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**Town of Louisa  
Monthly Meeting  
April 16, 2019**

**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; Tom Filer, Town Manager; Elizabeth T. Nelson, Treasurer; M. Brad Humphrey, Public Works Director; Ronnie Roberts, Chief of Police

**Absent:** Jessica M. Ellis, Clerk

**Also in Attendance:** Lieutenant Skeen, Louisa Police Department; Kathy O'Connell, U.S. Census Bureau; Alan Saunders, Resident Engineer & Bethel Kefyalew, Operations Engineer, with VDOT's Louisa Residency; Tracy Clarke, Louisa County Chamber of Commerce; Deana Meredith, The Central Virginian

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

Mayor Nuckols called the Louisa Town Council meeting to order at 6:00 p.m.

**BUSINESS FROM THE FLOOR**

None.

**CONSENT AGENDA**

Mr. Filer stated that there was an updated bill list in the supplemental packet and reported that two representatives of the Virginia Department of Transportation were present in hopes to speak briefly about their pedestrian upgrade study on Main Street.

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2 Mayor Nuckols added the VDOT update as item no. 3 under  
3 Presentations.

4  
5 Council member Dulaney noted that the March meeting minutes were  
6 not included in the packet. Mr. Filer stated that Mrs. Ellis completed  
7 and submitted the minutes as required, but he must have forgotten to  
8 include them in the packet. Council member Dulaney suggested  
9 including them in the packet with April's minutes to be approved at  
10 the May meeting. Mayor Nuckols and Council agreed.

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

15  
16 **PRESENTATION**

17  
18 **1) 2020 Census**

19  
20 Kathy O'Connell, Partnership Specialist with the Central Virginia U.S.  
21 Census Bureau, stood before Council and spoke at length about the  
22 upcoming 2020 Census while conducting a slide presentation. (*A*  
23 *paper copy of her presentation was included in the packet.*)

24  
25 Following the presentation, Council adopted a resolution to recognize  
26 April 2019 as Census Awareness Month in the Town of Louisa in  
27 order to call attention to the importance of participating in the 2020  
28 census. The vote went as follows:

29  
30 Council member Dulaney made the motion to adopt the April 2019  
31 Census Awareness Month resolution. Council member Carter  
32 seconded the motion. The vote went as follows: 5-0 in favor.

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34 Council member Dulaney requested that the census information and  
35 resolution be added to the town website.

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37 **2) Chamber of Commerce – Grant support**  
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Tracy Clarke, Executive Director with the Louisa County Chamber of Commerce, stood before Council to speak regarding the Community Business Launch Grant. Ms. Clarke reported that Julie Manzari has been working diligently on this program with the Virginia Department of Housing and Community. Ms. Clarke reported that the program is designed to target the downtown area wherein the Chamber will have the ability to apply for a grant up to \$45,000 that would provide assistance to existing businesses for expansion/growth or aid individuals in starting a new business. Ms. Clarke went on to say that the program targets areas that need business growth across Virginia.

Ms. Clarke stated that the Chamber is excited about the project and would like to have the support of Town Council – in the form of a letter - in order to move forward.

Mr. Filer reported that the Town of Louisa EDA has provided a letter of support and also provided \$7500 to the Chamber aid with funding. Mr. Filer stated that the Chamber is not requesting any funding from the Town Council at this time, they are only asking for support for the project in the form of a letter.

Council member Carter made the motion to approve a letter of support for the Louisa County Chamber of Commerce’s Community Business Launch Program. Council member Artz seconded the motion. The vote went as follows: 5-0 in favor.

Ms. Clarke thanked Council for their support and reminded everyone of the upcoming June 8, 2019 street festival.

**3) VDOT – Pedestrian Engineer Report**

Mr. Filer reported that information about the study was included in the supplemental packet.

Mayor Nuckols and Council member Dulaney requested that their presentation be brief as they had just received the information prior to the start of the meeting and would like some time to review. Mayor

1  
2 Nuckols added that they would like to have them attend a future  
3 meeting to then discuss the report further.  
4

5 Bethel Kefyalew, Operations Engineer at the Virginia Department of  
6 Transportation's Louisa Residency, then stood before Council and  
7 spoke of their study in summary.  
8

## 9 **OLD BUSINESS**

### 10 11 **1) Discussion/Action: Parking Ordinance**

12  
13 Council member Dulaney thanked Mr. Gore, his staff, and Lieutenant  
14 Skeen for their prompt assistance with the ordinance, and stated that  
15 he hoped that the final draft would be submitted to Council in May for  
16 their review and consideration.  
17

### 18 **2) Discussion/Action: Code Project**

19  
20 Mr. Dulaney reported that he has been working diligently on  
21 completing the project by the July 1, 2019 deadline. He went on to  
22 state that 139 decision points had been identified and approximately  
23 87% have been addressed. Mr. Dulaney asked that staff get back  
24 with him by May 1<sup>st</sup> with items that required more attention and detail  
25 and stated that one final meeting may be necessary to complete the  
26 project so that Council can then move forward at the June meeting by  
27 adopting the recommendations and forwarding them on to ECode  
28 360 for their review.  
29

## 30 **NEW BUSINESS**

### 31 32 **1) Discussion/Action: Alley Project**

33  
34 Mr. Filer gave brief update on the project stating that public parking  
35 modifications are already under way and some spaces are already  
36 being used. Mr. Filer noted that there is an upcoming meeting on  
37 Friday, April 19, 2019 with the Streets & Sidewalks Committee and  
38 CSX to address any visibility concerns. Mr. Filer stated that once that  
39 has been taken care of, the project can move forward; and he then

1  
2 requested an allocation of \$1750, which he noted was within his  
3 spending authority, but stated that he wanted Council's approve  
4 of the project before moving forward. He added that he does not  
5 need a vote to move forward – just their consent.

6  
7 Council member Purcell reported that the Streets and Sidewalks  
8 Committee endorsed the project and recommended rounding Mr.  
9 Filer's figure to \$2000.

10  
11 Mr. Filer made mention of the project coming to fruition at the same  
12 time that our Public Works Department's daily work load picks up,  
13 therefore, they will do as much as possible as time allows.

14  
15 **STANDING COMMITTEE REPORTS**

16  
17 **Police Department:**

18  
19 *(Please refer to the Police Department report.)*

20  
21 Lieutenant Skeen stood in for Chief Roberts and took a moment  
22 review the monthly report.

23  
24 Lieutenant Skeen then added: that Louisa Hardware would be  
25 hosting their annual customer appreciation day this coming Saturday  
26 wherein auxiliary staff would be assisting with the event per their  
27 request; and he is looking into body cams and car cameras, but  
28 needs pricing information.

29  
30 Mayor Nuckols reported that the Family Dollar/Dollar Tree is having a  
31 grand opening this Saturday. Lieutenant Skeen stating that he was  
32 made aware of the event via the Sheriff's Office and would provide  
33 extra police patrols/presence.

34  
35 **Police Committee:**

36  
37 Council member Dulaney reported that the Police Committee met  
38 yesterday to review a General Orders update. He stated they are still  
39 waiting for the update and hope to get it when the Chief returns. Mr.

1  
2 Dulaney then took a moment to thank Lieutenant Skeen for stepping  
3 in and filling the roll of Second in Command and keeping things  
4 running while the Chief is out. Mr. Dulaney also made mention of the  
5 software issues that the department has been experiencing involving  
6 crime/data reporting, etc. He stated that that staff is working on the  
7 matter with the Virginia State Police and noted that a near future  
8 update may be necessary.

9  
10 Water & Sewer Department:

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

13  
14 Mr. Humphrey highlighted areas of interest from his report and stated  
15 he had nothing additional to communicate.

16  
17 Council member Dulaney commended the use of the street sweeper  
18 in town recently, stating he was glad to see in in commission.

19  
20 Litter Committee:

21  
22 No report.

23  
24 Streets & Sidewalks

25  
26 No report.

27  
28 Cemetery

29  
30 No report.

31  
32 **REPORTS FROM STAFF**

33  
34 Counsel

35  
36 Mr. Gore reported that a legislative study is being conducted on body  
37 cameras. He stated that it may affect/have language in the state  
38 budget in regards to the cost of camera review by the Commonwealth  
39 Attorney's offices – in some jurisdictions, concerns have been

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expressed by prosecutors about being too under staffed to review the camera footage. Mr. Gore stated that he would do more research on the matter.

Clerk

No report.

Treasurer

No report.

Manager

- The street sweeper needs further work and it will be costly. Greg Madison has been consulted for repair work and costs; and Mr. Filer has also looked into out sourcing the job to save the town money.

**COMMUNICATIONS**

None.

**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)(1), a personnel matter involving the Town Manager and Chief of Police. Council member Purcell seconded the motion. The vote went as follows: 5-0 in favor.

Council went into closed session at 6:59 p.m.

**REGULAR SESSION**

Council returned to regular session at 7:30 p.m.

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**CERTIFICATION OF CLOSED SESSION**

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

**ACTION:**

No action took place following closed session.

**ADJOURNMENT**

Council member Dulaney made the motion to adjourn the meeting at 7:33 p.m. Council member Purcell seconded the motion.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk