

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40

**Town of Louisa
Monthly Meeting
October 17, 2017**

Present: R. Garland Nuckols, Mayor; Mary Jane Clarke, A. Daniel Carter, James S. Artz, Council members; Jeff Gore, Legal Counsel; Tom Filer, Town Manager; Jessica M. Ellis, Clerk; Elizabeth T. Nelson, Treasurer; M. Brad Humphrey, Public Works Director; Ronnie Roberts, Chief of Police

Absent: Jessie Lassiter, Vice-Mayor

Also in Attendance: Bud Dulaney, Newly Appointed Council member; Aaron Hawkins, Robinson, Farmer & Cox Associates

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

Mayor Nuckols called the Louisa Town Council meeting to order at 6:03 p.m.

Note: Mr. Dulaney's paperwork with the court to fill Mr. Wade's vacancy had not yet been finalized and therefore chose sit in the meeting as an observer this evening and not participate in discussions or take any action in conjunction with Council.

BUSINESS FROM THE FLOOR

Mr. Dulaney, who was appointed to fill Council member Wade's vacancy, stood and thanked Council for considering him for the seat, and commended Mr. Wade for his service to the town and suggested that Mr. Wade's service be recognized in the form of a resolution.

CONSENT AGENDA

Mr. Filer noted that there was a supplemental packet at each Council member's seat and that there was a need to go into closed session this evening.

1
2 Council member Artz made the motion to approve the agenda.
3 Council member Clarke seconded the motion. The vote went as
4 follows: 3-0 in favor.

5
6 Mayor Nuckols took a moment to recognize Town Clerk, Jessica Ellis,
7 for her 15 years of service with the Town of Louisa.

8
9 **PRESENTATION**

10
11 **FY 2016-2017 Financial Audit – Robinson Farmer & Cox**

12
13 Arron Hawkins, of Robinson Farmer & Cox, stood and spoke of the
14 town's finances while highlighting specific items from the audit. Mr.
15 Hawkins commended the town staff on how smoothly the audit went
16 this year and specifically noted Mrs. Nelson's efforts and
17 contributions.

18
19 Mayor Nuckols and Council member Clarke complimented and
20 thanked staff and Robinson, Farmer & Cox on all their efforts and
21 hard work.

22
23 **OLD BUSINESS**

24
25 **1) Discussion/Action: Comp Plan Planning Session**

26
27 After a brief discussion, Council chose to table the item until next
28 month.

29
30 **NEW BUSINESS**

31
32 **1) Discussion/Action: Tree Removal Budget Allocation**

33
34 Mr. Filer referred to the memo in the packet while speaking about the
35 necessary tree removal and how the work will be funded.

36
37 Following some discussion, Council took the subsequent action:
38
39

1
2 Council member Clarke made the motion to have Mountain Road
3 Tree Service complete the necessary tree removal. Council member
4 Carter seconded the motion. The vote went as follows: 3-0 in favor.

5
6 **2) Discussion/Action: Meter Inventory Purchase Budget**
7 **Allocation**

8
9 Mr. Filer briefed Council on how far the town has come with the water
10 meter system upgrade and the need to purchase more meters to
11 continue to move forward with the project. Mr. Filer spoke at length
12 about the cost and where the funding would come from to pay for the
13 purchase of more meters.

14
15 Council member Clarke made the motion to spend up to, but not to
16 exceed \$100,000 on the purchase of Radio Read Water Meters.
17 Council member Artz seconded the motion. The vote went as
18 follows: 3-0 in favor.

19
20 **3) Discussion/Action: DMV Grant Acceptance – Sidewalk**
21 **Projects**

22
23 Mr. Filer and Mr. Humphrey briefed Council on the awarded grants,
24 funding/matches, and construction process. Council and staff
25 discussed the projects at length before taking the following action:

26
27 Council member Carter made the motion to accept the DMV Grant for
28 the Sidewalk Projects; authorize the Town Manager to execute the
29 associated documents; and begin seeking preliminary construction
30 engineering work. Council member Clarke seconded the motion.
31 The vote went as follows: 3-0 in favor.

32
33 **4) Discussion/Action: Obsolete Equipment – Fire Hydrants/PD**
34 **Surplus**

35
36 Council member Clarke made the motion to declare the equipment
37 obsolete and sell it on GovDeals. Council member Artz seconded the
38 motion. The vote went as follows: 3-0 in favor.
39

1
2 **5) Discussion/Action: Halloween Permit Approval**
3

4 Council member Carter made the motion to approve the Halloween
5 permit submitted by Louisa Baptist Church. Council member Artz
6 seconded the motion. The vote went as follow: 3-0 in favor.
7

8 **6) Discussion/Action: Water Restrictions**
9

10 Mr. Filer stated that due to the lack of rain water, the Water Authority
11 requested that the Board of Supervisors declare a water emergency
12 and impose water restrictions throughout the county. Mr. Filer
13 reviewed the water restrictions with Council before they took the
14 following action:
15

16 Council member Carter made the motion to authorize the Town
17 Manager to advertise the water restrictions. Council member Clarke
18 seconded the motion. The vote went as follows: 3-0 in favor.
19

20 **STANDING COMMITTEE REPORTS**
21

22 **Police Department:**
23

24 *(Please refer to the Police Department report.)*
25

26 Chief Roberts reviewed the Police Department's report and fielded
27 questions from Council.
28

29 **Police Committee:**
30

31 No report.
32

33 **Water & Sewer Department:**
34

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

37 Mr. Humphrey highlighted areas of interest from his report and
38 thanked Council on behalf of himself and the Public Works
39 Department for the purchase of additional radio read water meters as

1
2 it will make the process of reading meters more efficient and will
3 decrease the amount of human error.

4
5 Litter Committee:

6
7 No report.

8
9 Streets & Sidewalks

10
11 No report.

12
13 Cemetery

14
15 No report.

16
17 **REPORTS FROM STAFF**

18
19 Counsel

20
21 No report.

22
23 Clerk

24
25 No report.

26
27 Treasurer

28
29 Mrs. Nelson stated that the 2017 Real Estate and Personal Property
30 taxes have been prepared and will be out in circulation in the coming
31 days. Mrs. Nelson also stated that, to date, \$13,851 has been
32 collected in delinquent taxes.

33
34 Manager

35
36 Mr. Filer had nothing to add.

37
38 Council invited Mr. Dulaney to join closed session, however, Mr.
39 Dulaney declined their invitation.

1
2 **CLOSED SESSION**
3

4 Council Member Carter made the motion to convene in closed
5 session to discuss the following: as permitted by Virginia Code § 2.2-
6 3711(A)(7), for the discussion of the disposition of real property
7 whereas the discussion in an open meeting would adversely affect
8 our bargaining position. Council member Clarke seconded the
9 motion. The vote went as follows: 3-0 in favor.

10
11 Council went into closed session at 7:09 p.m.

12
13 **REGULAR SESSION**
14

15 Council Member Artz made the motion to go back in to Open
16 Session. Council Member Carter seconded the motion. The vote
17 went as follows: 3-0 in favor.

18
19 Council returned to regular session at 7:14 p.m.

20
21 **CERTIFICATION OF CLOSED SESSION**
22

23 *Council member Artz made the motion certifying that, in the closed*
24 *session just concluded, nothing was discussed except the matter or*
25 *matters (1) specifically identified in the motion to convene in closed*
26 *session and (2) lawfully permitted to be discussed under the*
27 *provisions of the Virginia Freedom of Information act cited in that*
28 *motion. Council member Clarke seconded the motion. The vote*
29 *went as follows: Carter, for; Clarke, for; Artz, for (3-0 in favor).*

30
31 **ACTION:**
32

33 There was no action taken following closed session.

34
35 **COMMUNICATIONS**
36

37 Mayor Nuckols noted that Mr. Goetz, of 98 Pine Ridge Dr., recently
38 had his water leak repaired and his lawn cut. A sewer adjustment will
39 be made to help offset some of the cost.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19

ADJOURNMENT

At 7:15 p.m., Council Member Carter made the motion to adjourn the meeting. Council member Artz seconded the motion.

Mayor

Clerk