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**Town of Louisa
Monthly Meeting
May 17, 2022**

Present: R. Garland Nuckols, 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; John Robins, Project Manager

Absent: Jessi Lassiter, Vice-Mayor; Craig Buckley, Chief of Police

Also in Attendance: Steve Wunsh, town business owner at 313 E Main Street and Louisa County resident; Austin Miller, town property owner at 203 Cutler Ave

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

Steve Wunsh, local business owner and county resident, stood and addressed Council expressing his displeasure with the recent removal of items from graves at Hillcrest Cemetery. Mr. Wunsh took a few moments to speak of his loved one and explain why the items were placed on the grave, then stated how it upset him to have them removed. He asked Council to readdress their policy.

CONSENT AGENDA

Mrs. Nelson reported that a name change correction was made to the April minutes - they were reprinted and included in the supplemental packet for approval. She also made note of charges on the bill list from an emergency sewer line repair that exceeds the Town Manager's spending authority.

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2 Council member Dulaney made the motion to approve the amended
3 agenda. Council member Purcell seconded the motion. The vote
4 went as follows: 3-0 in favor.

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6 *(Council member Riggsby arrived following the motion to approve the*
7 *consent agenda.)*

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9 **PUBLIC HEARING**

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11 **1) SUP 2022-02: A Special Use Permit application submitted by**
12 **Austin Miller (Tax Map 40A2 1 4, Deed Book 1774/394, Lot 4)**
13 **located at 203 Cutler Avenue, Louisa, Virginia in the Light**
14 **Commercial zoning district, which allows various uses by**
15 **special use permit. The application is to facilitate the use of**
16 **lot 4 to construct a multifamily dwelling (duplex) as outlined**
17 **in Town Code 165-38; B (10).**

18
19 Mayor Nuckols introduced the public hearing and asked Mr. Miller to
20 speak about the proposed duplex.

21
22 Mr. Miller explained that his project, located at 203 Cutler Avenue,
23 meets the required setbacks as set forth in the town code under
24 Light Commercial zoning specifications. Mr. Miller stated that the
25 dwelling will be two-story, will consist of two bedrooms with 1 ½ baths
26 in each unit, and plans to live in one of the units and rent out the
27 other.

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29 Mr. Nelson reported that the Planning Commission had met on the
30 matter and held a public hearing wherein they subsequently voted
31 to recommend approval of the SUP to Council - by unanimous vote.

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33 Mayor Nuckols opened the public hearing at 6:11 pm asking if there
34 was anyone present that would like to speak for or against the SUP.
35 Hearing no response, he closed the hearing at 6:12 pm.

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37 **2) Fiscal Year 2022-23 Budget and Water/Sewer Rate Ordinance**
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2 Mrs. Nelson reported that the budget, including tax levies and fees for
3 utilities and services, had been advertised as required by town code
4 with the changes outlined by Council at the April 19th meeting. Mrs.
5 Nelson noted that, at this time, only the public hearing was necessary
6 for public comment, and that Council would vote on the budget and
7 ordinance at the June 21st meeting.

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9 Mayor Nuckols opened the public hearing at 6:13 pm asking if there
10 was anyone present that would like to speak for or against the
11 proposed FY 2022-2023 budget. Hearing no response, he closed the
12 hearing at 6:14 pm.

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14 **OLD BUSINESS**

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16 **None.**

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18 **NEW BUSINESS**

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20 **1) Discussion/Action: SUP 2022-02: A Special Use Permit**
21 **application submitted by Austin Miller (Tax Map 40A2 1 4,**
22 **Deed Book 1774/394, Lot 4) located at 203 Cutler Avenue,**
23 **Louisa, Virginia in the Light Commercial zoning district,**
24 **which allows various uses by special use permit. The**
25 **application is to facilitate the use of lot 4 to construct a**
26 **multifamily dwelling (duplex) as outlined in Town Code 165-**
27 **38; B (10).**

28
29 Council member Carter made the motion to approve the SUP
30 application submitted by Austin Miller. Council member Dulaney
31 seconded the motion. The vote went as follows: 4-0 in favor.

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33 **2) Discussion/Action: Employee Paid Time Off Carryover/Pay**
34 **Out**

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36 Mrs. Nelson reported to Council that, due to unforeseen staffing
37 issues over the past year, employees of the town's public works
38 department have not been able to take paid time off as desired. She
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2 explained that this poses a problem as we approach June 30th
3 because some staff members stand to lose accrued time off,
4 therefore, she suggested that employees that are in a “use or lose”
5 situation be allowed to decide for themselves whether if they would
6 prefer to be paid out for the time they would lose, or prefer to carry
7 the time over into the next fiscal year. Mrs. Nelson noted that if the
8 employee chose to be paid out, they would be paid out this fiscal year
9 using funds available from unused salaries.

10
11 Following a brief discussion, Council member Dulaney made the
12 motion to follow the Town Manager’s suggestion. Council member
13 Carter seconded the motion. The vote went as follows: 4-0 in favor.

14 15 **STANDING COMMITTEE REPORTS**

16 17 **1) Cemetery Committee**

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19 Council member Rigsby reported that the committee met and
20 discussed the signage at Hillcrest Cemetery and the upcoming
21 beautification efforts surrounding the columbarium. Ms. Rigsby
22 expressed the town’s apologies for any upset that was caused as a
23 result of the removal of items from the cemetery. Ms. Rigsby stated
24 that the committee discussed ways in which the town could further
25 enhance notification of the rules set forth in the town code. She noted
26 that, currently, there is just one large sign at the main entrance of the
27 cemetery and that the committee is recommending the placement of
28 additional signage at all entrances in hopes that more visitors will
29 take notice. Ms. Rigsby also noted that the town will work towards
30 being more consistent in its efforts to follow code and keep the
31 cemetery maintained.

32 33 **STAFF REPORTS**

34 35 **Police:**

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37 Chief Buckley was not in attendance, but his monthly report was
38 included in the Council packet.
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Council member Dulaney took a moment to report that he has been in communication with Tom Leary recently and wanted to relay that Tom was pleased with the police department's progress in completing the required policies to attain accreditation. Mr. Dulaney stated that they hope to have a mock review/assessment early next year.

Project Manager:

Mr. Robins briefly reviewed his report that was submitted in the Council packet and added that he would be reaching out to plan a water and sewer committee meeting soon.

Legal Counsel:

No report.

Clerk/Treasurer:

No report.

Manager:

Mrs. Nelson reported:

- The Chamber of Commerce will be attending the June meeting to report on the main street project.
- FEMA reimbursement procedures are underway for snow and tree/brush removal as a result of winter storm Frida.
- Town staff is looking for willing participants to help serve on a planning committee for the town's 150th Anniversary celebration that will take place next spring/summer.

COMMUNICATIONS

Council member Dulaney requested that Mrs. Nelson reach out to Mr. Wunsh regarding his cemetery concerns.

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ADJOURNMENT

Council member Dulaney made the motion to adjourn the meeting at 6:24 p.m. Council member Carter seconded the motion.

Mayor

Clerk