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**Town of Louisa
Monthly Meeting
August 15, 2017**

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Present: R. Garland Nuckols, Mayor; Mary Jane Clarke, A. Daniel Carter, James S. Artz, Jessie Lassiter, Council members; Jeff Gore, Legal Counsel; Tom Filer, Town Manager; Jessica M. Ellis, Clerk; Elizabeth T. Nelson, Treasurer; M. Brad Humphrey, Public Works Director; Lieutenant Bobby Shiflett, Louisa Police Department

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Absent: Andrew G. Wade, Vice-Mayor; Ronnie Roberts, Chief of Police

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Also in Attendance: Brian Gilbreth, Director of the Central Virginia Cycling Association, Inc.

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

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Mayor Nuckols called the Louisa Town Council meeting to order at 6:04 p.m.

BUSINESS FROM THE FLOOR

None.

CONSENT AGENDA

Mr. Filer stated that the Chief of Police requested to have a grant approval added to the supplemental packet for review and consideration. Mr. Filer also requested to strike item no. 2 – Parking Ordinance from the agenda under Old Business for discussion at a later time.

Council member Artz made the motion to approve the agenda as amended. Council member Clarke seconded the motion. The vote went as follows: 4-0 in favor.

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2 **PRESENTATION**

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4 Mr. Brian Gilbreth, Director of the Central Virginia Cycling
5 Association, Inc., stood before Council and presented the installation
6 of a bike repair station on Main St. in the downtown area. Mr.
7 Gilbreth stated that the project is fully funded by, and will be
8 completely maintained by, the Central Virginia Cycling Association,
9 Inc. Mr. Gilbreth went further to detail what the station will
10 encompass and it's approximate location.

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12 Mr. Filer included a copy of the proposal with photos in the packet for
13 review and consideration.

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15 **OLD BUSINESS**

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17 **1) Discussion/Action: Planning Commission Member Position**

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19 Mayor Nuckols stated that has had no luck in finding a new member
20 willing to fill the vacant Planning Commission seat.

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22 **2) Discussion/Action: Parking Ordinance**

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24 *This item was struck from the agenda.*

25
26 **NEW BUSINESS**

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28 **1) Discussion/Action: Personnel Policy Revision – Sick Leave**

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30 Mr. Filer referred to the memo and revised policy in the packet which
31 specifically detailed what is being revised (modified light duty) in
32 order to help address current and future situations.

33
34 Mr. Gore made the recommendation to move forward with the
35 revision noting that there should be two forms, one for workers
36 compensation and one that is not, for clarity purposes.

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2 Council member Carter made the motion to approve the revision to
3 the Personnel Policy in reference to Sick Leave. Council member
4 Clarke seconded the motion. The vote went as follows: 4-0 in favor.

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6 **2) Discussion/Action: Halloween Permit**

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8 Council member Lassiter made the motion to approve the Central
9 Virginia Assembly of God's annual Halloween Permit. Council
10 member Clarke seconded the motion. The vote went as follows: 4-0
11 in favor.

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13 **3) Discussion/Action: Obsolete Equipment – Rayco Device**
14 **Water System**

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16 Mr. Humphrey gave a presentation on the function of the Rayco
17 Devices. Following the presentation, Council held a brief discussion
18 and took the subsequent action:

19
20 Council member Clarke made the motion to declare the Rayco
21 Devices obsolete and place them on GovDeals for auction or for
22 direct sale with another municipality. Council member Artz seconded
23 the motion. The vote went as follows: 4-0 in favor.

24
25 **4) Discussion/Action: Bike Station Proposal**

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27 Council member Carter made the motion to approve the installation of
28 the bike station by Central Virginia Cycling Association, Inc. Council
29 member Clarke seconded the motion. The vote went as follows: 4-0
30 in favor.

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32 **STANDING COMMITTEE REPORTS**

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34 **Police Department:**

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36 *(Please refer to the Police Department report.)*

37
38 Lieutenant Shiflett, stood in for Chief Roberts, and reviewed the
39 Police Department's report and fielded questions from Council.

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2 Following the police report, Council took the subsequent action on a
3 DMV Virginia Highway Safety Grant wherein the town has been
4 awarded \$8,250 with a required in-kind match of \$4,125 for a total of
5 \$12,375.

6
7 Council member Artz made the motion to accept and approve the
8 DMV grant. Council member Lassiter seconded the motion. The
9 vote went as follows: 4-0 in favor.

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11 Police Committee:

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13 No report.

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15 Water & Sewer Department:

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

18
19 Mr. Humphrey highlighted areas of interest from his report.

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21 Litter Committee:

22
23 No report.

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25 Streets & Sidewalks

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27 No report.

28
29 Cemetery

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31 No report.

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33 **REPORTS FROM STAFF**

34
35 Counsel

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37 No report.

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39 Clerk

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2 No report.

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4 Treasurer

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6 No report.

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8 Manager

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10 Mr. Filer made mention of the following:

- 11
- 12 • Delinquent tax letters will be distributed in the coming weeks to
 - 13 those who owe money for Personnel Property and or Real Estate
 - 14 taxes informing them that they are delinquent and giving them the
 - 15 opportunity to make payment before turning it over to TACS for
 - 16 collection.
 - 17 • The Arts Center will be installing a television monitor in the lobby
 - 18 to display currents events, coming programs, and information
 - 19 about the Arts Center.
 - 20 • Plans for a by-right subdivision have been submitted for review
 - 21 and preliminary approval and are in his office if anyone is
 - 22 interested in looking at them.
 - 23 • VDOT will be repainting lines in town in the coming weeks.
 - 24 • A meeting has been scheduled with Robinson, Farmer & Cox to
 - 25 discuss a non-profit account with town staff and the Chief of
 - 26 Police.

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28 **COMMUNICATIONS**

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30 None.

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32 **ADJOURNMENT**

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34 At 6:57 p.m., Council Member Carter made the motion to adjourn the

35 meeting. Council member Lassiter seconded the motion.

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Mayor

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Clerk

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