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**Town of Louisa  
Monthly Meeting  
May 19, 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; Brendan Hefty, 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:** None.

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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 7:00 p.m.

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**BUSINESS FROM THE FLOOR**

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None.

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**CONSENT AGENDA**

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Mr. Filer requested that item #5 under New Business be struck from the agenda; and items 1-6 in the Supplemental Packet be added to the agenda.

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

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**PUBLIC HEARING**

**FY 2015-2016 Budget and Fee Schedule**

Mr. Filer briefed Council and those in attendance by highlighting areas of the proposed FY 2015-2016 Budget and Fee Schedule.

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Mayor Nuckols then opened the public hearing at 7:07 p.m. asking if there was anyone present that would like to speak for or against the proposed FY 2015-2016 Budget.

Hearing no response, Mayor Nuckols closed the public hearing at 7:08 p.m.

**OLD BUSINESS**

**1) FY 2015-2016 Budget**

There was no discussion on the matter, however, Council member Wade noted that he would not be present for the June meeting, and thanked Mr. Filer and staff for their preparation of the proposed budget.

**NEW BUSINESS**

**1) Discussion/Action: 2015 Farmers Market Lease Agreement**

Mr. Filer stated that he and Mr. Gore have reviewed the lease agreement with the added clause, proposed by the property owner, and recommend approval.

Council member Gehle made the motion to approve the lease agreement. Council member Wade seconded the motion. The vote went as follows: 5-0 in favor.

**2) Discussion/Action: Lease Agreement Extension – John Fenner**

Mr. Filer briefly reviewed the current lease agreement and then covered the requested terms made by Mr. Fenner. Mr. Filer listed many of the improvements that Mr. Fenner has made to the building and property since opening last year, noting that they were done at no cost to the town. Mr. Filer concluded by stating that he recommended approval of the lease agreement extension.

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Council member Clarke made the motion to approve the Lease Agreement Extension made by Mr. Fenner. Council member Carter seconded the motion. The vote went as follows: 5-0 in favor.

**3) Discussion/Action: EDA Permit – Outdoor Celebration Downtown Improvement Project**

Council member Gehle made the motion to approve the EDA permit for the outdoor celebration of the Downtown Improvement Project on June 20, 2015 from 10:00 a.m. to 7:00 p.m. Council member Carter seconded the motion. The vote went as follows: 5-0 in favor.

**4) Discussion/Action: Comcast Renewal Franchise Agreement**

Mr. Filer updated Council and stated that he and Mr. Gore have reviewed and modified the agreement as requested.

Council member Wade made the motion to approve the Comcast Renewal Franchise Agreement. Council member Clarke seconded the motion. The vote went as follows: 5-0 in favor.

**5) Discussion/Action: LCWA WWTP – Lot & Plant Operating Agreement**

This item was struck from the agenda.

**6) Discussion/Action: Delinquent Tax List and Authorization for Publication**

Council and staff discussed the matter and decided upon the following:

Council member Gehle made the motion to postpone the delinquent publication until residents have been notified, and then submit the list for publication in June. Council member Clarke seconded the motion. The vote went as follows: 5-0 in favor.

**7) Discussion/Action: LCSO Resolution**

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2 Mr. Filer noted that Council member Gehle helped him with the  
3 rewording of the resolutions.

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5 Council member Wade made the motion to adopt both the LCSO  
6 Resolution and the CCPD Resolution at the same time. Council  
7 member Carter seconded the motion. The vote went as follows: 5-0  
8 in favor.

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10 **8) Discussion/Action: CCPD Resolution**

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12 This resolution was approved with item #7 above.

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14 **SUPPLEMENTAL PACKET INFORMATION**

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16 **1) Updated Bill Listing**

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18 Mr. Filer reviewed the updated list – items/bills that were received  
19 after the packets were distributed to Council. No action was taken.

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21 **2) VDH Proposed Consent Order & Response**

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23 A lengthy discussion was held wherein both Mr. Filer and Mr.  
24 Humphrey spoke providing a brief history of our water problems, and  
25 explained where we are now and what we have to do to get in  
26 compliance with the Virginia Department of Health. Mr. Filer made  
27 reference to a memo and letter in the packet for more details.

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29 Council member Wade made the motion to authorize the Town  
30 Manager to sign the consent order. Council member Clarke  
31 seconded the motion. The vote went as follows: 5-0 in favor.

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33 **3) Va. Power Requested Easement to bury Power Line of Church  
34 Street**

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36 Mr. Filer briefed Council on the matter and referred to the information  
37 included in the supplemental packet.

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2 Council member Clarke made the motion to approve the easement.  
3 Council member Carter seconded the motion. The vote went as  
4 follows: 5-0 in favor.

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6 **4) Louisa Volunteer Fire Dept. Parade Permit**

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8 Council member Wade made the motion to approve the Fire Dept.  
9 Parade Permit. Council member Gehle seconded the motion. The  
10 vote went as follows: 5-0 in favor.

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12 Council member Carter made mention of the potential for  
13 safety/traffic issues due to the parade line up.

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15 **5) Essex Bank C/D – Cash in to provide GF Reserves**

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17 Council member Wade made the motion to authorize the Town  
18 Manager to cash in the C/D to provide GF reserves. Council member  
19 Clarke seconded the motion. The vote went as follows: 5-0 in favor.

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21 **6) Rewording of Resolution to CCPD & LCSO**

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23 This item was discussed under New Business item #7.

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25 **STANDING COMMITTEE REPORTS**

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27 **Police Department:**

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29 (Please refer to the Police Department report.)

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31 Chief Roberts reviewed the Police Department's report and fielded  
32 questions from Council.

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34 **Water & Sewer Department:**

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

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

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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. Filer made mention of the following items:

- The new sound system has been installed in the Executive Board Room.
- The National Day of Prayer was well attended and went smoothly.
- Chamber of Commerce is holding an event on May 21, 2015 from 5:30p.m. – 8:00 p.m. at Waverly Place apts.
- There is a change in leadership this year for the Farmer’s Market. The Bailey’s will still be participating, but will not be leading this

- 1
- 2 • year. Colleen Richmond, another vendor, has stated that she is
- 3 willing to lead if needed.
- 4 • A list of lots in town that are in need of cutting has been
- 5 established and owners have been notified and charged
- 6 accordingly via mail.
- 7 • A work order has been submitted with Verizon to have the Caller
- 8 ID feature changed to reflect the proper name and number for the
- 9 town office.
- 10 • Garage doors have been installed on the Public Works Dept.
- 11 building, and the police generator was recently installed.
- 12 • Business License payments are being received daily. Those who
- 13 have not filed as of yet are being contacted by our office.
- 14 • Staff healthcare meetings will be held next week for all
- 15 departments.
- 16 • The next Chamber breakfast will be held on June 2, 2015. All of
- 17 Council is invited to attend.
- 18 • Sheetz is expected to begin construction in June 2015.
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## 20 **COMMUNICATIONS**

21  
22 Council member Wade informed Council and staff that the annual  
23 Louisa County IDA picnic will be held on May 21, 2015 at 6:00 p.m. at  
24 the Louisa County Airport.

## 25 **ADJOURNMENT**

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28 At 8:18 p.m., Council Member Wade made the motion to adjourn the  
29 meeting.

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32 Mayor

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32 Clerk

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