



**Board of Supervisors
County of Louisa
Monday, February 3, 2025
Louisa County Public Meeting Room
5:00 PM**

CALL TO ORDER - 5:00 P.M.

Mr. Adams called the February 3, 2025, meeting of the Louisa County Board of Supervisors to order at 5:00 p.m.

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

Others Present: Christian Goodwin, County Administrator; Patricia Smith, County Attorney; Chris Coon, Deputy County Administrator; Wanda Colvin, Deputy County Administration/Director of Finance; Alexandra Stanley, Executive Assistant/Deputy Clerk; 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 voted to enter Closed Session at 5:00 p.m. for the purpose of discussing the following:

1. In accordance with §2.2-3711(A)(1), In accordance with §2.2-3711(A)(1), discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and
2. In accordance with §2.2-3711(A)(5), discussion concerning a prospective business or industry or the expansion of an existing business or industry, in the Mountain Road 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	Seconded	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 3rd day of February 2025, 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 3rd day of February 2025, 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. Barnes, which carried by a vote of 7-0, the Board voted to adopt the January 21, 2025, agenda, as amended, and added the following:

- Added a resolution authorizing the General Services department to proceed with the purchase of equipment to new business/action items
- Added a resolution authorizing an additional position for the Louisa County Clerk's Office

MINUTES APPROVAL

Board of Supervisors (BOS) - Regular Meeting – January 21, 2025

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 January 21, 2025, meeting.

BILLS APPROVAL**Resolution – To Approve the Bills for the First Half of January 2025**

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 January 2025.

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 February 3, 2025, as follows:

1. Resolution - Authorizing Trevilians Volunteer Fire Department to Proceed with Capital Projects
2. Resolution - Authorizing a Pass Through Appropriation for Vending Machine Commissions
3. Resolution - Authorizing a Pass Through Appropriation for Insurance Proceeds
4. Resolution - Authorizing Pass Through Appropriations for Project Lifesaver and Fire and EMS Donations
5. Resolution - To Approve and Award a Contract for Irrigation System Maintenance and Repair Services
6. Resolution - Authorizing a Pass Through Appropriation to the Louisa Downtown Development Corporation for the Virginia Commission for the Local Government Challenge Grant
7. Resolution - Authorizing the Louisa County Sheriff's Department to Apply for a DCJS Enhancing Digital Forensic Capabilities Grant
8. Resolution - Budget Supplement for the Louisa County Sheriff's Department for a Byrne Justice Assistance Grant
9. Resolution - Honoring Garland Nuckols for His Years of Service and Dedication to Louisa County and as Mayor to the Town of Louisa
10. Resolution - Recognizing Holly Grove Volunteer Rescue Squad and Lake Anna Rescue Squad Emergency Medical Technician Class of 2024

RECOGNITIONS

There were no in-person recognitions scheduled. However, Mr. Williams announced that a previously approved recognition honoring Mrs. Frances West Byers on her 110th birthday would be presented to her in person with her family.

PUBLIC COMMENT PERIOD

Chairman Adams opened the public comment period.

Mr. Andrew Briggs, Patrick Henry District, expressed strong support for an indoor Aquatic Center in Louisa County. He Highlighted the benefits for community members, children learning to swim, seniors requiring aquatic therapy, and lifeguard employment opportunities.

Mr. Mitchell Sasser, Louisa District, Editor of The Central Virginian, thanked the Board for returning public notices to the local newspaper. He expressed appreciation for the County's partnership in ensuring transparency.

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

INFORMATION/DISCUSSION ITEMS

Presentation – VDOT Quarterly Update

Mr. Scott Thornton, Residency Engineer, Louisa Residency Administrator for the Virginia Department of Transportation (VDOT), presented the VDOT quarterly update, which included an update on projects in development and preliminary engineering, county safety and operational improvements, Smart Scale projects, pavement and resurfacing, construction and maintenance activities, traffic engineering studies, and roads located in the County.

He briefed the Board on the following items:

Maintenance Updates:

- Crews are conducting ditch clearing, pipe replacements, and road resurfacing across the county.
- Route 640 Bridge Project: Delayed due to necessary structural modifications; expected completion in March.
- Hamilton Road Bridge: Two options under consideration:
 - A \$6 million rehabilitation project (potential completion by 2030).
 - A \$700,000 local repair project (potential completion within 12 months).

Smart Scale Project Funding:

- No Louisa projects were selected for funding in this cycle.
- The Route 15 & 22 Intersection Project ranked 103rd statewide but was not funded.

Other Road Concerns:

- Pedestrian safety concerns at the Route 15/Walmart intersection.
- Potholes forming due to winter weather.
- AWS truck traffic affecting road conditions near Kentucky Springs Road.

Presentation – Central Virginia Small Business Development Center (CVSBDC)

Ms. Rosi Beachy, Central Virginia SBDC Advisor, provided the Board with an overview of the Small Business Development Center organization and their proposed budget request for FY26.

The Virginia SBDC is an organization of 26 local Small Business Development Center offices across Virginia providing professional business advising, training, and business resources to help grow and strengthen Virginia businesses. Thousands of business owners and managers received one-on-one advising every year, and twice as many business owners attended a training program offered by a local SBDC. SBDC professionals assist with business planning, marketing, financial analysis, access to capital, business start-up and other specialized services as requested. And companies report successes and impact as a result of their SBDC relationship.

The SBDC assisted 48 Louisa County businesses in 2024 and created the most jobs of all rural counties in the region. The SBDC is requesting \$25, 737 in FY26. Small Business Association matches half of municipal funding and Central Virginia Small Business Development Center raises an additional 60% of municipal funding from grants, private donors and county paid

programming.

UNFINISHED BUSINESS

(None)

NEW BUSINESS/ACTION ITEMS

Resolution – Approving a Memorandum of Understanding (MOU) Between Louisa County Water Authority and Board of Supervisors for Easement Maintenance

Louisa County Water Authority and the Louisa County Board of Supervisors seek to establish a partnership for maintaining Water Authority easements to protect critical infrastructure.

The Memorandum of Understanding (MOU) outlines responsibilities, financial commitments, and operational procedures, including biannual maintenance by County staff and funding from the Water Authority for equipment acquisition. The Board of Supervisors recognizes the mutual benefits of this agreement and finds it to be in the best interest of Louisa County and its residents.

On the motion of Mr. Barnes, seconded by Mr. Williams, which carried by a vote of 7-0, the Board voted to approve the Memorandum of Understanding between the Louisa County Water Authority and the Louisa County Board of Supervisors for Easement Maintenance, with the understanding that minor revisions may be made upon mutual agreement of the County Administrator, County Attorney, and the Water Authority to ensure clarity and effective implementation.

The County Administrator is authorized to finalize, execute, and implement the agreement on behalf of the County.

Resolution – Authorizing General Services to Proceed with Equipment Purchase

The General Services department is requesting approval to purchase the following equipment; a 335P Rubber Track Skid Steer with a standard bucket, a mulching head, and bush hog brush cutter. The total cost for the aforementioned items is \$172,005.60.

The equipment will be used to maintain Louisa County Water Authority easements and to maintain any other County properties as needs arise. The purchase will be made in accordance with the Virginia Public Procurement Act and County purchasing guidelines.

On the motion of Mr. Woodward, seconded by Mr. McCotter, which carried by a vote of 7-0, the Board authorizes the Department of General Services to purchase the following equipment; a 335P Rubber Track Skid Steer with a standard bucket, a mulching head, and bush hog brush cutter in the amount of \$172,005.60. The source of funding is \$160,000 from the Louisa County Water Authority (Recoveries GL # 0303R19-319010) and a budget transfer from General Services Building Enhancements (10043100-482500) in the amount of \$12,005.60 for a total of \$172,005.60 to General Services Equipment CIP (30342000-482000).

Resolution – Approval of a Deputy Clerk Position for the Louisa County Clerk of the Court

The Louisa County Clerk's office has experienced increased workloads and are requesting an additional position to help handle the additional demand. This position was included in the Clerk's FY2026 budget request, but the department is in need of additional staff now and are unable to wait until the new fiscal year. Funding is available within the County's current contingency budget to cover the amount needed for the remainder of fiscal year 2025.

On the motion of Mr. Williams, seconded by Ms. Jones, which carried by a vote of 7-0, the Board voted to authorize a new position for the Louisa County Clerk's office. The source of funding is a budget transfer of \$25,367 from Employee Compensation Contingencies (10091000-411000) to:

Clerk Salaries - 10021700-411000- \$17,055
VRS - 10021700-422100 - \$1,725
FICA - 10021700-421000 - \$,1305
457 - 10021700-422200 - \$100
Health Insurance - 10021700-423100 - \$5,000
Group Life - 10021700-424000- \$80
Disability Insurance - 10021700-425000 - \$90
Health Insurance Credit - 10021700-427500 - \$12.

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

Committee Reports

Mr. McCotter reported on the following for the Lake Anna Advisory Committee:

- Updated Hydro Management Protocol.
- Secured \$33,000 for buoy maintenance in General Assembly budget proposal.

Board Appointments

On the motion of Mr. Barnes, seconded by Mr. Woodward, which carried by a vote of 7-0, the Board voted to make the following appointments:

1. Reappointed Mr. Michael Choate to the Transportation Safety Commission to represent the Patrick Henry District – New Term to Begin 05/02/25
2. Reappointed Ms. Alayna Whitlock to the Parks and Recreation Advisory Committee as an At-Large Member – New Term to Begin 07/01/25
3. Appointed Ms. Alayna Whitlock to the Thomas Jefferson Criminal Community Justice Board to represent Louisa County
4. Reappointed Mr. Robert Morgan to the Louisa County Water Authority Board
5. Reappointed Ms. Betty Dickinson to the Human Services Advisory Board – New Term to Begin 03/07/25
6. Appointed Mr. Duane Adams as the Louisa County Resource Council Board Liaison
7. Appointed Mr. Mark Letheridge to the Industrial Development Authority to represent the Cuckoo District – term beginning 03/01/25 and set to expire 12/31/27 (filling Mr. Jeff Martin's unexpired term)
8. Reappointed Ms. Wanda Colvin to the Rappahannock Juvenile Detention Center (Finance Committee) – term beginning 12/02/24 and set to expire 12/02/28

County Administrator's Report

Mr. Goodwin reported that there were several monthly 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 February 3, 2025, meeting at 6:49 p.m.

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