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**Town of Louisa
Monthly Meeting
April 15, 2014**

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Present: James S. Artz, Mayor; Mary Jane Clarke, Vice-Mayor; Matthew L. Kersey, Garland Nuckols, A. Daniel Carter, Council Members; Jeff Gore, Legal Counsel; Brian W. Marks, Town Manager; Jessica M. Ellis, Clerk; M. Brad Humphrey, Project Manager; Carol Brown, Treasurer; Jessie Shupe, Chief of Police

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Also Attending: Paula Hawthorne, The Central Virginian; Officer Jared Pearsall, Louisa Police Department; Officer Forrest Miles, Louisa Police Department; Troy Wade, town resident (107 Fairway Dr.) and BOS representative for the Louisa District; Andy Wade Town Resident (211 Club Rd.); Stewart Reynolds, town resident (210 E. Main St.); Nelson Smith, town resident (200 Lyde Ave); Joyce Bickley, town resident (115 Lyde Ave)

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Absent: Council member Warren D. Gehle

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

Mayor Artz called the Louisa Town Council meeting to order at 7:02 p.m.

Council Member Kersey gave the invocation.

BUSINESS FROM THE FLOOR

Mr. Troy Wade approached Council with an idea to incorporate local artists' work in the downtown improvements project. Mr. Wade stated

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2 that he had spoken with several people about the idea and many
3 were very receptive to displaying art work in the downtown area
4 similarly to areas of Charlottesville, etc. Mr. Wade stated that he felt
5 it would be a good way to show support for local artists and the
6 Louisa Arts Center.

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8 **CONSENT AGENDA**

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10 Council member Nuckols requested that a discussion involving the
11 alley behind the shops on Main Street (in the downtown area) be
12 added to the agenda under Old Business as item number two. Mr.
13 Nuckols also questioned two invoices on the bill listing: a bill from
14 Messer Contracting; and a bill from J. S. Sealing. Mr. Marks
15 addressed Mr. Nuckols' questions and explained the reasoning for
16 paying them both at this time. Council member Nuckols then made
17 the motion to approve the consent agenda. Council member Carter
18 seconded the motion. The vote went as follows: Kersey, against;
19 Clarke, for; Carter, for; Nuckols, for (3-1 in favor).

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21 **PRESENTATION**

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23 **Oath of Office – Officer Pearsall**

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25 Mayor Artz swore in Officer Jared Pearsall as a Police Officer for the
26 Town of Louisa Police Department. Chief Shupe then had Officer
27 Pearsall raise his right hand and repeat the Oath of Honor.

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29 **OLD BUSINESS**

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31 **1) Action/Discussion: Appointment of Town Treasurer**

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33 Council member Kersey made the motion to adopt the resolution
34 appointing Ms. Carol Brown as Town Treasurer. Council member
35 Clarke seconded the motion. The vote went as follows: 4-0 in favor.

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37 **2) Action/Discussion: Downtown Alley**

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2 **(This item was added to the agenda during the vote to approve**
3 **the consent agenda.)**
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5 Council member Nuckols reported that the alley behind the shops
6 and restaurants on Main Street in the downtown area has several
7 deep potholes. Mr. Nuckols suggested that the town try to fix the
8 problem as soon as possible as the problem is severe and unsightly.
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10 Mr. Marks stated that he would speak with Mr. Jones, of the Public
11 Works Department, and have the problem remedied as soon as
12 possible.
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14 **NEW BUSINESS**

15 **1) Discussion/Action: 2014 Farmer's Market Lease Agreement**

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18 Mr. Marks reported that the agreement has remained the same over
19 the course of the past three years. Mr. Marks noted that the EDA will
20 be sponsoring the Farmer's Market again this year and will be
21 providing up to \$1000 to man the Market, and for any additional
22 needs, to ensure that the market is successful.
23

24 Council member Kersey made the motion to approve the Farmer's
25 Market Lease Agreement. Council member Clarke seconded the
26 motion. The vote went as follows: 4-0 in favor.
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28 **2) Discussion/Action: Comcast Lease Termination Agreement**

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30 Council member Nuckols made the motion to approve the Comcast
31 lease termination agreement. Council member Clarke seconded the
32 motion. The vote went as follows: 4-0 in favor.
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34 **3) Discussion/Action: Schedule Budget Work Session #3**

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36 Council collectively decided to hold the next budget work session
37 meeting on Tuesday, April 29, 2014 at 7:00 p.m.
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**4) Discussion/Action: Amendment to the Louisa Town Code;
Section 3-10 and 3-12 Check Signing Authority**

Council member Kersey made the motion to adopt the amendment to the town ordinance. Council member Clarke seconded the motion. The vote went as follows: 4-0 in favor.

5) Discussion: Parade Permit Application

Mr. Marks reported that he has spoken with Ms. Pope about the route in which they have chosen expressing his concerns with walking in areas without sidewalks. Mr. Marks requested that the parade permit be approved with the condition that he and Chief Shupe be permitted to meet and discuss the matter further with Ms. Pope to determine a safer route to traverse. Mr. Marks added that if a safer cannot be established, he will report back to Council and also to VDOT that the parade permit was not approved.

Council member Carter made the motion to approve the parade permit request with the condition that the Town Manager, Chief Shupe, and Ms. Pope determine a safer route to traverse that includes walking only on sidewalks. Council member Clarke seconded the motion. The vote went as follows: 4-0 in favor.

6) Discussion/Action: Acceptance of the Byrne Justice Grant

Council member Kersey made the motion to accept the Byrne Justice Grant. Council member Clarke seconded the motion. The vote went as follows: 4-0 in favor.

STANDING COMMITTEE REPORTS

Police Department:

(Please refer to the Police Department report.)

In Chief Shupe stood and quickly updated the Police Department's report and fielded questions from Council.

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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.

Litter Committee:

No report.

Streets & Sidewalks

No report.

Cemetery

No report.

REPORTS FROM STAFF

Counsel

No report.

Clerk

No report.

Treasurer

No report.

Manager

Mr. Marks reported:

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- A survey was included in the packet on the 2020 Plan: Aging in the Community
- Four CD's matured on March 28, 2014 and were reinvested at VCB at 0.6% for 14 months. There will be one due on April 28, 2014 for the General Fund at Essex Bank at 0.8%. Mr. Marks requested Council's permission to reinvest the CD at the best interest of the town and report back next month.

Council member Clarke made the motion authorizing the Town Manager to reinvest the CD at the best interest of the town and report back at the next meeting. Council member Carter seconded the motion. The vote went as follows: 4-0 in favor.

- One of the heating/air units failed at the town office and will be replaced soon.
- The public hearing for the Sheetz SUP is due to be held at the May 20, 2014 Town Council meeting.
- Mr. Marks and Ms. Brown, Treasurer, are requesting approval of Ms. Brown's travel and training with BAI in Tennessee commencing May 13, 2014 through May 16, 2014.

Council member Carter made the motion to approve the travel/training expenses for Ms. Brown. Council member Kersey seconded the motion. The vote went as follows: 4-0 in favor.

- Food Depot (which recently changed ownership) has applied for a Wine and Beer off Premises license.

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)(1), for a personnel matter involving the discussion of a specific employee; and as permitted by Virginia Code § 2.2-

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2 3711(A)(5) to discuss a prospective business/or the expansion of an
3 existing business that has not been publicly announced. Council
4 member Carter seconded the motion. The vote went as follows: 4-0
5 in favor.

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7 Council went into closed session at 7:40 p.m.

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9 **REGULAR SESSION**

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11 Council Member Nuckols made the motion to go back in to Open
12 Session. Council Member Carter seconded the motion. The vote
13 went as follows: 4-0 in favor.

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15 Council returned to regular session at 8:15 p.m.

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17 **CERTIFICATION OF CLOSED SESSION**

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19 *Council member kersey made the motion certifying that, in the closed*
20 *session just concluded, nothing was discussed except the matter or*
21 *matters (1) specifically identified in the motion to convene in closed*
22 *session and (2) lawfully permitted to be discussed under the*
23 *provisions of the Virginia Freedom of Information act cited in that*
24 *motion. Council member Nuckols seconded the motion. The vote*
25 *went as follows: Carter, for; Kersey, for; Clarke, for; Nuckols, for (4-0*
26 *in favor).*

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28 **ACTION:**

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30 There was no action taken by Council following closed session.

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32 **COMMUNICATIONS**

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34 None.

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36 **ADJOURNMENT**

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38 At 8:16 p.m., Council collectively decided to continue the meeting to
39 Tuesday, April 29, 2014 at 7:00 p.m.

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Mayor

Clerk