



Louisa Town Council – Regular Meeting
212 Fredericksburg Avenue
Louisa, Virginia 23093
Tuesday, December 16, 2025

I: Call to Order - 6:00 PM

II: Administrative Items:

1. Invocation
2. Pledge of Allegiance
3. Adoption of the Agenda
4. Consent Agenda Items
 - a. Consideration of Accounts and Appropriations
 - b. Approval of Minutes: November 18, 2025

III: Public Comment:

This section of the Council meeting provides citizens the opportunity to discuss matters, which are not listed on the printed agenda. Any person wishing to bring a matter to the Council's attention under this section of the agenda should: (1) State their name and address; (2) State the matter that they wish to discuss and what action they would like the Council to take. When appropriate or if requested, we will respond to direct questions in writing. Please limit comments to 3 minutes or less.

IV: Presentation:

1. Karen Walsh: Louisa Art's Center

IV: New Business:

1. Discussion and Action: Holiday Schedule
2. Strategic Needs Assessment
3. Discussion and Action: County Planning Commission Appointment
4. Discussion and Action: Police Department Surplus Vehicles
5. Discussion and Action: Land Use Resolution

V: Standing Committee Reports:

1. Personnel Committee
2. Legal Matters Committee

3. Trash, Recycling & Litter Committee
4. Finance Committee
5. Cemeteries Committee
6. Streets & Sidewalks Committee
7. Water & Sewer Committee
8. Police Committee

VI: Reports from Staff:

1. Police Chief
2. Public Works Superintendent
3. Legal Counsel
4. Clerk
5. Treasurer
6. Town Manager

VII: Comments/Discussion by Members of Town Council

VIII: Adjournment

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Town of Louisa
Town Council Monthly Meeting
November 18, 2025

Present:

Ashley Michael, Mayor;
Vicky Harte, Vice-Mayor;
Danny Crawford, Roger Henry, Sylvia Rigsby,
John J. Purcell IV Council members;
Jeff Gore, Legal Counsel.

Also in Attendance:

Stuart Turille, Town Manager;
Stephanie Dorman, Clerk;
Anthony Larry, Director of Public Works;
Martin Nachtman, Chief of Police.

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

Mayor Michael called the Louisa Town Council Meeting to order at 6:03 PM and led the Invocation as well as the Pledge of Allegiance.

ADOPTION OF AGENDA:

- Added under “New Business”:
Turrill Emergency Director Resolution
Parade Float Funding
Added under “Standing Committee Reports:
• Police Committee
Motion to adopt as amended.

1 Motion made by Henry, Seconded by Purcell.

2 Voting For: Crawford, Harte, Henry, Purcell.

3

4 **CONSENT AGENDA ITEMS:**

5 Minutes amended to change “subdivision” to “duplex.”

6

7 Motion to adopt consent agenda items as amended.

8 Motion made by Henry, Seconded by Purcell.

9 Voting For: Crawford, Harte, Henry, Purcell.

10

11 **BUSINESS FROM THE FLOOR:**

12 Jennifer Kilel, thanked Council for their support and noted ongoing delays in receiving her
13 certificate of occupancy. She explained that although they have received inquiries from
14 potential patients, they are unable to accept them until all required licensures are finalized.
15 She also expressed that she sees opportunities for continued growth of medical facilities
16 within the Town.

17 **PRESENTATION:**

18 **Course Vector: Video Hosting Platforms**

19 Gabriel, representing Course Vector, responded to Council’s questions regarding the
20 various video-hosting options under consideration. He provided an explanation of each
21 platform and outlined the respective advantages and disadvantages.

22 Motion to use Vimeo Standard.

23 Motion made by Purcell, Seconded by Crawford.

24 Voting For: Purcell.

25 Voting Against: Crawford, Harte, Henry, Rigsby.

26

27 Motion to use YouTube.

28 Motion made by Henry, Seconded by Rigsby.

29 Voting For: Crawford, Harte, Henry, Rigsby.

30 Voting Against: Purcell.

31

32 **PUBLIC HEARING:**

1 **Charter Update:**

2 The Town Attorney provided Council with an overview of the next steps in the charter
3 update process as it moves to the General Assembly for consideration. He explained that
4 the proposed amendments primarily remove outdated provisions and align the charter with
5 current Virginia law.

6 Mayor Michael opened the public hearing at 6:54 p.m.; with no individuals signed up to
7 speak, he closed the hearing at 6:55 p.m. Councilmember Henry asked for clarification
8 regarding the provision referencing a police chief and whether it would obligate the Town to
9 maintain a police department. The Town Attorney confirmed that including this provision
10 does not require the Town to operate a police department.

11 Motion to accept Charter as written.

12 Motion made by Harte, Seconded by Purcell.

13 Voting For: Purcell Harte, Henry, Rigsby.

14 Voting Against: Crawford.

15

16 **OLD BUSINESS:**

17 **Water Sewer Infrastructure Project Manager Thrasher Update**

18

19 Eric Sherrard, a representative from Thrasher, provided an update on the outstanding
20 projects. Although the project start dates have been delayed, they are still expected to be
21 completed within the original timeline. The anticipated start date is December 8, 2025,
22 with paving scheduled for completion in the spring.

23

24 **Water Main Replacement Project Manager Update**

25

26 Aziz Ahmed, the CHA representative, provided an update on their five outstanding projects,
27 four of which are ARPA-funded. All projects remain on schedule and within budget.

28

29 **Final Vision Statements**

30 The Town Manager presented the updated Final Vision Statements.

31

32 Motion to adopt the Vision Statements.

33 Motion made by Harte, Seconded by Henry.

34 Voting For: Purcell Harte, Henry, Rigsby, Crawford.

35

1 **NEW BUSINESS:**

2 **Discussion and Action: Water Disconnection Policy**

3

4 Staff presented a water disconnection policy to streamline the water disconnection
5 process by establishing clear timelines and defined authorities.

6

7 Motion to approve Water Disconnection Policy as presented.

8 Motion made by Purcell, Seconded by Rigsby.

9 Voting For: Crawford, Harte, Henry, Purcell, Rigsby.

10

11 **Discussion and Action: Christmas Parade Permit Application**

12

13 Chief Nachtman presented the Christmas Parade Permit Application.

14

15 Motion to approve the Christmas Parade Application.

16 Motion made by Rigsby, Seconded by Purcell.

17 Voting For: Purcell Harte, Henry, Rigsby, Crawford.

18

19 **Discussion and Action: 2025 VML Audit Assistance Agreement**

20

21 The Town Manager presented the need for VML to assist with the 2025 audit and the
22 previous year's budget. VML will also assist with training the Treasurer.

23

24 Motion to approve 2025 VML Audit Assistance Agreement

25 Motion made by Harte, Seconded by Purcell.

26 Voting For: Crawford, Harte, Henry, Purcell, Rigsby.

27

28 **Discussion Committee Assignments Timing**

29

30 The Mayor advised Council the committee assignments will occur during the January
31 organizational meeting.

32

33 **Special Committees Creation**

34

35 The Mayor provided an objective plan for two new committees, 1) Business Committee
36 Advisory Committee and, 2) Downtown Events and Community Engagement Committee. She
37 plans to assign people to these committees.

1

2 Council discussed whether the formation of these new committees might create overlap or
3 duplication of efforts with the committees that were established during the recent retreat.

4

5 **Discussion and Action: Economic Development Authority Appointment**

6

7 Motion to appoint Scott Jordan to the Economic Development Authority.

8 Motion made by Henry, Seconded by Purcell.

9 Voting For: Harte, Henry, Purcell, Rigsby.

10 Voting Against: Crawford

11

12 **Turrill Emergency Director Resolution**

13

14 Council reviewed the resolution and amended it to read “Director of Emergency
15 Management.”

16

17 Motion to accept resolution as amended.

18 Motion made by Harte, Seconded by Rigsby.

19 Voting For: Harte, Henry, Purcell, Rigsby, Crawford.

20

21 **Parade Float Funding**

22

23 Councilmember Henry and Vice Mayor Harte requested Council’s approval of \$1,000 to
24 support the Christmas float. Following a discussion regarding potential funding sources,
25 Council reached a consensus to allocate \$500 for the project.

26

27 Motion to support the float in the amount of \$500.

28 Motion made by Harte, Seconded by Henry.

29 Voting For: Harte, Henry, Purcell, Crawford.

30 Voting Against: Rigsby.

31

32 **STANDING COMMITTEE REPORTS:**

33 **Personnel Committee**

34 Nothing to report at this time.

35 **Legal Matters Committee**

36 Nothing to report at this time.

1 **Trash, Recycling & Litter Committee**

2 Nothing to report at this time.

3 **Finance Committee**

4 Nothing to report at this time.

5 **Cemeteries Committee**

6 Nothing to report at this time.

7 **Streets & Sidewalks Committee**

8 Nothing to report at this time.

9 **Water & Sewer Committee**

10 Nothing to report at this time.

11 **Police Committee**

12 The Committee will be meeting regarding staffing and salaries.

13 **STAFF REPORTS:**

14 **Police:**

15 Martin Nachtman, Chief of Police, provided the Police Report.

16 In addition to his written report, the Chief added that an officer has resigned. He also
17 reported on the break-ins that happened in Countryside.

18 **Public Works:**

19 Anthony Larry, Director of Public Works, provided the Public Works Report.

20 In addition to his written report, he added that the report from the DEQ showed there were
21 no contaminants in the water system.

22 **Counsel:**

23 Nothing to report at this time.

24 **Treasurer:**

25 Was not present to provide a report.

26 **Clerk:**

1 Stephanie Dorman, Clerk, provided the Clerk report.
2 In addition to her written report, she advised Council of issues with the website domain.
3

4 **Town Manager:**

5 Stuart Turille, Town Manager, read his submitted report.

6 **CLOSED SESSION:**

7 In accordance with Virginia Code §2.2-2711(A)(7) for discussion with legal counsel
8 regarding pending litigation in the matter of RTW Construction v. Town of Louisa.

9
10 Motion made by Harte, Seconded by Purcell.
11 Voting For: Crawford, Harte, Henry, Purcell, Rigsby.

12

13 **Certification:**

14 Motion to certify closed session and to come back into session.
15 Voting to certify closed session: Crawford, Harte, Henry, Purcell, Rigsby.

16

17 **Comments by Members of Town Council**

18 Vice-Mayor Harte welcomed Mayor Michael to Council.

19 **ADJOURNMENT**

20 Motion to adjourn.
21 Motion made by Purcell, Seconded by Rigsby.
22 Voting For: Crawford, Harte, Henry, Purcell, Rigsby.
23 Council adjourned at 9:00 PM.

24

25

26

27 Mayor

Clerk

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29



A RESOLUTION TO APPROVE THE 2026 HOLIDAY SCHEDULE

WHEREAS, the Louisa Town Council requests the holiday schedule for the upcoming year be submitted for approval; and

WHEREAS, the proposed 2026 holiday schedule follows this resolution; and

NOW, THEREFORE, BE IT RESOLVED, on this 16th day of December 2025, that the Mayor and Town Council of the Town of Louisa, Virginia hereby approves the 2026 holiday schedule.

Approved by the Town Council for the Town of Louisa,
Virginia on this 16th day of December 2025.

Ashley Michael, Mayor

ATTEST:

Stephanie Dorman, Clerk



Town of Louisa 2025 Holiday Schedule

Holiday	Date
New Year's Day	Thursday, January 1, 2026
Martin Luther King Jr. Day	Monday, January 19, 2026
Presidents' Day	Monday, February 16, 2026
Memorial Day	Monday, May 25, 2026
Juneteenth	Friday, June 19, 2026
Independence Day	Friday, July 3, 2026
Labor Day	Monday, September 7, 2026
Columbus Day	Monday, October 12, 2026
Election Day	Tuesday, November 3, 2026
Veterans Day	Wednesday, November 11, 2026
Thanksgiving – Half Day	Wednesday, November 25, 2026
Thanksgiving Day	Thursday, November 26, 2026
Day after Thanksgiving	Friday, November 27, 2026
Christmas Eve	Thursday, December 24, 2026
Christmas Day	Friday, December 25, 2026
New Year's Eve (Half Day)	Thursday, December 31, 2026



LOUISA TOWN COUNCIL
AGENDA ITEM REPORT
Meeting Date: 12/16/2025

Item: Strategic Needs Assessment

Background:

In my first 60 days here I have discussed outstanding issues and directions with Elected officials, staff and citizens. Upon reflection, I present the Strategic Needs (not day-to-day operational needs) that we need to address and to which we need to devote our energies in the upcoming year.

Recommended Action:

Review list of items and determine if:

1. If the list is inclusive.
2. If any should be added or deleted.

Attachments:

TBD—Strategic Needs list

Sec. 2-67. - Planning commission.

(a)

The planning commission shall continue in existence and shall continue to have all the powers and perform all the duties prescribed for local planning commissions in Code of Virginia §§ 15.2-2210 et seq., and other state laws relating to local planning commissions.



**LOUISA TOWN COUNCIL
AGENDA ITEM REPORT
Meeting Date: 12/16/2025**

Background:

John Purcell will be stepping down as the Town's liaison for the County Planning Commission. County Bylaws indicate that a new representative would be appointed in January to serve a one-year term

Recommended Action:

Move to appoint a Town Liaison to the County Planning Commission

Attachments:

County Planning Commission Ordinance describing the appointment and responsibilities of the Liaison appointment. I have highlighted the relevant information to the Town Liaison position.

Sec. 2-67. - Planning commission.

(a)

The planning commission shall continue in existence and shall continue to have all the powers and perform all the duties prescribed for local planning commissions in Code of Virginia §§ 15.2-2210 et seq., and other state laws relating to local planning commissions.

(b)

The planning commission shall consist of 12 members who shall be appointed for the terms of the office and with such authority as hereinafter provided:

(1)

One member shall be appointed for a four-year term for each election district in the county by the board of supervisors, upon recommendation by the member of the board of supervisors of each district. The term of office for such commission member shall be concurrent with the term of the member of the board of supervisors for such district and shall end upon the death, resignation, removal or the expiration of the term of the member of the board of supervisors for such district.

(2)

One member shall be a member of the board of supervisors who shall be appointed as a liaison member for the planning commission for a term of one year at the first meeting of the board of supervisors in January. Such member may participate in discussion of all matters before the planning commission, but shall not be entitled to vote on any matter.

(3)

One member shall be a member of the Mineral Town Council and shall be appointed for a one-year term each January by the Mineral Town Council and one member shall be a member of the Louisa Town Council appointed for a one-year term each January by the Louisa Town Council. The member appointed for the Town of Louisa shall only participate in discussion of those matters related to land use within the Town of Louisa and within two miles of the corporate limits of the Town of Louisa. The member appointed for the Town of Mineral shall only participate in discussion of those matters related to land use within the Town of Mineral and within two miles of the corporate limits of the Town of Mineral. These two members shall not be entitled to vote on any matter.

(Res. of 4-6-15(2015-86), Att.(§ 2-420))

State Law reference— Code of Virginia, §§ 15.2-2210 et seq., 15.2-2223 et seq.

2010	Ford	Crown Victoria	2FABP7BV5AX106698	82,699 miles
2010	Ford	Crown Victoria	2FABP7BV7AX106797	Unknown miles
2006	Chevy	Tahoe	1GNEK13ZX61164348	137,939 miles
2010	Ford	Crown Victoria	2FABP7BV0AX112666	Unknown miles



A RESOLUTION TO SUPPORT LOCAL LAND USE

WHEREAS, The preservation of rural lands and open space is a top priority for the Town of Louisa; and

WHEREAS, Local control over land use is vital to this effort; and

WHEREAS, There is limited agricultural land and open space within the Town of Louisa; and

WHEREAS, Louisa Town Council firmly supports maintaining local control and, and associated decisions, over land use; and

WHEREAS, Louisa Town Council believes that local government is the closest form of government for citizens; and

WHEREAS, Local Government is closely connected with land use issues and addressing challenges the community faces; and

WHEREAS, Louisa Town Council asks the Commonwealth to resist preempting or circumventing land use authorities; and

FURTHER, Louisa Town Council asks the Commonwealth that local authorities maintain land use authority.

NOW, THEREFORE, BE IT RESOLVED, on this 16th day of December 2025, that the Mayor and Town Council of the Town of Louisa, Virginia hereby supports local authorities having land use control.

Approved by the Town Council for the Town of Louisa,
Virginia on this 16th day of December 2025.

Ashley Michael, Mayor

ATTEST:

Stephanie Dorman, Clerk

DRAFT FROM LEGAL COMMITTEE 12/09/2025

TOWN OF LOUISA, VIRGINIA

LEGISLATIVE PRIORITIES – 2026 SESSION OF THE
VIRGINIA GENERAL ASSEMBLY

ADOPTED: 12/16/2025

The following legislative priority from the Town Council for the Town of Louisa, Virginia has been adopted for the upcoming session of the 2026 Virginia General Assembly.

Rural Preservation and Local Zoning Control

The preservation of rural lands and open space is a top priority for the Town of Louisa, and local control over land use is vital to this effort. Louisa, Virginia is a small town with limited agricultural land and limited open space within our boundary. The Town Council firmly supports our maintaining local control over land use and associated decisions. Local governments are the closest and most accessible form of government for their citizens and are more connected with the land use issues and associated challenges facing their communities. As such, localities are best positioned to undertake planning and land use decisions. The Commonwealth should staunchly resist preempting or circumventing land use authorities and maintain/support for local authority in this regard.

Respectfully,

Vicky A Harte (Legal Committee Chair)

The Town of Louisa, Virginia

Incorporated 1873

P.O. Box 531
212 Fredericksburg Avenue
Louisa, Virginia 23093



Phone: (540) 967-1400
Fax: (540) 967-9580
www.louisatown.org

To: Mayor Michael and Town Council Members
From: Martin Nachtman, Chief of Police
Date: December 8, 2025
Re: Staff Report

During our recent meeting with VDOT, I inquired about the possibility of painting a “Do Not Block” box in front of the Police Department’s entrance/exit to address ongoing issues during rush hour and other periods of heavy traffic, when our emergency vehicles are unable to exit the parking lot.

Additionally, I requested that VDOT evaluate the feasibility of allowing the installation of live speed signs at the town’s entry points and potentially other locations. VDOT will follow up with us regarding feasibility and approval.

We are continuing our recruitment efforts to fill the four current vacancies within the Police Department.

On December 20th at 4:00 PM, we will be assisting with the 5K run in the fairgrounds area; the event is expected to last approximately one hour. The required VDOT permit has been secured.

Lastly, the Christmas Tree Lighting, Christmas Parade, and Festival all went well without any reportable incidents. I would like to thank Public Works for their efforts on both days, especially given the additional weather challenges that arose.

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To: Mayor Michael and Town Council Members
From: Anthony Larry, Superintendent of Public Works
Date: December 8, 2025
Re: Staff Report

Public Works

- The following routine operations were performed: Miss Utility tickets, Work Orders, installation and repair of meters, record management. The meter reads and re-reads.
- Assisted CHA with the Asset Management Project
- Continued addressing and investigating the Cutler Avenue Sewer Issue.
- Graded and overseeded all 1-foot sidewalk strips.
- Continuing maintenance of sewer backups at numerous locations on East Main Street.
- Began Painting Street Curbs throughout the Town

Facilities

- Replaces security light and multiple bulbs at the Town of Louisa PD
- Corrected issue at Public Works Shop Sink.

Personnel

- Regularly Scheduled Weekly Safety Meetings.

Upcoming Meetings:

1. January 20, 2025 @ 6:00pm– Regular Scheduled Meeting

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Incorporated 1873

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To: Mayor Michael and Town Council Members
From: Stephanie Dorman, Clerk
Date: December 8, 2025
Re: Staff Report

FOIA:

1. I received two FOIA requests this month.

Council:

1. Still working with IT to obtain email addresses for Council and Planning Commission.

Administration:

1. Trained Deputy Clerk on how to run Planning Commission meetings.
2. Created water cut off schedule.
3. Working with BAI to create a standard cut off letter.
4. Met with Course Vector.

Upcoming Meetings:

1. January 20, 2025 @ 6:00pm– Regular Scheduled Meeting