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**Town of Louisa
Monthly Meeting
July 21, 2015**

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Present: R. Garland Nuckols, Mayor; Matthew L. Kersey, Vice-Mayor; Mary Jane Clarke, Warren D. Gehle, A. Daniel Carter, Andrew G. Wade Council Members; Jeff Gore, Legal Counsel; Tom Filer, Town Manager; Jessica M. Ellis, Clerk; Elizabeth Nelson, Treasurer; M. Brad Humphrey, Project Manager; Ronnie Roberts, Chief of Police

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Absent:

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

Mayor Nuckols called the Louisa Town Council meeting to order at 7:03 p.m.

BUSINESS FROM THE FLOOR

None.

CONSENT AGENDA

Mr. Filer requested to have item number 4 under New Business – FY 2014-2015 Financial Closeout Report tabled and presented at the next Council meeting. Mr. Filer also noted that the Town of Louisa, VA Ordinance and Resolution to Modify 2010 Bond – WWTP had been added to the Supplemental Packet for action this evening.

Council member Clarke made the motion to approve the consent agenda. Council member Gehle seconded the motion. The vote went as follows: 5-0 in favor.

PRESENTATION

Potential Park

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Ms. Jane Shellhorse gave a lengthy presentation on a potential park project designed by Ms. Tina Stanton-Chapman, Ph.D., Associate Professor and Director of the Early Program and Sever Disabilities Program with the University of Virginia's Curry School of Education.

Ms. Shellhorse explained that Ms. Stanton-Chapman's project would be completely funded by a research grant wherein Ms. Stanton-Chapman can study the effectiveness of an all-inclusive playground and park for all children and families with/without disabilities. Ms. Shellhorse provided slides as a visual aid and described in detail what the project would entail, and further explained that before Ms. Stanton can submit her project to be considered for grant funding, Ms. Stanton-Chapman has to include a location (documented with support) for the project. Ms. Shellhorse stated that the Town of Mineral is interested in the project and has submitted a letter of support for a location in their town limits. Ms. Shellhorse added that if the town is interested in such a project, they would also need to submit a letter of support wherein the Board of Supervisors would choose the final location.

After a lengthy discussion, Mr. Filer questioned if the town can vote to express interest in the project, but not fully commit themselves, which would allow time for more questions. Ms. Shellhorse responded that the town could express interest and still have questions answered by Ms. Stanton-Chapman, the Board of Supervisors, etc.

Council member Gehle then made mention of the presentation made by Stephanie Koren, and noted that they voted to show their support of her joint park concept. Several comments and questions were made by Council and staff before the following action was taken:

Council member Carter made the motion to move forward allowing the Town Manager to further investigate both projects and ask questions prepared by Council. Council member Clarke seconded the motion. The vote went as follows: Gehle, abstain; Kersey, against; Wade, for; Clarke, for; Carter, for (3-1 for with 1 abstention).

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2 **NEW BUSINESS**

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4 **1) Discussion/Action: Audit letter**

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6 Council member Clarke made the motion to accept the Town
7 Manager's recommendation to accept the audit letter agreement with
8 Brown Edwards. Council member Carter seconded the motion. The
9 vote went as follows: 5-0 in favor.

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11 **2) Discussion/Action: Acceptance of VCA Challenge Grant**

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13 Council member Carter made the motion to accept the matching
14 \$5000 VCA Challenge Grant. Council member Gehle seconded the
15 motion. The vote went as follows: 5-0 in favor.

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17 **3) Discussion/Action: Reappointment of Town Officers**

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19 Council member Clarke made the motion to reappoint the Town
20 Officers. Council member Gehle seconded the motion. The vote
21 went as follows: 5-0 in favor.

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23 **4) Discussion/Action: FY 2014-2015 Financial Closeout Report**

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25 (This item was tabled until the August meeting.)

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27 **5) Discussion/Action: Additional Town Gardens**

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29 Mr. Filer gave a presentation, prepared and proposed by Kristen
30 Hicks, for additional gardens throughout the town. The proposal
31 included aerial maps and photos of potential/existing locations within
32 the town limits to be considered. Mr. Filer spoke at length about the
33 project, but basically stated that the project would incorporate the
34 seven noted locations (labeled as gateways to the town) that would
35 be adopted by a local company or organization and funds would be
36 donated to upgrade/maintain the plantings. Mr. Filer stated that
37 Council could choose to: move forward with the project as presented;
38 move forward with the project with questions, stipulations,

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2 design concepts, or test areas; or Council could simply state that they
3 are not interested in the project.

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5 Council member Carter then made the motion to move forward with
6 the additional garden project. Council member Kersey seconded the
7 motion. The vote went as follows: 5-0 in favor.

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9 **6) Discussion/Action: Sign Ordinance**

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11 Mr. Filer stated that he felt the sign ordinance needed to be reviewed
12 as several situations have occurred recently wherein the sign
13 ordinance has not been enforced nor has it offered clarity for certain
14 situations.

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16 Council member Gehle also spoke, echoing Mr. Filer, and expressing
17 his concerns with the ordinance and its enforcement.

18
19 Mr. Gore stated that he would work with Mr. Filer and staff on the
20 matter.

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22 After a lengthy discussion, the following action was taken:

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24 Council member Carter made the motion to send the matter to the
25 Planning Commission for review with Mr. Gore's assistance. Council
26 member Clarke seconded the motion. The vote went as follows:
27 Gehle, for; Kersey, for; Wade, against; Clarke, for; Carter, for (4-1 in
28 favor).

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30 **STANDING COMMITTEE REPORTS**

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32 **Police Department:**

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34 (Please refer to the Police Department report.)

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36 Chief Roberts reviewed the Police Department's report and fielded
37 questions from Council.

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Police Committee:

Council member Gehle reported that the Police Committee met to review two draft policies as requested by Council at last month’s meeting. Mr. Gehle stated that the Police Committee discussed the matter at length and felt that the town would be best served to hire a consultant who is proficient in reviewing and writing policies and manuals using funds available from the recent vacancy with the Police Department. Mr. Gehle added that they do not wish to see another police officer, who has the ability to write such policies, be hired to take on this task and also sit behind the wheel of a patrol car. Mr. Gehle stated that their recommendation would be to hire a consultant using the salary of the recent vacancy to update/rewrite the policies/manual (as outlined in Mr. Miller’s report) and then move forward with hiring an officer to fill the vacancy.

Mayor Nuckols stated that he would prefer to hire someone to fill the vacancy as well as hire a consultant. Mr. Gehle responded that he did not have a problem with hiring someone for each position as long as the funding was available.

A lengthy discussion ensued involving Council and staff wherein Mr. Filer discussed several options that addressed both funding as well as coverage issues.

Echoing Council member Clarke’s remarks, Council member Carter then made the motion to move forward with looking into hiring a consultant to rewrite the manual. Council member Clarke seconded the motion. Further discussion was held before the following vote was taken: 5-0 in favor.

Water & Sewer Department:

(Please refer to the Water & Sewer Department report.)

Mr. Humphrey stood before Council and read aloud from his report, highlighting areas of interest.

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In addition to his report, Mr. Humphrey also mentioned a problem at the end of a water line on Fredericksburg Ave/Bibb Store Road. Mr. Humphrey stated that the only way to remedy the problem would be to replace approximately 600 ft. of line. Mr. Humphrey noted that he had spoken with a contractor about the problem and was told that the town would be looking at a cost of \$85,000-\$100,000 in replacement costs and \$15,000-\$20,000 for surveying and engineering. Mr. Humphrey stated that he knows this is an unforeseen problem that was not budgeted for, but is a problem that we will have to deal with in the very near future.

Mr. Filer added that they just wanted to inform Council of the problem for their consideration and will bring the matter back to the table at a later date for discussion and action.

Litter Committee:

No report.

Streets & Sidewalks

No report.

Cemetery

No report.

REPORTS FROM STAFF

Counsel

No report.

Clerk

No report.

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Treasurer

No report.

Manager

Mr. Filer made mention of the following:

- VDOT has corrected the problem at the intersection of Rt. 33 and Main St. however another problem was created in the process and has already been addressed with Mr. Jamie Glass.
 - A request for a study can be made by Council regarding eliminating the Right on Red from Courthouse Road onto Main Street. Mayor Nuckols stated that he was in favor due to congestion and safety issues.
- Council member Carter made the motion to move forward with a traffic study at the intersection of Route 208 & Main St. to address the Right on Red issue. Council member Gehle seconded the motion. The vote went as follows: 5-0 in favor.
- Art Center meetings with Ms. Corrieri have been positive and successful and the camps have been going well this year. Mr. Filer also noted that their fundraiser efforts have increased.
 - Staff computer upgrades are scheduled to be completed over the next three months. Bob Hardy has been invaluable.
 - The Farmer's Market has new interest in both leadership and vendors. This past Saturday was successful.
 - A couple of complaints have been received in regards to the new bollards not being used in the courthouse area during events. Mr. Filer noted the weight of the bollards as well as the lack of town staff after town hours for non-town related events. Council

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discussed the matter and felt that those holding the event be responsible for putting the bollards up and taking them down.

- Complaints from citizens regarding the park rules involving guns/weapons have been received and have been researched by staff and legal counsel. Mr. Gore reported that the matter is still being reviewed.
- A complaint was received from Club Hill Apartments wherein the request for a stop sign has been made. Mr. Filer stated that he is working on the matter.

Mr. Filer made reference to the supplemental packet for Council to discuss and take action on the Town of Louisa, VA Ordinance and Resolution to Modify 2010 Bond – WWTP.

Council member Wade made the motion to adopt the Town of Louisa VA, Ordinance and Resolution to Modify 2010 Bond – WWTP. Council member Carter seconded the motion. The vote went as follows: 5-0 in favor.

COMMUNICATIONS

None.

CLOSED SESSION

Council Member Clarke made the motion to convene in closed session to discuss the following: as permitted by Virginia Code § 2.2-3711(A)(7), for consultation with legal counsel concerning potential litigation involving the Northern Loop Water Project. Council member Gehle seconded the motion. The vote went as follows: 5-0 in favor.

Council went into closed session at 9:12 p.m.

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REGULAR SESSION

Council Member Carter made the motion to go back in to Open Session. Council Member Clarke seconded the motion. The vote went as follows: 5-0 in favor.

Council returned to regular session at 9:25 p.m.

CERTIFICATION OF CLOSED SESSION

Council member Carter made the motion certifying that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information act cited in that motion. Council member Clarke seconded the motion. The vote went as follows: Carter, for; Kersey, for; Clarke, for; Gehle, for; Wade, for (5-0 in favor).

ACTION:

Council member Clarke made the motion to authorize the final payment to contractor as discussed in closed session. Council member Carter seconded the motion. The vote went as follows: 5-0 in favor

ADJOURNMENT

At 9:30 p.m., Council Member Wade made the motion to adjourn the meeting. Council member Carter seconded the motion.

Mayor

Clerk

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