# Town of Louisa
# Monthly Meeting
# January 19, 2016

**Present:** R. Garland Nuckols, Mayor; Matthew L. Kersey, Vice-Mayor; Mary Jane Clarke; Warren D. Gehle, A. Daniel Carter, Andrew G. Wade Council Members; Tom Filer, Town Manager; Jessica M. Ellis, Clerk; Elizabeth T. Nelson, Treasurer; M. Brad Humphrey, Public Works Director; Ronnie Roberts, Chief of Police

**Absent:** None

**Also in Attendance:** 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 7:04 p.m.

## BUSINESS FROM THE FLOOR

None.

## CONSENT AGENDA

Mr. Filer noted that there were a few items that needed to be added to the agenda: 1) Swearing in of a new Police Officer; 2) Budget Line Item Adjustment; 3) Closed Session - as permitted by Virginia Code 2.2-3711 (A) (1), a personnel matter involving: performance evaluation or job assignments of specific employees.

Council member Clarke made the motion to approve the consent agenda. Council member Wade seconded the motion. The vote went as follows: Kersey, for; Clarke, for; Gehle, abstain; Carter, for; Wade, for.

## PRESENTATION

### Swearing in Ceremony

Mayor Nuckols conducted the swearing in ceremony of new Police Officer Aaron Adams and welcomed him to the Town of Louisa.

## OLD BUSINESS

None.

## NEW BUSINESS

### 1) Discussion/Action: Appointment of Liaison to Louisa County Planning Commission

Council member Wade made the motion nominating Mayor Nuckols continue to serve as the liaison for the Town on the Louisa County Planning Commission. Council member Carter seconded the motion. The vote went as follows: 5-0 in favor.

### 2) Discussion/Action: Water Leak Billing Policy

A lengthy discussion was held between Council and staff regarding the Town's water leak policy and what surrounding localities have in place. Mr. Filer provided Council with several options to change the policy, if desired.

Council member Gehle made the motion to leave the existing policy as it stands. Council member Clarke seconded the motion. The vote went as follows: 5-0 in favor.

### 3) Discussion/Action: Notice of May 2016 Town Council Election

Mr. Filer informed Council that Town Council Elections will be held on Tuesday, May 2, 2016.

**4) Discussion/Action: Budget Line Item Adjustment Authorization**

Mr. Filer stated that this item was mentioned by Council member Wade at a previous meeting and is being brought back to Council for discussion/action this evening. Mr. Filer gave examples of how giving him authorization to make small budget adjustments would be in the town's best interest, and stated that he would report any changes back to Council.

Council member Clarke made the motion authorizing the Town Manager to make adjustments within the budget up to $5000, and that he must report all changes to Council. Council member Carter seconded the motion. The vote went as follows: 5-0 in favor.

## STANDING COMMITTEE REPORTS

Police Department:

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

Chief Roberts reviewed the Police Department's report and fielded questions from Council.

Police Committee:

No report.

Water & Sewer Department:

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

Mr. Humphrey and read aloud from his report, highlighting areas of interest.

Litter Committee:

No report.

Streets & Sidewalks

No report.

Cemetery

No report.

## REPORTS FROM STAFF

Counsel

No report.

Clerk

No report.

Treasurer

No report.

Manager

Mr. Filer made mention of the following:

- A letter from Mr. Brat's office was included in the packet.
- A letter of activities from the TJPD was included in the packet.
- The Arts Center flyer of shows and activities was included in the packet.
- VDOT has taken down signs in town from the list Council reviewed/approved.
- Sheetz has now opened, and damage to a fire hydrant on the property is being addressed.
- The bidding process to obtain an auditing firm to perform the Town of Louisa audit is underway.
- The replacement of staff computer systems is almost complete.

- We are receiving bids for IT security and on call coverage for the office systems.

- The Town of Louisa's Facebook page is up and running.

- Research is still being conducted on how we can offer more/better credit card service options.

## CLOSED SESSION

Council Member Gehle 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: performance evaluation or job assignments of the Town Manager. Council member Kersey seconded the motion. The vote went as follows: 5-0 in favor.

Council went into closed session at 7:45 p.m.

## REGULAR SESSION

Council Member Clarke made the motion to go back in to Open Session. Council Member Gehle seconded the motion. The vote went as follows: 5-0 in favor.

Council returned to regular session at 8:16 p.m.

## CERTIFICATION OF CLOSED SESSION

*Council member Clarke 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 Gehle seconded the motion. The vote went as follows: Carter, for; Kersey, for; Clarke, for; Gehle, for; Wade, for (5-0 in favor).*

**ACTION:**

The following action took place following closed session:

Mayor Nuckols questioned if there were any items Council would like to add to the agenda/discuss before adjourning the meeting.

Council member Gehle then requested that they discuss the sign ordinance.

Mayor Nuckols deferred to Mr. Filer and Council member Wade for information from the Planning Commission meetings on the matter. Mr. Wade reported that the recommendation from the Planning Commission was not to change the existing ordinance. Mayor Nuckols then questioned where Council stood on the matter. Council member Kersey stated that he felt that there was more discussion from the Planning Commission on the matter than just a recommendation, and stated that he felt Council had not been privy to those discussions/minutes which he feels is necessary in order to make wise decisions. Council member Gehle requested that copies of the minutes be distributed to Council for review.

Mayor Nuckols then questioned, for clarity, what Council wanted to do about the matter while waiting to review minutes and make a formal decision. Council member Gehle stated that they had decided several months ago to leave the signs, etc. as they are until a decision had been made by Council. After some discussion, Mr. Gore stated that he felt Council needed to be specific about their intent and type of signage in a motion and vote on it.

Council member Wade made the motion stating that signage in violation of the code section 134-6 (A) until Council reconvenes and makes a decision on the matter. Council member Carter seconded the motion. The vote went as follows: 5-0 in favor.

**COMMUNICATIONS**

None.

## ADJOURNMENT

At 8:22 p.m., Council Member Wade made the motion to adjourn the meeting.

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Mayor Clerk