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**Town of Louisa  
Monthly Meeting  
April 20, 2021**

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**Present:** R. Garland Nuckols, Mayor; Jessie Lassiter, Vice-Mayor; A. Daniel Carter, Bud Dulaney, John J. Purcell IV, Sylvia Rigsby, Council members; Jeff Gore, Legal Counsel; Elizabeth T. Nelson, Town Manager; Jessica M. Ellis, Clerk/Treasurer; Kellye Throckmorton, Administrative Assistant

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**Absent:** None.

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**Also in Attendance:** Sergeant Tussing, Town of Louisa Police Department; John Robins, Town of Louisa Project Manager; Allen Jennings and Thomas Satchell adjacent town property owners to 114 Jefferson Hwy; Louisa County Sheriff Donnie Lowe; Tanya Miller, Director of Communications, Louisa County Sheriff's Dept.; Jim Kogle, Louisa County Crime Solvers

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

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Mayor Nuckols called the Louisa Town Council meeting to order at 6:01 p.m.

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**BUSINESS FROM THE FLOOR**

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None.

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**CONSENT AGENDA**

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Mrs. Nelson added the need for a discussion on the rezoning public hearing under New Business as item no. 2.

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Council member Lassiter made the motion to approve the agenda as amended. Council member Rigsby seconded the motion. The vote

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went as follows: 5-0 in favor.

**PRESENTATION**

Jim Kogel, co-chair of the Louisa County Crime Solvers Officer of the Year Committee, presented Sergeant Terry Tussing with the Officer of the Year award for her dedication and service to the town and county of Louisa.

**PUBLIC HEARING**

***USDA, Rural Development Intent to Apply for Funding/Water Infrastructure Project***

Mrs. Nelson reported that the town intends to apply for a USDA RD loan to fund a proposed water infrastructure project that would entail replacing aging water lines throughout the town’s water system. Mrs. Nelson stated that the town would like to take advantage of the low interest rates.

Mayor Nuckols opened the public hearing at 6:11 pm asking if there was anyone present who would like to speak for or against the intent to apply. Hearing no response, Mayor Nuckols closed the public hearing at 6:11 pm.

***Rezoning Request – Mohammad Zahir Zaheer, 114 Jefferson Hwy, Louisa Virginia***

Mrs. Nelson reported that Mr. Zahir Zaheer is in attendance this evening and is seeking approval of a rezoning and special use permit to operate an automotive sales and service business at 114 Jefferson Hwy. Mrs. Nelson stated that the property is currently zoned light commercial, but would need approval to be rezoned general commercial with a special use permit to allow the sale of vehicles. Mrs. Nelson reported that The Planning Commission met last month on the matter and recommended approval to Council.

Mayor Nuckols opened the public hearing at 6:13 pm asking if there

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2 was anyone present who would like to speak for or against the  
3 rezoning and special use permits. Mr. Zahir Zaheer then stood and  
4 addressed Council echoing Mrs. Nelson's report. Following Mr. Zahir  
5 Zaheer, Mr. Thomas Satchell, co-owner of the adjacent property  
6 stood before Council and spoke of his concerns regarding the noise  
7 emitted from the mechanical tools used in the garage and the  
8 possibility of interference with services being conducted at his funeral  
9 home. Hearing no further comments, Mayor Nuckols then closed the  
10 public hearing at 6:16 pm.

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12 **OLD BUSINESS**

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14 **1) Discussion/Action: Change Order – Sewer System**  
15 **Improvements**

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17 Mrs. Nelson reported that there was a contingency fund balance  
18 that allowed for additional relining and manhole rehabilitation on  
19 West Street and Meadow Avenue, and noted that all contingency  
20 funds have now been spent. Mrs. Nelson added that the substantial  
21 completion date for the project is June 18, 2021. Mrs. Nelson also  
22 made mention of John Robins' attendance at the meeting and stated  
23 that he has joined the town staff on a part-time basis as the Project  
24 Manager until the sewer relining project is complete and would then  
25 also be able to serve as an inspector for the town in the future, which  
26 will help the town with costs, etc.

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28 Council member Purcell reported that the Water & Sewer committee  
29 recommended approval of the change order.

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31 Council member Dulaney made the motion to approve the change  
32 order. Council member Carter seconded the motion. The vote went  
33 as follows: 5-0 in favor.

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35 **2) Discussion/Action: Budget Workshop Schedule**

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37 Mrs. Nelson reported that staff and the finance committee have met  
38 twice to review and discuss the proposed budget and felt that they  
39 were ready to schedule a full Council work session.

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2 Council and staff set a meeting for Friday, April 30, 2021 at 5:30.

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4 **NEW BUSINESS**

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6 **1) Discussion/Action: Recognition of Louisa County**  
7 **Communications Officers Resolution**

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9 Mayor Nuckols called for a motion to approve the resolution  
10 recognizing the Louisa County Telecommunications Officers of the E-  
11 911 Call Center in honor of National Public Safety  
12 Telecommunicators Week. Council member Carter made the motion.  
13 Council member Purcell seconded the motion. The vote went as  
14 follows: 5-0 in favor.

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16 Mayor Nuckols then read the resolution aloud as he presented it to  
17 Donnie Lowe, Louisa County Sheriff, and Tanya Miller, Louisa County  
18 Sheriff's Department Director of Communications.

19  
20 **2) Discussion/Action: Rezoning Request – Mohammad Zahir**  
21 **Zaheer, 114 Jefferson Hwy, Louisa Virginia**

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23 Council member Purcell reported that the Planning Commission held  
24 a public hearing to consider Mr. Zahir Zaheer's rezoning request and  
25 discussed his plans at length and posed several questions about his  
26 endeavor before voting to send their recommendation of approval to  
27 Council for consideration.

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29 Mr. Purcell and Mrs. Nelson both stated that all of the questions and  
30 concerns that were raised by the Planning Commission, and Mr.  
31 Satchell, such as mechanical noise, are addressed in town code.  
32 Mrs. Nelson also stated that work being done on vehicles would take  
33 place inside an enclosure/garage which would help to buffer the  
34 sound. Mrs. Nelson also noted that the Planning Commission  
35 meeting minutes were included in the packet.

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37 Mayor Nuckols questioned how many vehicles would be allowed to  
38 be on the lot – to which Mr. Zahir Zaheer responded that his dealer's  
39 license would allow a maximum of 30, but he only plans to have 10-

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2 12 on the lot. Mayor Nuckols expressed concerns with the number of  
3 cars allowed on the lot especially if several of them are broken  
4 down or in need of repair. Mrs. Nelson replied that the vehicles on  
5 the lot are to be functioning used cars and the turnaround time for  
6 repairs to sale is 2-3 weeks, as reported to the Planning Commission  
7 by Mr. Zahir Zaheer. Mr. Purcell also noted that the garage and car  
8 lot are located 169 feet from the roadway and is shielded by the  
9 primary residence, therefore it will not be seen from the right-of-way.  
10 Council member Rigsby questioned the hours of the business and  
11 how it may affect the surrounding properties. Mr. Zahir Zaheer  
12 responded that he will set normal business hours for sales and  
13 service, and Mrs. Nelson responded that most of the property in the  
14 general area is zoned light commercial, except for the back side, and  
15 the code requires at least a natural 50 foot buffer and/or a privacy  
16 fence with a 25 foot buffer – to which Mr. Zahir Zaheer has a large  
17 vegetative buffer that is within code requirements.

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19 Council member Carter then made the motion to approve the  
20 rezoning request. Council member Purcell seconded the motion.  
21 The vote went as follows: 5-0 in favor.

## 22 23 **STANDING COMMITTEE REPORTS**

### 24 25 **Police Matters Committee**

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27 Council member Dulaney reported that the committee met on March  
28 29, 2021 and discussed staffing, the selection process for the Chief of  
29 Police position, the request for budgetary support, the body worn  
30 camera grants, and crime prevention programs.

### 31 32 **Finance Committee & Refuse, Recycling, and Litter Committee**

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34 Council member Rigsby reported that a dual committee meeting was  
35 held last week wherein: the budget and CIPs were reviewed and  
36 discussed to prepare for a full Council work session; and the contract  
37 with Updike is up for renewal and suggestions were made to Updike  
38 to better the contract and can be discussed in the upcoming full  
39 Council work session.

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**STAFF REPORTS**

**Police:**

Sergeant Tussing reported the following:

- The town was awarded the body worn camera grant, and it will help purchase two more cameras.
- All of the vehicle cameras have been installed.
- The town received a grant for substantial risk orders and will be used for training.

**Legal Counsel:**

No report.

**Clerk/Treasurer:**

No report.

**Manager:**

Mrs. Nelson reported that she has been in discussion with Cindy Hines with USDA RD in regards to the deferral program. Ms. Hines stated that they will be extending the program and is an option for the town – something to discuss at the budget work session.

**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 a candidate for Police Chief. Council member Rigsby seconded the motion. The vote went as follows: 5-0 in favor.

Council went into closed session at 6:43 p.m.

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**OPEN SESSION**

Council returned to regular session at 7:17 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 motion. Council member Purcell seconded the motion. The vote went as follows: Carter, for; Rigsby, for; Purcell, for; Lassiter, for; Dulaney, for (5-0 in favor).*

**ACTION:**

No action took place following closed session.

**COMMUNICATIONS**

None.

**ADJOURNMENT**

Council member Dulaney made the motion to adjourn the meeting at 7:18 p.m. Council member Lassiter seconded the motion.

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Mayor

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Clerk