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**Town of Louisa
Monthly Meeting
November 17, 2015**

Present: R. Garland Nuckols, Mayor; Matthew L. Kersey, Vice-Mayor; Warren D. Gehle, A. Daniel Carter, Andrew G. Wade Council Members; Tom Filer, Town Manager; Jessica M. Ellis, Clerk; Elizabeth T. Nelson, Treasurer; M. Brad Humphrey, Public Works Director; Ronnie Roberts, Chief of Police

Absent: Mary Jane Clarke, Council member; Jeff Gore, Legal Counsel

Also in Attendance: Megan Argenbright and John Aldridge of Brown, Edwards & Company, L.L.P.

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

Mayor Nuckols called the Louisa Town Council meeting to order at 7:04 p.m.

BUSINESS FROM THE FLOOR

None.

CONSENT AGENDA

Mr. Filer noted that there were a few items in the supplemental packet that needed to be discussed.

Council member Carter made the motion to approve the consent agenda. Council member Gehle seconded the motion. The vote went as follows: 4-0 in favor.

OLD BUSINESS

None.

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NEW BUSINESS

1) Discussion/Action: Adopt 2014-15 Audit as presented by Brown, Edwards & Company, LLP

Prior to the start of the regularly scheduled Town Council meeting, The Finance Committee and staff met with Mrs. Megan Argenbright and Mr. John Aldridge of Brown, Edwards & Company, L.L.P at 6:00 p.m. for a presentation and discussion of the audit prepared by their company for the Town of Louisa. *(A copy of the audit can be found following the minutes.)*

Council member Gehle made the motion to adopt the audit as presented. Council member Wade seconded the motion. The vote went as follows: 4-0 in favor.

2) Discussion/Action: Resolution VDOT Pedestrian Improvements

Mr. Filer referred to the resolution in the packet, and spoke of his conversations with Jamie Glass (VDOT), in regards to pedestrian improvements such as crosswalks, signal buttons, etc. throughout the town.

Council then took the following action:

Council member Gehle made the motion to approve the VDOT Resolution as presented in Schedule "A". Council member Wade seconded the motion. The vote went as follows: 4-0 in favor.

3) Discussion/Action: Vacation Policy

Mr. Filer briefed Council on a recent Personnel Committee meeting and reported their recommendation. The following action took place:

1
2 Council member Wade made the motion to approve the
3 modification to the Personnel Employee Handbook as
4 recommended by the Personnel Committee. Council member
5 Carter seconded the motion. The vote went as follows: 4-0 in
6 favor.

7
8 **4) Discussion: VDOT Road Sign Study/Improvements**

9
10 Mr. Filer referred to the memo in the packet, and his conversation
11 with Jamie Glass (VDOT), in regards to the sign study and the
12 removal of signs throughout the town. Mr. Filer also made mention
13 of a Police Department request to change the speed limit/signage
14 when entering the town from the Eastern corridor on Route 22.

15
16 A very brief discussion was held on the matter and no action was
17 taken by Council.

18
19 **5) Discussion: Updated – Revised Thanksgiving Schedule**

20
21 Mr. Filer reported that the trash and recycling schedule has been
22 corrected to include both services and has been advertised
23 appropriately.

24
25 **6) Discussion/Action: Accept Planning Grant – Fire Hydrant and
26 Hydraulic Modeling**

27
28 A lengthy conversation was held between Council and staff
29 regarding engineering; timelines; general scope of the work; and
30 associated costs to the town.

31
32 At the conclusion of their discussion, Council took the following
33 action:

34
35 Council member Carter made the motion to accept the \$25,000
36 Planning Grant for Fire Hydrant and Hydraulic Modeling. Council
37 member Wade seconded the motion. The vote went as following:
38 4-0 in favor.
39

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2 **7) Discussion/Action: Christmas Wreath Location**

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4 After some discussion, Council directed staff to hang the wreaths on
5 the polls as they have done in the past.

6
7 **8) Discussion/Action: LCPRT Christmas Parade & Festival**

8
9 Council member Wade made the motion to approve the permit for the
10 LCPRT Christmas Parade & Festival on Saturday, December 5,
11 2015. Council member Carter seconded the motion. The vote went
12 as follows: 4-0 in favor.

13
14 **STANDING COMMITTEE REPORTS**

15
16 Police Department:

17
18 (Please refer to the Police Department report.)

19
20 Chief Roberts reviewed the Police Department's report and fielded
21 questions from Council.

22
23 Police Committee:

24
25 No report.

26
27 Water & Sewer Department:

28
29 (Please refer to the Water & Sewer Department report.)

30
31 Mr. Humphrey read aloud from his report, highlighting areas of
32 interest.

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34 Litter Committee:

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36 No report.

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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:

- The Farmer’s Market has closed for the season. A letter, along with pictures, was included in the packet from Ben Karnes, Market Manager.
- A report from the Water Authority was included in the packet providing some history and outlining where they are in treating the disinfection byproducts as well as their current projects.
- Website and email changes are underway for staff.
- Research into improving credit card payment services is being conducted by Mrs. Nelson, Treasurer.

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COMMUNICATIONS

Mr. Wade made mention of a Police Committee meeting on Friday morning at 9:00 a.m.

Mr. Filer noted that the Planning Commission meeting was cancelled in October.

ADJOURNMENT

At 8:20 p.m., Council Member Wade made the motion to adjourn the meeting.

Mayor

Clerk