

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
May 14, 2024**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, May 14, 2024, at 7:00 p.m., with Mayor Clinton O. Lucas, Jr. presiding.

ATTENDANCE:

Council Members present were: Mayor Clinton O. Lucas, Jr.; Vice Mayor William Kite; Lynn Fox; I. Michael Lowe; Richard Pierce; and Christopher Reisinger.

Council Members absent were: Councilwoman, Cave

Other Town Officials present were: Charles Jenkins, Town Manager; Paul Davis, Police Chief; and Angie Schrimsher, Town Clerk.

Citizen's present were: Robert Zirkle, Carol Zirkle, Mac Sullivan, Courtney Nelson, and Brenda Haggett.

Media Representatives: None

AWARD PRESENTATION

None at this period

RECEIVING OF VISITORS

Courtney Nelson, Daughter of the Stars Farmers Market, spoke to the Council and thanked them for their continued support. She stated they are going into their third year and she highlighted some of their accomplishments over this time. Courtney Nelson also informed Council of some of her goals for the coming year.

Mac Sullivan spoke to Council about his past accomplishments as well as his family's past ties to the Town by serving on Council. He voiced his objections over a letter he received regarding an abandoned vehicle on their property and how the letter was written by a "paid employee". Mac Sullivan noted he took offense at being ordered to remove the vehicle and stated he would have preferred to receive a phone call regarding the issue.

April 23, 2024 REGULAR MEETING MINUTES

A *motion* was made by Councilman Fox, *seconded* by Councilman Lowe to approve the *Regular Meeting Minutes* held on April 23, 2024 as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce
Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilwoman Cave

VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Pierce, to approve the bills, dated **May 14, 2024**, in the **Combined Accounts Disbursements Warrants #42018 - #42061** in the amount of **\$176,800.20** as presented.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce
Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilwoman Cave

VOTE: Unanimous in favor of motion

TREASURER'S REPORT

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Fox to approve the **April 23, 2024** Treasurer's Report, submitted by Treasurer Christl Huddle, in the amount of **\$2,406,480.41**, as presented.

Members Roll Call Vote was as follows:

YEA: Councilman Fox
Vice Mayor Kite
Councilman Lowe
Councilman Pierce
Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilwoman Cave

VOTE: Unanimous in favor of motion

CORRESPONDENCE

#1- The Town Shenandoah Museum Welcome Center was nominated and won Luray Page County Chamber of Congress Hospitality Business of the year award. It made the next round of voting for the Daily News Record best in the Valley in the top 5 May 8th-16th winner will be announced in June.

#2- The Town of Shenandoah Museum and Welcome Center Curator, Lora Jenkins, stated she would like to add a gift shop to the Museum. She noted there is a system called "Square Point of Sale" and it retails at \$89.00 per month or \$1,068.00 per year. Lora Jenkins also stated the processing rates are two and a half percent plus ten cents per transaction and if a card has to be entered in manually, the charge is three and a half percent plus 15¢ and does not include the cash drawer of \$129.00. She added the Clover Point of Sale system is a standard \$135.00 per month for 36 months or you can purchase the cash drawer for \$1,799 plus \$59.95 per month. Lora Jenkins noted the processing fees for the Clover System is 2.3% plus 10¢ or 3.5% plus 10¢ for cards entered manually. She included the inventory would start small with items such as t-shirts, magnets, hats and stickers. Lora Jenkins informed Council the budget is \$1,000 to set up an online account for sales tax to be paid each month.

#3- The Council decided to rescind the motion made April 23, 2024 regarding cancelling the CDs for the ball field and tennis courts and returning the money to the Shenandoah Indians. The Council agreed the Town would continue to maintain the CDs.

Brenda Haggett stated she spoke to Kirk Comer and stated Kirk Comer has no objections leaving the funds in the account and just allowing the funds to roll over and to wait to see if other funds or grant opportunities become available in the future to assist with these projects. Brenda Haggett suggested leaving the \$5,000.00 for the tennis courts and looking for grant money to help with the development of Big Gem Park.

Councilman Reisinger and Vice Mayor Bill Kite agreed to just leave the funds in the CDs for another year.

A *motion* was made by Councilman Lowe, *seconded* by Vice Mayor Kite to leave the money on both CDs and see if any funding or grant opportunities arise within the next year.

#4-Heard Alice Pence is retiring on July 1, 2024. She has worked for the Town of Shenandoah for 21 years. You have a motion and vote here. What was the motion? I don't think they need to vote, unless they voted on accepting her retirement. If so, you would need to put the motion part on separate line and then put the vote below. A *motion* was made by Councilman, Pierce *second* by Vice Mayor, Kite

#5-Heard Bill Harouff will be at the Town of Shenandoah Museum and Welcome Center on June 1, 2024 at 2:00 p.m. performing his "Train Songs". The Town of Shenandoah Museum and

Welcome Center is located at 507 First St., Shenandoah, VA 22849.

#6-Heard the Cruz-Ins were starting up for the 2024 season with the first one being on May 24, 2024. This first Cruz-In is taking place rain or shine as it is part of the Annual Town of Shenandoah Memorial Festival. The Cruz-In is located along First Street. The dates for the remaining Cruz-Ins are June 7, 2024 (rain date June 14, 2024), July 12, 2024 (rain date July 19), and August 2, 2024 (rain date August 9), and September 13, 2024 (rain date September 20). For more information, contact Nancy Karnes at (540) 742-1141.

#7-The Proposed Budget for the FY 2024-25 is \$3,434,308.00 A *motion* was made by Councilman Fox, *seconded* by Vice Mayor Kite, to accept the Proposed Budget for FY 2024-25 in the amount of \$3,434,308.00.

#8-Received a memo for an ordinance defining the basis for tax assessment and establishing the tax rate for 2024. It states Shenandoah Corporation Taxes, be it ordained, per Virginia State Code §58.1-3010, 46.2-752, and by the Council of the Town of Shenandoah, that the dollar assessment values established by the Commissioner of the Revenue of Page County, Virginia for tangible Personal Property and Machinery and Tools owned by January 1, 2024 shall be used by the Town of Shenandoah for 2024 Corporation Tax purposes. The Tax Rate assessed for 2024 will be unexempt tangible personal property is \$0.60/\$100. Personal Use Vehicles valued at \$1,001.00 or less will be for 100% tax relief. Personal Use Vehicles valued at \$1,001.00 to \$20,000.00 will be eligible for a tax relief at a percentage rate which will be decided by the Town Manager and Treasurer after vehicle totals are assessed by the Commissioner of the Revenue and edited to see what percentage rate will apply. Personal Use Vehicles valued at \$20,001 or more shall only be eligible for a tax relief at a percentage rate which will be decided by the Town Manager and Treasurer after vehicle totals are assessed by the Commissioner of the Revenue and edited to see what percentage rate will apply on the first \$20,000 of value. Machinery and tools will be at a rate of \$0.60/\$100. Vehicle License fees for cars, trucks, trailers and campers are \$25.00 each and Vehicle License fees for motorcycles are \$15.00 each.

A *motion* was made by Councilman Pierce, *seconded* by Vice Mayor Kite to approve the tax rate for 2024.

#9- Received a Resolution to establish a fee for zoning appeals. This Resolution is to establish and authorize the collection of an appeal fee, filing an appeal of a denied zoning permit, special use permit, rezoning request, or Business License; and Town Code Section 50-184 allows for the Town to set an appeal fee; and State Code 15.2-2311 states: the fee for filing an appeal shall not exceed the cost of advertising the appeal for a Public Hearing and reasonable cost, and the Town currently does not have a fee in place for filing such an appeal; therefore, a non-refundable fee of \$500 shall be required to file all zoning appeals requiring a Public Hearing. This fee covers the cost of advertising for said Public Hearing as well as the cost of notifying all adjacent property owners of the zoning appeal.

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Fox, to approve this resolution as proposed.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce
Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilwoman Cave

VOTE: Unanimous in favor of motion

#10-Received a memo for Resolution of Respect for Owen M. Strickler, Jr. April 5, 1923-April 17, 2024 God in his infinite wisdom has called from our midst Owen M. Strickler, Jr. April 17, 2024. He graduated from Shenandoah High School in 1941 and he served in the United States Army Air Corps, and he owned businesses in the Town of Shenandoah, and he was an active community member involved in many organizations, and was a lifetime member of Fields Methodist Church, now, be it resolved, that the sympathy of the Mayor and the Town Council is extended to his family in their great loss.

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Lowe to approve this resolution as proposed.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce
Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilwoman Cave

VOTE: Unanimous in favor of motion

#11-Received a memo for Resolution of Respect for Richard P. Strickler November 6, 1929-December 10, 2023 God in His Infinite Wisdom, has called from our midst Richard P. Strickler on December 10, 2023. He graduated from Shenandoah High School in 1948 and he served in the United States Air Force, and he owned and operated businesses in the Town of Shenandoah and he was an active community member involved in many organizations, and was a member involved in many organizations, and was a member of Page County Planning Commission for 20 years, now, be it resolved, that the sympathy of Mayor and Town Council is extended to his family in their great loss.

May 14, 2024

A *motion* was made by Councilman Lowe *seconded* by Councilman Reisinger to approve this resolution as proposed.

Members Vote was as follows:

YEA: Vice Mayor Kite
 Councilman Fox
 Councilman Lowe
 Councilman Pierce
 Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilwoman Cave

VOTE: Unanimous in favor of motion

WATER AND SEWER

(Chair Kite, Councilwoman Cave, and Councilman Lowe)

Town Manager Charlie Jenkins noted that the Maryland Avenue sewer line repair is mostly done except for the pressure testing.

Town Manager Charlie Jenkins noted that a water leak was repaired on 600 block of First Street with about 80 feet of new line laid.

STREETS & PUBLIC PROPERTY

(Chair Fox, Vice Mayor Kite, and Councilman Lowe)

Town Manager Charlie Jenkins noted the sidewalk repair on the North side of Virginia Avenue was complete and the cost of the concrete was \$2,500.00.

Council noted they thought the sidewalk turned out very well and to thank the Town Crew.

Town Manager Charlie Jenkins noted VDOT is currently working on Pennsylvania Avenue to prep it for paving.

Councilman Fox noted the need for VDOT to trim trees overhanging Maryland Avenue past Tenth Street.

POLICE, SAFETY & JUDICIAL

(Chair Kite, Councilman Lowe, and Councilman Reisinger)

Adopted a proclamation to recognize National Police Week 2024. National Police Week will be held May 12 – 18, 2024 to honor the service and sacrifice of those law enforcement officers killed in the line of duty. May 15 is designated as Peace Officers Memorial Day and U.S. flags should be flown at half-staff to honor the fallen officers. Take this week to thank your local officers for their service as you see them and let them know that you appreciate all of their hard

work to protect our community. For more information visit www.nleomf.org.

TAXATION & FINANCE

(Chair Pierce, Vice Mayor Kite, and Councilman Fox)

None during this period

PARKS & RECREATION

(Chair Reisinger, Councilman Lowe and Pierce)

Councilman Fox noted the need for VDOT to trim trees overhanging Maryland Avenue past Tenth Street.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chair Cave, Councilmen Lowe and Pierce)

None during this period

COMMUNITY SERVICE

(Chair Kite, Councilwoman Cave and Councilman Pierce)

Vice Mayor Kite nominated the Shenandoah Baptist Church for Community Enhancement Plaque.

PERSONNEL

(Chair Pierce, Councilwoman Cave, Councilmen Lowe and Reisinger)

None during this period

UNFINISHED BUSINESS

None during this period

NEW BUSINESS

Town Manager Charlie Jenkins noted there were repairs to two of the Town vehicles. He noted the 2003 Explorer was in need of a radiator and the 1994 Chevrolet 3500 was in need of a heater core.

Town Manager Charlie Jenkins noted that the charges to the Town Charter and code have been sent in for review.

Town Manager Charlie Jenkins noted for permission for Town Manager Charlie Jenkins to attend a VDOT conference in Roanoke in September.

A *motion* was made by Councilman Fox *second* by Councilman Lowe to approve Town Manager Charlie Jenkins attending the VDOT conference in Roanoke in September.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce
Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilwoman Cave

VOTE: Unanimous in favor of motion

TOWN MANAGER'S REPORT

Town Manager Charlie Jenkins asked Council's permission to bid on concrete forms and a bucket truck at the Mountain Valley Spring Auction.

A *motion* was made by Councilman Fox, *seconded* by Councilman Reisinger to approve Town Manager Charlie Jenkins to bid on concrete forms up to \$500 at the auction.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce
Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: Councilwoman Cave

VOTE: Unanimous in favor of motion

MAYOR'S REPORT

Flag Retirement will be at the Shenandoah Veterans Park on Friday May 24, 2024 from 7:00p.m. to 8:30p.m.

FOR THE GOOD OF THE TOWN

None during this period.

ADJOURN

There being no further discussion, A *motion* was made by Vice Mayor, Kite *seconded* by Councilman, Lowe to adjourn the meeting at 8:33 p.m.

Members vote was as follows:

YEA: Vice Mayor Kite
Councilman Fox
Councilman Lowe
Councilman Pierce
Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.
ABSENT: Councilwoman Cave
VOTE: Unanimous in favor of motion

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Angela Schrimsher, Town Clerk