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**Town of Louisa
Monthly Meeting
December 19, 2017**

6 **Present:** R. Garland Nuckols, Mayor; Jessie Lassiter, Vice-Mayor; Mary Jane Clarke, A. Daniel Carter, James S. Artz, Bud Dulaney, 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

14 **Absent:** None

16 **Also in Attendance:** Carter Cooke, Chairman of the Town of Louisa Planning Commission; Maxine Butcher, TOL Planning Commission member; Cochran Garnett, TOL Planning Commission member; Deana Meredith, The Central Virginian

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

26 Mayor Nuckols called the Louisa Town Council meeting to order at
27 6:05 p.m.

28
29 Carter Cooke, Planning Commission Chairman, called the Planning
30 Commission meeting to order at 6:05 p.m.

31
32 **BUSINESS FROM THE FLOOR**

33
34 None.

35
36 **CONSENT AGENDA**

37
38 Mayor Nuckols stated that he would like to make a few changes to
39 the agenda: Remove item #1 under New Business; Add discussion
40

1
2 for a half vacation day to item #3 under New Business; Add
3 discussion for an employee bonus as item #6 under New Business.
4

5 Council member Carter made the motion to approve the agenda as
6 amended. Council member Artz seconded the motion. The vote went
7 as follows: 5-0 in favor.
8

9 **PUBLIC HEARING:**

10
11 **Joint Public Hearing with the Town of Louisa Planning**
12 **Commission – Comprehensive Plan**
13

14 Chairman Carter Cooke opened the joint Public Hearing at 6:09 p.m.
15 asking if there was anyone present that would like to speak for or
16 against the Comprehensive Plan. Hearing no comments, Mr. Cooke
17 closed the Public Hearing at 6:10 p.m.
18

19 Mayor Nuckols took a moment to thank the Planning Commission for
20 all their work in reviewing and updating the Comp Plan.
21

22 Mrs. Butcher, Planning Commission member, then made a motion to
23 recommending that the Louisa Town Council adopt the
24 Comprehensive Plan. Mrs. Garnett, Planning Commission member,
25 then seconded the motion. The vote passed unanimously.
26

27 With no further joint business to be discussed, Chairman Cooke
28 called for a motion to adjourn the Planning Commission meeting.
29 Mrs. Butcher made the motion, which was seconded by Mrs. Garnett.
30 The vote passed unanimously at 6:11 p.m.
31

32 **OLD BUSINESS**

33
34 **1) Discussion/Action: Comp Plan**
35

36 Council member Dulaney made the motion to adopt the Comp Plan.
37 Council member Carter seconded the motion. The vote went as
38 follows: 5-0 in favor.
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2 **NEW BUSINESS**

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4 **1) Discussion/Action: Personnel Policy Update**

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6 This item was removed from the agenda.

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8 **2) Discussion/Action: Committee Appointments**

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10 Mayor Nuckols reported that Mr. Stone has agreed to serve again
11 on the EDA and Mr. Tingler has decided to step down from the
12 EDA.

13
14 Mr. Filer questioned if there would be as issue with two Council
15 members serving on the EDA at the same time. Mr. Gore quickly
16 researched the matter and reported that it was acceptable as long
17 as Council members did not make up the majority of the group.

18
19 Mr. Dulaney questioned if it was a requirement that members of
20 the EDA be town residents, or if they could possibly be a town
21 business owner. Mr. Gore replied that he was not sure at this
22 time, but would look into the requirements and report back.

23
24 Council member Dulaney made the motion to reappoint Mr. Stone
25 to the EDA. Council member Artz seconded the motion. The vote
26 went as follows: 5-0 in favor.

27
28 Mayor Nuckols then requested that a resolution of service be
29 drafted for Mr. Tingler's years of service on the EDA.

30
31 Mr. Filer stated that the position to serve as the liaison on the
32 Louisa County Planning Commission is up for appointment and/or
33 reappointment. After a brief discussion, Mayor Nuckols agreed to
34 serve again.

35
36 Council member Carter made the motion to reappoint Mayor
37 Nuckols as the liaison from the Town of Louisa to the County of
38 Louisa's Planning Commission. Council member Lassiter
39 seconded the motion. The vote went as follows: 5-0 in favor.

1
2 **3) Discussion/Action: 2018 Holiday Schedule**

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4 Council member Lassiter made the motion to approve the 2018
5 Holiday Schedule – the same as the County of Louisa. Council
6 member Artz seconded the motion. The vote went as follows: 5-0 in
7 favor.

8
9 **4) Discussion/Action: Cemetery Policy – Individual Interments**

10
11 Mayor Nuckols stated that, after an earlier discussion today, he and
12 Mr. Filer decided to send the matter to the Cemetery Committee for
13 review prior to adding it to the agenda for Council's consideration.

14
15 Council member Dulaney requested that cemetery information be
16 posted for families to view their options in hopes of making the
17 planning process easier.

18
19 **5) Discussion/Action: Dump Truck Funding**

20
21 Mr. Filer reported that there is the need for another, more reliable,
22 dump truck as the one the town currently operates is in poor shape
23 and in need of several repairs. Mr. Filer reported that a used dump
24 truck in decent condition has been located in the area for \$6500,
25 however, it exceeds his \$5000 spending authority. Mr. Filer
26 requested Council's permission to negotiate and purchase the dump
27 truck after further inspection, and then declare the currently owned
28 dump truck as obsolete equipment to sell on GovDeals.

29
30 Council member Artz made the motion authorizing the Town Manager
31 to negotiate the purchase of a used dump truck in good condition for
32 \$6500 and to declare the currently owned dump truck as obsolete
33 equipment to sell of GovDeals. Council member Clarke seconded
34 the motion. Prior to the vote being called, Mr. Dulaney suggested
35 that the truck be inspected by a mechanic and its value obtained prior
36 to purchase. Council member Artz agreed. Mayor Nuckols then
37 called for the vote, which went as follows: 5-0 in favor.

38
39 **6) Discussion/Action: Employee Bonus**

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2 Mayor Nuckols stated that he made a few phone calls to find out if
3 Council would be favorable to giving \$100 bonuses to each town
4 employees and questioned Council if they would like to take action.
5

6 Council member Carter made the motion to adopt an ordinance to
7 provide all town employees with a \$100 bonus. Council member
8 Dulaney seconded the motion. The vote went as follows: 5-0 in favor.
9

10 Mayor Nuckols stated that he also wanted to mention that the State of
11 Virginia and the County of Louisa are giving employees a half day off
12 on Friday December 22, 2017. Mayor Nuckols asked if Council was
13 in favor.
14

15 Council member Clarke made the motion to follow the County and
16 State's decision to give employees a half day on Friday, December
17 22, 2017. Council member Lassiter seconded the motion. The vote
18 went as follows: 5-0 in favor.
19

20 **STANDING COMMITTEE REPORTS**

21 Police Department:

22
23 *(Please refer to the Police Department report.)*
24
25

26 Chief Roberts reviewed the Police Department's report and fielded
27 questions from Council. Chief Roberts also took a moment to
28 introduce Randal Skeen, a previous auxiliary officer, as the Town
29 Sergeant. Sergeant Skeen is filling the position vacated by Bobby
30 Shiflett.
31

32 It was noted that Sergeant Skeen was previously sworn in as an
33 auxiliary officer for the Town of Louisa, however, Council member
34 Dulaney suggested that he be officially sworn in as Town Sergeant.
35 Mr. Gore stated that it did not have to be done this evening, but
36 added that it would be a good idea.
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38 Police Committee:

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No report.

Water & Sewer Department:

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

Mr. Humphrey highlighted areas of interest from his report and noted that he had recently completed some educational training.

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 note of the following:

- Following a recent OSHA inspection, required training will be taking place in the next few weeks and months.
- Trash will be picked up in town on Tuesday, December 26, 2017. Trash pickup occurs in town every Monday throughout the year except if Christmas falls on a Monday, then trash would be picked up the following day (Tuesday) such is the case this year.
- VDOT brought it to light that there is a speed discrepancy on Elm Avenue from the nursing home to Rt. 208. It will be remedied in the coming weeks.

CLOSED SESSION

Council Member Artz made the motion to convene in closed session to discuss the following: as permitted by Virginia Code § 2.2-3711(A)(3), for the discussion of the disposition of real property whereas the discussion in an open meeting would adversely affect our bargaining position; and Virginia Code § 2.2-3711(A)(1) to discuss a personnel matter. Council member Dulaney seconded the motion. The vote went as follows: 5-0 in favor.

Council went into closed session at 6:42 p.m.

REGULAR SESSION

Council Member Lassiter made the motion to go back in to Open Session. Council Member Artz seconded the motion. The vote went as follows: 5-0 in favor.

Council returned to regular session at 7:48 p.m.

CERTIFICATION OF CLOSED SESSION

Council member Lassiter made the motion certifying that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information act cited in that

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2 *motion. Council member Artz seconded the motion. The vote went*
3 *as follows: Carter, for; Clarke, for; Artz, for; Lassiter, for; Dulaney, for*
4 *(5-0 in favor).*

5
6 **ACTION:**

7
8 There was no action taken following closed session.

9
10 **COMMUNICATIONS**

11
12 None.

13
14 **ADJOURNMENT**

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16 At 7:49 p.m., Council Member Clarke made the motion to adjourn the
17 meeting.

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Mayor

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Clerk

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