewer Line Install Project.

- Worked on Quotes for the acquisition of new banners for Main Street.
- Worked on Quotes for handrail installation at Town Hall Ball Park.
- Reviewed and approved numerous sign permits and addressed zoning questions.
- Staffing updates, training, and safety compliance.
- Began Plan review for the Louisa Station Project.

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To: Mayor Kersey and Town Council Members
From: Martin Nachtman, Chief of Police
Date: October 14, 2025
Re: Staff Report

The department continues to advertise employment opportunities across multiple platforms, including various websites, social media, and other outlets. We will continue to advertise on Indeed, which remains our most effective source of applicants. Several applications and personal history statements are currently being received and reviewed by the agency.

The implementation of the Axon in-car camera system has been completed, and all department vehicles are now equipped with fully functioning in-car cameras.

On October 18, 2025, a demonstration is scheduled to take place in the downtown area. The event is expected to draw approximately 100 to 150 participants and will run from 12:00 p.m. to 1:30 p.m. The Police Department will be on-site to monitor the demonstration.

On December 6, 2025, Louisa County Parks and Recreation will host its annual Christmas Parade, which will take place from 10:00 a.m. to 3:00 p.m., as advertised on the county website. The Police Department and Public Works will assist with the event. Additional information will be provided as it becomes available.

An application has been submitted for a 5K run scheduled for December 20, 2025, in the area of Cutler Avenue, Fredericksburg Avenue, Patrick Henry Drive, and the surrounding vicinity.

The Town of Louisa, Virginia

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To: Mayor Kersey and Town Council Members
From: Stephanie Dorman, Clerk
Date: October 10, 2025
Re: Staff Report

FOIA:

1. I received one FOIA request this month. This request was fulfilled and has been paid for by the requestor.

Cemetery:

1. Digitized records for Oakland.
2. Researching new marker options for Hillcrest.

Council:

1. Minutes for September 19 and October 4.
2. Attended Council Retreat.

Document Retention:

1. Approval from Town Manager to purchase shelves for the records in the basement.

Administration:

1. Scheduled interviews for Deputy Clerk position.
2. Attended VMCA training.
3. Working with Verizon to get access to our business portal.

Upcoming Meetings:

1. November 18, 2025 @ 6:30 pm – Regular Scheduled Meeting