Board of Supervisors
County of Louisa
Monday, December 2, 2024
Louisa County Public Meeting Room
5:00 PM

CALL TO ORDER - 5:00 P.M.

Chairman Adams called the December 2, 2024, meeting of the Louisa County Board of Supervisors to order at 5:00 p.m.

Board Member Name	District	Status	Arrived
Duane A. Adams, Chairman	Mineral District	Present	5:00 PM
Tommy J. Barlow, Vice Chairman	Mountain Road District	Present	5:00 PM
Fitzgerald A. Barnes	Patrick Henry District	Present	5:00 PM
Christopher C. McCotter	Cuckoo District	Present	5:00 PM
H. Manning Woodward, III	Louisa District	Present	5:00 PM
R.T. Williams	Jackson District	Present	5:00 PM
Rachel G. Jones	Green Springs District	Present	5:00 PM

Others Present: Christian Goodwin, County Administrator; Patricia Smith, County Attorney; Chris Coon, Deputy County Administrator; Wanda Colvin, Deputy County Administrator/Director of Finance; Alexandra Stanley, Executive Assistant/Deputy Clerk; Griff Carmichael, Director of Human Resources; Chief Kris Hawk, Fire & EMS; and Scott Raettig, Director of Information Technology

CLOSED SESSION

On the motion of Mr. Barlow, seconded by Mr. Williams, which carried by a vote of 7-0, the Board entered Closed Session at 5:00 p.m. pursuant to the following subsections of Virginia Code §2.2-3711:

1. In accordance with §2.3711(A)(5), discussion concerning a prospective business or industry or the expansion of an existing business or industry, in the Mineral District, where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

REGULAR SESSION

On the motion of Mr. Williams, seconded by Mr. Barnes, which carried by a vote of 7-0, the Board voted to return to Regular Session at 6:00 p.m.

RESOLUTION - CERTIFICATION OF CLOSED SESSION

Voter	Role	Vote
Tommy J. Barlow	Voter	Yes/Aye
Fitzgerald A. Barnes	Seconder	Yes/Aye
R.T. Williams, Jr.	Mover	Yes/Aye
Christopher C. McCotter	Voter	Yes/Aye

Duane A. Adams	Voter	Yes/Aye
Rachel G. Jones	Voter	Yes/Aye
H. Manning Woodward, III	Voter	Yes/Aye

On the motion of Mr. Williams, seconded by Mr. Barnes, which carried by a vote of 7-0, the Board voted to adopt the following resolution:

WHEREAS, the Louisa County Board of Supervisors has convened a Closed Meeting this 2nd day of December 2024, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, §2.2-3712 of the Code of Virginia requires a certification by the Louisa County Board of Supervisors that such closed meeting was conducted in conformity with the Virginia Law.

NOW, THEREFORE BE IT RESOLVED on this 2nd day of December 2024, that the Louisa County Board of Supervisors does hereby certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting was heard, discussed or considered by the Louisa County Board of Supervisors.

ADMINISTRATIVE ITEMS - 6:00 P.M.

INVOCATION

Mr. Williams led the invocation, followed by the Pledge of Allegiance.

ADOPTION OF AGENDA

On the motion of Mr. Williams, seconded by Mr. McCotter, which carried by a vote of 6-0, the Board voted to adopt the December 2, 2024, agenda as amended, with the following changes:

- Added a discussion on gateway improvements and enhancements to information/discussion items; and
- Added a discussion on potential revenue increases to information/discussion items.

MINUTES APPROVAL

Board of Supervisors (BOS) - Regular Meeting – November 18, 2024

On the motion of Mr. Barnes, seconded by Mr. McCotter, which carried by a vote of 7-0, the Board voted to approve the minutes of the November 18, 2024, regular meeting.

BILLS APPROVAL

Resolution – To Approve the Bills for the Second Half of November 2024

On the motion of Mr. Barnes, seconded by Mr. McCotter, which carried by a vote of 7-0, the Board adopted a resolution approving the bills for the second half of November 2024.

CONSENT AGENDA ITEMS

On the motion of Mr. Barnes, seconded by Mr. McCotter, which carried by a vote of 7-0, the Board voted to adopt the Consent Agenda items for December 2, 2024, as follows:

1. Resolution – To Procced with Holly Grove Volunteer Rescue Stations' Plumbing Capital Project
2. Resolution – Authorizing Fire & EMS to Apply for an Assistance to Firefighter's Grant for Fire Equipment

RECOGNITIONS

(None)

PUBLIC COMMENT PERIOD

Chairman Adams opened the public comment period.

Ms. Marta Keane, CEO for JABA, appeared before the Board to thank them for their continued support of JABA. She announced her retirement and introduced Christine Evans as their new Chief Human Resources Officer.

Ms. Vicky Harte, Louisa District, talked about the Amazon data centers, eminent domain, and the power grid in Louisa County.

With no one else wishing to speak, Chairman Adams closed the public comment period.

INFORMATION/DISCUSSION ITEMS

Presentation – Fiscal Year 2024 Louisa County Annual Comprehensive Financial Report

Mr. Michael Lupton, CPA, MBA, The County's Audit Manager from Robinson, Farmer, Cox Associates, presented the County's Comprehensive Annual Financial Report for Fiscal Year 2024. He provided a PowerPoint presentation, which included an overview of the auditors and auditee's responsibilities, audit results, financial highlights, fund balance by type, and governmental fund revenues and expenditures.

Chairman Adams took a moment to commend Ms. Colvin and her team for continuing to do an outstanding job serving the citizens of Lousia County.

Discussion – Household Hazardous Waste Day

Mr. Goodwin highlighted a growing trend related to the County's household hazardous waste day, an event that has been successfully held for several years. He emphasized the program's popularity and effectiveness but noted that its associated costs have steadily increased as a result. To address this, he asked the Board to consider whether to maintain the current approach or explore cost-control measures, such as setting limits on the disposal of household hazardous items. Additionally, he proposed putting the service out to bid to identify potential vendors who might offer more competitive pricing.

Following a discussion among Board members, there was consensus to continue providing the service while pursuing the option of soliciting bids to potentially reduce costs.

Presentation – J. Sargeant Reynolds Community College Annual Update

Dr. Paula Pando, President of J. Sargeant Reynolds Community College (JSRCC), provided an engaging presentation on the recent and upcoming activities at the college. She shared insightful data on Louisa County's enrollment at JSRCC, including dual enrollment statistics with Louisa County High School, and underscored the college's pivotal role in cultivating essential workforce professionals such as welders, nurses, electricians, and biotechnologists. Dr. Pando emphasized the critical balance between career and technical education and baccalaureate pathways, reaffirming both as core components of the college's mission.

Highlighting key achievements, she noted the college's automotive program had earned the prestigious Toyota T10 accreditation, reflecting its commitment to excellence. Dr. Pando also outlined the institution's focus on expanding programs, offering flexible schedules, and providing robust support systems to meet diverse student needs. She championed the "earn and learn" model, which seamlessly combines practical experience with academic learning to better prepare students for their careers.

Dr. Pando concluded her remarks with heartfelt appreciation for the ongoing support and celebrated the transformative impact JSRCC continues to make in shaping a skilled workforce and fostering a vibrant community.

Discussion – Gateway Improvements and Enhancements

Discussion on planning and development, the concept of "gateways" was introduced. The concept focuses on enhancing the major entrances and growth areas of Louisa County. Key aspects that were discussed included traffic management, signage, aesthetics, and uniform landscaping. Recognizing the county's steady growth and the ongoing comprehensive plan review, the suggestion was made to explore incorporating gateway strategies into the county's development plans. Proposed improvements to create visually appealing and welcoming entrances and emphasized the importance of addressing these areas proactively to manage growth effectively.

The Board noted outdated or faded signs at county entrances, such as those on Route 15, as an area for improvement and suggested replacing old signage to align with the county's vision and to better represent its community identity.

Discussions on higher architectural and landscaping standards within overlay growth areas, such as Zion Crossroads and Lake Anna, to maintain aesthetic consistency. It was suggested creating a unique county logo, similar to neighboring localities like Hanover and Orange, to support tourism and brand identity.

It was noted that there is a missing directional signage for key destinations like Lake Anna, especially on major routes like 29, which receive significant traffic from Northern Virginia and beyond.

The Board directed staff to investigate and provide recommendations for gateway development and signage improvements. Emphasized the importance of public discussions and collaborative efforts to address these needs during the comprehensive plan review. The board expressed strong support for moving forward with gateway enhancements, recognizing this as an opportunity to reflect Louisa County's growth, attract visitors, and create a welcoming environment for residents and businesses alike.

Discussion – Potential Revenue Increases

Mr. Woodward proposed creating a board work group to strategize the management and usage of anticipated significant increases in county revenue over the next decade. This committee would work in collaboration with county staff and the Finance Committee to develop a long-term plan addressing county financial priorities.

The committee would aim to ensure the county leverages its financial growth responsibly, setting a foundation for sustainable development and addressing both current and future needs. The initiative reflects the Board's commitment to strategic governance and fiscal responsibility.

The proposed committee would include two board members working with county staff and the Finance Committee. The committee would focus on long-term financial planning, with a sunset clause of one year, allowing for rotation and broader input over time.

The Board agreed on the importance of proactive planning and the formation of the committee.

Chairman Adams appointed Mr. Woodward and Ms. Jones as the initial members, with terms ending in June of the following year. The chair for the next term will appoint two additional members for subsequent six-month rotations.

UNFINISHED BUSINESS

Discussion – Honorary Road Naming Policy

The Louisa County Board of Supervisors discussed updates and finalized the honorary road naming policy to provide clear and fair guidelines for recognizing individuals.

The expanded criteria now include military personnel and first responders who died in the line of duty while serving Louisa County and allows nominations for individuals with significant national or local recognition. Initially included to allow the Board to nominate individuals who may not meet established criteria but were deemed deserving of recognition. Concerns were raised about potential misuse or controversy if board discretion was exercised without proper guidelines.

Supervisor Barlow suggested requiring unanimous Board approval for any nominations under the discretion clause to ensure fairness and avoid controversy. After discussion, the Board decided to remove the discretionary clause altogether, relying solely on the outlined eligibility criteria.

The updated honorary road naming policy now establishes a structured and equitable process, ensuring that recognitions are based on predefined criteria. The Board emphasized the importance of honoring deserving individuals while maintaining transparency and consistency in decision-making.

On the motion of Mr. Woodward, seconded by Mr. McCotter, which carried by a vote of 7-0, the Board voted to approve the revised policy with the removal of the discretionary clause.

NEW BUSINESS/ACTION ITEMS

Resolution – Authorizing a Budget Supplement for the Purchase of New Electronic Pollbooks

The Board of Supervisors approved funding in the amount of $38,747.41 as part of the past few Fiscal Year's Capital Improvement Budgets for the Registrar's Office to replace electronic pollbooks when needed. The Registrar's current pollbooks are no longer supported by the equipment vendor, so replacement of the devices is needed as soon as possible. The Registrar's Office is requesting to proceed with the procurement of the pollbooks at this time in accordance with Louisa County Procurement guidelines. The cost of the new electronic pollbooks is $76,700 for equipment for the 14 precincts plus early voting including 2 ballot on demand printers. The Registrar's Office is also requesting a budget supplement in the amount of $37,952.59 in order to purchase the new pollbooks at this time versus waiting for the new fiscal year.

On the motion of Mr. Barnes, seconded by Mr. McCotter, which carried by a vote of 7-0, the Board voted to authorize the Registrar's Office to proceed with the Electronic Pollbook Capital Project (30313000-481105) at a cost of $76,700. The Board also authorizes a budget supplement in the amount of $37,952.59 for the aforementioned project. The source of funding is General Fund Balance.

Resolution – To Approve and Award a Contract for Shannon Hill Regional Business Park Offsite Utilities

Invitation for Bids (IFB) # ED-25-01 was issued on August 30, 2024, to solicit proposals for Shannon Hill Regional Business Park Offsite Utilities. This solicitation was advertised on the County's website, on eVA (the Virginia Procurement website). Bids were due by 3:30 p.m. on October 15, 2024, at the Louisa County Administration Building. Four (4) bids were received. Aspen Construction Co. was deemed the lowest responsive, responsible bidder.

On the motion of Mr. Williams, seconded by Mr. Barnes, which carried by a vote of 7-0, the Board voted to authorize the County of Louisa to enter into a contract with Aspen Construction Co. for Shannon Hill Regional Business Park Offsite Utilities, so long as such contracts are consistent with the Invitation for Bids, and only after the County Attorney for Louisa County, Virginia approves such contracts as to form.

REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES

Committee Reports

Board Appointments

County Administrator's Report

Mr. Goodwin reported that there were several reports and items of correspondence in the Board packet and reminded the Board of several upcoming events.

PUBLIC HEARINGS
(None)

ADJOURNMENT

On the motion of Mr. Barnes, seconded by Mr. Williams, which carried by a vote of 7-0, the Board voted to adjourn the December 2, 2024, meeting at approximately 7:20 p.m.

BY ORDER OF:
DUANE A. ADAMS, CHAIRMAN
BOARD OF SUPERVISORS
LOUISA COUNTY, VIRGINIA