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**Town of Louisa  
Monthly Meeting  
July 17, 2018**

**Present:** R. Garland Nuckols, Mayor; Jessie Lassiter, Vice-Mayor; A. Daniel Carter, James S. Artz, Bud Dulaney, John J. Purcell IV, Council members; Jeff Gore, Legal Counsel; Jessica M. Ellis, Clerk; Elizabeth T. Nelson, Treasurer; M. Brad Humphrey, Public Works Director; Ronnie Roberts, Chief of Police

**Absent:** Tom Filer, Town Manager

**Also in Attendance:** Lieutenant Randal Skeen, Louisa Police Department; Glenn Petrucci, town resident at 201 Fairway Drive; Theresa Decatur, town resident at 203 Fairway Drive; Deana Meredith, The Central Virginian; Ruth Updike, Updike Industries

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

Mayor Nuckols called the Louisa Town Council meeting to order at 6:06 p.m.

**BUSINESS FROM THE FLOOR**

Mr. Glen Petrucci, town resident at 201 Fairway Drive stood before Council to express his concerns with the flooding that has been occurring behind his home. Mr. Petrucci stated that he feels the culvert pipe is blocked by a downed tree and would like to find out who is responsible for the maintenance of the culvert.

Mrs. Theresa Decatur, town resident at 203 Fairway Drive, resides next door to Mr. Petrucci and echoed his comments and concerns.

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2 Mayor Nuckols thanked Mr. Petrucci and Mrs. Decatur, and stated  
3 that we would research the matter.

4  
5 **CONSENT AGENDA**  
6

7 Mayor Nuckols requested that item number no.4 under New Business  
8 be removed from the agenda; and add an item for discussion under  
9 Old Business no.2 – Trash Update.

10  
11 Council member Artz made the motion to approve the agenda as  
12 amended. Council member Lassiter seconded the motion. The vote  
13 went as follows: 5-0 in favor.

14  
15 **OLD BUSINESS**  
16

17 **1) Discussion/Action: Fredericksburg Avenue Sewer Line**  
18 **Repair Costs**  
19

20 Mayor Nuckols referred to Mr. Humphrey to speak on the matter.

21  
22 Mr. Humphrey updated Council on the sewer and sink hole issue on  
23 Fredericksburg Avenue then requested Council's consideration of  
24 \$5000 to repair the sewer service lateral in front of 221  
25 Fredericksburg Avenue.

26  
27 Council member Carter made the motion to authorize the sewer  
28 lateral repair costs at 221 Fredericksburg Avenue up to \$5000.  
29 Council member Artz seconded the motion. The vote went as  
30 follows: 5-0 for.

31  
32 **2) Discussion/Action: Trash Update**  
33

34 Council member Dulaney updated those in attendance on the recent  
35 trash issues. Mr. Dulaney reported that a meeting between the town  
36 and Updike Industries was held earlier today wherein a discussion  
37 was had to remedy trash and recycling collection issues throughout  
38 town.  
39

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2       **NEW BUSINESS**

3  
4       **1) Discussion/Action: Virginia Commission for the Arts –**  
5       **Creative Communities Partnership Grant Award**

6  
7       Mayor Nuckols briefed Council on receiving the paperwork from the  
8       Virginia Commission for the Arts and commented that we do not have  
9       to take action at this time.

10  
11       **2) Discussion/Action: Appointment of Town Staff**

12  
13       Mr. Gore pointed out that this step is not necessary each year and  
14       that there is a discrepancy between the Town Code and the Code of  
15       Virginia that he will look into for clarity, but if Council wished to  
16       appoint officers and staff this evening as they have in the past, it  
17       would be fine.

18  
19       Council member Dulaney made the motion to appoint the town  
20       officers and staff. Council member Lassiter seconded the motion.  
21       The vote went as follows: 5-0 in favor.

22  
23       **3) Discussion/Action: Committee Appointments**

24  
25       Mayor Nuckols briefly discussed changes to the town committees.  
26       Council member Dulaney recommended renaming the Litter  
27       Committee to include broader areas such as trash/refuse and  
28       recycling.

29  
30       **4) Discussion/Action: Personnel Committee**

31  
32       *(This item was removed from the agenda.)*

33  
34       **STANDING COMMITTEE REPORTS**

35  
36       Police Department:

37  
38       *(Please refer to the Police Department report.)*  
39

1  
2 Chief Roberts took a moment to review key items from his report and  
3 field questions from Council.

4  
5 Police Committee:  
6

7 No report.  
8

9 Water & Sewer Department:  
10

11 *(Please refer to the Water & Sewer Department report.)*  
12

13 Mr. Humphrey highlighted areas of interest from his report and took a  
14 moment to speak in regards to a grant opportunity that he had just  
15 been made aware of and requested authorization from Council to  
16 proceed with getting the USDA/RD grant application started for  
17 repairing the sewer service laterals on Fredericksburg Avenue to  
18 mitigate inflow and infiltration.

19  
20 After brief discussion, Council took the following action:  
21

22 Council member Lassiter made the motion to authorize Mr.  
23 Humphrey to start the application process. Council member Purcell  
24 seconded the motion. The vote went as follows: 5-0 in favor.  
25

26 Litter Committee:  
27

28 No report.  
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30 Streets & Sidewalks  
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32 No report.  
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34 Cemetery  
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36 No report.  
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38 **REPORTS FROM STAFF**  
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Counsel

Mr. Gore reported that Mr. Wiley, a colleague in his firm and legal Counsel for the town, had recently updated and his booklet on state laws and FOIA information/requests. Mr. Gore had a copy for the town and also stated that FOIA training was available for Council and staff.

A brief discussion was then held on FOIA officers for the town – as to how many officers there should be for the town – and Mr. Gore advised that there should be only one officer who would be the sole contact and would filter requests to the correct departments to be completed.

Clerk

No report.

Treasurer

No report.

Manager

No report.

**COMMUNICATIONS**

None.

**CLOSED SESSION**

Council Member Lassiter made the motion to convene in closed session to discuss the following: as permitted by Virginia Code § 2.2-3711(A)(1), to discuss a personnel matter involving the Town Manager’s performance. Council member Artz seconded the motion. The vote went as follows: 5-0 in favor.

1  
2 Council went into closed session at 6:52 p.m.

3  
4 **OPEN SESSION**

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

9  
10 Council returned to open session at 9:46 p.m.

11  
12 **CERTIFICATION OF CLOSED SESSION**

13  
14 *Council member Dulaney made the motion certifying that, in the*  
15 *closed session just concluded, nothing was discussed except the*  
16 *matter or matters (1) specifically identified in the motion to convene in*  
17 *closed session and (2) lawfully permitted to be discussed under the*  
18 *provisions of the Virginia Freedom of Information act cited in that*  
19 *motion. Council member Artz seconded the motion. The vote went*  
20 *as follows: Carter, for; Dulaney, for; Purcell, for; Lassiter, for; Artz, for*  
21 *(5-0 in favor).*

22  
23 **ACTION:**

24  
25 Council took the following action after returning to open session:

26  
27 Council member Lassiter made the motion to place the Town  
28 Manager on probation for one year; to reduce his compensation by 4  
29 percent; to require monthly performance evaluations of the Town  
30 Manager during the probationary period; to require the Town Manger  
31 to apply annual leave to the recent period of suspension from July 2<sup>nd</sup>  
32 to July 17<sup>th</sup>; and to require the town manger to implement his plans  
33 for professional development and for recommendations to update  
34 town policies. Council member Artz seconded the motion. The vote  
35 went as follows: 5-0 in favor.

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37 **ADJOURNMENT**

38  
39 After a brief discussion, at 9:49 p.m., Council member Artz made the

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motion to adjourn the meeting.

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Mayor

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Clerk