

**MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
July 09, 2024**

CALL TO ORDER: The Shenandoah Town Council held its regular meeting on Tuesday, July 09, 2024 at 7:00 p.m., with Mayor Clinton O. Lucas, Jr. presiding.

The meeting began with the Pledge of Allegiance

ATTENDANCE:

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

Council Members absent were: None.

Other Town Officials present were: Charles Jenkins, Town Manager; Lt. Brandon Morris, Police Officer and Angie Schrimsher, Town Clerk.

Citizen's present were: Robert Zirkle, Sue Zirkle, Brittaney Sutherland, Brenda Haggett, and Brenda Lam.

Media Representatives: None

AWARD PRESENTATION

None during this period.

RECEIVING OF VISITORS

None during this period

June 25, 2024 REGULAR MEETING MINUTES

A *motion* was made by Councilman Fox, *seconded* by Councilwoman Cave, to approve the *Regular Meeting Minutes* held on June 25, 2024, as presented.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: None

VOTE: Unanimous in favor of motion

APPROVAL OF BILLS

A *motion* was made by Vice Mayor Kite, *seconded* by Councilman Lowe, to approve the bills, dated July 09, 2024, in the **Combined Accounts Disbursements Warrants #42157 - #42213** in the amount of **\$225,120.06**, as presented.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite

Councilwoman Cave

Councilman Fox

Councilman Lowe

Councilman Pierce

Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: None

VOTE: Unanimous in favor of motion

TREASURER'S REPORT

A *motion* was made by Councilman Fox, *seconded* by Councilman Reisinger, to approve the **July 09, 2024** Treasurer's Report, submitted by Treasurer Christl Huddle, in the amount of **\$2,315,890.33**, as presented.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite

Councilwoman Cave

Councilman Fox

Councilman Lowe

Councilman Pierce

Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: None

VOTE: Unanimous in favor of motion

CORRESPONDENCE

#1- Received the June 2024 Shenandoah Police Department Activity Log for review.

#2- Received the June 2024 Shenandoah Police Department Vehicle Gas Log for review.

#3- Town Manager stated that Police cell phones emergency calls regular lines if they are cut off the Police line will be left on. This is a phone package we need for emergencies.

#4- Town of Shenandoah Museum and Welcome Center Curator, Lora Jenkins reported 166 visitors to the Museum and Welcome Center in June. This includes the 42 who came to hear Train Songs by Bill Harouff on June 1, 2024.

#5- Received a memo The Town of Shenandoah Museum and Welcome Center was a finalist in the Daily News Record's Best of the Valley 2024.

#6- Received a memo to vote on possible approval of the Public Hearing Minutes from May 7, 2024.

A ***motion*** was made by Councilman Lowe, ***seconded*** by Councilman Fox, to approve the Public Hearing Minutes from May 7, 2024, as presented.

Members Vote was as follows:

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

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr.

ABSENT: None

VOTE: Unanimous in favor of motion

#7-Received a Commercial Lease Agreement, made effective as of July 1, 2024, by and between Town of Shenandoah ("Lessor") and The Town of Shenandoah GYM ("Lessee") for base rent \$650.00 per month on 426 First Street Shenandoah, VA 22849.

A ***motion*** was made by Councilman Fox, ***seconded*** by Councilman Pierce, to approve the extended 36 months rental at the Town of Shenandoah GYM.

Members Vote was as follows:

YEA: Vice Mayor Kite

NAY: None

Councilwoman Cave
Councilman Fox
Councilman Pierce
Councilman Reisinger

ABSTAIN: Mayor Clinton O. Lucas, Jr. and Councilman Lowe

ABSENT: None

VOTE: Unanimous in favor of motion

WATER AND SEWER

(Chair Kite, Councilwoman Cave, and Councilman Lowe)

Water and Sewer rates will increase. For inside Town limits, rates will increase from \$28.15 to \$29.65 for a minimum usage bill, an increase of \$1.50, or 5.32%. For outside Town limits, water and sewer rates will increase from \$41.00 to \$42.50 for a minimum usage bill, an increase of \$1.50 or 3.66%. The minimum usage will decrease from 3,000 gallons to 2,000 gallons, a decrease of 1,000 gallons or 33.3%.

A *motion* was made by Councilman Fox, *seconded* by Councilman Lowe, to approve the Water and Sewer rate increase, as presented.

Members Vote was as follows:

YEA: Vice Mayor Kite

NAY: None

Councilwoman Cave
Councilman Fox
Councilman Lowe
Councilman Pierce
Councilman Reisinger

ABSTAIN: Mayor Clinton O. Lucas, Jr. and Councilman Lowe

ABSENT: None

VOTE: Unanimous in favor of motion

Town Manager Charlie Jenkins stated the South Side pressure station is causing water leaks and a 10 inch valve will be installed Wednesday. He noted this installation will slightly interrupt water service.

Town Manager Charlie Jenkins stated the Town has had some water loss due to the drought and the Public Works Crew is having a hard time finding a large water leak. He added he will contact Mark Hensley to use clamp on water meters on the South Side. Town Manager Charlie Jenkins informed Council the Public Works Crew is slowly replacing water meters, noting most of the meters being replaced are ones not reading correctly.

STREETS & PUBLIC PROPERTY

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

Chair Fox noted he was having a hard time getting someone at Updike to answer the phone to discuss trash issues. He stated it's the Town's responsibility to make sure the trash is picked up if Updike misses the trash.

Vice Mayor Kite noticed some trash bins overflowing with open lids and Updike will not pick them up, stating this is part of the policy.

Town Manager Charlie Jenkins stated the Public Works Crew is in need of forms for the sidewalk construction. He stated we may need to borrow them from another town.

Town Manager Charlie Jenkins stated there have been some issues and concerns with people wanting to wonder on to the railroad tracks when visiting the Museum. He suggested a possible viewing platform or add a fence in the area to deter this.

Town Manager Charlie Jenkins stated the wall on Third Street needs to be replaced or reconstructed because it is crumbling. He stated he will talk with the owners and see what can be done.

Chair Fox inquired about a large tree near Virginia Avenue that needs trimming, noting it is a traffic hazard.

Councilman Reisinger inquired about a tree in need of trimming across from the Elementary School.

POLICE, SAFETY & JUDICIAL

(Chair Kite, Councilman Lowe, and Councilman Reisinger)

Town Council requested a safety burn ban, noting the Shenandoah Volunteer Fire Department Chief is monitoring the situation as of now.

TAXATION & FINANCE

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

None during this period.

PARKS & RECREATION

(Chair Reisinger, Councilman Lowe and Pierce)

Chair Reisinger is pleased with the brush clean up near Big Gem Park, noting his appreciation for a few men from the Public Works Crew coming out to clean up the area.

Town Manager Charlie Jenkins informed the Council the large head cut out sign had been recovered by the Police at the river. He noted this was the photo opportunity sign from the River Park.

INDUSTRIAL, ECONOMIC DEVELOPMENT & PROCUREMENT

(Chair Cave, Councilmen Lowe and Pierce)

Town Manager Charlie Jenkins spoke to the Sullivan Corporation about the Old Pharmacy. He added he will contact the owner to inform them of what needs to be done with the building and the overgrown landscape.

Councilwoman Cave offered to help in any way.

COMMUNITY SERVICE

(Chair Kite, Councilwoman Cave and Councilman Pierce)

Vice Mayor Kite suggested giving out award enhancements.

PERSONNEL

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

Councilman Piece inquired how well Nick Chacon is doing at the Sewer Plant.

Town Manager Charlie Jenkins stated Nick Chacon is very motivated and dedicated and is doing very well.

Heard Alice Pence retired in June. Town Council would like to give Alice \$100.00 as a gift.

A *motion* was made by Councilman Pierce, *seconded* by Councilwoman Cave to approve the \$100.00 for Alice Pence as a retirement gift.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite

Councilwoman Cave

Councilman Fox

Councilman Lowe

Councilman Pierce

Councilman Reisinger

NAY: None

ABSTAIN: Mayor Clinton O. Lucas, Jr. and Councilman Lowe

ABSENT: None

VOTE: Unanimous in favor of motion

UNFINISHED BUSINESS

None during this period

NEW BUSINESS

Town Manager Charlie Jenkins stated construction is going well on the Well House, noting the foundation was done.

TOWN MANAGER'S REPORT

Town Manager Charlie Jenkins stated as of July 1, 2024, new water laws have gone into affect. He informed Council water cannot be turned off due to non-payment if the temperature is above 92 degrees or below 32 degrees for the 24 hour period after shut-off. Town Manager Charlie Jenkins added a policy for disconnection should be provided for each new account and needs to be in both English and Spanish. He added the Town does provide a disconnection policy to each new account, however, we will add a Spanish version.

Town Manager Charlie Jenkins asked the Town Council to look over the Town Charter and see if anything needs to be added or changed and let him know. He stated once the Town Charter is looked over then the Town Council will have a Public Hearing to approve these changes.

Town Manager Charlie Jenkins is looking for someone who does Safety and First Aid Training.

Town Manager Charlie Jenkins stated the Public Works Crew is going through a lot of water to stay hydrated to prevent heat exhaustion.

Councilman Fox suggested Gatorade.

MAYOR'S REPORT

Mayor Lucas attended the Stanley Parade for the Fourth of July.

FOR THE GOOD OF THE TOWN

Heard Brenda Lam is concerned about the wall on her property on Third Street. Brenda Lam is asking if the Town Council would reconsider helping with the cost to replace or fix the wall. Brenda Lam is on a fixed income and doesn't have the funds to fix the wall.

Town Council will look into what could be done.

ADJOURN

There being no further discussion, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Fox, to adjourn the meeting at 9:05 p.m.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilwoman Cave
Councilman Pierce
Councilman Reisinger

NAY: None

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

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Angela Schrimsher, Town Clerk